



## St. Joseph Area Transportation Study Organization (SJATSO) 2035 Long Range Transportation Plan

*Preliminary Project Schedule, Agenda Items, and Deliverables (subject to revision)*

Dates	Agenda Items	Public Involvement Activities	Deliverables
February 6, 2008 Steering Committee	<ul style="list-style-type: none"> <li>Project Team Introductions ✓</li> <li>Review 2030 LRTP process ✓</li> </ul>		<ul style="list-style-type: none"> <li>PowerPoint presentation ✓</li> </ul>
March 26, 2008 Steering Committee	<ul style="list-style-type: none"> <li>Assessment of current LRTP ✓</li> <li>Steering Committee Survey Results ✓</li> <li>Overview of 2035 LRTP Public Involvement Plan ✓</li> </ul>		<ul style="list-style-type: none"> <li>PowerPoint presentation ✓</li> <li>Draft Public Involvement Plan document ✓</li> <li>Meeting minutes ✓</li> </ul>
April- May 2008		<ul style="list-style-type: none"> <li>Revise Public Involvement Plan ✓</li> <li>Develop web site content</li> <li>Develop stakeholder mailing and e-mail lists ✓</li> </ul>	<ul style="list-style-type: none"> <li>2035 LRTP website content</li> </ul>
May 21, 2008 Steering Committee	<ul style="list-style-type: none"> <li>Public Involvement Plan changes and distribution</li> <li>LRTP public launch activities/dates</li> <li>Draft web/phone survey</li> <li>Land use/development trends</li> <li>Existing transportation conditions</li> </ul>	<ul style="list-style-type: none"> <li>Briefings/outreach by URS/MPO</li> </ul>	<ul style="list-style-type: none"> <li>Public Involvement Plan for public distribution</li> <li>Draft web/phone public opinion surveys</li> <li>St. Joseph Area Base Map</li> <li>Land use/development trends map</li> <li>PowerPoint presentation</li> <li>Meeting minutes</li> </ul>
June- August 2008		<ul style="list-style-type: none"> <li>Press release / e-mail burst</li> <li>Newsletter distribution</li> <li>Public Involvement Plan on web site</li> <li>Survey (Monkey?) on web</li> <li>Conduct scientific phone surveys</li> <li>Conduct key stakeholder phone interviews</li> </ul>	<ul style="list-style-type: none"> <li>Press Release</li> <li>Newsletter #1 (June 2008)</li> </ul>

✓ Indicates meeting or deliverables have been completed.

Public Involvement			
Dates	Agenda Items	Activities	Deliverables
August 20, 2008 Steering Committee	<ul style="list-style-type: none"> <li>Existing transportation conditions</li> <li>Public opinion surveys</li> <li>Key stakeholder interviews</li> <li>Phone survey results</li> <li>Goals and Objectives (draft)</li> </ul>	<ul style="list-style-type: none"> <li>Briefings/outreach by URS/MPO</li> </ul>	<ul style="list-style-type: none"> <li>Memorandum on public opinion surveys</li> <li>Memorandum on key stakeholder interviews</li> <li>PowerPoint presentation</li> <li>Existing Conditions Report (draft)</li> <li>Goals and Objectives (draft)</li> <li>Meeting minutes</li> </ul>
September-October 2008		<ul style="list-style-type: none"> <li>Press release / e-mail burst</li> <li>Newsletter distribution</li> <li>Update web site</li> <li>Briefings/outreach by Steering Committee and MPO staff</li> <li>Topics: existing conditions, web survey, key stakeholder interviews, scientific survey, goals and objectives, upcoming leadership roundtable</li> </ul>	<ul style="list-style-type: none"> <li>Press Release</li> <li>Newsletter #2 (September 2008)</li> </ul>
November 4th Leadership Roundtable  November 5, 2008 Steering Committee	<ul style="list-style-type: none"> <li>Socioeconomic forecasts</li> <li>Future land use scenarios</li> <li>Travel Demand Model overview</li> <li>Goals and Objectives (final)</li> <li>Effectiveness Measures (draft)</li> </ul>	<ul style="list-style-type: none"> <li>Leadership Roundtable</li> <li>Topics: regional growth, transportation trends, public opinion, goals and objectives</li> </ul>	<ul style="list-style-type: none"> <li>PowerPoint presentation</li> <li>Stakeholder Interview Report</li> <li>Existing Conditions Report (final)</li> <li>Technical memorandum re: 2035 forecasts and future land use scenarios</li> <li>Leadership Roundtable Report</li> <li>Goals and Objectives (final)</li> <li>Effectiveness Measures (draft)</li> <li>Steering Committee meeting minutes</li> </ul>
November-January 2009		<ul style="list-style-type: none"> <li>Press release / e-mail burst</li> <li>Newsletter distribution</li> <li>Update web site</li> <li>Topics: socioeconomic forecasts/land use, travel demand model, goals/objectives, leadership roundtable results, upcoming citizen focus groups</li> </ul>	<ul style="list-style-type: none"> <li>Press Release</li> <li>Newsletter #3 (January 2009)</li> </ul>

 Indicates meeting or deliverables have been completed.

		Public Involvement	
Dates	Agenda Items	Activities	Deliverables
January 21, 2009 Steering Committee	<ul style="list-style-type: none"> <li>• Preliminary 2035 model results</li> <li>• Refine 2035 socioeconomic data and land use scenarios</li> <li>• Citizen Focus Groups</li> </ul>		<ul style="list-style-type: none"> <li>• PowerPoint presentation</li> <li>• Preliminary model results</li> <li>• Steering Committee Meeting minutes</li> </ul>
February- March 2009			
April 1, 2009 Citizen Focus Groups  April 2, 2009 Join Steering Committee/ Policy Committee	<ul style="list-style-type: none"> <li>• Year 2035 Transportation Conditions Analysis (draft)</li> <li>• Preliminary discussion of transportation improvements and priorities</li> </ul>	<ul style="list-style-type: none"> <li>• Citizen Focus Groups</li> </ul>	<ul style="list-style-type: none"> <li>• PowerPoint presentation</li> <li>• Year 2035 Transportation Conditions Analysis (draft)</li> <li>• Citizen Focus Group Report</li> <li>• Joint Policy/Steering Committee Meeting minutes</li> </ul>
April- June 2009		<ul style="list-style-type: none"> <li>• Press release / e-mail burst</li> <li>• Newsletter distribution</li> <li>• Update web site</li> <li>• Topics: 2035 conditions, potential improvements and priorities, joint committee meeting, citizen focus groups, upcoming stakeholder workshop</li> </ul>	<ul style="list-style-type: none"> <li>• Press Release</li> <li>• Newsletter #4 (June 2009)</li> </ul>
June 23, 2009 Key Stakeholder Workshop  June 24, 2009 Steering Committee	<ul style="list-style-type: none"> <li>• Year 2035 Transportation Conditions Analysis (final)</li> <li>• Screening and prioritization criteria</li> <li>• Year 2035 transportation improvements and priorities</li> </ul>	<ul style="list-style-type: none"> <li>• Key Stakeholder Workshop</li> <li>• Topics: Potential year 2035 regional conditions, improvement priorities</li> </ul>	<ul style="list-style-type: none"> <li>• PowerPoint presentation</li> <li>• Year 2035 Transportation Conditions Analysis (final)</li> <li>• Steering Committee Meeting minutes</li> <li>• Stakeholder Workshop Report</li> </ul>
July- August 2009		<ul style="list-style-type: none"> <li>• Leadership Roundtable:</li> <li>• Topics: land use/ transportation strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Leadership Roundtable Report</li> </ul>
August 19, 2009 Steering Committee	<ul style="list-style-type: none"> <li>• Recommended transportation improvement priorities</li> <li>• Preliminary financial analysis of projects / alternatives</li> </ul>		<ul style="list-style-type: none"> <li>• PowerPoint presentation</li> <li>• Technical memorandum on screening and prioritization of LRTP projects, including preliminary financial analysis</li> <li>• Meeting minutes</li> </ul>

 Indicates meeting or deliverables have been completed.

Dates	Agenda Items	Public Involvement Activities	Deliverables
September- October 2009		<ul style="list-style-type: none"> <li>• Press release / e-mail burst</li> <li>• Newsletter distribution</li> <li>• Update web site</li> <li>• Topics: pending release of draft LRTP, recommended improvement priorities, financial analysis, land use strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Newsletter #5 (October)</li> </ul>
November 4, 2009 Steering Committee  November 5, 2009 Policy Committee	<ul style="list-style-type: none"> <li>• Approval of Draft LRTP for public review</li> </ul>		<ul style="list-style-type: none"> <li>• PowerPoint presentation</li> <li>• Draft 2030 LRTP (hard copy and PDF)</li> <li>• Steering Committee meeting minutes</li> </ul>
November 2009 – January 2010		<ul style="list-style-type: none"> <li>• Public Review of Draft 2035 LRTP</li> </ul>	
January 20, 2010 Steering Committee	<ul style="list-style-type: none"> <li>• LRTP public comments</li> <li>• Recommendation to Policy Committee</li> </ul>		<ul style="list-style-type: none"> <li>• Public comment report</li> <li>• PowerPoint presentation</li> <li>• Meeting minutes</li> </ul>
February 4, 2010 Policy Committee	<ul style="list-style-type: none"> <li>• Adoption of 2035 LRTP</li> </ul>	<ul style="list-style-type: none"> <li>• Public hearing</li> </ul>	
February 2010			<ul style="list-style-type: none"> <li>• Revised/adopted 2035 LRTP</li> </ul>

Notes

1. Meeting dates, agenda items, and deliverables are tentative dates. Actual meeting dates will be set at steering committee meetings and agenda items will be finalized approximately one to two weeks prior to each meeting.
2. SJATSO staff will provide regular LRTP updates to the Policy Committee throughout the project. It is anticipated that URS will meet with the Policy Committee twice during the process to provide LRTP presentations.

 Indicates meeting or deliverables have been completed.