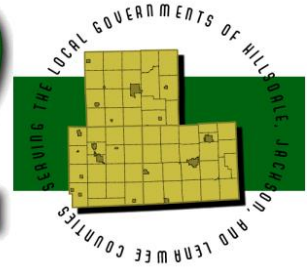


Region 2 Planning Commission



Jackson Area Comprehensive Transportation Study

MINUTES

JACTS POLICY COMMITTEE

Jackson County Tower Building
120 W. Michigan Avenue – 5th Floor
Jackson, Michigan

Thursday, July 12, 2018

Members Present: David Herlein, Spring Arbor Township
Phil Moilanen, Jackson Area Transportation Authority
Jon Dowling, JACTS Technical Advisory Committee
Pete Jancek, Vice-Chair, Blackman Charter Township
Eric Mullen, MDOT
Bob Welsh, Region 2 Planning Commission
Mike Trudell, Summit Township
Judy Southworth (Alt.), Leoni Township
Mike Overton, Jackson County Department of Transportation
Dan Wymer, Napoleon Township

Members Absent: Derek Dobies, Mayor, City of Jackson
Patrick Burtch, City of Jackson
Steve Shotwell, Chair, Jackson County Board of Commissioners
John Feldvary, Jackson County Airport-Reynolds Field
Keith Acker, Sandstone Charter Township

Others Present: Tanya DeOliveira, Region 2 Planning Commission
Michael Brown, Jackson Area Transportation Authority
Mike Davis, Jr., MDOT – University Region
Kelby Wallace, MDOT – Jackson TSC
Angela Kline, JCDOT
Juan Zapata, Jackson County Airport-Reynolds Field
Jeff Franklin, MDOT
Kari Martin, MDOT

ITEM 1 CALL TO ORDER

Vice Chair Jancek called the meeting to order at 8:00 AM.

ITEM 2 PUBLIC COMMENT

No public comments were received.

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ITEM 3 APPROVE MINUTES OF THE POLICY COMMITTEE MEETING OF MAY 10, 2018 AND RECEIVE THE TECHNICAL ADVISORY COMMITTEE MINUTES OF MAY 8, 2018

A motion was made by Mr. Trudell, and supported by Mr. Herlein, to approve the Policy Committee meeting minutes of May 10, 2018 and receive the Technical Advisory Committee meeting minutes of May 8, 2018 as presented. The motion passed unanimously.

ITEM 4 AGENCY STATUS REPORTS

Project status updates were presented by the City of Jackson, Jackson County Department of Transportation (JCDOT), Jackson Area Transportation Authority (JATA), the Michigan Department of Transportation (MDOT), and the Jackson County Airport-Reynolds Field. The City of Jackson reported that a top coat of asphalt will should be placed on Kibby Road by the middle of next week. A consultant has been hired for the Greenwood/Wilkins Streets project. JCDOT stated that their chip seal project will not be completed by the second weekend in July because the pavement needs to be dry before pavement markings are applied. The project should be done within 30 days. The Ann Arbor Road and Rives Junction Road pathways are being done by Bailey Excavating. JATA reported that a vendor has been tentatively chosen to complete the IT facility upgrades, and that they are waiting on MDOT's approval. MDOT reported that there is a little bit more work at the Cooper Street/Washington Avenue intersection to finish on the I-94 BL/West Michigan Avenue project before it can be considered complete. Work on I-94 has mobilized. The City, County, Blackman Township have worked hard to help the project get started. Ariel photography will be taken at the Jackson County airport within the next 6 months to note new obstructions to the airfield as a result of the new runway.

ITEM 5 APPROVAL OF AMENDMENTS AND ADMINISTRATIVE MODIFICATIONS TO THE JACTS FY 2017 – 2020 TRANSPORTATION IMPROVEMENT PROGRAM

Mr. DeOliveira reported that the Village of Brooklyn was requesting the following administrative modification to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed administrative modification is:

FY	Project Name	Limits	Work Type	Project Description	State Cost	State Fund Source	Total Project Cost
Add 2019	S. King / Tiffany / Cement City roads	Chicago St & Village limits	Reconstruction	Reconstruction	\$176,000	TEDF-D	\$220,000

Mr. Brown reported that JATA was requesting the following administrative modifications to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed administrative modifications are:

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FY	Project Name	Limits	Work Type	Project Description	Federal Cost	Fed Fund Source	State Cost	State Fund Source	Total Project Cost
2018	Transit Capital	Countywide	Transit Facility	Administrative office rehabilitation & upgrade	\$151,000	5339	\$38,000	CTF	\$189,000
2018	Transit Operating	Countywide	Transit Operations	Transit Operating Funds	\$1,263,000	5307	\$1,712,000	CTF	\$4,603,000

Mr. Brown reported that JATA was requesting the following amendments to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed amendments are:

FY	Project Name	Limits	Work Type	Project Description	Federal Cost	Fed Fund Source	State Cost	State Fund Source	Total Project Cost
2018	Vehicle Replacement	Countywide	Transit Vehicle Replacement	Van w/ lift	\$46,761	5339	\$11,690	CTF	\$58,451
2018	Transit Capital	Countywide	Transit Facility	Automated security gates & cameras	\$12,762	5307	\$3,190	CTF	\$15,952

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

Fiscal Year	Project Name	Limits	Project Description	Funding
Add FY 2018 JN 203311 CON	I-94	Eastbound I-94 Grass Lake Weigh Station	Install additional parking at EB Grass Lake Weigh Station	Federal: \$3,274 ST State: \$726 Total: \$4,000

A motion was made by Mr. Wymer, supported by Mr. Trudell, to approve the proposed JATA and MDOT amendments as presented. The motion carried unanimously.

ITEM 6 **FY 2020 – 2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT SCHEDULE**

Mr. DeOliveira noted that the TIP amendments and administration modifications will need to be turned in earlier than they have in the past in order to meet the federally-required 30 day public comment period as a result of JobNet being implemented. This was discussed in detail at the Technical Committee meeting, and all local agencies are aware of the change. Mr. Franklin reported that the development of the State Transportation Improvement Program (STIP) and the Region 2 Planning Commission’s TIP for 2020 – 2023 will begin soon. Local agencies will be asked for a list of projects. Mr. Mullen noted that local agencies can expect a 2% increase in funding per year. Ms. DeOliveira stated that there will likely be a subcommittee meeting to begin discussions on the local TIP development in August or September. The new TIP will need to be submitted to MDOT in late June 2018.

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ITEM 7 **TRANSPORTATION PERFORMANCE MONITORING (TPM) FOR PAVEMENT CONDITION, BRIDGE CONDITION, AND SYSTEM RELIABILITY**

Mr. Franklin noted that the state adopted performance measures for the performance areas of bridge, pavement, and system reliability in May 2018. This means that by November 16, 2018, the Region 2 Planning Commission will need to decide to support and adopt the state performance measure targets for these performance areas or come up with their own. A brief summary on each performance area was developed by MDOT and included in the meeting packet. Ms. Martin stated that performance measures are used to in the decision making process of funding of projects.

Ms. DeOliveira stated that the performance measures will need to be considered to some degree in the development of the new FY 2020 – 2023 TIP. Mr. Welsh asked what will happen if the targets are not met. Ms. Martin stated that if a MPO adopts a state target, and the state does not meet that target, the states will get penalized. The MPO will not get penalized. Vice-Chair Jancek stated that it's beneficial for the Region 2 Planning Commission to adopt the state measures because all entities are working to meet the same goal, and it keeps the local agencies protected from penalty.

ITEM 8 **STATUS UPDATE FOR THE JOINT CITY / COUNTY NON-MOTORIZED PLAN**

Ms. DeOliveira reported that the City, County, and the Region 2 Planning Commission recently met to discuss the injection of more funds into the project. The City and County has agreed to put more money into the project. The Region 2 Planning Commission is waiting for official letters from the agencies stating their additional contributions before continuing with the selection process.

ITEM 9 **JACTS TIP AMENDMENT OR ADMINISTRATIVE MODIFICIATION – DEFINITION OF A REGIONALLY SIGNIFICANT PROJECT**

Mr. Davis led the discussion on MDOT's request for the Region 2 Planning Commission to determine their definition of a "Regionally Significant Project." MDOT is requesting that all MPOs across the state come up with a clear definition for this term to improve business operations for the TIP. Currently, the only projects that are required to be on the TIP are projects that receive any amount of federal funding. Defining what a "Regionally Significant Project" is will expand the type of projects that will be required to be on the TIP.

Mr. Davis briefly reviewed the three different definitions that were compiled by the MDOT University Region office that were included in a meeting handout. The definitions that were provided came for the Code of Federal Regulations from the federal government. Mr. Dowling noted that the Technical Committee had approved a motion to recommend that the Region 2 Planning Commission adopt the first definition of a "Regionally Significant Project" in the handout provided.

Mr. Moilanen asked where the need to adopt a definition was coming from. Mr. Davis stated that it came from MDOT, and that they were seeking to help clarify business operations for the TIP. Mr. Moilanen also asked if there could be some clarity with regards to the "Safety improvement projects will be exempted" part of the definition. Mr. Davis and Ms. Martin agreed to provide additional language to strengthen the statement.

A motion was made by Mr. Overton, supported by Mr. Dowling, to adopt the following definition of a Regionally Significant Project for the Region 2 Planning Commission:

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“A project that is State-funding only and on the NHS System and changes interchange operations or has capacity improvements (e.g. adding/removing lanes over 0.5 miles), shall be deemed Regionally Significant. State-funded safety improvement projects will be exempted from this definition to allow for prompt implementation.”

ITEM 10 OTHER BUSINESS

There was no other business.

ITEM 11 PUBLIC COMMENT

No public comments were received.

ITEM 12 ADJOURNMENT

There being no further business, Vice Chair Jancek adjourned the meeting at 8:55 am.

Tanya DeOliveira, AICP
Principal Transportation Planner