

**Minutes**  
*Twin Cities Area Transportation Study*  
*Policy Committee*

May 21, 2007  
 10:30 A.M.

Southwest Michigan Regional Airport

<b>POLICY MEMBERS PRESENT:</b>	Mickey Bennett, Sodus Township R.J. Burkholz, Berrien County Road Commission John Chaddock, SW Michigan Regional Airport Walter Heritz, Berrien Co. Planning Commission Jason Latham, MDOT – Regional Planning Ray Lenze, MDOT Planning Louise Price, Benton Charter Township Bill Purvis, TCATA Dick Stauffer, Lincoln Charter Township
<b>POLICY MEMBERS ABSENT:</b>	Aaron Anthony, City of Bridgman Todd Gardner, Village of Stevensville John Gast, Lake Charter Township Ron Griffin, St. Joseph Charter Township Robert Judd, City of St. Joseph Sarah Koepke, FHWA (ex officio) Fred Featherly, MDOT Multi-Modal Linda Glover, Federal Transit Administration Dwight Pete Mitchell, City of Benton Harbor Debra Panozzo, Berrien County Commission Burt Pearson II, Village of Shoreham Robert Rusch, Michigan Department of Environmental Quality Lee Scherwitz, SW Michigan Regional Airport Paul South, MDOT – Coloma TSC Steve Tilly, Royalton Township Sarah Woolcock, MDOT – Coloma TSC Representative, Cornerstone Alliance
<b>SWMPC STAFF PRESENT:</b>	Kelly Getman-Dissette Rachael Tupica
<b>OTHERS PRESENT:</b>	Frank Walsh, City of St. Joseph

**1. CALL TO ORDER:**

Vice-Chairman Heritz called the meeting to order at 10:48 A.M. Chairman Judd is currently in China.

**2. MINUTES OF APRIL 16, 2007:**

- Motion by Stauffer, seconded by Bennett to approve the minutes of the April 16, 2007 Policy meeting. Motion approved.

**3. STAFF REPORT:**

- ITS Stakeholder Workshop – MDOT, with the assistance of URS Corporation, is developing an Intelligent Transportation Systems (ITS) Architecture and Deployment Plan for the Southwest Region. The second in a series of workshops was held on May 1, 2007 from 9am – 3pm at WMU’s Fetzer Center. Getman-Dissette, Scherwitz, Griffin, and Latham were in attendance. Stakeholders were asked to assist in developing “market packages” and

identify various forms of ITS that were currently used or needed in the region. Additional workshops will follow, and TAC members will be alerted when meeting dates become available.

#### 4. **OLD BUSINESS:**

- **Environmental Mitigation/Consultation Document** – Getman-Dissette explained that the Environmental Mitigation and Consultation plans have been modified from the draft that was covered at the April meeting. A “Findings” section has been added to the environmental mitigation portion and “Consultation” has been made into its own separate chapter. In addition, a map with conservation easements and improved parks data has been added.

*A motion was made by Chaddock, supported by Price, to approve the Environmental Mitigation and Consultation document so that it may be submitted to FHWA for SAFETEA-LU compliance. Motion approved.*

#### 5. **NEW BUSINESS**

- **Harbor Shores** – IAWG meeting minutes and text for inclusion in the LRP were distributed to committee members. The IAWG convened via conference call on April 23, 2007 to discuss whether or not any of the Harbor Shores road projects were regionally significant. It was determined that none of the projects were regionally significant at this time. However, the functional class of the roads may need to be reviewed as the Harbor Shores project moves forward. Cook plans to update the TAC on the progress of Harbor Shores at the regular monthly meetings.

While there are no regionally significant road projects, the entire Harbor Shores project, which includes a golf course, 8-900 residential units, hotels, and other commercial space, is significant to the Twin Cities area. Therefore, FHWA requested that information on the project be added to the long range transportation plan. *A motion was made by Bennett, supported by Price, to approve the Harbor Shores commentary as presented for inclusion in the TwinCATS Long Range Transportation Plan. Motion approved.*

- **LRP and TIP administrative vs. amendment policies and procedures** – There are times when MPO staff can administratively amend the TIP or LRP in order to process minor amendments more quickly. Examples of minor amendments include a change in funding source, changes to GPA accounts, changes to a transit project that do not affect STP funds. In most cases, the amendments must still be formally approved by FHWA, but the process moves quicker than if the amendment were to require approval from the Policy Committee. If the TIP/LRP is amended administratively, MPO staff will inform the committee of the changes at the next regular meeting.

*A motion was made by Stauffer, supported by Chaddock to approve the administrative amendment procedures for the TIP and LRP. Motion approved.*

- **LRP resolution** – In order to conform to SAFETEA-LU legislation, there have been several additions to the LRP. In addition, it is necessary for the Policy Committee to reaffirm that the 2030 LRP conforms to SAFETEA-LU requirements. *A motion was made by Stauffer, supported by Bennett, to approve the resolution (see page 4) to reaffirm the 2030 LRP and to recommend that the SWMPC also pass a resolution to reaffirm the 2030 LRP. Motion approved.*
- **Bylaws** – Bylaws were redrafted based on a template provided by Lenze, since committee bylaws must also be SAFETEA-LU compliant. Some small changes were made to clarify items like meeting information, members needed for a quorum, election of officers. Chaddock pointed out that the Twin Cities Airport Board should be listed as the Southwest Michigan Regional Airport Board. In addition, the SWMPC has been changed to be a non-voting member. SWMPC is represented on the committee via staff, and the SWMPC, as the MPO, has final approval of documents. Therefore, it is not necessary for SWMPC to be a voting member of the Policy Committee. Otherwise, the membership information was not changed. Policy members should examine the membership list and be prepared to discuss the composition of the committee at future meetings. *A motion was made by Bennett, supported by Price, to approve the Policy bylaws, as amended. Motion approved.*
- **FY 2008 TIP** – In case SAFETEA-LU compliance does not proceed quickly, it is important for FY 2008 to be exactly the same in both the FY 2006-08 and FY 2008-11 TIPs so that projects can proceed. *A motion was made by Chaddock, supported by Price to align the FY 2008 year of the existing FY 2006-2008 TIP with the FY 2008 year of the proposed FY 2008-2011 TIP. Motion approved.*
- **M-63 bridge update** – The bridge on M-63 over Higman is being rehabilitated, and MDOT would like to receive public input on the aesthetic component of the bridge. Latham presented seven possible designs and explained that these would be made available for a public vote at the Vance art studio, Benton Charter Township, and possibly

online. Latham will also create a brochure to distribute to the Higman Park neighborhood. Committee members questioned whether aesthetics would cost extra, and Latham explained that since forms were already being constructed for the necessary components of the bridge, the cost difference was negligible. Construction is expected to occur in spring of 2008.

- **Transit data** – At the TAC committee meeting, Purvis presented data on TCATA operations, monthly ridership, and demand per hour. He also discussed TCATA’s hours and service area. McIlwee presented transit facts from the state’s reporting system, PTMS, for Berrien Bus. Handouts for the Policy Committee will be made available at the June meeting.
- **TIP amendment application** – Because Tupica has been away from the office, the TIP amendment application is not yet finished. This item will be placed on the June agenda.
- **MDOT FY 2007 TIP amendment** – Lenze explained that right-of-way (ROW) acquisitions and preliminary engineering (PE) work was needed for an I-94 project that is already programmed into the FY 2011 TIP. Since the project cost is over \$5 million, the ROW and PE cannot be included in the GPA, and must be included as separate line items. *A motion was made by Lenze, supported by Burkholz, to approve an amendment of the FY 2007 TIP to include ROW acquisition (\$450,000 federal) and PE (\$1.35 million federal) costs for the I-94 project (North Bridgman CL to west of I-94 BL) programmed in 2011. Motion approved.*

**6. PUBLIC COMMENTS:**

- None

**7. PRIVILEGE OF THE FLOOR:**

- None

**8. ADJOURNMENT: 11:50 am**

- Next meeting is June 18, 2007

Compiled by: Kelly Getman-Dissette, Transportation Planner, 05/22/07

**TwinCATS Policy Committee Resolution  
to Reaffirm the 2030 Long Range Transportation Plan**

WHEREAS, the Southwest Michigan Planning Commission (SWMPC), is the designated Metropolitan Planning Organization for the Twin Cities Area Transportation Study (TwinCATS) and is responsible for developing a long range transportation plan addressing a minimum 20-year planning horizon;

WHEREAS, the 2030 Long Range Transportation Plan (LRP) for TwinCATS was developed pursuant to 23 USC 134 and adopted by SWMPC on April 19, 2005;

WHEREAS, the 2030 LRP contains policies, initiatives, and projects aimed at achieving area goals and objectives;

WHEREAS, the LRP must be reviewed and updated at least every four years to confirm its validity and consistency with current and forecast trends and to extend the planning horizon, if necessary;

WHEREAS, it is necessary to document compliance with the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the federal transportation legislation passed in August 2005 and SWMPC conducted such a review;

WHEREAS, SWMPC has analyzed potential impacts of planned transportation projects on environmentally sensitive resources and developed a series of mitigation guidelines to be considered by road and transit implementing agencies in all phases of project planning, design, construction, and maintenance, as outlined in the Environmental Mitigation section of the amended 2030 LRP;

WHEREAS, SWMPC developed a list of contacts and a Consultation process to ensure that the LRP does not conflict with the plans, maps, or other inventories completed by state, local, and private agencies, as well as Indian Tribes responsible for economic development, environmental protection, airport operations, freight movement, land use, natural resources, conservation, historic preservation, and human service transportation providers;

WHEREAS, SWMPC approved the Public Participation Plan on July 18, 2006, to ensure availability of information, timely notice of meetings, full access to key decisions, and support for early and continuing involvement in every aspect of the transportation planning process;

WHEREAS, the 2030 LRP was open to public and agency review and comment;

NOW, THEREFORE BE IT RESOLVED, this 21st day of May 2007 THAT the TwinCATS Policy Committee reaffirms the 2030 Long Range Plan;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains valid and consistent with current and forecast conditions, maintains a minimum 20-year planning horizon, and is in keeping with all SAFETEA-LU requirements;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains consistent with regional goals and objectives;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains consistent with mandated federal planning factors;

BE IT FURTHER RESOLVED THAT impacts resulting from the 2030 LRP remain balanced across the area, so that no one population bears a disproportionate negative impact and that benefits are shared across the area;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains within established mobile source emissions budgets for ozone precursors and carbon monoxide and below the base year level for fine particulate matter;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains constrained to identified funding resources;

BE IT FURTHER RESOLVED THAT the 2030 LRP remains in conformity with the State Implementation Plan for Air Quality as required by the provisions of 40 CFR 51 and 23 CFR 450;

AND BE IT FURTHER RESOLVED THAT the TwinCATS Policy Committee submits this reaffirmation of the 2030 Long Range Plan to the Michigan Department of Transportation, as designee for the Governor's Office of the State of Michigan, for review and transmittal to the Michigan Department of Environmental Quality, Federal Highway Administration, Federal Transit Administration, and U.S. Environmental Protection Agency.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Policy Committee Chairman