



Southwest Michigan Planning Commission

376 West Main Street, Suite 130 • Benton Harbor, MI 49022-3651

TWIN CITIES AREA TRANSPORTATION STUDY TECHNICAL ADVISORY and POLICY COMMITTEES **COMBINED** MEETING

FOR FURTHER INFORMATION CONTACT:

Kim Gallagher, *Transportation Planner*

(269) 925-1137 x 1518

Brandon Kovnat, *Transportation Planner*

(269) 925-1137 x1524

DATE: Monday, April 16, 2018

TIME: 9:30AM

PLACE: Kinexus (Michigan Works!) **Lighthouse Room**

499 W Main St, Benton Harbor, MI 49022

AGENDA

1. **Call to Order / Introductions**
2. **Changes to the Agenda**
3. **Public Comment**
4. **Approve Minutes (*Enclosed*) Action**
 - From the March 19, 2018 TwinCATS Combined TAC & Policy Meeting
 - From the March 30, 2018 Special Meeting
5. **Staff Report**
6. **Airport Updates**
7. **Special Studies**
 - Napier Corridor Study
 - Countywide Transit Study
8. **Community Land Use and Zoning Member Updates**
9. **Public Transit**
 - Twin Cities Area Transportation Authority
10. **Agency Project Status (*Enclosed*)**
 - Berrien County Road Department
 - City of Benton Harbor
 - City of St. Joseph
 - MDOT
11. **Old Business**
12. **New Business (*Documents Enclosed*)**
 - TIP Amendments for TCATA **Action**
 - Amendment to the TIP Document to include safety Performance Measures **Action**
 - Approval of MOU between MPO, Transit, and MDOT **Action**
13. **State and Federal Updates**
14. **Privilege of the Floor**
15. **Adjournment**
 - The next TwinCATS meeting is scheduled for **Monday, May 16, 2018 @ 9:30 am.**

TWIN CITIES AREA TRANSPORTATION STUDY

TECHNICAL ADVISORY COMMITTEE AND POLICY COMMITTEE COMBINED MINUTES

March 19, 2018 9:30 A.M.
Kinexus, Lighthouse Room

Present		Committee Representing	
Name	Representing	TAC	Pol
Calli Berg	Benton Charter Township	x	
Carolyn Fowler	Benton Charter Township		x
Evan Smith	Berrien County Community Development	x	x
Eric Lester	Berrien County Planning Commission		x
Brian Berndt	Berrien County Road Department	x	
Tim Zebell	City of St. Joseph	x	
Dick Stauffer	Lincoln Charter Township		X
Terrie Smith	Lincoln Charter Township	x	
Jonathon Smith	MDOT Coloma Business Office	x	x
Brian Sanada	MDOT- Southwest Region	x	x
Jim Sturdevant	MDOT Statewide Planning	x	x
Katie Beck	MDOT SUTA*	x	
Denise Cook	St. Joseph Charter Township	x	
Jonathan Fisk**	St. Joseph Charter Township		x
Ron Griffin**	St. Joseph Charter Township		
Bill Purvis**	TCATA	x	x
Ryan Fellows	SWMPC	Staff	
Brandon Kovnat	SWMPC	Staff	

Absent		Committee Representing	
Name	Representing	TAC	Pol
Alex Little	TCATA	x	x
Andrea Dewey	Federal Highway Administration*	x	x
Angelica Salgado	Federal Transit Administration*	x	x
Bill Chickering	Berrien County Commissioner		x
Bob Lawrence	Village of Shoreham	x	x
Chris Cook	City of Benton Harbor	x	x**
Darwin Watson	City of Benton Harbor		x
David Chandler	Sodus Township	x	x
Fred Featherly	MDOT Passenger Division	x	x
Gloria Payne	Lake Charter Township	x	x
John Hodgson	City of St. Joseph		x
Juan Ganum	City of Bridgman	x	x
Kim Gallagher	SWMPC	Staff	
Roger Seeley	St. Joseph Charter Township	x	
Scott Weber	Northwestern Indiana Regional Planning Commission*	x	x
Stacey Stephens	Cornerstone Alliance	x	x

Name	Absent	Committee Representing	
	Representing	TAC	Pol
Steve Tilly	Royalton Township		x
Terezie Harazinova	Disability Network Southwest Michigan	x	
Vince Desjardins	Southwest Michigan Regional Airport	x	x

**Alternative Member

1. Call to Order / Introductions

Technical Advisory Committee Chair Brian Berndt called the meeting to order at 9:30 AM and led the group in introductions

2. Changes to the Agenda

None

3. Public Comment

None

4. Approve Minutes from the February 12, 2018 Meeting

Motion to approve the minutes from the February 12, 2018 combined Technical Advisory and Policy Committee meeting, by Eric Lester, second by Dick Stauffer. **Motion approved.**

5. Staff Report - 2045 Long Range Plan: Passenger Rail, Intercity Bus, Freight, Port, & Aviation

Ryan Fellow gave a presentation about passenger rail, and intercity bus. He brought up the Midwest Rail Initiative, which is a plan by the Federal Railroad Administration (FRA) to change Michigan Amtrak lines. It would remove service from St. Joseph/Benton Harbor and Bangor in favor of a Chicago-Kalamazoo-Grand Rapids rail line. He asked members if they were concerned about the potential loss of service. The majority of members expressed concern. Ryan said that there was a group of stakeholders concerning West Michigan Amtrak service called Westrain that meets regularly. He encouraged all TwinCATS members should either attend or send a representative to the next Westrain meeting at a date to be determined in June.

Ryan also presented on freight transportation. He gave an overview on how TwinCATS fits into the state and national freight networks. He talked about the Twin Cities Harbor and costs of dredging. He stated that Berrien County has dissolved its harbor authority and meetings have been held between the City of Benton Harbor, City of St. Joseph, and St. Joseph Charter Township focused on creating a new multi-jurisdiction effort, but the means to do which is still being considered.

There was question about how runoff adds sand to the river raising the costs of dredging. Ryan said that proper stormwater management was crucial to the Harbor. He mentioned that SWMPC was working on a plan for the Ox Creek Watershed, which would reduce sediment runoff into the Harbor.

6. Walk and Roll Committee Updates

Brandon Kovnat said that the next Walk and Roll meeting was not scheduled yet.

7. Airport Updates

None

8. Special Studies

Napier Corridor Study: Ryan Fellows said that an open house meeting was scheduled for March 26, and again in May. An online survey would be opened up shortly. He encouraged all members to promote the meetings and survey.

Countywide Transit Study: Steering committee meeting is scheduled for March 27.

9. Community Land Use and Zoning Member Updates

None

10. Public Transit - Twin Cities Area Transportation Authority

Bill Purvis said that TCATA had ordered nine buses, which would be delivered in November. They are working on new grants. Creating a new route, the yellow route. It will cover the northeast portion of the TCATA service area.

11. Agency Project Status

Berrien County Road Department:

- **Nickerson Avenue:** The project was let on January 5, 2018. The low bid was \$148,338, which was below the estimated amount.
- **Shawnee Road:** The Grade Inspection meeting was held on January 19, 2018. The project is estimated to be obligated in February.

City of Benton Harbor, Pipestone Traffic Signal: Project was let on January 5, 2018. There was a bid savings of \$6,738. This is a CMAQ project therefore the bid savings must be used for a project in the CMAQ illustrative list.

City of St. Joseph, Wallace Avenue: The project was let on February 2, 2018. No bid savings.

MDOT:

- **I-196 Overlay:** plan review meeting scheduled for March 27, 2018
- **M-63 Bridge Replacement:** plan review meeting scheduled for March 27, 2018

An administrative modification was being made to move The I-94 resurfacing from FY 2019 to FY 2018. Brandon Kovnat said that project updates for all of the MDOT projects added at the February meeting would be requested for the next meeting.

12. Old Business

None

13. New Business

TIP Amendments for MDOT:

Briand Sanada presented a signal project that would include 10 signals within Southwest Michigan. The initial amendment request had four locations for the TwinCATS TIP but upon review, only one signal was within the TwinCATS planning area. This was an error at MDOT safety because they are not as familiar with MPO boundaries. They had attempted to place all 10 signals within an MPO TIP, even though many are in rural areas outside of any MPO. A revised Amendment request letter (see attached) was brought to the meeting.

Motion by the technical Advisory committee to recommend that the Policy Committee approve the Signal project as presented by Terrie Smith, Second by Tim Zebell. **Motion approved.**

Motion by the Policy committee to approve add the Signal project as presented to the TwinCATS TIP, by Eric Lester, Second by Jim Sturdevant. **Motion approved.**

Update to TIP Amendment Policy

Brandon Kovnat presented a new TIP amendment policy, which would make the TwinCATS policy conform to the state and federal amendment policies. Throughout the document, language was changed to reflect the most current language in the code of federal regulations.

Jim Sturdevant said that this was a good time to change the TIP policy in preparation for JobNet Phase 2. Having TwinCATS's Amendment policy conform to the State policy would make the automatic determinations within JobNet much easier.

There was a question on whether the 25% cost change limit for an administrative modification was the same for FTA as for FHWA. Brandon replied that the all rules apply to both transit and road projects unless specifically started otherwise.

Motion by the Technical Advisory Committee to recommend that the Policy Committee approve the new Transportation Improvement Program Amendment Policy, by Tim Zebell, second by Evan Smith. **Motion approved.**

Motion by the Policy Committee to approve the Transportation Improvement Program Amendment Policy, by Eric Lester, second by Jonathan Fisk. **Motion approved.**

Discussion on programing additional federal funding

Brandon Kovnat said that in addition to the bid savings on Nickerson Avenue, there was additional federal funds available. This leaves a total of \$48,514 in unprogrammed funds. TwinCATS staff recommends that the first use of additional funds should be paying off advance constructs. This opens up funding in a future year and thus allows more tie to find a use for additional funding.

The City of Benton Harbor has an Advance Construct Conversion (ACC) of \$99,000 programed for FY 2019. They requested using all \$48,514 in 2018 to reduce the ACC to \$50,486 in FY 2019. This would create \$48,514 of unprogrammed funding in FY 2019. Under the TIP amendment, policy adding or moving advance construct between years can be done administratively.

Motion for the Technical Advisory Committee to recommend that the policy committee to approve using the additional funds in FY 2018 to reduce the advance construct conversion for the City of Benton Harbor, by Jim Sturdevant, second by Tim Zebell. **Motion approved.**

Motion for the Policy Committee to approve using the additional funds in FY 2018 to reduce the advance construct conversion for the City of Benton Harbor, by Jonathan Fisk, second by Eric Lester. **Motion approved.**

State and Federal Updates

Jim Sturdevant said along with performance measures for the Long Range Plan there were rules for the TIP. He said that TwinCATS would need to amend the TIP before May to add performance measure language and analysis of projects based on performance measures.

Privilege of the Floor

None

Adjournment

Meeting was adjourned at 10:48 AM. The next TwinCATS meeting is scheduled for Monday, April 16, 2018 at 9:30 am.

Minutes compiled by Brandon Kovnat, SMWPC Associate Planner

DRAFT

TWIN CITIES AREA TRANSPORTATION STUDY
 TECHNICAL ADVISORY COMMITTEE AND POLICY COMMITTEE SPECIAL MEETING

Minutes

Name	Representing	TAC	Pol
Alex Little	TCATA	x	x
Bill Chickering	Berrien County Commissioner		x
Brandon Kovnat	SWMPC	Staff	
Brian Berndt	Berrien County Road Department	x	
Calli Berg	Benton Charter Township	x	
Chris Cook	City of Benton Harbor	x	x**
Dick Stauffer	Lincoln Charter Township		X

**** Alternate member**

1. Call to Order / Introductions
 Technical Advisory Chair Brian Berndt called the meeting to order at 10:00 AM.
2. Changes to the Agenda
 None
3. Public Comment
 None
4. Overview and Purpose of the Meeting
 Brian Berndt said the purpose of the meeting was to add a project to the TIP.
5. New Business -TIP amendment for Berrien County Road Department

Brian Berndt said that the project was a safety project funded by the High Risk Rural Roads program. It is on Territorial Road in Millburg from Fourth Street to Blue Creek. For all other details, he said to see the grant award letter (see attached).

Motion by the Technical Advisory Committee to recommend that the Policy Committee approve adding the Territorial Road safety project to the TIP, by Brian Berndt, second by Alex Little. **Motion Approved.**

Motion by the Policy Committee to approve adding the Territorial Road safety project to the TIP, by Alex Little, second by Cali Berg. **Motion Approved.**

6. Adjournment
 Meeting adjourned at 10:20 AM. Next Regularly scheduled TwinCATS Meeting is Monday April 16, 2018 @ 9:30 AM.

Minutes compiled by Brandon Kovnat, SWMPC Associate Planner



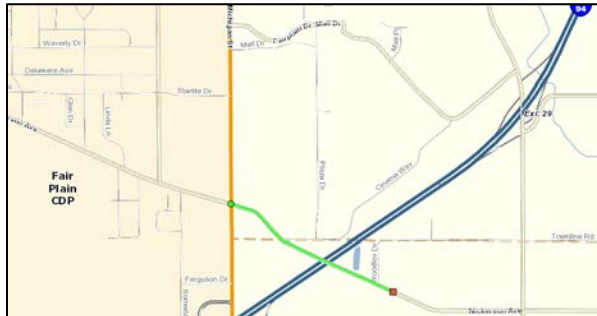
Southwest Michigan Planning Commission

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Project Update Sheet

Project Name:	Nickerson Avenue
Fiscal Year of award:	2018
Responsible Agency:	Berrien County Road Commission
MDOT Job Number:	130797
Project Limits:	M-139 to 700 feet East of Woodley
Project Length:	0.64 mi
Location:	Sodus Township
Work Type:	Resurface
Phase:	CON

Project Description: Mill and fill 2 inches



	Amount	Source
Federal	\$143,000	STP - Urban
State		
Local	\$32,000	
Total	\$175,000	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MOT		
Grade Inspection Package Submitted to MDOT		
Grade Inspection Meeting Scheduled		
Final Plan and Estimate to MDOT		
Project Obligated	November, 2017	
Project Letting	February, 2018	January 5, 2018
Construction Start	May, 2018	
Project Completion	June, 2018	

Project is: On Schedule Behind Schedule; Explain:

Low Bid is \$148,388.75 STPU Bid 81.85% = \$121,456
 BID SAVINGS \$21,544 AVAILABLE FOR ANOTHER PROJECT



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Project Update Sheet

Project Name:	Shawnee Road
Fiscal Year of award:	2018
Responsible Agency:	Berrien County Road Commission
MDOT Job Number:	130793
Project Limits:	Jericho Road to Holden Road
Project Length:	0.91 mi
Location:	Lake Charter Township
Work Type:	Reconstruct
Phase:	CON

Project Description: Construct 5ft wide shoulders and resurface



	Amount	Source
Federal	\$269,000	STP - Urban
State		
Local	\$141,000	
Total	\$410,000	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MOT		
Grade Inspection Package Submitted to MDOT	December , 2017	
Grade Inspection Meeting Scheduled	January, 2018	January 19, 2018
Final Plan and Estimate to MDOT	February, 2018	
Project Obligated	February, 2018	
Project Letting	May, 2018	
Construction Start		
Project Completion	August 3, 2018	

Project is: On Schedule Behind Schedule; Explain:



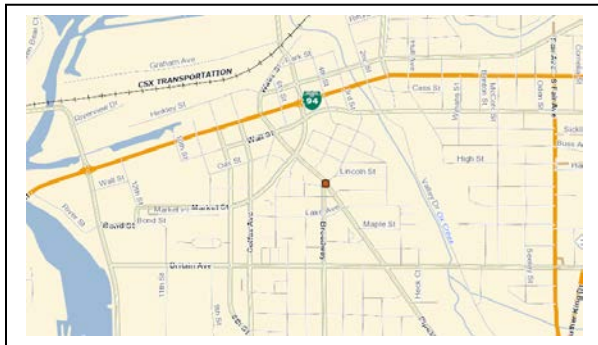
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Project Update Sheet

Project Name:	Traffic Signal replacement
Fiscal Year of award:	2018
Responsible Agency:	City of Benton Harbor
MDOT Job Number:	121016
Project Limits:	Pipestone at Jefferson St
Project Length:	
Location:	City of Benton Harbor
Work Type:	Traffic Ops/ Safety
Phase:	CON

Project Description: Traffic Signal Replacement on Pipestone at Jefferson to improve traffic light timing along Pipestone.



	Amount	Source
Federal	\$264,000	CMAQ
State		
Local		
Total	\$264,000	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MOT		4/25/2017
Grade Inspection Package Submitted to MDOT		4/25/2017
Grade Inspection Meeting Scheduled		5/5/2017
Final Plan and Estimate to MDOT		8/30/2017
Project Obligated		September 2017
Project Letting	January 2018	January 5, 2018
Construction Start	April 16, 2018	
Project Completion	June 2018	

Project is: On Schedule Behind Schedule; Explain:

Estimated letting pushed back from November to January by MDOT.



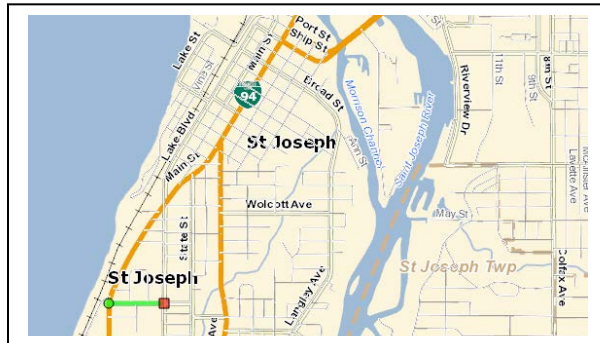
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Project Update Sheet

Project Name:	Wallace Avenue
Fiscal Year of award:	2018
Responsible Agency:	City of St. Joseph
MDOT Job Number:	133290
Project Limits:	Lakeshore Drive to South State Street.
Project Length:	0.37 mi
Location:	City of St. Joseph
Work Type:	Reconstruct
Phase:	CON

Project Description: Full reconstruction of roadway with HMA or concrete pavement including curb and gutter, install new storm sewer, sanitary sewer and water main from Lakeshore Drive to Lakeview Avenue. Resurface roadway and rehabilitate or replace one sanitary sewer run from Lakeview Avenue to South State Street. Remove and replace ADA ramps as needed to meet current standards and replace sidewalk as needed over the entire project length.



	Amount	Source
Federal	\$460,000	STP-Urban
State		
Local	\$1,000,000	
Total	\$1,460,000	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC	Complete	4/24/17
Project Application Submitted to MDOT	8/28/17	9/11/17
Grade Inspection Package Submitted to MDOT	9/11/17	9/11/17
Grade Inspection Meeting Scheduled	10/11/17	10/10/17
Final Plan and Estimate to MDOT	11/17/17	YES
Project Obligated	December 2017	YES
Project Letting	2/2/18	2/2/18
Construction Start	6/4/18	6/9/18
Project Completion	9/21/18	

Project is: On Schedule Behind Schedule; Explain:

- Funding Resolution provided to SWMPC by email on April 28, 2017
- Issued RFP for Engineering on May 19, 2017
- Kalin Construction As Read Low Bidder.



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Project Update Sheet

Project Name:	M-63 Bridge Replacement
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	115754
Project Limits:	on M-63 over I-196
Project Length:	
Location:	Hager Township
Work Type:	Bridge replacement
Phase:	CON

Project Description: Bridge replacement

	Amount	Source
Federal	\$4,135,701	Bridge Replacement (pre 1991 Interstate)
State	\$459,522	Michigan Transportation Fund (MTF)
Total		

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MOT		
Grade Inspection Package Submitted to MDOT	January 2018	
Grade Inspection Meeting Scheduled	March 2018	
Final Plan and Estimate to MDOT		
Project Obligated		
Project Letting	November 2018	
Construction Start		
Project Completion		

Project is: On Schedule Behind Schedule; Explain:

Plan Review held 03/27/2018. Plan completion scheduled for 06/01/2018.



Southwest Michigan Planning Commission

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Project Update Sheet

Project Name:	I-196 Overlay
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	118792
Project Limits:	I-94 to 0.5 miles South of M-63 (Exit 7)
Project Length:	8.09 miles
Location:	Benton Twp & Hager Twp
Work Type:	Restore & rehabilitate
Phase:	CON

Project Description: Mill Existing & Multiple Course HMA Overlay

	Amount	Source
Federal	\$15,840,000	Interstate Maintenance
State	\$1,760,000	Michigan transportation Fund (MTF)
Total	\$17,600,000	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MOT		
Grade Inspection Package Submitted to MDOT	January 2018	
Grade Inspection Meeting Scheduled	March 2018	
Final Plan and Estimate to MDOT		
Project Obligated		
Project Letting	November 2018	
Construction Start		
Project Completion		

Project is: On Schedule Behind Schedule; Explain:

Plan review held 03/27/2018. Plan completion is 06/01/2018.



Southwest Michigan Planning Commission

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Project Update Sheet

Project Name:	I-94 W
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	202013
Project Limits:	Three Oaks Road to Red Arrow Highway (Exit 16)
Project Length:	4.4 miles
Location:	Bridgman & Lake township
Work Type:	Resurface
Phase:	PE & CON

Project Description: Milling and Two Course Asphalt Resurfacing

	Amount	Source
Federal		
State	\$5,800,000	M
Local		
Total		

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SWMPC		
Project Application Submitted to MOT		
Grade Inspection Package Submitted to MDOT		
Grade Inspection Meeting Scheduled		
Final Plan and Estimate to MDOT		
Project Obligated		
Project Letting	July 2018	
Construction Start		
Project Completion		

Project is: On Schedule Behind Schedule; Explain:

Design began 03/22, combined plan review/OEC meeting scheduled for 04/23/18. Plan turn in 05/11/18 for July letting.



Twin Cities Area Transportation Authority
(269) 927-2268 • Fax (269) 927-2310

275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

March 21, 2018

Southwest Michigan Planning Commission
 376 W. Main Street, Suite 130
 Benton Harbor, MI 49022

Dear TwinCATS Committee:

The Twin Cities Area Transportation (TCATA) would like to make an amendment to a project requested in fiscal year 2018 on the Transportation Improvement Plan. The total funding didn't change but the category did.

Original project:	Federal	State	Total
Facility Improvements	\$80,000	\$20,000	\$100,000
Amendment:	Federal	State	Total
Facility Improvement	\$38,600	\$9,200	\$46,000
Bus Station: Signs for Line Haul Bus Location	\$17,600	\$4,400	\$22,000
Bus Support: Tablets and Software			
	<u>\$25,600</u>	<u>\$6,400</u>	<u>\$32,000</u>
Total	\$80,000	\$20,000	\$100,000

I'm also including the states capital match form. If you have any questions please call me at 269-927-2268 or email me at tcata1@comcast.net

Veronica Braag

Bill Purvis

Twin Cities Area Transportation Authority

CAPITAL MATCH PLAN OF FY 2018

FEDERAL PROGRAM	PROJECT/LINE ITEM	FEDERAL AMOUNT	Total	State Amount
FY 2018 5307	Awning on Building	\$ 8,000	\$ 10,000.00	\$ 2,000
FY 2018 5307	2 LED Signs for Bus locations working with University of Mich. Progect	\$ 17,600	\$ 22,000.00	\$ 4,400
FY 2018 5307	LED lighting in facility	\$ 11,200	\$ 14,000.00	\$ 2,800
FY 2018 5307	Lift in garage for buses	\$ 17,600	\$ 22,000.00	\$ 4,400
FY 2018 5307	Tablets and Software for 24 vehicles	\$ 25,600	\$ 32,000.00	\$ 6,400
TOTAL		\$ 80,000	\$100,000.00	\$ 20,000
		\$ 36,800	\$	\$ 80,000



Twin Cities Area Transportation Authority
(269) 927-2268 • Fax (269) 927-2310

275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

March 28, 2018

Southwest Michigan Planning Commission
376 W. Main Street, Suite 130
Benton Harbor, MI 49022

Dear TwinCATS Committee:

The Twin Cities Area Transportation (TCATA) would like to make an amendment to a project requested in fiscal year 2020 on the Transportation Improvement Plan.

Original project:	Federal	State	Total
One Replacement Bus-CMAQ	\$74,400	\$18,600	\$93,000
Amendment:	Federal	State	Total
Three Replacement Buses-CMAQ	\$210,000	\$52,500	\$262,500
Two Replacement Buses-5307	\$144,000	\$36,000	\$180,000
Two Replacement Buses-5339	<u>\$144,000</u>	<u>\$36,000</u>	<u>\$180,000</u>
Total	<u>\$498,000</u>	<u>\$124,500</u>	<u>\$622,500</u>

If you have any questions please call me at 269-927-2268 or email me at tcata1@comcast.net

Bill Purvis
Twin Cities Area Transportation Authority

COMMITTEE ACTION NEEDED

DATE: April 10, 2018

TO: TAC and Policy Committee

PREPARED BY: Kim Gallagher and Brandon Kovnat

SUBJECT: 2018-2021 TIP Amendment: Safety Performance Measure Language

REQUESTED ACTION:

Amend the 2017- 2020 Transportation Improvement Program (TIP) to incorporate safety performance measure language.

RECOMMENDED MOTION:

That the TAC and Policy Committees approve an amendment to the 2017-2020 Transportation Improvement Program (TIP) to incorporate safety performance measure language.

BACKGROUND AND PURPOSE OF ACTION: This TIP amendment is needed to add text related to performance measures. Title 23, Section 450.326(d) of the CFR states: *The TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.*

The initial incorporation of performance measures into the TIP includes performance measure (PM) 1 – Safety with a deadline of May 27, 2018. While it is not necessarily required to incorporate language on this performance measure into the current (2017-2020) TIP, the ability to amend projects into or within the TIP could be jeopardized if this language is not included.

RELATIONSHIP TO REGIONAL POLICY: Federal law requires that all transportation projects That will be funded with federal funds must be in an approved TIP. Further, federal law requires Performance-based planning related to for safety, pavement, bridge, reliability, freight, Congestion Management/Air Quality (CMAQ), and transit asset and safety. The schedule for Inclusion of these measures is staggered, with the first measure, safety, is to be incorporated into the TIP by May 27, 2018.

STAFF ANALYSIS: This is a text change and does not affect any individual project in the TIP. This change enables the TIP to be compliant with federal regulations and to remain flexible if an amendment is needed to an individual project.

PERFORMANCE MEASURES AND TARGETS

Background

Pursuant to Title 23, Section 450.326(d) of the Code of Federal Regulations, the Metropolitan Council is required to incorporate a performance-based planning approach when developing the TIP. This includes an analysis of the anticipated effect the TIP may have towards achieving the performance targets adopted for the metropolitan area. Specifically, the regulation states:

The TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.

This approach was first established in 2012 with the federal Moving Ahead for Progress in the 21st Century Act (MAP-21), which established performance-based planning and identified the Federal performance measures for safety, pavement, bridge, reliability, freight, CMAQ, and transit asset management and safety. The requirements continue through the federal Fixing America's Surface Transportation (FAST) Act, signed into law in 2015. The following are the three broad performance measure categories and the dates by which they must be included in the TIP:

- Safety Performance Measure (PM1): May 27, 2018
- Pavement and Bridge Performance Measure (PM2): May 20, 2019
- System Performance Measures and CMAQ (PM3): May 20, 2019

TwinCATS Activities and Progress

TwinCATS officially adopted the State of Michigan Safety Performance measures and targets on January 8, 2018, and submitted them to Michigan Department of Transportation. The following 2018 safety targets were adopted for the TwinCATS area:

- Number of traffic fatalities: 1003.2
- Fatality rate (fatal crashes per 100 million vehicle miles travelled): 1.02 per 100M VM
- Serious injury crashes: 5,136.4
- Serious injury rate (number of serious injury crashes per 100 million vehicle miles travelled): 5.23 per 100 million VMT
- Non-motorized fatalities and serious injuries: 743.6

The staff at SWMPC and TwinCATS continues to work closely with MDOT to develop state targets for the PM2, PM3, and CMAQ measures, and will adopt the targets to prior to the May 20, 2019 deadline. In the future, TIPs will include adopted regional targets for all three of the performance measure categories.

The TwinCATS upcoming 2045 Long Range Transportation Plan (LRP) that will be approved in July 2018 includes an overarching goal related to safety—the Guiding Principle of Safety, as well as strategies

(actions) TwinCATS will employ to ensure that the desired safety outcomes are met. In addition, the five federally required safety performance measures and targets are included in the 2045 LRP along with the existing conditions and performance trends for all of the performance measures.

In addition to the LRP, there are several studies that have been completed that directly address safety issues a propose strategies to improve safety within the region. These studies include the Michigan Strategic Highway Safety Plan and the Southwest Region Local Safety Plan.

Anticipated Effect of the Safety Performance Measures

The 2017-2020 TIP is anticipated to have a positive effect towards meeting TwinCATS established safety performance targets. The TIP reflects \$ 749,820 in FHWA Safety funds. These projects address both existing high-incident locations (reactive projects) and proactive projects that pre-emptively address safety. Projects utilizing Surface Transportation Funding (STP) also address safety.

While transportation safety figures within the TwinCATS area are more positive than statewide figures, the member communities that make up TwinCATS is committed to further improving transportation safety. This is reflected in the importance of safety-related scoring criteria included in the TwinCATS solicitation of projects and in the projects that are ultimately programed into the TIP.

Each project that is programed into the TIP is reviewed to quantify their effects on safety. (See Table on following page) The SWMPC staff analyzes each of the projects utilizing FHWA’s Crash Reduction Factor Desktop Reference Guide to estimate the effectiveness of each project. Crash Reduction Factors (CRF), are estimates of how a certain safety countermeasures will reduce crashes. Below is a summary of the safety countermeasures included in the TwinCATS 2017-2020 projects.

“A CRF should be regarded as a generic estimate of the effectiveness of a countermeasure. The estimate is a useful guide, but it remains necessary to apply engineering judgment and to consider site-specific environmental, traffic volume, traffic mix, geometric, and operational conditions, which will affect the safety impact of a countermeasure.”

FHWA CFR Desktop Reference Guide

TwinCATS 2017-2020 Local Projects

Countermeasure	CRF
Crosswalks	25.0%
Bike lanes	36.0%
Resurface	33.0%
Shoulder	20.0%
Sidewalk	70.0%
Guard Rails	30%
Tree Removal	38%
Signal	20%
Left turn lane	74%

The tables on the following pages provide details for each local project within the 2017-2020 TIP. Each project in the TIP was given a value based on the number of crashes that are estimated be reduced based on all of countermeasures applied. This analysis uses a multiplier effect for projects that include multiple countermeasures. What this means is that if the CRF for resurface is a 33% reduction and the CRF for a 5 ft. paved shoulder is a 20% reduction, the project was estimated to reduce crashes by 46%. The CRF used apply to all crash types. It was assumed that a reduction in all crashes would translate to a proportional reduction in

The CRF is the percent reduction in crashes expected from the countermeasure

Fatalities and Serious Injuries.

Year	MDOT Job No.	Responsible Agency	Project Name	Limits	Safety Features	CMF Total Impact	Crashes 10 yrs.	K&A	Crash Reduction
2017	120848	Berrien County Road Commission	Hilltop Road	BL-94 to M-63	Crosswalks (3), Sidewalk, Resurface,	33%	350	0	116
2017	120849	Berrien County Road Commission	John Beers Road	0.32 miles east of Hollywood Road to 0.51 miles West	Resurface, 5 ft paved shoulder	46%	18	0	8
2017	130875	Berrien County Road Commission	Upgrading Guardrails on Various Primary Roads	Broadway from Napier Ave to City of Benton Harbor Limits	Guardrails	30%	36	0	11
2017	130791	City of Benton Harbor	Colfax South Resurfacing	May to Emery	Bikelanes, Crosswalks, Resurface	33%	24	0	8
2017	130877	Village of Stevensville	Red Arrow Highway and John Beers Road Intersection Improvements	400 ft. south of John Beers Rd to 400 ft. North of John Beers Rd.	Adding turn lane, resurface, new traffic signal, signage	86%	57	4	49
al Year	MDOT Job No.	Responsible Agency	Project Name	Limits	Safety Features	CMF Total Impact	Crashes 10 yrs.	K&A	Crash Reduction

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2017	120848	Berrien County Road Commission	Hilltop Road	BL-94 to M-63	Crosswalks (3), Sidewalk, Resurface,	33%	350	0	116
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Year	MDOT Job No.	Responsible Agency	Project Name	Limits	Safety Features	CMF Total Impact	Crashes 10 yrs.	K&A	Crash Reduction
Fiscal Year	MDOT Job No.	Responsible Agency	Project Name	Limits	Safety Features	CMF Total Impact	Crashes 10 yrs.	K&A	Crash Reduction
2018	130793	Berrien County Road Commission	Shawnee Road	Jericho Road to Holden Road	Resurface, 5 ft paved shoulder	46%	123	5	57
2018	130797	Berrien County Road Commission	Nickerson Avenue	M-139 to 700 feet East of Woodley	Resurface only	33%	87	2	29
2018	TBD	Berrien County Road Commission	Territorial Road	Fourth Street to the west 1.25 miles	5 ft paved shoulder, clear zone tree removal, resurface	67%	15	2	10
2018	121016	City of Benton Harbor	Traffic Signal Replacement on Pipestone at Jefferson	Pipestone ave and Jefferson st.	Traffic signal	20%	18	0	4
2018	133290	City of St. Joseph	Wallace Avenue	Lakeshore Drive to South State Street	Crosswalks, Bike lanes, Resurface,	33%	13	0	4

Year	MDOT Job No.	Responsible Agency	Project Name	Limits	Safety Features	CMF Total Impact	Crashes 10 yrs.	K&A	Crash Reduction
2019	130789	Berrien County Road Commission	John Beers Road	Hollywood Road to Scottsdale Road	Resurface, 5 ft paved shoulder	46%	13	0	6
2019	130790	Berrien County Road Commission	Napier Avenue	St. Joseph River to 3700 Feet East	Resurface only	33%	124	1	41
2020	130787	Berrien County Road Commission	Marquette Woods Road Widened Shoulders- Roosevelt to Cleveland	Roosevelt Road to Cleveland Ave.	Resurface, 6 ft paved shoulders	46%	32	0	15
2020	130865	Berrien County Road Commission	Napier Avenue	I-94 to 4300 Ft West	Resurface only	33%	325	4	107

TwinCATS Priorities

TwinCATS is incorporating a number strategies into the 2017-2020 TIP and the 2045 Long Range Transportation Plan intended to improve transportation safety and meet the 2018 safety targets.

Specific strategies include:

- Transportation partners will incorporate safety and security considerations for all modes and users throughout the processes of planning, funding, construction, and operation.
- Transportation partners should monitor and routinely analyze safety data by mode, severity, and location to identify priorities and progress.
- Transportation partners will use best practices to provide and improve facilities for safe walking and bicycling, since pedestrians and bicyclists are the most vulnerable users of the transportation system.
- Transportation partners will support the state's vision of moving toward zero traffic fatalities and serious injuries, which includes supporting education and enforcement programs to increase awareness of regional safety issues, shared responsibility, and safe behavior.

Conclusion

TwinCATS supports the efforts to move towards a performance-based planning approach, and will continue to work closely with regional, state, and federal partners to proactively establish and monitor both the required federal and the adopted performance measures over time. Moving forward, TwinCATS will continue to devote substantial resources to this effort and work closely with stakeholders to assess the federal targets and the performance measures and adjust to changes in the performance of the system by shifting investment priorities.

MEMORANDUM OF UNDERSTANDING

METROPOLITAN TRANSPORTATION PLANNING RESPONSIBILITIES FOR THE TWIN CITIES AREA TRANSPORTATION STUDY (TwinCATS)

This agreement is made and entered into as of _____ 2018 by and between the Michigan Department of Transportation (MDOT) hereafter referred to as the **DEPARTMENT**; the Twin Cities Area Transportation Study hereafter referred to as the **AGENCY**; and the Twin Cities Area Transportation Authority hereafter referred to as the **TRANSIT OPERATOR**.

WHEREAS, joint responsibilities must be met for establishing and maintaining a cooperative, comprehensive and continuing metropolitan transportation planning and programming process as required by the United States Department of Transportation (USDOT) in regulations at 23 CFR 450 Subpart A –Transportation Planning and Programming Definitions and 23 CFR 450 Subpart C – Metropolitan Transportation Planning and Programming, and

WHEREAS, the regulations at 23 CFR 450.314 Metropolitan Planning Agreements require the DEPARTMENT, the AGENCY and TRANSIT OPERATOR to cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning and programming process. The responsibilities shall be clearly identified in written agreements among the Metropolitan Planning Organization (MPO) the State and the public transportation operator(s) serving the Metropolitan Planning Area (MPA). The written agreement(s) shall include specific provisions for cooperatively developing and sharing information related to the development of financial plans that support the metropolitan transportation plan and the metropolitan Transportation Improvement Program (TIP) and the development of the annual listing of obligated projects.

WHEREAS, the regulations at 23 CFR 450.104 define public transportation operator to mean the public entity which participates in the continuing, cooperative comprehensive transportation planning process in accordance with 23 U.S.C. 134 and 135 and 409 U.S.C. 5303 and 5304, and is the designated recipient of Federal funds under Title 49 U.S.C. Chapter 53 for transportation by a conveyance that provides regular and continuing general or special transportation to the public, but does not include school bus or intercity bus transportation or intercity passenger rail transportation provided by Amtrak.

WHEREAS, nothing in this Memorandum of Understanding (MOU) shall limit the legal authorities of the parties.

NOW, THEREFORE, the DEPARTMENT, the AGENCY and the TRANSIT OPERATOR recognize and agree that they will conduct a cooperative, comprehensive and continuing transportation planning and programming process for the Twin Cities Area Transportation Study planning area and that their mutual responsibilities for carrying out this process are described in the following articles:

Article 1
Scope of the Metropolitan Planning Process

The AGENCY, the DEPARTMENT and the TRANSIT OPERATOR will conduct a performance-based metropolitan transportation planning process that is continuous, cooperative and comprehensive and provide for the consideration of projects, strategies and services that will address the current planning factors as specified in 23 CFR 450.306: Scope of the Metropolitan Transportation Planning Process. The metropolitan transportation planning process will provide for the establishment and use of a performance-based approach to transportation decision-making to support the national goals described in 23 U.S.C. 150(b) and the general purpose described in 49 U.S.C. 5301 (c).

Article 2
MPO Structure and Planning Boundaries

The AGENCY will be designated the MPO for the Benton Harbor St. Joseph urbanized area by the Governor of Michigan. The AGENCY'S membership includes local elected officials, DEPARTMENT representatives and officials of agencies that administer or operate major modes of systems of transportation.

The AGENCY will have bylaws that establish its membership, officers, voting procedures, public participation and procedures for amendments and administrative modifications.

The AGENCY will establish transportation policy, oversee the planning process for the metropolitan area, provide a forum for cooperative decision making and ensure that there is technical support from transportation providers to oversee the technical aspects of the transportation planning process.

The AGENCY will establish a Technical Committee to advise and assist in all aspects of the metropolitan transportation planning process.

The AGENCY will take action to approve the metropolitan planning area (MPA) boundary that encompasses the existing urbanized area plus the contiguous area expected to become urbanized within a 20-year forecast period for the metropolitan plan. The MPA was determined by agreement with the AGENCY and the Governor.

After each Census, the AGENCY will review this planning boundary with the DEPARTMENT and the TRANSIT OPERATOR to determine if it meets the minimum statutory requirements for new and updated urbanized areas, and will adjust the boundary as necessary.

Article 3
Unified Planning Work Program

The AGENCY, the DEPARTMENT and the TRANSIT OPERATOR in cooperation with the local jurisdictions shall prepare the Unified Planning Work Program (UPWP) as required under

23 CFR 450.308: Unified Planning Work Program. The UPWP shall document the metropolitan transportation planning activities anticipated during the upcoming year. The UPWP shall identify the cost and the proposed funding for accomplishing the documented work activities. The AGENCY will approve the UPWP and submit it to the DEPARTMENT for its review and formal submittal to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for approval and funding.

Article 4 Participation Plan

The AGENCY will adopt and use a Participation Plan to provide citizens, affected public agencies and all interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process and to review and comment at key decision points as specified in 23 CFR 450.316 (a): Interested Parties, Participation and Consultation. The plan will be developed in consultation with interested parties and will describe the procedures, strategies and desired outcomes of the plan. The plan will provide timely notice, reasonable access to information including but not limited to a reasonable opportunity to comment on the proposed Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) and amendments to the LRTP and TIP.

Article 5 Consultation

The AGENCY will develop a documented consultation process for developing the LRTP and TIP as specified in 23 CFR 450.316 (b-e), and 23 CFR 450.322 (h) (1-2), specifically in connection with the LRTP and 23 CFR 450.322 (g) (10), related to environmental mitigation. The documented consultation process will outline the roles, responsibilities, and key decision points for consulting with other governments, agencies and officials responsible for other planning activities in the MPA.

Article 6 Transportation Planning Studies and Project Development

The AGENCY, the DEPARTMENT or the TRANSIT OPERATOR may undertake a multimodal, systems level corridor or sub-area planning study as part of the metropolitan transportation planning process. The development of these studies will involve consultation with, or joint efforts among, the AGENCY, the DEPARTMENT and the TRANSIT OPERATOR. The results or decision of these planning studies may be used as part of the overall project development process consistent with the National Environmental Policy Act (NEPA) as specified in 23 CFR450.318 Transportation Planning Studies and Project Development.

Article 7

Air Quality Transportation Planning

The AGENCY and DEPARTMENT'S air quality transportation planning activities for the Twin Cities Area Transportation Study metropolitan planning area are described in the Unified Planning Work Program (UPWP). These activities are designed to ensure the AGENCY can make air quality conformity determinations on the LRTP and TIP in accordance with the Clean Air Act, the Environmental Protection Agency (EPA), the Transportation Conformity Regulations and the State Implementation Plan (SIP). The AGENCY, within one year of being designated part of a transportation national ambient air quality standard (NAAQS) nonattainment, will sign the current transportation conformity SIP memorandum of agreement, which lists the roles, responsibilities, and rules for interagency consultation (IAWG) and conformity. For MPO's in nonattainment areas larger than the MPO boundaries the coordination between the DEPARTMENT and Agency will be described in the UPWP. The Agency and DEPARTMENT and the Michigan Department of Environmental Quality will agree to have interagency and public consultation procedures regarding its air quality activities for the development and amendments to the LRTP and TIP. The DEPARTMENT will transmit the conformity analysis for LRTPs and TIPs to the Federal Highway Administration (FHWA) in a timely manner.

Article 8

Travel Demand Forecasting Model

The Department will maintain and operate the area's travel demand forecasting model used in the development of LRTP, TIP, air quality conformity analysis, project identification and prioritization, and various planning studies. (Existing Memorandum of Understanding between the DEPARTMENT and AGENCY regarding travel demand forecasting is incorporated by reference.)

Article 9

Long Range Transportation Plan

The AGENCY will develop the Long-Range Transportation Plan with assistance and guidance from the DEPARTMENT to ensure the plan content meets all requirements specified in 23 CFR 450.322: Development and Content of the Metropolitan Plan. The AGENCY, DEPARTMENT and TRANSIT OPERATOR will jointly conduct financial analyses and planning to determine the availability of revenue to demonstrate fiscal constraint of the LRTP. The DEPARTMENT will take the lead in providing estimates of available Federal and State funds that can be used in developing the LRTP. The AGENCY will provide estimates of local revenues. The AGENCY will adopt and maintain the LRTP. The AGENCY will submit the LRTP to the DEPARTMENT and the Federal Highway Administration and Federal Transit Administration for informational purposes. The AGENCY shall review and update the LRTP at least every four years to confirm the plan's validity and consistency with current and forecasted transportation and land use conditions and trends and to extend the forecast period to at least a 20-year horizon. When the LRTP is amended or updated the AGENCY, the DEPARTMENT and the TRANSIT OPERATOR will cooperatively develop, share, review and adopt estimates of revenues and cost required for demonstrating financial constraint for the transportation plan as specified in 23 CFR 450.322(f) (11).

Article 10

Transportation Improvement Program

The AGENCY will cooperatively develop a Transportation Improvement Program (TIP) that is consistent with the AGENCY'S LRTP and will be financially constrained. The AGENCY, the DEPARTMENT and the TRANSIT OPERATOR will ensure that the Transportation Improvement Program development process and Transportation Improvement Program (TIP) content meet all requirements as specified in

23 CFR 450.324: Development and Content of the Transportation Improvement Program. The TIP will contain all Title 23 and Title 49 federally funded state trunkline and local projects and all regionally significant state and local projects, regardless of funding source. When developing, updating and amending the TIP, the AGENCY, the DEPARTMENT and the TRANSIT OPERATOR will cooperatively develop, share, review and adopt estimates of revenues and cost required for the financial plan that demonstrates fiscal constraint for the TIP as specified in 23 CFR 450.324 (j) & (k). The TIP will list all projects in sufficient detail in accordance with regulations and reflect public involvement and criteria used to prioritize projects. The AGENCY will approve the TIP and submit it to the DEPARTMENT for its approval and inclusion in the State Transportation Improvement Program (STIP). The AGENCY'S TIP will be incorporated by reference in the STIP and formally submitted to the FHWA and FTA. TIP amendments and modifications will follow procedures for TIP modifications as adopted by the AGENCY and as specified in 23CFR 450.328. The AGENCY and the DEPARTMENT will jointly manage the TIP including project tracking and monitoring of obligation authority.

Article 11

Annual Listing of Projects with Federal Funding Obligations

Each year within 90 days after the close of the federal fiscal year the AGENCY, the DEPARTMENT and TRANSIT OPERATOR will cooperatively develop a listing of projects from the TIP for which federal transportation funds were obligated in the preceding fiscal year. This report will contain the projects and financial information as required in 23CFR 450.334 Annual Listing of Obligated Projects. This report will be made available to the public on the AGENCY web site.

Article 12

Performance-Based Transportation Planning & Programming

The MPO will establish performance targets that address the performance measures or standards established in 23 CFR part 490, 23 CFR part 450, and 49 CFR Part 625. The AGENCY, the DEPARTMENT, and the TRANSIT OPERATOR will coordinate in the establishment of state, AGENCY, and TRANSIT OPERATOR performance targets. Coordination efforts will include, but are not limited to, sharing available data related to the federally-required performance measures (subject to each agencies' data sharing policies and procedures), discussing target setting methodology, establishing performance targets, and

reporting on performance targets and progress in attaining targets. The AGENCY will plan and program projects that contribute to the achievement of state, AGENCY, and TRANSIT OPERATOR targets as appropriate. The AGENCY will develop a Congestion Mitigation and Air Quality Performance Plan if required by 23 U.S.C. 149 (1).

This agreement is approved by the respective parties hereto as the date shown.

ATTEST:

Director
Bureau of Transportation Planning

Date _____

AGENCY Chair

Date _____

AGENCY Director

Date _____

TRANSIT OPERATOR Administrator

Date _____

Memorandum of Understanding

The following exhibits are attached to the Memorandum of Understanding:

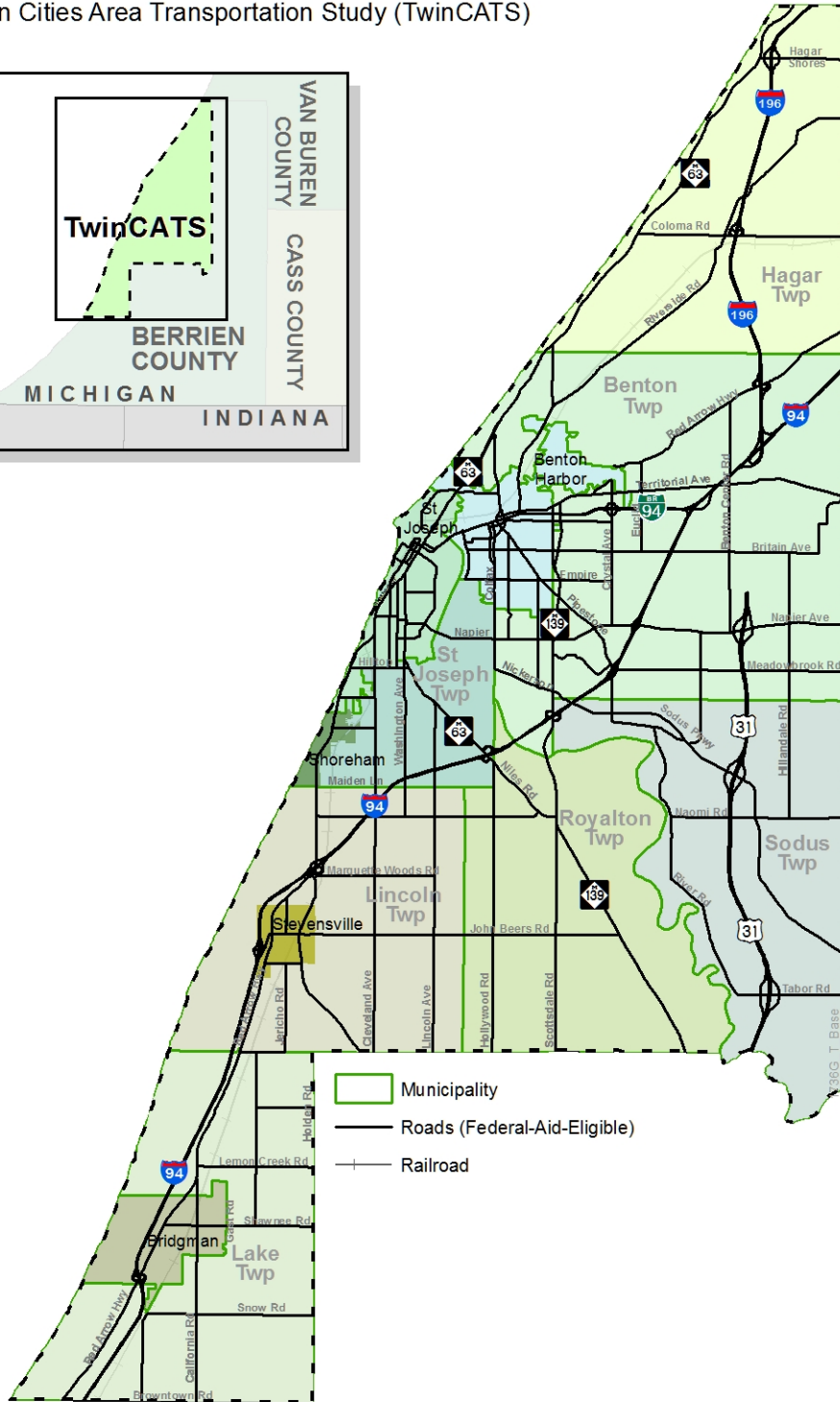
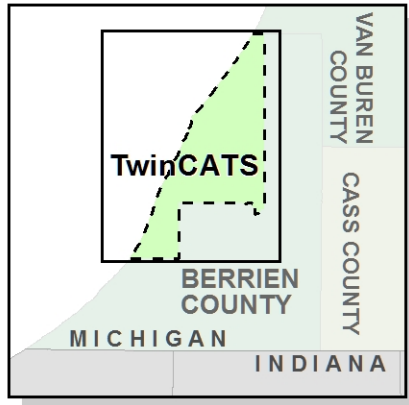
Exhibit A Metropolitan Planning Area Boundary Map

Exhibit B List of members of the AGENCY

The Agreement between AGENCY and DEPARTMENT for Travel Demand Forecasting is incorporated by reference.

The Agreement between AGENCY and TRANSIT OPERATOR for metropolitan transportation planning responsibilities serving the Metropolitan Planning Area is incorporated by reference.

Twin Cities Area Transportation Study (TwinCATS)



TwinCATS Study Planning Area and Membership

At a minimum, a Metropolitan Planning Area (MPA) must cover the urbanized area and contiguous geographic areas likely to become urbanized within the next 20 years. In FY 2013, the TwinCATS MPO reviewed the 2010 urbanized boundary with the assistance of MDOT. Because of the revised urban boundary, the TwinCATS MPA was extended to include Hagar Township and in 2016, the MPO committee approved adding Hagar Township as a member of the Technical Advisory and Policy Committees. The TwinCATS MPO includes the following jurisdictions who each have voting representation on the TwinCATS Policy Committee:

Cities/Villages:	Townships:
City of Benton Harbor	Benton Charter Township
City of Bridgman	Hagar Township
City of St. Joseph	Lake Charter Township
Village of Grand Beach*	Lincoln Charter Township
Village of Michiana*	Royalton Township
Village of Shoreham	St. Joseph Charter Township
Village of Stevensville	Sodus Township.

In addition, the following agencies are voting members of the TwinCATS Policy Committee:

- **The Berrien County Road Commission**, the agency that maintains roads on behalf of the townships within Berrien County.
- **The Twin Cities Area Transportation Authority (TCATA)**, the designated urbanized public transit provider, serving a portion of the Benton Harbor-St. Joseph Urbanized Area.
- **Cornerstone Alliance**, an economic development agency serving Berrien County
- **The Michigan Department of Transportation (MDOT)** has voting representatives from the Coloma Service Center, the Southwest Region Office, and Statewide Planning
- **The Berrien County government** is represented by members of the county planning commission, and board of commissioners.

*Because the MPO boundary is not contiguous, this area is called the TwinCATS satellite. These villages are designated by the U.S. Census as part of the Michigan City, IN urbanized area and therefore requiring inclusion in an MPO. Because this portion of the urbanized area is located in Michigan, the SWMPC and Northwestern Indiana Regional Planning Commission (NIRPC) entered into an agreement that SWMPC would provide transportation planning services to the Grand Beach/Michiana area.