

## TWIN CITIES AREA TRANSPORTATION STUDY

Technical Advisory Committee

### Minutes

January 28, 2013

9:30 A.M.

Southwest Michigan Regional Airport

<b>TAC MEMBERS PRESENT:</b>	<p>Brian Berndt, Berrien County Road Commission                  Pamela Boyd, MDOT - Statewide Planning                  Chris Cook, City of Benton Harbor                  Ron Griffin, St. Joseph Charter Township                  John Gruchot, Berrien County Community Development                  Bill Purvis, Twin Cities Area Transportation Authority                  Thad Rieder, Cornerstone Alliance                  Lee Scherwitz, Southwest Michigan Regional Airport                  Terrie Smith, Lincoln Charter Township                  Brian Shutts, Village of Shoreham                  Tim Zebell, City of St. Joseph</p>
<b>TAC MEMBERS ABSENT:</b>	<p>Aaron Anthony, City of Bridgman                  Mickey Bennett, Sodus Township                  Bill Brown, Northern Indiana Regional Planning Commission (ex officio)                  Andrea Dewey, Federal Highway Administration (ex officio)                  Fred Featherly, MDOT - Multi-Modal Services (ex officio)                  Jae Guetschow, Village of Stevensville                  Nora Jefferson, Benton Charter Township                  Erin Jolivette, MDOT - Coloma TSC                  Jason Latham, MDOT - Southwest Region                  Kenton McAndrew, City of Benton Harbor                  Stewart McKenzie, Federal Transit Administration (ex officio)                  Catherine Montoya, Berrien County Planning Commission                  John Olson, Royalton Township                  Gloria Payne, Lake Charter Township                  Robert Rusch, Michigan Department of Environmental Quality (ex officio)                  Brad Sharlow, MDOT Planning (ex officio)                  Alan Smaka, City of Bridgman                  Dick Stauffer, Lincoln Charter Township                  Rachael Tupica, Federal Highway Administration (ex officio)                  Sarah Woolcock, MDOT – Coloma TSC</p>
<b>SWMPC STAFF PRESENT:</b>	<p>Suzann Flowers                  Gautam Mani</p>
<b>OTHERS PRESENT:</b>	<p>Matt Kodis, Michigan Works                  Dennis Schuh, Berrien County Public Transit</p>

**1. CALL TO ORDER:**

- Scherwitz called the meeting to order at 9:36 a.m. and led the group in introductions.

**2. MINUTES:**

- A motion was made by Cook with support by Zebell to approve the minutes of the TAC Committee meeting minutes from December 17, 2012.

**Motion passed.**

### **3. PUBLIC COMMENT:**

None.

### **4. STAFF REPORT:**

- **STP Targets (805,524)**

Mani noted that our STP targets for FY 2013 and beyond would be slightly lower than were estimated in the prior projections. Prior projections had the target levels at \$814,000, whereas currently, the target is \$805,524. Flowers stated that the latest figure comes from the Local Agency balance report provided by MDOT.

- **Funding Workshop**

Flowers stated a desire on the part of SWMPC staff and several committee members to have a meeting where available funding sources for MPO projects can be discussed in greater detail, with members of MDOT and FHWA present. Flowers suggested that the need for a funding workshop stems from a greater need to be more creative with pooling funding sources as cuts to some programs have happened. Flowers stated that with very busy meetings over the next few months, we would look to have this funding workshop sometime in the late summer.

- **Lengthy meetings next 6 months**

Mani reminded the group to expect to stay for the full hour or longer at the meetings for the next few months, as SWMPC brings sections of the Long Range Plan before the committee and project selection gets underway. Zebell asked whether a TIP project selection subcommittee meeting would be occurring. Berndt, Zebell, and Scherwitz suggested that the subcommittee meeting happen after the TwinCATS meeting on February 25<sup>th</sup>. Flowers set the meeting for 1 PM in the Regional Airport boardroom on February 25th. Flowers reminded the group that the 2014-17 TIP application would be live online on February 1 and that submissions should be in prior to the meeting on the 25<sup>th</sup>, and to please read through instructions before submitting. Flowers also emphasized that the meeting should be limited to subcommittee members to allow for efficient processing of TIP submissions.

### **5. COMMITTEE REPORT**

- **Walk and Roll**

Mani stated that the Top Ten list had been posted online based on feedback from the previous TwinCATS meeting. Berndt said that he had trouble accessing the list due to its format, and Mani said that he would post it in a more accessible format.

- **Regional Inclusive Community Coalition (RICC)**

None

- **Berrien County Coordinated Transportation Coalition (BCCTC)**

None-not sure why this is highlighted in blue

- **Twin Cities Area Transportation Authority (TCATA) Local Advisory Committee (LAC)**

None

**6. PROJECT UPDATES –same comments from policy**

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	<b>July 2012:</b> 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; contract has been awarded	January 2013		x
<b>2012</b>							
	115066	St. Joseph	Traffic signal modernization at Napier and Langley	<b>July 2012:</b> September let, with construction starting in spring '13; bid spring 2013; CMAQ funds let, spring construction	January 2013		x
		Benton Harbor	Broadway Ave. (from Pipestone St. to Empire Ave)-	Moved to FY 2014 at December meeting	December 2012		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; <b>July 2012:</b> 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	December 2012		x

				replaced in 2014; no change			
		Twin Cities Area Transportation Authority	New expanded hours	<b>July 2012:</b> Continued through 2013 (2014 funding seems less certain); <b>September 2012:</b> 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 Authority	New line haul route	<b>July 2012:</b> Continued through 2013 (2014 funding seems less certain); ; 11/2012 after 2013 the state will match buses but nothing else	November 2012		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
<b>2013</b>	89085	Benton Harbor	Klock Rd (from North Shore to Paw Paw)-	1/2013- continues to be in limbo due to negotiations with Harbor Shores	January 2013		
	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; <b>11/2012 TIP Amendment; moved to the illustrative list on the 2011-2014 TIP</b>	December 2012		
	112091	Berrien County	Hollywood Road	1/2013: Pre-engineering complete- need 1.3 million. Depending on	January 2013		

				availability of STP funds, project will get funding in 2013 and 2014.			
	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 Hickory Creek	Bridge Replacement-CON phase-AC project; <b>11/2012 starting in 2013 bridge replacement will be in 2014; no change</b>	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	<b>11/2012 Purvis stated that this will be available for 2013 but not sure if funding will be there for 2012; SWMPC handling this</b>	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			
	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	December 2012		

				project, scoping at Pipestone will be done first, the CMAQ project in the TIP will be delayed until the scoping is done.			

Berndt stated that the Hollywood Road project would need \$1.3 million for completion, and he was hoping to use whatever STP allocation was left over in 2013 and 2014 to complete funding the project. Zebell suggested that the St. Joseph Advanced Construct Conversion project would use up \$120,000 of the STP, leaving \$685,524 for the Hollywood Road project. Zebell said that he would need to verify, and Flowers and Mani stated that they too would verify that there were no other projects using STP funds in 2013 and 2014.

Purvis stated that the move away from demand-response and towards line-haul routes had resulted in an increase in 10,000 to 54,000, and that therefore the new Stevensville route could have the necessary support to allow for funding.

**7. OLD BUSINESS:**

- **Public Comment on the Agenda**

Mani stated that concerns were brought up at both TwinCATS and NATS as to whether public comment belongs at the beginning or end of the agenda. Mani said that NATS had settled on having public comment at both beginning for agenda items and at the end for any other matters, but TwinCATS committee members are in no way obligated to follow that course. Scherwitz stated that it made sense to leave public comment where it was and allow public comment on agenda items individually as is appropriate. Zebell concurred.

**8. NEW BUSINESS:**

- **Performance Measures**

Mani began discussing the revised performance measures, stating that SWMPC staff had worked to incorporate measures based on feedback and things that we could actually affect. Cook stated his concerns with attaching percentages to these performance measures without knowing baseline figures. For example, a 2% increase in signal optimization projects may in fact mean zero more projects; we just don't know. Zebell agreed, citing the example of his experience with stormwater management in St. Joseph. When goals were made extremely specific, they became essentially impossible to meet, especially while funding was decreasing. Gruchot suggested keeping the goals and objectives. Gruchot also recommended that specific names in the goals be replaced by institutions (i.e. Berrien County Planning instead of John Gruchot.) He also suggested maintaining the categories of performance measures to give a clear idea of what exactly we want to affect, but that we remove the percentages and time horizon associated with the measures.

Pam Boyd introduced herself to the group and stated that she will be the TwinCATS MPO representative for the next few months, until Ray Lenze's position can be filled. Ray Lenze had to retire unexpectedly the previous week due to very serious health issues. Boyd said that when she gains information on where to send cards and well-wishes, she will pass these along to the group.

Boyd stated that the MDOT is still working on performance measures and receiving guidance from the federal level. At this stage, MPOs should be focused on establishing baseline data. Boyd also advised approving the goals and objectives, and leaving percentages out of the performance measures.

A motion by Gruchot with support by Cook to recommend that the Policy Committee approve the proposed Goals and Objectives in the modified format agreed to in the meeting and put out the section for the required 10 day public comment period.

**Motion approved.**

- **CMAQ Project Review**

Mani presented the list of 2014-2017 CMAQ projects in Berrien County, approved at the December county CMAQ meeting, that are within the jurisdiction of the TwinCATS MPO. Mani explained that TwinCATS would need to approve this project list before applications could be submitted to MDOT/FHWA for approval, as per Ray Lenze's guidance. Once approved, these projects will populate the TwinCATS 14-17 TIP.

A motion by Zebell with support by Gruchot to recommend that the policy committee approve the CMAQ projects that impact the TwinCATS MPO planning boundaries. **Motion approved.**

- **TIP Amendments**

Mani explained that there were two TIP amendments, one of which was from Berrien Bus rural operating funds. The other amendment, for TCATA replacement buses, was previously approved by the committee in January 2012. Due to a SWMPC staff error where these 2013 buses were replaced in the TIP (rather than supplemented) by 2012 buses, the project got deleted. Mani stated that to SWMPC's knowledge, there was also an error on the federal end in that SWMPC never received an October e-file. The 2013 buses now require approval so that this TIP error can be corrected.

A motion by Purvis with support by Berndt to recommend that the Policy Committee approve the TIP Amendments as presented and place them in the 2011-2014 TwinCATS TIP. **Motion passed.**

- **Long Range Plan-Introduction and Committees Section**

Mani described changes to the Long Range Plan Introduction from the 2009 version. In particular, the transportation planning section has been shortened to focus more heavily on Southwest Michigan, the legislation section has been updated to reflect MAP-21, and a summary of current transportation assets has been added.

A motion by Berndt with support by Zebell to recommend to the Policy Committee to approve the Introduction and Committees section of the Long Range Transportation Plan. **Motion passed.**

- **Resolution of Support for ACUB Changes**

Mani stated that while the ACUB changes had been approved for TwinCATS, we needed a formal resolution, signed by Policy Chair Robert Judd, to certify those changes before submittal. The resolution states that all legal and public participation procedures have been followed, and that Hagar Township will be added as a member jurisdiction of TwinCATS.

A motion by Zebell with support by Gruchot to recommend that the Policy Committee approve a resolution of support for the Adjusted Census Urban Boundary changes. **Motion passed.**

- **Legislative Updates-Federal and State**

- **Federal**

None.

- **State**

None

**9. PRIVILEGE OF THE FLOOR:**

None.

**10. ADJOURNMENT at 10:23 a.m.**

Scherwitz adjourned the meeting.

- Next meeting is **February 25, 2013 at 9:30 a.m.**

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