

## **TRANSPORTATION REVIEW COMMITTEE**

**April 12, 2017**

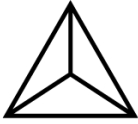
**4:00 p.m.**

**TCRPC Conference Room**

### **Proposed Agenda**

- I. **Call to Order/Introductions**
- II. **Approval of Agenda** (Action)
- III. **Approval of Minutes** (Action)  
Minutes of the March 8, 2017 meeting are enclosed
- IV. **Opportunity for Public Comment**
- V. **Transportation Planning Public Participation Plan (PPP)** (Action) – Staff will present a final draft of the transportation element of the updated TCRPC Public Participation Plan. (Comments received were incorporated into the document.) The committee will be asked to review and approve a recommendation for full Commission action this month. (see attached)
- VI. **TIP Amendment Policy** (Information/Action) – Staff prepared a simplified graphic that summarizes the triggers that cause a TIP project change to either be a full amendment or administrative modification. This effort brought to light some areas where clarification may be necessary. A recommendation may be formulated to address the issues discovered.
- VII. **TCRPC Travel Demand Model** – (Action) – The committee will be briefed on the federal requirements for the development and maintenance of the TCRPC travel demand model. A recommendation will be developed to address the federal requirements in the Unified Work Program (UWP).
- VIII. **FY 2018 Unified Work Program (UWP)** – (Information) – Staff will brief the committee on the proposed tasks in the work program for MPO activities in the region. A list of proposed work items is attached for discussion. (see attached)
- IX. **2017 Data Collection Efforts** – (Information) – Staff will present information on the 2017 data collection efforts in the region.
- X. **Bus Rapid Transit Project Update** – (Information) – Staff from CATA will present information on the status of the Lansing Area Bus Rapid Transit (BRT) project.
- XI. **Other Business**
  - A. Federal Certification Review Schedule
  - B. Congestion Management Process (CMP)
  - C. Non-Motorized Plan Update
  - D. Road Construction Information on the TCRPC website
  - E. 2017 Local Railroad Crossing Improvements (Attached)
  - F. Critical Urban and Rural Freight corridors
  - G. Transportation System Security
- XII. **Adjourn**





# TRI-COUNTY REGIONAL PLANNING COMMISSION

Planning Mid-Michigan's Future Together Since 1956

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## MINUTES

**Meeting:** Transportation Review Committee (TRC)  
**Date:** March 8, 2017 (Wednesday) at 4:00 p.m.  
**Place:** Tri-County Regional Planning Commission Office  
3135 Pine Tree Road, Suite 2C, Lansing MI 48911

**Attendance:** See attached attendance sheet.

**I. Call to Order/Introductions/Introductions**

Chair Banas called the meeting to order at 4:03 p.m.

**II. Approval of Agenda**

The agenda was amended to delete item VIII, and move all following items up on the agenda.

**It was MOVED by C/Brixie, SUPPORTED by C/Pohl, to approve the agenda as amended. MOTION CARRIED UNANIMOUSLY.**

**III. Approval of Minutes**

**It was MOVED by C/Brixie, SUPPORTED by C/Austin, to approve the February 8, 2017 meeting minutes with minor grammatical corrections provided. MOTION CARRIED UNANIMOUSLY.**

**IV. Opportunity for Public Comment**

There was no public comment.

**V. FY 2017-2020 Transportation Improvement Program (TIP) Revisions**

TIP Coordinator Strach explained the TCRPC TIP Revision Process handout that was distributed. TIP Coordinator Strach highlighted the many steps that are involved by TCRPC staff for each change request. C/Rodgers asked about the process and what triggers an Administrative Modification or Amendment for Commission Action. It was requested that criteria/examples be listed for Administrative Modification and Amendment be listed on the handout for the next meeting.

**A. TIP Administrative Revisions**

TIP Coordinator Strach stated the TIP Administrative Amendment Revisions were for informational purposes only. There was some discussion on the revisions and questions were answered to the satisfaction of the committee.

**B. Proposed MDOT, City of Lansing, and Illustrative Project Propose FY 2017-2020 TIP Amendments.**

**It was MOVED by C/Brixie, SUPPORTED by C/Barnes, to recommend the following revisions in the FY 2017-2020 TIP: MDOT's request as outlined in the FY 2017-2020 TIP Revision #12 Memorandum, dated February 27, 2017; City of Lansing's request**

as outlined in the FY 2017-2020 TIP Revision #8 Memorandum, dated February 22, 2017; and add the MSU-Lake Lansing Trail Phase and Airport Road as illustrative projects as outlined in TIP Revision #13 Memorandum, dated February 23, 2017, to the Full Commission. MOTION CARRIED UNANIMOUSLY.

**VI. 2045 Metropolitan Transportation Plan (MTP) Goals and Objectives**

Chief Planner Snell reported that the overarching goals and objectives of the MTP will drive the vision for the future transportation system in the region. He added that eventually, the Commission will be making decisions on funding based on their priorities as they are outlined in the Goals and Objectives. The revised goals line up with the federal guidance and allows for the region to streamline them, making them easier to understand. The next steps will be developing the policies and practices that implement the MTP goals and objectives through the individual work groups. The priority for projects will be determined by the Commission by having policies and practices that guide the implementation of the MTP. The Non-Motorized and Safety Plans were given as examples of applying policies to meet the MTP goals and objectives

The committee discussed that all goals are equal, but when there is limited funding, the goals may be prioritized. Different communities may have different priorities at different times, which leads to the decision-making process. All work groups are going to come together with identified needs. Chief Planner Snell also stated that performance measures are going to be enacted as well. These performance measures will determine how effective the MTP has been over time.

**It was MOVED by C/Pohl, SUPPORTED by C/Brixie, to recommend the 2045 Metropolitan Transportation Plan Goals and Objectives be adopted by the full Commission. MOTION CARRIED UNANIMOUSLY.**

**VII. 2017 TCRPC Congestion Management Process**

Chief Planner Snell stated that the Congestion Management Process is another element of the Long-Range Plan. The Congestion Management Process outlines how the region will plan to alleviate congestion, through other means, without adding additional travel lanes. TCRPC has needed to improve this process for a number of years. The existing Congestion Management System Plan only considers recurring congestion. CMP analysis is required before additional travel lanes can be added to roads. Another item being considered is reliability of the transportation system with incidents that can be analyzed.

Snell noted that the TCRPC will have the opportunity to agree with the State of Michigan Performance Measures. On the local subset of roads, if there are deficiencies, TCRPC will try to address the congestion. Next month, the process will be shared with the committee. This is for your review. Please let Chief Planner Snell know if you have any additional comments.

**VIII. Transportation Planning Public Participation Plan**

TIP Coordinator Strach stated the Transportation Planning Public Participation Plan is drafted and will be incorporated into the TCRP's Public Participation Plan. There have not been any changes in the public comment periods. A matrix has been included to show what actions are needed, if public participation procedure is needed, and the length of public comment period. The Transportation Planning Public Participation Plan does have measures of accountability. The committee made suggestions to encourage public outreach, such as 1) provide a [commissioner@mitcrpc.org](mailto:commissioner@mitcrpc.org) email address for public communications, 2) an electronic digital comment form, 3) increase visibility of TIP revisions, 4) increase in social media presence for public meetings and include press releases, 5) and have other

organizations follow each of the pages. J. Watkin stated that the plan was exactly what is needed for Federal Certification. He also stated that the Commission needs to weigh the public comment received when it comes to decision making. TCRPC is also wanting to implement successful ideas that are already working in our surrounding community. If there are any changes or suggestions, please let TIP Coordinator Strach know.

**IX. FY 2018 Unified Work Program**

Chief Planner Snell quickly informed that TCRP's draft budget is due to MDOT on June 1<sup>st</sup>. This will be introduced next month. If there are studies that are needed in your area, please let us know so it can be included in the budget.

**X. Bus Rapid Transit Project Update**

Ericka Hartigan, from CATA, introduced herself as the Grants Administrator. Elizabeth Hude, System Planner from CATA, stated that CATA is continuing its review of the draft Environmental Assessment with FTA and MDOT. At this time, a schedule cannot be anticipated. The Small Starts Application is still waiting to be included in the FY 2018 presidential budget. If it is not included in the budget, CATA can apply in another cycle of Small Starts Application. The project has already qualified for the Small Starts Grant, but the BRT project is waiting to be rated.

**XI. Other Business**

**A. Non-Motorized Plan Update**

Planner Tschirhart stated that The Non-Motorized Transportation Plan Advisory Working Group (NMTP AWG) met on Feb 15th and there was a good turnout, 22 people came to the meeting. The work group reviewed the Non-Motorized Transportation Plan Vision, Goals and Objectives, there was some wordsmithing and rearrangement of Vision, Goals, and Objects—created a few additional Goals. The revisions were emailed to the working group and she has worked in a few changes from the comments received.

Tschirhart noted that the next NM meeting will be on Wednesday, March 15th at 9:30 a.m. The working group will review and approve the revised Vision, Goals and Objects and go over the Performance Measures, Policies, and Practices. In addition, the group will go over facility types and a prioritization process for NM projects. CARTS will receive a full report in April and information in their email packet.

**B. Travel Demand Model forecasting update**

Chief Planner Snell stated that the Travel Demand Model shows demand on the transportation system and can anticipate what impacts growth will make. The model is also used in construction system to assist in what the impacts will be when there is a road closure and what traffic signal changes need to happen to optimize traffic flow. The MPO is required to have the capacity to do travel demand modeling.

**C. April/May meeting schedule and agenda items**

TRC will be meeting in April and May with full agendas.

**XII. Adjourn**

**It was MOVED by C/Pohl, SUPPORTED by C/Watkins, to adjourn the meeting. MOTION CARRIED UNANIMOUSLY. Meeting adjourned at 5:31 p.m.**

## 2017 Transportation Review Committee Attendance

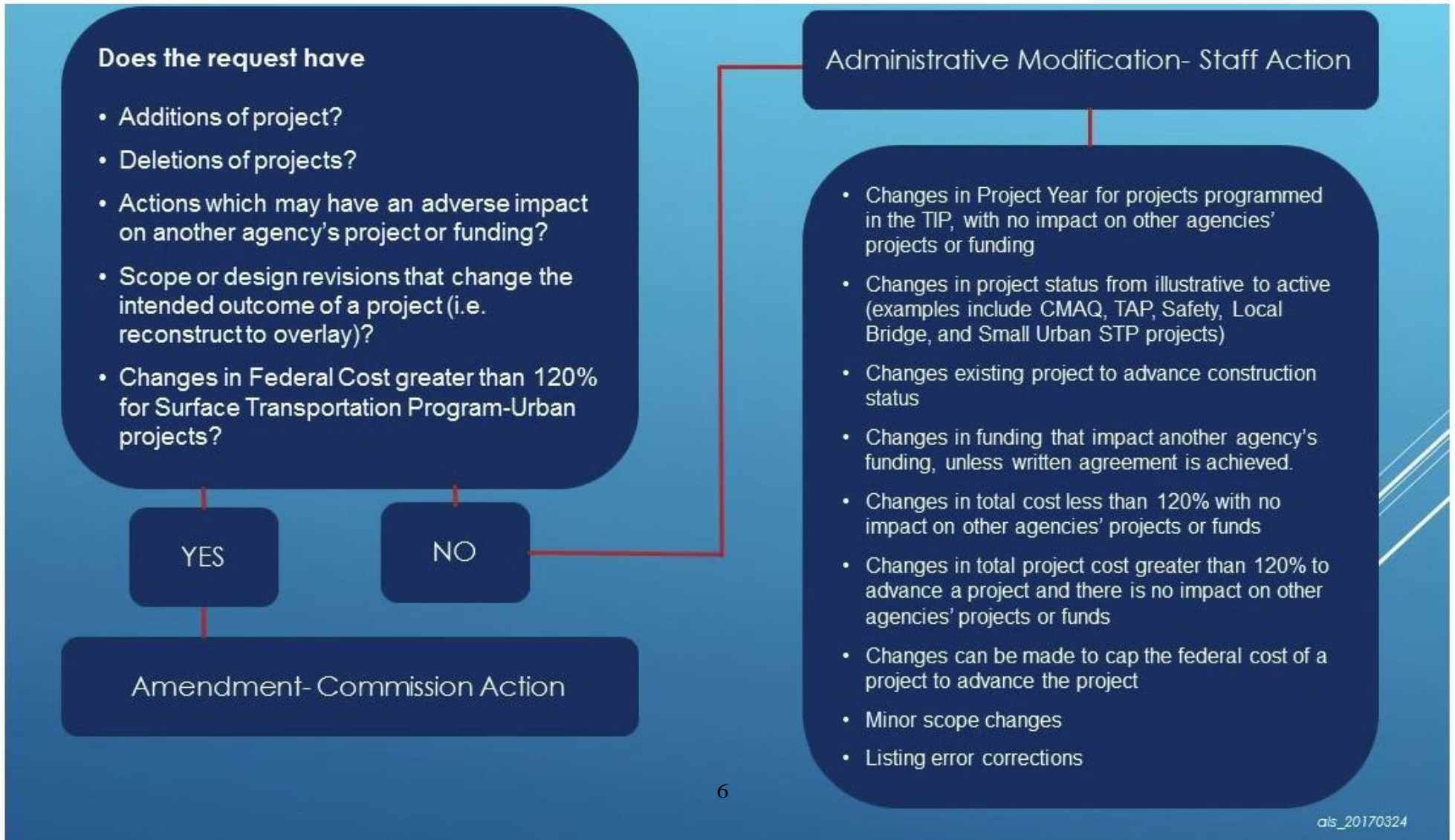
Representing	Member	MEETING DATE									
		1/10	2/8	3/8	4/12	5/10	7/12	8/9	10/11	11/8	12/13
Capital Area Transportation Authority (CATA)	Robin Lewis	C	X								
Clinton County Board of Commissioners	Dave Pohl	C	X	X							
Clinton County Road Commission	Gail Watkins	C	X	X							
Eaton County Board of Commissioners	Kent Austin	C	X	X							
Eaton Area Transit Authority (EATRAN)	Christine Barnes	C	X	X							
Eaton County Road Commission	Dorothy E. Maxwell	C	X	X							
Ingham County Board of Commissioners & Road Department	Teri Banas, Chair	C	X	X							
Ingham County/ Meridian Township	Julie Brixie	C		X							
City of Lansing	Shirley Rodgers	C	X	X							
City of Lansing, Council	Jessica Yorke	C	X								
Michigan Department of Transportation (MDOT)	John Watkin	C	X	X							
Total Voting Members:			10	9							

2/8/2017: Elizabeth Hude, CATA; Chris Gulock, MDOT.

3/8/2017: Ericka Hartigan, Elizabeth Hude, CATA; Chris Gulock, MDOT.

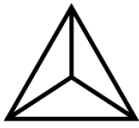
# TCRPC TIP REVISION PROCESS

## Amendment or Administrative Modification









## MEMORANDUM

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To: Capital Area Regional Transportation Study (CARTS) Technical Committee  
Transportation Review Committee (TRC)  
From: Jim Snell, Chief Transportation Planner  
Date: March 28, 2017  
Re: FY 2018 Transportation Department Work Items

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Staff is currently developing the FY 2018 Unified Planning Work Program (UPWP) for next fiscal year. Each Metropolitan Planning Organization (MPO) in cooperation with the States, and public transportation operators are required to develop a UPWP that includes a discussion of the planning priorities facing the MPO. The UPWP identifies work proposed for the next one or two-year period by major activity and task in sufficient detail to indicate who will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

As we have done with many of our documents in recent months, we are getting the basics out to you early. This month, I wanted to get the list of work activities out along with a basic list of revenues so the discussion on the core transportation planning budget for next year can begin. I have attached a list of proposed work activities for your review. Most these work activities are required activities that support our overall MPO planning program in the region. Along with these core activities, I have included a basic description of new requirements and tasks that we will be required to undertake in FY 2018.

Please review the attached information noting that more detail on the individual work tasks will be provided for the May approval meeting. If you have questions or comments, as always feel free to let me know.

## **TCRPC Transportation Planning Department FY 2018 Proposed Work Items**

The following is a list of tasks that are being proposed for FY 2018. A more detailed description of each work element will be included in the full draft Unified Work Program in May.

### **Data Collection and Monitoring**

- Traffic Volume Data Collection
- Annual Traffic Volume Data Collection Report
- CATA Ridership Data Collection/Report
- Roadsoft Data Collected/Data Submitted
- Annual Pavement Condition Report
- Mapping Support
- Improved Visualization
- Completed HPMS field inventory for 2018

### **Long Range Planning**

- Integrate Performance Measures in 2040 MTP (Due May 2018)
- Finalize 2045 Regional Metropolitan Transportation Plan (MTP)
- List of long range needs by mode
- 2045 Long Range Plan Model Runs
- Ongoing transportation system security technical analysis and coordination
- Ongoing transportation system resiliency technical analysis and coordination

### **Short Range Planning**

- Maintain financially constrained TIP
- 2017 Annual Obligated Projects Report
- Finalize Regional Non-Motorized Plan
- Coordinate with Safe Routes to School Program
- Annual Crash Trends Report (2017 Data)
- Long Range Safety Needs Analysis
- Regional Freight and Goods Movement Plan
- Coordinated Regional Freight Network
- Long Range Pavement Needs Report
- Transportation System Management and Operations
- Cooperative Planning Efforts
- Technical Assistance

### **Land Use Planning**

- Regional Growth and Sustainability Coordinative Planning Efforts
- Stormwater Mitigation/Environmental Coordination Coordinative Planning Efforts

## **Transit Planning**

### **Public Transportation: Planning**

- Fare model updates
- Surveys/data collection:
  - origin/destination survey
  - rider/non-rider survey
- Updated five-year projections for capital and operations budgets
- Updated information and amendments for the Transportation Improvement Program (TIP)
- Transit Development Plan (TDP) updates

### **Public Transportation: Service Monitoring**

- Revised service standards and performance measures
- Service change recommendations
- System performance reports including:
  - Ridership information
  - On-time performance tracking
- National Transit Database (NTD) reporting and other formal documentation as required by the state and federal government.

### **Public Transportation: Protected Populations**

- Title VI Program: update, implement and monitor
- Updated FY'92 ADA Plan if needed
- Rider certification application for Spec-Tran service
- Coordinated Mobility Plan: Prosperity Region 7 (formerly Regional Coordinated Public Transportation and Human Services Transportation Plan) – implementation and updates

### **Clean Commute Options Program**

Clean Commute Options Program Activities

### **Transit Oriented Development in the Capital Corridor**

Transit-oriented development form-based code, regulating plan and cultural district map to be implemented in each individual municipality along the Michigan/Grand River Avenue Corridor (Lansing to Meridian) aka the Capital Corridor

## **New Requirements/Tasks**

In FY 2018 the transportation staff will take on new requirements brought about through the passage of MAP-21 and most recently the FAST Act. These new requirements will be phased in beginning in late FY 2017 and become fully integrated in FY 2018. These new requirements include:

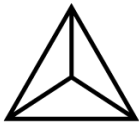
Model Inventory of Roadway Elements (MIRE) - The FHWA developed the MIRE system, a recommended listing of roadway and traffic elements critical to safety management, as a guide to help transportation agencies improve their roadway and traffic data inventories. MIRE was developed to enhance the ability to use advanced safety analyses such as those presented in the Highway Safety Manual. MIRE requires the collection and maintenance of up to 38 different elements related to the highway system including traffic counts on ALL paved public roads in the region. Currently the TCRPC routinely collects these data elements on 2,027 miles of paved functionally classified roads in the region. This new task will require data to be collected on the 5,498 miles of paved public roads in the region. The deadline for full implementation of this requirement is 2026. TCRPC staff is working with MDOT and other MPO's in the state to determine an appropriate approach to addressing this requirement.

Integration of Performance Measures – In May 2018 a requirement to address performance measures in our adopted Long Range Transportation Plan will go into effect. In short this means our 2040 Regional Transportation Plan adopted by the commission in July 2015 will need to be retrofitted to accommodate performance based planning. If this requirement is not met it could mean that our TIP cannot be changed or even implemented until this requirement is met. TCRPC staff will be working with FHWA and MDOT to develop a strategy to meet this requirement. The new 2045 Long Range Transportation Plan will incorporate performance measures into the core of the process.

Federal Certification Review Findings – In September 2017 the findings from the TCRPC Federal Certification Review will be available. These solutions to these findings will be incorporated into the overall transportation planning process.

## **Preliminary FY 2018 Revenues**

<b><u>FY 2018 Funding Sources</u></b>	<b><u>Federal</u></b>	<b><u>State</u></b>	<b><u>Match</u></b>	<b><u>Total</u></b>	<b><u>% of Budget</u></b>
Urban PL 112/5303 (Allocation)	\$659,616	\$0	\$146,267	\$805,883	78.72%
STP-U (FY 2018 TIP)	\$94,358	\$0	\$30,642	\$125,000	12.21%
Regional Planning (Grant)	\$0	\$40,100	\$0	\$40,100	3.92%
TAMC - PASER Survey (Grant)	\$0	\$33,786	\$0	\$33,786	3.30%
SPR - Rural Task Force (Grant)	<u>\$15,200</u>	<u>\$3,800</u>	<u>\$0</u>	<u>\$19,000</u>	<u>1.86%</u>
	<b>\$769,174</b>	<b>\$77,686</b>	<b>\$176,909</b>	<b>\$1,023,769</b>	<b>100.00%</b>



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## MEMORANDUM

To: Capital Area Regional Transportation Study (CARTS) Technical Committee  
 Transportation Review Committee (TRC)

From: Jim Snell, Chief Transportation Planner

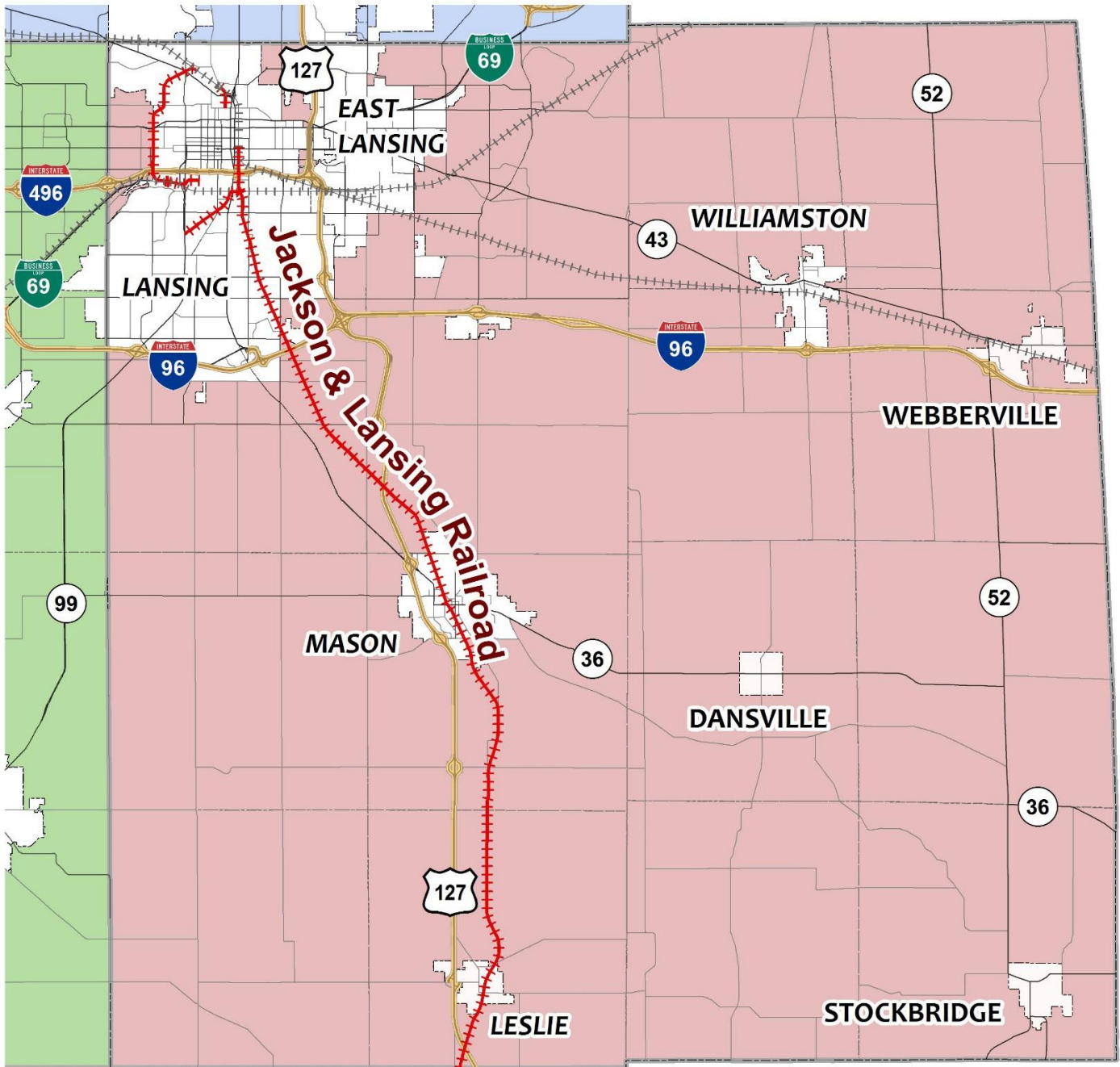
Date: March 28, 2017

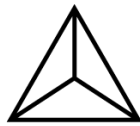
Re: 2017 Local Railroad Crossing Improvements

The Michigan Department of Transportation is funding improvements at several railroad grade crossings in Ingham County. There is no federal funding involved and none of the projects are regionally significant. The scope of these improvements tends to be relatively minor in scope. This is being provided for information and included in the FY 2017-2020 TIP for coordination purposes only. A map depicting the rail corridor is also included for reference.

Road Name	Road Authority	Railroad	Est Cost
Barnes Road	ICRD	JAIL	\$27,491.40
College Road	ICRD	JAIL	\$35,419.20
Coy Road	ICRD	JAIL	\$26,989.20
Dell Road	ICRD	JAIL	\$27,491.40
Eden Road	ICRD	JAIL	\$31,963.20
Holt Road	ICRD	JAIL	\$29,962.80
Howell Road	ICRD	JAIL	\$24,821.40
Olds Road	ICRD	JAIL	\$24,821.40
Plains Road	ICRD	JAIL	\$20,522.40
Rolfe Road	ICRD	JAIL	\$20,522.40
Willoughby Road	ICRD	JAIL	\$18,655.80
Aurelius Road	City of Lansing	JAIL	\$39,390.60
Baker Street	City of Lansing	JAIL	\$18,412.20
Cavanaugh Road	City of Lansing	JAIL	\$27,156.60
Grand River Avenue	City of Lansing	JAIL	\$24,654.00
Hazel Street	City of Lansing	JAIL	\$24,821.40
Isbell Street	City of Lansing	JAIL	\$27,333.00
Jolly Road	City of Lansing	JAIL	\$27,333.00
Kalamazoo Street	City of Lansing	JAIL	\$27,333.00
Main Street	City of Lansing	JAIL	\$27,491.40
Mount Hope Avenue	City of Lansing	JAIL	\$26,989.20
Olds Avenue	City of Lansing	JAIL	\$51,962.40
South Washington Avenue	City of Lansing	JAIL	\$34,916.40
St. Joseph Street	City of Lansing	JAIL	\$27,491.40
Turner Street	City of Lansing	JAIL	\$39,728.40
West Michigan Avenue	City of Lansing	JAIL	\$27,333.00
West Mount Hope Avenue	City of Lansing	JAIL	\$34,916.40
West Willow Street	City of Lansing	JAIL	\$27,491.40
Bellevue Street	City of Leslie	JAIL	\$19,975.20
Mill Street	City of Leslie	JAIL	\$19,879.20
Columbia Street	City of Mason	JAIL	\$18,244.80
Maple Street	City of Mason	JAIL	\$18,412.20
West North Street	City of Mason	JAIL	\$18,244.80
			\$898,170.60

**"JAIL" Rail Corridor Map**





**MEMORANDUM**

To: Bradley Funkhouser, CATA; Andy Kilpatrick

CC: Tom Doyle, MDOT; Dan Armentrout, CARTS Chair; Teri Banas, TRC Chair; Jim Snell, TCRPC

From: Andrea Strach, TIP Coordinator

Date: March 23, 2017

Re: FY 2017-2020 TIP Revision # 17- CMAQ CATA/City of Lansing Funding Exchange

City of Lansing has request to have all the funding for its Grand River at Washington project in FY 2018. The City of Lansing and CATA have entered into an agreement to exchange program funds to accomplish the City of Lansing's request. Both agencies will be fully funded by FY 2020, and the region does not leave unobligated funds for FY 2017. CATA has a deadline to begin moving Federal Highway Administration (FHWA) funds to Federal Transit Authority (FTA) in May. To meet this deadline, changes to FHWA funds must be obligated. The changes below needed to be included in the March submittal to MDOT for April obligation by FHWA.

FY	Agency	Project Name	Limits	Project Description	Federal Cost	State Cost	Local Cost	Total Cost	MDOT Job No.	Comments	Policy Number
2017	CATA	CATA Bus Purchases 2017, 2018 (flex)		Purchase Replacement Buses	<del>\$356,142</del> \$446,177	<del>\$83,756</del> \$155,784	\$0	<del>\$439,898</del> \$601,961		Funding increased by \$90,035 due to JN 130093 year change (Grand River)	10,12
<del>2017</del> 2018	Lansing	Grand River	At Washington	Remove traffic signal and recon. Intersection	\$228,332	\$0	\$57,083	\$285,415	130093	Year Change, AC/ACC removed, and includes \$90,035 from JN 129175 (Eastside Connector Project) to fully fund project in FY 2018	5, 6, 10, 12

Re: **FY 2017-2020 TIP Revision # 17- CMAQ CATA/City of Lansing Exchange**

FY	Agency	Project Name	Limits	Project Descripti	Federal Cost	State Cost	Local Cost	Total Cost	MDOT Job No.	Comments	Policy Number
2018	Lansing	Eastside Connector	LCC to Frandor Shopping Center	Construct Pathway	<del>\$270,512</del> \$441,990	\$0	<del>\$72,563</del> \$54,556	<del>\$343,135</del> \$235,093	129175	Federal Cost decreased by \$90,035 to fully fund JN 130093 in FY 2018	5, 6,12
2020	CATA	CATA Bus Purchases 2019, 2020 (flex)		Purchase Replacement Buses	<del>\$351,918</del> \$261,883	<del>\$83,756</del> \$65,471	\$0	<del>\$439,898</del> \$327,898		Federal Funding reduced by \$90, 035, which was moved to FY 2017 (bus purchases 2017, 2018)	6,12
2018	Lansing	Eastside Connector II	LCC to Frandor Shopping Center	Construct Pathway	<del>\$222,292</del> \$312,327	\$0	<del>\$55,573</del> \$78,082	<del>\$277,865</del> \$390,409	129175	Federal Cost increased by \$90,035, returning to original programmed level.	5, 6,12