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Tri-County Regional Planning Commission

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MINUTES

Capital Area Regional Transportation Study (CARTS) Technical Committee

DATE: December 1, 2009 (Tuesday)
TIME: 9:30 a.m.
PLACE: **INGHAM COUNTY HUMAN SERVICES BLDG**
Conference Room D/E
5303 S. Cedar Street
Lansing, MI 48910

OFFICERS

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VICE-CHAIRPERSON
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Jon W. Coleman

Attendance: See attached attendance sheet.

Staff Present: Paul Hamilton, Chief Transportation Planner
Steve Skinker, Transportation Planner
Maria Habba, Executive Assistant

The meeting was called to order by Ch/Cypher at approximately 9:30 a.m. Ch/Cypher announced that staff has requested that members identify themselves prior to making motions and supports in order to capture accurate information for the meeting minutes.

I. **Minutes**

It was **MOVED** by Peterson, **SUPPORTED** by Williams, to approve the November 3, 2009 meeting minutes. **MOTION CARRIED UNANIMOUSLY.**

II. **TIP Amendments**

Hamilton said enclosed in packets was a request from Eaton County to move the CMAQ project at St. Joseph and Nixon (which did not get obligated in 2009) to 2010. Hamilton explained that we're still operating under the 2008-2011 TIP. Hamilton said CATA's hybrid buses have been identified as a contingency by the Committee even though the flexing process usually takes at least three months. Hannahs explained that this project has received an eligibility determination and should have no issues being obligated. Hannahs said Eaton County is requesting to add this project to the 2010 list, or swap out their Nixon project to fund the Broadbent project. Manzella said since CATA's buses would be next in line to receive CMAQ funds, he would not be able to support this request on behalf of CATA. Lenze explained that the region has a target for CMAQ funds. Tupica noted that FHWA dispersed a memo explaining that as long as we're operating under short continuing resolutions that there are to be no interagency transfers of funds (excluding ARRA funds) until there is a longer term continuing resolution.

(Over)

Hannahs inquired about CMAQ target amounts and asked Hamilton to verify that our region is within those target amounts. Hamilton said CMAQ project priorities have already been established and it is his recollection that the 2010 and 2011 years are fully programmed. Lenze explained that CMAQ funding targets start at the statewide level and then work their way down to the eligible MPO's. Hamilton added that CMAQ dollars are essentially grants.

Hamilton explained that staff can process requests to change years on projects in the TIP administratively as long as nothing has changed on the projects.

It was MOVED by Armentrout, SUPPORTED by Peterson, to allow Eaton County to swap their 2010 St. Joe-Broadbent intersection project for the St. Joe-Nixon intersection project and place the Broadbent project on the illustrative list, and if there is extra 2010 CMAQ funding that the new project be fully funded.

There was discussion on programming to capped amounts. Hannahs noted that will likely modify the length of the project in order to lower the match.

MOTION CARRIED UNANIMOUSLY.

III. **Long Range Plan Status**

A. Schedule of Meetings/Action

Hamilton said staff was close to having the Plan completed on schedule in order to meet the 28 day requirement for action on the Plan this month. However, in consultation with MDOT, FHWA and the Executive Committee, a decision was made to provide the Plan to the Commission on December 17th and to take action in January, as follows.

- A Special TCRPC meeting will be held on January 21, 2010 at the Hannah Community Center to act on the Plan.
- There will be a Long Range Plan Task Force meeting just prior to the CARTS meeting that will be held on January 5th at the ICHS Building (Rooms D/E).
- The TRC meeting will be held on January 13 at 4:00 p.m. at the Foster Community Center in Lansing.

Public information meetings will be held in conjunction with each of the meetings listed above in order to provide the opportunity for public comments on the Plan.

- Two additional public information meetings are also scheduled on January 6th from 5:00 – 7:00 p.m. at the Southside Community Center in Lansing, and on January 7th from 7:00 – 9:00 p.m. at the Hannah Community Center in East Lansing.

Hamilton encouraged all Committee members and Commissioners to attend the public information meetings. He asked that the Committee keep their policy members informed.

B. Priority Corridors

Hamilton said the Long Range Plan Task Force looked at the non-motorized priority corridors. Hamilton requested feedback on the revised maps that were enclosed in packets. He noted the Task Force did not discuss the improve-expand priority corridors. Hamilton, therefore, attempted to address these corridors based on projects listed. Hamilton said the idea of priority corridors is to look for ways to leverage improvements along long segments of roads. There is still an opportunity to adjust these maps prior to inclusion in the Plan.

Suggestions were made by Committee members as follows:

- Dykema suggested removing Jolly Road through the city.
- Peterson said Hagadorn should extend to Mt. Hope instead of Jolly.

Staff will make these adjustments to the list.

C. Special Studies

Hamilton said he made an effort to update the special studies section in the Plan. A copy of this section was enclosed in packets. Hamilton requested feedback.

- Hamilton inquired about Abbot/Chandler/Lake Lansing Roads. Armentrout recommended that Hamilton note that this has been studied and recommendations have been made. There was discussion concerning deleting reference to Abbot/Chandler and leaving Lake Lansing, to which the Committee concurred.
- Hamilton asked if there have been further discussions on the Charlotte Thoroughfare Plan. Hamilton will consult with Charlotte staff and remove this study from the list if it is not being discussed.
- Hamilton noted that the Michigan Avenue/Grand River Corridor Study has been listed separately in the Plan with other transit projects.
- Kilpatrick said they're working on ITS Operational Regional Coordination Roadway Weather Information System and will provide Hamilton with this information via email.
- Maleck asked about referencing access to the new Facility for Rare Isotope Beams (FRIB). Maleck said he would provide additional information to Hamilton via email. Trent inquired about adding a Dewitt Township and adjacent jurisdictions access management study for the US 27 BR. Lott suggested keeping the description generic until limits are determined.

D. Final Project List for Last Review

Hamilton said project lists were enclosed in packets for review. He said the modeling is complete, but there is still an opportunity to make technical

corrections. Bridge projects that will be added to the bridge list were distributed. Comments were made on the lists as follows:

- Oliver noted a correction on Table 13-6, Page 1: Webberville is erroneously listed as providing non-fed money for the Pottersville project.
- Peterson said Lake Lansing Road is listed on both pages 1 and 2 on Table 13-18. Staff will evaluate both of these projects to make certain this not a duplicate.
- Staff will research issues related to the Okemos Road project listed in Appendix D (Illustrative list) and confirm that it is included in the TIP.
- Vreibel noted that the St. Johns, Walker Street project listed on Table 13-6, Page 1 was ACC and has been completed; it should therefore be removed from the illustrative list.

E. Distribution Preferences

Members were previously polled to determine whether or not they would prefer to receive mailing from TCRPC electronically or via postal mail. Members who indicated that they prefer electronic copies will receive a CD of the Plan, unless staff is notified otherwise. All other members can expect to receive hard copies of the Plan via postal mail, unless staff is notified otherwise.

IV. TIP Schedule

Hamilton said staff is due to send out a call for projects. Staff will prepare the call for projects ASAP and mail information to members accordingly. The STP Priority Assessment form will also be available on TCRPC's website if members wish to complete their applications online. Applications will be due to TCRPC staff by January 15th. Hamilton noted that slight modifications are being made to the standard application, which will include additional questions on whether or not projects have been reviewed and approved by the respective boards, and whether or not public meetings were held, or what date they are anticipated to be held. Hamilton said the call will go out for development of the 2011-2014 TIP. Lenze noted that additional information will be required for future CMAQ projects, such as supplemental maps or intersection layouts, etc. Project selection day will be held on January 29th, at the Ingham County Human Services Building, Conference Room D/E.

V. Status of Other Projects

Skinker said the Edgewood and Holmes Road ARRA projects and the Waverly, Willow to Grand River, are the only pending ARRA projects. Hamilton asked if there are any issues with these projects related to obligation. Dykema said the Holmes Road issue has been resolved; however, they still need public input. It was noted that final plans are due December 15th with a cut off date of December 30th to meet the March 2nd deadline. Lenze said MDOT will pull remaining ARRA funds at the close of business on March 1st. Lenze said projects need to be designed and have the grade inspection ready. Armentrout inquired about their Howe Road project. Lenze said there was a delay with the last projects submitted, which has finally been addressed and projects are moving forward.

Members provided updates on status of projects for the regular program as follows.

2010 Urban STP Projects

- East Lansing, Harrison Avenue (Trowbridge to Kalamazoo) – GI will be submitted in December
- ICRC, Mt. Hope Road (Farm Lane to Hagadorn) – Under design
- Lansing, Kalamazoo Street (Larch to Pennsylvania) – Proposal will be prepared for design.
- Grand Ledge, Spring Street/West Lincoln (Pleasant to Jenne) – Under design.
- ECRC, Michigan Avenue (Canal to Creyts) – Under design, E.A. is in process.
- ICRC, Waverly Road (St. Joseph to Michigan) – Project has been converted.
- ECRC, Nixon Road (AC) St. Joe to Rockbridge – Under design.
- CCRC, State Road (US 127 BR to Wood) – Under design.
- Lansing, Keystone and Executive Drive – Proposals are being prepared for design.

Skinker requested updates on the following local CMAQ projects.

- 2010: St. Johns, Townsend – Under design.
- 2010: Eaton County, St. Joe Highway at Broadbent – This project was just acted on by the Committee to switch with the Nixon project.
- 2010: CATA, Areawide Public Education – Once eligibility is made and the TIP amendment goes through they'll start the flexing process
- 2010: CATA Areawide Commute Alternatives – Once eligibility is made and the TIP amendment goes through they'll start the flexing process
- 2010: Lansing, Citywide Roadway Sensors and Adaptive Signal Timing Plans – Submitted to Local Agencies in August, MDOT has requested additional intersection detail, which has been provided.

VI. Status Reports/Other

- A) **Michigan Avenue/Grand River Corridor Study** – Public meetings are scheduled on January 12 at the Hannah Community Center, January 13 at the Foster Center and on January 14 at the Meridian Township Municipal Building. All three meetings will be held from 5:00 – 7:00 p.m. Businesses along the corridor have been invited to meet at the Chamber on December 11 from 8:30 – 10:00 a.m. and at the Hannah Center on December 14 at 1:00 p.m. Hamilton will email members the official notice from CATA.
- B) **Asset Management** – Skinker said PASER data collection is now complete; however, minor issues need to be resolved prior to the December 31 deadline. Skinker said to save the date on March 4th for the 2010 PASER training at LCC West. There will be an additional training opportunity on the Asset Management Internet Reporting Tool (IRT) in February. Staff will distribute an email with information on this training opportunity and request feedback on proposed dates.

(Note: IRT Training will take place on March 1st at 1:00 p.m. at the Delta Township Hall.)

- C) **Other** – Hamilton said Jerry Richards will present the findings of the Asset Management Council at the TCRPC Meeting on Thursday, December 17th.

Tupica said FHWA/FTA conducted a certification review of the TCRPC MPO planning process back in June. She will present comments and recommendations that were suggested at the February meeting. Staff will distribute information accordingly.

- D) **Adjourn** – There being no further business the meeting adjourned at approximately 11:15 a.m.

COMPOSITE ATTENDANCE RECORD: 2009 CARTS TECHNICAL COMMITTEE

D = Delegate
A = Alternate
A-1 = 1st Alt.

A-2 = 2nd Alt.
A-3 = 3rd Alt.
C = Cancelled

GOVERNMENTAL UNIT/AGENCY & DELEGATE	MONTH/DAY												Total
	1/6	2/3	3/3	4/7	5/5	6/2	7/7	8/4	9/1	10/6	11/3	12/1	
<u>Bath Township</u> - J Foulds - D - T. Feltman - A	C												
<u>Clinton County Rd Comm</u> - J Pulver - D - D Armentrout - A1 - A Gove - A2	C	D	A1	D	A1	D	A1	A1	D	D	D	A1	11
Bd Comm - L Martin - D - Vacant - A	C	D	D	D	D	D	D	D	D	D	D	D	11
<u>Eaton County Rd Comm</u> - B Ballou - D - M Hannahs - A	C	A	A	A	A		A	A	A	A	A	A	10
Bd Comm - C Hannold - D	C	D		D			D	D			D		5
Bd Comm - D Barr - D - B Ballou - A	C				D	D	D		D	D	D		6
<u>Ingham County Rd Comm</u> - W Conklin - D - B Peterson - A	C	D	D	D	D	D	A	D	D	D	A	A	11
Bd Comm - J Cypher - D - D Holman - A	C	D	D		D	D	D	D	D		D	D	9
<u>E Lansing Community Dev</u> - R Springer - D - T Schmitt - A	C	D	D	A	A	D	D	A	D	D	A	A	11
Public Works - T Sneathen - D - R Lacasse - A	C	A	D	D	D	D	A	A	A	D	D	A	11
<u>Lansing Transportation Office</u> - A Kilpatrick - D - M Whisler - A	C	D			D		D		D	D	D	D	7
Planning Office - B Johnson - D - B Rieske - A	C				A			A	A	A			4
Public Service - C Gamble - D - S. House - A	C				D		D						2
City Engineer - D Johnson - D - V Rose - A	C	D	D					A		D		D	5

COMPOSITE ATTENDANCE RECORD: 2009 CARTS TECHNICAL COMMITTEE

Others Present

<p><u>February 3, 2009</u> – Wanda Darrow, City of Pottersville; Tom Oliver, Village of Webberville; Dan Vreibel, City of St. Johns; Alan Gove, Clinton County Road Commission; Bob Peterson, Ingham County Road Commission; Dave Feher, City of Eaton Rapids; Tracy Miller, Delhi Charter Township; Amy Schoonover, City of Charlotte.</p>	<p><u>March 3, 2009</u> – Tom Oliver, Village of Webberville; Scott Poyer, City of Eaton Rapids; Ron Lacasse, City of East Lansing.</p>	<p><u>April 7, 2009</u> – Dave Feher, City of Eaton Rapids; Tom Oliver, Village of Webberville; Alan M. Dolley, City of Williamston; Bob Peterson, Ingham County Road Commission; Dan Armentrout, Clinton County Road Commission; Dan Vreibel, City of St. Johns; Wanda Darrow, City of Pottersville; Chris Olsen, City of DeWitt.</p>
<p><u>May 4, 2009</u> – Tom Oliver, Village of Webberville; Ronald Lillywhite, Village of Webberville; Ron Lacasse, City of East Lansing; Dan Vreibel, City of St. Johns; Amy Schoonover, City of Charlotte; Dave Feher, City of Eaton Rapids; Martha Owen, City of Leslie.</p>	<p><u>June 2, 2009</u> – Larry Doyle, MDOT; Spencer Stevens, FHWA HQ; Ed Christopher, FHWA, Chicago; Kurt Zachary, FHWA; Tom Oliver, Village of Webberville; Dan Armentrout, Clinton County Road Commission; Brian Reed, City of Leslie; Stephanie Fox, MSU; Ron Lacasse, City of East Lansing; Dan Vreibel, City of St. Johns; Amy Schoonover, City of Charlotte; Dave Feher, City of Eaton Rapids.</p>	<p><u>July 7, 2009</u> – Dave Feher, City of Eaton Rapids; Tom Oliver, Village of Webberville; Amy Schoonover, City of Charlotte; Stephanie Fox, MSU.</p>
<p><u>August 4, 2009</u> –Tom Oliver, Village of Webberville; Bob Peterson, Ingham County Road Commission; Amy Schoonover, City of Charlotte; Stephanie Fox, MSU.</p>	<p><u>September 1, 2009</u> – Dave Feher, City of Eaton Rapids; Dan Vreibel, City of St. Johns; Dan Armentrout, Clinton County Road Commission; Bob Peterson, Ingham County Road Commission; Tom Oliver, Village of Webberville; Dal McBurrows, MDOT;</p>	<p><u>October 6, 2009</u> – Cathleen Edgerly, CATA; Tom Oliver, Village of Webberville; Gerrad Godley, Williamston/Eaton Rapids; Dave Feher, Williamston/Eaton Rapids; Dan Armentrout, CCRC; Noelle Tobias, Delhi Township; Amy Schoonover, City of Charlotte; Martha Owen, City of Leslie.</p>
<p><u>November 3, 2009</u> –Tom Oliver, Village of Webberville; Dan Armentrout, Clinton County Road Commission; Tracy Miller, Delhi Charter Township; Amy Schoonover, City of Charlotte; Dave Feher, City of Williamston/Eaton Rapids; Gerrad Godley, Williamston/Eaton Rapids; Dan Vreibel, City of St. Johns; Ron Lacasse, City of East Lansing.</p>	<p><u>December 1, 2009</u> –Tom Oliver, Village of Webberville; Gerrad Godley, Williamston/Eaton Rapids; Dan Vreibel, City of St. Johns; Noelle Tobias, Delhi Township.</p>	