

Minutes
Twin Cities Area Transportation Study
Policy Committee

May 21, 2007
 10:30 A.M.

Southwest Michigan Regional Airport

POLICY MEMBERS PRESENT:	R.J. Burkholz, Berrien County Road Commission John Chaddock, SW Michigan Regional Airport Ron Griffin, St. Joseph Charter Township Walter Heritz, Berrien Co. Planning Commission Robert Judd, City of St. Joseph Jason Latham, MDOT – Regional Planning Ray Lenze, MDOT Planning Bill Purvis, TCATA Paul South, MDOT – Coloma TSC Dick Stauffer, Lincoln Charter Township
POLICY MEMBERS ABSENT:	Aaron Anthony, City of Bridgman Mickey Bennett, Sodus Township Todd Gardner, Village of Stevensville John Gast, Lake Charter Township 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 Louise Price, Benton Charter Township Robert Rusch, Michigan Department of Environmental Quality Lee Scherwitz, SW Michigan Regional Airport Steve Tilly, Royalton Township Sarah Woolcock, MDOT – Coloma TSC Representative, Cornerstone Alliance
SWMPC STAFF PRESENT:	Kelly Getman-Dissette Rachael Tupica
OTHERS PRESENT:	Chris Cook, City of Benton Harbor

1. CALL TO ORDER:

Chairman Judd called the meeting to order at 10:31 A.M.

2. MINUTES OF May 21, 2007:

- Motion by Heritz, seconded by Chaddock to approve the minutes of the May 21, 2007 Policy meeting. Motion approved.

3. STAFF REPORT:

- **Growing Communities Conference** – Getman-Dissette attended the annual Growing Communities Conference, hosted by the Grand Valley Metro Council at Calvin College’s Prince Center on June 14. The conference focused on transportation and infrastructure, and there were many great sessions.
- **Benton Harbor Safe Routes to School** – Benton Harbor’s Safe Routes to School project is progressing well. Three schools (Calvin Britain, Morton Hill, and Seelye McCord) are participating, and due to the interconnectedness of the neighborhoods in which the schools are located, they are working together to form one plan. Parent and student surveys were completed, walking audits have been finished, and volunteers have been recruited to assist with data

entry. The next step will be to complete the plan and apply for grant funding. The Safe Routes Committee is hopeful that a grant application can be submitted in the fall. There was a question about whether or not other schools in the MPO were participating, and the group was reminded that Lakeshore schools are participating. Stauffer wondered why there were not more schools involved, and there was discussion about the effort required to run the program.

4. OLD BUSINESS:

- **Asset Management** – MDOT has indicated that PASER data collection can now begin. The team conducting the ratings will include staff from MDOT and SWMPC as well as a local representative. Committee members can participate in their communities if they so desire.
- **TIP amendment application** –The TIP amendment application is not yet finished. This item will be placed on the July or August agenda.

5. NEW BUSINESS

- **FY 2008-11 TIP** – The FY 2008-11 TIP document is not yet complete, and will be placed on the July agenda. Progress was slowed because of some issues with the environmental justice maps. However, the document must be approved by the TAC and Policy Committee prior to the SWMPC Full Commission meeting on July 17. Therefore, the next TwinCATS meeting will be moved one week earlier, to July 9. That way, if any changes are required, staff will have the necessary time to amend the document before bringing it to the Full Commission for approval.
- **FY 2008 UWP** – Getman-Dissette distributed updated budget pages for the consideration of the committee. Getman-Dissette also explained that SWMPC would be calculating the number of hours spent in each budgeted category, and this information would be added to the UWP prior to receiving final approval by the Full Commission. In addition, at the TAC meeting, Lenze raised a question over including, as a product in “Other Planning,” a map of crash locations. There could be liability issues related to publicizing such a document. Therefore, the TAC agreed that this item would be removed from the UWP. *A motion was made by Griffin, supported by South, to approve the FY 2008 UWP, with the necessary corrections, additions, and clarifications, and to recommend approval of the UWP to the SWMPC Full Commission. Motion approved.*
- **Bylaw Subcommittee** – Updated bylaws were approved at the May meeting, but the committee still needs to update the membership composition. The NATS committee is in the same situation, and has agreed to form a subcommittee to examine the issue and report back to the full group. Therefore, Getman-Dissette suggested that the TwinCATS committees also form a subcommittee to examine the bylaws. Members agreed that this would be a good idea, and Stauffer agreed to join the TAC volunteers to serve on the subcommittee. Griffin suggested that representatives from Bridgman and Lake Charter Township also be invited to participate. Tupica and Getman-Dissette will be in contact with the subcommittee to set up a meeting date in order to have a recommendation ready for the August meeting.
- **CMAQ Meeting** – There is a CMAQ meeting scheduled for Thursday, July 12 at 10:00 am at the Berrien County Road Commission to finalize projects for 2008 and 2009.
- **MTPA/MAR Conference** – The annual MTPA/MAR Conference is scheduled for July 18-20 in Bay City. Tupica and Getman-Dissette will be in attendance. If any committee members wish to go, they should contact Tupica or Getman-Dissette for registration information. Tupica also noted that there were vendor booths available if anyone wanted to participate in that way.

6. PUBLIC COMMENTS:

- None

7. PRIVILEGE OF THE FLOOR:

- None

8. ADJOURNMENT: 11:13 am

- Next meeting is July 9, 2007

Compiled by: Kelly Getman-Dissette, Transportation Planner, 06/22/07