

*Michigan Transportation Planning Association
Meeting Minutes
Tuesday, June 15, 2010
MDOT Secondary Complex*

1. Call to Order

Chairperson Engelhardt called the meeting to order at 10:00 a.m. at the MDOT Secondary Complex. A sign-in sheet was used to record attendance.

2. Changes or Additions to the Agenda - None

3. Approval of May 21, 2010 Minutes

Rachael Tupica asked for clarification on the May 21, 2010 minutes under Other New Business. With the discussion regarding the projects listed in the Transportation Improvement Program under \$5 million, the TIP Guidance needs to be updated to reflect just what needs to happen for the MPOs. The guidance has not been updated to reflect the changes. The guidance subcommittee will need to meet to get this updated.

It was MOVED by Duke, SUPPORTED by Palombo to approve the minutes from the May 21, 2010 meeting. MOTION CARRIED UNANIMOUSLY.

4. Treasurer's Report

The June 8th Treasurer's Report showed a balance \$4,978.39. This balance includes a CD for \$1,500 that matures January 15, 2011. A bill for LIAA for website hosting was received recently for \$330.00. The charge will be reflected on the July statement.

It was MOVED by Hamilton, SUPPORTED by Palombo to approve the Treasurer's Report for June, 2010. MOTION CARRIED UNANIMOUSLY.

5. Transportation Improvement Program

Mark Kloha handed out two examples for the new eTIP file. The forms now show the advance construction and advance construction conversion for projects. An explanation of the advance construction needs to be identified in the Comments field. It was asked whether a footnote about the Advance Construction can be made on the Constraint Table. By adding a footnote to the table, individuals looking at the constraint table will be able to then know what project or job number is using advance construction instead of having to look throughout all projects listed in the Projects tab. The guidance will have to be reviewed to determine if this is allowed. Mark will be sending out Version 2.0 of the eTIP to the MPOs in the upcoming days.

Marsha Small noted that MDOT had met with region engineers about General Program Accounts. The local GPAs will not be listed in the TIP at this time. Once they are known, they will be amended into the TIP, likely in FY 2011. SEMCOG and the rural areas will still have GPAs identified in the TIP and STIP. It was stressed that the GPAs need to be accurately identified in the eTIP file.

A handout was provided on the financial plan for the TIP. There needs to be documentation on the rate used for the TIP and Transportation Plan. Discussion should also be included on new funding sources. FHWA would like to see similar outlines for all of the financial plans. Revenue and Year of Expenditure discussion with the TIP and Transportation Plans needs to be included along with operations and maintenance.

The Self-Certification Resolution needs to be included in the Transportation Improvement Program. The efile that the MPO committees take action on needs to be in the agreed upon format from the guidance for the eTIP. A copy of 23 CFR 450.324(l)(1) Development and Content of the Transportation Improvement Program was handed out to the committee. There needs to be discussion on how projects were selected for the TIP. It was also stressed that the most recent version of the eTIP file needs to be used and submitted to MDOT.

A checklist from FHWA on their review of the TIPs will be emailed to the committee.

6. Reminders on Various Items

Other reminders included:

- Web sites need to be updated to include most recent copies of the documents (TIP, LRP, UWP)
- Amendments need to be available online for public comment
- Before submitting amendments, be sure to sort by mandatory sort order, with added projects on the bottom of the spreadsheet.

Sarah Van Buren handed out a reminder outline for addressing consultation and environmental mitigation in the Plan and TIP. Chris Dingman will be emailing information on what is needed for the annual list of projects. There was a question about how to list transit projects. The award date should be used for the listing of projects. It was requested that the MPOs be made aware of when transit projects are awarded. Currently getting that information is difficult for some of the MPOs. If there are issues with getting this information, FTA needs to be notified.

Since several new updates were needed for the eTIP guidance, it was recommended that any changes to the guidance be given to the Guidance Committee for inclusion or review. The committee consists of Kathy Schultz, Sarah Van Buren, Sandy Cornell-Howe, Amy Lindstrom, and Mark Kloha. It was recommended that the eTIP guidance progress be brought back to the committee in August.

7. 2010 Conference Update

Paul Hamilton reported that the conference registration materials are available online and were emailed recently. He is working to get either Governor Granholm or Director Steudle to attend. The MAR annual business meeting will be held the Tuesday before the conference.

8. Asset Management

Carmine Palombo provided a PowerPoint presentation on the asset management update for 2009. He noted that the roads are continuing to deteriorate across the state. The council is looking at developing a system to monitor bridge ratings to incorporate into the asset management system.

A RFP was developed by the council to develop sample asset management plans for local agencies. He stressed that agencies need to turn in their progress reports to Brian Sanada.

9. OHSP Update

Alicia Sledge reported on the OHSP activities. A recent Click it or Ticket campaign was completed over the Memorial Day holiday. There will be activity during the 4th of July weekend as well. A teen driving program will be held soon where the teen drivers learn defensive driving skills and ride with state troopers. The OHSP website also has an announcement for call for presentations for the 2011 Safety Summit.

10. MDNRE Update

Teresa Cooper reported on the MDNRE activities. Bob Rusch emailed the committee a fact sheet on the revisions to the primary national ambient air quality standard and an updated 8-hour ozone value spreadsheet. It was reported that SEMCOG recently ran the MOVES model and it took an extensive amount of time for the model to run. This could cause issues and delay in getting model data for large areas. Work is starting to educate the MPOs and TMAs on the MOVES model.

11. Nominating Committee for Officer Selection

Steve Duke and Pat Karr are the nominating committee for officers for the Michigan Transportation Planning Association. They will report at the July MTPA meeting the slate of officers.

12. Other New Business

Eric Mullen reported that the recision amounts will be put back based on the recently passed legislation.

Paul Hamilton asked that attendees to the conference be accurate in their food selections for each day so that he can get food ordered for the hotel. He will also need to know if people need bikes for the bike tour.

13. Adjournment

There being no further business, Engelhardt adjourned the meeting at 11:53 a.m. The next meeting is scheduled for Thursday, July 15, 2010 at the Marriott Hotel in East Lansing.

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In Attendance:

Ryan Buck	Washtenaw Area Transportation Study
Teresa Cooper	Michigan Department of Natural Resources and Environment - Air Quality
Sandy Cornell-Howe	Michigan Department of Transportation
Chris Dingman	Federal Highway Administration
Steve Duke	Region 2 Planning Commission
Dave Engelhardt	Bay County Area Transportation Study
Kathy Farnum	Office of Highway Safety Planning
Rick Fowler	Michigan Department of Transportation
Paul Hamilton	Tri County Regional Planning Commission
Elisa Hoekwater	Macatawa Area Coordinating Council
Pat Karr	Battle Creek Area Transportation Study
Mark Kloha	Michigan Department of Transportation
Mike Latuszek	St. Clair County Transportation Study
Ray Lenze	Michigan Department of Transportation
Dal McBurrows	Michigan Department of Transportation
Eric Mullen	Michigan Department of Transportation
Brian Mulnix	West Michigan Shoreline Regional Development Commission
Jason Nordberg	Genesee County Metropolitan Planning Commission
Carmine Palombo	Southeast Michigan Council of Governments
Anna Rahtz	Southwest Michigan Planning Commission
Kathy Schultz	Kalamazoo Area Transportation Study
Alicia Sledge	Office of Highway Safety Planning
Marsha Small	Michigan Department of Transportation
Jim Snell	Grand Valley Metro Council
Trevor Thomas	Southwest Michigan Planning Commission
Rachael Tupica	Federal Highway Administration
Sarah Van Buren	Federal Highway Administration