

AGENDA

Rural Task Force #3 Meeting January 31, 2018 10:00 a.m. Road Commission of Kalamazoo County

- I. Call to Order
- II. Approval of December 20, 2017 Rural Task Force #3 Meeting Minutes **(Action)**
- III. Review of 2018 Projects and Target Balance **(Action)**
 - A. Review of EDD Carryover amounts and constraints
 - B. Local Federal Fund Exchange Program
- IV. Updates of 2019 – 2020 Projects **(Action)**
- V. Updated Bylaws **(Action)**
- VI. Public Comment
- VII. Spring 2018 Meeting Schedule
 - A. April 2018
- VIII. Non-Federal Aid Road Condition Data Collection Reimbursement
- IX. Other Business
- X. Adjourn

Rural Task Force #3 Meeting

December 20, 2017

Road Commission of Kalamazoo County - Kalamazoo, MI

Members in Attendance:

Angela Kline	Calhoun County Road Department
Trent Arver	Branch County Road Commission
Ryan Minkus	Road Commission of Kalamazoo County
Jacob Welch	Barry County Road Commission
Chris Minger	St. Joseph County Road Commission
Brian Sanada	Michigan Department of Transportation

Others in Attendance:

Tony Bowling	Village of Tekonsha
Gary White	Village of Tekonsha
Kristine Parsons	Calhoun County Road Department
Gary Tompkins	Calhoun County Board of Commissioners
Steve Yorks	St. Joseph County Transit
Steve Deisler	Texas Township
Sean McBride	Kalamazoo Metro Transit
Jamie Baker	Oshtemo Township
Jerry VanderRoest	Charleston Township
Garrett Myland	St. Joseph County Road Commission
Kara Derrickson	Branch Area Transit Authority
Fred Nagler	Kalamazoo Area Transportation Study

Call to Order

Chair Minkus called the meeting to order at 10:06 a.m. at the Road Commission of Kalamazoo County

Approval of March 27, 2017 Rural Task Force 3# Meeting Minutes

No comments or changes were offered to the draft minutes of the March 27, 2017 meeting.

MOTION by Kline, SUPPORT by Minger, ***“to approve the March 27, 2017 Rural Task Force #3 Meeting Minutes as presented.”*** Motion passed.

Phone Call with Don Mayle of MDOT Planning

Mr. Mayle, the new Rural Task Force program manager for the Michigan Department of Transportation joined the meeting at approximately 10:12. He opened by discussing the new MDOT policy of not allowing counties with negative EDD balances obligate EDD funding. There were questions from task force members regarding the method used to determine individual county balances. It was noted that in prior

years deals had been made within the task force to forego EDD funding for several years in order to program larger projects and that such deals may not be properly reflected in the current balance calculations. Mr. Mayle agreed to pull reports from as far back as possible to illustrate how the balances were determined and provide them to Welch and Nagler, who will distribute them to the rest of the task force.

Mr. Mayle stated that MDOT is in the process of working to see that the map of all-season "D" routes is up to date. He will send pdf and shape files of the maps to Nagler who will distribute them to the rest of the task force members.

It is anticipated that the new guidelines for the County Local Federal Fund Exchange Pilot program will be completed by January. In response to a question he said that counties must have their projects prioritized and in the TIP prior to the sale of federal funds to counties outside of the RTF so that it can be documented that the planning process is being followed and work on those RTF-approved federal aid projects is still being done. In response to another inquiry, he said that trading EDD for MTF funds within the RTF is acceptable as long as he is informed so that MDOT Finance can make the proper adjustments to the individual counties' EDD balances.

More discussion took place regarding the EDD balances and how they were determined. Barry County will send Mr. Mayle copies of previous years' balance sheets in their files. Mr. Mayle suggested that the group not make any changes to the EDD program until he has a chance to see that everything is in order with the balances.

Review of 2018 Projects and Target Balances

Nagler presented the current STL and EDD obligation authority targets and balances. More discussion was had regarding targets and balances and difference in how federal and state funding is currently being accounted for within the RTF by MDOT.

MOTION by Arver, SUPPORT by Welch **"to not make any changes to currently approved EDD targets and to change the Region Approved Target amount to the MDOT Obligation Constraint Target for EDD."** Motion passed after discussion regarding obligation timeframe.

MOTION by Arver, SUPPORT by Kline **"to transfer \$40,000 of EDD from Branch to Calhoun for 2018, to be repaid in 2019."** Motion Passed.

MOTION by Myland, SUPPORT by Welch **"to delete St. Joseph County's 2018 Featherstone Road, Fawn River and Michigan Avenue/Silver Street projects and to add a 2018 Countywide Preventive Maintenance Project for \$526,843 in STL and \$131,711 in local cost."** Motion Passed

Discussion of Fund Exchanges within RTF #3

Arver and Kline indicated that Branch County is working on an agreement with Calhoun County for exchange of STL funding at a rate to be agreed upon.

MOTION by Welch, SUPPORT by Kline **"to approve a trade between Branch and Calhoun counties where Branch will sell all their 2018 STL funding."** Motion Passed after discussion and indication from Branch County Transit of their approval.

Discussion of Fund Exchanges Outside of RTF #3

St. Joseph and Barry Counties are in discussion with Jackson County to sell them all their STL funds not already allocated to transit projects. Barry County does not have a total dollar amount yet as it will depend on the status of the EDD fund balance review. It was agreed that no action would be taken at this time.

Updates of 2019 – 2020 Projects

Branch County indicated that they would like to move their 2018 Sherwood project to 2019 and the 2020 Transit project to 2018, keeping the funding levels the same. It was noted that this can be done via Administrative Modification but members of the Task Force informally indicated their approval.

St. Joseph Transit indicated that their 2020 project is incorrectly listed as a Bus Shelter and should be changed to a Bus Replacement.

MOTION by Welch, SUPPORT by Minger **“to delete the Barry County 2019 Hickory Road project and add a Replacement Transit Vehicle for \$50,000 in STL funding, and add Countywide Preventive Maintenance for the remainder of available STL and EDD with no local match.”** Motion passed.

Review of Bylaws

Copies of the current and proposed revised bylaws were included in the meeting packet. Minkus suggested two changes to make wording and terminology more consistent with the remainder of the document.

MOTION by Welch, SUPPORT by Kline **“to approve the revised bylaws, amended as suggested by Minkus.”** Motion Passed. Nagler will make the changes and bring the final draft to the next full RTF #3 meeting for signatures of the five county representatives.

Public Comment

Tony Bowling and Gary White of the Village of Tekonsha expressed interest in having a Preventive Maintenance project in the village added to the RTF Transportation Improvement Program. It was suggested that they attend the Calhoun County Local Task Force meeting that will be with the 2020 – 2023 Call for Projects, as the 2017 – 2020 TIP is already programmed.

Spring 2018 Meeting Schedule

It was decided that a meeting should be scheduled for mid to late January to revisit programming of EDD projects and finalize details for any federal fund exchanges outside of RTF #3. This should give MDOT and locals time to locate and review historical documentation of individual county balances and finalize the new fund exchange guidelines. The next meeting is tentatively scheduled for January 31, 2018 at the Road Commission of Kalamazoo County. The date may be changed if the needed information is not ready by then.

Other Business

No other business was brought forth.

Adjourn

Meeting adjourned at 12:07 p.m.

Minutes approved: _____, 2018

Questions or comments on these minutes can be directed to:

*Fred Nagler
Associate Planner
Kalamazoo Area Transportation Study
fnagler@katsmpo.org*

RTF FYs 2017-2020

3/1/16

Required Fields																						
Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct	Federal Cost (\$1000s)	Federal Fund Source	State Cost (\$1000s)	State Fund Source	Local Cost (\$1000s)	Local Fund Source	Total Phase Cost (\$1000s)	MDOT Job No.	Local ID No.	MPO/ Rural Action Date	Amendment Type	Air Quality	Comments
2017	BRANCH	Branch County	Cold Pavement Recycling	Countywide		Resurface		CON		0	STL			0	CNTY	0	127147		01/11/17	Delete		02-11-17 Delete Project Transfer Obligation Authority to Calhoun County
Total Branch County 2017										0	STL	0	EDD									
2017	CALHOUN	Calhoun County Road Department	28 Mile Road	.671 Miles S. of O Dr. S to S Dr. N		Resurface	Resurface	CON		544,427	STL	37,251	EDD	103,322	CNTY	685,000	127159		03/27/17			06/07/17 Increase STP from \$256,336, Decrease EDD from \$100,031, Add Local Cost, Increase Total Phase and Totla Project Costs from \$356,367
2017	CALHOUN	Marshall Dial A Ride	Transit	City of Marshall Transit		Transit vehicle additions/replacements	Vehicle Replacement	T-Cap		52,000	STL			13,000	TRAL	65,000	120306		02/24/14			
Total Calhoun County 2017										596,427	STL	37,251	EDD									
2017	KALAMAZOO	Central County Transportation Authority	Van Purchase			Transit Vehicles	Up to three (3) Demand Response Vehicles and up to two (2) Community Service Van Vehicles			82,980	STL			20,745	TRAL	130,725	200464		01/11/17	Add		02/15/17 Add Project
Total Kalamazoo County 2017										82,980	STL	0										
2017	ST. JOSEPH	St. Joseph County	Youngs Prairie	M-60 to Constantine Village Limits	5.24	Resurface	Chip Seal	CON		66,880	STL	16,720	EDD	0	CNTY	83,600	127161		01/11/17			01-18-17 Reduce STL from 75,200, Add EDD and eliminate 18,800 Local Cost
2017	ST. JOSEPH	St. Joseph County	Nottawa Rd	South Bridge Approach to Butler	2.44	Reconstruct	Crush and Shape with HMA Overlay	CON		496,000	STL			124,000	CNTY	620,000	127163		01/11/17			01-18-17 Increase STP from 402,000 and Local Match from 101,000

RTF FYs 2017-2020

3/1/16

Required Fields																						
Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct	Federal Cost (\$1000s)	Federal Fund Source	State Cost (\$1000s)	State Fund Source	Local Cost (\$1000s)	Local Fund Source	Total Phase Cost (\$1000s)	MDOT Job No.	Local ID No.	MPO/ Rural Action Date	Amendment Type	Air Quality	Comments
2017	ST. JOSEPH	St. Joseph County	Featherstone Rd	M-66 to Burg Road	5.82	Resurface	Chip Seal	CON		43,169	STL	46,831	EDD	0	CNTY	90,000	127164		01/11/17	Cost		01-18-17 Increase STP from 28,600, Reduce EDD from 46,900, Increase Local Cost from 18,500; 02-21-17 - Eliminate \$20,005 Local Funding, Increase EDD from \$26,826.
2017	ST. JOSEPH	St. Joseph County	Centreville-Constantine	Centreville Village Limit to Lutz Road	6.24	Resurface	Chip Seal	CON		24,200	STL	69,800	EDD	0	CNTY	94,000	127165		01/11/17			01-18-17 Add STL, Reduce EDD from 75,200, Eliminate 18,800 Local Cost
Total St. Joseph County 2017										630,249	STL	133,351	EDD									
REGION TOTAL 2017										3,020,955	STL	562,180	EDD									
2018	BARRY	Barry County Road	Pavement Marking	Countywide		Traffic ops/safety	Center and Edge Line Painting	CON		290,000	STL					290,000	200088		01/11/17	Add		01-18-17 Add Project
2018	BARRY	Village of Middleville	Main Street	Robin to Sixth				CON		120,000	STL			30,000	CNTY	150,000	130062		1/12/2016			
2018	BARRY	Barry County Road Commission	Preventative Maintenance	Countywide		Resurface		CON		245,701	STL	122,092	EDD			367,793	130063		1/11/2017	Cost		01-18-17 Decrease STL from 431,834, Increase EDD from 115,828
Total Barry County 2018										655,701	STL	122,092	EDD									
2020	BRANCH	Branch Area Transit Authority	Facility Improvement - Roof Replacement			Transit facility		CON		58,800	STL			14,700		73,500	130096		12/20/2017	Year		12-20-17 - Move from 2020
2018	BRANCH	Branch County Road Commission	Preventative Maintenance	Countywide		Resurface		CON		346,739	STL	113,652	EDD			460,391	130066		1/12/2016			
Total Branch County 2018										405,539	STL	113,652	EDD									
2018	CALHOUN	Calhoun County Road Department	Preventative Maintenance	Countywide		Resurface		CON		601,464	STL	143,255	EDD			744,719	130067		1/12/2016			
Total Calhoun County 2018										601,464	STL	143,255	EDD									
2018	KALAMAZOO	Kalamazoo Metro Transit	Van Purchase			Transit vehicle additions/replacements		CON		0	STL			0	TRAL	0	130069		1/11/2017	Delete		02/15/17 Project Deleted - Moved to 2017

RTF FYs 2017-2020

3/1/16

Required Fields																							
Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct	Federal Cost (\$1000s)	Federal Fund Source	State Cost (\$1000s)	State Fund Source	Local Cost (\$1000s)	Local Fund Source	Total Phase Cost (\$1000s)	MDOT Job No.	Local ID No.	MPO/ Rural Action Date	Amendment Type	Air Quality	Comments	
2019	BARRY	Barry County Road Commission	Hickory Road	M-43 to Kellogg School				CON		0	STL	0	EDD	0	CNTY	0	130083		1/12/2016	Cost		01-18-17 Increase STL from 551,834, EDD from 88,166, Decrease Local Cost from 160,000 12/20/17 - Delete Project	
2019	BARRY	Barry County Road Commission	Preventative Maintenance	Countywide		Resurface		CON		565,378	STL	115,828	EDD			0	130076		1/11/2017	Delete		01-18-17 Delete Project 12/20/17 - Add project back	
2019	BARRY	Barry County Transit Authority	Bus Replacement			Transit Vehicle additions/replacements		T-Cap		50,000	STL			12,500	TRAL	62,500				Add		12/20/17 - Add Project	
Total Barry County 2019										615,378	STL	115,828	EDD										
2019	BRANCH	Branch County Road Commission	Preventative Maintenance	Countywide		Resurface		CON		462,739	STL	113,652	EDD			576,391	130077		1/12/2016				
2019	BRANCH	Sherwood Village	Division Road	Main to W. Village Limit				CON		116,000	STL			29,000	CNTY	145,000	89438		12/20/2017	Year		12-20-17 - Move from	
Total Branch County 2019										578,739	STL	113,652	EDD										
2019	CALHOUN	Calhoun County Road Department	Preventative Maintenance	Countywide		Resurface		CON		601,464	STL	143,255	EDD			744,719	130078		1/12/2016				
Total Calhoun County 2019										601,464	STL	143,255	EDD										
2019	Kalamazoo	Kalamazoo Metro Transit	Bus Replacement			Transit vehicle additions/replacements		T-Cap		84,000	STL			21,000	TRAL	105,000	130079		1/12/2016				
2019	KALAMAZOO	Road Commission of Kalamazoo County	42nd Street	Z Avenue to Y Avenue	1	Resurface	Crush and Shape with HMA Overlay, Widen Shoulders, Resurface to All Season Standards	CON		0	STL	0	EDD	0	CNTY	0	200481		1/11/2017	Year		02/16/17 - Add Project to Replace Ravine Road; 08/30/17 - Administrative Modification: Project moved to 2018	
2019	KALAMAZOO	Road Commission of Kalamazoo County	D Avenue	N. Westnedge Avenue to Riverview Avenue	1.95	Resurface	3" Mill and Resurface	CON		409,966	STL	76,315	EDD	163,719	CNTY	650,000	200469		1/11/2017	Add		02/17/17 - Add Project; 08/30/17 - Administrative Modification: Project moved from 2018	

RTF FYs 2017-2020

3/1/16

Required Fields																							
Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct	Federal Cost (\$1000s)	Federal Fund Source	State Cost (\$1000s)	State Fund Source	Local Cost (\$1000s)	Local Fund Source	Total Phase Cost (\$1000s)	MDOT Job No.	Local ID No.	MPO/ Rural Action Date	Amendment Type	Air Quality	Comments	
2019	Kalamazoo	Road Commission of Kalamazoo County	Ravine Road	F Avenue to D Avenue				CON		0	STL	0	EDD			0	130081		1/11/2017	Delete		02/16/17 - Delete Project and Replace with 42nd Street	
Total Kalamazoo County 2019										493,966	STL	76,315	EDD										
2019	ST. JOSEPH	St. Joseph County Road Commission	Michigan Avenue	Hallam Road to Nottawa	2.51	Resurface	2" HMA Overlay	CON		232,000	STL			58,000	CNTY	290,000	130085		1/12/2016				
2019	ST. JOSEPH	St. Joseph County Road Commission	Michigan Avenue	Fulton to Summit	2.07	Resurface	2" HMA Overlay	CON		191,320	STL			47,830	CNTY	239,150	130087		1/12/2016				
2019	ST. JOSEPH	St. Joseph County Transportation Authority	Bus Replacement			Transit vehicle additions/replacements		T-Cap		48,000	STL			12,000	TRAL	60,000	130091		1/12/2016				
Total St. Joseph County 2019										471,320	STL	0	EDD										
REGION TOTAL 2019										2,760,867	STL	449,050	EDD										
2020	BARRY	Barry County Road Commission	Preventative Maintenance	Countywide		Resurface		CON		627,686	STL	115,828	EDD	41,095	CNTY	784,609	130099		1/11/2017	Cost		01-18-17 Increase STL from 551,834, Local Cost from 22,131	
Total Barry County 2020										627,686	STL	115,828	EDD										
2020	BRANCH	Branch County Road Commission	Preventative Maintenance	Countywide		Resurface		CON		403,939	STL	113,652	EDD			517,591	130098		1/12/2016				
Total Branch County 2020										403,939	STL	113,652	EDD										
2020	CALHOUN	Calhoun County Road Department	Preventative Maintenance	Countywide		Resurface		CON		601,464	STL	143,255	EDD			744,719	130101		1/12/2016				
Total Calhoun County 2020										601,464	STL	143,255	EDD										
2020	KALAMAZOO	Kalamazoo Metro Transit	Van Purchase			Transit vehicle additions/replacements		T-Cap		72,000	STL			18,000	TRAL	90,000	130102		1/12/2016				
2020	KALAMAZOO	Road Commission of Kalamazoo County	U Avenue	29th Street to 32nd Street				CON		390,903	STL	85,697	EDD	12,100	CNTY	488,700	130143		1/12/2016				
Total Kalamazoo County 2020										462,903	STL	85,697	EDD										
2020	ST. JOSEPH	St. Joseph County Road Commission	Covered Bridge	Centreville Village Limits to Covered Bridge	2.61	Resurface	2" HMA Overlay	CON		241,600	STL			60,400	CNTY	302,000	130103		1/12/2016				
2020	ST. JOSEPH	St. Joseph County Road Commission	Michigan Avenue	Summit Road to the common section line for 11/12	2.02	Resurface	2" HMA Overlay	CON		181,720	STL			45,430	CNTY	227,150	130106		1/12/2016				
2020	ST. JOSEPH	St. Joseph County Transportation Authority	Bus Replacement			Transit vehicle additions/replacements		T-Cap		48,000	STL			12,000	CNTY	60,000	130107		1/12/2016				

2017 - 2020 SUMMARY - UPDATED 01/18/2018

	Barry		Branch		Calhoun		Kalamazoo		St. Joseph		Region 3 Totals		
	STL	EDD	STL	EDD	STL	EDD	STL	EDD	STL	EDD	STL	EDD	
2017	Current MDOT Obligation Constraint Target	\$ 688,786	\$ (209,070)	\$ 576,705	\$ 17,437	\$ 672,256	\$ 124,966	\$ 578,293	\$ 435,837	\$ 587,895	\$ 298,114	\$ 3,103,935	\$ 667,284
	Current Region-Approved Target	\$ 1,794,279	\$ 391,578	\$ -	\$ 31,672	\$ 596,427	\$ 100,031	\$ 82,980	\$ 1,023	\$ 630,249	\$ 142,980	\$ 3,103,935	\$ 667,283
	Current Region Approved Program	\$ 1,794,279	\$ 391,578	\$ -	\$ 31,672	\$ 596,427	\$ 37,251	\$ 82,980	\$ -	\$ 630,249	\$ 133,351	\$ 3,103,935	\$ 593,852
	Region Porgram to Region Target Difference	\$ -	\$ (0)	\$ -	\$ -	\$ 0	\$ 62,780	\$ -	\$ 1,023	\$ -	\$ 9,629	\$ 0	\$ 73,431
	Region Program To MDOT Constraint Difference		\$ (600,648)		\$ (14,235)		\$ 87,715		\$ 435,837		\$ 164,763	\$ (0)	\$ 73,432
2018	Current MDOT Obligation Constraint Target	\$ 711,585	\$ -	\$ 594,663	\$ 119,924	\$ 773,477	\$ 268,965	\$ 598,286	\$ 139,150	\$ 606,843	\$ 270,948	\$ 3,284,854	\$ 798,987
	Current Region-Approved Target	\$ 711,585	\$ 122,092	\$ 594,663	\$ 70,141	\$ 773,477	\$ 163,603	\$ 598,286	\$ 99,174	\$ 606,843	\$ 109,764	\$ 3,284,854	\$ 564,774
	Current Region Approved Program	\$ 655,701	\$ 122,092	\$ 405,539	\$ 113,652	\$ 601,464	\$ 143,255	\$ 409,966	\$ 99,174	\$ 606,843	\$ -	\$ 2,679,513	\$ 478,173
	Region Porgram to Region Target Difference	\$ 55,884	\$ (0)	\$ 189,124	\$ (43,511)	\$ 172,013	\$ 20,348	\$ 188,320	\$ (0)	\$ -	\$ 109,764	\$ 605,341	\$ 86,601
	Region Program To MDOT Constraint Difference		\$ (122,092)		\$ 6,272		\$ 125,710		\$ 39,976		\$ 270,948	\$ 605,341	\$ 320,814
2019	Current MDOT Obligation Constraint Target	\$ 725,816	\$ 106,761	\$ 606,556	\$ 104,756	\$ 788,947	\$ 132,042	\$ 610,251	\$ 78,989	\$ 618,980	\$ 98,018	\$ 3,350,550	\$ 520,566
	Current Region-Approved Target	\$ 615,378	\$ 115,828	\$ 517,296	\$ 153,652	\$ 672,033	\$ 103,255	\$ 515,323	\$ 85,697	\$ 526,163	\$ 106,342	\$ 2,846,193	\$ 564,774
	Current Region Approved Program	\$ 615,378	\$ 115,828	\$ 578,739	\$ 113,652	\$ 601,464	\$ 143,255	\$ 493,966	\$ 76,315	\$ 471,320	\$ -	\$ 2,760,867	\$ 449,050
	Region Porgram to Region Target Difference	\$ -	\$ -	\$ (61,443)	\$ 40,000	\$ 70,569	\$ (40,000)	\$ 21,357	\$ 9,382	\$ 54,843	\$ 106,342	\$ 85,326	\$ 115,724
	Region Program To MDOT Constraint Difference		\$ (9,067)		\$ (8,896)		\$ (11,213)		\$ 2,674		\$ 98,018	\$ 589,683	\$ 71,516
2020	Current MDOT Obligation Constraint Target	\$ 740,333	\$ 106,761	\$ 618,687	\$ 104,756	\$ 804,726	\$ 132,042	\$ 622,456	\$ 78,989	\$ 631,359	\$ 98,018	\$ 3,417,561	\$ 520,566
	Current Region-Approved Target	\$ 627,686	\$ 115,828	\$ 527,642	\$ 113,652	\$ 685,473	\$ 143,255	\$ 525,630	\$ 85,697	\$ 536,686	\$ 106,342	\$ 2,903,117	\$ 564,774
	Current Region Approved Program	\$ 627,686	\$ 115,828	\$ 403,939	\$ 113,652	\$ 601,464	\$ 143,255	\$ 462,903	\$ 85,697	\$ 471,320	\$ -	\$ 2,567,312	\$ 458,432
	Region Porgram to Region Target Difference	\$ -	\$ -	\$ 123,703	\$ -	\$ 84,009	\$ -	\$ 62,727	\$ -	\$ 65,366	\$ 106,342	\$ 335,805	\$ 106,342
	Region Program To MDOT Constraint Difference		\$ (9,067)		\$ (8,896)		\$ (11,213)		\$ (6,708)		\$ 98,018	\$ 850,249	\$ 62,134

Michigan Department of Transportation

Region 3

Rural Task Force #3

ARTICLE I-NAME

The name of this Task Force shall be “Rural Task Force #3”.

ARTICLE II-PURPOSE

The Rural Task Force Program provides federal and state dollars by region to rural counties with a population under 400,000 (78 out of 83 counties in Michigan). These dollars must be spent within the Region, comprised of Barry, Branch, Calhoun, Kalamazoo, and St. Joseph Counties. Road and transit capital projects are eligible.

The money is provided within two funding sources:

1. Surface Transportation Program - Rural (STL) for improving the federal aid system and rural transit; and
2. State TEDF Category D (EDD) for building and maintaining the all-season road network

All final project selection is through the Rural Task Force which is comprised of equal representation from the five County Sub-Task Forces within the Region; Barry, Branch, Calhoun, Kalamazoo, and St. Joseph.

I. Project Location

- a. Projects shall be located on roads that have been functionally classified as rural major collectors or higher according to the National Functional Classification System approved by the Federal Highway Administration or;
- b. A Federal Transit Administration recognized rural transit provider within the Region.
- c. Money can be spent on rural minor collectors at the Michigan Department of Transportation’s discretion.

II. Compliance

- a. Projects shall be in compliance with all Federal and/or State standards unless waived by the agency having authority to do so.

III. Funding Sources/Matching/Requirements

a. STL .

- i. Construction Costs and contingencies for highway projects are eligible for STL funding. Right-of-way (ROW), construction engineering (CE), and preliminary engineering (PE) costs are a local responsibility, unless they are waived by the Rural Task Force #3..
- ii. Transit capital projects are also eligible for STL funds.
- iii. STL funding requires at least a 20% non-federal match. This could be either State TEDF Category D, State Comprehensive Transportation Fund or local match

b. EDD

- i. Road must be classified as rural primary or higher
- ii. The road also must be designated as an all-season “D” route or the proposed EDD funding must be used to upgrade the route to an all-season road
- iii. TEDF-Category D projects must be funded with at least 20 percent of the cost coming from a non-TEDF source (i.e., STP-Rural, local, etc.) This stipulation can be waived by the Michigan Department of Transportation Office of Economic Development if the county or city can prove economic hardship.

ARTICLE III-MEMBERSHIP

The membership of the Rural Task Force shall consist of six (6) members. The membership shall include a (1) representative from each County Sub-Task Force and a (1) representative from MDOT. MDOT will vote on projects that utilize D funds.

Each member may have an alternate designated by the County Sub-Task Force which they represent, who shall have all the powers and privileges of the member in the absence of the member. The alternate is welcome to attend all meetings and enter into the discussions, but has no vote except in the absence of the member. Proxy votes will not be allowed.

ARTICLE IV-MEETINGS

All meetings will adhere to the Michigan Open Meetings Act and adhere to a Public Participation Plan.

- I. Regular meetings
 - a. Regular meetings of the Rural Task Force #3 shall be held annually at a time and place to be determined by the chair of the Task Force.
 - b. A second meeting will be held to determine the status of current fiscal year projects at a time and place to be determined by the chair of the Task Force.
- II. Special meetings
 - a. Special meetings of the Rural Task Force #3 shall be held at the call of the chair or at a written request of a majority of the members of the Task Force. Notification of the meeting to the members of the Task Force and the public will meet the standards of the Michigan Open Meeting Act.
- III. Public Participation and Meeting Notice
 - a. Notice of all regular meetings shall be given to each member by e-mail at least seven (7) days prior to the meeting date. Notice of special meetings may be given by telephone or by e-mail, which must state purpose of the meeting.
 - b. Transportation needs of Indian Tribal Government having jurisdiction over lands within the boundaries of the Task Force are to be considered during the process.
 - c. Public involvement in the project selection process is to be encouraged and included.
- IV. Quorum
 - a. A simple majority of the members of the Task Force shall constitute a quorum. Alternate members present in the absence of regular members shall be counted in determining a quorum.
- V. Minutes
 - a. Minutes shall be taken and provided to each member and the public by the Regional Planning Agency representative.

ARTICLE V-OFFICERS

The officers of the Rural Task Force #3 shall be a chairperson and vice-chairperson. The officers shall serve two (2) year terms. Elections are to be held at a Regular Meeting on odd numbered years. The chairperson shall have the right to appoint committees.

ARTICLE VI-AMEND ARTICLES

The Task Force shall have power to make, alter, amend or repeal the Articles by a majority of the total membership voting in the affirmative at any regular or special meeting. A written notice of intention to make changes, including proposed changes, shall be presented to the membership prior to the meeting.

Adopted this _____ day of _____, 2017

Approved by representatives of the Rural Task Force #3

Barry County Sub-Task Force Representative _____

Branch County Sub-Task Force Representative _____

Calhoun County Sub-Task Force Representative _____

Kalamazoo County Sub-Task Force Representative _____

St. Joseph County Sub-Task Force Representative _____

OVERVIEW OF NON-FEDERAL AID ROADWAY CONDITION DATA COLLECTION REIMBURSEMENT PROGRAM FOR KATS AND REGION 3

Starting in FY 2018, the Transportation Asset Management Council (TAMC) has given, among other tasks, the responsibility for managing the Non-Federal Aid (NFA) surface condition data collection reimbursement program to the Regional/Metropolitan Planning Organizations (RPO/MPO). As KATS is under contract with the Southcentral Michigan Planning Council (SMPC) to perform its transportation planning functions for Region 3, we are responsible for the NFA program for all of Barry, Branch, Calhoun, Kalamazoo and St. Joseph counties in addition to the Urbanized KATS area. For both the Region 3 and KATS programs, the funding for the reimbursement has been rolled into their respective TAMC work activities rather than set up as a separate line item with dedicated funding. As such, we will be required to estimate the amount of reimbursement we can authorize and still meet the remainder of the duties outlined in the annual work programs. For 2018 the estimated amounts available for NFA condition data collection reimbursement and other TAMC tasks for the two programs are \$5,000 for KATS and \$15,000 for Region 3.

In order to qualify for reimbursement, road agencies will need to apply for and receive authorization from KATS prior to performing any data collection. Requests should be made before May 1, 2018 and should include the following:

- Miles of NFA roads to be rated
- Total estimated not-to-exceed cost, including all labor, equipment and vehicles. Successful applicants will not be reimbursed for expenses in excess of the approved amount.
- Trained/certified team members' time and vehicle use

In considering applications, KATS will take into account and compare the following factors, possibly among others:

- Cost and miles of road to be rated.
- Current status of condition data on segments being applied for
- Last year that road agency was reimbursed for NFA condition data collection
- Rating team members' PASER training status

As set forth in the TAMC Policy for Collection of Roadway Condition Data, approved 9/6/2017, rating teams "shall consist of a minimum of two (2) people: one (1) member/representative of the Act 51 road agency who meets the training and/or certification requirements and one (1) member who the Act 51 road agency chooses to represent it, RPO/MPO, Act 51 agency staff or others. Untrained or uncertified raters will not be reimbursed." Agencies are encouraged to read and become familiar with the entire policy. Reimbursement will be made to an agency upon submission and satisfactory review of the Roadsoft data export to KATS. KATS will be responsible for submission of the data to TAMC.