



## Coloma-Watervliet-Hartford Small Urban Area

### Minutes of the Project Selection Meeting 2017-2020

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**FOR FURTHER INFORMATION CONTACT:**

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**DATE:** Wednesday April 20, 2016

**TIME:** 12:30 PM

**PLACE:** Hartford City Hall, 19 W Main St  
Hartford, MI.

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### Attendees

Yemi Akinwale, City of Hartford

Brian Berndt, Berrien County Road Commission

Mickey Bittner, Wightman and Associates (on behalf of the City of Hartford)

Tony Dacoba, Van Buren County Public Transit

Mike Dopp, Midwest Civil Engineers (MCE) Inc. (on behalf of the City of Coloma)

Larry Hummel, Van Buren County Road Commission

Gautam Mani, Southwest Michigan Planning Commission

Emilie Sarratore, City of Watervliet

Alan Smaka, Wightman and Associates (on behalf of the City of Watervliet)

Evan Smith, Berrien County Public Transit

### 1. Call to Order / Introductions

Berndt called the meeting to order at 12:38 PM and led the group in introductions.

### 2. Overview of Small Urban Program

Mani directed attendees towards the "Small Urban Program Fact Sheet" in the meeting packet for information about the program. Because it has an urbanized area population of between 5,000 and 50,000, the Coloma-Hartford-Watervliet Small Urban Area receives \$375,000 in federal funds every two years to spend on road and public transit projects. A 20% local match is required. The purpose of having a meeting of the Task Force is to prioritize projects for funding. MDOT has the final say in project selection.

Mani noted that in some cases, such as with the Van Buren County Road Commission's project on CR 687, the project was listed as priority 1 in 2017, but MDOT funded the transit projects that were priorities 2 and 3, and the area did not get its full allocation of \$375,000 in federal STP funds in 2017. Mani said that SWMPC staff had spent time on the phone with MDOT and had received the explanation that projects were selected so as to best spread funds across all of the small urban areas of the state, and based on past demonstrated ability to deliver projects. Mani said that any questions about why local prioritizations were pre-empted should be directed to Pamela Boyd, who is the Small Urban Program Coordinator at MDOT.

Berndt wondered if perhaps the Small Urban Area was not getting the full funding amount in 2017 because they were getting the full amount a year earlier in 2016 for the City of Coloma project on East St. Joseph Street. Berndt also wondered whether the Small Urban Area should now expect to receive funds in the even years, including 2018. Dopp explained that the project was originally supposed to be funded in 2015, but was moved back a year in order to allow a project in the Paw Paw-Lawton Small Urban Area to move forward. The City of Coloma had given the approval to move the project from 2015 to 2016, and the City was in a position to execute the project this year. Mani said that the project had only been moved with the understanding from MDOT that the Coloma-Hartford-Watervliet Small Urban Area's future allocations would not be affected. This Small Urban Area should still expect to receive projects in odd years. This re-arrangement of projects still did not explain the area not getting its full amount in 2017.

Akinwale noted that the City of Hartford Project on North Center Street had been funded using Rural Task Force funds while Hartford was still within a rural area, so it should not be on the project list for the Small Urban Area. Mani noted this correction.

Dopp noted that the City of Coloma had completed its project on Church St using local funds, so it could be removed from the Small Urban project list.

Berndt and Bittner both said that we should keep the priorities for 2017 and 2019 as they stand, because there had been no reasoning for why MDOT did not fund the Van Buren County Road Commission's CR 687 project. Mani agreed and recommended that if the Task Force still thought this to be the number one priority, they should submit the priority list for 2017 as it was before and see if the state would perhaps make changes.

Hummel joined the meeting at 12:55 PM. Hummel said that he thought that the transit projects in 2017 were not funded out of this small urban area, but out of Paw Paw-Lawton. Mani said that he was confident they had researched the projects and consulted with MDOT to find out which small urban area they were funded out of. Dacoba said that in either case, he was seeking AVL and cameras from both small urban areas, so he would like for them to remain on the prioritized list for 2017. Bittner commented that it was hard to move forward with prioritization of projects without confirmation from MDOT regarding why the CR 687 project was not funded despite it being the number one priority of the task force.

Hummel called Pam Boyd of MDOT on the telephone. Hummel reported that Boyd had instructed the Task Force to re-submit the application materials and prioritized list for 2017 as desired, and the Task Force should be able to get its full allocation of \$375,000 in federal funds. This should fund the CR 687 project.

### **3. Reaffirmation of 2017 Program, Approval of Prioritized Projects for 2018-2020, and Illustrative List**

The Task Force agreed that the project prioritization for 2017 should remain in place, with CR 687 being priority #1, and the Van Buren Transit AVL and cameras being priorities 2 and 3. Hummel said he was increasing his federal funding request for the CR 687 project in Van Buren County to \$340,000. This would use up all available STP funds in 2017.

The Task Force also agreed to fund the Red Arrow Highway project in Berrien County in 2019 and Berrien Bus' request for a replacement vehicle. This would use up all available STP in that year.

A series of Illustrative List projects were proposed for 2021 and beyond. The Task Force suggested that projects be listed as Illustrative, without prioritization for now. The Task Force should meet again in 2018 and prioritize the projects based on updated information, and also what has been funded in 2017 and 2019. **Smaka noted that the City of Watervliet had submitted its most expensive project, but could also do other, cheaper projects if smaller quantities of funds became available.** The City of Coloma was invited to propose projects, but did not propose any for the Illustrative List.

**The complete project list is available on Pages 4 and 5.**

Smaka asked if, given the demand for projects, it was worth asking for more money on an annual basis for this Small Urban Task Force. Hummel said that the amount of money that the state gets for this program is set by federal policy, and they have to split it amongst the 28 small urban areas in the state. The \$375,000 amount for each area allows them to do this. The Traverse City area gets a little bit more because they have a population above 40,000, and that was an MDOT decision. Mani advised that the main thing the Task Force should be concerned with is making sure that when they are awarded projects, they get obligated and constructed on time. A consistent failure to deliver projects might mean that the area does not get as many projects funded in the future.

A motion by Berndt with support by Hummel to approve the 2017 project priorities, 2019 project priorities, and the Illustrative List as presented on Pages 4 and 5. A question was asked regarding who could vote on projects. Berndt said that one representative from each of the Road Commissions, one representative from EACH of the cities, and one representative from each transit agency could vote. **Motion passed via voice vote.**

#### **4. Approval of the minutes of the March 20, 2014 meeting.**

Bittner noted corrections to the project list in the minutes:

- The CR 687 project should be listed as “N City Limits” of Hartford rather than “North Village Limits”
- The Prospect St Project limits should read “from Marion Avenue to N Center St.”

Mani also noted that there were local match amounts for the Van Buren County Public Transit that were included in the funded project list but omitted from the version of the list in the minutes.

A motion by Hummel with support by Berndt to approve the minutes of the March 20, 2014 meeting as corrected. **Motion passed.**

#### **5. Public Comment**

None.

#### **6. Adjournment**

The meeting was adjourned at 1:30 PM.

Minutes compiled by Gautam Mani, Associate Planner, SWMPC.

Coloma-Hartford-Watervliet (Paw Paw Lake) Small Urban Task Force Prioritized Project List 2017-2020 and Illustrative List

Agency	Project Name	Limits	Description	Length	Total Project Cost	Federal Amount	Local Match	Year and Priority
<b>2017 Projects</b>								
Van Buren County Road Commission	CR 687	N Village Limits of Hartford to 52nd Ave.	Resurface and others	1.15	\$525,000	\$340,000	\$105,000	Priority 1 in FY 2017
Van Buren County Public Transit	AVL Equipment	Purchase automatic vehicle location equipment	Transit Capital		\$18,750	\$15,000	\$3,750	Priority 2 in FY 2017
Van Buren County Public Transit	Cameras and Equipment	Purchase Cameras and Equipment	Transit Capital		\$25,000	\$20,000	\$5,000	Priority 3 in FY 2017

Total project cost includes non-participating portion that is outside Urbanized Area

<b>2019 Projects</b>								
Berrien County Road Commission	Red Arrow Highway	Boyer Road to Coloma City Limits	Restore, Rehabilitate, Resurface (3R)	0.9	\$437,500	\$335,000	\$102,500	Priority 1 in FY 2019
Berrien County Public Transit (Berrien Bus)	Replacement Vehicle	Bus Replacement	Transit Capital		\$50,000	\$40,000	\$10,000	Priority 2 in FY 2019

<b>Illustrative Projects (in no particular order)</b>								
City of Hartford	Prospect St	Marion Avenue to N Center St	Reconstruction	0.4	\$350,000	\$280,000	\$70,000	Illustrative; Unprioritized
City of Watervliet	Paw Paw Avenue	West city limits to M-140	Reconstruction	0.6	\$471,292	\$375,000	\$96,292	Illustrative; Unprioritized
Van Buren Transit	Replacement Vehicle	Bus Replacement	Transit Capital		\$92,000	\$72,000	\$20,000	Illustrative; Unprioritized
Van Buren Transit	AVL, Cameras	Retrofit existing vehicles with AVL technology and cameras	Transit Capital		\$80,000	\$65,000	\$15,000	Illustrative; Unprioritized
Berrien County Road Commission	Paw Paw Avenue	Paw Paw Lake Road East to the Coloma Township Line	3R Project	0.7	\$250,000	\$200,000	\$50,000	Illustrative; Unprioritized
Van Buren County Road Commission	Red Arrow Highway	East City Limits of Hartford to 59 1/2th Street	Resurfacing	1.75	\$515,000	\$375,000	\$140,000	Illustrative; Unprioritized

Van Buren County Public Transit	Facility Expansion	Expand transit headquarters to include additional office space, additional storage space for records, and covered parking space for vehicles that currently must be parked outside	Transit Capital		\$560,000	\$300,000	\$260,000	Illustrative; Unprioritized
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