

TWIN CITIES AREA TRANSPORTATION STUDY

Policy Committee

Minutes

May 16, 2016

10:30 A.M.

Kinexus, Anchor Rooms A&B

POLICY MEMBERS PRESENT:	<p>Tim Lynch, Berrien County Road Commission William Hodge, Berrien County Planning Commission Carolyn Fowler, Benton Charter Township Dick Stauffer, Lincoln Charter Township Jim Sturtevant, MDOT Statewide Planning John Lanum, MDOT Statewide Planning Jonathan Fisk, St. Joseph Charter Township Vincent DesJardins, SWM Regional Airport Steve Tilly, Royalton Township Jonathon Smith, MDOT-Coloma Office</p>
PO MEMBERS ABSENT:	<p>Bill Chickering, Berrien County Board of Commissioners John Gast, Lake Charter Township Juan Ganum, City of Bridgman Dave Chandler, Sodus Township Stewart McKenzie, Federal Transit Administration (ex officio) Brad Sharlow, MDOT (ex officio) Darwin Watson, City of Benton Harbor Cathy Tilley, Cornerstone Alliance</p>
SWMPC STAFF PRESENT:	<p>Kim Gallagher Brandon Kovnat Jerrid Burdue</p>
OTHERS PRESENT:	<p>Bill Purvis, Twin Cities Area Transportation Authority</p>

1. CALL TO ORDER:

Dick Stauffer called the meeting to order at 10:30 a.m. and led the group in introductions.

2. CHANGES TO THE POSTED AGENDA:

Discussion of new project update template

3. PUBLIC COMMENT

None

4. MINUTES:

- A motion was made by Steve Tilley with support by Bill Purvis to approve the minutes of the April 18 Policy meeting as presented. **Motion passed.**

5. STAFF REPORT

- **New SWMPC Staff Introductions**
 Done during general introductions

- **Napier Avenue Corridor Study Grant Submitted**
Kim Gallagher: Discussed the bike and ped study for Napier Avenue between St. Joseph River and I-94. This is a competitive grant to MDOT to use FTA 5304 funds, with a local 20% match by SWMPC. Consultant must be chosen by September and the project must be completed within a year. The study will include an engineering study of any possible improvements. Project cost is \$158,000. To cover study of possible sidewalk improvements and comparison of winter maintenance costs. This will be a bid project with an RFP placed. Mentioned from TAC that John Lanum said the project is likely to be approved, due to a low number of submittals.
- **Bicycles Allowed on Pere Marquette Amtrak Route**
15 spaces allocated for bicycles for a \$10 fee. Part of the Westrain initiative to increase ridership.
- **Project Update Template**
Jerrid Burdue: explained the new template which will be used for all approved projects. Responsible agencies will use this template for reporting updates to projects. Took photos of existing conditions for projects. There will be a visual aid similar to the template in the TIP for all projects. Suggestions from prior meeting were to include project milestones and project length. Project engineers will receive the template and the updates will be included in meeting packets.
Kim: This is for approved projects included in the TIP.

6. PUBLIC TRANSIT

- **SWMPC Transit Updates**
Kim: April 8th proposals due. 3 have been received. Numerical Scoring matrix being used and the top 2 candidates will be interviewed. Draft contract is being sent to MDOT Passenger Division for approval.
- **TCATA Updates**
Bill Purvis: Hardware and software update for dispatch. Improves run set up for dial-a-ride so users can set up rides in advance and we can optimize routes. New route, Yellow Line, starting at base going to North Shore and onto KPEP. Adding a shelter at Intercare.

7. COMMITTEE REPORTS

- **Regional Inclusive Community Coalition (RICC)**
None
- **Walk and Roll Report**
Has not met yet, no updates to report.

8. COMMUNITY LAND USE AND ZONING UPDATES

Dick Stauffer: Zoning for Condominiums on Maiden Ln between Hollywood and Lincoln.
Kim Gallagher: mentioned the proposed skating rink on Cleveland and Glenlord

9. Agency Project Status Reports

TCATA

Bill Purvis: Radios equipped with GPS for real time tracking for buses

MDOT

Jonathan Smith: paver reseal on I-94 BL between I-94 and M-63. Mill and Fill on both sides of I-94 from St. Joseph River to I-196 Start in July.

Berrien County Road Commission

Pipestone and Napier traffic light completed

Pipestone at Meijer traffic light will have June letting

Shawnee Rd work beginning July 11.

10. OLD BUSINESS

None

11. NEW BUSINESS

▪ UWP Presentation and Approval

Kim Gallagher: can be amended if necessary. The UWP documents the core agency functions, most of which are federally mandated.

Policy work includes writing polices such as the Complete Streets Initiative. IT management includes building a digital library, map library and traffic county library. Also scenario planning with Lakeland Hospital for Be Healthy Berrien. Funding for planning comes from FHWA and FTA with a 18.15% local match, from local governments only. \$219,014 from federal sources and \$39,751 from local funding. Pays for SWMPC salaries, office, and Napier Corridor local match.

Motion to approve UWP by Steve Tilly, 2nd by Tim Lynch. **Motion Approved.**

12. PRIVILEGE OF THE FLOOR:

Carolyn Fowler: Asked about ownership Territorial Rd. Tim Lynch responded that the Road Commission was in charge of that road.

13. ADJOURNMENT at 11:17 AM.

Next meeting is June 20, 2016 at 9:00 AM, at Kinexus/Michigan Works! Anchor Rooms A+B.
Will be discussing the TIP

Compiled by: Brandon Kovnat, SWMPC Associate Planner & Jerrid Burdue, SWMPC Planning Intern, 2016.