

## The Committees

### TwinCATS Technical Advisory Committee

The TwinCATS TAC is comprised of planners, engineers, managers, and operators of transportation agencies, local units of government, the MDOT, and the FHWA. As its name implies, the TAC provides technical assistance to SWMPC staff on transportation issues and makes recommendations on actions to the Policy Committee. Membership as of 2009 is as follows:

<b>Agency</b>	<b>TAC Member</b>
<b>Federal</b>	
Federal Highway Administration (FHWA)	Sarah Koepke
Federal Transit Administration (FTA)	Stewart McKenzie
<b>State</b>	
MDOT	
*Lansing	Ray Lenze
*Southwest Region	Jason Latham
*Coloma TSC	Paul South/Sarah Woolcock
Multi-modal	Fred Featherly
Modeling	Brad Sharlow
MDEQ	Bob Rusch
<b>Regional</b>	
SWMPC	staff
NIRPC	Bill Brown
<b>County</b>	
Berrien County	
*Planning Commission/Community Development Department	Katie McIlwee/John Gruchot
*Road Commission	Brian Berndt
<b>Area wide</b>	
*Cornerstone Alliance	Thad Rieder
*Southwest Michigan Regional Airport Board	Lee Scherwitz
*Harbor Authority	Vacant
<b>Local</b>	
*City of Benton Harbor	Chris Cook
*City of Bridgman	Aaron Anthony
*City of St. Joseph	Tim Zebell
*Village of Grand Beach	Vacant
*Village of Shoreham	Mark Seaman
*Village of Stevensville	Todd Gardner
*Benton Charter Township	Gary Soper
*Lake Charter Township	Gloria Payne
*Lincoln Charter Township	Terrie Smith
*Royalton Township	Bill Boyd/Jim Soteriou
*St. Joseph Charter Township	Larry Merritt
*Sodus Township	Mickey Bennet

\* Voting members

**TwinCATS Policy Committee**

The TwinCATS Policy Committee is primarily composed of elected officials of local government, board members of transportation-related agencies, and designated officials from MDOT and the FHWA. These officials are responsible for establishing local transportation policies, overseeing the planning process, and providing a forum for cooperative decision-making. The Policy Committee is provided technical advice and recommendations by the TAC. Policy Committee membership as of 2009 is as follows:

<b>Agency</b>	<b>Policy Member</b>
<b>Federal</b>	
Federal Highway Administration (FHWA)	Sarah Koepke
Federal Transit Administration (FTA)	Stewart McKenzie
<b>State</b>	
MDOT	
*Lansing	Ray Lenze
*Southwest Region	Jason Latham
*Coloma TSC	Paul South/Sarah Woolcock
*Multi-modal	Fred Featherly
<b>Regional</b>	
SWMPC	staff
NIRPC	n/a
<b>County</b>	
Berrien County	
*Board of Commissioners	Deb Panozzo
*Planning Commission/Community Development Department	Vacant
*Road Commission	Bob Burkholz
<b>Area wide</b>	
*Cornerstone Alliance	Vacant
*Southwest Michigan Regional Airport Board	Lee Scherwitz
*Harbor Authority	Bob Burkholz
*TCATA	Bill Purvis
<b>Local</b>	
*City of Benton Harbor	Richard Marsh
*City of Bridgman	Aaron Anthony
*City of St. Joseph	Bob Judd
*Village of Grand Beach	Vacant
*Village of Shoreham	Mark Seaman
*Village of Stevensville	Todd Gardner
*Benton Charter Township	Louise Price
*Lake Charter Township	John Gast
*Lincoln Charter Township	Dick Stauffer
*Royalton Township	Bill Boyd/Jim Soteriou
*St. Joseph Charter Township	Ron Griffin/Tim Fenderbosch
*Sodus Township	Mickey Bennet

\* Voting member

### **Amendment Procedures**

At times, circumstances warrant changes to an approved plan. If a change is considered to be major, including, but not limited to, goals and objectives, data updates, air quality conformity, and major project changes or additions (as described in Appendix A, *Amendments Procedures*), a formal amendment is required. This procedure requires that public notice of the proposed amendment be distributed at least seven days prior to the respective Policy Committee meeting, TAC and Policy Committee reviews, formal action on the amendment, and submission to both MDOT and FHWA.

If changes are minor or administrative in nature, then the LRTP may be amended administratively following procedures as described below. LRTP amendment procedures will be decided on a case-by-case basis, and at its discretion, SWMPC staff may elect to follow a full amendment process or engage in consultation to determine the process that should be followed in any given situation.

Administrative amendments by staff are expressly permitted in the following cases:

- There are minor project changes, as described in *Amendment Procedures* (see Appendix A).
- If the TIP has been administratively amended, the LRTP may be correspondingly administratively amended.

Administrative amendments are to be reported to the TAC and Policy Committee at the regularly-scheduled monthly meeting following the administrative action.

These general policies may be reviewed and amended from time to time and are intended to be flexible to accommodate special circumstances not foreseen at this writing. When doubt exists about the circumstances in any given case, a consultation process should be used to obtain guidance on interpreting the circumstance.