WEST MICHIGAN METROPOLITAN TRANSPORTATION PLANNING PROGRAM (WESTPLAN) POLICY COMMITTEE MEETING

MEETING MINUTES

March 18, 2020

I. CALL TO ORDER

WestPlan MPO staff consulted with MDOT and FHWA staff to address concerns with recent COVID-19 restrictions pertaining to public meetings and gatherings. Governor Whitmer released Executive Directive 2020-2 on March 13, 2020, which gave agencies alternative options to public meetings to allow important time sensitive issues to move forward. WestPlan provided materials to all members and opened opportunities for discussion and comment by phone or email. These same materials were available to the public as well. Committee members voted on each action item by email and commission staff recorded the results and went over each item and the responses at the meeting, which was held at the normal time with the opportunity for public involvement.

Mr. Mulnix called the meeting to order at 1:30 p.m. Mr. Mulnix indicated that there were (16) MPO Policy Committee members that emailed questions and votes for the agenda action items.

ATTENDANCE

A. Members Present

Kim Arter, Laketon Township, Chairperson (Emailed comments and votes)

Leon Stille, Crockery Township, Vice Chairperson (Emailed comments and votes)

Matt Fenske, Ottawa County (Emailed comments and votes)

Susie Hughes, MATS(Emailed comments and votes)

Jack Kennedy, Muskegon County Road Commission (Emailed comments and votes)

Melissa Klos, City of Roosevelt Park (Emailed comments and votes)

Don Mayle, MDOT (via Phone) (Emailed comments and votes)

Bonnie McGlothin, City of Muskegon Heights (Emailed comments and votes)

Betty Gajewski, Ottawa County Road Commission (Emailed comments and votes)

Scott Blease, Ferrysburg (Emailed comments and votes)

Steven Salter, City of Whitehall (Emailed comments and votes)

Wally Delamater, Village of Spring Lake (Emailed comments and votes)

Tom Lohman, City of Montague(Emailed comments and votes)

Bill Mogren, City of North Muskegon (Emailed comments and votes)

Ken Johnson, City of Muskegon (Emailed comments and votes)

Roger Vanderstelt, Village of Fruitport (Emailed comments and votes)

B. Members Not Present

Kay Beecham, City of Norton Shores

Aaron Dawson, FHWA (Non-Voting)

Dennis Scott, City of Grand Haven

Elmer Hoyle, Ravenna Township

Robert Monetza, Harbor Transit

Rillastine Wilkins, Muskegon County Commissioner

C. Others Present

Tyler Kent, MDOT (via Phone)

D. Staff Present

Brian Mulnix, WMSRDC Amy Haack, WMSRDC (via Phone) Joel Fitzpatrick, WMSRDC (via Phone) Erin Kuhn, WMSRDC Executive Director

- II. APPROVAL OF THE MINUTES (FEBRUARY 19, 2020) –A motion was made to approve the minutes from the February 19, 2020 meeting as submitted. Motion approved. m/s Arter/Hughes
- **III. PUBLIC COMMENT-** No members of the public were present at the meeting or spoke during the Public Comment agenda item.

IV. TRANSPORTATION IMPROVEMENT PROGRAM

A. **FY2020-FY2023 TIP** – **Amendment 8:** Mr. Mulnix presented Amendment 8 for the FY 2020-2023 TIP. The list is attached on the following page. A motion was made to approve the amendment and related GPA adjustments. Motion approved. **m/s Arter/Hughes**

V. 2045 WESTPLAN LONG RANGE PLAN AND TRAVEL DEMAND MODEL UPDATE

- **A.** MDOT Statewide Long Range Plan & Travel Demand Model update There were no updates at his time.
- **B.** WestPlan 2045 Long Range Plan (Draft)- (Action)-A copy of the draft 2045 LRP was sent to all members as part of the agenda packet email, as well as a link to view on the website. Additional hard copies were also made available at the WMSRDC office. Action was made to open the public comment period on the draft WestPlan 2045 Long Range Plan, for the period of March 19, 2020 through April 1, 2020. **m/s Arter/Hughes**
- C. Muskegon Air Quality Conformity Analysis- (Action)- A copy of the draft Muskegon Air Quality Analysis for the 2045 LRP was sent to all members as part of the agenda packet email, as well as a link to view on the website. Additional hard copies were also made available at the WMSRDC office. Action was made to open the public comment period on the draft Muskegon Air Quality Analysis for the 2045 LRP, for the period of March 19, 2020 through April 1, 2020. m/s Arter/Hughes

VI. OLD BUSINESS

• **Public Transportation** –Mrs. Kuhn mentioned the recent meeting with transit providers and stakeholders in reference to a potential future study to look as several important issues related to transit. She mentioned that WMSRDC may be working with MATS and MDOT to apply for FTA 5304 funding to pay for a consultant developed study.

VII. NEW BUSINESS/MPO Round Table

- Mr. Fitzpatrick discussed the PASER training that will be postponed due to the current COVID-19 situation.
- Mr. Mayle referenced the Governors email regarding meetings and using remote options.

- Mr. Kent mentioned the issue of bonding and how it may affect timing of some future TIP projects.
- **VIII. PUBLIC COMMENT -** No members of the public spoke during the Public Comment agenda item.
 - **IX. ADJOURNMENT** Meeting was adjourned at 1:55 p.m.

ATTACHMENT II- FY2020-2023 TIP AMENDMENT (8)

AV				Increase from \$1,712,346 federal - \$1,095,901 state-\$616,445 local- \$3,424,692 total	Change from \$18,000 federal - \$18,000 state- \$0 local- \$36,000 total	there are (4) projects in this GPA, of those(2) will be abandoned and (2) will remain	There are (4) projects in this GPA, of those(2) will be abandoned and (2) will remain		Add \$46, 119 of uncomitited MPO STUL revenue to federal portion. Original federal amount was \$472,920			MATS is requesting to replace this project with (2) replacement busses. See line 17	MATS is requesting to add a new project using the "Transit Facility Development" funding that was originally programmed.	MATS is requesting to allow this funding to be used by another MPO agency, and if there is a belance left to have it added to another existing 2020 MATS CMAQ project.		
AN		Federal Amendment Type	Add Project	GPA over or over 25%	GPA over or over 25%	Abandon	Abandon	Add Project	Federal cost increase	Add Project	Add Project	Abandon	Add Project	Abandon		
AE		Action Type	New Project	Admin Modification	Admin Modification	Abandon	Abandon	New Project	Federal Cost increase	New Project	New Project	Abandon	New Project	Abandon		
AD		Template Name	Transit	Transit	Transit	Transit	Transit	Transit	Local Road	Transit	Transit	Transit	Transit	Transit		
AC		Total Job Cost Template	\$138,895	\$3,820,710	\$98,000	\$100,000	\$267,571	\$150,000	\$654,600	\$89,200	\$94,302	\$1,018,750	0,	\$337,500		
AB		٠,		5307	5311	5339	5339	5304	STUL, HIPS	5311	5339	СМАО	СМАО	CMAQ		
Z		Total Estimated Amount	\$138,895	\$3,820,710	\$98,000	\$100,000	\$267,571	\$150,000	\$654,600	\$89,200	\$117,878	\$1,018,750	\$1,018,750	\$337,500		
٨		Local Estimated Amount	S	\$687,728	\$43,055	S	S	S	S	\$40,326	S	S	S,	S		
×		State Estimated Amount	\$27,779	\$1,222,627	\$37,306	\$20,000	\$53,514	\$30,000	\$135,561	\$32,818	\$23,576	\$203,750	\$203,750	\$67,500		
W	020	Fed Estimated Amount	\$111,116	\$1,910,355	\$17,640	\$80,000	\$214,067	\$120,000	\$519,039	\$16,056	\$94,302	\$815,000	\$815,000	\$270,000		
M	endment (8) March 5, 2020		Replace one revenue vehicle	Operating assistance	Operating assistance	Property Purchase	Architecture and Engineering	MATS Governance and Organizational Transition Study	Reconstruct	Operating assistance	Support Equipment	Transit Facility Development	Heavy Duty Buses	Transit Facility Development		
J	ıt (8)	Limits	areawide	areawide	areawide	areawide	areawide	areawide		areawide	areawide	areawide		areawide		
	ndme	Project Name Limits	Transit Capital areawide	6th Street	6th Street	6th Street	8th Street		3rd Street	6th Street	6th Street	6th Street		Rh Street		
H	WestPlan FY2020-2023 TIP Ame	Responsible Agency	Harbor Transit Multi- Model Transportation System	Muskegon Area Transit System	Muskegon Area Transit System	Muskegon Area Transit System	Muskegon Area Transit System	Muskegon Area Transit System	Fruitport Village	Muskegon Area Transit System	Muskegon Area Transit System	Muskegon Area Transit System	Muskegon Area Transit System	Muskegon Area Transit System		
F	320-202	County	Ottawa	207645 Muskegon	207058 Muskegon	207071 Muskegon	207071 Muskegon	Muskegon	130798 Muskegon	Muskegon	Muskegon	205129 Muskegon	Muskegon	205219 Muskegon		
O	FY2(#qor		2076	2070	2070	2070		1307			2051.		2052		
8	tPlan	Fiscal Year Job Type	Multi-Modal	Multi-Modal	Multi-Modal	Multi-Modal	Multi-Modal	Multi-Modal	Local	Multi-Modal	Multi-Modal	Multi-Modal	Multi-Modal	Multi-Modal		
A	Wes	Fiscal Year	2020	2020	2020	10	2020	2020	2020	2021	2021	2021	2021	2022	6	20