

**Meeting Minutes**  
**Three Rivers Small Urban Area Meeting**  
**March 31, 2014**

**Call to Order**

Meeting was called to order at 11:00 a.m.

Introductions were made with the following individuals in attendance:

Amy Roth, City of Three Rivers  
Lindsay Oswald, City of Three Rivers and City of Sturgis  
Steve Yorks, St Joseph County Transportation Authority  
Chris Minger, St Joseph County Road Commission  
Christopher Bolt, St Joseph County Road Commission  
Bruce Bart, Sherman Township  
Jodi Stefforia, KATS  
Kathy Schultz, KATS  
Taylor Raupp, KATS

Voting members were identified with the Road Commission, Transportation Authority, and City entitled to a single vote each.

No public comment was offered.

Jodi Stefforia gave a summary of the 2014 and 2015-2017 Call for Projects for the Small Urban Program. She stated that MDOT has indicated that the priority will be to review 2014 projects that come in from the State's small urban areas; MDOT anticipates that 9 small urban areas will be awarded a grant with a decision made and project numbers assigned by mid-May. Awarded projects must be obligated by September 30 and let within two cycles. She suggested that the area only put forth project(s) that can meet the timeline.

She indicated that MDOT allows a small urban area to submit several projects until they reach the \$375,000 cap. Regarding the rotating cycle of small urban areas being awarded every other year, MDOT has indicated that any 2014 award would not affect the existing cycle for an area.

Those in attendance then discussed their priority projects.

Amy Roth made a motion to adopt the list of prioritized projects as discussed (listed below), Steve Yorks supported the motion. Motion passed.

Priority	Project	Limits	Agency	STP
1a	Enterprise Drive	N Main to Lovers Ln	City of Three Rivers	\$316,800
1b	Office equipment	n/a	St Joseph Co Transportation	\$6,634.44
1c	PM?	_____	St Joseph County RC	<u>\$51,565.56</u>
			Priority 1 total:	\$375,000
2a	Lovers Lane	_____	St Joseph County RC	\$126,494
2b	PM?	_____	City of Three Rivers	\$124, 253??
2c	PM?	_____	St Joseph County RC	<u>\$124,253??</u>
			Priority 2 total:	\$375,000
3a	4 <sup>th</sup> Street	N of Pleasant -Broadway	City of Three Rivers	\$276,000
3b	PM?	_____	St Joseph County RC	<u>\$99,000</u>
			Priority 3 total:	\$375,000

KATS Staff indicated that once applications and financial assurances are received from the road agencies, they will compile them and submit to MDOT with the minutes and public notice documentation in order to meet the April 30 deadline.

Meeting adjourned at 11:20 a.m.

Minutes prepared:  
April 1, 2014