

FY 2010 Annual Report

For the Twin Cities Area Transportation Study
(TwinCATS)



October 2010

Prepared by the
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INTRODUCTION

The Twin Cities Area Transportation Study (TwinCATS), through coordination and technical support of the Southwest Michigan Planning Commission (SWMPC), provides an organizational structure to identify and guide local transportation planning activities.

The purpose of the annual report, which is a federally mandated activity, is to identify work activities that were approved in the FY2010 Unified Work Program (UWP) and describe the progress and accomplishments that occurred during the twelve-month period from October 1, 2009 through September 30, 2010. The UWP guides the TwinCATS transportation planning activities for each fiscal year. During that time, program tasks that will benefit member agencies, the region, and the state are undertaken to improve the efficiency of the overall transportation system. This report also identifies revenue sources utilized from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), including corresponding local match amounts.

In FY2010, the SWMPC revised the Fiscal Year (FY) 2008-2011 Transportation Improvement Program (TIP); completed the FY 2011-2014 Transportation Improvement Program (TIP); composed the UWP for FY 2011; composed the Transportation Participation plan; advocated for the Pere Marquette rail line; filled approximately 183 traffic count requests throughout the three-county area; conducted Asset Management road ratings on federal aid-eligible roads in the three-county area, as well as in Allegan County; implemented new public outreach methods; assisted the Twin Cities Area Transportation Study in implementing and promoting three scheduled bus routes; held eight bicycle safety events; and facilitated the distribution of remaining stimulus funds throughout the region.

The SWMPC wishes to thank the TwinCATS participants for their time and commitment in maintaining a local and certifiable urban transportation planning process. We also gratefully acknowledge Ray Lenze of MDOT for his patience, understanding, and expertise in the transportation planning process. Through Lenze's assistance, TwinCATS transportation planning efforts continue to evolve and improve into a program in which committee and community members can be proud.

COMMITTEE MEETINGS HELD

Technical Advisory Committee

There are 24 members in the Technical Advisory Committee (TAC). Meetings were held as follows:

October 19, 2009	21 members attended (joint TAC and Policy) +2 public +1 press
November 16, 2009	11 members attended
December 21, 2009	11 members attended
January 25, 2010	12 members attended
February 22, 2010	19 members attended (joint TAC and Policy) + 1 public
March 15, 2010	14 members attended
April 19, 2010	15 members attended + 1 public
May 17, 2010	14 members attended + 2 public
June 21, 2010	25 members attended (joint TAC and Policy) + 1 public
July 19, 2010	14 members attended + 1 public
August 16, 2010	15 members attended + 1 public
September 20, 2010	12 members attended + 3 public

Note: Two transportation planning staff members are in attendance at every meeting, in addition to the attendees listed above.

Policy Committee

There are 25 members in the Policy Committee. Meetings were held as follows:

October 19, 2009	21 members attended (joint TAC and Policy) +2 public +1 press
November 16, 2009	13 members attended
December 21, 2009	9 members attended + 1 press member
January 25, 2010	10 members attended + 1 press member
February 22, 2010	19 members attended (joint TAC and Policy) + 1 public
March 15, 2010	15 members attended
April 19, 2010	15 members attended + 1 public
May 17, 2010	13 members attended + 2 public
June 21, 2010	25 members attended (joint TAC and Policy) + 1 public
July 19, 2010	15 members attended
August 16, 2010	15 members attended + 1 public
September 20, 2010	11 members attended + 1 public

Note: Two transportation planning staff members are in attendance at every meeting, in addition to the attendees listed above.

ACCOMPLISHMENTS

Each year, the SWMPC is responsible for a variety of tasks under five categories: program management, database management, long range planning, short range planning and other planning. Accomplishments in each of these categories are described below.

Program Management

Ongoing tasks as outlined in 2010 Unified Work Program:

- General administration of the program including planning, travel, participation, follow up and dissemination of the results and outcomes of meetings, seminars, trainings, and conferences, as well as preparation of committee minutes, written and oral correspondence with federal, state, and local officials, quarterly progress reports and billings to the MDOT.
- Coordinated with MDOT on regional activities affecting transportation developments.
- Reported on TwinCATS activities to the federal and state agencies and to the SWMPC, as appropriate.
- Provided staff support to the TwinCATS TAC and Policy Committee.
- Prepared for, facilitated, and generated minutes for monthly TwinCATS TAC and Policy Committee meetings.
- Actively implemented public involvement activities through community meetings, distribution of committee and planning information to radio, television and newspapers.
 - Communicated with the press monthly through press releases and via telephone about current transportation issues
 - Was featured in 12 news articles in 3 different publications
 - Was featured in an hour radio show on WSJM on March 22, 2010 talking about public transit and complete streets, recruiting volunteers; wrote the script for the show
 - Maintained a database of strategies and outcomes of participation measures
- Used appropriate visualization techniques to describe plans and perform other public participation activities as required by SAFETEA-LU.
- Maintained the SWMPC website for transportation information dissemination.
 - Changed the SWMPC website in the following ways: added Regional Rail pages, added Clean Air information, added a TIP page for TwinCATS, added online surveys, and changed format of news headline and calendar updates on website
 - Started a Facebook page for TwinCATS
- Consulted as appropriate with state, local, and private agencies, and Native American Tribes responsible for economic growth, land use management, natural resources, environmental protection, conservation, historic preservation, and human service transportation providers to enhance the transportation planning process.

- Participated in staff development training and educational opportunities.
 - Planning Michigan conference, Mt. Pleasant, September 30 to October 2, 2009
 - Berrien County Health Department Building Healthy Communities meeting, October 5, 2009
 - Webinar on connection between transportation and childhood obesity, October 10, 2009
 - Traffic Safety Committee meetings, October 9 and December 16, 2009 and April 9, 2010
 - MTPA meetings, Lansing, October 20 and November 17, 2009: January 19, February 16, March 16, April 20, May 18, June 15, July 15, August 17, and September 21, 2010
 - Benton Harbor Safe Routes 2 School meetings, October 21, November 17, and December 8, 2009
 - MATAG Trail workshop, Kalamazoo, October 28, 2009
 - Smart Code workshop, Detroit, November 3 to 4, 2009
 - MAP Transforming Transportation workshop, Lansing, November 4, 2009
 - DOT-HUD-EPA partnership webinar, November 9, 2009
 - Transportation Technical Committee meeting on using Census data, November 10, 2009
 - SMART sustainable transportation infrastructure conference, November 11, 2009
 - We Can! Healthy Berrien Coalition meetings, January 6, 2010, March 3, 2010, and July 7, 2010
 - Berrien Bus Local Advisory Committee meeting, January 8, 2010
 - Webinar about interjurisdictional planning relationships, January 8, 2010
 - Meeting with MDOT staff to plan Context Sensitive Solutions presentation for TwinCATS, January 12, 2010
 - City of Benton Harbor Master Plan Charrette, January 14, 2010
 - Conference call about Safe Routes 2 School planning, January 20, 2010
 - Midwest Regional Rail Initiative luncheon, January 29, 2010
 - SMART nine-county trail plan Berrien County input meeting, February 4, 2010
 - Three-county Rural Task Force meeting, February 22, 2010
 - WesTrain Alliance meeting, March 8, 2010
 - Environmental Justice summit hosted by Michigan Department of Civil Rights, March 24, 2010
 - Webinar about Climate Change, March 31, 2010
 - Webinar about Writing Women Back Into Cycling, March 31, 2010
 - Northwest Indiana Regional Planning Commission Policy Committee, Portage, April 13, 2010

- Webinar on safe bicycle/pedestrian facility design, April 15, 2010 and June 30, 2010
- Sign Retroreflectivity Training, Kalamazoo, May 11, 2010
- Metropolitan Planning Council Bus Rapid Transit Roundtable, Chicago, June 16, 2010
- MDOT/HDR Economic Impact of Public Transit workshop, Lansing, June 17, 2010
- Webinar on 9 Proven Safety Countermeasures from FHWA, June 24, 2010
- National Transit Institute Understanding ADA workshop, Casper, WY, June 24, 2010
- Webinar on HUD Sustainable Communities Community Challenge grants, June 30, 2010
- LIAA Website Training, Traverse City, August 5 and 6, 2010
- Michigan By Rail public input forums, New Buffalo, August 18, 2010 and St. Joseph, September 8, 2010
- Berrien Transit – Human Services Coordination Coalition Meetings, August 25, 2010 and September 21, 2010
- Freight planning and supply chain logistics workshop, August 27, 2010

Completed tasks as outlined in 2010 Unified Work Program:

- Established a schedule of public meetings as an ongoing element of the planning process for public information and input.
- Wrote the Annual Report for FY 2009. This report documents the expenditures, work activities, and products for the previous fiscal year.
- Wrote the UWP for FY 2011. This documents the projected expenditures, work activities, and products for the next fiscal year.
- Updated the Transportation Participation Plan as required by SAFETEA-LU, including community outreach to address air quality conformity, Title VI, and Environmental Justice requirements.
 - Administered a public survey and a TwinCATS member survey to assess effectiveness of public participation measures and presented results to TwinCATS committees
 - Researched legislation governing public participation and added it into participation plan
- Published an Annual Listing of Obligated Projects.

Additional Completed Tasks:

- Conducted update of committee member representatives.
- Compiled information about MPO contribution for two municipalities questioning paying their local contribution (including the benefits of participation in an MPO for a small local government).
- Made the committees aware of a member agency being in arrears of its local contribution, and compiled possible scenarios for dealing with the situation.

- Communicated with committee members and public about upcoming transportation-related events, such as Nine-county non-motorized plan input meetings, trails educational workshops, US Bicycle Route 35 public hearing, and rail public forums.
- Participated on planning committee for Complete Streets panel put on by Disability Network Lakeshore.
- Reached out to local communities for interest in hosting walkability audits or Training Wheels sessions facilitated by MDOT; submitted applications for two trainings to MDOT; and began developing the training materials.
- Was awarded an MDOT-sponsored Training Wheels program and coordinated the program, held on May 8, 2010.

Uncompleted Tasks:

- Review metropolitan planning organization (MPO) map boundaries to ensure that they reflect necessary representation. *This process has begun, and will be completed with availability of Census 2010 Data.*

Products of Program Management Tasks:

Status:

Meeting information, including agendas, minutes, and handouts

Completed and published

Public notice of annual meeting schedule

Completed and published

FY 2009 Annual Report

Completed and published

FY 2011 UWP

Completed and published

Public notices of various activities

Completed and published

Regularly updated website

Completed and published

Annual listing of projects

Completed and published

Updated Transportation Participation Plan

Approved by TwinCATS and NATS policy committees; awaiting approval from SWMPC board

Database Management

Ongoing tasks as outlined in 2010 Unified Work Program:

- Assisted MDOT by providing the requested data and information for the development of the projections of Travel Demands in the TwinCATS area in preparation for Long Range Transportation Plan 2040.
- Reviewed and directed the urban traffic count program, including the following tasks:
 - Processed 183 traffic counts for the three-county area and uploaded them to the SWMPC website.
 - Produced traffic counting reports for the City of Benton Harbor, the City of Bridgman, the Village of Shoreham, and Berrien County.
 - Continued refining traffic count database for SWMPC website.
 - Conducted traffic counts for the HPMS program.
- Monitored and updated functional road classifications.
 - Assisted the Village of Shoreham in submitting an application to MDOT, with approval by TwinCATS Policy Committee and SWMPC board, to change the National Function Class of Brown School Road.
- Collaborated with local entities in meeting the goals of the Asset Management Council established under P.A. 499. Activities include:
 - Scheduled, coordinated, and attended Investment Reporting Tool training, February 18, 2010.
 - Attended PASER webinar and PASER training, March 16, 2010.
 - Wrote manuals for asset management and traffic counting.
 - Sent out a reminder to local communities about investment report for TAMC; answered their questions about the reporting process.
 - Conducted PASER rating on all federal aid eligible roads in the northern half of Berrien County.
 - Assisted local communities with information about local road rating eligibility and local asset management plans.
 - Rated Weesaw Township and The Village of Three Oaks local roads, October 12, 2009.
 - Prepared an Asset Management plan for Weesaw Township and presented it to the township trustees.
- Continued to receive and analyze transit data from TCATA and to work with TCATA to facilitate cooperative arrangements with local entities and organizations for improving equitable and effective access to public transportation.
- Analyzed and upgraded computing capabilities and training in support of transportation planning process.

- Maintained and updated critical management documents (i.e., LRP, TIP, UWP) on SWMPC website.
- Continued to upload regional data to the SWMPC website.

Completed tasks as outlined in 2010 Unified Work Program:

- Continued to collect, compile, analyze, and maintain socioeconomic (SE), land use, transportation and transit data and information necessary for planning in the region.
 - Obtained data from county economic development department.
 - Solicited data updates from local chambers of commerce and municipality representatives.
 - Made phone calls to employers to verify their locations and number of employees.
 - Continued to update employer socioeconomic data from news articles and phone calls to major employers.
 - Updated TransCAD software and attended training on using TransCAD software.
 - Compiled employment data updates into maps and spreadsheets and facilitated TwinCATS member employment data review.

Additional Completed Tasks:

- Compiled and presented to TwinCATS committees a report on the opinions of Berrien County businesses on their transportation infrastructure.
- Digitized non-motorized path proposals, compiled pedestrian and bicycle crash data, and compiled non-motorized origination and destination data for Walk and Roll committee.

Uncompleted Tasks:

- Use traffic count data to begin to model critical areas within the metropolitan area. *A two-year program of traffic counts was developed for streets on which traffic counts are still needed. New traffic counts for travel demand model will be completed in FY 2011.*

Products of Database Management Tasks:

Status:

Updated SE data

In progress

Traffic count data

In progress

Reports completed and published. *PASER maps no longer being completed due to duplication of TAMC online maps.*

PASER results (report and maps)

Long Range Planning

Ongoing tasks as outlined in 2010 Unified Work Program:

- Cooperated with MDOT in encouraging public input in the planning of MDOT-managed transportation projects. Provided internet links to MDOT websites and announcements. Communicated MDOT activities in SWMPC quarterly publications.
- Participated in regional and local planning initiatives for non-motorized paths. Provided information and regional coordination to local interests.
- Worked closely with local officials and stakeholders to monitor freight related issues within the metropolitan area.
- Continued to monitor member activities and/or projects that need to be implemented into the LRP.
- Collaborated with relevant partners in the areas of air, water, rail, and public transportation as described below:
 - Air Transportation – provided planning assistance to the Southwest Michigan Regional Airport in the development of long and short-range strategies.
 - Water Transportation – provided planning assistance to the St. Joseph River Harbor Authority on passenger and freight services being planned.
 - Rail – collaborated with the Berrien County Community Development Department to develop strategies to maintain and improve passenger rail service in the TwinCATS area.
 - Public Transit – continued partnership with TCATA to advance public transportation as a viable alternative that meets the needs of residents, especially under-represented groups, in the urban area.

Completed tasks as outlined in 2010 Unified Work Program:

- Worked closely with state and federal transportation partners to further integrate freight planning into the transportation planning process.
 - Began work on a freight needs assessment.
- With the assistance of the Interagency Work Group (IAWG), assessed the air quality conformity of proposed projects from the LRP and the corresponding TIP.

Additional Completed Tasks:

- Created and administered “What’s Important to You in Transportation Projects?” survey amongst the committee members and the public, with the purpose of prioritizing the goals in the Long Range Transportation Plan.

- Performed the following activities related to inter-city rail:
 - Wrote a whitepaper about the importance of keeping the Pere Marquette rail line in Southwest Michigan and scheduled Tim Hoeffner, MDOT Administrator of High Speed Rail and Innovative Project Advancement, to come speak at a public forum.
 - Advertised and facilitated the public forum about high speed rail at the St. Joseph City Council Chambers, February 24, 2010.
 - Met with St. Joseph mayor and city manager and representatives of Michigan Association of Railroad Passengers regarding future train station development, May 14th.
 - Assisted with planning and preparation for Michigan By Rail public input forum, September 8th.
 - Encouraged committee members and public to submit comments to MDOT for State Rail Plan update.
- Coordinated non-motorized transportation subcommittee, included the following tasks:
 - Scheduled and prepared materials for subcommittee meetings on October 19, 2009, February 24, March 10, and April 28, 2010.
 - Drafted potential outreach plans and work plans.
 - Created ArcGIS maps of existing and proposed non-motorized facilities in the TwinCATS area.
 - Designed logo, created a webpage, and wrote an outreach schedule for developing a non-motorized plan.
 - Compiled sample non-motorized plans.
 - Created database of potential non-motorized facility information, including costs of alternatives.
 - Worked with Walk and Roll chair to develop an outreach strategy for obtaining input on draft Walk and Roll maps.
 - Created and administered a Walk and Roll survey and presented results to TwinCATS committees.
 - Prepared a PowerPoint presentation about Complete Streets and presented it to TwinCATS committees.
 - Researched potential funding sources for Walk and Roll trails planning.
 - Researched and presented infrastructure, destination, and socio-economic data pertinent to Walk and Roll planning.
- Began a grant application for HUD Sustainable Communities grant and contacted potential partners.
- Participated in Livability and Climate Change scans conducted by FHWA.

Uncompleted Tasks:

- Delineate linkage between local land use policies and activities and the transportation system. *In progress. Will be addressed in more detail in FY 2011.*
- Work closely with local officials and interests to inventory and monitor freight routes and intermodal facilities within the metropolitan area. *This task was begun and will be addressed in more detail in FY 2011.*
- Gather input from freight stakeholders and integrate freight planning into existing transportation planning processes. *This will be addressed in FY 2011.*

Products of Long Range Planning Tasks:

Updated Participation Plan
Updated socioeconomic data

Status:

Approved by TwinCATS and NATS policy committees;
awaiting approval from SWMPC board

In progress

Short Range Planning

Ongoing tasks as outlined in 2010 Unified Work Program:

- Monitored local initiatives and legislative actions that have possible impacts on non-automobile oriented means of transportation, such as, rail, air and bicycle trails.
- Coordinated regional transportation strategies with community transportation needs, development and land uses and assisted in the development of local plans, strategies and actions to integrate regional goals and local goals.
- Provided data, technical assistance and planning services to local initiatives for incorporating non-motorized system(s) into the transportation system.
- Worked with MDOT, the Berrien County Road Commission, and the local units of government on the development of local inputs to the State “Asset Management Plan.”
- Continued to coordinate, monitor, and follow up on transportation issues with transportation studies such as corridor studies, local traffic impact studies, and/or site plan review.
- Monitored projects for the TIP and LRP for air conformity.

Completed tasks as outlined in 2010 Unified Work Program:

- Developed the FY 2011-2014 TIP document.
 - Updated and improved the TwinCATS TIP application, creating a separate application for transit projects.
 - Announced FY 2011-2014 Transportation Improvement Program Call for Projects.
 - Collected applications from local agencies.
 - Scheduled, advertised, and facilitated project selection meeting for the FY 2011-2014 Transportation Improvement Program.

- Created new environmental justice maps for TIP.
 - Created materials for gathering public input on draft TIP projects, took to Environmental Justice summit on March 24, 2010.
 - Compiled an Illustrative Projects list for future federal stimulus funding.
 - Finalized draft TIP project list and Illustrative list for FY 2011-2014 TIP and presented to committees.
 - Drafted TIP document and presented to committees.
 - Developed and sent out consultation materials for TIP; collected public comments on TIP.
 - Wrote and submitted legal notices to newspapers for TIP public comment period.
 - Conducted virtual InterAgency Work Group meeting for TIP air quality conformity.
 - Filled out TIP e-File.
 - Informed Technical Advisory Committee members of new schedule for TIP amendments.
 - Gathered total project costs for new FY 2011-2014 TIP e-File and revised TIP project application to include total project cost.
- Performed the following activities related to the FY 2008-2011 TIP:
- Published 2009 annual listing of obligated projects.
 - Facilitated ARRA distribution process through TwinCATS.
 - Tracked progress of projects in TIP.
 - Monitored the financial constraint document for FY 2008-2011 TIP.
 - Monitored the status of FY 2010 TIP projects as they affect the FY 2008-2011 TIP.
 - Monitored and revised the FY 2008-2011 TIP in accordance with the current LRP to address changes in local circumstances and local priorities in transportation.
 - Processed the following amendments in the FY 2008-2011 TIP:
 - Added five general program accounts in FY 2010.
 - Added one transit project in FY 2010.
 - Added four transit projects in FY 2011.
 - Modified one transit project in FY 2011.
 - Deleted one BCRC project and two MDOT project in FY 2010.
 - Deleted one Benton Harbor project in FY 2011.
 - Added four BCRC projects in FY 2010 and one BCRC project in FY 2011.
 - Added two SWMPC projects in FY 2010.
 - Added four MDOT projects in FY 2010 and three MDOT projects in FY 2011.
 - Processed six amendments to local projects in FY 2010 and one in FY 2011.
 - Processed four amendments to costs of general program accounts in FY 2010.

- Amended one MDOT project in FY 2010.
- Processed seven administrative modifications to local projects and one administrative modification to an MDOT project.

Additional Completed Tasks:

- Administered Berrien County CMAQ funds, including the following tasks:
 - Submitted FY 2011 CMAQ project applications.
 - Coordinated a CMAQ 2012-14 call for projects meeting.
 - Submitted FY 2012-2014 CMAQ project applications.
 - Announced another CMAQ call for projects for FY 2010 remaining funds.
 - Assisted local agencies with CMAQ applications.
 - Met with Benton Charter Township to discuss potential CMAQ sidewalk project, December 7, 2009.

Uncompleted Tasks:

- None.

Products of Short Range Planning:

Revised TIP application

Amendments and administrative changes to the TIP, as needed

Regularly updated TIP and Fiscal Constraint tables

Public participation notices

FY 2011-2014 TIP document

Status:

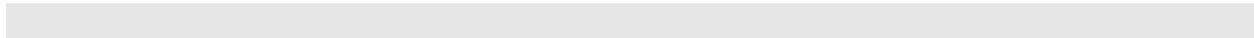
Completed and published

Completed and submitted

Published

Completed

Completed and submitted



Other Planning Activities

Ongoing tasks as outlined in 2010 Unified Work Program:

- Assisted local communities in researching grant opportunities for funding transportation-related projects.
- Identified opportunities to initiate safety data information collection and to conduct and/or coordinate outreach activities among interested parties. Expanded efforts to establish safety as a priority element in the transportation planning process. Continued participation in the Berrien Transportation Safety Committee.
 - Planned bicycle safety workshops at 8 public libraries for summer 2010, including: reaching out to libraries, scheduling workshops; ordering supplies; creating flyer and permission slip, and creating curriculum
 - Wrote and obtained a grant for bicycle safety from the DALMAC fund and gave a report on the project at a grantees' meeting in Lansing, May 27th
 - Passed out information about bicycle safety to parents and children at Tri-County Head Start Fun Fair at Berrien County Fairgrounds, May 14th
- Assisted local partners in planning short-term activities that have potential impact on the transportation system.
- Provided staff assistance in identifying transportation/land use issues in the urban area.
- Responded to requests regarding ride-sharing, as resources permit, as well as disseminate existing, available materials to those expressing interest.
- Provided input and planning to non-motorized activities, multi-modal initiatives and educational opportunities regarding transportation planning.
- Provided assistance to public transit to improve efficiency.
 - Gave presentations about regional bus transportation to the TwinCATS committees, the Berrien Health Consortium, and the Rotary Club
 - Worked with Twin Cities Area Transit Authority to plan, implement, and promote fixed bus routes (including designing and installing the bus stop signs and designing the schedules, maps, and promotional materials)
 - Promoted routes by sending out press releases (getting an article in Herald Palladium) and driving around to stops on the routes and handing out route brochures
 - Met with representatives of Michigan Association of Railroad Passengers about multi-modalism and planning shuttle bus connections to train stations; answered their questions about funding sources for transit projects
 - Coordinated the hiring of two Mobility Managers on contract, June through September 2010, including the following tasks: advertising, reviewing resumes, scheduling and conducting interviews, writing contracts and offer letters, and training new employees
 - Assisted Consortium 4 Community Development with planning a forum about bus shelters; researched "Adopt-a-Stop" programs

- Collected and sent in letters of support to MDOT for the 5304 SPR grant application for a transit consolidation study
 - Wrote a grant application in partnership with the Twin Cities Area Transit Authority for the FTA Job Access and Reverse Commute program in the amount of \$465,000, to fund the Red Route bus and extended hours for Blue Route bus
 - Wrote a grant application in partnership with the Twin Cities Area Transit Authority for the FTA New Freedom New Rides program in the amount of \$75,000, to fund SWMPC's Mobility Management program
- Worked in partnership and coordinated with other stakeholders and community groups as part of community Safe Routes to School teams for two elementary schools in Benton Harbor.

Completed tasks as outlined in 2010 Unified Work Program:

- Partnered with regional transit and human services providers to implement findings of the Berrien County Transit Study
- Continued to implement technology in transit grant.
- Benton Harbor downtown access management study as a component of the new City Master Plan.

Additional Completed Tasks:

- Met with City of Watervliet about Amtrak rail depot, November 12, 2009
- Wrote and submitted ESRI mobile governments grant
- Researched and wrote a report about the importance of snow removal from sidewalks
- Sent out press release about roundabouts on Main Street in Benton Harbor and how to drive through a roundabout, got article published in Herald Palladium
- Assisted the Berrien County Health Department in writing a Complete Streets grant for Benton Township
- Advertised through Volunteer Center SWMI for volunteers for Walk and Roll and public transit
- Coordinated and advertised a public hearing for the US Bicycle Route 35 project
- Participated in Michigan Association of Planning Social Equity committee conference calls

Uncompleted Tasks:

- None.

Products of Other Planning Tasks:

Benton Harbor Access Management Study
Berrien County Transit Study Implementation Plan

Status:
Draft completed in BH
Master Plan draft
Completed

FINANCIAL SUMMARY

Below is a summary of transportation planning revenues and expenditures from FY 2010. Figures are not final and are subject to audit.

Federal Highway

Program Element	Budgeted in UWP	Spent	Under/(Over)
Program Management	53,525	61,742	(8,217)
Data Management	42,170	24,756	17,414
Long Range Planning	32,438	15,961	16,477
Short Range Planning	21,084	16,329	4,755
Other Planning	12,975	4,211	8,764
Total	162,192	122,999	39,193

Federal Transit Authority

Program Element	Budgeted in UWP	Spent	Under/(Over)
Program Management	20,183	27,821	(7,638)
Data Management	14,185	4,998	9,187
Long Range Planning	9,457	3,430	6,027
Short Range Planning	4,204	1,051	3,153
Other Planning	2,101	416	1,685
Transit Pass Through	2,416	1,610	806
Total	52,546	39,326	13,220

MEASURABLE INDICATORS

Web page visits:

The following table shows web page visits in fiscal year 2010 for the transportation pages on www.swmpc.org. (This does not include the transportation information on partner site www.gorideshare.org).

A unique page view represents a new visitor to the page. This indicator was used rather than page views in order to eliminate repeat visits.

Page	Unique page views in FY 2010	Percent change from FY 2009	Average time spent on page
Berrien Transit	1,154	70.96%	1:42
TwinCATS	740	35.78%	0:59
Berrien Fixed Route Transit	670	N/A	2:53
Transportation Planning	600	14.07%	0:37
Traffic Counts <i>(links to Traffic Count Database page below)</i>	554	0.54%	0:40
What's Important to You in Transportation? survey <i>(survey open for two months)</i>	405	N/A	3:07
Traffic Count Database <i>(launches to an external portal website)</i>	342	103.57%	4:13
Public Transit	253	48.82%	0:39
CMAQ	250	11.11%	2:22
US Bicycle Route 35	224	N/A	2:11
Regional Rail	204	N/A	1:06
TwinCATS Documents	167	-2.34%	2:45
Training Wheels Workshop	143	N/A	1:29
Walk & Roll	130	N/A	3:26
Asset Management	129	-28.73%	0:59
2014 TIP Projects	115	N/A	2:34
Walk & Roll Poll	108	N/A	2:38

Rail News	102	N/A	2:18
TwinCATS TIP Application	100	88.68%	2:09
TwinCATS TAC	96	31.51%	1:10
How to Get an Amtrak Stop in Your Community	82	N/A	2:37
Transportation Participation	79	-7.06%	1:43
Asset Management Berrien County	71	-1.39%	2:49
TwinCATS Policy Committee	66	32.00%	1:07
TwinCATS News	59	126.92% (<i>page not open for entire year of 2009 or 2010</i>)	2:33
Transportation Library	53	-13.11%	1:35
Traffic Safety	50	35.14%	1:40
How Can We Involve You? Survey	49	N/A	3:01
Rail Resources	33	N/A	2:50

Other measurable indicators:

Number of Facebook fans	27
News articles	<u>12</u>
Herald Palladium	10
Benton Spirit	1
League of Michigan Bicyclists LMB News Blog	1
Public comments/responses gathered	<u>355</u>
What's Important to You in Transportation? Survey	257
TIP	3
Walk & Roll Poll	79
How Can We Involve You? Survey (combined TwinCATS/NATS)	19