

FY 2017 - FY 2020

TRANSPORTATION IMPROVEMENT PROGRAM

This report was produced by the West Michigan Metropolitan Transportation Planning Program (WestPlan) with the cooperation of the governments in Muskegon and Northern Ottawa Counties, the Michigan Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration.

West Michigan Shoreline Regional Development Commission

April 2016



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Table of Contents

CHAPTER 1: INTRODUCTION	1
CHAPTER 2: FINANCIAL ANALYSIS	4
CHAPTER 3: PUBLIC INVOLVEMENT	13
CHAPTER 4: ENVIRONMENTAL JUSTICE	17
CHAPTER 5: CONSULTATION	36
CHAPTER 6: AIR QUALITY CONFORMITY	43
APPENDICES	46
APPENDIX A: WESTPLAN ADVISORY COMMITTEES	47
APPENDIX B: MPO CERTIFICATION RESOLUTION	48
APPENDIX C: MPO RESOLUTION FOR TIP APPROVAL	49
APPENDIX D: AMENDMENTS & ADMINISTRATIVE MODIFICATIONS	50
APPENDIX E: PERFORMANCE BASED PLANNING	51
APPENDIX F: COMPLETED PROJECTS FROM THE FY2014-2017 TIP	54
APPENDIX G: PUBLIC PARTICIPATION PLAN	60
APPENDIX H: FY2017-2020 FINANCIAL CONSTRAINT TABLE	85

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CHAPTER 1: INTRODUCTION

Background

This document serves as the official Transportation Improvement Program (TIP) for the West Michigan Metropolitan Transportation Planning Program (WestPlan). The current boundary of the MPO is the entire County of Muskegon, the Cities of Grand Haven and Ferrysburg, the Village of Spring Lake, and Crockery, Grand Haven, Spring Lake, Robinson, and part of Port Sheldon Townships in Ottawa County. This document will cover the period from Fiscal Year 2017 through Fiscal Year 2020 (October 1, 2017 to September 30, 2020).

The TIP is developed in a cooperative effort between federal, state, and local officials and serves as the final link in the planning process. Its primary purpose is to identify programs and projects to be funded with federal aid, in accordance with federal law and the regulations of the Federal Highway Administration and the Federal Transit Administration during the next four year period.

Projects are selected from the Long-Range Transportation Plan based on need, local initiative, and requirements of the federal government through the Fixing America's Surface Transportation Act (FAST Act). Other considerations for project selection include impact on air quality and availability of funds. The TIP is produced or amended biannually and includes a detailed list of projects which are funded and scheduled for the upcoming four year (fiscal years) period.

The development of the TIP facilitates the required "3-C" (Continuous, Comprehensive, and Cooperative) planning process. The TIP is a product of a *continuous* process on the part of local and state government to improve the regional transportation system. The TIP is *comprehensive* because it encompasses all modes of transportation. In addition, the TIP demonstrates a *cooperative* intergovernmental working relationship between local officials to mutually agree upon priorities and needs.

Two issues which have been receiving greater attention in the last few years are safety and security. Improvements to safety are one of the key criteria which is examined during the project selection process of WESTPLAN. In addition to road and transit projects that have safety components, WESTPLAN committees have approved a number of projects which are primarily safety related projects. Most notably these include various Safe Routes to School projects. Also, many of the non-motorized trail projects have key safety components.

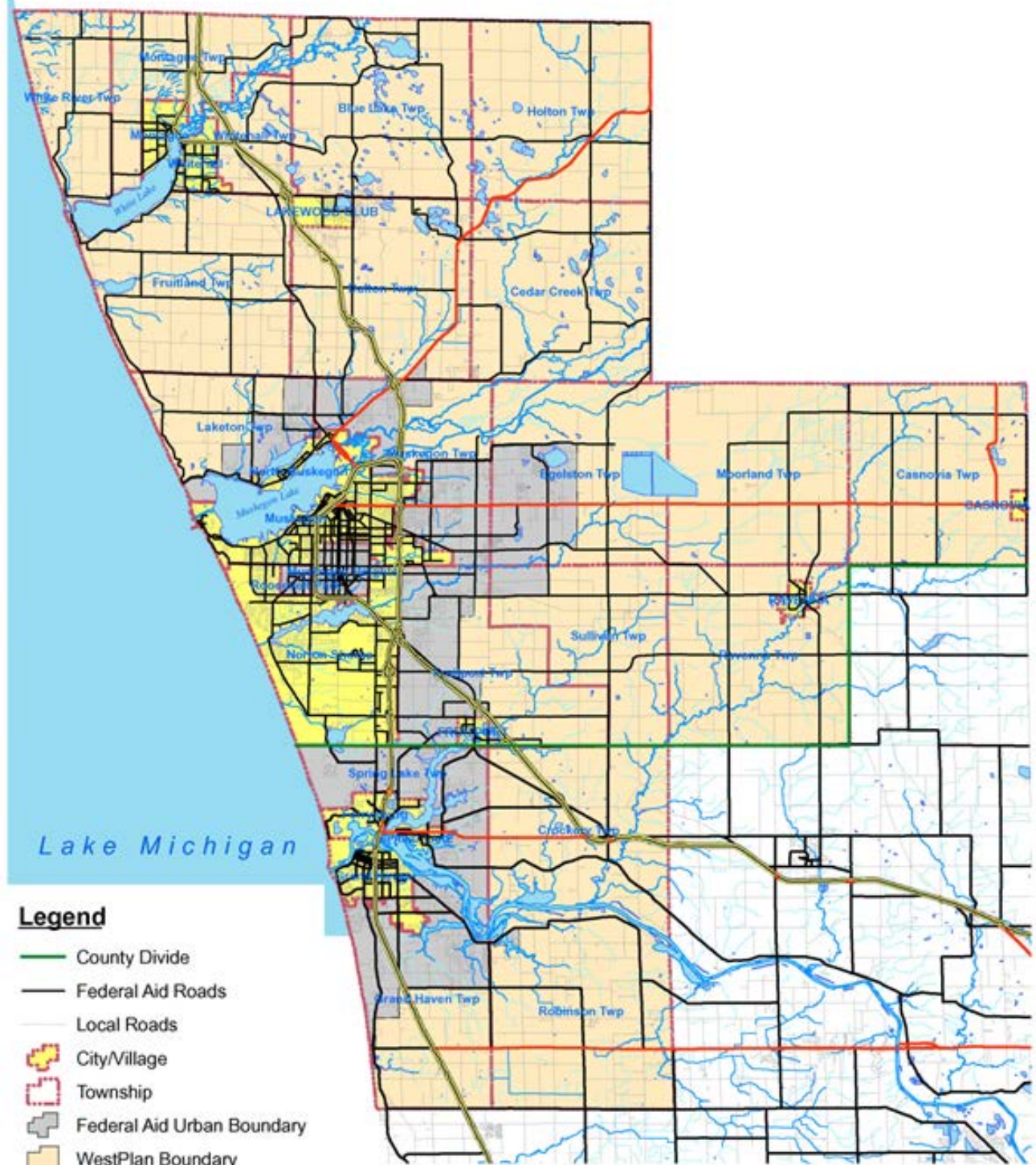
WestPlan Area

Under FAST Act, the WestPlan area (Metropolitan Area Boundary or MAB) must cover at least the existing Urban Area and the contiguous area expected to become urban in the next twenty years. It is this boundary that establishes the area covered by the Transportation Improvement Program process.

WestPlan acted in 2003 to expand the Urban Area Boundary, which now includes all of the 2000 Adjusted Census Boundary. 23 U.S.C. 101--Section 101(A) of Title 23 of the U.S. Code of Federal Regulations defines the Urban Area as an urban place of 5,000 or more population including the

Urbanized Area as defined by the Bureau of Census. The Code includes a provision that allows the states, in cooperation with local officials, to adjust and develop an Urban Area boundary that encircles the Urbanized Areas in a region. An Urbanized Area comprises one or more central places/cities, plus the adjacent densely-settled surrounding territories (urban fringe), that together have a minimum of 50,000 persons. The urban fringe consists of a contiguous territory having a population of at least 1,000 persons per square mile. That boundary is established every ten years as a result of the decennial census. Urban Area Boundaries determine where transportation and mass transit funding may be spent. STP Rural funds can only be spent outside of the Urban Area; STP Urban funds are usually spent inside the Urban Area, but may also be spent in the rural area.

The following map depicts the WestPlan boundaries as described above.



**WestPlan Metropolitan Planning
Organization (MPO)**

WSRDC
WEST MICHIGAN SHORELINE
REGIONAL DEVELOPMENT COMMISSION

Source: Michigan Geographic Data Library

CHAPTER 2: FINANCIAL ANALYSIS

Introduction

The function of the TIP Financial Plan is to manage available federal-aid highway and transit resources in a cost-effective and efficient manner. Specifically, the Financial Plan details:

1. Available highway and transit funding (federal, state, and local);
2. Fiscal constraint (cost of projects cannot exceed revenues reasonably expected to be available);
3. Expected rate of change in available funding (unrelated to inflation);
4. Year of Expenditure (YOE) factor to adjust for predicted inflation;
5. Estimate of Operations and Maintenance (O and M) costs for the federal-aid highway system (FAHS).

Available Highway and Transit Funding

The majority of federal highway and transit funding is derived from federal motor fuel taxes, currently 18.4 cents per gallon on gasoline and 24.4 cents per gallon on diesel. These funds are deposited in the Highway Trust Fund (HTF). A portion of these funds is retained in the Mass Transit Account of the HTF for distribution to public transit agencies and states. In recent years, the HTF has seen large infusions of cash from the federal General Fund, due to declining collections from motor fuel taxes. This is mostly due to increased fuel efficiency in conventionally-powered vehicles, as well as a growing number of hybrid and fully-electric vehicles that require little to no motor fuel.

There are a number of federal highway programs serving different purposes. Appendix A contains a list of these programs. Federal highway funds are apportioned to the states (*apportionment* means distribution of funds according to formulas established by law) and then a portion is allocated to local agencies based on the population in each region. Local agencies within the WestPlan MPO Area receive approximately \$3.8 million in federal-aid highway funding each year. In addition, the Michigan Department of Transportation (MDOT) spends approximately \$3.4 million annually for capital needs on state-owned highways in the region (I-, US-, and M- roads).

Like the highway programs, there are a number of federal transit programs, the list of which can also be found in Table 5 on Page 9. Transit funds are distributed according to a complex set of distribution formulas. Public transit agencies within the WestPlan MPO Area receive approximately \$2.5 million in federal-aid transit funding each year.

State funding for transportation comes from vehicle registration fees and motor fuel taxes. Currently, state motor fuel taxes are set at 19 cents per gallon on gasoline and 15 cents per gallon on diesel. The state also levies a six percent sales tax on the wholesale and federal tax portion of each gallon of motor fuel. Virtually none of this sales tax revenue goes to transportation. Funding from motor fuel taxes and registration fees (but not the sales tax) is deposited in the Michigan Transportation Fund (MTF), which is analogous to the federal HTF. The current gross receipts to the MTF are approximately \$1.95 billion annually. The Comprehensive Transportation Fund (CTF) within the MTF is used for transit. Currently, a little under \$167 million is deposited by the state into the CTF each year. MTF funding, after set-asides, is distributed to the State Trunkline fund (I-, US-, and M-designated roads) and to counties, cities, and villages throughout the state.

A series of laws enacted in November 2015 increased state funding for transportation. The Michigan House Fiscal Agency estimates that, starting in FY 2016, an additional \$455 million will be raised, increasing each year until FY 2020, when it's expected that the increase will stabilize at an additional \$1.2 billion per year.¹

Local funding is much more difficult to predict. There is a patchwork of transportation millages, special assessment districts, downtown development authorities, and other funding mechanisms throughout the region. Therefore, this Financial Plan does not attempt to quantify current non-federal funding or forecast future non-federal funding revenues, except for MTF and CTF.

Fiscal Constraint and Project Selection

The most important financial consideration when creating and/or maintaining a S/TIP is *fiscal constraint*. This means that each year's list of projects cannot exceed the amount of funding reasonably expected to be available in the fiscal year. Funding is considered "reasonably expected to be available" if the federal, state, and local funding amounts are based on amounts received in past years, with rates of change developed cooperatively between MDOT, transportation planning agencies, and public transportation agencies. Note that these rates of change are *not* the same as inflation; rather, they are forecasts of the amount of funding that will be made available by the federal, state, and local governments. In Michigan, this cooperative process is facilitated by the Michigan Transportation Planning Association (MTPA), whose members include the aforementioned agencies, plus the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The MTPA has determined that recent federal transportation funding shortfalls make it prudent to hold federal funding levels at a two percent annual rate of increase for all four years of the FY 2017-FY 2020 TIP (see Appendix B).

In the WestPlan MPO Area, the 22 member Technical and Policy Committees are responsible for project selection and prioritization. These committees are comprised of local road agencies, MDOT, FHWA, (2) County Road Commissions, (2) County representatives, (2) Transit agencies, and representatives from rural and urban townships. The committees are provided with funding targets for the years covered by the TIP. This controls the amount of federal-aid highway funding programmed. The large public transit agencies are issued similar targets with the amount of federal-aid transit funding expected. The MPO committees have developed a system for determining which projects are selected for funding. Criteria can include pavement condition, traffic volumes, and number of years since last repair, and/or other factors. MDOT has a similar project selection process. Agencies throughout the state use asset management principles approved by the Michigan Transportation Asset Management Council (TAMC), whose duties are prescribed by state law. Transit agencies each select projects based on internal assessment of capital and operations needs.

Year of Expenditure (YOE)

When MDOT and MPO committees and public transit agencies program their projects, they are expected to adjust costs using year of expenditure (YOE) dollars. YOE simply means that project

¹ Hamilton, William E., Jim Stansell, and Kyle I. Jen. "Road Funding Package—Enacted Analysis." Lansing, MI, House Fiscal Agency, November 2015.

costs have been adjusted for expected inflation. This is not the same as expected rates of funding change (see previous section). Each MPO and agency has its own inflation factor(s), based on past experience. However, MDOT has developed YOE factors for itself and any agency that hasn't developed its own. For the upcoming FY 2017-FY 2020 TIP cycle, they are five percent for FY 2017 and FY 2018, 4.5 percent for FY 2019, and four percent for FY 2020. See Page 11 for more details.

Summary: Resources available for capital needs on the federal-aid highway system

Table 1 contains a summary of the predicted resources that will be available for capital needs on the federal-aid highway system in the WestPlan MPO Area through fiscal years 2017 - 2020. The only local (i.e., non-federal) funding included is funding required to match federal-aid funds. This is usually about 20 percent of the cost of each project.

Table 1. Forecast of Resources Available for Capital Needs on the Federal-Aid Highway System in the WestPlan MPO Area (millions of dollars).

2017	2018	2019	2020
17.4	12.6	12.4	20.1

Estimate of Operations and Maintenance Costs for the Federal-Aid Highway System

Almost all federal-aid highway funding is restricted to capital costs; i.e., the cost to build and maintain the actual physical assets of the federal-aid highway system (essentially, all I-, US-, and M-designated roads, plus most public roads functionally classified as “collector” or higher). Operations and maintenance (O and M) costs, such as snow and ice removal, pothole patching, rubbish removal, electricity costs to operate streetlights and traffic signals, etc. are the responsibility of MDOT or local road agencies, depending on road ownership. Nevertheless, federal regulations require an estimate of O and M costs on the federal-aid highway system over the years covered by the TIP. Information on Page 11 explains the method and assumptions used to formulate the estimate. Table 2 contains a summary O and M cost estimates for roads on the federal-aid highway system in the WestPlan MPO area. These funds are not shown in the TIP, because most highway operations and maintenance costs are not eligible for federal-aid. The amounts shown are increased by the agreed-upon estimated YOE (i.e., inflation) factors (see page 11 for a discussion of YOE adjustments).

Table 2. Forecast of Operations and Maintenance Costs on the Federal-Aid System in the WestPlan MPO Area (millions of dollars).

2017	2018	2019	2020
8.7	8.8	8.9	9

Summary: Resources available for capital needs of Public Transit Agencies

Transit agencies receive their funding from a variety of sources: federal, state, and local. Federal funding is distributed, in large part, according to the population of the urbanized area and/or state. For example, Section 5307 (Urbanized Area Formula Grant) is distributed directly to large transit

agencies located within the WestPlan MPO area. Section 5307 funds are distributed to federally-specified transit agencies in urbanized areas between 100,000 and 199,999 residents. For areas under 100,000 population, the state can generally award funding at its discretion.

Other sources of funding are more specialized, such as Section 5310 (Transportation for Elderly and Persons with Disabilities) and Section 5311 (for rural areas). See Appendix A for more information on federal transit resources.

The State of Michigan, through the MDOT Office of Passenger Transportation (OPT), also distributes CTF funding to match federal-aid, for job access reverse commute (providing access to available employment for persons in low-income areas), and for local bus operating (LBO). LBO funds are very important to the agencies as federal-aid funding for transit, like federal-aid funding for highways, is almost entirely for capital expenses.

Local funding can come from farebox revenues, a community's general fund, millages, and other sources. As with local highway funding, local transit funding can be difficult to predict. Therefore, this chapter will only include federal and state resources available for transit.

Table 3 contains a summary of the predicted resources that will be available for capital needs (and some operations needs, depending on the program) for public transit agencies in the WestPlan MPO Area during fiscal years 2017 through 2020. Federal funding expected to be available is included. CTF funding expected to be distributed by the MDOT Office of Passenger Transportation to public transit agencies in the WestPlan MPO Area is also included.

Table 3. Forecast of Resources Available for Public Transit Capital Needs in the WestPlan MPO Area (millions of dollars).

2017	2018	2019	2020
\$5.9	\$4.5	\$4.5	\$4.5

Demonstration of Financial Constraint, FY 2017 through FY 2020

After determination of resources available for federal-aid highway and transit capital needs in **the WestPlan MPO Area** from FY 2017 through FY 2020, and matching those available resources to specific needs, a four-year program of projects is created within the context of the region's transportation policies as contained in the 2040 Regional Transportation Plan. The list must be adjusted to each year's YOE factor and then fiscally constrained to available revenues (see Page 11). Table 4 contains a summary of the cost of highway and transit projects programmed over the four-year TIP period, matched to revenues available in that same period. This table shows that the FY 2017 through FY 2020 TIP is fiscally constrained. Note: Operations and maintenance costs of the federal-aid highway system are included in the text of this chapter. However, these costs are not included in the TIP itself, as nearly all highway operations and maintenance costs are ineligible for federal-aid funding.

Table 4. Demonstration of fiscal constraint, FY 2017 through FY 2020 TIP (millions of dollars).

	2017	2018	2019	2020
Highway Funding	17.4	12.6	12.4	20.1
Highway Programmed	17.4	12.6	12.4	20.1
Transit Funding	5.9	4.5	4.5	4.5
Transit Programmed	5.9	4.5	4.5	4.5
Total Funding	23.3	17.2	16.9	24.7
Total Programmed	23.3	17.2	16.9	24.7
Difference	0	0	0	0

*Please see the Financial Constraint Table in Appendix H.

**Table 5. Financial Analysis -
List of Available Federal-Aid Highway and Transit Resources²**

Highway Resources

Source	Purpose	Examples of Eligible Activities
Surface Transportation Block Grant Program	Maintain and improve the federal-aid highway system.	Construction, rehabilitation, or reconstruction of highways, bridges, and tunnels; transit capital projects; infrastructure-based intelligent transportation systems (ITS) capital improvements; border infrastructure; highway and transit safety projects; traffic monitoring, management, and control facilities; nonmotorized projects (including projects eligible under the former Transportation Alternatives Program; and bridge scour countermeasures.
Highway Safety Improvement Program (HSIP)	Decrease highway deaths and injuries.	Intersection safety improvements; pavement and shoulder widening; rumble strips or other warning device; improvements for pedestrian or bicyclist safety or safety of persons with disabilities; Construction and improvement of a railway-highway grade crossing safety feature, including installation of protective devices; traffic calming features; elimination of a roadside hazard; and installation, replacement, and other improvement of highway signage and pavement markings, or a project to maintain minimum levels of retroreflectivity, that addresses a highway safety problem consistent with a State strategic highway safety plan; roadside safety audits.
Congestion Mitigation and Air Quality Improvement Program (CMAQ)	Reduce emissions from transportation sources	Installing dedicated turn lanes; signal retiming, interconnection, or actuation; constructing roundabouts; diesel retrofits; projects to reduce single-occupant vehicle travel; new or reduced-headways transit routes.
National Highway Performance Program (NHPP)	Maintain and improve the National Highway System (NHS) (i.e., the subset of the federal-aid highway system that includes roads classified as principal arterials or above).	Construction, rehabilitation, or reconstruction of highways, bridges, and tunnels; transit capital projects on the NHS; infrastructure-based intelligent transportation systems (ITS) capital improvements on the NHS; highway and transit safety projects on the NHS; certain bicycle and nonmotorized activities; and Construction, rehabilitation, or reconstruction of highways, bridges, and tunnels on federal-aid highways not on the NHS, as long as they are within the same corridor as a segment of the NHS.
National Highway Freight Program	Infrastructure improvements that increase economic competitiveness and productivity; reduce congestion on the National Highway Freight Network; reduce shipping costs; and improve the safety, efficiency, and reliability of that network.	Construction, reconstruction, rehabilitation, real property and equipment acquisition, and operational improvements directly related to system performance; ITS improvements; rail/highway grade separation; geometric improvements to interchanges and ramps; truck-only lanes; climbing and runaway truck lanes; adding/widening shoulders; and truck parking facilities.

² Not intended to be an exhaustive list of all eligible activities.

Transit Resources

Source	Purpose	Examples of Eligible Activities
Sec. 5307 Urbanized Area Formula Grants	Funding for basic transit capital needs of transit agencies in urbanized areas.	Capital projects, transit planning, and projects eligible under the former Job Access Reverse Commute (JARC) program (intended to link people without transportation to available jobs). Some of the funds can also be used for operating expenses, depending on the size of the transit agency. One percent of funds received are to be used by the agency to improve security at agency facilities.
Section 5310, Elderly and Persons with Disabilities	Improving mobility options for seniors and disabled persons.	Projects to benefit seniors and disabled persons when service is unavailable or insufficient and transit access projects for disabled persons exceeding Americans with Disabilities Act (ADA) requirements. Section 5310 incorporates the former New Freedom program.
Section 5311, Non-Urbanized Area Formula Grants	Improving mobility options for residents of rural areas.	Capital, operating, and rural transit planning activities in areas under 50,000 population.
Section 5337, State of Good Repair Grants	Maintaining fixed-guideway transit systems in a state of good repair.	Capital, maintenance, and operational support projects. Recipients develop and implement an asset management plan. Half of Section 5337 funding is distributed by a formula accounting for vehicle revenue miles and directional route miles; half is based on ratios of past funding received.
Section 5339, Bus and Bus Facilities	Funding for basic transit capital needs of transit agencies, including construction of bus-related facilities.	Replace, rehabilitate, and purchase buses and related equipment, and construct bus-related facilities.

Financial Analysis –

Financial and Operations and Maintenance Assumptions

Funding Growth Rates

These rates are not Year of Expenditure (i.e., inflation). Funding growth rates are the forecast of what is expected to be apportioned and/or allocated to the state and the MPOs. These funds are not indexed for inflation: There is no “cost of living” adjustment. Assumptions are made based on information known at a given point in time. What we know as we develop our current estimates is:

1. Michigan has seen very little growth in its federal-aid highway apportionment over the past couple of decades. Over the past 18 fiscal years, the state’s apportionment has only increased, on average, 2.47 percent per year. In recent years the average annual change in apportionment has actually been negative, with the ten-year average at -0.30 percent and the five-year average at -1.21 percent.
2. On December 4, 2015, the FAST Act was signed into law. The FAST Act authorizes \$305 billion in federal funding for the nation’s surface transportation system over the next five years. The legislation breaks the cycle of short-term funding authorizations that have characterized the federal program for the past 10 years and, in covering nearly five full fiscal years, represents the longest surface transportation authorization bill enacted since 1998.
3. Reliance on non-transportation revenue to support investments in surface transportation is continued in the FAST Act. The FAST Act transfers \$70 billion from the federal General Fund into the federal Highway Trust Fund (HTF) to ensure that all investments in highways and transit during the next five fiscal years are fully paid for. This brings the total amount of non-transportation revenue that has supported investments from the HTF during the past seven years to nearly \$145 billion.

Although the FAST Act has increased funding stability over the next five fiscal years, funding increases are modest at best. In keeping with the modest increases outlined in the FAST Act, MDOT is recommending two percent per year funding increases between FY 2017 and FY 2020.

Year of Expenditure (YOE) Rates

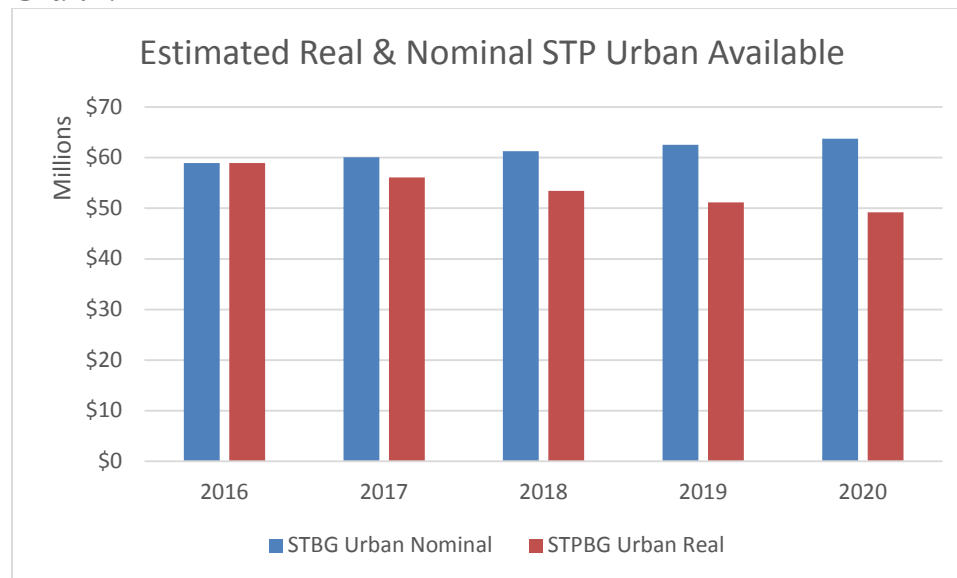
These rates represent the forecast of how much the cost of implementing transportation projects will increase each year, on average. In other words, YOE is the expected inflation rate in the transportation agencies’ cost of doing business. YOE adjustments to project costs are essential to show the true relationship between costs and resources. In recent years, highway and transit agencies have been increasingly squeezed by this phenomenon, since the inflation rate on transportation costs has increased faster than funding growth rates. Thus, although the rate of nominal funding growth has hovered essentially around 2.47 percent, the inflation rate means that less work can be done per allocated dollar. When viewed from the point of view of purchasing power, the states and MPOs have experienced a sharp decline in funding resources.

Based on past experience, MDOT, in cooperation with MTPA, will use the following YOE factors:

1. 2016, base year;
2. 2017, five percent above 2016;
3. 2018, five percent above 2017;
4. 2019, 4.5 percent above 2018; and
5. 2020, four percent above 2019.

Chart 1 is an example that illustrates the difference between what we will officially receive in STP Urban funding over the life of the FAST Act (i.e., nominal funding), and what that funding will be worth relative to the purchasing power of the base year (i.e., real funding).

Chart 1.



Estimate of Operations and Maintenance (O and M) Costs on the Federal-Aid Highway System

Repair and improvements to capital assets are only part of the total cost of the federal-aid highway system. Operations and maintenance (O and M), defined as those items (other than repair/replacement of capital assets) necessary to keep the highway infrastructure functional for vehicle travel, is just as important. Federal-aid funds cannot be used for O and M, which covers activities like grass cutting, trash removal, and snow removal. However, federal transportation planning regulations require an estimate of those costs on the federal-aid highway system.

The O and M estimate was derived in the following manner:

1. MDOT's estimate of total O and M funding available for the state trunkline system throughout Michigan is approximately \$599 million annually.
2. The total lane miles for the entire state trunkline system is determined and used as the denominator in the fraction $\$599 \text{ million} / \text{Total State Trunkline Lane Miles}$ to determine a per-lane-mile cost.
3. Approximately 1.6 percent of the lane miles in the state trunkline system are located in the WestPlan MPO Area.
4. Assuming a roughly equal per-lane-mile operations and maintenance cost throughout the state trunkline system, MDOT should spend approximately \$8.85 million annually in the WestPlan MPO Area on these activities.
5. The per-lane-mile cost will also be applied to locally-owned roads on the federal-aid highway system.
6. The sum of costs from Steps 4 and 5 will constitute the required O and M estimate.
7. This base estimate is adjusted according to the inflation factors noted above in each fiscal year, since this is the *cost* of O and M, not a particular funding *source*.

CHAPTER 3: PUBLIC INVOLVEMENT

WestPlan is committed to ensuring that citizen input will figure prominently throughout the planning processes and contribute to transportation problem identification through public comment periods, public meetings, open houses, and review of the draft document.

WestPlan, as the Metropolitan Planning Organization (MPO), is also federally required to explicitly set forth public participation policies. The standards for this process are found in Title 23 CFR 450.316 which requires that the public have reasonable opportunity to comment on transportation plans and programs. These policies are laid out in the Public Participation Plan in Transportation Decision Making, which can be found on the WMSRDC website at www.wmsrdc.org and as an appendix to this document.

The Public Participation Plan for the Transportation Decision Making document (which can be found at www.wmsrdc.org) describes all of the public participation goals and requirements for WestPlan, including specific details regarding the development of the Transportation Improvement Program (TIP). These guidelines were followed by WestPlan throughout the development of the 2017-2020 TIP. The update involved a variety of public outreach tools, including an update of the Public Participation Plan, announcements on social media, direct emails, public meetings, and an open house.

Public Participation Mailing List

WestPlan maintains an extensive public participation emailing list that is used to provide information and notice to the public regarding transportation planning activities. The Interested Citizen/Agency list includes many representatives. The list of interested cities and agencies broken down by type includes businesses, chamber of commerce, community organizations (including non-profits, faith-based organizations, etc.), concerned citizens, educational organizations, elected officials, environmental organizations, government entities and organizations, media, organizations serving the disabled, organizations serving senior citizens, transportation related organizations, and tribal organizations. This list is continually maintained and updated regularly and can be found in the Consultation Chapter of this document.

Public Participation Outreach

This TIP process was precluded by the 2040 Long Range Plan (LRP) process which included a re-evaluation and update of the Public Participation Plan with input sought from the Technical and Policy Committees. Staff reviewed past public participation practices used by WestPlan and also reviewed plans written and followed by other Michigan MPOs to understand which worked well and discover new practices which could improve WestPlan's efforts. The updated Public Participation Plan in Transportation Decision Making was approved by the WestPlan Policy Committee on November 19, 2014 after a 45 day public comment period regarding the Public Participation Plan was conducted and concluded. All comments made during the public review period were incorporated into the plan prior to WestPlan Policy Committee approval.

To provide the public with fast, easy access to all things related to the TIP update, staff continued to maintain the wmsrdc.org website throughout the planning process. This included posting announcements for all public participation opportunities, the Public Participation Plan, other

relevant background information, past planning documents, and MPO Technical and Policy Committee meeting materials. It should be noted and highlighted that the WMSRDC launched a redesigned website in October of 2015. The newly created website hosts streamlined menus, simple navigation, interactive project related mapping, and other information 24 hours a day. The new WMSRDC website can be found at www.wmsrdc.org. More specifically it includes the mapping of all TIP projects, LRP projects, links to transportation related documents, contact information, etc.

The update of the 2017-2020 TIP began with a notice of the development of a new TIP posted on the WMSRDC website in January 2016. Emails were also sent to the interested citizen/agency list, and press releases were sent to local media, and notices were posted on social media.

Once a draft TIP project list was developed by the Technical and Policy Committees, in March 2016, it was posted on the WMSRDC website along with a two page description of the TIP process including contact information, etc. An email including the same information was distributed to the Interested Citizen/Agency list. Press releases were sent to local media and notices were posted on social media.

Once the draft TIP document, environmental justice, and project list was complete, a 14-day public comment period was held from May 3, through May 17, 2016. Notices of the public comment period were posted on the WMSRDC website on May 3, 2016 and sent to all on the Interested Citizen/Agency List. Announcements were also made on social media and the WMSRDC website. Throughout the 14 day public comment period, the draft document was made available for the public to view upon request at every local unit of government, the Muskegon and Ottawa County Road Commissions, the Muskegon Area Transit System, Harbor Transit, MDOT offices, as well as on the WMSRDC website. In addition, a hard copy of the Draft 2017-2020 TIP was available at the WMSRDC office with staff available to respond directly to any public questions or concerns.

On May 9, 2016 an open house regarding the draft 2017-2020 TIP was held at the WMSRDC office. The draft 2017-2020 TIP Project List, Environmental Justice, and Environmental Mitigation Analysis results, and the complete draft of the 2017-2020 TIP were available at this meeting, as well as a staff PowerPoint presentation.

The open house was held from 1:30 p.m. to 3:30 p.m. at the WMSRDC office. The WMSRDC office is located in an ADA accessible building, which is located along fixed-route bus service lines to increase ease of access. An announcement of the open house was sent to the Interested Citizen/Agency List on May 3, 2016. The announcement included information on how to access the document and other related materials. Concurrent with the meeting announcement mailing, the meeting information, methods for making public comment, and a draft plan were posted on the WMSRDC website. A copy of that announcement appears at the end of this chapter. The open house was attended by Laird Schaefer, a resident of Grand Haven Township, and Syndi Copeland, Stephen Carlson, and Erin Kuhn of WMSRDC staff. Topics discussed at the open house included road endings at water issues, transit connections, speed limits, intergovernmental cooperation, and the statewide transit mobility study that is currently being worked on.

In addition to the public meetings, opportunities for public comment are available at monthly Technical Committee, Policy Committee, and WMSRDC board meetings. Agendas and minutes for these meetings are regularly posted on the wmsrdc.org website. All written public comments

received during the project list phase, as well as during the official public comment period, including comments received at the public meetings, can be found at the end of this chapter. All written public comments received were provided to the WestPlan Technical and Policy Committees for consideration, and in some instances the inquirer was directed to the respective road or transit agency for more project-specific details.

All documents, events, and public comment opportunities were published on the WMSRDC website throughout the TIP development process and were also made public through press releases to local media. Additionally, to provide ample time for staff to incorporate comments received, WestPlan Policy Committee approval is not anticipated until June 17, 2015 which is 7 days after the close of the public comment period.

Conclusion

Throughout the 2017-2020 TIP development, all pertinent public participation information was taken to the WestPlan Technical and Policy Committees for their review and consideration. This committee review aided staff during the process, helping to make decisions regarding the plan along the way.

All comments received were reviewed and incorporated into the TIP when and where appropriate. Specifically, all written public comments are recorded at the end of this chapter along with staff responses. An evaluation of the 2017-2020 TIP public participation efforts will be made through our Public Participation Plan process to identify areas of success and areas that can be improved upon for future plan development.

Written Public Comment

No written public comment was received.

Federally Required Public Comment Period for the FY2017-2020 TIP

The Muskegon and Northern Ottawa County Metropolitan Planning Organization (MPO) Draft Fiscal Year 2017-2020 Transportation Improvement Program (TIP) draft plan and project lists are available for public comment. The TIP document describes transportation projects for the next four years. Specific projects include road resurfacing, road reconstruction, bridge replacement, intersection improvements, as well as non-motorized and transit-related projects. The draft TIP plan and project lists are available at www.wmsrdc.org, at the office of the West Michigan Shoreline Regional Development Commission, or at a local government office upon request.

A public meeting to discuss the draft project lists is scheduled for:

Date: Monday, May 9, 2016

Time: 1:30 to 3:30 p.m.

**Place: West Michigan Shoreline Regional Development Commission
316 Morris Ave, Suite 340
Muskegon, MI 49440**

If you are unable to attend, written or verbal comments will be accepted through Tuesday, May 17, 2016. Please send comments to Amy Haack by mail at 316 Morris Avenue, Suite 340, Muskegon, Michigan 49440 or email to ahaack@wmsrdc.org or call (231) 722-7878 x 19.

It is expected in May of 2016 that the MPO Committees (the Technical and the Policy Committees) will formally act on adopting a finalized new TIP for 2017 to 2020. Comments are solicited throughout the process and there will be an opportunity at the May 18, 2016 Policy Committee meeting for final comments on the TIP before action is taken by the Policy Committee.

The process for maintaining the new TIP is ongoing. The document is fully updated every two to three years, but changes occur between updates. Projects can change, be removed, and/or new projects added. Certain categories of federal funding are awarded on an annual basis. In order for the funds to be spent, the projects selected for those funds need to be added to the existing TIP. All of these types of changes are done through an “amendment” process. The amendment process requires a re-evaluation of financial soundness (called fiscal constraint), a double check of environmental justice issues, and a review of air quality impacts (if required, and depending upon the type of project). The amendment process incorporates public involvement as well. Amendment details are posted at www.wmsrdc.org.

CHAPTER 4: ENVIRONMENTAL JUSTICE

The projects in this plan must meet the principles of Executive Order 12898 relating to environmental justice (EJ). Specifically, the plan must identify and address any disproportionately high and adverse human health or environmental effects of its programs and policies on minority populations and low-income populations.

The process undertaken in analyzing that the principles of Executive Order 12898 included mapping the areas of impoverished and minority population concentrations. These concentrations were overlaid with the 2017-2020 TIP projects and subjected to a visual analysis of potential impacts.

Analysis of potential impacts center on three potential major areas of concern:

1. Disproportionally high adverse impact to impoverished and minority areas
2. Minimizing/blocking access of low income areas and minority areas to the transportation system
3. Neglect of the transportation system in low-income areas and minority areas.

Identification of Minority Groups Utilizing 2010 Census Data

Minority population groups identified in this study included individuals who self-identified as being part of a minority racial or ethnic group in the 2010 U.S. Census. These figures were taken from the 2010 Census-Profile of General Population and Housing Characteristics. For this analysis, individuals belonging to a minority group were grouped into one category: minority. These aforementioned groups include individuals who self-identified as:

Race (Not Hispanic or Latino)

- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- Some other Race

Hispanic or Latino (Of Any Race)

- Cuban
- Mexican
- Puerto Rican
- South or Central America
- Other Spanish culture or origin

The analysis performed utilized a methodology developed by MDOT which, unlike methods performed in the past, compares a local community with a reference community such as the state. In past analysis, concentrations of minority or impoverished communities were determined as a simple ratio of the local communities' population. The state's methodology utilizes the **Location Quotient (LQ)** statistical technique, which strives to show if a local economy has a greater share than

expected of a given economy, using the average of the local economy against the average of the larger economy.

The statistical notation for LQ is:

$$EJ\ Zone = \frac{\text{No. of Minority Group in a Census Tract}}{\text{Total Pop. in that Census Tract}} / \frac{\text{Total No. of that Minority Group in the State}}{\text{Total Pop. in the State}}$$

The method of interpreting the resulting calculated values are as follows:

LQ < 1.0: Such census tracts are considered Non-EJ zones. This implies that such census tracts having values less than one (1) have insufficient minority population in the state as such will not be considered an EJ zone.

LQ = 1.0: Such census tracts have populations that are just sufficient for their constituents, or are exactly comparable to the state's concentration of these groups.

LQ > 1.0: Places with LQ greater than one (1) provides evidence that these groups have racial populations greater than their expected EJ populations. These census tracts would represent the selection set considered being EJ zones.

Identification of Impoverished Populations Utilizing 2013 American Community Survey Data

The analysis performed to identify impoverished groups followed the same general methodology as the methodology used to determine LQ for minority populations. Impoverished populations were identified based on 2013 American Community Survey 5-year Estimates of poverty status for a 12 month period of time. The Census Bureau uses a set of money income thresholds that vary by family size and composition to determine who is in poverty. If a family's total income is less than the family's threshold, then that family and every individual in it is considered in poverty. Official poverty thresholds do not vary geographically, though they are updated for inflation using Consumer Price Index (CPI-U). (United States Census Bureau) No grouping was necessary for this analysis as totals were available for the population living below the poverty level.

The statistical notation used to determine Location Quotient (LQ) for impoverished populations is as follows:

$$EJ\ Zone = \frac{\text{Impoverished Population in a Census Tract}}{\text{Total Pop. in that Census Tract}} / \frac{\text{Total Impoverished Population in the State}}{\text{Total Pop. in the State}}$$

The method of interpreting the resulting calculated values are as follows:

LQ < 1.0: Such census tracts are considered Non-EJ zones. This implies that such census tracts having values less than one (1) have insufficient impoverished populations in the state as such will not be considered an EJ zone.

LQ = 1.0: Such census tracts have populations that are just sufficient for their constituents, or are exactly comparable to the state's concentration of these groups.

LQ > 1.0: Places with LQ greater than one (1) provides evidence that these groups have impoverished populations greater than their expected EJ populations. These census tracts would represent the selection set considered being EJ zones.

Analysis

Analysis of potential impacts center on three potential major areas of concern:

1. Disproportionately high adverse impact to low income areas and minority areas
2. Minimizing/blocking access of low income areas and minority areas to the transportation system
3. Neglect of the transportation system in low-income areas and minority areas.

Disproportionately high adverse impact to low income areas

Of the identified projects contained in the WestPlan 2017-2020 TIP, 40 of the 68 non-transit projects are contained in or near the low income areas. After reviewing these projects, there will be minimal negative impacts from noise, right of way acquisition, or pollution. None of the projects involve right-of-way acquisition and most involve either reconstruction or resurfacing of existing roads. An analysis of each individual project has determined that there are no disproportionately high adverse impacts to those low income areas that are immediately affected by these TIP projects.

Neglect of the transportation system in low income areas:

As previously stated, 40 of the 68 non-transit projects (59%) are contained in or near the low income areas. The high percentage of projects within low income areas shows that there is no neglect of the transportation system in the low income areas.

Also an analysis of the areas covered by transit was overlain with the identified low income areas. This analysis shows that all of the identified low income areas are covered by the existing transit coverage areas.

Minimizing/blocking access of low-income areas to the transportation system:

Minimizing access can be characterized as closing of streets or closing of interchanges to access other portions of the transportation network, including access to transit routes. The proposed improvements have no permanent closures of any kind proposed as part of that project. Therefore, it has been determined that there is no blockage of access to the transportation system or no loss of mobility resulting from implementation of the FY2017 - 2020 TIP projects. It has also been determined that these projects will not affect access for low income areas to transit facilities. All projects contained within the EJ analysis area are within one-half mile of a transit route.

Disproportionately high adverse impact to minority areas

Of the 68 non-transit projects contained in the FY2017 - 2020 TIP, at least portions of seventeen

(17) projects are contained in or near the minority areas. The projects in these areas will have little to no impact on adjacent neighborhoods in terms of noise, right-of-way takings, or pollution. An analysis of each individual project has determined that there are no disproportionately high adverse impacts to those minority areas that are immediately affected by these TIP projects.

Neglect of the transportation system in minority areas:

As previously stated, there are 17 non transit projects located in minority areas. This equates to 25% of the non-transit projects in the 2017-2020 TIP. After analysis, it has been determined that there is no neglect of the transportation system in minority areas.

Minimizing/blocking access of minority areas to the transportation system:

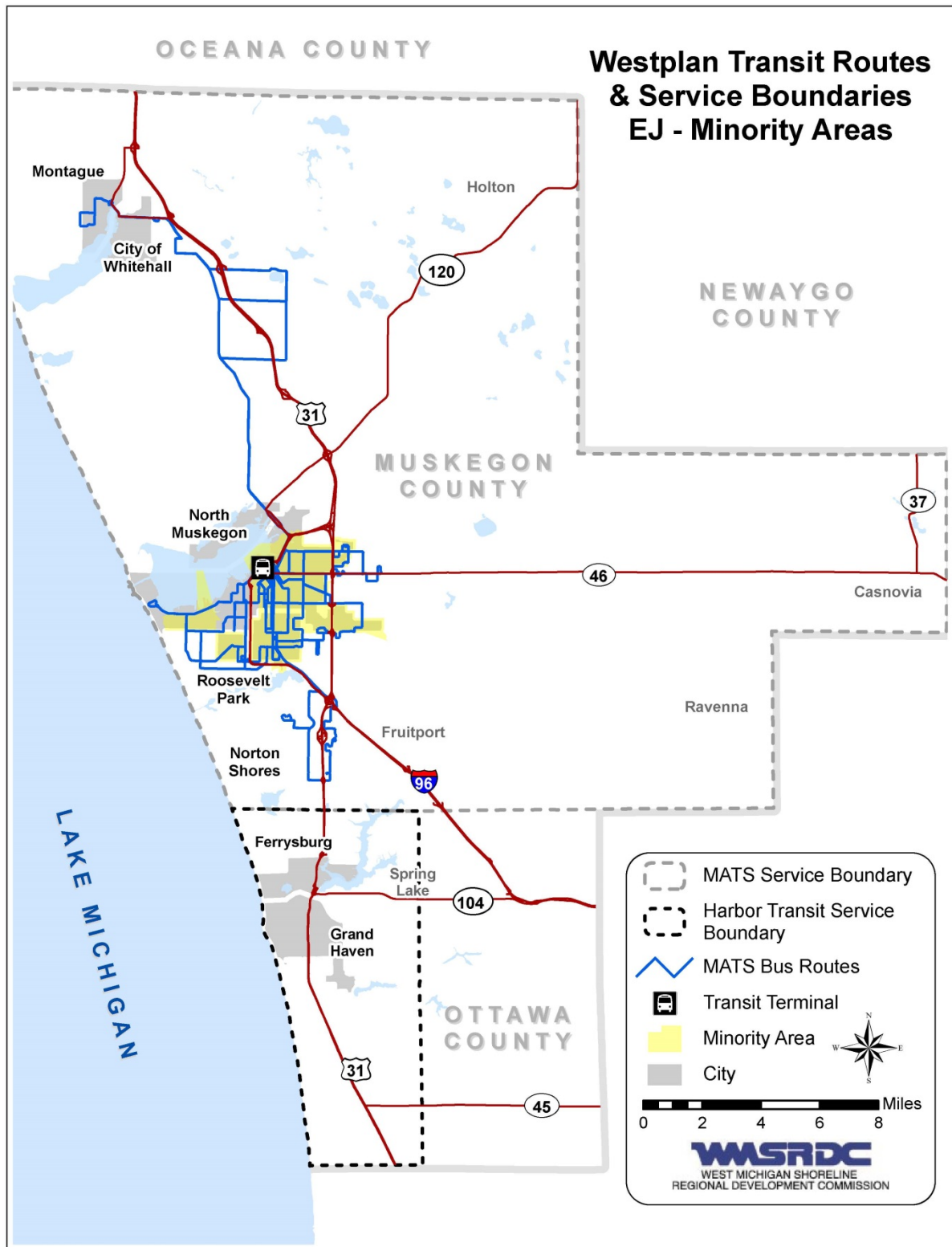
Minimizing access can be characterized as closing of streets or closing of interchanges to access other portions of the transportation network, including access to transit routes. The proposed improvements have no permanent closures of any kind proposed as part of that project. Therefore, it has been determined that there is no blockage of access to the transportation system or no loss of mobility resulting from implementation of the FY2017 - 2020 TIP projects.

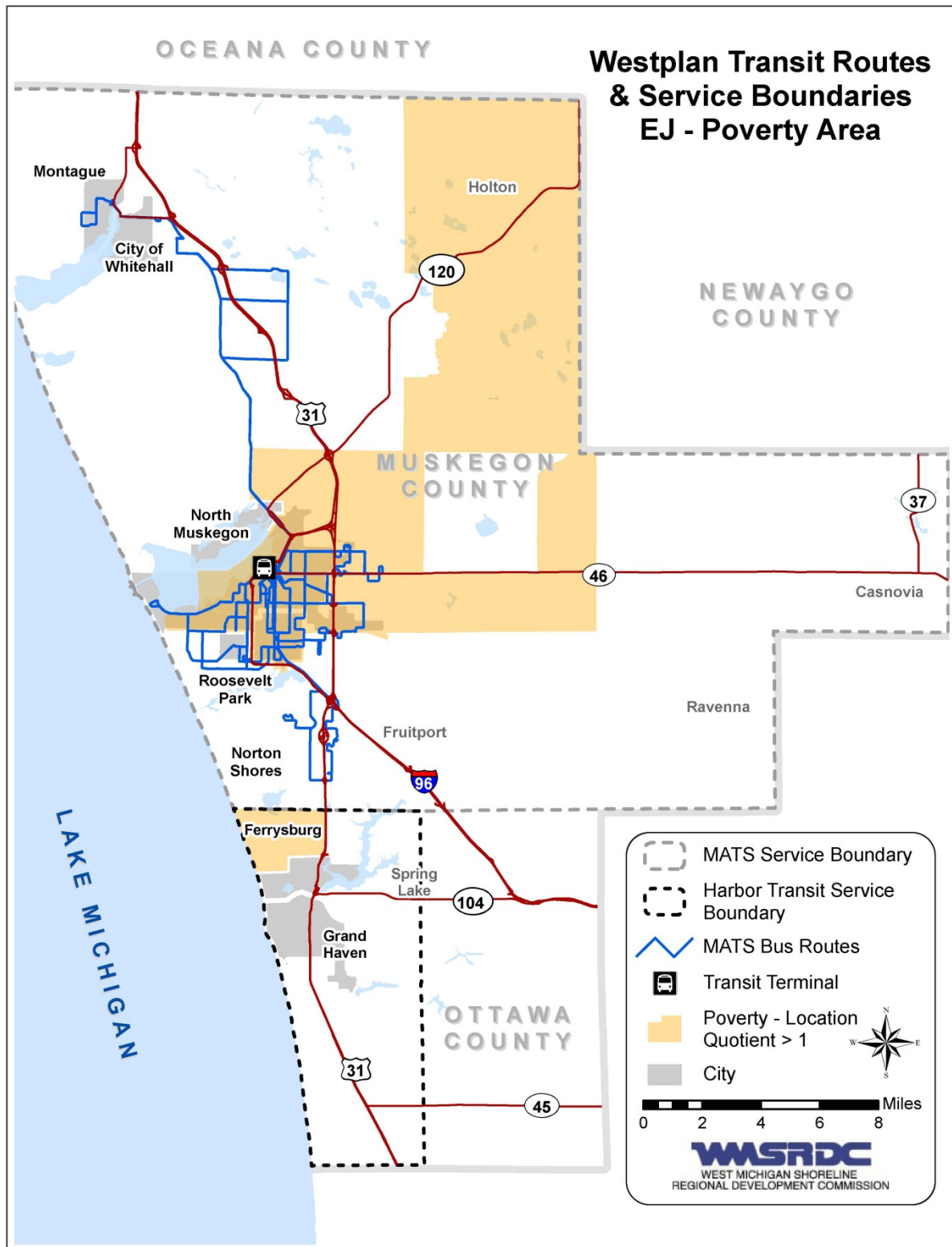
Transit Projects

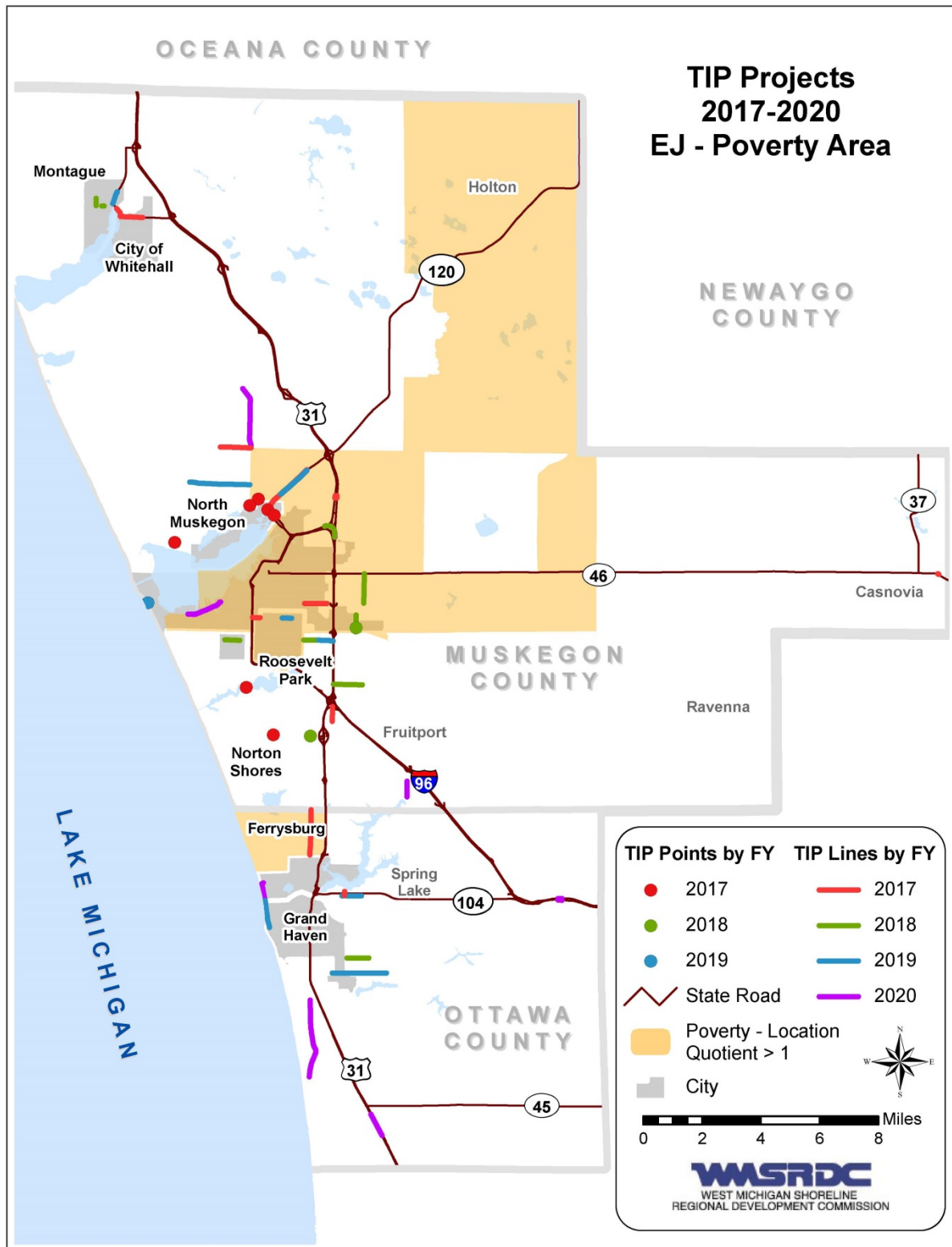
Of the forty-two (42) Transit projects in the 2017 - 2020 TIP, all forty-two projects operate at least partially in areas of low income. In addition, thirty-six (36) of these projects operate in minority areas also. None of these projects will have adverse impacts to low income areas or minority areas, nor will they block access to the transportation system. The opposite is true. These agencies projects provide greater access to transportation for these populations.

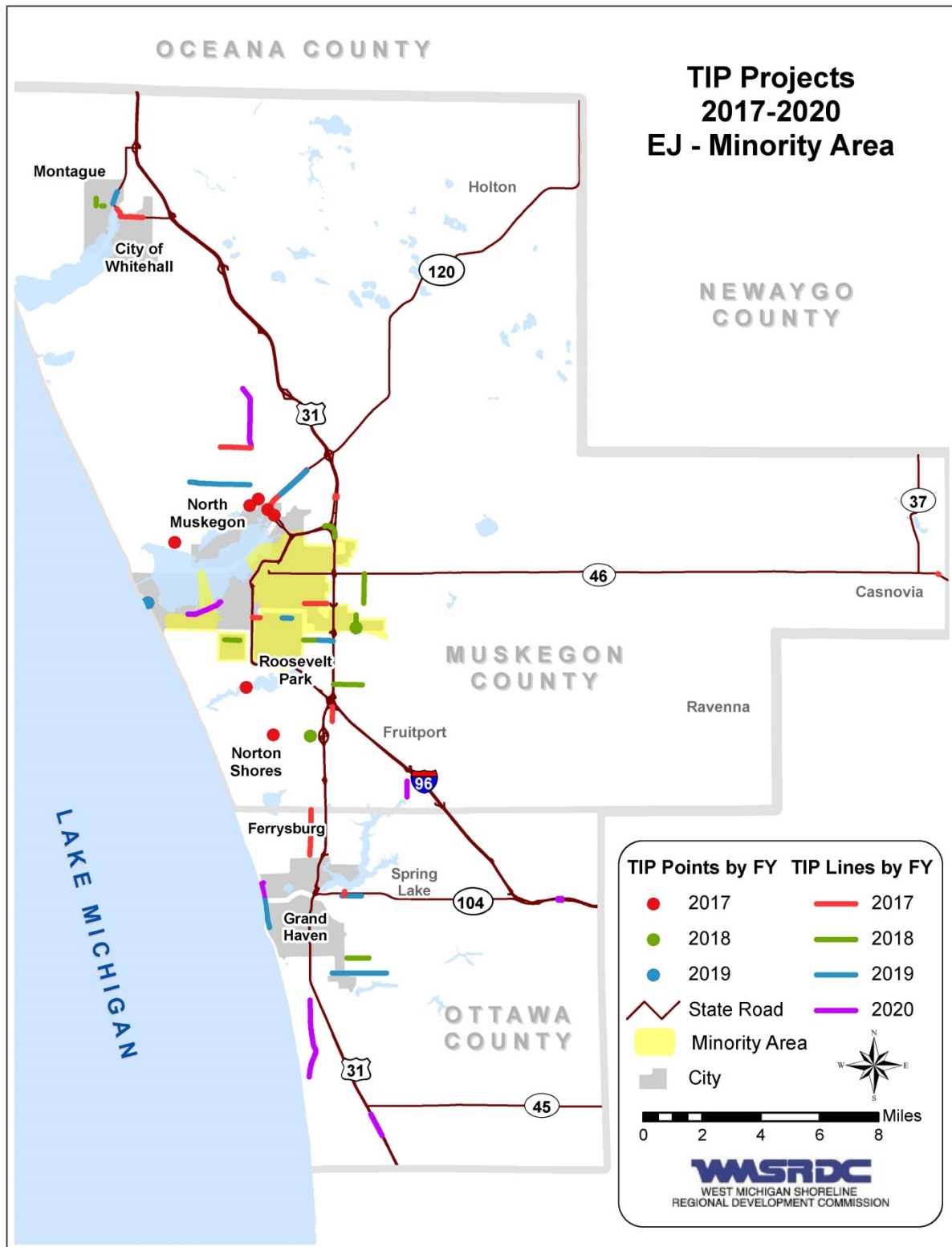
Conclusions

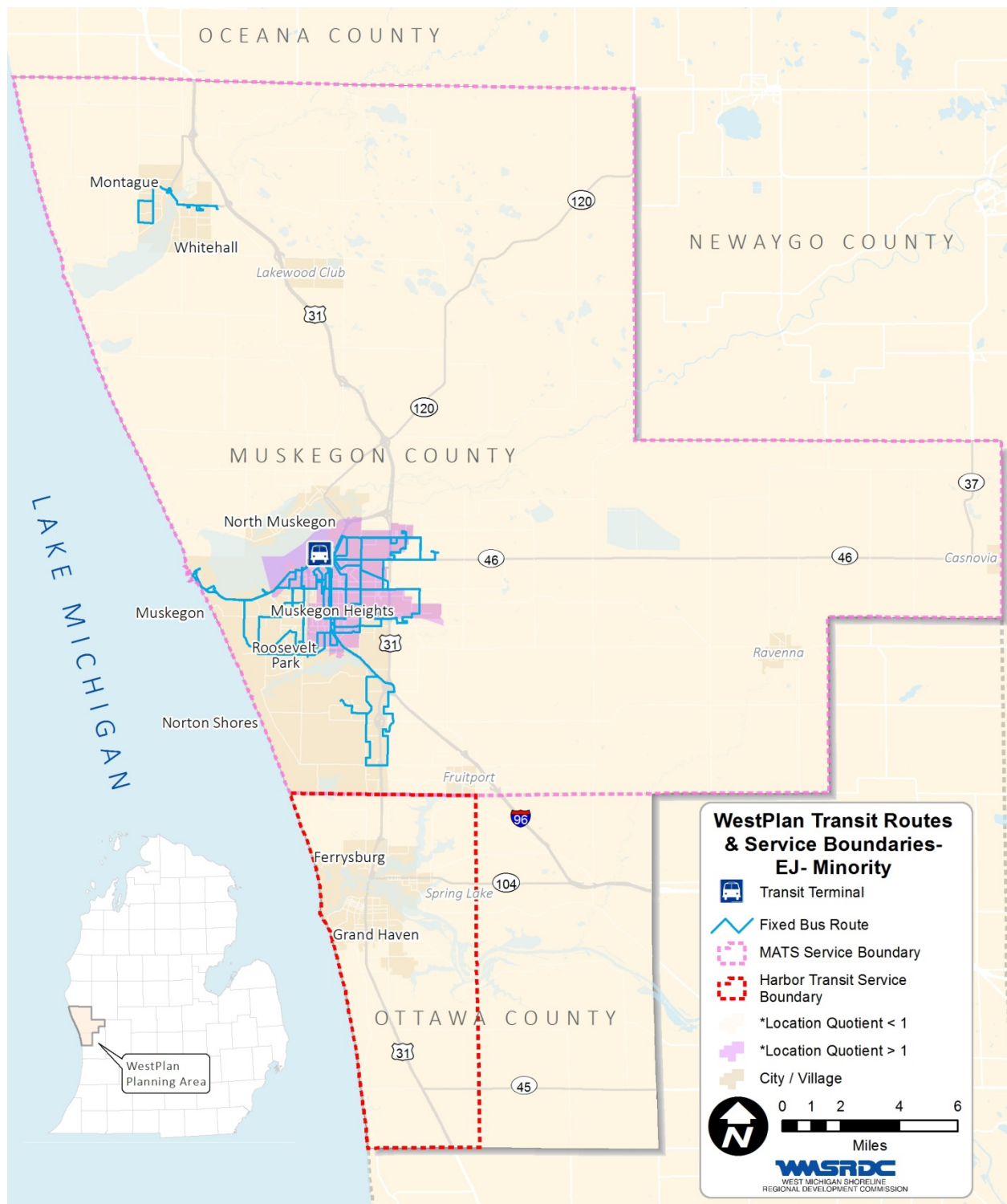
In conclusion, this analysis finds that the proposed roadway and transit projects do not result in violations of Executive Order 12898. Furthermore, to supplement the analysis done here, WestPlan's continuing public participation process undertaken during the design of the WestPlan 2017-2020 TIP made a concerted effort to reach out to traditionally disadvantaged populations to ascertain the potential effects and or impacts of the proposed projects.

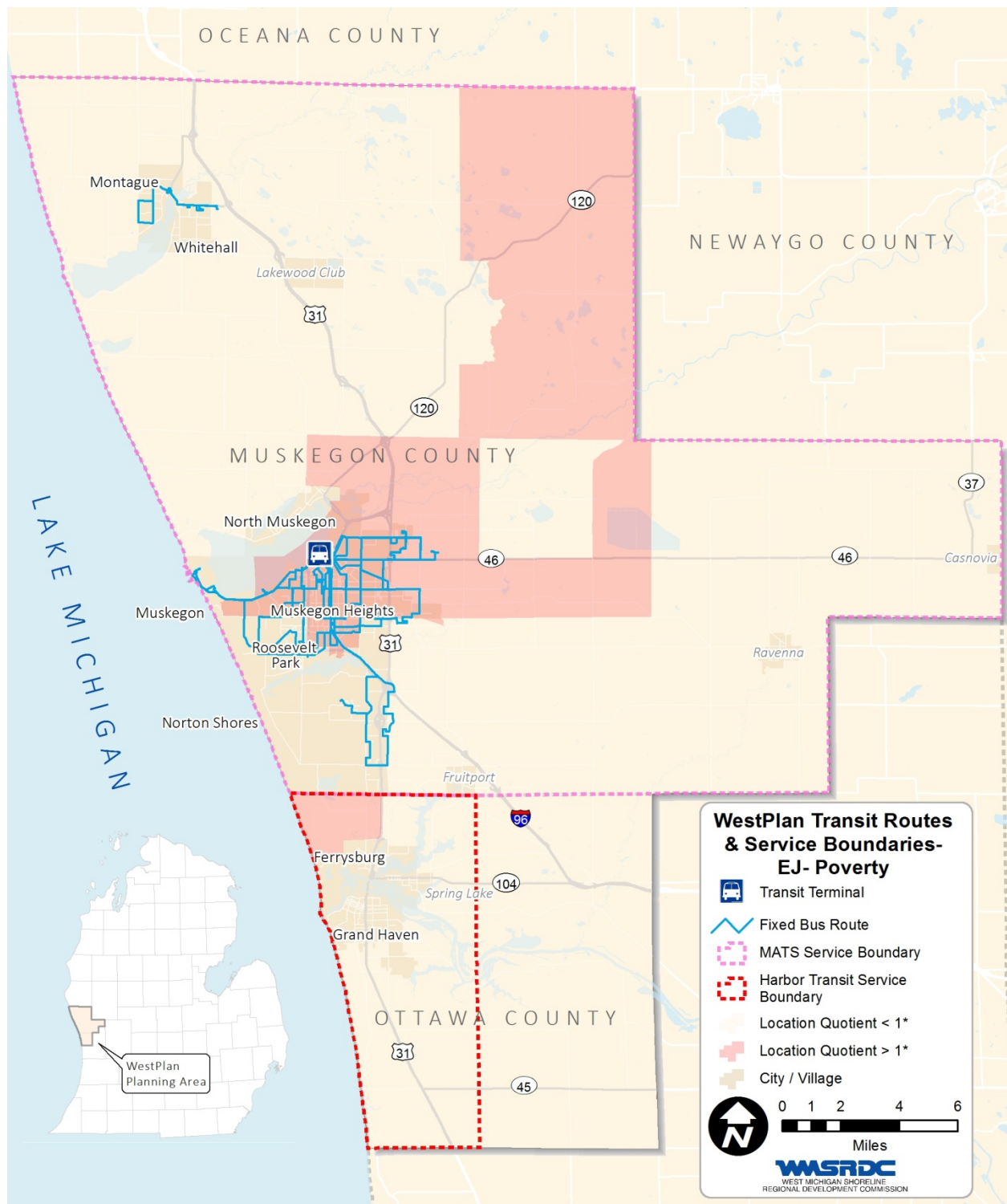












FY2017 STUL

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2017	Muskegon	MCRC	River Road	Whitehall Road to Horton Road	NO	NO
2017	Muskegon	Muskegon	Laketon	Getty to Creston	YES	YES
2017	Muskegon	Muskegon Heights	Hackley Street	Park Street to Glade	YES	YES
2017	Muskegon	Norton Shores	Harvey Street	Hile to Ellis	NO	NO
2017	Ottawa	OCRC	174th Avenue	Van Wagoner to Wilson	YES	NO
2017	Ottawa	Spring Lake	Buchanan Street	Exchange to Liberty	NO	NO

FY2018 STUL

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2018	Ottawa	Ottawa County Road Commission	Robbins Road	Moreland Avenue to Mercury Drive	NO	NO
2018	Muskegon	City of Roosevelt Park	Broadway Avenue	Glenside Blvd. to Maple Grove Road	NO	YES
2018	Muskegon	City of Norton Shores	Broadway Reconstruct (Phase 1)	Getty Street to Bailey Street	NO	NO
2018	Muskegon	City of Muskegon	Black Creek Road	Sherman Blvd. to Latimer	YES	YES
2018	Muskegon	Muskegon County Road Commission	Sheridan Road	Laketon to M-46 (Apple Avenue)	YES	NO
2018	Muskegon	Muskegon County Road Commission	Shetler Road	US-31 to Sheridan Drive	NO	NO
2018	Muskegon	Montague	Cook Street	Hancock St to Dowling St.	NO	NO

FY2019 STUL

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2019	Ottawa	Ottawa County Road Commission	Comstock Avenue	168th Avenue to Mercury Drive	NO	NO
2019	Muskegon	City of Norton Shores	Broadway Reconstruction (Phase 2)	US-31 to Bailey Street	NO	NO
2019	Muskegon	City of Muskegon Heights	Hackley Street	Hoyt Street to Manz	YES	YES
2019	Muskegon	Muskegon County Road Commission	Giles Road	Buy's Road to Whitehall Road	NO	NO
2019	Ottawa	Village of Spring Lake	Exchange Street	Jackson Street to Elm Avenue	NO	NO
2019	Ottawa	City of Grand Haven	Northshore Drive	City of Grand Haven city limits to Main Street	NO	NO

FY 2020 STUL

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2020	Muskegon	Village of Fruitport	Third Street	Pontaluna Road to Park Street	NO	NO
2020	Ottawa	Ottawa County Road Commission	Lakeshore Avenue	Rosy Mound Drive to Buchanan Street	NO	NO
2020	Muskegon	City of Muskegon	Lakeshore Drive	Lincoln to Laketon Avenue	YES	YES
2020	Muskegon	Muskegon County Road Commission	Whitehall Road	River Road to Bard Road	NO	NO
2020	Ottawa	City of Ferrysburg	North Shore Drive	North Shore Estates Road to City of Ferrysburg city limits	NO	NO

FY2017-2020 TIP MDOT

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2017	Muskegon	MDOT	M-120	At Whitehall Road	YES	NO
2017	Muskegon	MDOT	M-120	Whitehall Rd east to Mid-Michigan RR	YES	NO
2017	Muskegon	MDOT	M-120	Mid-Michigan RR East to Getty Street	YES	NO
2017	Muskegon	MDOT	US-31 BR	Hall Street to The White River	NO	NO
2017	Muskegon	MDOT	M-120	Mid-Michigan RR east to Getty Street	YES	NO
2017	Muskegon	MDOT	M-120	Whitehall Rd east to Mid-Michigan RR	YES	NO
2017	Muskegon	MDOT	US-31	over the North Channel of the Muskegon River	YES	NO
2017	Muskegon	MDOT	Waterloo Street	At Waterloo Street	NO	NO
2018	Muskegon	MDOT	N US 31/S BR US 31 RAMP	US-31 NB Ramp to US-31 BR SB	YES	NO
2019	Muskegon	MDOT	US-31 BR	Dowling Street north to Stanton Road	NO	NO
2019	Muskegon	MDOT	M-120	Mid-Michigan RR East to Getty Street	YES	NO
2019	Muskegon	MDOT	M-120	Mid-Michigan RR East to Getty Street	YES	NO
2019	Muskegon	MDOT	M-120	Mid-Michigan RR east to Getty Street	YES	NO
2020	Muskegon	MDOT	N US 31/S BR US 31 RAMP	US-31 NB Ramp to US-31 BR SB	YES	NO
2020	Ottawa	MDOT	I-96 WB	EB & WB over the Crockery Creek	NO	NO
2020	Ottawa	MDOT	US-31	At Pierce Street, Winans Street and 158th Avenue	NO	NO

FY2017-2020 TIP CMAQ

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2017	Muskegon	MATS	OUTREACH AND MARKETING	Areawide	YES	YES
2017	Muskegon	MATS	HEAVY DUTY BUS REPLACEMENT	Areawide	YES	YES
2017	Ottawa	Harbor Transit	Outreach and Marketing	Areawide	YES	NO
2017	Muskegon	Norton Shores	Intersection improvements	Sternberg/Martin/ Porter	NO	NO
2017	Muskegon	WMSRDC	Outreach and Marketing	Areawide	YES	YES
2018	Muskegon	MATS	TRANSIT FACILITY CONSTRUCTION		YES	YES
2018	Ottawa	Harbor Transit	Outreach and Marketing		YES	NO
2018	Ottawa	Harbor Transit	(2) Replacement Buses		YES	NO
2018	Muskegon	Norton Shores	Full actuation of Grand Haven/Sternberg intersection traffic signal	Sternberg Road at Grand Haven Road	YES	NO
2018	Muskegon	City of Muskegon	Install signal, installation of loop detectors, and interconnection with signal at Black Creek/Sherman	Oltoff at Black Creek Road	YES	YES
2018	Muskegon	WMSRDC	Outreach and Marketing	Areawide	YES	YES

FY2017-2020 TIP CMAQ (Continued)

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2019	Muskegon	MATS	HEAVY DUTY BUS REPLACEMENT	Areawide	YES	YES
2019	Muskegon	MATS	OUTREACH AND MARKETING	Areawide	YES	YES
2019	Ottawa	Harbor Transit	Outreach and Marketing	Areawide	YES	NO
2019	Ottawa	Harbor Transit	(2) Replacement Buses	Areawide	YES	NO
2019	Muskegon	WMSRDC	Outreach and Marketing	Areawide	YES	YES
2019	Muskegon	City of Muskegon	Signal install	Beach Street and Lakeshore Drive	YES	NO
2020	Muskegon	MATS	OUTREACH AND MARKETING	Areawide	YES	YES
2020	Muskegon	MATS	HEAVY DUTY BUS REPLACEMENT	Areawide	YES	YES
2020	Ottawa	Harbor Transit	(2) Replacement Buses	Areawide	YES	NO
2020	Ottawa	Harbor Transit	Outreach and Marketing	Areawide	YES	NO
2020	Muskegon	WMSRDC	Outreach and Marketing	Areawide	YES	NO

FY2017-2020 TIP : Bridge, TAP, Other sources

Fiscal Year	County	Responsible Agency	Project Name	Limits	Low Income Area	Minority Area
2017	Muskegon	MCRC	Witham Road	Over Bear Creek	NO	NO
2017	Muskegon	MCRC	Whitehall Road	Over Bear Creek	NO	NO
2017	Muskegon	MCRC	Memorial Drive	Over Green Creek	NO	NO
2017	Muskegon	MCRC	Henry Street Bridge	Over Mona Lake	NO	NO
2016	Ottawa	OCRC	Spoonville Trail Phase 1	N Cedar to Leonard	NO	NO
2017	Muskegon	City of Montague	Wilcox Street & Industrial Drive	Whitbeck to Sharmer & Whitbeck to Cook	NO	NO

FY2017-2020 TRANSIT					
Fiscal Year	County	Responsible Agency	Project Name	Low Income Area	Minority Area
2017	Muskegon	MATS	OPERATE TRANSIT/PARATRANSIT SERVICE	YES	YES
2017	Muskegon	MATS	SPECIALIZED SERVICES OPERATING	YES	YES
2017	Muskegon	MATS	PREVENTIVE MAINTENANCE	YES	YES
2017	Muskegon	MATS	MOBILITY MANAGEMENT ACTIVITIES	YES	YES
2017	Muskegon	Pioneer Res	Seven medium duty replacement buses	YES	YES
2017	Muskegon	Pioneer Res	Administrative Vehicle	YES	YES
2017	Muskegon	Pioneer Res	JARC- Operating assistance	YES	YES
2017	Muskegon	Pioneer Res	NF- Operating assistance	YES	YES
2017	Muskegon	Pioneer Res	NF- Mobility Management	YES	YES
2017	Ottawa	Harbor Transit	Operations assistance	YES	NO
2017	Ottawa	Harbor Transit	Bus Replacement (4)	YES	NO
2017	Ottawa	Harbor Transit	Bus Replacement (2)	YES	NO
2018	Muskegon	MATS	OPERATE TRANSIT/PARATRANSIT SERVICE	YES	YES
2018	Muskegon	MATS	SPECIALIZED SERVICES OPERATING	YES	YES
2018	Muskegon	MATS	PREVENTIVE MAINTENANCE	YES	YES
2018	Muskegon	MATS	MOBILITY MANAGEMENT ACTIVITIES	YES	YES
2018	Muskegon	Pioneer Res	Two medium duty replacement buses	YES	YES
2018	Muskegon	Pioneer Res	Two cutaway replacement buses	YES	YES
2018	Muskegon	Pioneer Res	JARC- Operating assistance	YES	YES
2018	Muskegon	Pioneer Res	NF- Operating assistance	YES	YES
2018	Muskegon	Pioneer Res	NF- Mobility Management	YES	YES
2018	Ottawa	Harbor Transit	Operations assistance	YES	NO

FY2017-2020 TRANSIT Continued					
Fiscal Year	County	Responsible Agency	Project Name	Low Income Area	Minority Area
2019	Muskegon	MATS	OPERATE TRANSIT/PARATRANSIT SERVICE	YES	YES
2019	Muskegon	MATS	SPECIALIZED SERVICES OPERATING	YES	YES
2019	Muskegon	MATS	PREVENTIVE MAINTENANCE	YES	YES
2019	Muskegon	MATS	MOBILITY MANAGEMENT ACTIVITIES	YES	YES
2019	Muskegon	Pioneer Res	Two accessible passenger vehicles	YES	YES
2019	Muskegon	Pioneer Res	JARC- Operating assistance	YES	YES
2019	Muskegon	Pioneer Res	NF- Operating assistance	YES	YES
2019	Muskegon	Pioneer Res	NF- Mobility Management	YES	YES
2019	Muskegon	ARC	Six Passenger Vehicles	YES	YES
2019	Ottawa	Harbor Transit	Operations assistance	YES	NO
2020	Muskegon	MATS	OPERATE TRANSIT/PARATRANSIT SERVICE	YES	YES
2020	Muskegon	MATS	SPECIALIZED SERVICES OPERATING	YES	YES
2020	Muskegon	MATS	PREVENTIVE MAINTENANCE	YES	YES
2020	Muskegon	MATS	MOBILITY MANAGEMENT ACTIVITIES	YES	YES
2020	Muskegon	Pioneer Res	Two medium duty replacement buses	YES	YES
2020	Muskegon	Pioneer Res	Two cutaway replacement buses	YES	YES
2020	Muskegon	Pioneer Res	JARC- Operating assistance	YES	YES
2020	Muskegon	Pioneer Res	NF- Operating assistance	YES	YES
2020	Muskegon	Pioneer Res	NF- Mobility Management	YES	YES
2020	Ottawa	Harbor Transit	Operations assistance	YES	NO

CHAPTER 5: CONSULTATION

There are specific requirements that outline what types of agencies or stakeholders need to be consulted during the transportation planning process and the type of information that needs to be shared with these interested parties. It is suggested that contacts with state, local, Indian Tribes, and private agencies responsible for the following areas be contacted:

- Economic growth and development
- Environmental protection
- Airport operators
- Freight movement
- Land use management
- Natural resources
- Conservation
- Historical preservation
- Human service transportation providers

The overarching goal of this process is to eliminate or minimize conflicts with other agencies' plans, programs, or policies as they relate to the Transportation Improvement Program planning process. By consulting with agencies such as tribal organizations or land use management agencies during the development of the TIP, these groups can compare the TIP project list and map with other natural or historic resource inventories. WestPlan will also be able to compare the draft TIP to any documents received and make adjustments as necessary to achieve greater compatibility.

The consultation process that WestPlan undertook is based on recommendations from the Federal Highway Administration and the Michigan Department of Transportation.

Consultation Agency List

The organizations from the Interested Citizens/Agencies list that WestPlan maintains for transportation public participation was used as a starting point for the consultation process, as this list encompasses many of the types of agencies and contacts targeted for this process. The Consultation List is as follows:

- American Cancer Society
- American Red Cross
- Area Agency on Aging for West Michigan
- Baker College
- Blue Lake Township
- Busy Bee Taxi
- Casnovia Township
- Cedar Creek Township
- City of Ferrysburg
- City of Grand Haven
- City of Montague
- City of Montague Police Department
- City of Muskegon
- City of Muskegon Heights

- City of Muskegon Heights Fire Department
- City of Muskegon Police Department
- City of North Muskegon
- City of Norton Shores
- City of Norton Shores City Clerk
- City of Roosevelt Park
- City of Whitehall
- Community Foundation for Muskegon County
- Consumers Energy
- Consumers Energy
- County Administrator, County of Muskegon
- Dalton Township
- Dalton Township Fire Department
- Dalton/Twin Lake Library
- Davita
- Disability Awareness Council
- Egelston Township
- Egelston Township Building Inspector
- Egelston Township Department of Public Works
- Egelston Township Library
- EPA-Region 5
- Fish and Wildlife Service
- Frontier Communications
- Fruitland Township
- Fruitland Township Fire Department
- Fruitland Township Zoning Administrator
- Fruitport District Library
- Fruitport Township
- Fruitport Township Police Department
- Goodwill Industries of West Michigan
- Grand Haven Chamber of Commerce
- Grand Haven Township
- Grand Haven Tribune
- Grand Valley State University
- GVSU AWRI
- GVSU Michigan Alternative & Renewable Energy Center (MAREC)
- Harbor Transit
- Holton Branch Library
- Holton Township
- Laketon Township
- Laketon Township Zoning Administrator
- Little River Band of Ottawa Indians
- Loutit District Library
- Michigan Department of Agriculture
- Michigan Economic Development Corporation
- Michigan Hall of State Archaeologist
- Michigan Loves Mfg.Com
- Michigan State Police
- Montague City Library
- MSU Extension
- Muskegon Community College Library
- Musk Lake Watershed Partnership
- Muskegon Area Chamber of Commerce

- Muskegon Area District Library
- Muskegon Area First
- Muskegon Area Transit System
- Muskegon Chronicle
- Muskegon Community College
- Muskegon Conservation District
- Muskegon Convention & Visitors Bureau Director
- Muskegon County Airport
- Muskegon County Airport Manager
- Muskegon County Board Secretary
- Muskegon County Community Mental Health
- Muskegon County Cooperating Churches
- Muskegon County Drain Commissioner
- Muskegon County Environmental Health
- Muskegon County Equalization
- Muskegon County Health Department
- Muskegon County Public Works
- Muskegon County Road Commission
- Muskegon County Wastewater Management
- Muskegon Heights Library
- Muskegon NAACP
- Muskegon Township
- Muskegon Township Fire Department
- Muskegon Township Library
- Muskegon Township Planning and Zoning
- National Trust for Historic Preservation
- North Musk/Walker Memorial Library
- North Muskegon Department of Public Works
- North Muskegon Police Department
- Norton Lakeshore Examiner
- Norton Shores Branch Library
- Ottawa County Road Commission
- Pioneer Resources
- Public Info Officer, Mi Dept of Community Health
- Ravenna Independent News
- Ravenna Library
- Ravenna Township
- Robinson Township
- Senior Resources
- Senior Resources of West Michigan
- Spring Lake Township
- Superintendent Muskegon Area Intermediate School District
- The ARC
- Times Indicator
- U.S. Forest Service
- USDA Michigan State Office
- USGS-Lansing District Office
- Village of Casnovia
- Village of Lakewood Club
- Village of Spring Lake
- WBLV
- West MI Lakeshore Association of Realtors
- WGVU

- White Lake Beacon
- Whitehall Township Zoning Administrator
- WMKG
- WSHZ

For those agencies targeted for consultation, a process of notification and information was undertaken. The following materials were sent to the consulted agencies on February 26, 2016: 1) an email with an attached document explaining the TIP development process; 2) the role of WestPlan; 3) directions on how to provide input on the planning process and the TIP project list, as well as how to contact WestPlan staff; 4) a link to the 2017-2020 TIP Projects list; and 5) a link to map of the TIP projects.

Consultation Email to Consultation Agencies



WEST MICHIGAN SHORELINE
REGIONAL DEVELOPMENT COMMISSION

316 Morris Ave, Suite 340 - Phone (231) 722-7878 x 20
Fax (231) 722-9362 - email bmulnix@wmsrdc.org - www.wmsrdc.org

New Transportation Improvement Program Under Development

The Metropolitan Planning Organization (MPO) for the Muskegon and northern Ottawa County area has begun the process of developing a new four-year document for the programming and implementation of transportation projects in the area. The document is called the Transportation Improvement Program or TIP for short. In order for any of the state or local agencies, including transit, to receive federal funding for a transportation project, it must be included in this TIP document.

The projects considered for the document are submitted and selected by MPO committee members. These projects include proposed improvements to the major transportation infrastructure of the area for the next twenty to twenty-five years. In addition, general road, safety, maintenance, transit and non-motorized projects are all considered.

MPO representatives from eligible agencies meet to discuss possible projects and their relationship to each other. Opportunities for collaborating, combining, or complementing each other's projects are explored as well. The funding for future improvements is very limited, so coordination is important. **Local road projects, Michigan Department of Transportation projects, and transit operating and capital projects currently being proposed in the MPO for the 2017-2020 TIP are listed at www.wmsrdc.org.**

Public comment is encouraged at each phase in the development of the new TIP document. Please contact us at for further details or speak directly to the responsible road agency in your area.

The purpose of this document is to provide the public with information regarding the activities of the Muskegon and northern Ottawa County Metropolitan Planning Organization (MPO). The public is encouraged to contact Brian Mulnix, Program Manager at (231) 722-7878 ext. 20 or email at bmulnix@wmsrdc.org concerning transportation issues in the MPO area.

Schedule of Development of the 2017-2020 TIP

The process for developing a new Transportation Improvement Program (TIP) extends over many months. After preparing a preliminary project list for the four-year program, the MPO requests public comment on the proposed list. At the present time, the list of projects will not have to undergo an assessment related to air quality impacts for ozone. Muskegon and Ottawa counties are both currently considered in attainment for air quality issues. However, this is expected to change for future TIPs as the Environmental Protection Agency (EPA) implements regulations surrounding its recently announced lower standard for ozone. The TIP is also required to be financially constrained.

In addition, the MPO reviews the project list to see if there will be any disproportionate impacts on areas of the community which are designated as “environmental justice” areas. These are areas where there are higher than average percentages of persons who are considered low income or traditionally underserved, such as minority communities. Once all of the reviews are complete, an updated final project list and all supplemental materials are compiled into a draft final TIP document. In April 2016, this document will be available for public review and comment.

In May 2016, it is expected that the MPO Committees (the Technical and the Policy Committees) will formally act on adopting a finalized new Transportation Improvement Program for 2017 to 2020. As noted above, comments are solicited throughout the process and there will be an opportunity at the May 18, 2016 Policy Committee meeting for final comments on the TIP before action is taken by the Policy Committee.

Following action by the Policy Committee at the end of May, the new TIP will be submitted to the Michigan Department of Transportation (MDOT) and the federal funding agencies for their review and approval. This process takes several months. Once approved, the FY 2017-2020 TIP is scheduled to be effective as of October 1, 2016 (which is the start of the 2017 fiscal year).

Maintaining the 2017-2020 TIP After It is Adopted

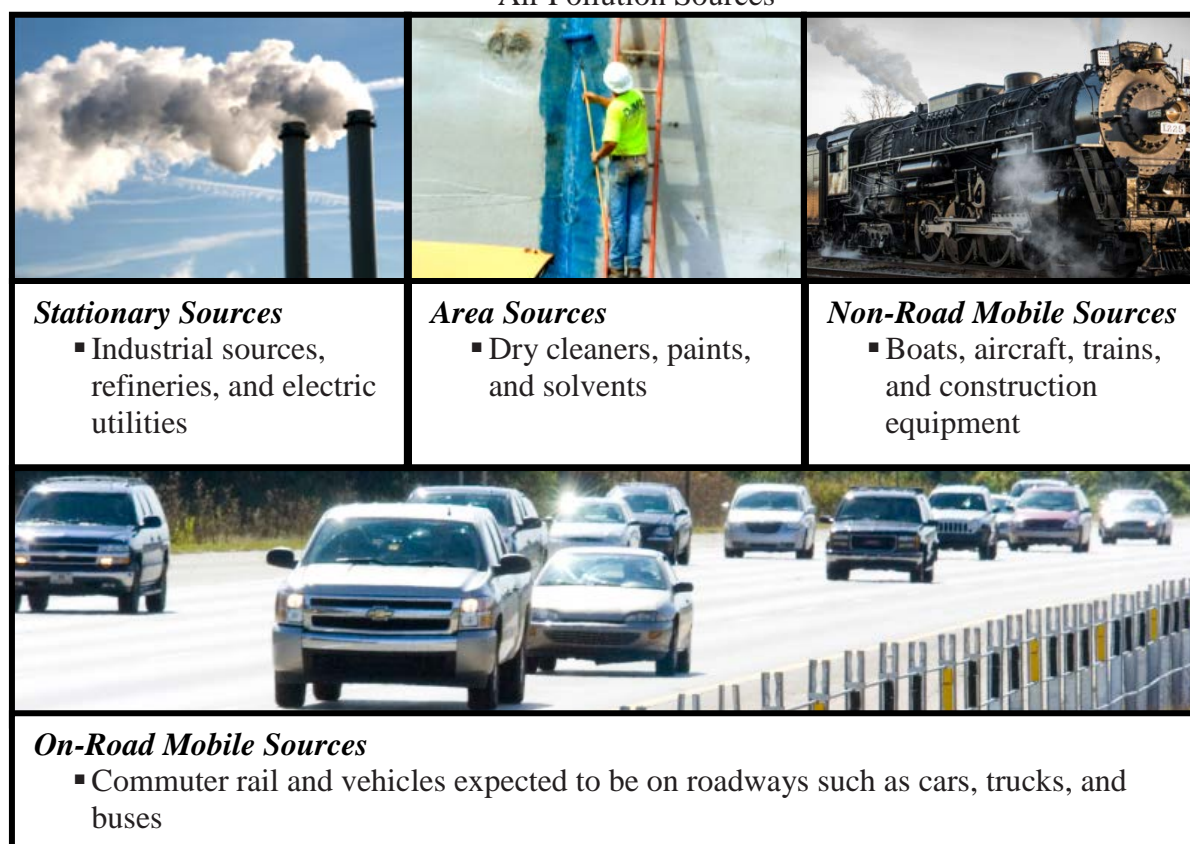
The process for maintaining the new Transportation Improvement Program is ongoing. The document is fully updated every two to three years, but changes occur between updates. Projects can change, be removed, and/or new projects added. Certain categories of federal funding are awarded on an annual basis. In order for the funds to be spent, the projects selected for those funds need to be added to the existing TIP. All of these types of changes are done through an “amendment” process. The amendment process requires a re-evaluation of financial soundness (called fiscal constraint), a double check of environmental justice issues, and a review of air quality impacts (if required, and depending upon the type of project). The amendment process incorporates public involvement as well. Amendment details are posted at www.wmsrdc.org.

CHAPTER 6: AIR QUALITY CONFORMITY

The Clean Air Act (CAA) was established to improve the air, protect public health, and protect the environment. The CAA has been amended over the years, most significantly in the 1990s. The act requires the U.S. Environmental Protection Agency (EPA) to set, review, and revise the National Ambient Air Quality Standards (NAAQS) periodically. There are six NAAQS pollutants: ozone (O₃), nitrogen dioxide (NO₂), carbon monoxide (CO), lead (Pb), sulfur dioxide (SO₂), particulate matter (PM). PM is subdivided into particulate sizes, less than 10 micrometer in diameter (PM₁₀) and less than 2.5 micrometer in diameter (PM_{2.5}).

Generators of air pollution are classified into four main types: stationary sources, area sources, non-road mobile sources, and on-road mobile sources. Example of generators by source category are shown in Figure 1.

Figure 1
Air Pollution Sources



Source: MDOT Photography Unit

The CAA links together air quality planning and transportation planning through the transportation conformity process. Air quality planning is controlled by Michigan's State Implementation Plan (SIP) which includes the state's plans for attaining or maintaining the NAAQS. The main transportation planning tools are the metropolitan transportation long range plan (LRP) and the metropolitan transportation improvement program (TIP). Transportation conformity ensures that federal funding and approval are given to highway and transit activities that are consistent with the SIP and that these activities will not affect Michigan's ability to achieve the NAAQS.



Transportation activities that are subject to conformity are LRPs, TIPs, and all non-exempt federal projects that receive Federal Highway or Federal Transit Administration funding or approval. The conformity process ensures emissions from the LRP, TIP, or projects, are within acceptable levels specified within the SIP and meet the goals of the SIP.

Transportation conformity only applies to on-road sources and transportation related pollutants:

- ozone,
- particulate matter at 2.5 and 10,
- nitrogen dioxide, and
- carbon monoxide.

In addition to emissions that are directly emitted, regulations specifically require certain precursor pollutants to be addressed. Precursor pollutants are those pollutants which contribute to the formation of other pollutants. For example, ozone is not directly emitted, but created when nitrogen oxides (NO_x) and volatile organic compounds (VOC) react with sunlight. Shown in Table 1, are the transportation pollutants and associated precursors. Pollutants can be both directly emitted and also formed due to precursors. Not all precursors are required to be analyzed for a pollutant; it depends on what is causing the pollutant to form in an area.

Table 1
Transportation Pollutants and Precursor Emissions

Transportation Pollutant	Direct Emissions	Precursor Emissions			
		Nitrogen Oxides	Volatile Organic Compounds	Ammonia	Sulfur Dioxide
Ozone		X	X		
Particulate Mater _{2.5}	X	X	X		
Particulate Mater ₁₀	X	X	X	X	X
Nitrogen Dioxide		X			
Carbon Monoxide	X				

The Michigan Department of Environmental Quality (MDEQ) uses monitors throughout the state to measure pollutant levels and then to determine if concentrations exceed the NAAQS. For each pollutant, an area is classified as either: attainment (under the standard), nonattainment (area has more pollutant than allowed), unclassifiable/attainment (insufficient information to support an attainment or nonattainment classification; the conformity requirement are the same as for an attainment area) or maintenance (an area was nonattainment, but is now under the standard and has been for a determined time). Transportation conformity is required for areas designated nonattainment or maintenance.

In October 2015, the EPA lowered the ozone NAAQS to 0.070 parts per million (ppm). The state of Michigan is currently in the process of recommending nonattainment areas to the EPA around five monitors which are exceeding the 2015 ozone standard as measured by the most current three years (2013 – 2015) of data. Allegan, Muskegon, Berrien, St. Clair, and Macomb counties each have one monitor exceeding the NAAQS. The nonattainment area boundaries surrounding each monitor will be determined by analyzing five factors; monitor data, location of sources contributing to ozone, metrology, geography/topography, and jurisdictional boundaries. MDEQ has until October 1, 2016 to make nonattainment boundary recommendations. EPA will make final official designations by October 1, 2017, using the most current available three years of data for that time (2014 – 2016). Consequently, state recommended areas could be different than the EPA's final designations because of the additional years of data being analyzed. Therefore, areas currently exceeding the standard might drop out while other areas could become nonattainment.

MPOs that are designated nonattainment for ozone on October 1, 2017 must demonstrate conformity of LRP and TIP within one year. Currently the MPO is in attainment for all transportation pollutants.

APPENDICES

APPENDIX A: WESTPLAN ADVISORY COMMITTEES

WESTPLAN POLICY COMMITTEE

Roger Bergman, Chairperson	Ottawa County Commissioner
Edd Whalen, Vice-Chairperson	Mayor, City of Whitehall
Kim Arter	Supervisor, Laketon Township
Kay Beecham	Councilperson, City of Norton Shores
Roger Bergman	Ottawa County Commissioner
Elmer Hoyle	Trustee, Ravenna Township
Susie Hughes	Muskegon County Commissioner
Jack Kennedy	Muskegon County Road Commissioner
Melissa Klos	Councilperson, City of Roosevelt Park
John Lanum	Supervisor, Michigan Department of Transportation
Bonnie McGlothlin	Councilperson, City of Muskegon Heights
Robert Monetza	Harbor Transit Board Member
Betty Gajewski	Ottawa County Road Commission Member
Mark Powers	Councilperson, Village of Spring Lake
Dennis Scott	Councilperson, City of Grand Haven
Dan Ruiter	Mayor, City of Ferrysburg
Leon Stille	Supervisor, Crockery Township
Rachael Tupica	Planner, Federal Highway Administration
Byron Turnquist	Councilperson, City of Muskegon
Rillastine Wilkins	Muskegon County Commissioner – MATS
Pete Bosheff	Village of Fruitport
Vacant	City of Montague
Vacant	City of North Muskegon

WESTPLAN TECHNICAL COMMITTEE

Mohammed Al-Shatel	City of Muskegon
Brian Armstrong	City of Whitehall
Scott Beishuizen	City of Montague
Craig Bessinger	City of Ferrysburg
Paul Bouman	Muskegon County Road Commission
David Fairchild	Michigan Department of Transportation
Matt Farrar	Fruitport Charter Township
Dave Geyer	City of Roosevelt Park
William Hunter	City of Grand Haven
James Gardner	City of Muskegon Heights
Mark Knudsen	Ottawa County Plan & Performance Improvement
James Koens	Muskegon Area Transit
Brett Laughlin	Ottawa County Road Commission
Bob Lukens	Muskegon County
Tom Manderscheid	Harbor Transit Multi-Modal Transportation System Manager
Jim Murphy	City of Norton Shores
John Nash	Spring Lake Township
Randy Phillips	City of North Muskegon
Steve Redmond	MDOT Grand Region
Rachael Tupica	Federal Highway Administration
Ben Van Hoeven	Village of Spring Lake
Marjorie Stonecypher	Village of Fruitport
LeighAnn Mikesell	MDOT- Muskegon TSC

APPENDIX B: MPO CERTIFICATION RESOLUTION

APPENDIX B: MPO CERTIFICATION RESOLUTION

METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION (for Nonattainment and Maintenance Areas)

In accordance with 23 CFR 450.334, the Michigan Department of Transportation and the *West Michigan Metropolitan Transportation Planning Program (WestPlan)*, the Metropolitan Planning Organization for Muskegon and Northern Ottawa County, Michigan urbanized area, hereby certify, as part of the STIP submittal, that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450.334;
2. Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C 7504 and 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S. C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.


Erin Kuhn, Executive Director
WMSRDC

5-31-16
Date

David Wresinski, Director
Bureau of Transportation Planning

Date

**RESOLUTION APPROVING THE
WESTPLAN 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM**

WHEREAS, the West Michigan Metropolitan Transportation Planning Program (WestPlan) is the designated Metropolitan Planning Organization (MPO) for the Muskegon/Northern Ottawa area, and

WHEREAS, the development of a transportation improvement program is a requirement of both the Federal Transit Administration and the Federal Highway Administration, and

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program has been developed pursuant to USC 23 as amended by the Fixing Americas Surface Transportation (FAST) Act, and

WHEREAS, it is necessary to document compliance with FAST-ACT; and

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program identifies transportation facilities that should function as an integrated metropolitan transportation system, and

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program was developed in a manner that considered the planning factors referenced in Section 134 as amended by FAST-ACT, and

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program includes a financial analysis that demonstrates how the projects that have been identified will be funded and indicates the resources that are reasonably expected to be made available to carry out the Plan, and

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program includes investment strategies and other measures necessary to ensure the preservation of the existing transportation system and includes projects that will enhance the efficiency of the existing transportation system to relieve vehicular congestion and improve the mobility of people and goods, and

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program was developed through a process that included input from private citizens, affected public agencies, private providers of transportation and other interested parties, and

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program was analyzed and has been shown to conform with the State Implementation Plan (SIP) for air quality, and

WHEREAS, this Plan can be amended periodically upon request with the appropriate documentation supporting such a request.

WHEREAS, the WestPlan 2017-2020 Transportation Improvement Program remains valid and consistent with current and forecast conditions, has a planning horizon that exceeds 20 years, and is in keeping with all FAST-ACT requirements.

NOW THEREFORE BE IT RESOLVED, this 20th day of May 2016, the Policy Committee of the WestPlan Metropolitan Planning Organization approves the WestPlan 2017-2020 Transportation Improvement Program.

SIGNED: Roger A Bergman

DATE: May 20, 2016

Mr. Roger Bergman
WestPlan Policy Committee Chairperson –

APPENDIX D: AMENDMENTS & ADMINISTRATIVE MODIFICATIONS

The Transportation Improvement Program (TIP) and the Long Range Transportation Plan (LRTP) is modified, often several times, throughout the life of the documents.

Federal standards set forth in MAP-21 identify that Metropolitan Planning Organizations plan in accordance with this legislation. FHWA has identified that MPO's establish guidelines for amendments and modification of TIP's and LRTP's.

In order to comply with the federal regulations and to allow for an efficient process for amending and administratively adjusting the TIP and LRTP's, MPO staff has developed several guidelines to help with the process.

Transportation Improvement Program Revisions

The two types of revisions made to the TIP are *amendments* and *administrative modifications*.

An amendment to the TIP will occur when:

1. Adding a new project
2. Deleting a project
3. A cost change of 10% or more
4. Change in project design concept or scope (e.g. changing project termini, number of through lanes)
5. Changing non-Federally funded project to Federally funded project
6. Changing an existing project to an advance construction project
7. Project swap that involves multiple jurisdictions

Existing MPO, State and Federal processes will be followed for proposed TIP amendments in the areas of air quality conformity, financial constraint, public participation and environmental justice.

Amendments will be reviewed by the TIP Development Committee (which is the Technical Advisory Committee, or a designated sub-committee of this group) and will require action by both the Technical and Policy Committees. In the event that an amendment must be taken directly to the Policy Committee, the Technical Committee, which is also the TIP Development Committee, will be notified via email.

An administrative modification to the TIP will occur when:

1. Minor changes in scope
2. Changes in funding source within the same funding source type (e.g. federal to federal, state to state, local to local)
3. Corrections to listing errors
4. Revisions that swap projects between years, within the same agency, while maintaining financial constraint
5. A cost change of less than 10% as long as there is no impact on any other agency

Administrative modification will be completed by MPO staff. Revisions that change cost greater

than 10% must be approved by the Technical Committee, which is also the TIP Development Committee. Such approval may be obtained utilizing email.

Long Range Transportation Plan Revisions

The two types of revisions made to the LRTP are *amendments* and *administrative modifications*.

An amendment to the LRTP will occur when:

1. Adding a new project
2. Deleting a project
3. A cost change of 10% or more
4. Change in project design concept or scope (e.g. changing project termini, number of through lanes)
5. Changing non-Federally funded project to Federally funded project

Existing MPO, State and Federal processes will be followed for proposed LRTP amendments in the areas of air quality conformity, financial constraint, public participation and environmental justice.

Amendments will require action by both the Technical and Policy Committees. In the event that an amendment must be taken directly to the Policy Committee, the Technical Committee will be notified via email.

An administrative modification to the LRTP will occur when:

1. Minor changes in scope
2. Changes in funding source within the same funding source type (e.g. federal to federal, state to state, local to local)
3. Corrections to listing errors
4. A cost change of less than 10% with no impact to any other agency

Administrative modifications will be completed by MPO staff. Revisions that change cost greater than 10% must be approved by the Technical Committee. Such approval may be obtained utilizing email.

APPENDIX E: PERFORMANCE BASED PLANNING

FAST Performance Measures

A key feature of the Fixing America's Surface Transportation (FAST) Act is the establishment of a performance-and-outcome-based program, originally introduced through the Moving Ahead for Progress in the 21st Century (MAP-21) Act. The objective of this performance-and-outcome-based program is for States and Metropolitan Planning Organizations to invest resources in projects that collectively will make progress toward the achievement of the national goals as identified below:

Goal area	National goal
Safety	To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
Infrastructure condition	To maintain the highway infrastructure asset system in a state of good repair
Congestion reduction	To achieve a significant reduction in congestion on the National Highway System
System reliability	To improve the efficiency of the surface transportation system
Freight movement and economic vitality	To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
Environmental sustainability	To enhance the performance of the transportation system while protecting and enhancing the natural environment
Reduced project delivery delays	To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Within one year of the DOT final rule on performance measures, States are required to set performance targets in support of those measures. States may set different performance targets for urbanized and rural areas. To ensure consistency each State must, to the maximum extent practicable:

- Coordinate with an MPO when setting performance targets for the area represented by that MPO; and
- Coordinate with public transportation providers when setting performance targets in an urbanized area not represented by an MPO.

Within 180 days of States or providers of public transportation setting performance targets, MPO's are required to set performance targets in relation to the performance measures (where applicable). To ensure consistency, each MPO must, to the maximum extent practicable, coordinate with the relevant State and public transportation providers when setting performance targets.

Source: <http://www.fhwa.dot.gov/map21/pm.cfm>

These targets are required to be included in MPO and State Transportation Improvement Programs (TIP). At the time the WestPlan FY 2017-2020 TIP was developed and approved, only the Safety and Highway Safety Improvement Program (HSIP) performance measures were published (March 15, 2016), starting the one year deadline for MDOT to set their performance measures. For all other performance measures, no official federal guidance requirements had been released and the State of Michigan did not have any performance targets in place. The WestPlan MPO recognizes these FAST requirements and without all official Federal Guidance in place and without targets set at the State level, the MPO could not establish specific targets. However, through the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program, the MPO has established funding goals that generally target the areas specified. These goals were established in the LRTP and implemented through the 2017-2020 TIP as close as possible given the limitations on the availability and restrictions of local, state, and federal funding sources. Staff will also continue to gather data for the development of performance measures such as pavement and bridge condition, traffic volumes, traffic flow, level of congestion, and safety.

APPENDIX F: COMPLETED PROJECTS FROM THE FY2014-2017 TIP



STIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

FISCAL Year(s): 2014,2015,2016,2017

Date April 20, 2016

Page 1 of 5

Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct Code	Fed Cost (1000s)	Fed Fund Source	State Cost (1000s)	State Fund Source	Local Cost (1000s)	Local Fund Source	Total Cost	MDOT Job No.	Local Id No.	MPO/Rural Approval Date	Amendment Type	Air Quality	Comments
STIP/TIP PROJECT LIST																						
Non-Eligible																						
2014	MUSKEGON	Muskegon County	Maple Island Road	Sternberg Road to Heights-Ravena Road	2.500	Reconstruct	Reconstruct	CON		496	EDDF	78	M	78	CNTY	652.81	114085		09/18/2012	Add		
2014	MUSKEGON	Muskegon County	Hile Road	Hile to Sheridan	0.660	Resurface	resurface	CON		494	STUL	0		127	CNTY	621.09	114693		07/01/2010			
2014	MUSKEGON	Muskegon County	Horton Road	Central Elementary School, Laketown Township	0.000	Roadside Facility	Bike/ped safety improvements	CON		305	SRSI	0		31	CNTY	335.51	115449					
2014	MUSKEGON	Muskegon County	Ellis Road	Ravenna Rd - Squires Rd	1.000	Resurface	Resurface	CON		236	STL	106	M	0		342.48	119734					
2014	MUSKEGON	Muskegon County	Countywide	Muskegon County	0.000	Transit	Additional transit service - year 2	EPE		120	CM	30	M	0		150.00	120924		11/26/2013	Add		
2014	MUSKEGON	Muskegon County	Countywide	Muskegon County	0.000	Transit	Additional transit service - year 3	EPE		120	CM	30	M	0		150.00	120928					
2014	MUSKEGON	Muskegon County	Countywide	Countywide	0.000	Transit	Public Transportation Marketing and Outreach Prog	EPE		206	CM	51	M	0		256.89	120936					
2014	MUSKEGON	Muskegon County	Ryerson Road	M-120 to Holton-Duck Lake Road	4.341	Restore & Rehabilitate	HMA crush and shape, resurface, agg shoulder, curb	CON		0		1,075	RRRF	0		1,075.00	123918					
2014	MUSKEGON	Muskegon County	Sternberg Road	Brooks Road to Maple Island Road	4.020	Restore & Rehabilitate	HMA crush and shape, resurface, agg shoulder, curb	CON		0		1,145	RRRF	0		1,145.00	123919					
2014	MUSKEGON	Muskegon Heights	Hackley Avenue	5th Street to Peck	0.189	Resurface	Resurface upgrade	CON		212	STUL	0		61	CITY	273.29	123893		10/20/2010			
2014	MUSKEGON	Norton Shores	Getty Street	Broadway to Overlook	0.462	Reconstruct	walks with ramps reconstruction	CON		658	STUL	0		209	CITY	866.61	114694		07/01/2010			
2014	MUSKEGON	Norton Shores	Grand Haven Road	Pontaluna Road to Wilson Road, Norton Shores	0.000	Reconstruct	Reconstruction	CON		0		375	EDF	556	CITY	931.33	122309					
2014	OTTAWA	Ferrysburg	North Shore Road	Coat Guard Park Entrance, West to N. Shore Estate	0.000	Roadside Facility	North Shore Road Non-Motorized Pathway	CON		200	CM	0		382	CITY	582.00	123807					
2014	OTTAWA	Ferrysburg	North Shore Road	North Beach Park Dr - 3000 R East	0.108	Resurface	Resurface	CON		0		637	RRRF	0		637.08	124043					
2014	OTTAWA	Harbor Transit Multi-Modal Transportation System	Areawide	Harbor Transit Service Area, Grand Haven	0.000	Transit	Bus Replacement	EPE		114	CM	28	M	0		142.00	123631					



STIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

FISCAL Year(s): 2014,2015,2016,2017

Date April 20, 2016

Page 2 of 5

Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct Code	Fed Cost (1000s)	Fed Fund Source	State Cost (1000s)	State Fund Sourc	Local Cost (1000s)	Local Fund Source	Total Cost	MDOT Job No.	Local Id No.	MPO/Rural Approval Date	Amendment Type	Air Quality	Comments	
STIP/TIP PROJECT LIST																							
Non-Eligible																							
2014	OTTAWA	Ottawa County	Lincoln Street	152nd to 144th	1.020	Resurface	resurface	CON		234	STUL	0		52	CNTY	286.00	114705		07/01/2013				
2014	State Wide	MDOT	Region Wide	Three Locations Regionwide	0.000	Bridge Other	Scour Repair (DDIR #s LP-21, LP-26, LP-29) Reconstruct	CON		91	ER	23	M	0		113.93	122615						
2015	MUSKEGON	Muskegon	Henry Street	Sherman to Hackley	0.504	Reconstruct	Reconstruct	CON		580	STUL	0		276	CITY	856.07	123929		06/19/2013				
2015	MUSKEGON	Muskegon County	Sternberg Road	Harvey Street to Airline Road	1.461	Resurface	Resurface	CON		200	STUL	0		131	CNTY	331.19	123924		06/19/2013				
2015	MUSKEGON	Muskegon County	Airline Road	I-96 to Pontaluna	0.399	Resurface	Resurface	CON		156	STUL	0		40	CNTY	195.52	123925		06/19/2013				
GPA Type Subtotals: Non-Eligible										4,421		3,579		1,943		9,943.79							
Local Traffic Operations and Safety																							
2015	MUSKEGON	Muskegon County	Sternberg Road	At Mid-Michigan Railroad, City of Norton Shores	0.000	Railroad	Upgrade flashing-light signals	CON		17	STR	2	M	0		18.98	126276						
GPA Type Subtotals: Local Traffic Operations and Safety										17		2		0		18.98							
Local Transportation Livability and Sustainability																							
2015	MUSKEGON	Muskegon County	Countywide	Countywide	0.000	Transit	Bus purchase	EPE		244	CM	61	M	0		305.11	120938						
2015	OTTAWA	Harbor Transit Multi-Model Transportation System	Areawide	Harbor Transit Service Area, Grand Haven	0.000	Transit	Public Transportation Marketing and Outreach	EPE		28	CM	7	M	0		35.00	123939						
2015	OTTAWA	Ottawa County	Areawide	Harbor Transit Service Area, Grand Haven	0.000	Transit	Bus Replacement	EPE		118	CM	29	M	0		147.00	125917						
GPA Type Subtotals: Local Transportation Livability and Sustainability										390		97		0		487.11							
Small Urban																							
2014	MUSKEGON	Montague	Dowling Street	Meade Street - Cook Street	0.437	Resurface	Resurface	CON		128	STUL	0		85	CITY	212.70	124542						
2014	MUSKEGON	Muskegon County	White Lake Drive	White Lake Dr- Colby St, South Shore Dr- Whitehall	3.447	Resurface	Preventive Maintenance	CON		160	STUL	0		81	CNTY	240.66	124544						
GPA Type Subtotals: Small Urban										288		0		165		453.36							



STIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

FISCAL Year(s): 2014,2015,2016,2017

Date April 20, 2016

Page 3 of 5

Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct Code	Fed Cost (1000s)	Fed Fund Source	State Cost (1000s)	State Fund Source	Local Cost (1000s)	Local Fund Source	Total Cost	MDOT Job No.	Local Id No.	MPO/Rural Approval Date	Amendment Type	Air Quality	Comments
STIP/TIP PROJECT LIST																						
Trunkline Highway Preservation																						
2015	State Wide	MDOT	Muskegon TSC Wide	Muskegon TSC Wide	0.000	Restore & Rehabilitate	HMA Crack Treatment	CON		220	ST	49	M	0		268.89	122638					
GPA Type Subtotals: Trunkline Highway Preservation										220		49		0		268.89						
Trunkline Pre-Construction Phases																						
2014	OTTAWA	MDOT	US-31	over Grand River in Grand Haven	0.133	Restore & Rehabilitate	partial deck replacement	PE		7	NH	2	M	0		8.38	122213					
2014	OTTAWA	MDOT	US-31	over Grand River in Grand Haven	0.133	Restore & Rehabilitate	partial deck replacement	SUB		34	NH	8	M	0		41.51	122213					
2014	State Wide	MDOT	Region Wide	Three Locations Regionwide	0.000	Bridge Other	Scour Repair (DDIR #s LP-21, LP-26, LP-29)	SUB		17	ER	4	M	0		20.76	122615					
2014	State Wide	MDOT	Muskegon TSC Wide	Muskegon TSC Wide	0.000	Restore & Rehabilitate	HMA Crack Treatment	PE		9	ST	2	M	0		11.59	122638					
GPA Type Subtotals: Trunkline Pre-Construction Phases										67		15		0		82.24						
Trunkline Roadside Infrastructure Improvement																						
2015	MUSKEGON	MDOT	US-31 BR	At US-31	0.000	Roadside Facility	Crack Sealing	CON		2	ST	0	M	0		2.57	113535					
GPA Type Subtotals: Trunkline Roadside Infrastructure Improvement										2		0		0		2.57						
Trunkline Scoping and Studies																						
2014	MUSKEGON	MDOT	US-31	US-31 segments in Muskegon & Mason Counties	0.665	Bridge Other	Road and Bridge Scoping	EPE		59	NH	13	M	0		72.58	125405					
2014	OTTAWA	MDOT	I-96	Various locations along I-96 in Muskegon County	1.346	Bridge Other	Bridge Scoping	EPE		59	IM	7	M	0		65.53	125406					
GPA Type Subtotals: Trunkline Scoping and Studies										118		20		0		138.11						
Trunkline Traffic Operations or Safety																						
2014	MUSKEGON	MDOT	M-46	AT LOVELAND	0.000	Traffic Operations	Modernize freestation signs an	CON		22	STG	0		0		22.17	121766					



STIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

FISCAL Year(s): 2014,2015,2016,2017

Date April 20, 2016

Page 4 of 5

Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct Code	Fed Cost (1000s)	Fed Fund Source	State Cost (1000s)	State Fund Source	Local Cost (1000s)	Local Fund Source	Total Cost	MDOT Job No.	Local Id No.	MPO/Rural Approval Date	Amendment Type	Air Quality	Comments
STIP/TIP PROJECT LIST																						
Trunkline Traffic Operations or Safety																						
2014	MUSKEGON	MDOT	US-31BR	AT SEMINOLE ROAD	0.000	Traffic Operations	Install Countdown Peds.	CON		2	STG	0		0		2.40	122933					
2014	MUSKEGON	MDOT	US-31BR	AT SUMMIT AVENUE	0.000	Traffic Operations	Install Countdown Peds.	CON		2	STG	0		0		1.66	122934					
2014	MUSKEGON	MDOT	US-31BR (SHORELINE)	AT WESTERN AVENUE (FORMERLY 611)	0.000	Traffic Operations	Install Countdown Peds.	CON		1	STG	0		0		0.88	122935					
2014	MUSKEGON	MDOT	US-31BR	AT NORTON AVENUE	0.000	Traffic Operations	Install Countdown Peds.	CON		2	STG	0		0		1.76	122936					
2014	MUSKEGON	MDOT	US-31BR	AT HOYT STREET	0.000	Traffic Operations	Install Countdown Peds.	CON		2	STG	0		0		1.66	122937					
2014	MUSKEGON	MDOT	US-31BR	AT LAKETON AVENUE	0.000	Traffic Operations	Install Countdown Peds.	CON		5	STG	0		0		4.98	122938					
2014	MUSKEGON	MDOT	US-31BR	AT SOUTHERN AVENUE	0.000	Traffic Operations	Install Countdown Peds.	CON		4	STG	0		0		4.10	122939					
2014	MUSKEGON	MDOT	US-31BR	AT SHERMAN BLVD	0.000	Traffic Operations	Install Countdown Peds.	CON		2	STG	0		0		2.26	122941					
2014	OTTAWA	MDOT	US-31	AT ROBBINS ROAD	0.000	Traffic Operations	Install Countdown Peds.	CON		3	STG	0		0		2.89	118095					
2014	OTTAWA	MDOT	US-31	AT TAYLOR	0.000	Traffic Operations	Install Countdown Peds.	CON		1	STG	0		0		0.89	118096					
2015	MUSKEGON	MDOT	M-120	M-120 with MMRR (G03)	0.000	Railroad	Crossing Reconstruction	CON		90	STRH	10	M	0		99.75	124524					
GPA Type Subtotals:										135		10		0		145.38						
Grand Total:										5,659		3,773		2,109		11,540.42						

Total Jobs Reported: 46

Preferences:

Report Format Standard

FISCAL Year(s) 2014,2015,2016,2017

MDOT 1997 Region All

MDOT 2016 Region All

Prosperity Region All

Counties All

MPO Muskegon



STIP TOTAL PROPOSED COMMITMENTS - STANDARD REPORT

FISCAL Year(s): 2014,2015,2016,2017

Date April 20, 2016

Page 5 of 5

Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct Code	Fed Cost (1000s)	Fed Fund Source	State Cost (1000s)	State Fund Source	Local Cost (1000s)	Local Fund Source	Total Cost	MDOT Job No.	Local Id No.	MPO/Rural Approval Date	Amendment Type	Air Quality	Comments
----------------	--------	-----------------------	-----------------	--------	--------	----------------------	------------------------	-------	------------------------------	------------------------	-----------------------	--------------------------	-------------------------	--------------------------	-------------------------	---------------	-----------------	-----------------	-------------------------------	-------------------	----------------	----------

STIP/TIP PROJECT LIST

Job Type All
Phase Type All
Phase Status Completed
STIP Cycle All
STIP Status All
Amendment Type All

APPENDIX G: PUBLIC PARTICIPATION PLAN

The Public Participation Plan in Transportation Decision Making

West Michigan Metropolitan Transportation Planning
Program (WestPlan)

Adopted November 19, 2014

West Michigan Metropolitan Transportation Planning Program
c/o West Michigan Shoreline Regional Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49440-1140
Phone: (231) 722-7878

E-mail: ahaack@wmsrdc.org
www.wmsrdc.org

Prepared by the



**The Public Participation Plan in Transportation Decision Making
for the
West Michigan Metropolitan Planning Program**

Table of Contents

1. Introduction.....	1
2. Requirements	1
3. The Public	3
4. Meetings.....	4
5. Significant Planning Initiatives & Opportunities for Public Input.....	4
Unified Planning Work Program (UPWP)	5
Long Range Transportation Plan (LRP)	6
Transportation Improvement Program (TIP)	9
Public Participation Plan (PPP).....	12
6. Public Notification	13
7. Outreach Strategies.....	13
8. Making Public Comments	14
9. Treatment of Public Comments.....	14
10. Measures of Effectiveness	15
11. Revisions to the Participation Plan.....	16

Appendices

Appendix A: Acronyms and Definitions.....	17
Appendix B: MAP-21 Participation Plan Regulations.....	19
Appendix C: Comments on Participation Plan.....	21

PUBLIC PARTICIPATION PLAN

Public Participation Process for Transportation Decision Making at the WestPlan

1. INTRODUCTION

In 1973, the West Michigan Shoreline Regional Development Commission (WMSRDC) organized the Muskegon Area Transportation Planning Program as the Metropolitan Transportation Planning Organization (MPO). This was a result of the U.S. Census Bureau designating the Muskegon-Muskegon Heights Urbanized Area after the 1970 decennial census. The MPO designation is for urban areas with a population greater than 50,000. In 2003 a significant change took place and the U.S. Census Bureau expanded the Muskegon Urbanized Area to include northern Ottawa County. As a result of this, WMSRDC, working with the Michigan Department of Transportation, realigned the boundary of the MPO to include the urbanized part of northern Ottawa County and organized the West Michigan Metropolitan Transportation Planning Program (WestPlan).

The current WestPlan MPO consists of the entire county of Muskegon and the City of Grand Haven, City of Ferrysburg, Village of Spring Lake, and the townships of Crockery, Grand Haven, Spring Lake, and Robinson and a small portion of

Port Sheldon Township in Ottawa County. WestPlan addresses transportation and transportation related issues in this geographical area. See map on following page. The urbanized area population of the WestPlan MPO as of the 2010 U.S. Census is 161,280. WMSRDC has and continues to staff the MPO since it was first formed in 1973.

2. REQUIREMENTS

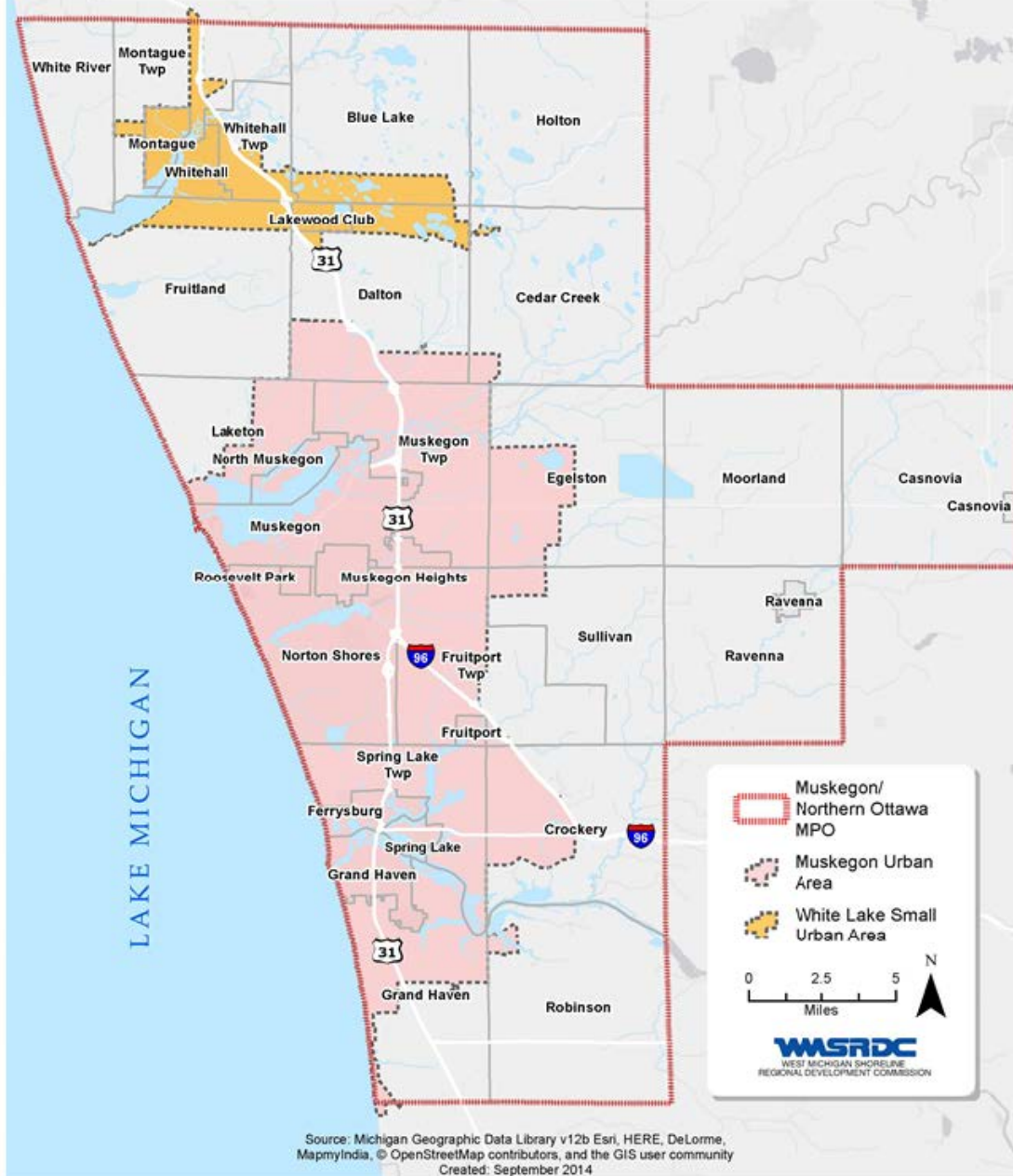
MAP-21 places emphasis on extensive stakeholder participation. Highlights of the MAP-21 requirements for public participation include:

- Providing adequate public notice of public participation activities and time for public review and comment at key decision points;
- Employing visualization techniques;
- Making information accessible in various formats and means, such as the World Wide Web;
- Holding public meetings at convenient and accessible locations and times;
- Seeking out and considering needs of traditionally underserved populations;
- Coordinating with statewide transportation planning public participation and consultation processes; and
- Periodically reviewing the effectiveness of the procedures and strategies in the Participation Plan.

The full text relating to the public participation process within MAP-21 can be found under Appendix B.



Muskegon & Northern Ottawa Metropolitan Planning Organization Boundaries





3. THE PUBLIC

MAP-21 requires that "The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. (23 CFR 450.316)" WMSRDC is open to and encourages input from any individual, group, organization, agency, business, municipality, or service provider.

Activities encouraging the open dialogue between these groups and WMSRDC include maintaining and updating a contact list of interested parties as well as WMSRDC receiving comments by mail, telephone, or e-mail and during committee meetings.

WMSRDC will work to encourage the participation of persons who have been traditionally underserved, as well as meeting the requirements of Executive Order 12898 related to Environmental Justice and the Americans with Disabilities Act of 1990. WMSRDC, through written communication, e-mail, newsletters, or phone, will endeavor

to notify some or all of the groups listed below when a particular agenda item directly impacts an organization or the clientele they represent, a significant planning initiative begins, or at the request of any WMSRDC Policy Committee member.

Stakeholder organizations that represent the interests of:

- The elderly
- The disabled
- Non-motorized transportation users
- Minority populations
- Low income populations

Types of organizations located in the WMSRDC area:

- Conventional and unconventional transit providers
- Representatives of public transportation employees
- Affected public agencies
- Private providers of transportation
- Law enforcement agencies and fire departments
- Freight shippers and providers of freight transportation services
- Railroad companies
- Airport operators
- Port Advisors
- Environmental organizations
- Major employers
- Chambers of commerce
- Economic development
- Human service agencies
- Local Tribes
- Intermediate school districts

Some of these organizations are on the Technical Committee notification list. They receive meeting agendas and minutes and are encouraged to participate and provide input.

4. MEETINGS

All regularly scheduled meetings of the Policy and Technical Committees are open to the public and are held at sites which comply with the Americans with Disabilities Act (ADA) regulations. Time is allotted at Technical and Policy Committee meetings for any person wishing to address committee members.

The annual schedule of regular Policy Committee and Technical Committee meetings showing dates, times, and locations are included on the WMSRDC Web site. The scheduled meetings will also be posted in the WMSRDC office and distributed to each member unit of government for posting.

Monthly meeting notifications, including agendas and location, are sent to the cities, townships, villages, road commissions, and transit agencies within the WMSRDC Metropolitan Planning Area for public posting. The WMSRDC website (<http://wmsrdc.org/meetingschedule.html>) also contains meeting notifications, locations, and agendas. Interested citizens may have their name added to the contact list for meeting materials by contact-

ing WMSRDC. Policy and Technical Committee meetings comply with the Michigan Open Meetings Act, Public Act No. 267 of 1976.

Special meetings, such as Public Information Meetings and Public Hearings, will be held at convenient and accessible locations and times where it is feasible for most people to attend.

5. SIGNIFICANT PLANNING INITIATIVES

Significant planning initiatives include, but are not limited to, updating the Long Range Transportation Plan and Transportation Improvement Program, corridor studies, port studies, freight studies, non-motorized studies, and transit plan implementation activities. When describing a significant planning initiative to the public, WMSRDC shall incorporate appropriate visualization techniques.

Significant planning initiatives are listed below. The charts below detail the milestones for each initiative and show a timetable for the best opportunities for public input in the planning process.



UNIFIED WORK PROGRAM (UWP)

The purpose of the Unified Work Program (UWP) for the MPO outlines the transportation planning program of the West Michigan Metropolitan Transportation Planning Program (WestPlan). The UWP identifies how the available planning funds (federal and state) will be used to address the federal and state transportation planning requirements while concurrently addressing local transportation policies, programs, issues, and priorities. **The UWP is updated annually. The next update is due in June 2015.**

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
Adoption of the draft document	<p>Once the draft UWP document is complete, staff will bring it to the Technical and Policy Committees for approval. Public comment opportunities will be available at both committee meetings. The public will be notified of the public comment opportunities in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Email to interested citizen/agency list • Press release • Notice on social media (Facebook, etc.) 	Six (6) days prior to Technical Committee meeting.	A minimum of 7 days, beginning on the date of the Technical Committee meeting and ending at the Policy Committee meeting. The comment period length will vary depending on the amount of time between the meetings.



Public Participation Plan - Page 5

LONG RANGE TRANSPORTATION PLAN (LRP)

The purpose of the Long Range Transportation Plan (LRP) is to ensure that transportation investments in the MPO area enhance the movement of people and freight efficiently, effectively, and safely. **The LRP is updated every four (4) years. The next update is due in May 2015. The current update began in the summer of 2013. The update process is an approximate two year process. The next required update will begin in approximately summer/fall of 2016.**

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
Kickoff to LRP Development	<p>Once the LRP development process begins, WMSRDC staff will notify the public in the following ways:</p> <ul style="list-style-type: none"> • Notice and LRP information on website • Email to to interested citizen/agency list • Press release • Notice on social media (Facebook, etc.) 	N/A	N/A; Public involvement will be continuous throughout the LRP development process. Updates will be posted regularly on the website and given at committee meetings.
Pre-Programming	<p>WMSRDC staff will invite the public to review and comment on goals and objectives. The public will be notified of the opportunity in the following ways:</p> <ul style="list-style-type: none"> • Notice and LRP information on website • Email to to interested citizen/agency list • Press release • Notice on social media (Facebook, etc.) <p><i>The following tools and techniques may be used on an optional basis: Flyer, brochure or informational card printed and distributed, visual aids, radio PSA.</i></p>	Up to seven (7) days prior to the start of the public comment period	Fourteen (14) days

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
Draft LRP, environmental justice, and air quality results (if applicable) completed and available for public comment	<p>Once the draft LRP document, environmental justice, and air quality analysis are complete, staff will bring the document to the public for comment. An open house will also be held to discuss these items. The public will be notified of the open house and the comment period in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Email sent to interested citizen/ agency list • Press release of the public comment period and the open house • Notice on social media (Facebook, etc.) • Copies of the draft LRP distributed to jurisdictions within the MPO area. <p><i>The following tools and techniques may be used on an optional basis: Flyer, brochure, or informational card printed and distributed; Visual aids; Radio PSA At this point, staff will contact state regulatory agencies (i.e., MDNR and MDEQ) to consult with them on the draft project list and potential impacts on environmentally sensitive areas.</i></p>	Seven (7) days prior to the public meeting and before the first day of the public comment period	Fourteen (14) days
Adoption of the draft document	<p>Once the draft LRP document is complete, staff will bring it to the Technical and Policy Committees for approval. Public comment opportunities will be available at both committee meetings. The public will be notified of this public comment opportunity in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Notice on social media (Facebook, etc.) • Respond to public comments 	Six (6) days prior to Technical Committee meeting	A minimum of seven (7) days, beginning on the date of the Technical Committee meeting and ending at the Policy Committee meeting. The comment period length will vary depending on the amount of time between the meetings.

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
*LRP Amendments. It is occasionally necessary to amend the LRP because of changes to projects listed within the document.	<p>Staff will bring LRP amendments to the Technical and Policy Committees for approval. Public comment opportunities will be available at both committee meetings. The public will be notified of this public comment opportunity in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Notice on social media (Facebook, etc.) • Email sent to interested citizen/ agency list • Press Release 	Six (6) days prior to Technical Committee meeting	A minimum of seven (7) days, beginning on the date of the Technical Committee meeting and ending at the Policy Committee meeting. The comment period length will vary depending on the amount of time between the meetings.

*Long Range Transportation Plan Amendments include:

- Add/delete regionally significant project
- Major scope/design change for regionally significant project(s)
- Move regionally significant illustrative list project into the LRP (new project)
- Change in air quality conformity model year grouping for regionally significant project



Public Participation Plan - Page 8

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The Transportation Improvement Program (TIP) is the list of road, transit, and non-motorized projects of which communities and agencies plan to implement over a four-year period within the WMSRDC MPO area. **The TIP is updated every 3-4 years. The next update due in June 2016. The next update will begun in the summer of 2015.**

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
Kickoff to TIP Development	Before the TIP development process begins, staff will notify the public in the following ways: <ul style="list-style-type: none"> • Notice on website 	Seven (7) days prior to the first TIP	N/A; notification only
Draft project lists, environmental justice, and air quality results (if applicable) completed and available for public comment	Once draft project lists have been developed, environmental justice has been completed, and an air quality analysis has been performed, staff will bring these items to the public for comment. An open house will also be held. The public will be notified of the open house and the comment period in the following ways: <ul style="list-style-type: none"> • Notice on website • Email to interested citizen/agency mailing list • Notice on social media (Facebook, etc.) • A public notice regarding the public comment period and open house will distributed to all jurisdictions within the MPO area 	Seven (7) days prior to the public meeting and before the 1st day of the public comment period	Fourteen (14) days

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
Draft TIP, environmental justice, and air quality results (if applicable) completed and available for public comment	<p>Once the draft TIP document, environmental justice, and air quality analysis are complete, staff will bring the document to the public for comment. An open house will also be held to discuss these items. The public will be notified of the open house and the comment period in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Email sent to interested citizen/ agency list • Press release of the public comment period and the open house • Notice on social media (Facebook, etc.) • Copies of the draft LRP distributed to jurisdictions within the MPO area. <p><i>The following tools and techniques may be used on an optional basis: Flyer, brochure, or informational card printed and distributed; Visual aids; Radio PSA At this point, staff will contact state regulatory agencies (i.e., MDNR and MDEQ) to consult with them on the draft project list and potential impacts on environmentally sensitive areas.</i></p>	Seven (7) days prior to the public meeting and before the first day of the public comment period	Fourteen (14) days
Adoption of the draft document	<p>Once the draft TIP document is complete, staff will bring it to the Technical and Policy Committees for approval. Public comment opportunities will be available at both committee meetings. The public will be notified of this public comment opportunity in the following ways:</p> <ul style="list-style-type: none"> • Notice on website • Notice on social media (Facebook, etc.) • Respond to public comments 	Six (6) days prior to Technical Committee meeting	A minimum of seven (7) days, beginning on the date of the Technical Committee meeting and ending at the Policy Committee meeting. The comment period length will vary depending on the amount of time between the meetings.

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
*TIP Amendments. It is occasionally necessary to amend the LRP because of changes to projects listed within the document.	Staff will bring TIP amendments to the Technical and Policy Committees for approval. Public comment opportunities will be available at both committee meetings. The public will be notified of this public comment opportunity in the following ways: <ul style="list-style-type: none"> • Notice on website • Notice on social media (Facebook, etc.) • Email sent to interested citizen/ agency list • Press Release 	Six (6) days prior to Technical Committee meeting	A minimum of seven (7) days, beginning on the date of the Technical Committee meeting and ending at the Policy Committee meeting. The comment period length will vary depending on the amount of time between the meetings.

Transportation Improvement Program amendments and administrative modification policy can be found on the WMSRDC website at <http://www.wmsrdc.org/reports&publications.html>.

PUBLIC PARTICIPATION PLAN (PPP)

The Public Participation Plan describes the ways in which WMSRDC will engage the public in the transportation planning process. **The Public Participation Plan is updated every two (2) years. The next update due in June 2016. The next update will begun in the summer of 2016.**

Milestone	Procedure	Public Notification Date	Length of Public Comment (Minimum)
Draft Public Participation Plan developed and presented to the Policy Committee	After the draft Public Participation Plan has been developed and presented to the Policy Committee staff will bring it to the public for comment. Staff will notify the public of this opportunity in the following ways: <ul style="list-style-type: none"> • Notice on website • Direct mailing sent to interested citizen/agency list • Notice on social media (Facebook, etc.) 	At least one (1) day before the public comment period begins	45 days; the public comment period will begin after the draft document is presented to the Policy Committee and will end at least one week before the final document is approved by the Policy Committee (approximately two months after the comment period begins)
Public Participation Plan approval	After all comments have been considered and the 45 days public comment period has concluded, the document will be brought to the Policy Committee for approval. The public will have an additional opportunity to comment on the document at the Policy meeting, and will be notified of this meeting in the following ways: <ul style="list-style-type: none"> • Notice on website 	Six (6) days before the scheduled Policy Committee meeting	N/A

Various avenues will be considered when seeking public participation in these initiatives including, but not limited to, public informational meetings, surveys, mailings, and notices. In an effort to reach populations traditionally underserved (minorities, low income, senior citizens, disabled, etc.), emphasis will be made to inform such populations. Consideration of non-English language notices and public service announcements will also be made in accordance with the WMSRDC Title VI Plan. It is also understood that the MPO's public involvement process, stated above, also satisfies the need for public involvement in the programming of federal dollars for public transportation.

6. PUBLIC NOTIFICATION

WMSRDC recognizes that, in order for the public to participate in transportation decision making, it must understand the transportation system's problems, processes, and potential solutions. Information must be provided in a timely manner, be easily understandable, and be reasonably accessible.

WMSRDC will make available to the public the agency's library and map files. Copies of all WMSRDC planning documents, meeting minutes, and maps are available for review during normal business hours as well as online. Local public libraries have computers available for public use so access to the Web will not necessitate personal ownership of a computer. Meeting schedules and minutes, planning studies, the Long Range Transportation Plan and Transportation Improvement Program, newsletters, and other applicable documents will be posted on the WMSRDC website. The WMSRDC's internet address is <http://www.wmsrdc.org>.

Local public libraries also receive copies of many documents published by WMSRDC. In addition, WMSRDC staff participates in public forums and conducts presentations upon request.

7. OUTREACH STRATEGIES

WMSRDC continually looks at ways to involve the public in the transportation planning process. WMSRDC will continue to be proactive in its approach in engaging the public and will continually expand its efforts to keep the public up to date on WMSRDC activities.

There are two primary audiences of WMSRDC information: the public (as described previously) and the media. The residents of Muskegon County and the northern portion of Ottawa County, as well as others who use the transportation system within the area represent one audience. The various media outlets are the other target audience for outreach. As new media formats and

technologies demonstrate their ability to engage different segments of the audience, it is important that WMSRDC consider their use as a public involvement tool. The following outreach goals were established to better inform the public and local media:

- **Establish a dialogue with members of the local media**
 - Create and regularly update a list of local media contacts for print and electronic news.
 - Proactively share information instead of reacting to incorrect or incomplete information.
- **Raise awareness about transportation planning efforts and the agency**
 - Raise awareness of WMSRDC responsibilities and functions.
 - Highlight successful projects of WMSRDC and its members.
 - Regularly update the online tools to increase traffic.
 - Encourage attendance at public involvement meetings.
- **Create an appropriate suite of media and public communication tactics to allow for faster dissemination of information.**
 - Create and maintain agency accounts using various appropriate social media outlets (Facebook, Twitter, etc.).
 - Establish policies and procedures for social media updates.

Formats for outreach include, but not limited to:

- **Electronic Media:**
 - Website (<http://www.wmsrdc.org>)
 - Bi-monthly newsletter posted on website and mailed to agency wide newsletter

- mailing list
- Information Releases to News Media Outlets in Surrounding Area
- **Print Media:**
 - Public Hearing Notices
 - Newsletters to be Distributed to Jurisdictions, Libraries, and Other Agencies/Organizations
 - Direct Mailings/Flyers to Impacted Organizations and Populations
 - Comment Forms at Public Meetings/Hearings
 - Access to Planning Documents at Local Cities, Villages, and Townships As Well As Local Libraries
- **Meetings:**
 - Conduct Open Houses As Part of Kickoff of Document Development and Other Key
 - Points in Document Development
 - Public Meetings Prior to Document Adoptions
 - Technical Committee Meetings and Policy Committee Meetings

8. MAKING PUBLIC COMMENTS

The public is encouraged to use the following methods for reviewing and commenting on significant documents being developed and published by the WMSRDC:

Where to find transportation planning documents to review:

- West Michigan Shoreline Regional Development Commission (WMSRDC) Website (<http://www.wmsrdc.org>)
- Visit the WMSRDC offices
- Public libraries in Muskegon and northern Ottawa counties
- Attend public meeting, open house, or other scheduled activity (notices to be published on WMSRDC website as well as local govern-

- ment jurisdictions)
- Attend committee meeting or hearing (Technical Committee and Policy Committee meeting schedules are available at <http://www.wmsrdc.org/meetingschedule.html>)

To Request a Printed Copy of the Documents

- Call (231) 722-7878
- Email to ahaack@wmsrdc.org
- Internet address: <http://www.wmsrdc.org>

To Request to be Added to the Email Distribution List

- Call (231) 722-7878
- Email to ahaack@wmsrdc.org
- Write to: West Michigan Shoreline Regional Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49440-1140

Comments May Be Submitted By:

- Email to WMSRDC at ahaack@wmsrdc.org
- Online at WMSRDC at www.wmsrdc.org
- WMSRDC's Facebook Page
- At public meetings and hearings
- At Policy Committee meetings and hearings
- Phone at (231) 722-7878
- Mail letters to WMSRDC

9. TREATMENT OF PUBLIC COMMENTS

When public comments are received on plans, studies, or other activities, they will be summarized and forwarded to the Policy Committee prior to any formal action to adopt or approve a plan or study. A copy of all comments will be filed and made available for public review. The comments, or a summary of the comments, will be included in the document along with a discussion of how the comments were addressed prior to the adoption of the plans, major studies, and programs.

10. MEASURES OF EFFECTIVENESS

WMSRDC should review this plan and any social media product accounts periodically for their effectiveness. Some technologies can take months and even longer to be successful. WMSRDC should use several available analytical metrics to evaluate the effectiveness of each technology and report progress to the Policy Committee annually. As new technologies and formats emerge and gain traction, WMSRDC should consider using those media resources.

Such measures can include, but are not limited to; tracking website hits, social media interest, and comments received, etc.

Public Participation Tools	Evaluation Criteria	Suggested Performance Goal(s)	Method to Meet Goals
WMSRDC Website	Number of hits to website	Minimum of ten (10) hits per month with 5% increase in totals hits per year	Provide all agency documents on the WMSRDC website (www.wmsrdc.org); publish agency website information on all agency documents
Press Releases	Calls, emails, letter correspondence, etc.	Submittal of press release at key points in document development using email list of media outlets in Muskegon and northern Ottawa counties	Involvement of media in meetings of Technical Committee and Policy Committee, as well as during the development of agency documents
Social Media	Calls, emails, letter correspondence, etc; Number of "friends" and "followers"	Annual increase in "friends" and "followers" of ten (10)	Provide information announcements, access to surveys, meeting information, important action items; maintain and monitor activity daily
Public Meetings /Hearings / Open Houses	Attendance at meeting / hearing; calls, emails, letter correspondence, etc.	One (1)% of affected population in attendance	Schedule meetings at convenient times and locations; use other public participation tools to increase awareness of meeting/hearing; Outreach to affected population (neighborhood associations, community groups, etc.)

Public Participation Tools	Evaluation Criteria	Suggested Performance Goal(s)	Method to Meet Goals
Email Announcements	Calls, emails, letter correspondence, etc.; Number of emails sent	Minimum of five (5) percent of meeting attendees / survey respondents indicated that they saw the email announcement	Increase email list by advertising availability of email announcements using other public participation tools; Email address on all agency documents
Visualization Techniques (Print and Electronic Formats)	Usefulness to explanation of document development	Comment on visualization during public comment period; hits on specific page within WMSRDC website	Publish visual aid in draft document and for use during public meetings; publish visual aid on WMSRDC website

11. REVISIONS TO THE PUBLIC PARTICIPATION PLAN

The public is invited to comment on this plan prior to final adoption by the Policy Committee. A review of this Participation Plan will periodically (at a minimum bi-annually) be undertaken by the Technical and Policy Committees. Major revisions will necessitate undertaking various measures as described in Section V.

Comments or questions concerning this Plan should be directed to:

West Michigan Shoreline Regional Development Commission
316 Morris Avenue, Suite 340
Muskegon, MI 49440-1140
(231) 722-7878
Email: ahaack@wmsrdc.org

Appendix A

Acronyms and Definitions

ADA: Americans with Disabilities Act

The legislation defining the responsibilities of and requirements for transportation providers to make transportation accessible to individuals with disabilities.

EJ: Environmental Justice

Environmental justice assures that services and benefits allow for meaningful participation and are fairly distributed to avoid discrimination.

FHWA: Federal Highway Administration

A branch of the US Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges.

FTA: Federal Transit Administration

A branch of the US Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development, and improvement of public or mass transportation systems.

GIS: Geographic Information System

Computerized data management system designed to capture, store, retrieve, analyze, and display geographically referenced information.

LRP: Metropolitan Transportation Plan

A document resulting from regional or statewide collaboration and consensus on a region or state's transportation system, and serving as the defining vision for the region's or state's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over the next 20 years.

MAP -21: Moving Ahead for Progress in the 21st Century Act

On July 6, 2012, President Obama signed into law P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21). Funding surface transportation programs at over \$105 billion for fiscal years (FY) 2013 and 2014, MAP-21 is the first long-term highway authorization enacted since 2005. MAP-21 represents a milestone for the U.S. economy – it provides needed funds and, more importantly, it transforms the policy and programmatic framework for investments to guide the growth and development of the country's vital transportation infrastructure. MAP-21 creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. MAP-21 builds on and refines many of the highway, transit, bike, and pedestrian programs and policies established in 1991.

MPA: Metropolitan Planning Area

The geographic area in which the metropolitan transportation planning process required by 23 U.S.C. 134 and section 8 of the Federal Transit Act (49 U.S.C. app. 1607) must be carried out. (23CFR420)

MPO: Metropolitan Planning Organization

1) Regional policy body, required in urbanized areas with populations over 50,000, and designated by local officials and the governor of the state. Responsible in cooperation with the state and other transportation providers for carrying out the metropolitan transportation planning requirements of federal highway and transit legislation. 2) Formed in cooperation with the state, develops transportation plans and programs for the metropolitan area. For each urbanized area, a Metropolitan Planning Organization (MPO) must be designated by agreement between the Governor and local units of government representing

Public Participation

The active and meaningful involvement of the public in the development of transportation plans and programs.

TIP: Transportation Improvement Program

A document prepared by a metropolitan planning organization that lists projects to be funded with FHWA/FTA funds for the next one- to three-year period.

UPWP: Unified Planning Work Program

The management plan for the (metropolitan) planning program. Its purpose is to coordinate the planning activities of all participants in the planning process.

WestPlan: West Michigan Metropolitan Transportation Planning Program

The Metropolitan Planning Organization for the urbanized of Muskegon and northern Ottawa County.

WMSRDC: West Michigan Shoreline Regional Development Commission

WMSRDC is a federal and state designated regional planning and development agency serving 120 local governments in Lake, Mason, Muskegon, Newaygo, and Oceana Counties. WMSRDC staffs the Muskegon and northern Ottawa County MPO.

Appendix B

MAP-21 Participation Plan Regulations

23 CFR Part 450.316 Interested parties, participation, and consultation.

(a) The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, agencies or entities responsible for safety/security operations, providers of non-emergency transportation services receiving financial assistance from a source other than title 49, U.S.C, Chapter 53, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

- (i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
- (ii) Providing timely notice and reasonable access to information about transportation issues and processes;
- (iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;
- (iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
- (v) Holding any public meetings at convenient and accessible locations and times;
- (vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
- (vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
- (viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was initially made available for public comment;
- (ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and
- (x) Periodically reviewing the effectiveness of the procedures and strategies contained in the

participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA (Environmental Protection Agency) transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA (Federal Highway Administration) and the FTA (Federal Transit Administration) for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO shall consult, as appropriate, with agencies and officials responsible for other planning activities within the MPA that are affected by transportation. To coordinate the planning functions to the maximum extent practicable, such consultation shall compare metropolitan transportation plans and TIPs, as they are developed, with the plans, maps, inventories, and planning documents developed by other agencies. This consultation shall include, as appropriate, contacts with State, local, Indian Tribal, and private agencies responsible for planned growth, economic development, environmental protection, airport operations, freight movements, land use management, natural resources, conservation, and historic preservation. In addition, transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

(1) Recipients of assistance under title 49, U.S.C., Chapter 53;

(2) Governmental agencies and nonprofit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) The MPOs are encouraged to develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under § 450.314.

Appendix C

Comments on Participation Plan

The following is a compilation of the comments received during the 45 day public comment period of the Public Participation Plan. The public comment period was September 19 - November 3, 2014.

Comment from Connie Maxim, Muskegon County Grants Coordinator:

- I am Connie the new grants coordinator for Muskegon County. I just saw you are sending the transportation plan out for public comment, that's a great resource for me to write grants with. Do you have a place on the WMSRDC website where all of the planning documents you complete are posted. Just as a reference point for me to gather justification in the future?

Comment from Dave Bee, Director of the West Michigan Regional Planning Commission:

- Thanks Amy! I'll take a look at it. I just know there has to be a more efficient and effective way of getting the word out.

Comments from Rachael Tupica, Transportation Planner, Federal Highway Administration:

- Like I just said in my voicemail, you have done a fantastic job updating this PPP! I have some comments that I think will make it even better. I fully recognize this list looks like a lot, but they are not super significant comments.
- Table of Contents - Needs updated, some section titles and page numbers appear to be off
- Pages 1 & 2 - In the Introduction, the MAB is discussed (page 1). In the legend of the map (page 2) references MPO boundary. To clear up any confusion the public may have on the difference between the two, you may want to use consistent lingo.
- Page 5 - Under the UWP, one of the Procedures is "Information Release". What does this mean? Is this a press release?
- Page 9 - Last paragraph referring to public transportation - Kalamazoo Transit just went through their triennial review and FTA asked them to use slightly different language than what was in their PPP. You may want to talk to Steve Stepek, from KATS, to see what FTA recommended for them. KATS phone number 269-343-0766.
- Page 12 - Obtaining Public Comment.
 - Thinking about the user/reader (the public), it may make more sense to call this section Making Public Comments, or something like that.
 - To Request a Printed Copy of the Documents -If you win the lotto and move to Hawaii, you'd have to update the PPP. Is there a more general email address / contact info that could be used?
- Page 13 - Comments May Be Submitted By - can people submit comments on social media (Facebook)?
- Page 14 - It'd be nice to have the column headings on that table at the top of page 14.
- Page 16 - WMSRDC Acronym - Recommend putting in alphabetical order.
- Media Outlets - It's best to explicitly identify what specific media outlets the WMSRDC will be utilizing. Do you have specific newspapers you use, etc...? If yes, list these.
- Updated & Next Update - Each Significant Planning Initiative has an associated "Updated:" and

"Next Update":

- The UWP says "Updated: Annually" but the next update isn't until 2016. This could cause confusion since we are in 2014.
- It may be best to clarify if the "Next Update" is when the update is to be started or completed. This occurred to me when reading the section for the LRP, since it's a multiyear process. I didn't think about this for Grand Rapids or for Kalamazoo, but it may be best to document the whole update timeframe. This would give the public a better idea of when to look for announcements.
- Email Distribution Lists - You reference a distribution/contact list in many spots in the document. Please document how someone can get added to those lists if they want to.
- Website comments:
 - Verify all hyperlinks are working properly, they didn't seem to work for me.
 - Whenever you reference the website, it may be helpful to list the full web address.
 - Whenever possible, it may be helpful to reference the exact website to visit (ie the page where Technical and Policy meeting info is housed, as opposed to just the main website)
 - You may want to publicize right on your front page that the PPP is going through the 45-day public comment period.
- Social media – I see you use social media, but didn't see where WMSRDC uses it in their Procedures for public engagement when updating documents. Is WMSRDC planning to use Facebook/ social media in this way?
- Also, you could publish a specific participation plan for certain document updates. For example, if WMSRDC wants to put together a brochure for the LRP update that has more detailed information, schedules, dates, etc..., outreach activities, you can always do that. The info in those brochures would just build off of the PPP.
- Public engagement is the foundation for a great planning process that meets the needs of the people in your MPO. Thank you for your work on this. This will be very helpful to the public. Call me if you have any questions or if you want to sit down and go over anything.

APPENDIX H: FY2017-2020 FINANCIAL CONSTRAINT TABLE

05/18/16	2017				2018				2019				2020			
	Estimated Federal Revenue	Estimated Non-Federal Revenue	Estimated Total Revenue	Total Proposed Commitments	Estimated Federal Revenue	Estimated Non-Federal Revenue	Estimated Total Revenue	Total Proposed Commitments	Estimated Federal Revenue	Estimated Non-Federal Revenue	Estimated Total Revenue	Total Proposed Commitments	Estimated Federal Revenue	Estimated Non-Federal Revenue	Estimated Total Revenue	Total Proposed Commitments
Highway Program																
MDOT AC & M Program		\$0	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0
MDOT FA Program	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326
Sub-Total MDOT	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326	\$9,123,664	\$1,023,662	\$10,147,326	\$10,147,326
Local STP	\$2,717,756	\$858,883	\$3,576,639	\$3,576,639	\$2,717,756	\$858,883	\$3,576,639	\$3,576,639	\$2,717,756	\$858,883	\$3,576,639	\$3,576,639	\$2,717,756	\$858,883	\$3,576,639	\$3,576,639
Local Bridge	\$921,600	\$297,900	\$1,219,500	\$1,219,500	\$921,600	\$297,900	\$1,219,500	\$1,219,500	\$921,600	\$297,900	\$1,219,500	\$1,219,500	\$921,600	\$297,900	\$1,219,500	\$1,219,500
Local CMAQ	\$955,104	\$214,776	\$1,169,880	\$1,169,880	\$955,104	\$214,776	\$1,169,880	\$1,169,880	\$955,104	\$214,776	\$1,169,880	\$1,169,880	\$955,104	\$214,776	\$1,169,880	\$1,169,880
Local Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Equity Access (EDGE)	\$375,000	\$125,000	\$500,000	\$500,000	\$375,000	\$125,000	\$500,000	\$500,000	\$375,000	\$125,000	\$500,000	\$500,000	\$375,000	\$125,000	\$500,000	\$500,000
Local Other FFAAs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local AC Starts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Non-Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-Total Local	\$5,041,460	\$1,481,559	\$6,523,019	\$6,523,019	\$5,041,460	\$1,481,559	\$6,523,019	\$6,523,019	\$5,041,460	\$1,481,559	\$6,523,019	\$6,523,019	\$5,041,460	\$1,481,559	\$6,523,019	\$6,523,019
Total Highway	\$14,165,114	\$2,505,221	\$16,670,335	\$16,670,335	\$14,165,114	\$2,505,221	\$16,670,335	\$16,670,335	\$14,165,114	\$2,505,221	\$16,670,335	\$16,670,335	\$14,165,114	\$2,505,221	\$16,670,335	\$16,670,335
Transit Fund Source																
CTF - Comprehensive Transit Fund	\$0	\$65,495	\$65,495	\$65,495	\$0	\$65,495	\$65,495	\$65,495	\$0	\$65,495	\$65,495	\$65,495	\$0	\$65,495	\$65,495	\$65,495
Section 3008 - Over the Road Bus Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 3045 - National Full-Depth Technology Development Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5303 - Metropolitan Transportation Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5304 - Statewide Transportation Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5305 - Metropolitan and Statewide Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5307 - LUTA Formula	\$2,155,000	\$1,875,000	\$3,830,000	\$3,830,000	\$2,155,000	\$1,875,000	\$3,830,000	\$3,830,000	\$2,155,000	\$1,875,000	\$3,830,000	\$3,830,000	\$2,155,000	\$1,875,000	\$3,830,000	\$3,830,000
Section 5308 - Clean Fuels Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5309 - Capital Bus and Capital New Starts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5310 - Federal & Local	\$7,218,000	\$3,027,075	\$10,245,075	\$10,245,075	\$7,218,000	\$3,027,075	\$10,245,075	\$10,245,075	\$7,218,000	\$3,027,075	\$10,245,075	\$10,245,075	\$7,218,000	\$3,027,075	\$10,245,075	\$10,245,075
Section 5311 - Non-UM	\$46,495	\$46,495	\$92,990	\$92,990	\$46,495	\$46,495	\$92,990	\$92,990	\$46,495	\$46,495	\$92,990	\$92,990	\$46,495	\$46,495	\$92,990	\$92,990
Section 5312 - Research, Development, Demonstration, and Digital over	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5313 - Transit Cooperative Research Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5314 - National Research and Technology Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5316 - Job Access/Reverse Commute	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5317 - New Freedom Initiative	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5320 - Alternative Transportation in Parks and Public Lands	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5322 - Human Resources and Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5324 - Emergency Relief	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5326 - Asset Management Provisions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5330 - Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Section 5337 - State of Good Repair Grants	\$470,000	\$117,000	\$587,000	\$587,000	\$470,000	\$117,000	\$587,000	\$587,000	\$470,000	\$117,000	\$587,000	\$587,000	\$470,000	\$117,000	\$587,000	\$587,000
Section 5339 - Bus and Bus Facilities	\$795,000	\$68,000	\$863,000	\$863,000	\$795,000	\$68,000	\$863,000	\$863,000	\$795,000	\$68,000	\$863,000	\$863,000	\$795,000	\$68,000	\$863,000	\$863,000
Section 5355 - University Transportation Centers Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Transit	\$16,670,335	\$2,505,221	\$19,175,556	\$19,175,556	\$16,670,335	\$2,505,221	\$19,175,556	\$19,175,556	\$16,670,335	\$2,505,221	\$19,175,556	\$19,175,556	\$16,670,335	\$2,505,221	\$19,175,556	\$19,175,556
Grand Total	\$30,835,449	\$5,010,442	\$35,845,891	\$35,845,891	\$30,835,449	\$5,010,442	\$35,845,891	\$35,845,891	\$30,835,449	\$5,010,442	\$35,845,891	\$35,845,891	\$30,835,449	\$5,010,442	\$35,845,891	\$35,845,891