



Southwest Michigan Planning Commission

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

TWIN CITIES AREA TRANSPORTATION STUDY TECHNICAL ADVISORY and POLICY COMMITTEES **COMBINED** MEETING

FOR FURTHER INFORMATION CONTACT:

Kim Gallagher, *Transportation Planner*

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Brandon Kovnat, *Transportation Planner*

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DATE: Monday, June 17, 2019

TIME: 9:30AM

PLACE: Kinexus (Michigan Works!) **Lighthouse Room**
499 W Main St, Benton Harbor, MI 49022

AGENDA

1. Call to Order / Introductions
2. Changes to the Agenda
3. Public Comment
4. Approve Minutes
 - May 20, 2019 Meeting (*Enclosed*) **Action**
5. Staff Report
6. Community Land Use and Zoning Member Updates
7. Airport Updates
8. Public Transit Updates
9. Public Transit Amendments (*Enclosed*) **Action**
10. Special Studies
 - Countywide Transit Study
 - Napier Corridor Study
11. Road Agency Updates
12. Old Business
 - Election of Technical Advisory Vice Chair
13. New Business
 - Approval of the 2020-2023 Transportation Improvement Program **Action**
Can be found at www.swmpc.org/twincatstip.asp
 - Changes to the TwinCATS 2019 Budget (*Enclosed*) **Action**
14. State and Federal Updates
15. Privilege of the Floor or Public Comment
16. Adjournment
 - The next TwinCATS meeting is scheduled for **July 15, 2019 @ 9:30 am.**

TWIN CITIES AREA TRANSPORTATION STUDY

TECHNICAL ADVISORY COMMITTEE AND POLICY COMMITTEE COMBINED MINUTES

May 20, 2019 9:30 AM – Kinexus, Lighthouse Room, and 499 W Main St, Benton Harbor, MI 49022

| TWINCATS MEMBER ORG./POSITION | MEMBERS (2019) | TAC | POL | J | F | M | A | M | J | J | A | S | O | N | D |
|-------------------------------------|--------------------------|---------|-----|---|---|---|---|---|---|---|---|---|---|---|---|
| Benton Charter Township | Carolyn Fowler | | x | P | P | P | | N | | | | | | | |
| Benton Charter Township | Kelli Smith | x | | N | N | N | | N | | | | | | | |
| Berrien Co. Board of Commissioners | Bill Chickering | | x | P | P | P | | N | | | | | | | |
| Berrien Co. Community Dev. Dept. | Evan Smith | x | | N | N | N | | P | | | | | | | |
| Berrien Co. Planning Commission | Eric Lester, M.D. | | x | P | P | N | | P | | | | | | | |
| Berrien Co. Road Dept. | (vacant) | | x | V | V | V | | V | | | | | | | |
| Berrien Co. Road Dept. | Brian Berndt | Retired | | P | P | A | | | | | | | | | |
| | Kevin Stack | X | | | | P | | P | | | | | | | |
| City of Benton Harbor | Darwin Watson | | x-a | A | A | A | | N | | | | | | | |
| City of Benton Harbor | Chris Cook (Pol. V. Ch.) | x | Alt | P | P | P | | P | | | | | | | |
| City of Bridgman | Juan Ganum | x | x | N | P | P | | N | | | | | | | |
| City of St. Joseph | John Hodgson | | x | P | N | N | | N | | | | | | | |
| City of St. Joseph | Tim Zebell (TAC V. Ch.) | x-a | | P | P | P | | A | | | | | | | |
| | Tom McDonald | Alt | | | | | | P | | | | | | | |
| Cornerstone Alliance | Sue Wyman | x | x | N | N | N | | N | | | | | | | |
| Disability Network of SW Mich. | (vacant) | x | | V | V | V | | N | | | | | | | |
| Hagar Township | (vacant) | x | x | V | V | V | | N | | | | | | | |
| Kinexus | (vacant) | x | | V | V | V | | N | | | | | | | |
| Lake Charter Township | Gloria Payne | x | x | N | N | P | | N | | | | | | | |
| Lincoln Charter Township | Dick Stauffer (Pol. Ch.) | | x | P | P | P | | P | | | | | | | |
| Lincoln Charter Township | Terrie Smith | x | | P | N | P | | P | | | | | | | |
| MDOT – Bureau of Trans. Planning | Jim Sturdevant | x | x | P | N | P | | P | | | | | | | |
| MDOT – Southwest Region | Amy Lipset | x | x | P | P | A | | P | | | | | | | |
| MDOT – Southwest Region | Brain Sanada | Alt | Alt | | | P | | | | | | | | | |
| MDOT – Trans. Service Center | Jonathon Smith | x | x | P | P | N | | P | | | | | | | |
| Royalton Township | Steve Tilly | x | x | P | P | N | | P | | | | | | | |
| Sodus Township | David Chandler | x | x | N | N | N | | N | | | | | | | |
| Southwest Mich. Regional Airport | Vince Desjardins | x | x | N | N | P | | P | | | | | | | |
| St. Joseph Charter Township | Denise Cook | | x | P | P | P | | P | | | | | | | |
| | Roger Seeley | x-a | | A | A | A | | A | | | | | | | |
| St. Joseph Charter Township | Ron Griffin | Alt | | | | | | P | | | | | | | |
| | Jonathan Fisk | Alt | | P | P | P | | | | | | | | | |
| Twin Cities Area Trans. Authority | (vacant) | x | x | P | P | P | | V | | | | | | | |
| Village of Grand Beach | (vacant) | x | x | V | V | V | | V | | | | | | | |
| Village of Shoreham | Bob Lawrence | x | x | P | P | P | | P | | | | | | | |
| Village of Stevensville | (vacant) | | x-a | V | V | V | | V | | | | | | | |
| Village of Stevensville | Chris Cook (Pol. V. Ch.) | x | Alt | P | P | P | | P | | | | | | | |
| Berrien Co. Coord. Trans. Coalition | (vacant) | NV | NV | V | V | V | | V | | | | | | | |
| Federal Highway Administration | Andrea Dewey | NV | NV | N | N | N | | P | | | | | | | |
| Federal Transit Administration | Angelica Salgado | NV | NV | N | N | N | | N | | | | | | | |
| MDEQ - Air Quality | Breanna Bukowski | NV | | N | N | N | | N | | | | | | | |
| MDOT - Modeling | Katie Beck | NV | | P | N | N | | N | | | | | | | |
| MDOT - Multi-Modal | (vacant) | NV | | V | V | V | | V | | | | | | | |
| MDOT - Passenger Division | (vacant) | NV | | V | V | V | | V | | | | | | | |
| Northwestern Ind. Reg. Plan. Comm. | Scott Weber | NV | NV | N | P | N | | N | | | | | | | |
| Regional Interagency Consumers Cte. | (vacant) | NV | NV | V | V | V | | V | | | | | | | |
| Southwest Michigan Planning Comm. | Kim Gallagher | NV | NV | P | P | P | | N | | | | | | | |
| TCATA Local Advisory Committee | (vacant) | | NV | V | V | V | | V | | | | | | | |

Pol. Ch.: Policy Chair; TAC Ch.: TAC Chair; Alt: Alternate; x-a: Alternate available; NV: Non-voting; P: Present; N: Not present; A: Absent-Alternate attending; V: Vacant; O: Observer (Alternate present but not voting because regular member is also present).

1. Call to Order / Introductions

Policy Committee Chair Dick Stauffer called the meeting to order at 9:30 AM and led the group in introductions. SWMPC Staff present: Brandon Kovnat and Ryan Fellows.

Tom McDonald, director of Public Works for the City of St. Joseph announced that he was appointed as an alternate member by the St. Joseph City Commission.

2. Changes to the Agenda

Agenda approved by consensus without any changes.

3. Public Comment

None.

4. Approval of Minutes

Motion to approve the minutes from the March 18, 2019 combined Technical Advisory and Policy Committee meeting. Made by Steve Tilly, second by Chris Cook. **Motion approved.**

5. Staff Report

Ryan Fellows announced that the meeting was being recorded. Rerecording was requested by a former committee member and will continue unless the committees votes otherwise.

Brandon Kovnat presented on the Highway Safety Improvement Program (HSIP) call for projects for 2021. More information and applications can be found at https://www.michigan.gov/mdot/0,4616,7-151-9625_25885_40552---,00.html. The deadline for applications in August 9, 2019

6. Community Land Use and Zoning Member Updates

None.

7. Airport Updates

Vince DesJardins gave an update on the airport's stormwater inspection. They are using cameras in storm pipes and are halfway finished. The results will be used for the airport improvement plan.

8. Public Transit Updates

Alex Little is no longer working at TCATA. They are searching for a new director. Bill Purvis, the former director is assisting part time.

9. Special Studies

A) **Countywide Transit Study:** Evan Smith said that Berrien Bus was working on new routes.

B) **Napier Corridor Study:** A Lane reconfiguration will occur on Napier Avenue. A sidewalk will be built in 2022 using CMAQ funds.

10. Road Project Updates & Amendments

Berrien County Road Department Project updates

- Roosevelt Path: Obligation expected in August 2019 with construction in late fall until July 2020.
- Napier Avenue: Hoping for July letting
- John Beers Rd: Hoping for July letting

Kovnat mentioned that there was an administrative cost change (less than 25%) to John Beers.

| | | | |
|---------|-----------|---|-----------|
| | Original | | New Costs |
| Federal | \$350,000 | | \$335,000 |
| Local | \$129,000 | → | \$74,415 |
| Total | \$479,000 | | \$409,415 |

MDOT project Updates:

| Road/Project Name | Limits/Location | Work Description | Status |
|-------------------|---|--|------------------------------------|
| I-94 | Under Glenlord Road and Cleveland Avenue | Deep overlay, substructure repair, beam repair | Construction in progress. |
| M-139 | At Tanglewood/Anna and M-43 at 16th Ave. | Install passing flares | Construction in progress. |
| M-63 | Over St. Joseph River | Epoxy overlay, scour, mechanical & electrical | Construction starts September 5th. |
| I-94 BL | Over St. Joseph River in Benton Harbor | Epoxy overlay, joints, mechanical, electrical | Construction starts September 5th. |
| M-139 | Hinchman Road to north of the St. Joseph River | Mill and one course hot mix asphalt overlay | Construction in progress. |
| M-139 | Over Buckhorn Creek, north of Rocky Weed Rd. | Culvert replacement and road reconstruction | Design in progress. |
| M-60 E | Signal Corridors in Berrien, Cass, and Kalamazoo Counties | Traffic Signal Modernizations; connected vehicle installations. | Design in progress. June 2020 Let. |
| I-94 | I-94 from I-196 to US-131 – Van Buren County | Variable Advisory Speed Limit System along I-94 in Van Buren Co. | Design in progress. Feb 2021 Let. |

US 31 Update: Amy Lipset said they are on schedule, currently updating the environmental review.

Lipset said there was an updated design for the cloverleaf at US-31 and I-94. Lipset presented a video showing an animation of how the design will look. There is also going to be work on BL 94/main street approaching I-94. The road will be converted to three lanes, and the interchange at Crystal & Main will be removed. A roundabout may be considered. Bob Lawrence said that he used to work in that area, knows that it is currently unsafe, and believes a roundabout would be an improvement.

TIP Amendments for MDOT: MDOT presented the following amendments:

| FY | Project Name | Project Limits | Work Type | Phase | Federal Cost | State Cost | MDOT Job # | Proposed Change |
|------|---|--------------------|----------------|-------|--------------|------------|------------|-----------------|
| 2019 | Southwest Region Longitudinal Pavement Markings | Benton Harbor Area | Traffic Safety | PE | \$518 HSIP | \$58 M | 203024 | Phase Abandoned |
| 2019 | Southwest Region Longitudinal Pavement Markings | Benton Harbor Area | Traffic Safety | PE | \$900 HSIP | \$100 M | 203025 | Phase Abandoned |

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the amendment as presented. Made by Terry Smith, second by Steve Tilly. **Motion approved.**

Motion for the Policy Committee to approve the recommendation from the Technical Advisory Committee. Made by Eric Lester, second by Steve Tilly. **Motion approved.**

11. Old Business

None.

12. New Business

Approval of 2020 projects: Kovnat explained that for the 2020-2023 TIP to be approved, year 2020 has to match year 2020 in the 2017-2020 TIP. Kovnat mentioned that TCATA had made changes to their projects since the last approval in February.

Dewey added that once the 2020-2023 TIP is submitted for federal review no changes to 2020 projects can occur until the new TIP is approved. In case the 2020-2023 TIP is not approved by October 1, 2019, the 2020 projects can still proceed under the current (2017-2020) TIP.

Kovnat explained that although the committees were approving All 2020 jobs, this does not reflect whether these jobs are awaiting federal approval. If a 2020 project required federal approval, the vote to approve/reaffirm 2020 projects will constitute the MPO approval for an amendment. However, if a job does not require MPO approval then the project obviously will not be included in the amendment package.

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the presented list of 2020 projects. Made by Steve Tilly, second by Chris Cook. **Motion approved.**

Motion for the Policy Committee to approve the recommendation from the Technical Advisory Committee. Made by Eric Lester, second by Denise Cook. **Motion approved.**

Unified Work Program (UWP): Kovnat briefly explained that the UWP is the annual work program for MPO staff. He outlined the work categories and tasks. Kovnat also showed the estimated funding available for staff to accomplish the tasks

Motion to approve the TwincATS FY 2020 Unified Work Program, subject to MDOT review. Made by Jim Sturdevant, second by Steve Tilly. **Motion approved.**

Motion for the Policy Committee to approve the recommendation from the Technical Advisory Committee. Made by Eric Lester, second by Steve Tilly. **Motion approved.**

Election of Technical Advisory Committee Vice Chair: Fellows said that the TAC chair was Brian Berndt, who recently retired. Tim Zebell, the TAC vice chair automatically would become the chair if he accepts. A new election for the vice chair would need to occur. Fellows asked committee members to consider if they would like to serve as vice chair or nominate someone else.

The election for a vice chair was tabled.

13. State and Federal Updates

Sturdevant said that the 2020-2023 TIP would be approved at the next meeting. He also mentioned that there was many changes in positions at MDOT office of statewide planning. There are also several job openings.

14. Privilege of the Floor or Public Comment

TwinCATS presented a thank you to Brian Berndt for his many years of service to the Berrien County Road Commission and the TwinCATS committees.

15. Adjournment

Meeting adjourned at 10:30 AM. The next TwinCATS meeting is scheduled for June 17, 2019, at 9:30 AM.

Minutes compiled by Brandon Kovnat, SWMPC Associate Planner.

TCATA 2019 PROJECTS
FTA GRANT MI-2009-002

5307 Funded Capital Items

| | | Fed | State | Total | Comments |
|---|-------------------|-------------------|------------------|-------------------|--|
| 1 | Wrecker | \$ 200,000 | \$ 50,000 | \$ 250,000 | |
| 2 | Two Autos | \$ 36,800 | \$ 9,200 | \$ 46,000 | Cost increase |
| 3 | Phone | \$ 12,800 | \$ 3,200 | \$ 16,000 | New project which adds funds to a 2017 phone purchase |
| 4 | Fence | \$ 32,000 | \$ 8,000 | \$ 40,000 | |
| 5 | Bus Camera | \$ 48,000 | \$ 12,000 | \$ 60,000 | |
| | Total 5307 | \$ 329,600 | \$ 82,400 | \$ 412,000 | |

5339 Funded Capital Items

| | | Fed | State | Total | |
|---|-------------------|-------------------|------------------|-------------------|---------------|
| 1 | Facility Camera | \$ 12,752 | \$ 3,188 | \$ 15,940 | New Project |
| 2 | Hoist | \$ 17,600 | \$ 4,400 | \$ 22,000 | New Project |
| 3 | Awning | \$ 8,000 | \$ 2,000 | \$ 10,000 | New Project |
| 4 | Tablets | \$ 36,000 | \$ 9,000 | \$ 45,000 | New Project |
| 5 | Signs | \$ 17,600 | \$ 4,400 | \$ 22,000 | New Project |
| 6 | Steam Cleaner | \$ 48,000 | \$ 12,000 | \$ 60,000 | Cost Increase |
| 7 | Truck | \$ 32,000 | \$ 8,000 | \$ 40,000 | |
| 8 | Snow Plow | \$ 5,600 | \$ 1,400 | \$ 7,000 | |
| | Total 5339 | \$ 177,552 | \$ 44,388 | \$ 221,940 | |

Fiscal Year 019 Operating

| 5307 | State | Local | Total | |
|------------|------------|------------|--------------|---------------|
| \$ 890,000 | \$ 780,829 | \$ 321,590 | \$ 1,992,419 | Technical Fix |

TwinCATS Proposed June 2019 Budget Revision

| Work Element | 2019 UWP Budget | Proposed 2019 UWP Amendment |
|---|------------------------|------------------------------------|
| 1.0 (160) Program Administration | \$55,824 | \$75,189.25 |
| 2.0 (170) Data Collection, Analysis and Reporting | \$55,824 | \$31,621.43 |
| 3.0 (180) Transportation Planning | \$33,494 | \$63,953.35 |
| 4.0 (190) Transportation Improvement Program (TIP) | \$78,153 | \$52,530.97 |
| Total | \$223,295 | \$223,295 |