

# Midland Area Transportation Study (MATS)

## Policy Committee Meeting Minutes

Tuesday, July 11, 2017

### 1. Call to Order

July 11, 2017: The meeting was called to order at 10:05 AM by Brad Kaye, Chairman.

Those present were: Terry Palmer\* (Midland County Road Commission), Jim Lillo\* (Bay County Road Commission), , Karen Murphy\* (Midland Dial-A-Ride Transit), Gary Rogers\* (County Connection of Midland), Mike Wood\* (Jerome Township), Terry Holt\* (Midland Charter Township), Dave Engelhardt (East Michigan Council of Governments – via phone), Maria Sandow\* (Larkin Township), Chuck Tabb\* (Ingersol Township), Bob Carl\* (Village of Sanford), Paul Wasek\* (Williams Charter Township), Eric Sprague\* (Bay Metro Transit Authority – via phone), Craig Gosen\* (Edenville Township – via phone), Maja Bolanowska, (MATS) and Bryan Gillett (MATS).

\*voting members or alternates

### 2. Changes to the Agenda

There were no changes to the agenda.

### 3. Approval of June 6, 2017, Minutes

A motion was made by Terry Palmer and seconded by Mike Wood to approve the minutes as presented. Motion carried.

### 4. Public Comment

There were no public comments brought before the Committee.

### 5. Reports of officers

#### A. MDOT Update

There was no MDOT staff in attendance at the meeting, and thus no update was provided. Maja Bolanowska mentioned, that on July 13<sup>th</sup> from 2 to 4 pm there would be a reception in Lansing for Pam Boyd, and passed around an announcement of this event.

#### B. Legislative Update

There was no Legislative Update.

### 6. Agency Reports

#### A. MATS Administrative Report

Maja Bolanowska presented the MATS Administrative report. Bank account balance is approximately \$65,000, and two out of the three of the 2<sup>nd</sup> Quarter reimbursements have been received. Billings for the 3<sup>rd</sup> Quarter will be prepared soon.

## **B. MATS Work Tasks Update**

Maja Bolanowska presented a brief update on the many MATS work efforts over the past month. Work on the draft LRTP is complete for now, with approval for public release being sought today; the Midland County Public Transportation study is currently being finalized; the 4<sup>th</sup> TIP amendment has been submitted to MDOT with 2 additional administrative changes; the FY 2018 UWP has been reviewed by MDOT and submitted to both FTA and FHWA; 2017 PASER rating dates will be August 22<sup>nd</sup> through the 24<sup>th</sup>, and September 11<sup>th</sup> and 12<sup>th</sup>. Maja further explained the need for the Complete Streets review forms recently sent out to all implementing agencies. Federally required DBE goals and certification have been filed, with Maja noting that since FTA funding now comes via the FHWA we technically no longer receive FTA funding but still must submit the form. Meetings regarding performance measures are continuing, MDOT Safety Targets have just been released, MDOT will be sending out information shortly as to how they were derived, MATS now has 6 months or the end of February 2018 to set MPO safety targets. The consensus of the Policy Committee is that these targets need only be reviewed by the Technical Committee rather than both Committees. Lastly, meetings and discussions regarding JobNet have taken a great deal of staff time, both to address data inconsistencies and to consult with MDOT staff regarding the future direction of the software/database package. The ultimate goal is for JobNet to replace the e-file in the TIP process. Brad inquired as to the timeframe for JobNet to pay off in a better process, Maja indicated that it will be down the line a bit, at least a year. Until then our e-file Excel spreadsheet still counts as the official TIP.

## **7. Unfinished and New Business**

### **A. MATS' Long Range Plan**

Maja Bolanowska presented the final draft of both the Long Range Transportation Plan and its Appendix (both were recently emailed to the committee) and passed around physical copies. Maja then reviewed the timeline and list of actions that would be required prior to the September 30<sup>th</sup> deadline and indicated that staff is requesting approval to release the draft for public review today, in keeping with that timeline. Discussion ensued regarding proposed dates for the 3<sup>rd</sup> Open House, with the consensus being August 9<sup>th</sup>. Brad indicated that the City of Midland Council room was available that evening, and that location was tentatively chosen pending booking of the room. Maja indicated that staff will be bringing the document back to the Policy Committee during the September meeting, for final approval and adoption. A Motion was made by Terry Palmer and seconded by Jim Lillo to approve the release of the draft Long Range Transportation Plan for public review. Motion carried.

### **B. MATS' Transit Asset Management Targets**

Maja explained the Transit Asset Management Target requirements. A draft document summarizing targets for DART, CCM, and MATS was provided. DART targets were self-derived (as required for each urban transit provider). MDOT derived group and individual targets for Section 5311 and 5310 sub-recipients (i.e. Rural transit providers and thus CCM). MATS had a July deadline to derive its Targets, which are overall targets covering both DART and CCM. The proposed MATS targets have been discussed with DART, but not with CCM. MATS Targets are essentially an average between the DART targets and the

MDOT derived targets for CCM in those areas that are applicable. At this point, DART has 0% of vehicles that exceed the Useful Life Benchmark, while CCM is higher. Therefore, the compromise of 10% is proposed for the rolling stock (small bus) target, which matches the MDOT target. The infrastructure target is not applicable at all since the assets to be measured are not owned or operated by either DART or CCM. Maja further explained that similar to MDOT targets, the MATS' targets for equipment and facilities are set at a very low bar, with 100% of equipment being allowed to meet or exceed the Useful Life Benchmark set. These targets will be reviewed annually. Motion made by Karen Murphy, seconded by Maria Sandow to approve the Transit Asset Management Targets, subsequent to the clarification that while the MATS group target for rolling stock is 10% over ULB, the individual agency target is still 25% of rolling stock over the ULB. Motion Carried.

### **C. Potential Cancellation of July 19<sup>th</sup> Technical meeting and August 1<sup>st</sup> Policy Meeting**

Due to the timetable for public review of the LRTP, no pending TIP changes, and a lack of other agenda items, Maja proposed that the next meetings of both committees be canceled, and furthermore that the following Policy meeting be moved since the 5<sup>th</sup> of September is right after the Labor Day holiday. It was agreed by acclamation that the Policy Committee meeting be moved to September 6<sup>th</sup> and that the July 19<sup>th</sup> and August 1<sup>st</sup> meetings be canceled. It was noted, that the August 16<sup>th</sup> Technical Committee meeting remains unchanged.

Brad Kaye and Terry Palmer brought up the issue of flood damage estimates and the emergency funds that are hoped to cover this. Terry asked if this funding was required to go through the MATS TIP process, with Maja replying probably not but that inquiries would be made to confirm this. Dave Englehart was asked as well and replied that he has not had this experience but that he thought the answer would be yes.

Jim Lillo mentioned that he has had, and will have in the future, a conflict with the Technical Committee meeting dates, due to having a Board meeting at that time. He will, however, continue to attend both Policy and Technical Committee meetings when possible. Further, he noted that due to the departure of the Bay County Water and Sewer Department director, he will be doing both jobs for the foreseeable future, and those wishing to reach him should be persistent.

### **8. Adjournment**

The July 11<sup>th</sup>, 2017 MATS Policy Committee meeting was adjourned at 10:52 AM.

The next meeting has been rescheduled to September 6<sup>th</sup>, 2017, at 10:00 AM.

Respectfully submitted,

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