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## MEETING MINUTES

### TECHNICAL COMMITTEE

DATE: August 3, 2016

TIME: 9:30 am

PLACE: 200 N. Main, Ann Arbor, MI - Lower Level

#### Members Present:

Eastern Michigan University – Dieter Otto 2nd Vice-Chair  
Washtenaw County Road Commission –Sheryl Soderholm Siddall  
TheRide – Julia Roberts (for Chris White)  
City of Dexter – Rhett Gronevelt for Patrick Droze  
City of Ann Arbor Planning - Eli Cooper  
Dexter Township - Zach Michels  
Non-motorized representative - Cyrus Naheedy  
Washtenaw County Economic Development– Nathan Voght  
Disability Community Representative – John Waterman  
City of Saline – Jeff Fordice for Gary Roubal  
University of Michigan – Lisa Solomon for Steve Dolen  
City of Ann Arbor Engineering - Nick Hutchinson

#### Members Absent:

City of Milan – Robert Grostick  
Ann Arbor DDA – Amber Miller  
City of Chelsea - Christine Linfield  
City of Ypsilanti – Stan Kirton  
Senior Representative - Ruth Ann Jamnick  
Ypsilanti Township – Joe Lawson, Vice-Chair  
MDOT Planning - vacant  
Environmental Representative -Evan Pratt  
Pittsfield Township - Matt Bourke

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#### POLICY COMMITTEE MEMBERS

City of Ann Arbor • Ann Arbor DDA • Ann Arbor Township • City of Chelsea • City of Dexter  
Dexter Township • Eastern Michigan University • Michigan Department of Transportation • City of Milan • Northfield Township •  
Pittsfield Township • City of Saline • Scio Township • Southwest Washtenaw Council of Governments • Superior Township • The Ride  
University of Michigan • Washtenaw County Board of Commissioners • Washtenaw County Road Commission • City of Ypsilanti • Ypsilanti Township •  
• Ex Officio: Federal Highway Administration • Southeast Michigan Council of Governments •

Others Present: WATS – Ryan Buck, Mark Ferrall, Suzann Flowers, Nick Sapkiewicz  
MDOT- Lynne Kirby, Chris Gulock  
Southwest Washtenaw Council of Governments - Jeff Wallace  
SEMCOG - Christopher Klove and Calvin Johnson  
PEAC - Tim Davis, Abby Wegner, Laura Padalino, Jordan Yagiela

1. Call to Order/Introductions

Vice-Chair Mr. Otto called the meeting to order at 9:37am and led the group in introductions.

2. Approval of the Agenda

Mr. Cooper made a motion to approve the agenda, supported by Ms. Soderholm-Siddall, motion approved.

3. Approval of Minutes

Mr. Naheedy made a motion to approve the minutes from the June 1, 2016 meeting and noted a small correction to Mr. Sapkiewicz, supported by Mr. Waterman, motion approved.

4. Public Participation

No public addressed the Committee.

5. Communications and Announcements

Mr. Buck reported the following information:

- The Regional Transit Authority (RTA) board approved the Regional Transit Master Plan and additional discussion this week will determine if funding the plan will be on the November ballot
- Asset Management data collection will occur in August and in October
- WATS is beginning development of a new Non-motorized Plan for Washtenaw County
- The Ann Arbor streets and sidewalk millage passed
- Permanent non-motorized traffic counters are being installed in Pittsfield and Dexter, mobile counters have been ordered

6. Old Business

There was no old business.

7. New Business

A. PEAC Presentation

Mr. Waterman introduced PEAC's staff and students. Mr. Waterman covered the following:

- PEAC's student transportation education program is beginning in Washtenaw County in the fall of 2016
- Tim Davis - Attends school accommodating special need;, explained how access transportation gives a chance to lead a full life.
- Abby Wegner - Teaches how to take the bus, ride bikes, recognize landmarks; was a student and now teaches other students how to be independent travelers
- Laura Padalino - Director of programming at PEAC in Oakland, Wayne, Macomb and soon Washtenaw Counties; teaches students with intellectual disabilities how to use transit
- Visions Unlimited - transportation matters video highlighted how PEAC works with students throughout the school year, teaching how to use transit service and how to stay safe

#### B. The Ann Arbor Connector - Presentation

Ms. Roberts explained the The Ann Arbor Connector is a high capacity transit service being planned to connect UM north campus area/intercept commuter traffic and the downtown Ann Arbor area. Later phases of the project may provide additional service to southern portions of Ann Arbor on or near the State corridor. The project's partners include the City of Ann Arbor, TheRide, UM and Ann Arbor DDA. TheRide has lead the project through the alternative analysis phase and UM will be the lead agency going into the environmental assessment phase.

#### C. Ypsilanti Transit Center - Presentation

Ms. Roberts explained that as part of the TheRide's services enhancements, including expanding service in the Ypsilanti area, the Ypsilanti Transit Center will undergo updates to enhance its operational capabilities will be considered for relocation to meet the needs of the transit routes and nearby land uses.

#### D. CMAQ

Mr. Sapkiewicz opened a discussion allowing Technical Committee members to provide input on CMAQ program administration and recommend changes necessary to successfully plan and implement CMAQ funded projects.

Mr. Johnson addressed the program elements that are currently delaying the CMAQ program:

- MDOT Passenger Division must review and approve the current project proposed and according to recent updates is delaying project approval from MDOT
- New staff members running the CMAQ program and unclear contacts from other MDOT divisions involved in the project eligibility determination review
- SEMCOG will not hold an FY 2018 CMAQ call until FY 2017 projects are finalized

Ms. Siddall noted the following challenges:

- Certain project types can take a significant time to implement, i.e. roundabouts which may require significant planning, possible consultant contract, or right-of-way.
- FY 2017 projects have not been awarded and the fiscal year in which funds need to be obligated is near. Given final plan submission and Local Agency Programs schedule, this becomes very difficult in the timeframe given
- A call for projects should go out now to allow time for review and prioritization which would allow local agencies more time to successfully plan and implement projects
- As an example of other programs time frame, The safety program call is out to FY 2018 presently and the Bridge program call is out to FY 2019,
- Awards also must go through TIP amendment process, adding additional time for implementation

Mr. Johnson noted:

- WATS can assemble a candidate list now to have some of the application and project prioritization work done in advance of a CMAQ call
- With multiyear calls projects often change and funding availability could change
- Changes to CMAQ funded projects often take up to six months for FHWA and MDOT review

Ms. Roberts noted that having an agreed upon local priority could help expedite the CMAQ process

and stated that additional flexibility for local agencies is needed within the CMAQ program administration.

Mr. Cooper noted that:

- At the State level, CMAQ is an MDOT and local program, and questioned if MDOT projects are subject to the same delay in the review process that MPOs programming CMAQ projects are experiencing, or if MDOT is pushing harder for MDOT projects to make it through approval
- With federal funds at risk due to the timeline in place and the timeline available for obligation, CMAQ program administration should be properly resourced to accommodate needs for a program.
- WATS should contact the governor or leaders within MDOT outlining the urgency for appropriate resources allocated to the local side of the CMAQ program

Mr. Johnson offered that:

- The CMAQ program is scrutinized by FHWA after diesel retrofit projects became a national issue.

Mr. Sapkiewicz explained:

- Outside of eligibility determination and local project prioritization, changes to local CMAQ program administration should focus on greater lead time in the call for, and award of projects, as agencies will not spend resources on preparing a project to move forward without an award
- Multiple year awards would also aid in solidifying planning efforts so that agencies are not pressured to quickly find an acceptable candidate project several months out from an upcoming fiscal year.

Mr. Johnson stated SEMCOG's call process includes call for projects and submitting all applications to MDOT for eligibility determination. All projects then go through the regional ranking process and amendment into the TIP. The cumbersome nature of the MDOT/FHWA review process is often an issue when delay is experienced in the CMAQ administration.

Mr. Buck recommended formalizing the Committee's comments regarding challenges in program administration and bring them to the Michigan Transportation Planning Association (MTPA) to discuss with MDOT. Mr. Buck also noted that there is no lead in the FHWA Michigan division office for the CMAQ program and MDOT continues to hold multiple year calls that some, but not all, MPOs participate in. The feedback gathered via CMAQ discussion at MTPA could then move up through MDOT channels.

Mr. Johnson stated that SEMCOG will continue to administer the CMAQ program year-by-year with the FY 2018 call scheduled for February of 2017. He stated that locals can prioritize projects further out if they wish.

Mr. Cooper stated that it seems MDOT are responding to the needs of MDOT CMAQ projects more attentively, putting the success of local CMAQ programs in jeopardy. Mr. Cooper made a motion for staff to draft a letter for Policy Committee consideration that requests MDOT administration of the FY 2017 CMAQ program be properly resourced to allow for award and implementation of CMAQ projects as soon as possible and that the CMAQ program is administered equitably between MDOT and local projects to ensure timely delivery of the program. Mr. Cooper noted concern that

awards may come so late agencies would not be able to use the funding source for projects. Ms. Roberts supported..

Mr. Buck clarified that the possibility of inequitable administration by MDOT would need to be verified prior to Policy Committee action..

The motion passed.

### Agency Reports

A. Ypsilanti Township - No representative was present

B. City of Ypsilanti - No representative was present

C. City of Ann Arbor, Planning - Mr. Cooper reported:

- City hosting first public meeting on design guidelines for crosswalks
- 2015 Annual Report for non-motorized program will be available August 2016
- Ann Arbor Station moving through planning process and coordination with FRA
- South State Street Design Project - WATS is assisting with modeling - early fall public meeting

City of Ann Arbor, Engineering - Mr. Hutchinson reported:

- Geddes will continue throughout the construction season
- Observatory will be complete in a few weeks
- Pontiac, Huron River Dr. will commence in September when large MDOT mdot projects done
- Stadium will begin in November

D. City of Saline - No representative was present.

E. Dexter Township - Mr. Michels reported:

- A subdivision on Island Lake Road self funded a sidewalk to connect to the City of Dexter

F. Washtenaw County Road Commission - Ms. Siddall reported:

- Wiard Road bridge is complete and reopened
- McGregor bridge project should be completed in a week
- Huron Street and Prospect in Ypsilanti Township are completed
- Roundabout at Ann Arbor and Textile is completed
- Scio Church and Wagner project is starting soon

G. The Ride - Ms. Roberts reported:

- Planning on the Ann Arbor Connector and Ypsilanti Transit Center is moving forward
- There will be several service changes taking place throughout August

H. MDOT Region - Ms. Kirby reported:

- Main Street resurfacing project is starting the first week of August and should be completed by Labor Day
- Adding back in Main Street project from M-14 and Huron for 2022
- M-14 behind schedule, but is planned to be completed in the fall
- Saline US-12 project is on schedule
- M-52 and Werkner project is underway
- US 23 flex route, October letting

I. City of Dexter - Mr. Gronevelt had nothing to report

J. Environmental Special Interest - No representative was present

K. Non-motorized Special Interest - Mr. Naheedy had nothing to report

L. People with Disabilities - Mr. Waterman reported:

- PEAC is holding community rides in Dexter and Ann Arbor

M. Washtenaw County - Mr. Voght reported:

- Brett Lenart is now the planning director for the City of Ann Arbor and the County is still working on staffing changes
- The County is working with Pittsfield Township and MDOT to install a crosswalk at the Washtenaw County Learning Resource Center
- Sidewalk infill projects are taking shape in numerous locations utilizing CDBG funds

N. SEMCOG - Mr. Klove reported:

- 2017-2020 TIP has been adopted
- There may be an additional TIP amendment in 2016 for high need projects for FY 2017

O. Eastern Michigan University - Mr. Otto reported:

- Crosswalk improvements along Oakwood are a welcomed addition

P. Southwest Washtenaw Council of Governments - Mr. Wallace reported:

- Manchester will begin a Safe Routes to School project in the spring

## 9. Adjournment

Mr. Hutchinson made a motion to adjourn the meeting at 11:13 am. Mr. Waterman supported and the meeting concluded.