

TWIN CITIES AREA TRANSPORTATION STUDY

Technical Advisory Committee

Minutes

November 18, 2013

9:30 A.M.

Southwest Michigan Regional Airport

TAC MEMBERS PRESENT:	Brian Berndt, Berrien County Road Commission Andrea Dewey, Federal Highway Administration (ex officio) Ron Griffin, St. Joseph Charter Township John Gruchot, Berrien County Community Development Joanne Johnson, Disability Network Southwest Michigan Erin Jolivette, MDOT - Coloma TSC Kenton McAndrew, City of Benton Harbor Bill Purvis, Twin Cities Area Transportation Authority Thad Rieder, Cornerstone Alliance Lee Scherwitz, Southwest Michigan Regional Airport Terrie Smith, Lincoln Charter Township Kris Welch, MDOT Statewide Planning Tim Zebell, City of St. Joseph
TAC MEMBERS ABSENT:	Aaron Anthony, City of Bridgman Thomas Baldwin, Benton Charter Township Mickey Bennett, Sodus Township Bill Brown, Northern Indiana Regional Planning Commission (ex officio) Chris Cook, City of Benton Harbor Fred Featherly, MDOT - Multi-Modal Services (ex officio) Jae Guetschow, Village of Stevensville Nora Jefferson, Benton Charter Township Jason Latham, MDOT - Southwest Region Paul Lott, MDOT - Statewide Planning Stewart McKenzie, Federal Transit Administration (ex officio) Catherine Montoya, Berrien County Planning Commission John Olson, Village of Shoreham Gloria Payne, Lake Charter Township Representative, Michigan Department of Environmental Quality (ex officio) Brad Sharlow, MDOT Planning (ex officio) Alan Smaka, City of Bridgman Dick Stauffer, Lincoln Charter Township Sarah Woolcock, MDOT – Coloma TSC
SWMPC STAFF PRESENT:	Suzann Flowers Gautam Mani Debra Panozzo (Mobility Consultant)
OTHERS PRESENT:	Matt Kodis, Kinexus John Lanum, MDOT-Statewide Planning Adolf Pelzer Marvina Rastall, Disability Network Southwest Michigan

1. CALL TO ORDER:

Scherwitz called the meeting to order at 9:33 a.m. and led the group in introductions.

2. MINUTES:

- A motion was made by Berndt with support by McAndrew to approve the minutes of the October 21 TAC meeting. **Motion passed.**

3. PUBLIC COMMENT:

Kodis pointed committee members to Kinexus' new cost of living index, which uses six factors to figure out the true cost of living in a particular area. The cost of living takes into account housing costs, transportation costs, utilities, groceries, healthcare, and miscellaneous goods and services. The index can be found at <http://www.kinexus.org/resources-data/labor-market-data/Documents/COLI_1013.pdf. >

4. STAFF REPORT:

▪ **CMAQ Call for Projects 2015-2019**

Mani said that a new Call for Projects for Congestion Mitigation and Air Quality (CMAQ) had been issued by MDOT for 2015-2019. In Berrien County, funds would have to be programmed for 2018-2019, so Mani encouraged committee members to develop projects. Mani said that the funding targets were still \$578,210 for 2018 and 2019, and that a project selection meeting would be held in January in conjunction with the rural task force (RTF). Details will be forthcoming.

▪ **MPO Handbook- Section 2**

Flowers urged committee members to pick up section 2 of the committee member handbook on the back tables and to insert it into the binders. This section covered expectations of committee members in terms of attendance and participation.

▪ **Housing and Transportation Cost Index**

Flowers noted that the US Department of Housing and Urban Development (HUD) had developed a tool that tracked housing and transportation costs for block groups throughout the United States. Flowers noted that many different indicators, including transportation costs, greenhouse gas emissions, and commute modes could be tracked using this tool. In addition, the comparative mapping feature allows individuals to compare different areas at once to potentially assess which of the two has a lower transportation + housing cost. Flowers said that this could be a useful tool for communities to assess how competitive they are in attracting businesses and residents.

Mani said that the tool is important because while a community may be providing affordable housing (usually less than or equal to 30% of family income), transportation costs may be high as these areas could be automobile-dependent.

The tool can be found at: <http://htaindex.cnt.org/map/>

5. COMMITTEE REPORTS

- **Walk and Roll**

Mani noted that the Walk and Roll committee did not meet on this day, but will be planning for a meeting December 16th at 8 AM in the Airport boardroom. Mani said that staff needed more time to examine the TIP for compatibility with the Complete Streets Policy.

- **Regional Inclusive Community Coalition (RICC)**
None.
- **Berrien County Coordinated Transportation Coalition (BCCTC)**
Panozzo reported that the study by KFH consultants has been extended until March, and a funding extension has been secured until that time.
- **Twin Cities Area Transportation Authority (TCATA)**
Purvis said that the Local Advisory Committee had met on Friday to share ridership numbers, which are still going up. Johnson said that the timings and frequency on the Blue Route had changed as of this morning. This will lead to reduced service but hopefully better on time performance.

5. PROJECT UPDATES

Fiscal Year	Job Number	Agency	Project Name	Update Information	Date of last update	Cost Changes	Projected Letting and obligation date
	NA	Twin Cities Area Transportation Authority	Bus shelters	March 2013, still in limbo—bus shelters will be outside Michigan Works and Chemical Bank; May 2013- Proposal for city-operated cameras in shelters still needs to go before TCATA board, locations at Main at 12 th St and Triangle Park; July 2013: Under Construction, done by the end of September; October 2013: Pads poured, should be in place shortly	October 2013		x
2012							
	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)	Scheduled for October letting; returned to region for funding to move forward; no change; March 2013	July 2013		x

				Moving Forward for January 2013 letting July 2013: On hold			
	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; March 2013: Air Quality Plans 99% complete; submitted for letting; June 2013: Design phase completed. October 2013: Will be constructed in 2014	October 2013		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; November 2013: not funded	November 2013		x
		Twin Cities Area Transportation Authority	New line haul route	July 2012: Continued through 2013 (2014 funding seems less certain); ; 11/2012 after 2013 the state will match buses but nothing else July 2013: JARC funding cut in half, project will proceed.	July 2013		x
		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)-	1/2013- continues to be in limbo due to negotiations with Harbor Shores; no plans yet; 5/2013- Needs to use up EDA funds this year, ultimately	November 2013		

				Harbor Shores' choice as to whether project moves forward. July 2013: Lawsuit between Harbor Shores and New Products- 1 year left to use funds. August 2013- lawsuit ongoing- probably means that project will not go through. November 2013- no change			
	112091	Berrien County	Hollywood Road	1/2013: Pre-engineering complete- need 1.3 million. Depending on availability of STP funds, project will get funding in 2013 and 2014. 2/2013- Project will be a go in 2014, pending project selection process, and will be using STP funds in that year; GI package being submitted by May 1; May: GI package ready to submit June 2013: GI meeting has taken place, GI package will be submitted, and there may be possible bid savings. July 2013: Waiting on MDOT approval of administrative modification. October 2013: December 6 letting	October 2013		
	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 Livingston Road)	Mill existing and place 2 HMA overlay-ROW phase; no change	December 2012		
	110779	MDOT	I-94 EW and WB over	Bridge Replacement-CON	August 2013		

			Hickory Creek	phase-AC project; 11/2012 starting in 2013 bridge replacement will be in 2014; no change; CON August –end of September crossover and temporary widening June 2013: Construction will begin in July, end in October—2 lanes will be closed. August 2013 Construction beginning today.			
	119786	MDOT	M-63over St. Joseph River in St. Joseph	Bridge Repair			
		Berrien County	Napier and Union	Traffic Signal; July 2013: GI comments, August 23 rd deadline for ROW. October 2013: November 1 letting; November 2013: pre-construction meeting next week	November 2013		
		TCATA	Replacement 3 buses CMAQ project	2013 applications are due to the state in December; July 2013: Waiting for contract approval	July 2013		
		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	Project is continuing; hoping to get state funds in 2014	January 2013		
		TCATA	Bus operations	Not submit yet			
	116924	SWMPC	Berrien County-Rideshare	In progress			
2014	112087	Benton Harbor	Broadway Avenue Resurfacing	Final plans ready; still need the city's commitment. November 2013: Resolution approved.	November 2013		
	121011	Benton	Pipestone at	November 2013:	November		

		Harbor	Empire Traffic Signal Upgrade	Resolution approved	2013		
		Berrien County	Date Road Bridge Replacement	GI plans have been submitted	October 2013		
	121002	Berrien County	Roosevelt Road Non-Motorized Extension	Plans will be ready over next few months	October 2013		
		Berrien County	Brown School Road Resurfacing	Plans in Progress	November 2013		
		Village of Shoreham	Brown School Road Resurfacing	Construct in June of 2014	October 2013		

7. OLD BUSINESS:

▪ **Bylaw Review**

Flowers noted that over the next several months, the MPO committee would be looking at a comprehensive review of the bylaws. Flowers suggested the possibility, as other MPOs have done, of a rotating chairpersonship between each of the MPO member communities. This way, communities would each feel like they had a greater stake in the MPO.

Flowers also asked committee members to reconsider the membership structure; specifically, which entities had a vote and whether organizations with a stake in transportation, economic development, education, and the environment did not have adequate representation in the MPO. Mani requested that if committee members thought of groups or individuals who would bring value to the MPO, they should contact SWMPC staff.

Rieder said that Southwest Michigan First was holding a meeting on November 19 at Lake Michigan College regarding the regional prosperity initiative and the transformation agenda for Southwest Michigan. Flowers said she would forward on information to committee members when she received it.

8. NEW BUSINESS

▪ **Climate Change- New Mapping tool and public health and water discussion**

Scherwitz said that the document was critically important for scenario planning, and he has used data from the document in developing his required what-if scenarios for long range planning at the airport.

Mani said that as requested by members of the committee, staff would be bringing forward one identified issue area regarding climate change each month for discussion. This month's item is Public Health and Water, the highest priority action area identified by the public.

Mani asked engineers in the room what sort of challenges they were running into with managing water quality and runoff during project design and construction. Zebell pointed to Municipal Separate Storm Sewer Systems (MS4) requirements, which constitute an unfunded state mandate and additional expenses. Panozzo raised the issue of drainage on Hollywood Road. Berndt said that the drain commissioner did not allow an added footprint on the project, so a detention pond was not added. Typically, during capacity expansion projects or addition of sidewalks or bicycle

lanes to existing infrastructure, detention ponds might be needed, which add significant expenses.

On the issue of heat, Mani asked whether there were weather conditions existed where road project construction could not continue. Berndt said that asphalt construction work was not interrupted by high temperatures, but concrete pouring could be.

Mani asked the question of whether transit shelters were designed to assist with heat stress, and whether this was an increasing concern among passengers. Purvis said that the shelters were really designed to help keep people out of the cold and precipitation, with rain and wind guards and solar lighting. They were not currently designed for extreme heat. Johnson noted that one complaint among passengers was the lack of places to sit, which could make people with specific disabilities and illnesses that affect body temperature regulation more vulnerable.

Mani directed committee members' attention to possible project evaluation criteria related to climate adaptation. While very few MPOs had formally adopted climate-related adaptation criteria into project planning, there were a few in coastal areas that had. Mani in particular emphasized greater scrutiny over transportation projects in floodplains. Mani suggested that the MPO should use transportation dollars to encourage sound development, and development that does not further compromise flood barriers. This was just a suggestion, but federal guidance on floodplain development and transportation was likely coming in the years ahead. The MPO would be revisiting these criteria in the coming months.

Mani also directed committee members to a new atlas website that looks at vulnerability in a broad economic, demographic and social context, along with climate impacts. This website can be found at: <http://graham.umich.edu/glaac/great-lakes-atlas>

- **TIP Amendments**

Mani noted that this month's TIP amendments comprised the 2011-2014 TIP and the proposed 2014-2017 TIP which should be approved later this month. The amendments were:

- Deleting one MDOT 2014 project

- Amending one MDOT 2015 project.

- Amending one TCATA 2014 Project

- Adding five TCATA 2014 projects that were previously programmed as 2013.

- Adding one St. Joseph local bridge project.

A motion by Berndt with support by Lynch to recommend that the Policy Committee approve the November 2013 TIP amendments. **Motion passed.**

- **UWP Rewrite**

Flowers noted that SWMPC was required to make changes to its Unified Planning Work Program (UWP), which is an annual document outlining the work that the agency does. These changes are minor, and involve staff listing specific products that will come out of the work. No funding is being added or moved, and therefore the edits do not have to go out for public comment.

- **TIP Amendment and Administrative Modification Policy**

Flowers said that staff needed a clear guidance document concerning when they could make administrative modifications and when the changes needed to go before the full committee as amendments. Flowers asked committee members to pay special attention to criteria regarding funding percentages that could be changed. Lott advised that criteria for amendments and administrative modifications should not just be based on percentages, but on actual dollar amounts as well.

- **Public Participation Plan Review**

Flowers said that the MPO is required to review its public participation plan each year. It is an opportunity to make sure that outreach is being done to all groups and to update on new outreach efforts and successes. Flowers directed committee members to the goals matrix, identifying high, medium, and low priority areas for the MPO.

- **Targeted Transportation Plan Ideas**

Flowers said that SWMPC staff welcomed ideas for transportation topics on which committee members wanted to learn more. These topics could potentially form the basis for speakers at the next joint MPO meeting in April or sooner. Flowers thanked Zebell for already offering the idea of Title VI requirements, which concern non-discrimination.

- **Implementing the LRP and TIP**

Flowers asked committee members for suggestions regarding a process for how best to implement the Long Range Plan and Transportation Improvement Program, once approved. Flowers proposed the idea of a standing Implementation Subcommittee. Gruchot and Zebell expressed some concern about the idea of yet another committee. Zebell suggested that when staff at SWMPC were working on implementation of different sections of the plan, they invite a few of the most appropriate committee members to a working session at the office. Scherwitz said that this approach had worked for him at the airport.

- **CMAQ Supplemental TIP Questionnaire**

Mani said that for the next call for projects for CMAQ (2015-2019), SWMPC staff are proposing a list of supplementary questions for those projects that are within the MPO. Mani said that this set of supplemental questions would accomplish two goals: ensure that CMAQ projects are compatible with MPO Long Range Plan goals, and helps streamline the application process by ensuring that committee members do not have to fill out two separate whole applications to get their projects in the TIP.

- **Legislative Updates-Federal and State**

- **Federal** – None.

- **State** – Lanum said that MDOT Director Kirk Steudle’s presentation to the Michigan House Transportation Committee has been transmitted to a few other MPOs throughout the state. It makes the case for greater transportation funding to maintain the system at current levels. Lanum said he would forward on that presentation to SWMPC staff for distribution.

8. PRIVILEGE OF THE FLOOR:

Flowers suggested that meeting times may need to be moved, as one hour was no longer enough time for substantive MPO meetings. One suggestion would be to have weightier TAC agenda items towards the end so that Policy Committee members could also absorb the information. Another proposed solution would be to move the TAC meeting forward to 9:00 AM to allow enough time and create a few minutes break between meetings. Flowers requested that committee members come up with ideas in advance of next month's MPO meetings.

9. ADJOURNMENT at 10:52 a.m.

- Next meeting is **December 16, 2013 at 9:30 a.m.**

Compiled by: Suzann Flowers and Gautam Mani, Transportation Planners, 2013

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