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**JACKSON AREA COMPREHENSIVE TRANSPORTATION STUDY (JACTS)  
TECHNICAL ADVISORY COMMITTEE**

**FOR FURTHER INFORMATION  
CONTACT:**

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

**DATE: Tuesday, November 8, 2016**

**TIME: 9:30 A.M.**

**PLACE: Jackson City Hall  
161 W. Michigan Ave-10<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 / Introductions
2. Public Comment
3. Approve Minutes of the Technical Advisory Committee Meeting of October 11, 2016 and Receive the Minutes of the Policy Committee Meeting of October 20, 2016 (enclosed) - **ACTION**
4. Agency Status Reports (enclosed) - **DISCUSSION**
  - City of Jackson
  - Jackson Area Transportation Authority
  - Jackson County Department of Transportation (to be provided)
  - Michigan Department of Transportation (to be provided)
  - Jackson County Airport-Reynolds Field
  - Enterprise Group (<http://www.enterprisegroup.org>)
5. JACTS 2045 Long Range Transportation Plan Update (see enclosure) - **DISCUSSION**
6. Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP) (see enclosure) – **ACTION**
  - Jackson County Department of Transportation
7. Other Business
  - FHWA Update
  - MDOT Update
8. Public Comment
9. Adjournment

# MINUTES

## JACTS TECHNICAL ADVISORY COMMITTEE

Jackson City Hall  
161 W. Michigan Avenue - 10<sup>th</sup> Floor  
Jackson, Michigan 49201

**Tuesday, October 11, 2016**

Members Present: Angela Kline, Vice-Chair, Jackson County Dept. of Transportation  
Jon Dowling, Chair, City of Jackson – Engineering  
Troy White, City of Jackson – Engineering  
Chris Gulock (Alt.), MDOT – University Region  
Rick Fowler, MDOT- Lansing  
Michael Brown, Jackson Area Transit Authority  
Mike Rand, Jackson County Dept. of Transportation  
Amy Torres, The Enterprise Group  
Todd Knepper, City of Jackson Public Works  
Kent Maurer, Jackson County Airport – Reynolds Field

Members Absent: Andrea Dewey, FHWA (Ex-officio)  
Steve Duke, Region 2 Planning Commission  
Jack Ripstra, Blackman Charter Township

Others Present: Aaron Dawson, Region 2 Planning Commission  
Tyler Kent, MDOT Urban Travel Analysis Section  
Don Mayle, MDOT Urban Travel Analysis Section  
Lane Masoud, Jackson Area Transit Authority

### ITEM 1      CALL TO ORDER

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

### ITEM 2      PUBLIC COMMENT

Chair Dowling asked if anyone from the public wished to address the Committee. No public comment was received.

### ITEM 3      APPROVE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING OF SEPTEMBER 13, 2016 AND RECEIVE THE POLICY COMMITTEE MINUTES OF SEPTEMBER 15, 2016

A motion was made by Mr. Fowler, supported by Vice-Chair Kline, to approve the Technical Advisory Committee meeting minutes of September 13, 2016 and receive the Policy Committee meeting minutes of September 15, 2016. The motion passed unanimously.

## **JACTS TECHNICAL ADVISORY COMMITTEE**

**October 11, 2016**

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

Project status updates were presented by the City of Jackson, Jackson Area Transportation Authority, Jackson County Department of Transportation, Michigan Department of Transportation, Jackson County Airport-Reynolds Field, and the Enterprise Group. Copies of the agency status reports were included in the meeting packet. Some highlighted items:

- City of Jackson – The Mechanic St. project is now scheduled to be complete by the end of the month. Kibby Rd. design is ongoing.
- JATA – Transit Center refurbishment is now complete and the remaining \$31,000 will be used to refurbish the employee break room and outdoor lighting. The rest of the projects included in the progress report are on schedule. Ms. Masoud also informed the committee that phase two of the transit study will focus on corrections and solutions to the customer survey issues from phase one.
- JCDOT – Fifth Street project is now ongoing and should be completed by November. W. Michigan Ave. bridge is currently being discussed with MDOT Rail and Amtrak. 2017 projects may need to be designed and managed by consultants due to staffing changes. Ms. Kline added that a TEDF-A grant will fund the Coats Rd. project, which will be letting in April. Lomar is expanding to a sixth location.
- Several MDOT projects have been updated with work start dates, which has been included in the packet. I-94 projects should be completed in mid-November.
- Jackson County Airport – Progress report was included in the packet.
- The Enterprise Group – Ms. Torres informed the committee about several projects. The Irish Hills Mall refurbishment, MultiMatic opening, and the new Lomar facility are all moving ahead.

### **ITEM 5      JACTS TRAVEL DEMAND MODEL UPDATE - APPROVAL OF THE 2010/2014 DEMOGRAPHIC DATA AND 2014 EMPLOYMENT DATA**

Mr. Kent and Mr. Dawson explained the results of the demographic and employment data collection and how it will be used in the transportation model. Ms. Torres made a motion to approve the results, which was seconded by Vice-Chair Kline and passed unanimously.

### **ITEM 6      APPROVAL OF AMENDMENTS AND ADMINISTRATIVE MODIFICATIONS TO THE JACTS FY 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

Chair Dowling explained the proposed modification to the Kibby Road project next year. The design of the project was modified to pave only one side of the boulevard and make it a two-way traffic road. The cost of the project will not be modified. Mr. White made a motion to approve the modification as presented, which was seconded by Mr. Rand and passed unanimously. Chair Dowling also noted that a public meeting regarding the design changes will take place next month.

## **JACTS TECHNICAL ADVISORY COMMITTEE**

**October 11, 2016**

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Mr. Gulock explained the two additions of M-60 Right-Of-Way phase projects for MDOT. These items were dropped from the FY 2014-2017 TIP and needed to be added for construction phases in 2017 and 2022. Mr. Maurer made a motion to approve the two additions to the TIP as presented, which was seconded by Ms. Torres and passed unanimously.

### **ITEM 7      OTHER BUSINESS**

- FHWA - No other business was discussed.
- MDOT - Mr. Fowler informed the committee that MDOT employees would not be attending the next meeting, because MDOT is closed on election day.

### **ITEM 8      PUBLIC COMMENT**

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

### **ITEM 9      ADJOURNMENT**

There being no further business, Chair Dowling requested a motion to adjourn the meeting. Ms. Torres made a motion to adjourn, seconded by Mr. Fowler. The motion passed unanimously at 10:11 AM.

Aaron Dawson - Senior Planner

# Region 2 Planning Commission



## Jackson Area Comprehensive Transportation Study

### MINUTES

#### JACTS POLICY COMMITTEE

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

**Thursday, October 20, 2016**

**Members Present:** Steve Shotwell, Chair, Jackson County Board of Commissioners  
Phil Moilanen, Jackson Area Transportation Authority  
Pete Jancek, Blackman Charter Township  
Dave Herlein, Spring Arbor Township  
Mike Overton, Jackson County  
Mike Trudell, Summit Township  
Todd Brittain, Leoni Township  
Keith Acker, Sandstone Charter Township  
Dan Wymer, Napoleon Township  
John Feldvary, Jackson County Airport-Reynolds Field

**Members Absent:** Bill Jors, Mayor, City of Jackson  
Patrick Burtch, City of Jackson  
Elwin Johnson, Region 2 Planning Commission  
John Lanum, MDOT – Lansing  
John Dowling, JACTS Technical Advisory Committee

**Others Present:** Aaron Dawson, Region 2 Planning Commission  
Chris Gulock, MDOT – University Region  
Mike Brown, Jackson Area Transportation Authority

#### ITEM 1      CALL TO ORDER

Chair Shotwell called the meeting to order at 8:05 AM. A quorum was present.

#### ITEM 2      PUBLIC COMMENT

No public comment was received.

## JACTS POLICY COMMITTEE MINUTES

October 20, 2016

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### ITEM 3      **APPROVE MINUTES OF THE POLICY COMMITTEE MEETING OF SEPTEMBER 15, 2016 AND RECEIVE THE TECHNICAL ADVISORY COMMITTEE MEETING MINUTES OF SEPTEMBER 13, 2016**

The motion was made by Mr. Brittain, supported by Vice-Chair Jancek, to approve the Policy Committee meeting minutes of September 15, 2016 and to receive the Technical Advisory Committee meeting minutes of September 13, 2016. The motion carried unanimously.

### 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. Comments were as follows:

City of Jackson – The Mechanic St. project is now scheduled to be complete by the end of the month. Kibby Rd. design is ongoing.

Jackson Area Transportation Authority – Transit Center refurbishment is now complete and the remaining \$31,000 will be used to refurbish the employee break room and outdoor lighting. The rest of the projects included in the progress report are on schedule.

Jackson County DOT – Fifth Street project is now ongoing and should be completed by November. Mr. Acker raised concerns about the Dearing Rd. project, stating that there are safety issues during construction and that backups are occurring frequently all the way to Sandstone Rd. Mr. Acker stated that there needs to be a backup plan if asphalt cannot be placed before the plant closes. Mr. Wymer requested an update on the Moon Lake Rd. bridge, no further updates are available at this time. A request for funding has been submitted. Mr. Acker raised concerns that Glasgow Rd. needed to be repaired from contractors and trucks damaging the road during the Jackson County Airport project.

MDOT – Mr. Gulock explained that several MDOT projects have been updated with work start dates, which has been included in the packet.

Jackson County Airport – Mr. Feldvary informed the committee that landfill removal is complete, backfill is ongoing. Argyle Rd. and Airport Rd. will be reopened in nine days when work is finished. The restrooms at the airport will also be upgraded.

### ITEM 5      **JACTS 2045 LONG RANGE TRANSPORTATION PLAN UPDATE - APPROVAL OF THE 2010/2014 DEMOGRAPHIC DATA AND 2014 EMPLOYMENT DATA**

Mr. Dawson explained that the base year socioeconomic data review had been completed. MDOT and MPO staff is requesting approval of the data. Chair Shotwell noted that some data did not seem to be correct, stating that rural townships had less than expected employment. Mr. Dawson explained that the data in the report was used for travel analysis, and that most agricultural businesses did not generate commuting traffic. Chair Shotwell raised concerns that if the data was incorrect that it should not be approved, also noting that all businesses in the data review were not confirmed. Mr. Dawson stated that in the urban areas of the county, participants were instructed to review only businesses that generated significant commuting traffic. Mr. Dawson also stated that

## JACTS POLICY COMMITTEE MINUTES

October 20, 2016

Page 3

the review process was extremely thorough and that MDOT was using it as an example for other areas. Mr. Moilanen made a motion to approve the demographic and employment data as presented, which was seconded by Vice-Chair Jancek and passed unanimously.

### ITEM 6      **APPROVAL OF AMENDMENTS AND ADMINISTRATIVE MODIFICATIONS TO THE JACTS FY 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

Mr. Dawson explained the proposed modification to the Kibby Road project next year. The design of the project was modified to pave only one side of the boulevard and make it a two-way traffic road. The cost of the project will not be modified. Chair Shotwell raised concerns that reducing the level of service and capacity for the road did not make sense. Mr. Brittain asked for Mr. Dawson to explain the modifications and if they were appropriate. Mr. Dawson explained the modifications and stated that it was an appropriate design.

Mr. Gulock explained the two additions of M-60 Right-Of-Way phase projects for MDOT. These items were dropped from the FY 2014-2017 TIP and needed to be added for construction phases in 2017 and 2022.

Mr. Brittain made a motion to approve the modification and amendments as presented, which was seconded by Vice-Chair Jancek and passed unanimously.

### ITEM 7      **OTHER BUSINESS**

- FHWA: No other business was discussed.
- MDOT: Mr. Gulock stated that the Jackson County TSC Traffic Summit is on November 2nd at 9:00 AM at the Blackman Township Hall. School officials and JATA may want to attend.

### ITEM 8      **PUBLIC COMMENT**

No public comment was offered.

### ITEM 9      **ADJOURNMENT**

There being no further business, Chair Shotwell adjourned the meeting at 8:49 AM.

Aaron Dawson  
Senior Planner

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

**DATE:** November 2, 2016

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

**SUBJECT:** TIP Project Status

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**2016**

Mechanic: Morrell to Washington (Urban) - Reconstruction with water main replacement. DLZ is the City's consultant. Bailey Excavating is the contractor. **The contractor has finished curb and gutter. The asphalt base is scheduled to be placed by November 4<sup>th</sup> and the project will shut down on November 8 due to a voting site within the project limits. The road is scheduled to be complete by Mid-November.**

**2017**

Kibby Road: City Limits to West Ave (Urban) - Reconstruct pavement on south side of boulevard islands, roundabout at Denton and non-motorized path from City limits to Denton. MSG is the City's consultant. **Programming has been submitted and we will be requesting a GI soon.**

**2018**

Fourth Street: Horton to Audubon (Urban) – Roadway resurfacing with a new roundabout at Hickory and Fourth. MSG is the City's consultant. Survey is complete with design starting.

**2019**

Francis Street: Morrell to Mason (Urban) – Reconstruct roadway. No design work at this time.

**2020**

Greenwood/Wilkins Streets: Morrell to Jackson (Urban) – Reconstruct roadway. No design work at this time.



2350 EAST HIGH STREET

JACKSON, MICHIGAN 49203-3490

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

**Projects  
2014-2017 TIP  
(November, 2016 Report)**

**FY 2014**

1. Transfer Center Remodel
  - a. RFB's have been sent out to finish additional transfer center projects.
2. HVAC replacement and upgrade at Main Base
  - a. Hope to re-bidding this project early November 2016, waiting MDOT

**FY 2015**

1. ADA Compliant Software for increasing rider mobility extended thru 9/30/17
2. ADA Compliant Software for increasing rider mobility
  - a. Researching vendors and available technologies
  - b. Plan on starting project in late 2016 early 2017

**FY 2016**

1. Bus engine replacements
  - a. Replacemet of engines at MDOT waiting final approval.  
Grant was reduced to about (5) engines
2. Vehicle procurements
  - a. Replace remaining minivans with Ford Transits
  - b. Projected start date 4<sup>th</sup> Quarter of FY2016 still on

**FY2017**

1. Vehicle procurements
  - a. Replace 3 Sprinter vans
  - b. Bus Replacement (2 full-size) Start in early 2017



# Jackson County Airport – Reynolds Field

## *Flying Jackson Forward!*

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Kent L. Maurer, Airport Manager

### JACTS Airport Report November 2016

- Airport-Argyle construction completed and needs signage and pavement markings (The photo below does not show the new guard rail)
- Less than 30 days and Phase I construction will be completed – rain is causing delays
- Runway 7-25 is in Final Design and will be a single project with two funding cycles starting in April of 2017





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

KIRK T. STEUDLE  
DIRECTOR

November 1, 2016

Mr. Steven Duke, Executive Director  
Region 2 Planning Commission  
120 West Michigan Avenue, 9<sup>th</sup> Floor  
Jackson, Michigan 49201

Mr. Aaron Dawson, Senior Planner  
Region 2 Planning Commission  
120 West Michigan Avenue, 9<sup>th</sup> Floor  
Jackson, Michigan 49201

Dear Mr. Duke and Mr. Dawson:

I am providing this correspondence as an update regarding the Jackson Area Comprehensive Transportation Study (JACTS) travel demand model being used for the 2045 Metropolitan Transportation Plan. This is intended to serve as a substitute for the update that would have been provided in person at the next scheduled JACTS Technical Advisory Committee (TAC) meeting on November 8 since I am unable to attend, due to the observed Election Day state holiday.

The JACTS TAC recommended approval of the travel demand model base year 2014 socioeconomic data at the October 2016 meeting. This data includes population, household, income, and employment data at the Traffic Analysis Zone level. The data is used in trip generation, which is the first step in the traditional four-step travel demand model process. Specifically, population and household data is used to derive trip productions in each zone, while employment data is used to determine trip attractions.

Final preparations are currently underway prior to beginning the base year trip generation process. Some of these steps include assigning area type classifications to each model road network link, data review, reasonableness checking, as well as other tasks. Once completed, it is anticipated that the base year four-step modeling process will continue for the duration of 2016 and into early 2017.

In mid-to-late February 2017, the horizon year (2045) and interim future year (2025 and 2035) socioeconomic data will be made available for local agency review. Furthermore, future year road network data will need to be obtained from local road agencies and entered into the travel demand model for future year modeled trips. The JACTS TAC is expected to receive the future year socioeconomic data in early spring of 2017 and the data will be considered for approval by the committee at the April meeting.

Mr. Dawson and Mr. Duke

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November 1, 2016

Thank you both for your assistance in coordinating and collecting the information needed for the model base year. If you have any questions, comments, or concerns, please contact me at 517-373-1989 or Don Mayle, Transportation Planner, at 517-335-2954.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tyler Kent', with a stylized flourish extending to the right.

Tyler Kent, Transportation Planner  
Statewide Transportation Planning Division

**Christopher J. Bolt, MPA, P.E.**  
Managing Director

**Robert D. Griffis**  
Director of Operations



**Angela N. Kline, P.E.**  
Director of Engineering

**Dawn Goodwine**  
Administrative Services Manager

October 17, 2016

Mr. Steven Duke, Executive Director  
Region 2 Planning Commission  
120 W. Michigan Ave – 9<sup>th</sup> Floor  
Jackson MI 49201

Dear Mr. Duke;

Jackson County Department of Transportation (JC DOT) would like to request that JACTS consider the following amendment to the JACTS FY 2017 – 2020 TIP:

Fiscal Year	Project Name	Limits	Project Description	Funding
2017 ADD	Ann Arbor Rd Non-Motorized Pathway	Ann Arbor Road between Ponderosa Drive to Hackett Street	Construct multi-use pathway	TAP: \$501,345 Local: \$301,345

Sincerely,

**Angela N. Kline, P.E.**  
*Director of Engineering*  
Jackson County Department of Transportation  
[2400 Elm Road](#)  
[Jackson, MI 49201](#)  
O: [\(517\) 768-6219](#)  
F: [\(517\) 788-4237](#)  
[akline@co.jackson.mi.us](mailto:akline@co.jackson.mi.us)

Your Local Road Professionals  
2400 Elm Road, Jackson, Michigan 49201  
Telephone (517) 788-4230 or (800) 718-3537\* Fax: (517) 788-4237  
<http://www.jcrr-roads.org>

**Christopher J. Bolt, MPA, P.E.**  
Managing Director

**Robert D. Griffis**  
Director of Operations



**Angela N. Kline, P.E.**  
Director of Engineering

**Dawn Goodwine**  
Administrative Services Manager

November 2, 2016

Mr. Steven Duke, Executive Director  
Region 2 Planning Commission  
120 W. Michigan Ave – 9<sup>th</sup> Floor  
Jackson MI 49201

Dear Mr. Duke;

Jackson County Department of Transportation (JCDOT) would like to request that JACTS consider the following amendment to the JACTS FY 2017 – 2020 TIP:

Fiscal Year	Project Name	Limits	Project Description	Funding
2017 ADD	Coats Road reconstruction	From North Moscow Road to the east 1000'	Reconstruct	TED: \$269,471.00 Local: \$89,823.00

Sincerely,

**Angela N. Kline, P.E.**  
*Director of Engineering*  
Jackson County Department of Transportation  
[2400 Elm Road](#)  
[Jackson, MI 49201](#)  
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