

BCATS FY 2025 FINAL ACCEPTANCE REPORT

Work Item 100.01: 3C Administration/Coordination

During FY 2025 work activities included preparation for and attendance at all the BCATS Policy and Technical Committee meetings. Staff prepared and distributed agendas, minutes, reports, correspondence items, and resolutions for consideration and action. Staff attended various workshops and conferences regarding MTPA activities such as the bi-monthly MTPA MPO subcommittee meeting, various MTPA financial workshops, JobNet working groups, and other miscellaneous MDOT meetings.

BCATS staff completed revisions and improvements to the Public Participation Plan (PPP) on May 1st in FY 2025. The Updated PPP was announced, and a public comment period was held from May 28th to July 14th.

BCATS staff attended the in-person IMAGIN/MiCAMP (now CMPASS) GIS conference in June in Kalamazoo. BCATS staff also attended the in-person MTPA conference in July, in Holland.

Staff reviewed various items of legislation on the Federal and State level regarding transportation planning. This included review of the Infrastructure Investment and Jobs Act (IIJA) as well as review of transportation appropriations bills, performance measures, air quality conformity regulations, and state freight network. Staff reviewed other federal reports received from the FHWA or FTA, as well as a variety of state reports regarding transportation issues.

Staff also attended various county level department and division head meetings as well as meetings with the BCATS Chairman and other members of BCATS Policy and Technical Committees. Staff maintained contact with various MDOT and FHWA staff.

Staff performed all duties associated with the financial administration of the BCATS program. This includes monthly progress reports and monthly invoices which were billed quarterly, and the financial acceptance report (FAR). Utilized the indirect cost allocation plan and indirect cost and fringe rate schedules in developing the 2026 UWP. Facilitated continued cash contributions from BCATS implementing agencies, in lieu of flexible match, for FY 2025

Also, maintained contact with news media on transportation related activities. Discussed transportation issues with a variety of citizens and consultants in person, by telephone, or through email.

BCATS staff continued coordination with local, regional, and state non-motorized agencies, including the MDOT hosted Training Wheels program, and local Riverwalk Rail Trail meetings.

Staff was involved in activities in the following committees and organizations regarding transportation and land-use planning related issues:

- Bay County Board of Commissioners
- Bay County Growth Alliance
- M-15 Recreational Heritage Route Committee
- Great Lakes Bay Regional Rail Trail Committee
- Community Foundation Rail-Trail Committee
- Saginaw Bay Coastal Initiative Network
- East Michigan Council of Governments
- Tri-County Economics Club
- Saginaw Basin Land Conservancy
- Bay Area Chamber of Commerce
- Monitor Township DDA
- Hampton Township DDA
- Bangor Township DDA
- Bay County Road Commission
- Bay City Commission
- Rural STP and Category D Taskforce
- All BCATS member Township meetings; full Board, Planning, Zoning, DDA, etc.

This work item was completed and will be continued in FY 2026.

Work Item 100.02: Unified Work Program

Reviewed funding levels of PL funds available for staffing. Coordinated preparation of new FY-2026 UWP with local participating staff including Bay Metro Transit, City of Bay City, City of Essexville, and the Bay County Road Commission. Identify and discuss major transportation issues facing the community. Attended BayCATS Pre-UWP meeting with MDOT, FHWA, and local transit agencies. Began and finished development of FY 2026 Unified Work Program. Prepared work items which address the identified problems giving special attention to performance-based planning, asset management, enhanced traffic count program, maintenance of the FY 2023-2026 TIP, migration to the FY 2026-2029 TIP, and continued promotion of the BCATS non-motorized plan. Maintained and updating data for the travel demand model. Compiled county budget information and funding resolutions in accordance with the BCATS FY2025 Unified Work Program.

Finalized draft 2026 UWP for Technical Committee review. Policy Committee approval of final UWP occurred on May 21st, 2025. Bay County Board of Commissioner's approval of the BCATS FY2026 planning contracts and project authorizations occurred in September 2025. Distributed final UWP to MDOT and FHWA.

This work item was completed and is continued in FY 2026.

Work Item 100.05: Transportation Improvement Program

BCATS staff continued maintenance and oversight of the BCATS FY 2023-2026 TIP. Facilitated required TIP amendments to this TIP to take full advantage of project bid savings and other required changes.

Reviewed and submitted BCATS TIP amendments and conducted various public hearings for adoption or amendments to the TIP.

BCATS staff attended JobNet Technical and Policy Committee meetings virtually. Attended TIP Review Meetings hosted by MDOT. Developed the FY 2024 Annual List of Obligated Projects for the BCATS website.

Coordinated monthly meetings with MDOT Bay Region Planner on upcoming actions in JobNet.

Attended training on Local Agency Balance Reports and SMART.

Developed, finished, approved, and delivered the 2026-2029 TIP. BCATS staff had a public comment period from April 28th to May 28th for the 2026-2029 TIP. The open house for the TIP was held at the Bay County Community Center on May 15th from 4-7pm where BCATS staff were available to take public comments and answer questions from the public.

This work item was completed and will be continued in FY 2026.

Work Item 101.01: Data Base Development and Management

The yearly Highway Performance Monitoring System (HPMS) effort continues to be a primary focus of this work item. Data was collected on items such as future volumes, vehicle classification, commercial vehicles, shoulder type, railroad crossing, growth factors, parking, pavement surface condition, etc.

Also, staff continued to integrate GIS applications into the transportation planning process. This included coordination with the CGI/Framework project for correction of roadway errors. BCATS staff attended the IMAGIN/MiCAMP (now COMPASS) in-person conference in June. Roadsoft application was utilized to continue the process of accident data collection as well as asset management issues. Staff attended various Michigan LTAP Roadsoft workshops.

Other activities include regular updates to traffic count data including bridge crossing data. Developed the annual traffic count location report so that all needed counts will be taken by the City of Bay and Bay County Road Commission staff. Collected traffic counts for all federal aid eligible roads with the City of Bay City and Bay County Road Commission. Ratings were entered into RoadSoft and sent to the state via the Investment Reporting Tool (IRT).

Attended MDOT MIRE local agency coordination meeting, and coordinated local agency data review and entry.

Non-motorized trail GIS data was maintained and updated. Continued review of data and analysis for non-motorized plan, including analyzing NMTP survey results.

Staff continued to integrate ACS Census data. Freight planning issues were investigated by staff. The FHWA web site was reviewed to determine a strategy for addressing freight issues in the future.

Staff managed and updated GIS web application with BCATS project information.

Continued maintenance and updates on the BCATS Transportation Planning and GIS websites. Verified accuracy of information and fixed all links and new redirects.

Staff maintained the ArcGIS Online dashboard for display of approved projects in JobNet.

Staff reviewed the latest MDOT approved safety performance targets and discussed the measures and targets with the BCATS Technical and Policy Committees.

This work item was completed and is continued into FY 2026.

Work Item 102.01: Transportation Plan

Updated BCATS Non-Motorized Plan as needed.

All TIP amendments are reviewed relative to the BCATS 2045 MTP to assure consistency of the projects previously identified in the MTP.

Project lists, and correspondence regarding the update to the BCATS 2045 Long Range Plan Update were reviewed and acted upon as appropriate.

Staff attended virtual meetings with MATS, SATA and MDOT staff to discuss updating the Great Lakes Bay Region Travel Demand Model. Held discussions with local road agency staff regarding the update to the BCATS Long Range Plan.

This work item was completed and will continue in FY 2026.

Work Item 103.01: Transportation Systems Management

BCATS staff continued working on issues and financial questions regarding all STP urban projects that were programmed in the BCATS TIP. Coordinated projects with MDOT officials, city of Bay City, city of Essexville, Bay Metro Transit Authority, and Bay County Road

Commission staff. Held discussions with Bay Metropolitan Transportation Authority regarding BCATS-BMTA-MDOT Memorandum of Understanding.

Continued work with the Community Foundation Rail-Trail Committee on recommendations for improvements to the trail and riverwalk system. Attended MDOT Bay Region Bike and Pedestrian Meeting virtually. Also, worked on plans for Rail-Trail extensions in parts of the BCATS area.

Continued work with the Great Lakes Bay Region Trail Group on recommendations for expansion and planning of future routes to the system.

Worked with Consultants, Road Commission, Rail-Trail Committee, Township and City officials on project development and application for transportation enhancement funding.

Worked with Road Commission officials to finalize their local paving projects on the federal-aid system for future years using asset management data.

Continued promotion of the BCATS Non-motorized plan for the BCATS area in conjunction with the implementing agencies review. Staff also continued updates to the BCATS Non-motorized plan.

This work item is ongoing and will continue in FY 2026.

Work Item 103.02: Safety Conscious Planning

Reviewed the CY 2025 MDOT Safety Targets. Reviewed MDOT TZD Newsletters. Attended the MDOT hosted 2025 Safety Targets and 2022-2025 Bridge Targets teleconference.

BCATS continues to pursue the Office of Highway Safety Planning intersections safety audits study for 36 intersections within the BCATS area.

Reviewed non-motorized traffic crashes in BCATS urbanized area.

Assisted and coordinated with local road agencies on local crash data regarding federal aid segments within the BCATS area.

BCATS staff continued to research and analyze safety data available to prepare for adoption of safety performance measures. Staff attended MDOT hosted Target Coordination Meetings to stay informed on the Safety Performance Measures and development of Safety Targets. 2025 State Safety Targets were supported by the BCATS Policy Committee.

This work item was completed and will continue in 2026.

101.02 Asset Management (all efforts billed to Asset Management Council Funds)

Training Activities

Various Asset Management Program Coordinator's Calls
Virtual PASER Training and certification for BCATS, City of Bay City, and Bay County Road Commission Staff
Attended Fall Asset Management Virtual Conference

Data Collection

Federal Roads

BCATS assisted with the data collection coordination for Federal Aid Roads in Bay County with assistance from Bay County Road Commission and the City of Bay City

Local Roads

None.

Equipment & Vehicle Rental

None.

Data Submission & Technical Assistance Activities

Bay County Road Commission submitting Asset Management information
City of Bay City submitting Asset Management information
Roadsoft software and MGF Updates & Troubleshooting
Roadsoft data requests & analysis
Maintenance of Bay County PASER Dashboard using ArcGIS Online
Maintained Asset Management billings
RoadSoft and Asset Management billing troubleshooting and discussions
Review of 2024 TAMC Annual Report
Discussed eligible reimbursements for Asset Management with local road agencies
Discussions regarding local road agencies' Asset Management Plans

Unforeseen

None.

This work item was completed and will continue in 2026.

BMTA FY 2025 FINAL ACCEPTANCE REPORT

Work Item 104.01: Administration and Public Involvement

During FY-2025 work activities included participation in MassTrans, an association of transit agencies, for the purpose of sharing best practices in transit administration, operations, and procurement. BMTA hosted public and stakeholder meetings for the purpose of administering the Specialized Services program, Transportation to Work program, and ADA transportation services. BMTA also maintains website postings with updated ADA information, Title VI program information and general service updates. Grant administration updates included developing worksheets for invoices, state/federal capital and operating grants, and other specialized services.

Work Item 104.02: Data Development and Management

BMTA worked on monthly and annual ridership tabulation used in reporting and route analysis. Additionally, BMTA maintained statistics for Specialized Services and Transportation to Work service analysis. BMTA revised these two programs to move from contracted service to directly operated service and developed a cost allocation plan for these services.

Work Item 104.04: Transportation System Management

BMTA prepared work assignments and updated routing of fixed route services. BMTA had to manage the Infrastructure Investment and Jobs Act (IIJA) funding by way of capital procurements and associated capital and operating budget preparation and management.

**BAY METRO TRANSIT
WORK ITEM SUMMARY FY-25
FEDERAL SECTION 5303 PLANNING FUNDS**

104.01- ADMINISTRATION AND PUBLIC INVOLVEMENT

MassTrans Meeting
Transit Pool Regional Safety Meeting
Title VI Program update/development
ADA/LAC committee meetings
Specialized Services committee meetings
Public Information meeting
Website Administration
Personnel Policy Revisions
ADA Policy Revisions
Grant Administration:
 Developing Worksheets for invoice and invoice preparation
 State/Federal Capital and Operating Grants
 Specialized Services
 New Freedom

104.02- DATA DEVELOPMENT AND MANAGEMENT

Monthly ridership tabulation
Monthly Section 15 survey data collection and tabulation
Monthly Specialized Services record-keeping/billing
Other contracted service billing
Statistics Analysis: Direct Cost of Services

104.04- TRANSPORTATION SYSTEM MANAGEMENT

Drivers work assignment bid preparation
Routing, updating of tripper, fixed route, special education routes
Contracted service request scheduling
Review of Capital Procurements
Capital Meetings
Budget Meetings

BAY CITY AREA TRANSPORTATION STUDY

CONTRACT 2024-0002/Z3

10/01/24-09/30/25

SUMMARY OF REPORTED COSTS AND ADJUSTMENTS FOR FRINGE BENEFITS AND INDIRECT COSTS

	labor	fringe (2)	other	other agencies (1)	indirect (3)	total	BCATS Staff
October-24	3,297	2,372			1,859	7,529	7,529
November-24	2,745	1,975			1,549	6,269	6,269
December-24	3,053	2,197	0	8,267	3,828	17,345	9,078
FY 2025 1st Qtr.	9,095	6,544	0	8,267	7,237	31,143	22,876
January-25	0	0		6,172	0	6,172	0.00
February-25	198	142		0	110	451	451.06
March-25	3,595	2,582		5,678	5,835	17,690	12,011.41
FY 2025 2nd Qtr.	3,793	2,724	0	11,850	5,946	24,312	12,462
April-25	2,776	1,994			1,544	6,315	6,315
May-25	3,111	2,235			1,731	7,076	7,076
June-25	4,642	3,334	1,000	15,719	7,670	32,365	16,646
FY 2025 3rd Qtr.	10,530	7,562	1,000	15,719	10,945	45,756	30,037
July-25	2,570	1,846			1,429	5,845	5,845
August-25	2,427	1,743			1,350	5,521	5,521
September-25	1,695	1,217	5,000	12,144	4,874	24,930	12,786
FY 2025 4th Qtr.	6,692	4,806	5,000	12,144	7,653	36,295	24,151
TOTAL REPORTED	30,110	21,637	6,000	47,979	31,780	137,506	89,527