

TWIN CITIES AREA TRANSPORTATION STUDY

TECHNICAL ADVISORY COMMITTEE AND POLICY COMMITTEE COMBINED MINUTES

August 20, 2018 9:30 A.M. Kinexus, Lighthouse Room

<i>Present</i>		<i>Committee Representing</i>	
Name	Representing	TAC	Pol
Carolyn Fowler	Benton Charter Township		x
Bill Chickering	Berrien County Commissioner		x
Evan Smith	Berrien County Community Development	x	x
Eric Lester	Berrien County Planning Commission		x
Brian Berndt	Berrien County Road Department	x	
Stacey Stephens	Cornerstone Alliance	x	x
Dick Stauffer	Lincoln Charter Township		x
Amy Lipset	MDOT - Southwest Region		x
Jonathon Smith	MDOT Coloma Business Office	x	x
Brian Sanada	MDOT- Southwest Region		x
Jim Sturdevant	MDOT Statewide Planning	x	x
Katie Beck*	MDOT Urban travel Analysis	x	
Vince Desjardins	Southwest Michigan Regional Airport	x	x
Denise Cook	St. Joseph Charter Township		x
Johnathon Fisk**	St. Joseph Charter Township	x	
Brandon Kovnat	SWMPC	Staff	
Kim Gallagher	SWMPC	Staff	
Alex Little	TCATA	x	x
Bob Lawrence	Village of Shoreham	x	x

Others present: Anthony Dlouhy, Tim Drews

<i>Absent</i>		<i>Committee Representing</i>	
Name	Representing	TAC	Pol
Calli Berg	Benton Charter Township	x	
Chris Cook	City of Benton Harbor	x	x**
Juan Ganum	City of Bridgman	x	x
Tim Zebell	City of St. Joseph	x	
John Hodgson	City of St. Joseph		x
Andrea Dewey*	Federal Highway Administration	x	x
Gloria Payne	Lake Charter Township	x	x
Terrie Smith	Lincoln Charter Township	x	
Scott Weber*	Northwestern Indiana Regional Planning Commission	x	x
Steve Tilly	Royalton Township	x	x
Roger Seeley	St. Joseph Charter Township	x	

*Non-voting member **Alternate Member

1. Call to Order / Introductions

Technical Advisory Committee Chair Brian Berndt called the meeting to order at 9:35 and led the group in introductions

2. Changes to the Agenda

Kim Gallagher asked to add a revision to the MOU between MDOT, TwinCATS, and TCATA to old business.

Motion to approve the agenda with the changes. Made by Eric Lester, second by Dick Stauffer. **Motion Approved.**

3. Public Comment

None.

4. Approve Minutes

Motion to approve the minutes from the April 16, 2018 combined Technical Advisory and Policy Committee meeting. Made by Jim Sturdevant, second by Denise Cook. **Motion approved**

5. Staff Report

Speed Studies: Kim Gallagher explained that she had received several calls over the past year regarding speed studies. Speed studies are a method that the Michigan State Police (MSP) are required to use to set speed limits. Kim presented a resolution from Berrien County requesting an amendment to the Michigan Vehicle Code to allow some county input on speed limits. Kim asked if the committee would like to invite a speaker for the MSP to explain more about speed studies.

Bill Chickering said that the MSP had given a presentation to the county commissioners and he recommends that others hear it as well. He said the MSP were sympathetic to the county's concerns but were constrained by the law which is why the county commissioners wrote the resolution requesting the law be amended.

Dick Stauffer clarified that cities and villages set their own speed limits; the MSP are only charged with speed limits for county roads.

General consensus was that a presentation from the MSP was welcome. Kim agreed to proceed with an invitation.

Performance Measures - Transit State of Good Repair: Kim Gallagher presented on the federal performance measures for transit agencies called state of good repair. It include three performance measures, for revenue vehicles such as buses, non-revenue vehicle, such as tow trucks, and facilities. Vehicle condition is based on the Useful Life Benchmark. For buses, this is seven years or 200,000 miles.

Alex Little stated that the standards don't work perfectly. He said buses are breaking down and requiring extensive repairs before reaching 200,000 miles, due to poor road conditions in the area.

Long Range Plan Approval Timeline: Kim Gallagher informed the committees that the Long Range Plan (LRP) is scheduled to be approved at the October TwinCATS meeting on October 15. MDOT is working on conformity documentation which needs to be approved by both NATS and TwinCATS. NATS will vote on this at their September 25 meeting. To meet the required public comment period, the Draft LRP for TwinCATS and conformity documentation will be available on September 4.

Amendment process changes: Brandon Kovnat presented changes to the TIP amendment process. Amendments will only be voted on every other month (6 per year). There would be exceptions if an emergency change were required. Brandon explained that there were increasing requirements for processing amendments. More review will happen before an amendment is presented to the committees; this should make the submittal after the committee approves the amendment much quicker.

Kim Gallagher also remained the committees about the call for projects for the upcoming TIP which would be sent out in September.

6. Airport Updates

Vince Desjardins said that the airport just had its audit and it came back clean. They are making a large investment in equipment, including for snow brooms, a dump truck, and led lighting. Self-service fuel will be set up in about 2 weeks. This will allow pilots to fuel their own planes.

Vince said that none of the items he mentioned will be paid for by federal funds. The airport receives approximately \$150,000 a year in federal funds. There is a priority system with items relating to safety being the most likely to be federally funded. Federal funding is currently used for runway maintenance. New equipment is a low priority for using federal funding.

7. Special Studies

Napier Corridor Study: Kim Gallagher said that AECOM, the consultant for the project, had completed a traffic study on the feasibility of converting the existing roadway to a three-lane cross section with one lane in each direction, a center left-turn lane, and bike lanes within the limits of the study area.

Kim said they were going to schedule another public meeting to present the results of Napier Study. It would likely be held at the Parkview Baptist Church.

Kim said that the ultimate decision on what occurs on Napier will be made by an agreement of the Berrien County Road Department and the Township.

Countywide Transit Study: Kim Gallagher said that a draft plan was given to SWMPC on July 27th; the steering committee reviewed it and sent comments to the consultant. The final draft should be sent on August 30. Public meetings will follow.

8. Community Land Use and Zoning Member Updates

Jonathon Fisk said that St. Joseph Township had adopted a complete streets resolution. It requires the township to explore adding non-motorized elements to streets when an opportunity arises.

9. Public Transit - Twin Cities Area Transportation Authority

Alex Little said that TCATA had nine busses ordered. They also have a new lift ordered. The University of Michigan SMART project is on track.

Alex mentioned that the current TCATA facility is too small to hold their busses. They are looking at building additional space behind the current TCATA facility. He is also applying for a plow truck and a steam cleaner. He said that he already spend the cost of a plow truck on paying for snow removal last winter.

Alex said that ridership had slightly increased and he was continuing to improve on-time performance.

10. 2018 Agency Project Status

Berrien County Road Department

Nickerson Avenue:

Construction complete.

Shawnee Road:

Construction underway

City of Benton Harbor, Pipestone Traffic Signal:

Construction underway

City of St. Joseph, Wallace Avenue:

Construction underway

MDOT

I-196 Overlay:

On track for Letting scheduled in November

M-63 Bridge Replacement:

On track for Letting scheduled in November

I-94 WB:

Project Let, Construction in July

Tim Drews added that The Pipestone Traffic Signal was delayed because the original mast arm supplier, Union Metal had went out of business. The completion date is pushed back from September to October.

11. Old Business

Defining Regionally Significant Projects: Amy Lipset reminded the committees that MDOT had requested that every MPO adopt a definition for regionally significant projects. She explained three options for how to define regionally significant projects (See attached: *Regionally Significant Projects*). She said that the definitions were functionally the same just with different lengths and levels of detail.

Alex Little asked how a new facility would be categorized.

Brandon Kovnat explained that according to the definition the only transit projects that are regionally significant are fixed rail. None of TCATA's projects would be included.

Amy followed by saying that it doesn't mean that the project isn't important or would have a major impact on the region. The definition for regionally significant are to add additional requirements to non-federally funded projects. She said that additional requirements could make obligating projects at the end of the fiscal year difficult. She recommended definition two.

Motion for the Technical Advisory Committee to recommend that the Policy Committee adopt the second definition presented for regionally significant projects. Made by Jim Sturdevant, second by Alex Little. **Motion Approved.**

Motion for the Policy Committee to approve the recommendation from the Technical Advisory Committee. Made by Eric Lester, second by Alex Little. **Motion Approved.**

Amendments to the MOU: Kim Gallagher said that there was a meeting between TCATA, FTA, and SWMPC where Alex Little agreed to have two separate MOUs. One MOU would be the agreement between MDOT, TwinCATS, and TCATA, known as the *Transportation Planning Responsibilities for Performance Measures MOU*. The other MOU would cover other aspects of the relationship between TwinCATS, SWMPC, and TCATA.

Alex had requested a change to the MDOT written MOU in order to remove references to the agreement on travel demand modeling. This would allow the MOU to stand alone without including any other documents by reference.

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the revisions presented to the Transportation Planning Responsibilities for Performance Measures MOU. Made by Jim Sturdevant, second by Alex Little. **Motion Approved.**

Motion for the Policy Committee to approve the recommendation from the Technical Advisory Committee. Made by Eric Lester, second by Alex little. **Motion Approved.**

12. New Business

TIP Amendments: Brandon Kovnat presented the amendment for MDOT's M-139 passing flare project (see attached: Letter from MDOT dated August 3). MDOT is increasing the cost for the ROW phase and moving the construction phase from 2020 to 2019.

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve the cost change for the ROW phase and the year change for the CON phase of the MDOT project to add passing flares on M-139 between Tanglewood and Anna. Made by Jonathon Smith, second by Bob Lawrence. **Motion Approved.**

Motion for the Policy committee to approve the recommendation from the Technical Advisory Committee. Made by Denise Cook, second by Jonathon Smith. **Motion Approved.**

Support performance targets for Transit State of Good Repair: Kim Gallagher presented the state of good repair targets for TwinCATS to adopt. TCATA will have 0% of their revenue vehicles and non-revenue vehicles exceeding their useful life in 2019. Their facility meets the criteria for being in a state of good repair since it is rated 3 out of 3 on the FTA TERM scale. Kim requested that TwinCATS adopt TCATA's targets.

Evan Smith asked if there is a consequence for not meeting targets.

Kim said that there is no penalty.

Alex said that maintenance costs go up when asset exceed their useful life. Buses would need to be taken out of service if they are unsafe which means it would lead to delays.

Motion for the Technical Advisory Committee votes to recommend that The TwinCATS Policy Committee support the 2019-2020 performance targets for transit state of good repair. Made by Evan Smith, second by Jonathan Fisk. **Motion Approved.**

Motion by the Policy committee to approve the recommendation from the Technical Advisory Committee. Made by Jim Sturdevant, second by Eric Lester. **Motion Approved.**

2017-2020 TIP Document Amendment: Kim Gallagher explained that in addition to formally supporting the targets for transit state of good repair, the TIP document needed to have these targets and additional language explaining them added.

Motion for the Technical Advisory Committee votes to recommend that the TwinCATS Policy Committee approves the Amendment to the 2017-2020 TwinCATS Transportation Improvement document to incorporate Transit Asset Performance Based Management language. Made by Evan Smith, second by Jonathan Fisk. **Motion Approved.**

Motion by the Policy Committee to approve the recommendation from the Technical Advisory Committee. Made by Jim Sturdevant, second by Eric Lester. **Motion Approved.**

UWP Amendment: Brandon Kovnat explained that the 2019 Unified Work Program (UWP) needed to have a section about air quality conformity. With Berrien County in non-attainment for air quality, staff have additional duties. This is new language which hadn't been required when the 2019 UWP was originally approved.

Motion for the Technical Advisory Committee to recommend that the Policy Committee approve The 2019 TwinCATS Unified Work Program amendment to add the section on Air Quality Conformity. Made by Evan Smith, second by Jim Sturdevant. **Motion Approved.**

Motion by the Policy committee to approve the recommendation from the Technical Advisory Committee. Made by Alex Little, second by Bill Chickering. **Motion Approved.**

13. State and Federal Updates

Jim Sturdevant said that there was a reorganization within MDOT. His previous supervisor John Lanum is now in charge of performance based planning requirements. Jim's new supervisor is Eric Mullen.

14. Privilege of the Floor and Public Comment

Public comment from Tony Dlouhy about the meeting and the complexity of the transportation process. He also complimented MDOT on their display at the Berrien County Youth Fair.

15. Adjournment

Meeting was adjourned at 11:12 AM. The next TwinCATS meeting is scheduled for Monday, September 17, 2018 @ 9:30 am.