

TWIN CITIES AREA TRANSPORTATION STUDY
Policy Committee

Minutes

October 25, 2011

10:30 A.M.

Southwest Michigan Regional Airport

POLICY MEMBERS PRESENT:	Tim Fenderbosch, St. Joseph Charter Township Carolyn Fowler, Benton Charter Township Robert Judd, City of St. Joseph Erin Kercheval, MDOT Coloma TSC Ray Lenze, MDOT Planning Larry Merritt, Berrien County Road Commission Debra Panozzo, Berrien County Commission Lee Scherwitz, SW Michigan Regional Airport Brad Sharlow, MDOT (ex officio) Jim Soteriou, Royalton Township Bruno Trapikas, Village of Shoreham
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 Darrell Harden, MDOT Southwest Region Jason Latham, MDOT Regional Planning Stewart McKenzie, Federal Transit Administration (ex officio) Bill Purvis, TCATA Roger Seely, St. Joseph Charter Township Dick Stauffer, Lincoln Charter Township Rachael Tupica, Federal Highway Administration (ex officio) Darwin Watson, Representative, Cornerstone Alliance Representative, City of Benton Harbor
SWMPC STAFF PRESENT:	Suzann Flowers Trevor Thomas
OTHERS PRESENT:	Ron Griffin, St. Joseph Charter Township

1. CALL TO ORDER:

- Judd called the meeting to order at 10:30 a.m.

2. MINUTES:

- A motion was made by Scherwitz, with support by Fenderbosch, to approve the minutes of the September 19, 2011 Policy Committee Meeting minutes. **Motion passed.**

3. PUBLIC COMMENT:

John Gruchot stated that he had a conversation with a resident of the City of St. Joseph and that she was very disappointed with the service of the Twin Cities Area Dial A Ride (TCATA). She has lost her ability to drive and relies heavily on the Dial A Ride service and many times she has been forced to wait for more than 1 hour for the bus to arrive. She stated to Gruchot that the coordination of services and wait times seem to have gotten worse over the past 6-12 months. Flowers stated that she will pass this information along to the Mobility Manger at SWMPC and also to Bill Purvis and TJ Taylor at TCATA.

4. STAFF REPORT:

- *Long Range Plan-Goal Development Workshop*
A handout was given at the meeting that summarized the October 12, 2011 meeting minutes. There were approximately 12 attendees, and the exchange of items and topics discussed were very helpful in starting to think about the direction of the 2013-2040 Long Range Plan. Judd discussed a comment that he made at the meeting which centered on connecting money to projects in the TIP. He stated that a more thorough discussion on this topic should be given.
- *Mid America Trails and Greenways Conference*
Flowers attended the MATAG Conference in Fort Wayne, IN where the discussion centered on trail development, building sustainable trails and trail organizations. Flowers attended sessions on Winter Trails for Motorized and Non-Motorized Use, Active Transportation: What is it and why it is Critical to Long-term Sustainability, Crossing the Divide to Build Sustainable Active Transportation Systems, Trail Promotion and Social Networking, and Building and Maintaining Sustainable Organizations. Flowers stated that there was a lack of technical sessions offered.

Committee Reports

- **Walk and Roll**
Staff will be asking for final comments from the Committee members on edits that staff need to complete and then we will be asking for a motion to put the plan out for public comment for 7 days. Thomas discussed the completion of the plan and that the only major changes made to the plan was the completion of the design guidance section.
- **Transportation Advocacy Group (TAG)**
Nothing to report for the month of October
- **Regional Interagency Consumers Committee (RICC)**
Nothing to report for the month of October
- **Twin City Dial-A-Ride Local Advisory Committee(TCATA LAC)**
Twin Cities Area Transportation Authority (TCATA) LAC met on September 22, 2011. The bylaws were discussed and approved. There were concerns about the wait times of TCATA's door-to-door service being extremely long. Selected staff members at SWMPC are in the process of conducting an analysis of the door-to-door service through the collection of TCATA's demand response service logs. The staff is looking for ways to reduce the wait time. So far, the data is showing that many of the door-to door trips can be done by the fixed routes.
- **Berrien County Coordinated Transportation Coalition (BCCTC):**
Subcommittee members of the BCCTC met on Thursday, September 22, 2011 and were trained on how to implement the Transit Regional Reduced Fare Card program. Transportation providers agreed to start the program on November 1, 2011. Applications will be available for seniors (60 years or older) and individuals with disabilities at each of the transportation agencies. Prospective applicants should obtain an application from the closest provider to his/her home and may obtain an application 1) In person; 2) On-line (applications will be available to download at various websites); 3) By mail (applicants can request an application be mailed to him/her).

5. OLD BUSINESS:

- TIP Project Selection Committee
John Olson has expressed interest in attending the meeting and below is a list of the people that attended the previous TIP Project Selection meeting.

Aaron Anthony	City of Bridgman
Brian Berndt	Berrien County Road Commission
Tim Fenderbosch	St. Joseph Charter Township
Ray Lenze	MDOT – Statewide Planning
Kenton McAndrew	City of Benton Harbor
Larry Merritt	St. Joseph Charter Township
Derek Perry	Village of Stevensville
Bill Purvis	Twin Cities Area Transit Authority
Donald Schlipp	Village of Stevensville
Tim Zebell	City of St. Joseph
Staff in Attendance:	
Nickolas Musson	SWMPC
Anna Rahtz	SWMPC
Others in Attendance:	
Ralph Heibutzki	Herald-Palladium
Carl Spikner	Consortium for Community Development

The meeting was set to occur on Wednesday November 9, 2011 at 1:30p.m. at the Southwest Michigan Regional Airport. Flowers will draft a legal notice for publication in area newspapers and will also email the meeting details to the TwinCATS and NATS contact lists, the meeting will also be displayed on SWMPC's Calendar of Events webpage.

- Title VI Non-Discrimination Plan
Panozzo asked what the plan was about and why it was important for the Committee. Flowers described that because SWMPC receives more than \$0.01 from the Federal government, that we are required to have a plan that describes how SWMPC will handle complaints, contracts, and generally how we include the public in our transportation planning efforts.

A motion was made by Panozzo with support by Merritt for acceptance of the Title VI Non-Discrimination Plan. **Motion passed.**

- Travel Demand Model
At the September 2011 meeting, Brad Sharlow from MDOT discussed the importance of the 2010 base year population, housing, and employment data for the TwinCATS region, and how it would be used in the modeling process for the 2013-2040 Long Range Transportation Plan. Copies of the information were presented at the September 2011 meeting for communities to review.

A motion was made by Scherwitz with support by Panozzo to accept the 2010 base year population, housing, and employment data for the TwinCATS region with the understanding that changes may be requested during the modeling process that would require committee approval. **Motion passed.**

- Walk and Roll-Public Comment Period
Thomas again discussed that there is a required 7 day public input process for the Walk and Roll Plan and that in November, staff will be asking for a motion to amend the Walk and Roll Plan into the current 2009-2030 Long Range Transportation Plan.

A motion was made by Merritt with support by Scherwitz for the Walk and Roll Plan to be released to the public for the 7 day required public comment period. **Motion passed.**

6. NEW BUSINESS:

- December 19, 2011 Meeting
The December 2011 meeting will still be held due to the TIP submission calendar.

- Date Selection for 2012 Committee Meetings
The dates that the TAC Committee suggested were as listed in the October 2011 Agenda expect for changing the January and February dates due to holidays. The new calendar dates are listed below:
 - January 23, February 27, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19, December 17A motion was made by Fenderbosch with support by Panozzo to accept the meeting dates as listed with and change the January meeting to January 23 and February meeting to February 27. **Motion passed.**

- **TIP Amendment-** MDOT Adding to FY2012-US 31 Bridge Work SUB Phase-JN 113246
After a discussion with Lenze during the TAC Committee meeting, the proposed TIP Amendment is not necessary since the FY 2012 US 31 Bridge work is listed as CPM CSM Bridge Trunk line work for the region.

7. PRIVILEGE OF THE FLOOR:

Judd asked Kercheval about the speed limits on BL-94 from St. Joseph to Benton Harbor. Kercheval stated that a speed study has to be done to change speed limits. Merritt cautioned Judd that sometimes when a speed study is done that there is actually an increase of speed due to the study. Lenze stated that there are several factors that are studied in speed studies.

8. ADJOURNMENT: 11:15a.m. Motion by Scherwitz with support by Fenderbosch.

- Next meeting is **November 21, 2011 at 10:30am**

Submitted by Trevor Thomas and Suzann Flowers, November 2011