

**MEETING MINUTES**  
**RURAL TASK FORCE 10-C (Benzie, Grand**  
**Traverse, Leelanau) March 21, 2018**  
**10:00am – BATA Transfer Station, 115**  
**Hall St.**

- I. Introductions
  - Meeting called to order by Chair, Matt Skeels, BCRC at 10:11am
  - See attached attendance sheet
  
- II. Approval of Agenda/Meeting minutes
  - Matt Skeels suggested adding an agenda item “Balance Sheet Subcommittee”
    - o Motion by Kelly Dunham, BATA to implement Matt Skeels’ suggestion;  
Support: Jim Cook – motion passes
  
- III. RTF process update (if necessary)
  - Don Mayle, MDOT joined by conference call and mentioned:
    - o Updated RTF guidelines are posted on the MDOT webpage
    - o State D funding needs to be tracked by County
    - o STL borrow agreement has been re-formatted per the RTF guidelines .
    - o Starting in FY’19, projects involving reconstruction or advance construct will require RTF approval if 25% of the total project cost is altered.
    - o *Jobnet* training for RPAs will be scheduled sometime in June with an expected access date by mid July
  
- IV. Balance Sheet Subcommittee report
  - Project cost by individual counties have been confirmed going back to 2013
  - Kelly Dunham would like clarification on how Leelanau County and Grand Traverse County split BATA’s STP programming, and suggested using a 75% (GTC)/25% (LC) split
  - There was brief discussion about the difficulty on how best to quantify the value of transit for LC and GTC
  - Motion by Kelly Dunham to allocate 25% to Leelanau County and 75% to Grand Traverse County for BATA’s FY2017 projects, resulting in a \$70,003 debit to Leelanau County and \$70,003 credit to Grand Traverse County on the internal balancing spreadsheet; Support: Matt Skeels. Roll Call vote: BCRC – Y, GTCRC – Y, LCRC – N, GTC Villages – Y, LC Villages – N, BATA (2) – Y, Y. Motion passes 5-2

V. 2018 – 2020 Revision/Update/Approval of TIP projects

- FY 2018 BCRC's S.Marshall Rd. project dollars have been adjusted per MDOT and reflected in the e- file (\$636,712 STL; 135,301 EDD, 23,877 CNTY)
- Kelly Dunham updated the RTF with county level agreements between BATA and the respective Road Commissions. Leelanau County has agreed to allocate 10% of STP costs for BATA projects and Grand Traverse County is currently looking at 13.5% with future discussions still on the table.
- BATA identified 2 bus purchases (\$202,576 STL) and radio upgrades (\$38,027 STL) from the illustrated list totaling \$240,454 STL, which subsequently zeroes out STL for 2018
  - o Motion by Jim Johnson, LCRC to advance BATA projects from illustrative list to 2018 efile and charge STP costs 75% GTC/25% LC. Support; Jim Cook – motion passes. Wally Delamater, LC Villages votes NO.
- Motion by Jim Johnson to increase the FY 2019 LCRC's CR 677 project from \$600,000 to \$750,000 of STL funds and to make clear the intention of LCRC to contract with another RTF for the exchange of the STL funds.; Support, Kelly Dunham – motion passes

VI. Discussion

- Jim Cook, GTCRC mentioned that villages should be figured into sharing a percentage of transit costs and there should be a future discussion on how to quantify fair percentages for every group representing the 10C RTF.

VII. Public Comments

- NA

VIII. Adjourn

- 11:51am

# RTF IOC meeting

3-21-18

<u>Name</u>	<u>Agency</u>	<u>Email</u>
JIM COOK	GTCRC	jcook@gtrc.org
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Wally DeLaMaster	Village of Suttons Bay	manager@suttonsbayvillage.org
MATT SKREES	BCRC	bcrcmanager@benziaroad.org
Kelly Dunham	BATA	dunhamk@bata.net

## **PUBLIC MEETING NOTICE**

The Rural Task Force 10-C will hold a public meeting starting at 10:00 AM Wednesday March 21, 2018 at the BATA Transfer Station (115 Hall St, Traverse City, MI 49684) to review federal-aid eligible transportation projects in accordance with the Fixing America's Surface Transportation (FAST Act) legislation.

If you wish to submit written comments prior to the meeting and/or are an individual with a disability and need special assistance to attend the meeting, please contact Networks Northwest (231-929-5000) at least two business days in advance.