



NILES-BUCHANAN-CASS AREA TRANSPORTATION STUDY

COMBINED TECHNICAL ADVISORY and POLICY COMMITTEE MEETING

FOR FURTHER INFORMATION, CONTACT:

Brandon Kovnat, *Transportation Planner*

Kim Gallagher, *Transportation Planner*

(269) 925-1137 Ext: 1524 & 1518

DATE: October 24, 2017

TIME: 1:30 PM

PLACE: Niles District Library
620 E Main St, Niles, MI 49120

AGENDA Comments will be solicited on each item following discussion and prior to any final action.

- 1. Call to Order / Introductions and Pledge of Allegiance**
- 2. Changes to the Agenda**
- 3. Public Comment**
- 4. Approve Minutes from the September 26, 2017 Meeting (*Enclosed*) Action**
- 5. Staff Report**
 - 2045 Long Range Plan - Non-motorized Technical Memo
- 6. Community Land Use and Zoning Member Updates**
- 7. Public Transit**
 - Berrien Countywide Service Plan (*SWMPC Staff*)
 - Niles Dial a Ride (*Kelly Getman Dissette*)
 - Buchanan Dial a Ride (*Kim O'Haver*)
- 8. Project Status Reports**

Status of FY 2018 Projects

 - Berrien County Road Commission
 - Cass County Road Commission
 - City of Niles (*Enclosed*)
 - MDOT (*Enclosed*)
- 9. Old Business**
- 10. New Business**
 - State and Federal Updates
- 11. Privilege of the Floor**
- 12. Adjournment**
 - The next NATS meeting is scheduled for **Tuesday, November 28, 2017 @ 1:30 pm.**

NILES/BUCHANAN/CASS AREA TRANSPORTATION STUDY (NATS)
Joint Technical Advisory Committee (TAC) & Policy Committee (POL) MINUTES
September 26, 2017

Present		Committee	
Name	Representing	TAC	Policy
Michael Majerek	Berrien County Board of Commissioners		x
Eric Lester, M.D.	Berrien County Planning Commission		x
Brian Berndt	Berrien County Road Commission	x	
Joseph Margol	Berrien County Road Commission		x
Roseann Marchetti	Cass County Board of Commissioners		x
Robert Ziliak	Cass County Board of Commissioners		x
Barbara Cook	Cass County Planning Commission	x	
Sandra Seanor	Cass County Road Commission		x
Joe Bellina	Cass County Road Commission	x	
Don Ryman	City of Buchanan	x	x
Evan Smith	Berrien County Community Development	x	
Andrea Dewey	Federal Highway Administration*	x	x
Serita Mason	City of Niles		
Craig Bradfield	Howard Township	x	x
Jonathon Smith	MDOT coloma Buisness Office	x	x
Brenda Burdick	MDOT coloma Buisness Office	NA	NA
Jason Lathum	MDOT Southwest Region	x	x
Susan Flowers	Milton Township	x	x
Jim Sturdevant	MDOT Bureau of Transportation Planning	x	x
Richard Cooper	Niles Charter Township	x	x
Dawn Bolock	Ontwa Township	x	x
Jon Roberts	MDOT Urban Travel Analysis* - Alternative	x	
Kim Gallagher	SWMPC	Staff	
Absent		Committee	
Name	Representing	TAC	Policy
Joe Ray	x	x	
Jan Personette	Four Flag Chamber of Commerce		
Jim Curran	Berrien County Board of Commissioners		x
Butch Payton	Bertrand Township	x	x
Kim O'Haver	Buchanan Dial A Ride	x	x
Malinda Cole-Crocker	Buchanan Township	x	x
Mary McAfee	City of Niles		x
Sanya Phillips	City of Niles	x	

Absent		Committee	
Name	Representing	TAC	POL
Georgia Boggs	City of Niles		x
Fred Featherly	MDOT Office of Passenger Transportation*	x	
Don Mayle	MDOT Urban Travel Analysis*	x	
Bob Sutton	Mason Township	x	x
Kelly Getman-Dissette	Niles Dial A Ride	x	x
Rich Low	Village of Edwardsburg	x	x

*Non-Voting Member

1. Call to Order / Introductions and Pledge of Allegiance

Technical Advisory Chair Joe Bellina called the Joint Technical Advisory and Policy Committee meeting to order at 1:34 p.m. and led those present in the Pledge of Allegiance. Joe Bellina requested that attendees introduce themselves

2. Changes to the Agenda

None.

3. Public Comment

None

4. Approve Minutes from August 22, 2017 Combined TAC and Policy meeting

Motion to approve the August 22, 2017 Joint Technical Advisory Committee (TAC) & Policy Committee Meeting Minutes, by Brian Berndt, second by Barbara Cook. **Motion Approved.**

5. Staff Report

2045 Long Range Plan

Gallagher gave a brief overview of the 2045 Long Range Planning Process. Information included overview of MPO role in planning process and elements of Long Range Plan. See attached.

6. Community Land Use and Zoning Member Updates

Roseann Marchetti reported that the Village of Cassopolis had applied for a Sustainably Built Environmental Project through Michigan State University. Richard Cooper reported that the Niles Charter Comprehensive Plan draft is now online. Sandra Seanor also noted that the Ontwa Township Master Plan and Zoning plan is also online for review.

7. Public Transit Update

Connect Berrien Update:

Kim Gallagher explained that a new project manager (Paul Jewel/CEO) from Nelson Nygaard is now in place for the Connect Berrien Countywide Public Transit Service planning effort. She further explained that several conference calls had taken place between SWMCP staff and Nelson Nygaard to discuss next steps to get the project back on track and to schedule the next Steering Committee meeting which will take place September 27, 2017 at the SWMPC office with Nelson Nygaard.

Niles Dial a Ride

No report

Buchanan Dial a Ride

No report

Evan Smith informed the committee that Niles DAR and Buchanan DAR were participating in a statewide call discussing potential for a coordinated statewide reduced fare card for people with disabilities and seniors.

8. Project Status Reports

Gallagher began discussion with news that 100 % of the NATS 2017 funding was obligated in 2017. The 2018 projects were reviewed with the following comments/questions:

Joe Bellina- Cass County Road Commission

- Yankee Street in Howard Township – ROW acquisition phase with MDOT and property owners and Cass County Drain Commissioner.
- Carberry Road local match is being provided by Howard Township.
- Do CDBG projects need to be included in TIP?

Kim Gallagher stated that the CDBG project should be treated in the same manner an RTF project is submitted in the TIP.

Jon Smith- MDOT

- US 12 Village of Edwardsburg project is in plan review discussions with Milton Township about Ontwa Township.

9. Old Business

None

10. New Business

Approval of 2045 Socioeconomic and Employment Data

Committee needs to approve the data as presented which represents a reasonable projection for population and employment in the year 2045.

Jon Roberts, MDOT Modeling Section reviewed Future Year Socioeconomic Data that included total population, group quarters, occupied dwelling units, farm employment, basic employment, retail employment, service employment and total employment. Gallagher reminded the committee that this data was previously distributed to the committee in paper form and electronically.

Motion by the Technical Committee to approve the data as presented which represents a reasonable projection for population and employment in the year 2045, by Craig Bradfield. Second by Jason Latham. **Motion Approved.**

Motion by the Policy Committee to approve the data as presented which represents a reasonable projection for population and employment in the year 2045, by Serita Mason. Second by Craig Bradfield. **Motion Approved.**

State and Federal Updates

Jim Sturdevant announced that all MDOT and local projects were obligated for 2017. He also announced that Don Mayle will be taking over the statewide Rural Task Force Program and Jim along with another MDOT staff member will be providing assistance in the Rural Task Force Program. Jason Latham announced that the state of Michigan is in the process of updating the State of Michigan Long Range Plan and for the first time ever will be contracting with a consultant to perform the work.

11. Privilege of the Floor

High Speed Rail: Don Ryman once again expressed support for High Speed Rail and asked what was being done with it. He further explained that the City of Niles is very interested and could help reduce greenhouse gas.

US 12: Don Ryman noted that mailboxes are on both sides of the road along US 12. Suggested that state of Michigan could put our recommendations to landowners to improve safety when crossing street to retrieve mail.

Homeless in ROW: Richard Copper asked what can be done to address complaints from citizens regarding homeless living under bridges by St. Joseph River. Jason Latham, MDOT informed the committee that people need to have a permit to place things within the ROW. Jason, Pete Pilfer-MDOT and Berrien County Sheriff Bailey will work together to discuss issue.

12. Adjournment

Meeting Adjourned at 2:50 PM

The next NATS meeting is scheduled for **Tuesday, October 24, 2017 @ 1:30 pm.**

Meeting Minutes Compiled by Kim Gallagher, Senior transportation Planner

2045 Long Range Plan

Quick Overview

- MPO is an organization created by the Federal government to help ensure the smart and effective investment of limited public transportation dollars.
- Any urban area with more than \$50,000 must have an MPO
- 443 MPO's nationwide and 15 in Michigan
- MPO's are responsible for conducting the transportation planning process for the urban area

What is a Long Range Plan

The LRP is required by Federal law for the MPO to receive funding for transportation projects

Updated every five years

Has a minimum 20 year planning horizon

Is multi-modal (Highway, transit, bike/Pedestrian and freight)

What is a Long Range Plan

The long range transportation plan:

- Assistance from the Federal government
- Administered by the state
- Locally driven by the MPO
 - June 2018: NATS Approval
 - July 2018: SWMPC Approval

How does it fit with other Programs

Document	Time Horizon	What does it include?	How often is it Updated
Long Range Transportation Plan (LRP)	30 years	Vision, goals, performance measures, and strategies for the region's transportation system.	5 years
Transportation Improvement Program (TIP)	4 years	A programming of all federal and state funded transportation projects in the planning area.	3 years
Unified Work Program (UWP)	1 year	The annual work program and budget for TwinCATS staff.	Annually

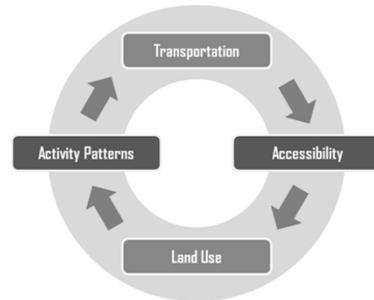
What will the LRP Contain

Current Conditions & Forecasts

Population & Demographics

Employment

Land use/Environment



Transportation System

- Roads
- Bridges
- Cycling
- Pedestrian
- Public Transit
- Rail
- Aviation
- Ports
- Freight
- Safety

Technical Memos – Current Conditions

Snapshots of current conditions

Used in the formulation of the Goals & Objectives

April 2017: Safety

October 2017: Non Motorized Transportation

November 2017: Demographics/Socio Economic

Goals, Objectives, Performance Measures

	Example:
Goal	Improve Safety
Objective	Reduce serious crashes
Performance Measure	Number of fatalities per 1 million miles traveled
Target	10% reduction

How are they chosen

- Staff analysis of current and future conditions
- Federal and State guidance
- Public surveys and other Input tools
- **Committee member discussions**

Date: 10/17/2017

Name: _____ Joe Ray



Southwest Michigan Planning Commission

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

Project Update Sheet

Project Name:	17 th Street
Fiscal Year of award:	2018
Responsible Agency:	City of Niles
MDOT Job Number:	130866
Project Limits:	Broadway to Main St.
Project Length:	0.57 miles
Location:	City of Niles
Work Type:	Resurface

Project Description: Mill existing pavement 1.5 deep. Repave with 220#/SYD HMA 5E1. Construct ADA sidewalk ramps.

	Amount	Source
Federal	\$159,000	STP Large Urban
Local	\$35,000	City of Niles
Total	\$195,000	

Activity	Estimated Date	Actual Date
Resolution of Support for Local Match Submitted to SMWPC		
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		
Construction Start		
Project Completion		

Project is: ☒ On Schedule ☐ Behind Schedule; Explain:

Resolution of Support will go before City Council in November. Kickoff meeting scheduled for Friday, 10/20/2017

Date: 10/17/2017

Name: _____ Jonathon Smith



Southwest Michigan Planning Commission

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Project Update Sheet

Project Name:	US-31
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	129876
Project Limits:	Over US-12
Project Length:	0.41 miles
Location:	Bertrand Township
Work Type:	Restore and Rehabilitate
Phase	PE & SUB

Project Description: Shallow Overlay, Full Paint, Pin and Hangers

	Amount PE	Amount SUB	Source
Federal	\$41,265	\$331,972	NH
State	\$9,150	\$73,613	M
Total	\$50,415	\$405,585	

Activity	Estimated Date	Actual Date
Project Application Submitted		
Grade Inspection Package Submitted		
Grade Inspection Meeting Scheduled		
Final Plan and Estimate		
Project Obligated		
Project Letting	01/10/2020	
Construction Start		
Project Completion		

Project is: ☒ On Schedule ☐ Behind Schedule; Explain:

No work yet performed. Project PE obligated 10/2017.

Date: 10/17/2017

Name: _____ Jonathon Smith



Southwest Michigan Planning Commission

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Project Update Sheet

Project Name:	US-12
Fiscal Year of award:	2018
Responsible Agency:	MDOT
MDOT Job Number:	
Project Limits:	West Village Limits of Edwardsburg to M-62
Project Length:	0.84 miles
Location:	Village of Edwardsburg
Work Type:	Resurface
Phase	CON

Project Description: Cold Milling and Multiple Course HMA Overlay

	Amount	Source
Federal	\$1,456,930	ST
State	\$302,370	M
Total	\$1,759,300	

Activity	Estimated Date	Actual Date
Project Application Submitted		
Grade Inspection Package Submitted	09/2017	09/2017
Grade Inspection Meeting Scheduled	11/02/2017	11/02/2017
Final Plan and Estimate		
Project Obligated		
Project Letting	04/2018	
Construction Start	06/2018	
Project Completion		

Project is: ☒ On Schedule ☐ Behind Schedule; Explain:

Plan review meeting to be held 11/02/2017. Project open house scheduled for 10/25/17 from 4-6pm. Project is on schedule.