

# Minutes

## *Twin Cities Area Transportation Study Technical Advisory Committee*

January 22, 2007

9:30 A.M.

Southwest Michigan Regional Airport

<b>TECHNICAL MEMBERS PRESENT:</b>	Aaron Anthony, City of Bridgman Brian Berndt, Berrien County Road Commission Chris Cook, City of Benton Harbor Charles Kormanik, Village of Shoreham Ray Lenze, MDOT, Statewide Planning Larry Merritt, St. Joseph Charter Township Lee Scherwitz, SW Michigan Regional Airport Terrie Smith, Lincoln Charter Township Gary Soper, Benton Charter Township, TAC Chairman Tim Zebell, City of St. Joseph
<b>TECHNICAL MEMBERS ABSENT:</b>	Wilbert Brown, Twin Cities Area Transportation Authority Todd Gardner, Village of Stevensville John Gast, Lake Charter Township Jason Latham, MDOT, Southwest Region Sarah Koepke, Federal Highway Admin (ex officio) Fred Featherly, MDOT - Multi-Modal Services Catherine McIlwee, Berrien Co. Planning Dept Andy Minyo, Federal Transit Administration Robert Rusch, Michigan Department of Environmental Quality Brad Sharlow, MDOT Planning Paul South, MDOT/TSC, Coloma Donna Wittl, MDOT Planning Sarah Woolcock, MDOT – Coloma TSC Representative, Cornerstone Alliance
<b>SWMPC STAFF PRESENT:</b>	Rachael Tupica Kelly Getman-Dissette
<b>OTHERS:</b>	Jason Latham, MDOT, Southwest Region

**1. CALL TO ORDER:**

Chairman Gary Soper called the meeting to order at 9:37 A.M.

**2. MINUTES OF NOVEMBER 20, 2006:**

- Motion by Brian Berndt, seconded by Tim Zebell: “TO APPROVE THE MINUTES OF THE NOVEMBER 20, 2006 TAC MEETING.” The motion was approved with a few corrections to show that Tim Zebell and Larry Merritt were in attendance.

**3. STAFF REPORT:**

- The new Southwest Michigan Planning Commission (SWMPC) website is LIVE! We are still working on getting more content on the website, please go on and take a look. Please update your bookmarks to <http://www.swmpc.org>.
- Along with the change of website address, the email addresses of staff at SWMPC are changing. Please update your address books to [tupicar@swmpc.org](mailto:tupicar@swmpc.org) (no longer [tupicar@swmicomm.org](mailto:tupicar@swmicomm.org)). The old email address will be only temporarily available.

- SWMPC staff will soon begin working on the base year (2006) socioeconomic (SE) data portion of the Long Range Plan update. The plan to do this is to have Kelly and Rachael go and meet with each jurisdiction in person and collect/verify employment, household, population, and vacant housing data. Committee members were asked to begin thinking of representatives that Rachael and Kelly could meet with from their jurisdiction as you will be contacted soon. These meetings are set to begin in the next couple of weeks. Once these meetings have taken place, the data will be brought to the TAC and Policy for review and approval. After the base year data is approved, Rachael and Kelly will begin working on future year data. Similar meetings will need to take place to verify/collect data for future years. The whole process of base and future year data collection should be completed and brought back to the TAC and Policy for approval in October 2007.

#### 4. NEW BUSINESS:

- There was a call for project for Congestion Mitigation Air Quality (CMAQ) for fiscal years 2007-2009 was recently announced. There was a joint meeting on January 11, 2007 for Berrien and Cass Counties to discuss projects. A public hearing for these meetings for Berrien County is being held January 29, 2007 at 1:00 PM at the Berrien County Road Commission.
- MDOT recently announced a call for projects for FY2008 for the Federal Local Safety Program. These projects must meet the warrants laid out to receive money. Deadline to applications is March 1, 2007, so projects should come through the committees in February for support. Information and application for the Local Safety Program can be found at <http://www.swmpc.org/safety08.asp>.
- The draft TIP Project Selection Criteria form was reviewed and discussed. Changes were addressed and responded to by the Project Selection Criteria Committee. Motion by Brian Berndt, seconded by Chris Cook: "TO RECOMMEND APPROVAL OF THE DRAFT PROJECT SELECTION CRITERIA FORM TO THE POLICY COMMITTEE PENDING A FEW GRAMMATICAL CORRECTIONS." The motion was approved.
- According to the TwinCATS TAC By-Laws, elections of the Chair and Vice-Chair take place January of odd years. Lee Scherwitz had volunteered to be on the Nominating Committee and presented the slate of candidates. The slate included Gary Soper for Chair and Tim Zebell as Vice-Chair. The Committee members were asked if there was anyone else that would like to be considered for these positions to please come forward, to which there was no response. At this time there was a unanimous vote in support of these candidates and both candidates accepted their positions as Chair and Vice-Chair. Motion by Lee Scherwitz, seconded by Brian Berndt: "TO ACCEPT THE NOMINATIONS OF GARY SOPER FOR CHAIR AND TIM ZEBELL FOR VICE-CHAIR." Motion passed.
- The announcement for a call for projects for fiscal years 2008-2011 for STP funds was made. A handout was given out that shows estimates of the funds that will be available to the MPO from FY07-11. A reminder was made that the FY09 funds will be lower than shown due to the rescissions that will be coming that fiscal year due to SAFETEA-LU legislation. The timeline of projects was presented as follows:
  - January Meeting – Announcement of call for projects for FY08-11
  - February Meeting – Agencies turn in their proposed project for the FY08-11 TIP using the Project Selection Form
  - February to March – Project Selection Sub-Committee will review and select projects
  - March Meeting – TAC and Policy review proposed TIP and make changes or approve.
  - March to July – MPO takes care of paperwork and air quality review
  - July – The SWMPC reviews and approves the completed TIP and it is then sent to MDOT and FHWA for approval

Volunteers were accepted to be on the Project Selection Sub-Committee. Five people volunteered: Brian Berndt, Tim Zebell, Chris Cook, Aaron Anthony, and Ray Lenze.

- Staff at the SWMPC will soon beginning the Green Infrastructure (GI) Inventorying that they received a grant for. This inventory will be used to create a Green Infrastructure Plan and will identify environmentally sensitive areas and areas of importance in the SWMPC region of Van Buren, Cass, and Berrien Counties. Some TwinCATS PL funding will be used for this project as the information collected will be very useful in determining environmental impacts of projects. The inventorying will begin after some issues with the Request for Proposals (RFP) has been cleared up.
- MDOT received \$8,000 in funding through the Recreational Trails Program for FY2007 for signage in Warren Dunes State Park and would like this to be amended into the FY2007 TIP. Motion by Brian Berndt, seconded by Chris Cook: "TO RECOMMEND TO THE POLICY COMMITTEE APPROVAL OF THE FY2007 TIP AMENDMENT TO INCLUDE \$8,000 IN RECREATIONAL TRAILS FUNDING FOR WARREN DUNES STATE PARK SIGNAGE." Motion passed.

- Announcement of a presentation on LED lighting, set up by City of St. Joseph and presented by Tim DeWitt of Carrier Gable, is open for the TwinCATS Committees and will take place February 7, 2007 at 12noon at St. Joseph City Council Chambers and will last about 60-90 minutes. The presentation is free, but you need to RSVP to Tim DeWitt before the meeting as lunch will be served to those that get registered. You may send your RSVP to [timdewitt@carriergable.com](mailto:timdewitt@carriergable.com).

**5. OLD BUSINESS**

- Meeting date and time change that was proposed at a previous meeting was discussed and it was decided that the date and time would stay the same.

**6. PUBLIC COMMENTS:**

- None

**7. PRIVILEGE OF THE FLOOR:**

- Tim Zebell reaffirmed that funding for the two Local Jobs Today projects in the City of St. Joseph was set and that there was no further action the Committee needed to take.

**8. ADJOURNMENT: 10:29 am**

- Next meeting February 26, 2007 (NOT February 19th, due to President's Day and the SWMPC office being closed)

Compiled by  
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