

TWIN CITIES AREA TRANSPORTATION STUDY
Policy Committee

Minutes
December 17, 2012
10:30 A.M.

Southwest Michigan Regional Airport

POLICY MEMBERS PRESENT:	Andrea Dewey, Federal Highway Administration (ex officio) Tim Fenderbosch, St. Joseph Charter Township Carolyn Fowler, Benton Charter Township Jae Guetschow, Village of Stevensville William Hodge, Berrien County Planning Commission Erin Jolivette, MDOT Coloma TSC Robert Judd, City of St. Joseph Michael Kastner, Berrien County Road Commission Ray Lenze, MDOT Planning Debra Panozzo, Berrien County Commission Bill Purvis, TCATA Dick Stauffer, Lincoln Charter Township Rachael Tupica, Federal Highway Administration (ex officio)
POLICY MEMBERS ABSENT:	Aaron Anthony, City of Bridgman Mickey Bennett, Sodus Township Bill Brown, Northwest Indiana Regional Planning Commission (ex officio) John Egelhaaf, SWMPC John Gast, Lake Charter Township John Gruchot/Catherine Montoya, Berrien County Planning Department Darrell Harden, MDOT Southwest Region Nora Jefferson, Benton Charter Township Jason Latham, MDOT Regional Planning Stewart McKenzie, Federal Transit Administration (ex officio) Lee Scherwitz, SW Michigan Regional Airport Roger Seely, St. Joseph Charter Township Brad Sharlow, MDOT (ex officio) Jim Soteriou, Royalton Township Bruno Trapikas, Village of Shoreham Darwin Watson, City of Benton Harbor Sarah Woolcock, MDOT Coloma TSC Representative, Cornerstone Alliance
SWMPC STAFF PRESENT:	Suzann Flowers Gautam Mani
OTHERS PRESENT:	Matt Kodis, Michigan Works

1. CALL TO ORDER:

- Judd called the meeting to order at 10:44 a.m. and led the group in introductions. Michael Kastner introduced himself as the new representative for the Berrien County Road Commission.

2. MINUTES:

- A motion was made by Stauffer with support by Panozzo to approve the minutes of the November 19, 2012 TAC meeting.
Motion passed.

3. PUBLIC COMMENT

Matt Kodis suggested having public comment at the beginning and the end of the meeting.

4. STAFF REPORT:

- **Committee Representatives**

Flowers asked that if representatives on the Committees are going to change, they should be please send her a letter stating what those changes are going to be well ahead of meeting times to ensure that voting members do in fact get a vote.

- **National Highway System Roadway Review**

Flowers stated that once the Census boundary review is complete and approved, we will need to start working on the review of the national functional classification of the roadways within the planning boundary.

- **STP Targets for TwinCATS**

Flowers presented the members with a handout from MDOT with targets for FY 2013 and FY 2014 local Surface Transportation Program fund targets. The TwinCATS MPO will have a projected 841,024 dollars for FY 2013 and we will add 2% to that base year total for FY 2013-2017. These numbers can also be used for the TIP. This is only informational purposes so that as we move forward with fiscal constraint, we will know what our constraint amount will be for the remaining FY 2013.

- **CMAQ meeting**

Mani explained that the Congestion Mitigation and Air Quality meeting for Berrien County had taken place on December 13th. Mani explained that all application materials needed to be to him by February 1, 2013 and that all the county information will be submitted to the state on February 11, 2013. Items that will need to be submitted will need to be the emission worksheets and the project table, which can be found on the SWMPC's website under CMAQ.

- **Pre-engineering meetings with MPO Communities for FY 2014-2017 project development**

Flowers asked the members what they thought about having pre-engineering meetings with the jurisdictions for the 2014-2017 TIP process. Zebell suggested that we ought to focus those communities that have not had a project in the last year or two and work with those communities directly. This will be the course of action that the MPO staff will take. The discussion also turned to reviewing other funding sources for projects within the planning area. MPO staff was directed to having a funding workshop that would focus on other sources of funding and making this a joint meeting with TAC and Policy members. Panozzo suggested looking at other partners such as health departments, foundations that could be looked at as non-traditional funding partners.

6. COMMITTEE REPORT

- **Walk and Roll**

Mani discussed that a preliminary "Top Ten" list had been generated and distributed the list to the Committee members. Mani noted that there was room to add to the list. Lenze

recommended that this list notes the areas of importance for walking, biking, and using transit in the region, and that there should be a strategy on what will happen next. He also suggested that projects from the CMAQ meeting that have significance on this list should also be added to the Top 10 list. Tupica also suggested that we need to have a system wide approach and analysis. Lenze added that we need to make sure that the top priority projects are on this list. If another project gets built for non-motorized or pedestrian reasons and is not on this list we should question why it is not part of the Walk and Roll Top 10 list. This should also help us meet our performance measures that we are setting. Guetschow noted that making connections is important but that there will be different priorities for different issues. We need to determine a plan for these projects; what do we want to see in the area and how we are going to get those projects done? We need to review other funding sources to develop these projects. There needs to be local support for the projects and/or segments in the region that need to be addressed. Mani suggested that a meeting of the Walk and Roll Subcommittee will be convened to discuss these issues and bring them back to the full Committee.

- **Regional Inclusive Community Coalition (RICC)**
No report for December.
- **Berrien County Coordinated Transportation Coalition (BCCTC)**
No report for December.
- **Twin Cities Area Transportation Authority (TCATA) Local Advisory Committee (LAC)**
No report for December.

6. Project Updates

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update	Bid Savings	Projected Letting and obligation date
	NA	Twin Cities Area Transportation Authority	Bus shelters	July 2012: Still waiting on permission from MDOT to install Main St. shelter. May have to install in Michigan Works parking lot, though this would make route less efficient, maybe spring of 2013	December 2012		x
		Twin Cities Area Transportation Authority	Transit vehicle replacements-3	Moving project to 2012;	12-Feb		x
2012	114537	St. Joseph	Napier Avenue-from Langley to Niles Ave	construction July 2012, bid savings of \$18,000; Advance construct dollars; July 2012:	August 2012	18,500	
							x

				Construction has begun; should be completed by the 31 st ; Completed			
	115066	St. Joseph	Traffic signal modernization at Napier and Langley	July 2012: September let, with construction starting in spring '13; bid spring 2013; project is let, spring construction	December 2012		x
		Benton Harbor	Broadway Ave. (from Pipestone St. to Empire Ave)-	Moved to FY 2014 at December meeting	December 2012		x
	100087	Berrien County Road Commission	E. Britain Ave and Highland Ave	Completed	August 2012	BID SAVINGS 10,000	x
	113585	MDOT	I-94 Red Arrow Highway to Livingston Rd	PE Phase-design; no change	December 2012		x
	103293	MDOT	I-94 at Nickerson Ave in Benton Township (roadside facility)	Schedule for October letting; returned to region to funding to move forward; no change	December 2012		x
	110779	MDOT	I-94 EB and WB over Hickory Creek (bridge)	design phase; July 2012: Meeting in Kalamazoo (July) to discuss project design; the bridge was made longer to accommodate a walking path, April 2013 let, and bridge will be replaced in 2014; no change	December 2012		x
		Twin Cities Area Transportation Authority	New expanded hours	July 2012: Continued through 2013 (2014 funding seems less certain); September 2012: Continued Service; 11/2012 after 2013 the state will match buses but nothing else; December 2012-already been awarded	December 2012		x
		Twin Cities Area Transportation	New line haul route	July 2012: Continued through 2013	November 2012		x

		Authority		(2014 funding seems less certain); ; 11/2012 after 2013 the state will match buses but nothing else			
		Twin Cities Area Transportation Authority	Transit vehicle replacement (3 total)	; 11/2012 after 2013 the state will match buses but nothing else	November 2012		x
2013	89085	Benton Harbor	Klock Rd (from North Shore to Paw Paw)-	Move to 2013; 11/2012 this is funded with EDA funds and will be deferred until spring 2013; no change	December 2012		
	112089	Benton Harbor	Empire from Riverview Dr. to Colfax Ave.	Mill and resurface road, minor drainage improvements, ADA sidewalk ramp replacements; will receive a request from the city on the potential movement of this project; 11/2012 TIP Amendment; moved to the illustrative list on the 2011-2014 TIP	December 2012		
	112091	Berrien County	Hollywood Road	Restore and rehabilitate road with paved shoulders; 11/2012 let in 2013 build in 2014 funds will be for AC; Lenze suggested to get this project obligated and could maybe get all the money in 2013; in design	December 2012		
	115751	MDOT	I-94 WB (from I-196 for 0.4 miles to start of 2008 concrete pavement)	2 course HMA over scratch course on existing concrete-PE phase, no change	December 2012		
	113585	MDOT	I-94 WB (On I-94 from Red Arrow Highway for 3.0 miles to	Mill existing and place 2 HMA overlay-ROW phase; no change	December 2012		

			Livingston Road)				
	110779	MDOT	I-94 EW and WB over Hickory Creek	Bridge Replacement- CON phase-AC project; 11/2012 starting in 2013 bridge replacement will be in 2014; no change	December 2012		
	114537	St. Joseph	Napier Ave from Niles Ave. to Langley Ave	Milling off existing pavement, new storm sewer, ADA ramps, ACC project; submitting for reimbursement less the big savings from 2012 of 18,500; ACC completed	December 2012		
		TCATA	Replacement 3 buses CMAQ project	2013 applications are due to the state in December	December 2012		
		TCATA	Expanded hours- JARC grant				
		TCATA	Mobility manager grant	11/2012 Purvis stated that this will be available for 2013 but not sure if funding will be there for 2012; SWMPC handling this	December 2012		
		TCATA	New line haul to Stevensville	Not submit yet			
		TCATA	Bus operations	Not submit yet			
	116924	SWMPC	Berrien County- Rideshare	In progress			
	114962	MDOT	I-94 westbound off ramp at Pipestone	SWMPC has received communication that this project and the accompanying 2014 Phase A of this project need to be removed from TIP waiting for guidance from MDOT; still working on the details of the project, scoping at Pipestone will be done first, the	December 2012		

				CMAQ project in the TIP will be delayed until the scoping is done.			
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Purvis explained that all of his transit project grants are due February 1, 2013 to the state. He has to submit his projects early to the state and then the federal funding will come to TCATA about ¾ of the way through the year. What he explained was that he uses the state money and then reimburses the state with the federal transit money once it is received.

7. OLD BUSINESS:

- **TIP Applications**

Flowers stated that the MPO staff has refined the application to make it more user friendly and to only ask for the pertinent information for a project at this point. During the project selection meetings, we will ask more about performance measures.

Motion by Purvis with support by Hodge to approve the TwinCATS TIP Applications for the 2014-2017 Call for Projects.

8. NEW BUSINESS:

- **Adjusted Census Urban Boundary and Planning boundary**

Mani explained that at the meeting called to discuss the adjusted census urban boundary that the attendees had discussed adding additional jurisdictions to the MPO planning boundary and there was not support for this idea. The notes from the meeting were given as a handout at the December 2012 meeting. Mani explained that the maps provided showed three different colors. The green areas show what the 2010 Census urban area, which we can expand but not shrink. The burnt yellow color shows the areas within the 2000 ACUB that are proposed to be added to the ACUB boundary and the dark orange indicates the new 2010 proposed ACUB boundary. The biggest changes that Mani noted were the following:

- The inclusion of Hagar Township in the urban area
- The addition of more area in Royalton Township, Lincoln Township, Lake Township and the Village of Stevensville
- Adding Hagar Township to the MPO planning boundary

A motion by Fenderbosch with support by Purvis to approve the proposed ACUB boundary, as shown on the map provided by MPO staff, for the TwinCATS MPO and to add only Hagar Township to the MPO planning area. **Motion approved.**

- **Climate Change Resolution of Support**

Flowers noted at the November 2012 meeting that support was gained for applying for a grant to receive technical support and scientific data specific to the TwinCATS MPO study area regarding climate change. Flowers stated that she had received confirmation that the TwinCATS MPO was awarded one of the grants and that a resolution of support for the grant was needed. A copy of the resolution was made available to the members and questions were asked regarding what they were supporting. Flowers stated that they wanted to make sure that we would help secure a location for public input meetings, help with outreach to gain good attendance, and to ensure that we see the project through its entirety. Flowers stated that MPO staff time was minimal to none on this project as the SWMPC program assistant was working on the outreach and that many of the efforts would be done in coordination with normal outreach and engagement efforts.

A motion by Panozzo with support by Fenderbosch to approve the signing of the Resolution of Support for the Climate Change project through MSU Extension and GLISA. **Motion approved.**

- **TIP Resolutions of Support for FY 2013 and FY 2014**

Flowers asked Zebell to discuss seeking resolutions of support to the Committee members. Zebell stated that the City of St. Joseph was required to submit a formal resolution of support for the 2015 bridge project that was recently awarded from MDOT. The issue of formally asking jurisdictions to commit to providing local funds for projects that have been selected in the TIP has been raised before. On the existing applications you just state that you will provide support. We are asking that 6 months before the start of the fiscal year that the project is to begin you have the formal support and provide it to MPO staff. This will be discussed more in the project selection process. Fenderbosch noted that when projects are developed it is hard to estimate what the final costs will be and it makes it difficult for local townships to support those costs. Another member added that they at least have a ballpark estimate for the total amounts and that when the project is initially discussed that those costs are not going to change by the millions but maybe thousands which should be more easily handled. Fenderbosch noted that when you have two jurisdictions providing the local support it can become trickier. Flowers noted that each jurisdiction would need to handle only their own commitment.

- **TIP Amendments**

- **FY 2012**

- Amending MDOT JN 110779 I-94 from FY 2012 to FY 2013.
- Amending Benton Harbor JN 112087 Broadway Ave. from FY 2012 to FY 2014.

- **FY 2013**

- Amending MDOT JN 115751 I-94, a change in federal cost from 634,000 to 348,777 and a change in state cost from 70,000 to 38,753, for a total phase cost change in 705,000 to 387,530 and total project cost of 28 million to 25 million.
- Amending MDOT JN 113585 I-94 from FY 2013 to FY 2014.
- Amending Benton Harbor JN 112089 E. Empire Avenue from FY 2013 to Illustrative list.

A motion by Fenderbosch with support by Panozzo to approve the TIP Amendments as presented and place them into the 2011-2014 TwinCATS TIP. **Motion passed.**

- **Legislative Updates-Federal and State**

- **Federal**

Flowers stated that there is discussion about the fiscal cliff and it is unclear if any programs will be affected if a deal cannot be reached.

- **State**

Flowers stated that the state right to work bill has been passed.

8. PRIVILEGE OF THE FLOOR:

No comments were received from Committee members.

9. ADJOURNMENT: 11:55 a.m.

Motion by Fenderbosch with support by Purvis to adjourn the meeting.

- Next meeting is **scheduled for January 28, 2012 at 10:30 a.m.**

Compiled by Suzann Flowers and Gautam Mani, 2012