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**JACKSON AREA COMPREHENSIVE TRANSPORTATION STUDY (JACTS)  
POLICY COMMITTEE**

**FOR FURTHER INFORMATION  
CONTACT:**

**Steven Duke, Executive Director  
Susan Richardson, Senior Planner  
Region 2 Planning Commission  
(517) 788-4426**

**DATE: Thursday, May 21, 2015**

**TIME: 8:00 A.M.**

**PLACE: Jackson Co. Tower Bldg.  
120 W. Michigan Ave-5<sup>th</sup> Floor  
Jackson, MI 49201**

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**A G E N D A**

Comments will be solicited on each item following discussion and prior to any final action.

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1. Call to Order
2. Public Comment
3. Approve Minutes of the Policy Committee Meeting of April 16, 2015 and Receive the Minutes of the Technical Advisory Committee Meeting of April 14, 2015 (enclosed) - **ACTION**
4. Agency Status Reports (enclosed) – **DISCUSSION**
  - City of Jackson
  - Jackson Area Transportation Authority
  - Jackson County Department of Transportation
  - Michigan Department of Transportation
  - Jackson County Airport-Reynolds Field
  - Fitness Council of Jackson
5. ***“Opportunity for Public Comment”*** - Approval of Amendments/Administrative Modifications to the JACTS FY 2014-2017 Transportation Improvement Program (TIP) (enclosures) – **ACTION**
  - Michigan Department of Transportation
  - Village of Concord
6. Approval of the JACTS FY 2016 Unified Work Program (to be provided) – **ACTION**
7. Approval of Proposed Amendments to the Jackson County National Functional Classification (NFC) Network (enclosure) – **ACTION**
8. Other Business
  - MDOT Call for TEDF-Category F Project Grant Applications
  - MDOT Update
9. Public Comment
10. Adjournment

# MINUTES

## JACTS POLICY COMMITTEE

Jackson County Tower Building  
120 W. Michigan Avenue – 5<sup>th</sup> Floor  
Jackson, Michigan

**Thursday, April 16, 2015**

**Members Present:** Keith Acker, Sandstone Charter Township  
Todd Brittain, Leoni Township  
John Feldvary, Jackson County Airport-Reynolds Field  
Elwin Johnson, Region 2 Planning Commission  
John Lanum, MDOT – Lansing  
Joe Michalsky, Jackson County Department of Transportation  
Phil Moilanen, Jackson Area Transportation Authority  
Steve Shotwell, Chair, Jackson County Commission  
Mike Trudell, Summit Township  
Dan Wymer, Napoleon Township

**Members Absent:** Patrick Burtch, City of Jackson  
Marston Fortress, Spring Arbor Township  
Mike Overton, Jackson County Department of Transportation  
Pete Jancek, Blackman Charter Township  
Jason Smith, City of Jackson

**Others Present:** Brad Charkowske, JATA  
Jon Dowling, City of Jackson  
Steve Duke, Region 2 Planning Commission  
Chris Gulock, MDOT – University Region

### ITEM 1      CALL TO ORDER

Chair Shotwell called the meeting to order at 8:05 AM.

### ITEM 2      PUBLIC COMMENT

No public comment was received.

### ITEM 3      APPROVE MINUTES OF THE POLICY COMMITTEE MINUTES OF MARCH 19, 2015 AND RECEIVE THE TECHNICAL ADVISORY COMMITTEE MEETING OF MARCH 10, 2015

The motion was made by Mr. Trudell, supported by Mr. Feldvary, to approve the Policy Committee meeting minutes of March 19, 2015 and to receive the Technical Advisory Committee meeting minutes of March 10, 2015 as presented. The motion carried unanimously.

## JACTS POLICY COMMITTEE MINUTES

April 16, 2015

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### ITEM 4      AGENCY STATUS REPORTS

Project status updates were reviewed by the City of Jackson, Jackson Area Transportation Authority, Jackson County Department of Transportation, Michigan Department of Transportation, and Jackson County Airport – Reynolds Field. The Fitness Council report was included in the packet.

### ITEM 5      “OPPORTUNITY FOR PUBLIC COMMENT” - APPROVAL OF AMENDMENTS/ADMINISTRATIVE MODIFICATIONS TO THE JACTS FY 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM

The Michigan Department of Transportation (MDOT) proposed the following amendments to the JACTS FY 2014-2017 TIP.

Fiscal Year	Project Name	Limits	Project Description	Funding Source	Cost
<b>ADD FY 2015 JN115861</b>	I-94	Over the Conrail RR and the Grand River	Replace structure and realign it to the south	Federal (IM): State:	Utility \$ 675,000 \$ 75,000
<b>MOVE from FY 2015 to FY 2016 JN 120275</b>	M-60	Emerson Road to Renfrew Road	Resurface	Federal (ST): State:	Right of Way \$ 24,555 \$ 5,445
<b>MOVE from FY 2015 to FY 2016 JN 120277</b>	M-60	Chapel Road to Emerson Road	Resurfacing/widening w/CLTL	Federal (ST): State:	Right of Way \$ 204,625 \$ 45,375
<b>MOVE from FY 2015 to FY 2016 JN 120277</b>	M-60	Chapel Road to Emerson Road	Resurfacing/widening w/CLTL	Federal (ST): State:	Preliminary Engineering \$ 788,806 \$ 174,915

The motion was made by Mr. Johnson, supported by Mr. Moilanen, to approve the MDOT amendments as presented. The motion carried unanimously.

### ITEM 6      MICHIGAN UNIVERSITY REGION – REGIONAL NON-MOTORIZED PLAN

Mr. Chris Gulock, MDOT-University Region, explained that only two MDOT regions – University and Grand, did not have non-motorized plans. Working with a consultant, MDOT has now completed a draft non-motorized plan for the 10-county University region. Public meetings are being conducted this week in Jackson and Lansing to solicit comments on the draft plan including maps that illustrate existing and proposed on and off-road non-motorized facilities. Comments will be accepted through the end of the month and can either be submitted on-line at <http://www.uregionnomoplan.com/#docs-maps/cfvq> or submitted to Mr. Duke. The final plan is expected to be completed in May.

## **JACTS POLICY COMMITTEE MINUTES**

**April 16, 2015**

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### **ITEM 7      OTHER BUSINESS**

Mr. Duke explained that due to the U.S. Congress's inaction to either reauthorize the current transportation bill "MAP-21" or approve a new bill, MDOT has run out of funds (obligation authority) to program any projects at least until May 31<sup>st</sup>. Two projects in the JACTS Transportation Improvement Program (TIP), Village of Concord – Main Street resurfacing and JCDOT's Fifth Street Streetscape project have not been obligated to date and therefore will have to wait for a new round of federal funding to come into Michigan. The projects could be implemented through the Advanced Construct process in which local funds are used upfront to pay for the project and the jurisdiction is repaid once the federal funds become available.

### **ITEM 8      PUBLIC COMMENT**

No public comments were received.

### **ITEM 9      ADJOURNMENT**

There being no further business, Chair Shotwell adjourned the meeting at 8:47 AM.

Steven Duke  
Executive Director

# MINUTES

## JACTS TECHNICAL ADVISORY COMMITTEE

Jackson City Hall  
161 W. Michigan Avenue - 10<sup>th</sup> Floor  
Jackson, Michigan

**Tuesday, April 14, 2015**

Members Present: Brad Charkowske, Jackson Area Transportation Authority  
Andrea Dewey, FHWA (Ex-officio)  
Steve Duke, Region 2 Planning Commission  
Rick Fowler, MDOT- Lansing  
Chris Gulock (Alt.), MDOT-University Region  
Todd Knepper, City of Jackson Public Works  
Kent Maurer, Jackson County Airport – Reynolds Field  
Joe Michalsky, Jackson County Dept. of Transportation  
Mike Rand, Jackson County Dept. of Transportation  
Amy Torres, The Enterprise Group  
Troy White, City of Jackson – Engineering

Members Absent: Alexandra Cash, Fitness Council of Jackson  
Jon Dowling, City of Jackson – Engineering  
Jack Ripstra, Blackman Charter Township

Others Present: John Hopkins, Citizen  
Oliver Lindsay, Citizen  
Laura Schlecte, Jackson City Council  
Robert Welsh, Region 2 Planning Commissioner

### ITEM 1      **CALL TO ORDER**

Chair Michalsky called the meeting to order at 9:31 AM. Introductions were made.

### ITEM 2      **PUBLIC COMMENT**

Chair Michalsky asked if anyone from the public wished to address the Committee. No public comments were offered.

### ITEM 3      **APPROVE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING OF MARCH 10, 2015 AND RECEIVE THE POLICY COMMITTEE MINUTES OF MARCH 19, 2015**

The motion was made by Ms. Torres, supported by Mr. Maurer, to approve the Technical Advisory Committee meeting minutes of March 10, 2015 and receive the Policy Committee meeting minutes of March 19, 2015 as presented. The motion carried unanimously.

## JACTS TECHNICAL ADVISORY COMMITTEE

April 14, 2015

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### ITEM 4      **AGENCY STATUS REPORTS**

Project status updates were reviewed by the City of Jackson, Jackson Area Transportation Authority, the Michigan Department of Transportation, Jackson County Airport – Reynolds Field, Jackson County Department of Transportation, and the Enterprise Group. The Fitness Council report was included in the packet.

### ITEM 5      **"OPPORTUNITY FOR PUBLIC COMMENT" – APPROVAL OF AMENDMENTS TO THE JACTS FY 2014-2017 TIP**

The Michigan Department of Transportation proposed the following amendment to the JACTS FY 2014-2017 TIP.

Fiscal Year	Project Name	Limits	Project Description	Funding Source	Cost
<b>ADD FY 2015 JN115861</b>	I-94	Over the Conrail RR and the Grand River	Replace structure and realign it to the south	Federal (IM): State:	Utility \$ 675,000 \$ 75,000
<b>MOVE from FY 2015 to FY 2016 JN 120275</b>	M-60	Emerson Road to Renfrew Road	Resurface	Federal (ST): State:	Right of Way \$ 24,555 \$ 5,445
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<b>MOVE from FY 2015 to FY 2016 JN 120277</b>	M-60	Chapel Road to Emerson Road	Resurfacing/widening w/CLTL	Federal (ST): State:	Preliminary Engineering \$ 788,806 \$ 174,915

The motion was made by Mr. Maurer, supported by Mr. Charkowske, to approve the MDOT amendments as presented. The motion carried unanimously.

### ITEM 6      **MDOT UNIVERSITY REGION – REGIONAL NON-MOTORIZED PLAN**

Mr. Gulock, MDOT, explained that the MDOT-University Region office is working with a consultant to develop a 10-county non-motorized plan illustrating existing and proposed non-motorized facilities. Individual maps have been prepared for each of the counties. A second round of meetings to solicit public input are being conducted this week in Jackson and Lansing. Mr. Gulock reported that MDOT will be accepting public comment on the plan through the end of the month. The plan, expected to be completed in May, will be viewed as a "fluid" document and will be updated as necessary.

## JACTS TECHNICAL ADVISORY COMMITTEE

April 14, 2015

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Mr. Gulock stated that he will forward the plan to Mr. Duke to distribute electronically to the JACTS Committee members.

### ITEM 7      **OTHER BUSINESS**

Ms. Dewey, FHWA, discussed the following items:

#### Notice of Proposed rulemaking (NPRM) Status:

- The System Performance + CMAQ + Freight NPRM is expected to be published in late June..
- The comment deadline for the Asset Management NPRM is May 29.
- The comment deadline for the Pavement and Bridge NPRM was extended to May 8.
- The Federal Transit Administration (FTA) is beginning to release its MAP-21-related NPRMs.

### TIGER 7

The TIGER 7 Notice of Funding Availability (NOFA) was signed by Secretary Foxx on Thursday, March 30. *Pre-applications* are due on or before Monday, May 4 and final applications are due on or before Friday, June 5. Please note that pre-applications are new for this round of TIGER. TIGER 2015 discretionary grants will fund capital investments in surface transportation infrastructure and will be awarded on a competitive basis to projects that will have a significant impact on the nation, a region, or metropolitan area. .

Is there a maximum and/or minimum grant size for TIGER Discretionary Grants?

For projects located in urban areas, the minimum award is \$10 million. Please note that the minimum total project cost for a project located in an urban area must be \$12.5 million to meet match requirements.

For projects located in rural areas, the minimum award is \$1 million.

Cost Sharing or Matching:

TIGER Discretionary Grants may be used for up to 80 percent of the costs of a project. DOT may increase the Federal share above 80 percent only for projects located in rural areas, in which case DOT may fund up to 100 percent of the costs of a project.

**JACTS TECHNICAL ADVISORY COMMITTEE**

**April 14, 2015**

**Page 4**

**ITEM 8**      **PUBLIC COMMENT**

Chair Michalsky asked if anyone from the public wished to address the Committee. Mr. Hopkins spoke on his efforts to 'brand' the I-94 corridor between Kalamazoo and Ann Arbor the Innovation Corridor.

No additional public comment was offered.

**ITEM 9**      **ADJOURNMENT**

There being no further business, Chair Michalsky adjourned the meeting at 10:17 AM.

*Steve Duke*  
*Executive Director*





# Neighborhood & Economic Operations

Building a Stronger Jackson

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161 W. Michigan Avenue • Jackson, MI 49201-1303 • Facsimile (517) 780-4781

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Building Inspection  
(517) 788-4012

Code Enforcement  
(517) 788-4060

Engineering  
(517) 788-4160

Planning & Economic Development  
(517) 768-6433

**To:** JACTS Technical Advisory and Policy Committees

**DATE:** May 4, 2015

**FROM:** Jon H. Dowling, P.E.

**SUBJECT:** TIP Project Status

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## **2012**

Trail St at Railroad Crossing (Local Safety Program) – Construct non-motorized crossing and bridge sidewalk repair. Railroad Agreement is in place. MDOT Rail Safety Section has extended the completion time to July 31, 2015

## **2014**

North St: Kennedy to Elm Ave (Urban) – Reconstruct with curb replacement. Roadway is complete, trees and dormant seeding still needs to be done. **Trees and Seeding were installed on April 27. Project is complete.**

## **2015**

Wisner: Argyle to Boardman (Cat F) – Mill and resurface with new sidewalk on the east side. Hubbell, Roth and Clark (HRC) is the City's consultant. Still obtaining grading permits prior to advertising.

West Ave: Bloomfield to High (urban) - Reconstruct pavement with curb repairs. Wade-Trim is the City's consultant **Project is in the June letting.**

Lewis Street Bridge (Local Bridge) – Bridge replacement over the Grand River. FTC&H is the City's consultant. **The bridge project received Ad Board Approval April 28 for award, Toebe Construction is obtaining bonds for MDOT and submitting their progress schedule to the City to prepare for award.**

Lansing-Ganson Signal (Urban) – New box span signal with a south bound left turn lane add. FTC&H is the City's Consultant. **Design is ongoing.**



2350 EAST HIGH STREET

JACKSON, MICHIGAN 49203-3490

(517) 787-8363 FAX (517) 787-6833

**Projects  
2014-2017 TIP  
(May, 2015 Report)**

**FY 2013**

1. Routing Software.
  - a. COMPLETE
2. Transit Summit
  - a. COMPLETE

**FY 2014**

1. Vehicle procurements
  - a. MassTrans has reached agreement with MDOT on the procurement specs
  - b. Procurement projected for summer 2015
2. Transit Center Refurbishment
  - a. RFP has been submitted and accepted by MDOT
  - b. Will plan on starting bidding in June
  - c. Projected project completion by Fall 2015

**FY 2015**

1. Shop Equipment
  - a. Federal Register has been published, waiting on contract authority so we can begin procurements. (no change)
2. Facility Upgrades (5339)
  - a. 2 replacement Large Bus Engines
  - b. Microsoft Office upgrades
  - c. Parking lot security lighting repair and upgrade
  - d. Main photocopier replacement

**CHRISTOPHER J. BOLT, MPA, P.E.**

*Managing Director*

**ROBERT D. GRIFFIS**

*Director of Operations*



**DEPARTMENT OF  
TRANSPORTATION**

**JOSEPH M. MICHALSKY, P. E.**

*Director of Engineering*

**MARILYN KILPATRICK**

*Office Manager*

**Jackson Area Comprehensive Transportation Study (JACTS)  
Technical Advisory Committee & Policy Committee  
May 12, 2015**

**2015 PROJECTS:**

**HAGUE AVENUE BRIDGE OVER THE GRAND RIVER** (Local Bridge): Preconstruction meeting held May 4<sup>th</sup>; start date is May 11<sup>th</sup>

**BOARDMAN ROAD: WEST AVENUE TO MAYNARD ROAD** (STUL): Michigan Paving was low bidder at \$441,789.80—waiting for award

**MOSCOW ROAD: M – 60 TO THE SOUTH COUNTY LINE** (STP-Rural):--See County Farm below

**LANSING AVENUE: HENRY ROAD TO THE NORTH COUNTY LINE** (STP-Rural): See County Farm below

**COUNTY FARM ROAD: GARDNER ROAD TO PARMA ROAD** (STP-Rural): All three (3) roads scheduled for wedge, chip seal and fog seal. Low bidder was Pavement Maintenance Systems at \$886,384.64—waiting for award

**GUARDRAIL REPLACEMENT** (Safety): Low bidder was Action Traffic Maintenance @ \$118,930.28

**FIFTH STREET: PAGE AVENUE TO BROAD STREET** (Category F): Final plans submitted to MDOT; obligation authority has expired

**NORTH MAIN STREET (Village of Concord): M-60 TO NORTH VILLAGE LIMITS** (STP-Rural)—Resurfacing project by consultant. TIP Amendment to move project into FY 2016.

**2016 PROJECTS:**

**WEST MICHIGAN AVENUE BRIDGE OVER MDOT RAILROAD AND RAILROAD STREET** (Local Bridge): Soil borings and survey to begin

**ROBINSON ROAD: WEST MICHIGAN AVENUE TO MCCAIN ROAD** (STUL): No activity

**BERRY ROAD: RIVES EATON ROAD TO LANSING AVENUE** (STP-Rural): No activity; modify TIP

**RIVES EATON ROAD: PERRINE ROAD TO BERRY ROAD** (STP-Rural): No activity; add to TIP

**HARDCASTLE ROAD: HORNING ROAD TO M – 124** (STP-Rural): No activity

**2017 PROJECTS**

**ROBINSON ROAD: SPRING ARBOR ROAD TO KIBBY ROAD** (STUL): No activity

**EAST MICHIGAN AVENUE UNDER THE RAILROAD VIADUCT** (STP-Rural): No activity

**DEARING ROAD: I – 94 TO WEST MICHIGAN AVENUE** (STP-Rural): No activity; add to TIP

**WEST MICHIGAN AVENUE: GLASGOW ROAD TO PARMA VILLAGE** (STP-Rural): No activity; add to TIP



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

KIRK T. STEUDLE  
DIRECTOR

May 12, 2015

**FY 2015**

**I-94 (OV US-127/M-50) - Full paint, concrete surf coat. CPM.** Project has a start date of July 6<sup>th</sup>.

**I-94 EB & WB – Grass Lake Weight Scales,** Expand concrete parking pad for chase vehicles. Work is being completed by MDOT forces.

**FY 2016**

**I-94 (OV Parma Rd, UN Gibbs Rd, OV Blackman Rd.) - Shallow and deep concrete overlays, full depth deck patches, concrete T-beam repairs, substructure repairs, bridge railing repairs, approach work, partial painting, thrie beam railing retrofit, concrete surface coating and traffic control. Finishing up final plan development. Working toward a December 2015 letting.**

**I-94 (M-99, Michigan Ave, EB & WB over Concord Road, Dearing Rd, Sandstone Rd, Airport Rd) - Deck patching, joint replacement, epoxy overlay, partial paint, steel and concrete beam repairs, steel beam high load hit repairs, substructure repairs, approach work, barrier rail patching and maintaining traffic.**

**M-50 (US-127 NB entrance ramp) to Napoleon Rd. - HMA cold milling and 2 course overlay with joint repairs, intermittent curb and gutter replacement, minor drainage improvements, and intersection improvements. Plan development complete. OEC Meeting will be held mid-summer 2015.**

**I-94 BL/W. Michigan Ave. (Brown St. to Washington / Louis Glick) – Full concrete pavement roadway reconstruction with water main, lighting and sidewalk replacement. Design progressing, coordinating with the City of Jackson on replacement decisions.**

**M-50 (Ganson to North and Michigan to Wildwood) – Full pavement reconstruction with drainage and other improvements. Design progressing contract to combine with I-94 BL project. Portions will probably be built in the spring of 2017**

**M-60 (EB & WB OV I-94), (PE, SUB & ROW) – Bridge Replacement - Project scope is under development.**

**FY 2017**

**M-60 (Emerson to Renfrew) – HMA cold milling and 2 course overlay with joint repairs, intermittent curb and gutter replacement, minor drainage improvements and intersection improvements. Project survey work is complete.**

**M-60 (Chapel Rd to Emerson Rd) - Rehabilitation and intermittent reconstruction including widening for center left-turn lane between Chapel Road and Dearing Road; drainage improvements, sidewalk upgrades and possible non-motorized work. Project survey work complete.**

**I-94 (Michigan Ave. to Dearing Rd.), (PE & ROW) – Reconstruction - Project scope is under development.**



# Jackson County Airport – Reynolds Field

## *Flying Jackson Forward!*

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Kent L. Maurer, Airport Manager

### JACTS Airport Report May 2015

- Runway 7-25 Phase I project out for bids on MDOT system
- Landfill materials hauling and disposal project is out for bids - locally
- Relocation of former Airport Maintenance building project underway
- Seeding and restoration from tree clearing project is underway





Telephone: (517) 990-9798  
E-mail: [info@fitnesscouncil.org](mailto:info@fitnesscouncil.org)  
[www.fitnesscouncil.org](http://www.fitnesscouncil.org)

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225 N. Jackson Street, Jackson, MI 49201

Fitness Council of Jackson

Agency Update

May 2015

Armory Bike Union hosted a spring bike sale April 12, which brought in \$1,700 in income and put 36 refurbished bikes out into the community. On April 23<sup>rd</sup> we hosted Big Brothers Big Sisters in a bike safety class where 15 youth got bikes, helmets, and locks.

The Spirit Run 5K, the final run for our spring Girl Quest Boy Quest program is Saturday, May 16<sup>th</sup>, 2015. To register go to [fitnesscouncil.org](http://fitnesscouncil.org).

Smart Commute 2015 is kicking off Friday, May 15<sup>th</sup> with the Meet-Up Stations, Rally Ride, and Meet the Bus. To register for Smart Commute visit [fitnesscouncil.org](http://fitnesscouncil.org). First 500 registrations get a free t-shirt. Smart Commute is all about getting to your destination by bike, foot, or bus. Join us and track your progress throughout the summer.

Alexandra Cash

Executive Director



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

KIRK T. STEUDLE  
DIRECTOR

May 12, 2015

Mr. Steve Duke, Executive Director  
Region 2 Planning Commission  
Jackson County Tower Building  
120 W. Michigan Avenue, 9<sup>th</sup> Floor  
Jackson, Michigan 49201

Dear Mr. Duke:

This letter is sent by the Michigan Department of Transportation (MDOT) to inform the Jackson Area Comprehensive Transportation Study committees of five amendments to the FY 2014-2017 Transportation Improvement Plan (TIP).

The MDOT TIP amendments are detailed below.

<b>Fiscal Year</b>	<b>Project Name</b>	<b>Limits</b>	<b>Project Description</b>	<b>Funding</b>
2016 JN 127537	M-60	EB & WB over I-94	Bridge Replacement	Preliminary Engineering Federal: \$366,438 (IM) State: 40,715
2016 JN 127537	M-60	EB & WB over I-94	Bridge Replacement	SUB Federal: \$1,002,497 (IM) State: 111,389
2016 JN 12753	M-60	EB & WB over I-94	Bridge Replacement	ROW Federal: \$3,402 (IM) State: 378
2017 JN 127621	I-94	Michigan Ave. to Dearing Rd.	Reconstruction	Preliminary Engineering Federal: \$2,720,711 (IM) State: 302,301
2017 JN 127621	I-94	Michigan Ave. to Dearing Rd	Reconstruction	ROW Federal: \$225,000 (IM) State: 25,000

Thank you for your attention to this request. If you have any questions or need additional information, please contact me at 517-335-2641

Sincerely,

Rick Fowler, Transportation Planner



**RIPSTRA & SCHEPPELMAN, INC.**  
**CIVIL ENGINEERING - LAND SURVEYING**

2535 SPRING ARBOR ROAD  
JACKSON, MI 49203  
OFFICE 517-789-9898  
FAX 517-789-6065  
[www.ripstra-scheppelman.com](http://www.ripstra-scheppelman.com)

May 5, 2015

Mr. Steven M. Duke, Executive Director  
Region 2 Planning Commission  
120 W. Michigan Avenue - 9th Floor  
Jackson, MI 49201


RE: Albion Road, Village of Concord, Jackson County, Michigan

Dear Mr. Duke:

Due to unforeseen circumstances, the Village of Concord is requesting that the STP Rural and State D funding for Albion Road be moved from a 2015 project to a 2016 project.

If you have questions or need additional information, please contact this office.

Sincerely,  
RIPSTRA & SCHEPPELMAN, INC.



Jack L. Ripstra, P.E.  
Village Engineer

c:\documents\word\letters\2014\14114-11

cc: Jason Blossom  
Jeremiah Bush



# Region 2 Planning Commission

*Serving Hillsdale, Jackson, and Lenawee Counties*



April 23, 2015

**TO:** JACTS Technical Committee Members

**FROM:** Susan Richardson  
Senior Planner

**SUBJECT:** National Functional Classification (NFC) Review

Every ten years, after the United States Census urban boundary adjustments are completed, the Federal Highway Administration (FHWA) requires the states to work with appropriate officials to review and update the National Functional Classification (NFC) of all public roads in Michigan. Meetings were held in January and February with the City of Jackson and the Jackson County Department of Transportation. All federal aid roads were reviewed, including annual average daily traffic, changes in business and industry along the route, the roadway characteristics, and local knowledge of their function. The attached list shows the changes that are being proposed to MDOT and FHWA.

Keep in mind that this exercise is strictly to determine what type of traffic the road carries and how the road functions. It is not to receive more funding and should not affect the current funding in any way.

Your approval is requested of the road segments listed on the attached sheet. A map has also been included for your review.

Please let me know if you have any questions.

MICHIGAN DEPARTMENT OF TRANSPORTATION

**STATEMENT OF AGREEMENT  
FOR  
NATIONAL FUNCTIONAL CLASSIFICATION  
UPDATE AND REVISION**

Section 470.105(b) (1) of Title 23 - Code of Federal Regulations state that "the State transportation agency [Michigan Department of Transportation] shall have the primary responsibility for developing and updating a statewide highway functional classification in rural and urban areas to determine functional usage of the existing roads and streets...The state shall cooperate with responsible local officials...in developing and updating the functional classification."

The undersigned hereby certify that these provisions have been complied with in developing and updating the highway functional classification for (insert names as needed) or certify no changes in functional classification are required at this time:

- ☐ Proposed NFC revisions have been requested.  
☐ After reviewing the materials and the current NFC, no revisions are proposed.

\_\_\_\_\_  
City or Village

OR

\_\_\_\_\_  
County

\_\_\_\_\_  
Metropolitan Planning Organization

_____ Name	_____ Title/Agency	_____ Date
_____ Name	_____ Title/Agency	_____ Date
_____ Name	_____ Title/Agency	_____ Date
_____ Name	_____ Title/Agency	_____ Date

[copy and add more pages as needed]

Map ID	Act 51 Agency	Roadway	From	To	Existing Classification	Proposed Classification	Distance (Miles)	Reason for Change Request
1	City of Jackson	Ganson Street	Cooper Street	Elm Street	Principal Arterial	Minor Arterial	0.9	See Comment A Below
2	City of Jackson	Ganson Street	Elm Street	Horton Street	Principal Arterial	Major Collector	0.5	See Comment A Below
3	City of Jackson	Argyle Street	Wisner Street	West Avenue	Major Collector	Minor Arterial	0.25	See Comment A Below
4	City of Jackson	Denton Street	Brown Street	Kibby Street	Major Collector	Minor Arterial	0.19	See Comment A Below
5	City of Jackson	Monroe Street	West Avenue	Clinton Street	Major Collector	Minor Arterial	0.06	See Comment A Below
6	City of Jackson	Wilkins Street	Greenwood Street	Jackson Street	Major Collector	Minor Arterial	0.03	See Comment A Below
7	City of Jackson	Blackstone Street	Morrell Street	Louis Glick Highway	Minor Arterial	Major Collector	0.63	See Comment A Below
8	City of Jackson	Michigan Avenue	Steward Street	Blackstone Street	Minor Arterial	Major Collector	0.27	See Comment A Below
9	City of Jackson	North Street	Cooper Street	Elm Street	Minor Arterial	Major Collector	1	See Comment A Below
10	City of Jackson	Randolph Street	Brown Street	High Street	Minor Arterial	Major Collector	0.37	See Comment A Below
11	City of Jackson	Steward Street	Michigan Avenue	Lansing Street	Minor Arterial	Major Collector	0.77	See Comment A Below
12	City of Jackson	Wildwood Avenue	City Limits	Daniel Street	Minor Arterial	Major Collector	0.21	See Comment A Below
13	City of Jackson	Franklin Street	Brown Street	Francis Street	Major Collector	Minor Collector	1.5	See Comment A Below
14	City of Jackson	Jackson Street	Prospect Street	Wilkins Street	Major Collector	Minor Collector	1.02	See Comment A Below
15	City of Jackson	Mechanic Street	Morrell Street	Washington Avenue	Major Collector	Minor Collector	0.38	See Comment A Below
16	City of Jackson	Washington Avenue	Brown Street	First Street	Major Collector	Minor Collector	0.98	See Comment A Below
17	City of Jackson	Washington Avenue	East Street	Elm Street	Major Collector	Minor Collector	0.47	See Comment A Below
18	Jackson County DOT	O'Neill Drive	Airport Road	Dead End	Local	Minor Collector	0.41	See Comment B Below
19	Jackson County DOT	McCain Road	Reynolds Road	Chapel Road	Local	Minor Collector	3	See Comment C Below
20	Jackson County DOT	Chapel Road	Spring Arbor Rd (M60)	McCain Road	Local	Minor Collector	2	See Comment D Below
21	Jackson County DOT	Homer Road	Concord Village Limits	Spring Arbor Road (M60)	Local	Minor Collector	0.67	See Comment E Below
22	Jackson County DOT	Ganson Street	Horton Road	Michigan Avenue	Principal Arterial	Major Collector	0.39	See Comment A Below

#### COMMENTS

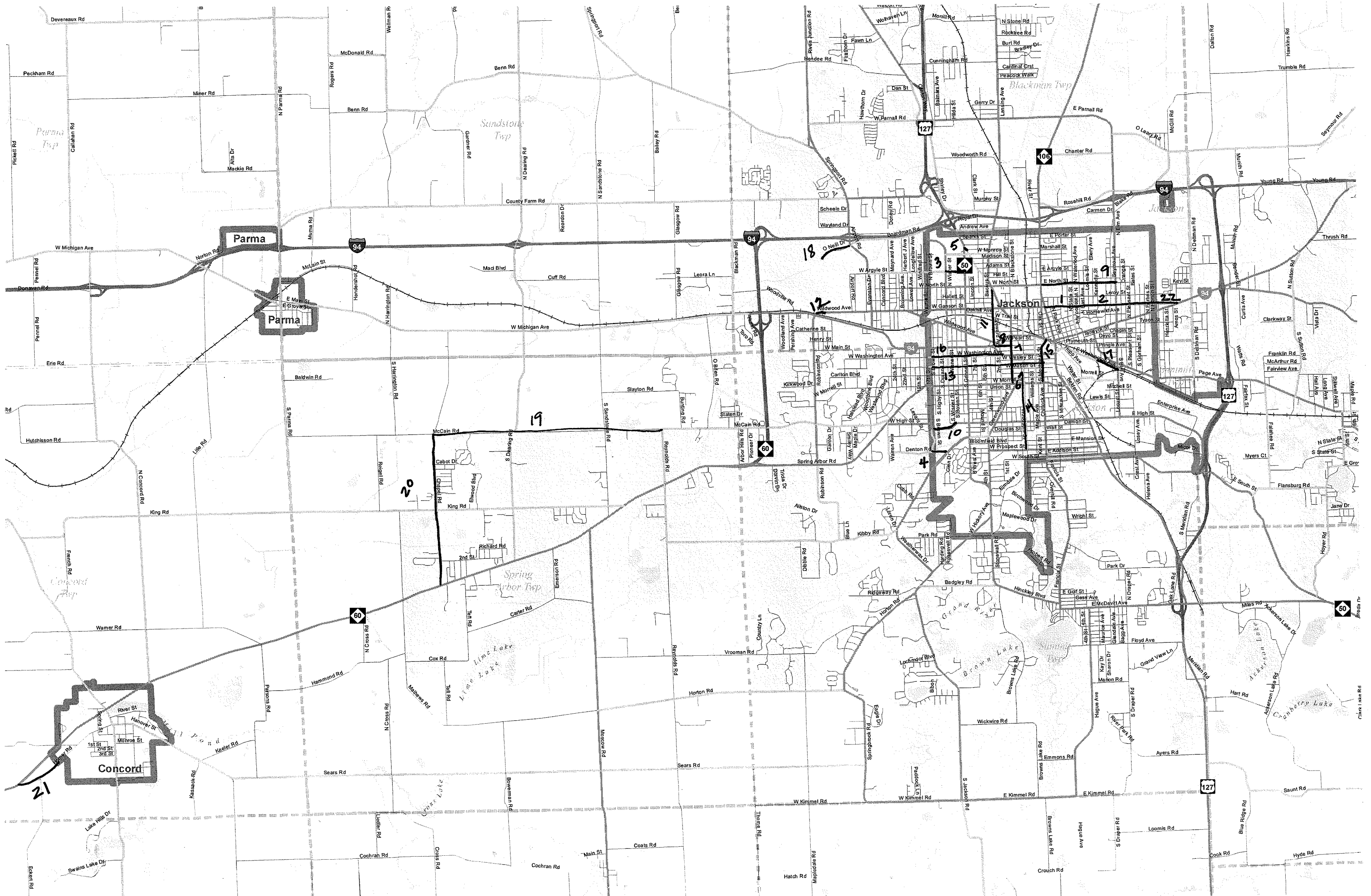
A. To conform with the FHWA Highway Functional Classification Concept, Criteria & Procedures, 2013 Edition

B. Heavy ADT's (over 8,000); strictly commercial, high commercial ADT; road serves several major businesses.

C. Increasing traffic volumes, additional development

D. Provides linkage with other NFC roads; runs adjacent to University

E. Provides linkage from Village to M-route; only westerly road for trucks; better sight distance.





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

KIRK T. STEUDLE  
DIRECTOR

May 8, 2015

Ms. Denise Donohue, Director  
County Road Association of Michigan  
417 Seymour, Suite 1  
Lansing, Michigan 48933

Mr. John LaMacchia II, Legislative Associate  
Michigan Municipal League  
208 North Capitol Avenue, 1<sup>st</sup> Floor  
Lansing, Michigan 48933-1354

Dear Ms. Donohue and Mr. LaMacchia:

**Fiscal Year 2017 Federal Local Safety Program**

The Michigan Department of Transportation (MDOT) is pleased to announce the solicitation of new applications for the fiscal year (FY) 2017 Local Safety Program. Federal funds for the Local Safety Program are to be used for highway safety improvements on the local roadway system. All locally controlled roadways, regardless of National Functional Classification, are eligible for the Local Safety Program. The FY 2017 federal budget for this program is estimated at \$15,000,000. This amount may be subject to revisions based on approval of the future federal highway bill. We are asking the County Road Association of Michigan and the Michigan Municipal League to distribute this notice to their member agencies.

Local Agencies may submit more than one project application for consideration. Federal safety funds shall not exceed \$600,000 per project or a maximum amount of \$2,000,000 per Local Agency for the fiscal year. FY 2017 projects are to be developed and obligated between October 1, 2016 and August 25, 2017.

**FY 2017, Selected Safety Projects General Information:**

Funded at 80 percent federal funds/20 percent local funds, unless the project scope fixes the roadway deficiency related to a fatality (K) and/or an incapacitating (A) injury within the limits of proposed work or is an approved systemic project (that supports the State Strategic Highway Safety Plan), then funded at 90 percent federal funds/10 percent local funds.

- Portion eligible for federal aid:
  - Project's Construction Phase ('A' Phase.)
  - Preliminary Engineering, **ONLY** if criteria of Preliminary Engineering Section outlined below is met.
- Portion not eligible for federal aid:
  - Right-of-way costs.
  - Preliminary engineering, unless criteria of Preliminary Engineering Section outlined below is met.
  - Construction engineering.
  - Decorative items, not safety related in nature.

- ‘Lump Summed’ at the lesser of the original estimate plus \$20,000, or the original estimate plus 20 percent. Projects may, at MDOT’s discretion, be funded by a “Pro-Rata” method.
- Let by MDOT or performed by Local Force Account, as approved by MDOT’s Local Agency Program (LAP) office: information found at [www.michigan.gov/mdot](http://www.michigan.gov/mdot) ~ Doing Business ~ Local Agency Program ~ Force Account and Local Agency Reimbursement System (LARS) Information.
- All social, economic and environmental impacts within the project limits impacts must be mitigated before federal funds can be appropriated and obligated. Project applications which are expected to have significant public controversy and/or require an environmental assessment will not be considered until these outstanding issues have been resolved.
- Local Agencies within Metropolitan Planning Organization (MPO) areas must coordinate with their MPO to ensure inclusion of their project in the area’s Transportation Improvement Program for the fiscal year for which the project was selected. LAP will supply a list of selected projects to the MDOT Planning group, but it is the local agency’s responsibility to ensure these projects are included in the State Transportation Improvement Program.

**FY 2017, Selected Safety Project Design Requirements:**

- Meet current standards and warrants, current Americans with Disabilities Act and Buy America requirements.
- Designed in accordance with 3R, 4R, American Association of State Highway and Transportation Officials (AASHTO) Geometric Design of Highways and Streets, or the AASHTO Guidelines for Geometric Design of Very Low-Volume Local Roads Standards. Use of the Capital Preventative Maintenance guidelines and fixes will not be permitted.
- Traffic signal upgrade projects shall include the installation of signal back plates with reflectorized strips.
- High friction surface projects shall use or follow the intent/material requirements of the most current MDOT Special Provision.
- Corridor (or local agency-wide) permanent signing or pavement marking projects must be of a higher standard than the minimums required by the Michigan Manual of Uniform Traffic Control Devices and/or standards. These type projects shall include additional signing improvements beyond upgrading sign reflectivity requirements; i.e., adding reflective sheeting to sign posts, larger signs, etc., and permanent pavement markings shall include improvements such as being recessed or high quality ‘durable’ markings.

Refer to Attachment A for information regarding submitting candidate Safety Project Applications.

**Applications are to be electronically submitted or postmarked by Friday August 14, 2015.**

FY 2017, Safety Program Financial Goals\*:

<b>Project Type</b>	<b>Total Program</b>
Road Safety Audits (RSA)	\$50,000
Non-motorized facility/Pedestrian improvements	\$100,000
High Friction Surface	\$100,000
Centerline and Shoulder Rumble Strip	\$200,000
Guardrail Upgrades and Clear Zone Improvements	\$1,500,000
Projects with scopes that directly correct areas with a concentration of Types "A" and "K" crashes	\$9,500,000
Safety Funds per MDOT Region	\$350,000

\*The Safety Program Financial Goals allow for the submittal of systemic projects. Systemic safety projects involve the use of countermeasures that are widely implemented (corridor or area wide) based on similar roadway or intersection features that correlate with particular K/A crash types.

### **Preliminary Engineering**

Preliminary engineering for selected safety projects may be programmed for one or more of the following:

- Design (up to 10 percent of the estimated eligible construction costs)
  - Transparency (5 percent) location - funded at 80 percent federal funds/20 percent local funds, unless project scope fixes roadway deficiency related to a fatality (K) within the limits of proposed work, then funded at 90 percent federal funds/10 percent local funds).
    - Identified in the 2009 through 2013 Transparency (5%) Reports.
    - Proposed scope of work must address the noted location deficiencies.
    - Projects that are on the Transparency (5%) Report must be clearly identified.
- MDOT Local Safety Initiative (LSI) identified location (funded at 50 percent federal funds/50 percent local funds)
  - Proposed scope of work must address the noted location deficiencies reviewed and identified by the LSI Program.
  - Copy of MDOT LSI written suggestion list must be included with application.
- Traffic Signal Optimization
  - Funded at 80 percent federal funds/20 percent local funds.
  - Must complete and implement traffic signal optimization study to analyze and adjust timing of signal controllers.
  - Signals should be studied to allow for a minimum of one second all red phase, and the yellow change interval phase evaluated to meet current guidelines.
  - Maximum of \$5,000 total cost will be allowed per signal location for the analysis and adjustment of signal controllers.
  - Signal component upgrades are not permitted under this category.
  - It is anticipated that this work would be done via force account work by the local agency. Physical adjustments of timing will be programmed under an 'A' Phase.

May 7, 2015

- Road Safety Audits (RSAs)
  - A RSA proposal may be submitted without an associated construction phase. It is anticipated that the construction phase would be submitted in the next call for projects
  - A maximum of \$10,000 in total project costs will be set up for an RSA, with the federal portion being at the same rate as the construction phase of the project, or 80% federal funds/20% local funds, if proposed as an independent RSA (not associated with a construction phase).
  - Must be conducted at a time no later than 30 percent design completion.
  - RSA Final Report/Findings must be submitted to the Safety Program Administrator for reimbursement.
  - It is anticipated that this work will be completed by a consultant or another agency other than the road owner.

Our goal is to maintain a fiscally constrained program while maximizing the use of available federal funds. If you have any questions, please feel free to contact Lynnette Firman at (517) 335-2224 or at [firmantl@michigan.gov](mailto:firmantl@michigan.gov).

Sincerely,



Larry Doyle, P.E.  
Local Agency Programs Engineer

BOHD:DSD:LF:ajs

Enclosure

cc: Dave Morena, FHWA  
Matt DeLong, MDOT  
Pam Boyd, MDOT  
Tracie Leix, MDOT  
Mark Harbison, MDOT  
Lynnette Firman, MDOT  
MDOT Region Engineers  
MDOT TSC Managers  
MDOT LAP Listserv Members  
Rural Task Forces  
Metropolitan Planning Organizations





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

KIRK T. STEUDLE  
DIRECTOR

May 8, 2015

Attachment A - Submitting Candidate Safety Project Applications

Applications submitted electronically must be received no later than **Friday, August 14, 2015**.

- The Local Safety Program Call for Applications Funding Year 2017 Electronic Submittal Form located at [www.michigan.gov/mdot](http://www.michigan.gov/mdot) ~ Doing Business ~ Local Agency Program ~ Safety Program ~ FY 2017 Call for Safety Electronic Submittal.
- Electronic submittals are limited to 15MB.

Applications sent hardcopy must be postmarked no later than **Friday, August 14, 2015**.

- Projects postmarked after Friday, August 14, 2015, at MDOT's discretion, may or may not be reviewed for selection.
- It is recommended that your application be submitted by certified mail or other traceable delivery service.

Applications are reviewed by a committee and selected based on criteria which include:

1. Cover Letter
  - Provide a brief overview discussion as to the proposed project, crash pattern that has been experienced and how the proposed scope of work will remedy the past crash history.
2. MDOT Form 1627
  - Located at [www.michigan.gov/mdot](http://www.michigan.gov/mdot) ~ Doing Business ~ Forms. At drop-down menu, select Local Government ~ 1627 - Safety Project Submittal Form.
3. MDOT Time of Return (TOR) Analysis\*
  - Only the MDOT TOR spreadsheet will be accepted\*. A copy of the data input page and results page must be included in the application submittal.
  - Guardrail oriented projects and independent RSA submittals do not require a TOR analysis.
  - Crash Reduction factors are listed in the TOR Spreadsheet located at: [www.michigan.gov/mdot](http://www.michigan.gov/mdot) ~ Doing Business ~ Local Agency Program ~ Safety Program ~ Time of Return (TOR) Calculation Spreadsheet.
4. UD-10s
  - Include for all crashes that are used to compile the TOR or Highway Safety Manual analysis/computation. Note: The HSM requires all crashes to be input, including animal crashes. Animal crashes are NOT to be submitted with the application.
  - Use most current 3 to 5 year period of available data (2010-2012 through current availability).
  - Include only those UD-10 crash reports that relate to the proposed scope of work.

5. Detailed cost estimate or Michigan Engineers Resource Library estimate.
6. Map showing project location(s).

Applications, to provide additional support, may also include:

- Crash analysis to determine the proposed project's scope.
- Crash concentration maps in the proposed project's limits.
- MDOT LSI written suggestion list (required if requesting participation for Preliminary Engineering)
- Photos of existing project site conditions.
- Preliminary proposed plan view, cross-sections, and/or profiles.
- Ability to deliver a construction package for obligation within this fiscal year.
- Project coordination with other construction projects.
- Highway Safety Manual Analysis\*

#### \*Highway Safety Manual Analysis

A Highway Safety Analysis may replace or supplement the TOR Analysis. Guardrail oriented projects or independently submitted RSA locations do not require a Highway Safety Manual (HSM) analysis. For locations where little to no crash history exists, proposed systemic safety improvement or where additional support of the TOR is desired, Local Agencies are encouraged to utilize the HSM.

FY 2017, HSM Analysis Requirements:

- Use the MDOT HSM spreadsheet located at [www.michigan.gov/mdot](http://www.michigan.gov/mdot) ~ Doing Business ~ Local Agency Program ~ Safety Program ~ Highway Safety Manual (HSM) Analysis Spreadsheet.
- An electronic copy of the analysis or screenshots of the input and output tabs must be included with the application submittal.
- Calibration factors for use as part of HSM analysis have been compiled by MDOT and are included in the spreadsheet. Local Agencies performing hand calculations will need to refer to the [www.michigan.gov/highwaysafety](http://www.michigan.gov/highwaysafety) website (see below) for calibration factors and distribution values.
- For any questions an agency might have regarding the HSM Calibration factors, please contact Dean Kanitz, MDOT Traffic and Safety Unit, at 517-335-2855.

Additional information for application development:

- Visit [www.michigan.gov/highwaysafety](http://www.michigan.gov/highwaysafety) or link to it from the MDOT Local Agency Safety Program Website
  - Traffic Crash Data (Maps) per Region (Traffic Crash Data)
  - HSM Calibration Factors/Distribution Values (Safety Links, Traffic Standards and Typicals, Safety Programs, Highway Safety Manual)
  - Safety Guides (Safety Links, Traffic Standards and Typicals, Safety Programs, Safety Guides)

Please send all eligible projects and supporting information by **Friday, August 14, 2015**, to the following:

Ms. Lynnette Firman, P.E.  
Safety Engineer, Local Agency Programs  
Development Services Division  
425 W. Ottawa Street, P.O. Box 30050  
Lansing, Michigan 48909-7550

Project Application Examples

- Systemic Safety Improvements such as corridor/area wide shoulder and center line rumble strips, improved permanent signing (such as chevrons on curves or intersection signing), pavement markings (such as the addition of edge line markings), clear vision corners or reflectorized backplates
- High Friction Surface applications at spot locations
- Elimination, replacement or installation of guardrail/Removal of fixed objects
- Traffic and pedestrian signal optimization, installation, and upgrades
- Access management
- Intersection safety improvements (Lighting, Stopping Sight Distance, Clear Vision Corners)
- Horizontal and vertical curve modifications
- Sight distance and drainage improvements
- Bridge railing replacement or retrofit
- Mid-block pedestrian crossings; improvements to school zones

This list is not all inclusive and other types of safety improvement projects can be submitted for consideration.