Meeting Minutes

Date/Time: Tuesday, May 19, 2020, at 10:30 a.m.
Location: Virtual Meeting

1. Call to Order

   Mr. Tom Bruff called the meeting to order at 10:35 AM.

2. Introductions/Roll Call

   Introductions were made.

3. Approval of the April 2020 Meeting Minutes

   Mr. Steve Stepek made a motion to approve the minutes as presented, supported by Mr. Steve Duke. The motion carried unanimously.

4. Treasurer's Report

   Ms. Lindsay Wallace reported that the current balance stands at $15,949.

5. Education Committee Report

   Ms. Maja Bolanowska reported that the 2020 MTPA conference has been cancelled. The 2021 conference has been rescheduled in Midland for August 10 – 13, 2021. An email regarding refunds was sent out who had already paid for the 2020 conference. Many of the sponsors and vendors who were to be a part of the 2020 conference are willing to move support and services from 2020 to 2021.

6. Election of New MTPA Officers

   Mr. Steve Duke and Ms. Pat Karr agreed to continue to be members of the Nominating Committee. Ms. Lindsay Wallace indicated that she would continue to be Treasurer. Nominations brought to the floor for new MTPA Officers included Mr. Steve Stepek for Chair and Ms. Emily Lake for Secretary. A discussion ensued about the Secretary position and Communication Coordinator position. Over the last two years, these responsibilities have been split. Ms. Tanya DeOliveira noted that responsibilities associated with the Secretary role to prepare for the upcoming monthly MTPA and the administrative work can take up a fair amount of time, and that having someone else take on the communication-related responsibilities associated with the position helped. Ms.

Suzanne Flowers indicated that she would be willing to continue with the Communication Coordinator position. Ms. Karr noted that the Nominating Committee will bring formal nominations for new MTPA Officers at the June meeting.

Mr. Kim Gallagher noted that the new MTPA website should be launched by the end of May. She has been doing some beta testing before the new website goes live. Mr. Bruff noted that the new website should be reviewed at a future MTPA meeting.

7. FHWA Update

   Mr. Aaron Dawson asked that written comments in on the Cost Threshold white paper be sent to Mr. Andy Pickard by June 26. The comments may informal, like in an email. Mr. Dawson also shared that he will be taking a new position with FHWA as a Planning and Program Development Team Leader in Montgomery, Alabama at the end of June. Mr. Pickard will be covering the whole state in interim. MTPA members wished him well.

8. Asset Management Council (TAMC)

   Mr. Jon Start noted that the Fall TAMC conference is still on. Anyone who was trained to rate roads for PASER data collection in 2018, 2019, and/or 2020 is eligible to collect data for federal-aid data collection and get reimbursement in 2020. The budget is set for FY2020, but there has not been any information on how funding may be for the program in 2021. Any unspent money from FY2020 cannot be brought forward to spend in FY2021. Discussion on what TAMC will be doing for PASER road rating and other programmatic elements continues A discussion ensued at the meeting about PASER data collection for 2020 as it relates safety and uncertainty due to the COVID-19 pandemic.

9. Resolution to Recognize Denise Jones Retirement

   Mr. Bruff noted that he and Mr. Ryan Buck have been working on a resolution to recognize and congratulate Ms. Denise Jones on her retirement from MDOT. The resolution will be brought forward at a future meeting.

10. MDOT Update

    A. MM2045 Long Range Plan

Mr. Brad Sharlow provided an update on the MM2045 Long Range Plan. Consultants working on the project have developed a white paper on how to consider the impact of COVID-19 on the state long range transportation plan and planning process. The public engagement has moved mostly on-line and over the phone. There will be a telephone town hall on June 16 and June 17, and more Metroquest surveys will be made available in mid-June. MDOT is also seeking additional options to gather public input, like attending local, previously scheduled public meetings around the state to engage the public on the plan. Please contact Mr. Sharlow to discuss partnering options or if there are questions.

B. Local Obligation Authority Update

Ms. Heidi Phaneuf reported on the local obligation authority as of May 14, 2020. The non-rural (urban) program is at 91.1% obligated. Of the $226.7 million in obligation limitation, the program has obligated or committed $206.6 million. There is $45 million set aside for transit, planning, rail advance construct projects included in this amount. That leaves $20 million available for additional obligations this fiscal year. The rural program is at 92.5% obligated. Of the $38.9 million in obligation limitation, $36 million has been obligated or committed, this includes $2 million in transit projects. That leaves $2.9 million available for additional projects this fiscal year. Mr. Eric Mullen noted that the local obligation authority has been a “first-come, first-serve” program for 30 years. Please let your local agencies know that time is running out to obligate projects. It is unknown at this time if there will be an August redistribution.

C. The Local Agency Balance Report

It was decided to reschedule this agenda item to a future date.

D. TPM Update

Mr. John Lanum noted that MDOT is preparing to provide an update on TPM materials. Mr. Mullen also noted that MDOT employees will have a temporary furlough schedule this summer to help with state budget shortfalls. Employees will not be answering emails or phone calls on these days.

11. Adjournment

Mr. Bruff adjourned the meeting at 12:05.

Michigan Transportation Planning Association

Meeting Attendance Tuesday, May 19 2020 at 10:30 a.m.

Name	Organization
Brad Sharlow	MDOT
Jim Sturdevant	MDOT
Jason Nordberg	GCPC
Michelle Weber-Currie	MDOT
Carolyn Ulstad	MACC
Ryan Buck	WATS
Steve Duke	R2PC
Suzann Flowers	WATS
Emily Lake	WATS
Tanya DeOliveira	R2PC
Tom Bruff	SEMCOG
Andrea Faber	GVMC
Laurel Joseph	GVMC
Nicole Baumer	Tri-County MPO
Andrea Strach	Tri-County MPO
Jeff Franklin	MDO
Mike Davis	MDOT
Bryan Gillett	Midland MPO
Jay Anderson	Bay City MPO

Don Mayle	MDOT
Eric Mullen	MDOT
Lindsay Wallace	St. Clair County MPO
Hong Dang	MDOT
Pat Karr	BCATS
Luke Walters	MDOT
Aaron Dawson	FHWA
Andy Pickard	FHWA
Maja Bolanowska	Midland MPO
Emily Lake	WATS
Mara Gericke	MACC
Michael Case	MDOT
John Lanum	MDOT
Heidi Phaneuf	MDOT
Ed Fowler	MDOT
Jon Start	TAMC

Michigan Transportation Planning Association
Treasurer's Report for 8/18/2020
2020 Spending

Recent Activity

	(+)	*(-)*		
2/4/2020		$ 300		Dow Diamond Deposit for Conference
2/10/2020	$ 175			Registration Check from 2019 Conference
2/20/2020		$ 194.90		SquareSpace for Conference Website
2/24/2020		$ 999.00		Attendify App for Conference
3/4/2020	$ 500			Sponsorship Check- OHM Advisors
3/5/2020		$ 1,430.00		Motorcoach Reservation for Conference
3/5/2020	$ 359.43			Eventbrite Registration
5/15/2020		$ 367.49		Reimbursement for Registration
8/3/2020		$ 330.00		MTPA Yearly Website Fee
			$15,619.59	***Current Balance***

SEMCOG

MEMO

Southeast Michigan Council of Governments
1001 Woodward Avenue, Suite 1400
Detroit, Michigan 48226
(313) 961-4266
Fax (313) 961-4869
www.semcog.org

DATE: August 12, 2020

TO: MTPA

FROM: Tom Bruff, Chair

SUBJECT: Policy and Communications Subcommittee Update

Background

The committee took a step back to define its role and principles:

- Our Role – this advisory subcommittee will review and recommend policy level solutions to TIP/STIP program development and amendment processes for approval by the MTPA. This subcommittee will work closely with the JobNet Technical subcommittee for implementation, when appropriate.
- Principles: strive for consistency, inclusiveness, 3-C process, strive to reach consensus, active participation is essential. Furthermore, this advisory subcommittee will take all recommendations to the full Association for approval. Voting will follow the bylaws of the Association.

It was also recommended to invite FHWA and FTA to future meetings to share recommendations and related analysis to improve the TIP/STIP development and amendment processes, and JobNet.

Below is the status of the policy issues being addressed by the subcommittee.

a) FHWA amendment recommendations analysis (white paper) (Pickard).
   - *At the request of FHWA, MTPA members were asked to provide their preferred scenario(s). FHWA will summarize and present at a future meeting for discussion.*

b) Total cost (Chandrayan)
   - *being implemented*

c) Get update from TAMC regarding public map portal, resource issue on JobNet side (MDOT-Eric, TAMC-Jon)
   - *I.e., the S/TIP mapping public portal. JobNet does have a map export file. JobNet does have resource issues. The update on the S/TIP mapping public portal is that we reviewed the information that is being created for the TAMC and found that*

the technology and methodology were both viable for a S/TIP map. However, the team who reviewed the application determined that the S/TIP should have a standalone map that is not co-branded or only available on the TAMC website. The MDOT GIS team has been tasked with using the existing information to create a standalone page. In early February an initial attempt was made that did not meet all of the needs identified in the white paper originally authored by Andrea Dewey, Kitty Rothwell, and Heidi Phaneuf. They have been sent back to address the missing information.

Reach out the GIS team to see if any progress has been made.

d) (Chandrayan) to check JobNet regarding GPA estimates for out years, when they become near years.
    a) *JobNet currently has the ability to add an amount "manually" for proposed threshold. This item needs FHWA approval/consensus. If Planning, MPO and Feds are on the same page, impacts to the Fiscal Constraint report will need to be evaluate.*
e) (Kloha) to update GPA guidelines for transit and send out for review.
    - *The agreement with FTA on how Transit GPAs can work has been updated. Working on getting a list of the SP codes that Transit projects use to include them in the document and how the SP codes relate to the MDOT JNs. Generated by the jobs for years 1 and 2, vs 3 and 4 (estimates), JobNet programmed contrary to GPA Guidance Document (approved 6/7/2018). Update GPA Guidance (through MTPA subcommittee) per FTA to reflect their changes, all 4 years estimate for rural areas, all 4 years programmed for Urban (funding they reasonably expect to receive)*

f) Update of MPG guidelines update (Bruff, Boughner)
    - Put on "hold." The reason: FHWA has been working on proposing new amendment criteria (see item "a").

      If that criteria is put in place, it would require new coding in JobNet, coders would want to update coding for MPG at the same time the new amendment criteria is implemented.

      In overall terms, there is an understanding (from 2016 document) that the MPG operates similar to a "parent/child" template. That is, changes to the JNs and phases ("child" components) would only trigger an amendment if that change (or cumulative changes) created a major change to the overall major project (parent id) that is based on the corridor of the Environmental Document for the major project.

g) STIP exemption – (Chandrayan)
    - *E.g., e-mail notifications. This has been discussed with the developers but implementation might take a while and may have to be combined with item b. for implementation. Also need to define regionally significant projects.*

h) Work type Codes (e.g., road diets, reconstruction, roundabouts) – (Mullen) to talk to LAP and MDOT Work Type Committee to provide recommendations.
   - *no update*

i) Future demonstration of SMART system to Policy group (Kauffman)
   - *no update*

TO: MTPA
FROM: Jonathan Start
DATE: August 7, 2020
RE: Transportation Asset Management Council Report

The Transportation Asset MAnagement Council (TAMC) met on August 5, 2020. Among its actions were the following:

1. TAMC 2020 PASER Data Collection & COVID19 contingencies
    a. Update on Michigan Department of Transportation (MDOT) participation: MDOT has issued a notice to TAMC that MDOT Region and TSC staff will not be able to participate in Federal Aid PASER data collection for the remainder of the 2020 collection season. As with previous TAMC correspondence, this current collection season may provide an opportunity to gather more Non-Federal Aid PASER data for agencies.
    b. FY20 asset management allocations (contracts) with RPA/MPOs: TAMC has taken action on August 5 to amend the FY20 RPA/MPO contracts to provide a time extension until June 30, 2021. The basis of this extension is to use the additional time to provide funding for the collection of Federal Aid PASER data in 2021 to help address the loss of the 2020 collection season.
    c. FY21 asset management project authorization forms for contracts have been submitted to MDOT Contact Services to commence the FY21 contracts at the same funding level as FY20 per the TAMC approved FY21 budget (passed on January 8, 2020). This means there will be two open contracts for the asset management program during the timeframe of October 1, 2020 to June 30, 2021. TAMC is suggesting RPA/MPOs bill all Federal Aid PASER data collection to the FY20 contract during this timeframe.

2. There will be a Fall virtual conference. A save the date and agenda will be forthcoming.

3. At this point there has been no notification of reductions to the TAMC budget for FY 2021. This may not continue to be the case. FY 2022 budget is at this moment anticipating the same allocation but an alternate budget will consider a 10% reduction.

4. The STIP project mapping is in the testing phase. Adding local non-federally funded projects will require local agencies to enter their planned location specific projects through the IRT or Roadsoft.