

# Midland Area Transportation Study (MATS)

## Technical Committee Meeting Minutes

Wednesday, April 19, 2017

### 1. Call to Order

April 19, 2017: The meeting was called to order at 10:00 AM by Kevin Wray.

Those present were: Brian McManus (City of Midland), Russ Inman (Midland County Road Commission), Jay Reithel (MDOT-Bay Region), Matt Pitlock (MDOT-Statewide Planning)\*, Jan Yuergens (Midland Dial-A-Ride Transportation), Gary Rogers (County Connection of Midland), Kevin Wray (Lincoln Township), Jonathan Myers (MDOT-Mt Pleasant TSC), Maja Bolanowska (MATS), Terry Holt (Midland Charter Township), Dennis Borchard (Saginaw County Road Commission), and Ashley Rockefeller (MATS).

### 2. Changes to the Agenda

Maja asked to add 3 items under Unfinished and New Business category as follows:

F. FTA's Asset Management Rule

G. Current Metropolitan Planning Rules

H. AMPO Planning Tools & Training Symposium

A motion was made by Brian McManus and second by Russ Inman to approve changes to the agenda. Motion carried.

### 3. Approval of March 15th, 2017 Minutes

A motion was made by Matt Pitlock and seconded by Gary Rogers to approve minutes as presented. Motion carried.

### 4. Public Comment

There were no public comments brought before the Committee at the meeting.

### 5. Reports of officers

#### A. Project Updates

Brian McManus reported that the city received favorable bids on the East St Andrews and Wackerly Road projects and are eager to start construction. Russ Inman reported bid savings on this year's rural projects (Pine River Rd, Freeland Rd and Shearer Rd); the savings will be utilized by the Isabella County Road Commission and returned back to the Midland County Road Commission next year. Russ indicated satisfactory progress to date regarding MCRC projects.

Jonathan Myers reported that the variable scope M20 project between 9 Mile and Geneva Rd worked out well, six miles are being done instead of originally projected four miles. In 2018, MDOT will continue to mill and resurface M-20 towards the west in hopes that all work be completed within Midland County limits by the end of 2018. Jonathan Myers also noted that MDOT has realized some bid savings this year, consequently a concrete patch

job on US 10 near Eastman Ave is being added to the program. Future projects include M-20 over the Tittabawassee River Bridge reconstruction, progress is being made regarding Archeological survey and site plans. The goal is to have plans completed by this summer and be ready for bid letting by January 2018.

#### **B. MCRC – IMPRESS Award**

Maja reported that the Midland County Road Commission has recently received the IMPRESS Award, with award notice appearing in the Midland Daily News. IMPRESS Award recognizes county road agencies that demonstrate innovation with special projects in communications and operations. Russ Inman provided a brief summary of how the award came about. The MCRC strongly believes in public being informed about Commission's operations and construction projects. The MCRC achieved this by using social media outlets and being present at local county fairs. All members present congratulated MCRC on receiving the award.

### **6. Agency Reports**

#### **A. MATS Work Task Update**

Maja Bolanowska stated that the Long Range Plan continues to move forward. Midland County Public Transportation Study has seen progress as well, with consultant developing and assessing feasibility of various strategies, listing pros and cons of each. There has been discussion at the Transportation Task Force meeting as to which strategies are most viable and which should be selected for priority list.

Maja stated that she has not sent out the TIP Amendments Transmittal that were approved at the last Policy Meeting on April 4<sup>th</sup> on account of additional changes that just came to light. These changes are very important to be approved and added to the TIP as soon as possible because they have to do with this year (i.e. FY 2017) allocations and obligations. Maja is planning to send out ALL TIP changes at once to MDOT shortly after the May 2<sup>nd</sup> Policy Committee meeting. Some members expressed concerns about hold up of transit projects and operational funding if recently approved changes to transit projects are not transmitted to MDOT at once. The Technical Committee discussed this matter. Matt Pitlock offered to try to expedite the already approved TIP changes through MDOT/FHWA/FTA approval process so that a second transmittal with most recent project changes can be issued shortly after May 2 meeting. It was decided that Maja will prepare and submit first transmittal now and second soon after May 2, as soon as approved TIP is back at MATS.

Last work task item pertained to 2<sup>nd</sup> Quarter billings which Maja has started to prepare. She has received the 2<sup>nd</sup> Quarter transit planning invoice from DART, and needs invoices regarding planning activities from City and MCRC.

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

#### **A. 2017-2020 TIP Changes**

Maja indicated that since Policy Committee meeting on April 4, there are 5 new changes to MATS' TIP (two cost changes and 3 project additions), 4 of which are Amendments and 1 is an Administrative Modification. The proposed TIP changes are summarized herein:

#### FY 2017-2020 TIP

- FY 2017 – City of Midland: Wackerly Road, CON Phase, STUL Funds; **COST** (Amendment)
- FY 2017 - City of Midland: East St. Andrews Road, CON Phase, STUL Funds; **COST** (Administrative Modification)
- FY 2017 - MCRC: Airport Road, CON Phase, STUL Funds; **ADD** (Amendment)
- FY 2017 - MCRC: Eastman Road at Schaffer Road, PE Phase, HRRR Funds; **ADD** (Amendment)
- FY 2017 - MCRC: Poseyville Road, PE Phase, HRRR Funds; **ADD** (Amendment)

Maja explained that in order to take advantage of the bid savings on Wackerly and East St Andrews projects and to utilize FY 2017 federal STUL allocation fully, an additional project is proposed for FY 2017. That project is road rehabilitation of Airport Road between Perrine Road and Hicks Road. The first three project changes deal with cost adjustments on the existing projects and adding new project. The last two project changes pertain to MDOT request of adding two new projects which are PE phases for the safety projects to be done in 2018. A motion was made by Russ Inman and seconded by Matt Pitlock to approve these five TIP changes as presented and recommend same to Policy Committee. Motion carried.

#### **B. MATS' Long Range Plan – Update**

Maja explained that the potential BR-10 improvements that are being considered and may be implemented in near future are not part of Long Range Plan project list. That is due to the fact that these improvements are not on MDOT 5-year list and thus cannot be listed in the LRP until MDOT review board approves such action. However, since part of BR-10 improvements contains a capacity project (Indian/Buttles Road Diet), there are substantial negative implications of not having them in the soon to be completed LRP (September 30<sup>th</sup>, 2017 deadline). An extensive amendment of the LRP would be required, one that necessitates not only inclusion of BR-10 improvements, redoing of environmental justice and mitigation analyses and maps, but also development and incorporation of performance measures chapters if amendment done after May 27, 2018. A 30 day public review period would be needed as well. Inclusion of Indian/Buttles Road Diet project into the TIP could not occur until LRP amendments are done.

Since amending the LRP is such a long process, tying up staff time and resources (\$), it would be better to have the planned BR-10 improvements included in the LRP before it is finalized in September. To that effect, Pam will do what is needed to have these projects assessed by the MDOT review board. However, at the local level, Technical and Policy Board approval is still needed to add BR-10 improvements to the LRP, to the project priority list with the caveat of pending MDOT approval.

Extended discussion followed by Technical Committee members, with clarification and some details provided regarding each of the three segments of the proposed BR-10 improvements. It was decided that Jay Reithel provide a more detail presentation of the changes at the May 2, 2017 Policy Meeting. A motion was made by Brian McManus and seconded by Russ Inman to approve inclusion of planned BR-10 improvements in the

MATS' LRP priority list pending MDOT approval and recommend same to Policy Committee. Motion carried.

**C. FY 2018 Unified Work Program**

Maja reported she has started working on the FY 2018 UWP and provided preliminary calculations regarding the next year federal and state allocations, budget breakdown, indirect cost rate and local match requirements. Maja is working on developing time and cost projections for individual work tasks. LRP and Public Transportation Study work tasks are projected to have much less time and resource needs in FY 2018, while the TIP and Performance Measures work tasks will have more. Performance measures will become a separate task in the FY 2018 UWP, due to the amount of work that will need to be done on that matter.

**D. Call for Nominations (Chair and Vice-Chair of Technical Committee)**

Maja indicated that nominations are open for Chair and Vice-Chair positions on Technical Committee to serve one-year terms. Elections will take place on May 17<sup>th</sup>. Jan Yuergens nominated Kevin Wray for Chair. Russ Inman nominated Brian McManus for Vice-Chair. Additional nominations can take place until May 17, 2017.

**E. EMCOG Mini-Grant Program**

Maja stated that Dave Engelhardt contacted her about the EMCOG Mini-Grant program. This grant is open to all agencies and is intended for regional and sub-regional projects. There are five categories of projects for which funding will be considered, one of them being Transportation & Infrastructure. The maximum grant is \$20,000. A local match is required, although the level of matching funds is not defined. Maja will provide grant details to all members.

**F. FTA's Asset Management Rule**

Maja stated that presentation regarding Asset Management Rule was given by FTA at MTPA meeting the previous day. She provided a brief synopsis of the presentation and brought copies of presentation slides for DART. By January 1<sup>st</sup> 2017, Urban Transit agencies were supposed to derive asset management targets however, due to confusion as to rule requirements, many have not. Once targets are set by DART and MATS has received the rural targets from MDOT, MATS will derive MPO wide transit asset management targets. Deadline for reporting MPO targets is July 1<sup>st</sup>, 2017.

**G. Current Metropolitan Planning Rules**

Maja stated that presentation regarding Current Metropolitan Planning Rules was given by FHWA at MTPA meeting the previous day. She provided a brief synopsis of the presentation and brought copies of presentation slides. Presentation highlighted the dates for each rule. It also clarified how the rules affect the TIP and the LRP as well as the amendment cycles. The TIP Reports will have to be amended mid-cycle around May 2018 to account for performance measures. LRPs would not need to be amended mid-cycle unless capacity projects are being programmed, in that case performance measures would need to be reflected in the LRP.

#### **H. AMPO Planning Tools & Training Symposium**

Maja stated that AMPO is hosting a Planning Tools & Training Symposium for MPOs in May in St Louis, Missouri. Maja thought it would be worthwhile to attend this event in lieu of all new things and changes in planning regulations. Short discussion followed with inquiry regarding cost and budget compliance. Maja indicated the event cost at approximately \$1,000 which would include travel, food, registration and hotel expenses. It would fit in within the \$5,000 annual conference/educational budget line item. Gary Rodgers made a motion to approve Symposium attendance by Maja, Russ Inman seconded. The motion carried.

#### **8. Adjournment**

The April 19<sup>th</sup>, 2017 MATS Technical Committee meeting was adjourned at 11:00 AM.

The next meeting is scheduled for May 17, 2017 at 10 AM.

Respectfully submitted,

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