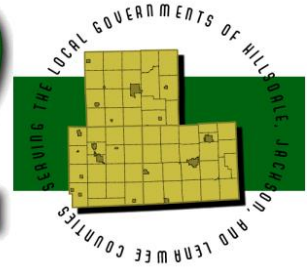


# Region 2 Planning Commission



## 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, April 19, 2018**

**Members Present:** Steve Shotwell, Chair, Jackson County Board of Commissioners  
David Herlein, Spring Arbor Township  
Phil Moilanen, Jackson Area Transportation Authority  
Jon Dowling (Alt.), JACTS Technical Advisory Committee  
John Lanum, MDOT - Lansing  
Pete Jancek, Vice-Chair, Blackman Charter Township  
John Feldvary, Jackson County Airport-Reynolds Field  
Bob Welsh, Region 2 Planning Commission  
Jim Dunn (Alt.), Summit Township  
Keith Acker, Sandstone Charter Township  
Judy Southworth (Alt.), Leoni Township  
Mike Overton, Jackson County

**Members Absent:** Derek Dobies, Mayor, City of Jackson  
Kim Gamez, Napoleon Township  
Patrick Burtch, City of Jackson

**Others Present:** Tanya DeOliveira, Region 2 Planning Commission  
Steve Duke, Region 2 Planning Commission  
Michael Brown, Jackson Area Transportation Authority  
Mike Davis, MDOT – University Region  
Jason Pittman, MDOT – Jackson TSC

#### ITEM 1      CALL TO ORDER

Chair Shotwell called the meeting to order at 8:02 AM with a quorum present.

#### ITEM 2      PUBLIC COMMENT

No public comments were received.

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### **ITEM 3            APPROVE MINUTES OF THE POLICY COMMITTEE MEETING OF MARCH 15, 2018 AND RECEIVE THE TECHNICAL ADVISORY COMMITTEE MEETING MINUTES OF MARCH 13, 2018**

The motion was made by Mr. Feldvary, supported by Vice-Chair Jancek, to approve the Policy Committee meeting minutes of March 15, 2018 and to receive the Technical Advisory Committee meeting minutes of March 13, 2018. 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 the Jackson County Airport-Reynolds Field. The City of Jackson reported that that work began on April 17 on Kibby Road. Area residents who are on sanitary sewer decided they did not want to join on the City's system at a recent public meeting, as the Kibby Road project would have afforded that opportunity. There was a discussion to consider how JATA might be able to complete their Transfer Center Employee Lounge project. JCDOT reported that the Ann Arbor Road Pathway project will be in the June letting. They will also be working with MDOT as their consultant moving forward on the Michigan Avenue Bridge project. MDOT reported that the West Michigan Ave (Washington/Louis Glick) project should be completed by the end of May. The Lakelands Trail project should begin this fall. Jackson County Airport reported that the grooving part of the runway project had been completed, and that runway painting later this spring as the weather permits.

### **ITEM 5            JACTS FY 2017 – 2020 TIP AMENDMENT TIMELINE**

Ms. DeOliveira gave a brief overview of MDOT's JobNet timeline. MDOT is updating the JobNet software that it uses to process modifications to TIPs from metropolitan planning organizations (MPO) across the state. The goal is to eventually have JobNet be the TIP for each MPO in Michigan. To move through this process, JobNet will be shut down in early July, affecting the TIP process beginning in April. The City of Jackson and Jackson County were notified previously.

There was a discussion on the timeline of TIP amendments moving through the JACTS and Region 2 Planning Commission committees this summer. During that discussion, Ms. Kline and Mr. Overton raised the issue of potentially moving the MPO's approval process down to one month instead of the current two months. Mr. Duke noted that this would mean that the JACTS Policy meetings would likely need to be moved to the second Thursday of the month instead of the third. Ms. Kline noted that this change could be potentially helpful as the way obligation authority has rolled out in the last 5 years has really be inconvenient and on a short time table. It was also noted that the TIP approval process in JACTS could continue, if there was a need, and that the TIP modifications could be made as soon as JobNet was up in July. MDOT and Region 2 Planning Commission staff agreed.

A motion was made by Mr. Moilanen to have Mr. Duke look into the advantages and disadvantages of changing the JACTS MPO approval process from two months to one month, and look into moving the JACTS Policy meeting to the second Thursday of each month, which would include contacting committee members to see if this was feasible. The motion was supported by Vice Chair Jancek. The motion carried unanimously.

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

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Ms. Kline reported that JCDOT was requesting the following administrative modification to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed administrative modification is as follows:

<b>FY</b>	<b>Project Name</b>	<b>Limits</b>	<b>Project Description</b>	<b>Funding</b>
2018 Funding Change	Norvell Road	Sharon Valley Rd to E Michigan Avenue	Rehabilitation	Fed: \$1,262,813 Local: \$1,271,814

Ms. Kline reported that JCDOT was requesting the following amendments to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed amendments are as follows:

<b>FY</b>	<b>Project Name</b>	<b>Limits</b>	<b>Project Description</b>	<b>Funding</b>
2018 Funding Change	King Road	Albion Rd to Mathews Rd	Rehabilitation	Fed: \$852,169 Local: \$568,112
2018 ADD	Preventative Maintenance	Various Locations	Resurface	Fed: \$1,409,184 Local: \$939,456

A motion was made by Vice Chair Jancek, supported by Mr. Feldvary, to approve the proposed JCDOT amendments and administrative modifications. The motion carried unanimously.

Mr. Davis reported that MDOT was requesting the following amendment to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed amendment is as follows:

<b>FY</b>	<b>Project Name</b>	<b>Limits</b>	<b>Project Description</b>	<b>Funding</b>
ADD FY 2018 JN 202848	I-94 E/Sargent Ramp	Eastbound I-94 exit ramp at Sargent Road	Install Wrong Way Traffic Detection System	Fed: \$30,150 HSIP State: \$3,350 Total: \$33,500

Vice Chair Jancek asked if the newly installed traffic detection system could alert 911 Emergency Response System. Mr. Davis said that he would follow up on the idea, and get back to the committee. A motion was made by Mr. Feldvary, supported by Vice Chair Jancek, to approve the proposed amendment by MDOT as presented. The motion carried unanimously.

Chair Dowling reported that the City of Jackson was requesting the following administrative modifications to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed administrative modifications are as follows:

<b>FY</b>	<b>Project Name</b>	<b>Project Description</b>	<b>Funding</b>	<b>Action</b>
2018	Fourth Street Signal at Horton Road	Reconstruct signal with mast arms with intersection alignment at Fourth & Horton and connect PAKA Trail	Federal: \$85,000 City: \$565,000	Funding & Scope Change

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		to Ella Sharp Museum		
2018	Fourth Street Audubon to Horton	Single course mill resurface and construct roundabout at Hickory	Federal: \$782,000 Local: \$195,000	Description Change

A motion was made by Mr. Acker, supported by Vice Chair Jancek, to approve the proposed administrative modifications by the City of Jackson. The motion carried unanimously.

### ITEM 7      **APPROVAL AUTHORIZING THE CHAIR AND EXECUTIVE DIRECTOR TO SIGN THE MDOT MEMORANDUM OF UNDERSTANDING DEFINING THE METROPOLITAN TRANSPORTATION PLANNING RESPONSIBILITIES FOR THE REGION 2 PLANNING COMMISSION**

Mr. Duke provided an overview of the most recent Memorandum of Understanding between the Region 2 Planning Commission and MDOT that has been drafted. This update is in light of the additional responsibilities required for the Region 2 Planning Commission for tracking and reporting performance measures to MDOT. Mr. Lanum noted that there were some edits needed to the MOU regarding the code of federal regulations. A motion was made by Mr. Moilanen to approve the MOU with the appropriate edits that are required, supported by Mr. Dowling. The motion passed unanimously.

### ITEM 8      **TRANSPORTATION PERFORMANCE MEASURES OVERVIEW**

Mr. Lanum made a brief presentation on general topic of performance measures for the committee. Performance based planning came from MAP-21, the previous federal transportation bill; however, the FAST Act brings further direction on what needs to be done. The FHWA and MDOT have been working to get further clarification on what needs to happen at the state and MPO level. The first performance measure that was adopted was safety in February 2018. Pavement and bridge condition, system performance, transit asset management and highway asset management are the others that will follow. Mr. Lanum reported that Jackson had been doing good work to ensure that it remains in good standing regarding this new requirement.

There was a discussion on how feedback will be given on the adopted measures. Mr. Lanum responded that the Systems Performance Report will need to be updated periodically to address this concern. The Region 2 Planning Commission staff is charged with completing the Systems Performance Report.

### ITEM 9      **JACTS 2045 LONG RANGE TRANSPORTATION PLAN UPDATE**

Ms. DeOliveira provided an update on the 2045 Long Range Transportation Plan. All draft chapters have either been or are currently available for public comment. The entire, complete draft plan document will be available to review starting on Friday, May 4 and be available for 30 days. The process will kick off by 3 public meetings that will be held on Monday, April 30, Tuesday, May 1 and Thursday, May 3 at three locations across the county. This is an effort to make sure that there is ample opportunity for public input. The final plan will be coming to the JACTS Technical and Policy committees in May for initial support and approval. The plan is expected to be approved and adopted at the June 14th Region 2 Planning Commission meeting.

Vice-Chair Jancek noted that the plan addresses the federal-aid eligible roads, and not local roads.

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**ITEM 10      SELECTION OF THE CONSULTANTS FOR THE JOINT CITY / COUNTY NON-MOTORIZED PLAN**

Ms. DeOliveira stated that the selection committee is in the midst of the selection process, and that a consultant had not yet been selected.

**ITEM 11      OTHER BUSINESS**

No other business was noted.

**ITEM 12      PUBLIC COMMENT**

No public comments were received.

**ITEM 13      ADJOURNMENT**

There being no further business, Chair Shotwell adjourned the meeting at 9:17 AM.

Tanya DeOliveira  
Transportation Planner