



MEETING NOTICE

There will be a Transportation Policy Committee meeting held on:

DATE: Wednesday, April 15, 2020

TIME: 1:30 p.m.

PLACE: ***Due to the State ordered social distancing requirements; this meeting will be conducted by phone. Please use the following instructions to access the meeting telephone conference line.*

Call in instructions:

1. Call the conference line: (312) 626-6799
2. When prompted, tap in meeting ID: 322 994 638 followed by #
3. When prompted for meeting ID or tap #: tap #

If you are unable to attend, please call Syndi Copeland at 231.722.7878 x10

316 Morris Avenue - Suite 340 - Muskegon, MI 49443-0387
Telephone: 231/722-7878 -
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WESTPLAN TRANSPORTATION POLICY COMMITTEE

AGENDA

April 15, 2020

- I. CALL TO ORDER- ROLL CALL
- II. APPROVAL OF THE PREVIOUS MINUTES (MARCH 18, 2020)
(ATTACHMENT I) (ACTION)
- III. PUBLIC COMMENT (AGENDA ITEMS)
- IV. 2045 WESTPLAN LONG RANGE PLAN
 - A. WESTPLAN 2045 LONG RANGE PLAN AND APPENDICES (Click link to access documents)**(ACTION)**

<https://wmsrdc.org/wp-content/uploads/2019/09/Draft-LRTP-for-April-Policy-edited-04-07-2020.pdf>

<https://wmsrdc.org/wp-content/uploads/2020/04/Appendix-for-April-Policy-updated-04-08-20.pdf>
 - B. MUSKEGON AIR QUALITY CONFORMITY ANALYSIS **(ACTION)**
 - C. GRAND RAPIDS AIR QUALITY CONFORMITY ANALYSIS –**(ACTION)**
- V. 2020 UNIFIED WORK PROGRAM AMENDMENT (ATTACHMENT II)**(ACTION)**
- VI. OLD BUSINESS
 - A. PUBLIC TRANSPORTATION
- VII. NEW BUSINESS/ MPO ROUNDTABLE
- VIII. PUBLIC COMMENT
- IX. ADJOURNMENT

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ATTACHMENT I

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

- **MDOT Statewide Long Range Plan & Travel Demand Model update** – There were no updates at his time.
- **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**
- **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 at 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.

(MARCH 18, 2020 Minutes Continued)
ATTACHMENT II- FY2020-2023 TIP AMENDMENT (8)

A	B	C	F	H	I	J	M	W	X	Y	Z	AB	AC	AD	AE	AN	AV
WestPlan FY2020-2023 TIP Amendment (8) March 5, 2020																	
Fiscal Year	Job Type	Job#	County	Responsible Agency/Project Name	Limits	Project Description	Fed Estimated Amount	State Estimated Amount	Local Estimated Amount	Total Estimated Amount	Fund Source	Total Job Cost/Template Name	Action Type	Federal Amendment Type			
2020	Multi-Modal		Ottawa	Harbor Transit Multi-Modal Transportation System	areawide	Replace one revenue vehicle	\$111,116	\$27,778	\$0	\$138,895	5307	\$138,895	New Project	Add Project			
2020	Multi-Modal	207645	Muskegon	Muskegon Area Transit System	areawide	Operating assistance	\$1,910,355	\$1,222,627	\$887,728	\$3,820,710	5307	\$3,820,710	Admin Modification	GPA over or over 25%	Increase from \$1,712,346 federal - \$1,095,801 state - \$616,445 local - \$3,820,692 total		
2020	Multi-Modal	207058	Muskegon	Muskegon Area Transit System	areawide	Operating assistance	\$17,640	\$37,305	\$43,065	\$88,000	5311	\$88,000	Admin Modification	GPA over or over 25%	\$18,000 state - \$0 local - \$36,000 total		
2020	Multi-Modal	207071	Muskegon	Muskegon Area Transit System	areawide	Property Purchase	\$80,000	\$20,000	\$0	\$100,000	5339	\$100,000	Abandon	Abandon	These are (1) projects in this GPA of those(2) will be abandoned and (2) will remain		
2020	Multi-Modal	207071	Muskegon	Muskegon Area Transit System	areawide	Architecture and Engineering	\$214,057	\$53,514	\$0	\$267,571	5339	\$267,571	Abandon	Abandon	There are (1) projects in this GPA, of those(2) will be abandoned and (2) will remain		
2020	Multi-Modal	207071	Muskegon	Muskegon Area Transit System	areawide	MATS Governance and Organizational Transition Study	\$120,000	\$30,000	\$0	\$150,000	5304	\$150,000	New Project	Add Project			
2020	Local	130788	Muskegon	Fruitport Village	3rd Street	Reconstruct	\$519,039	\$135,861	\$0	\$654,600	STUL, HIPS	\$654,600	Local Road	Federal Cost Increase	Add \$46,719 of uncommitted MPO STUL revenue to federal portion. Original federal amount was \$472,920		
2021	Multi-Modal		Muskegon	Muskegon Area Transit System	areawide	Operating assistance	\$16,056	\$32,818	\$40,328	\$89,200	5311	\$89,200	New Project	Add Project			
2021	Multi-Modal		Muskegon	Muskegon Area Transit System	areawide	Support Equipment	\$94,302	\$23,576	\$0	\$117,878	5339	\$94,302	New Project	Add Project			
2021	Multi-Modal	205129	Muskegon	Muskegon Area Transit System	areawide	Transit Facility Development	\$815,000	\$203,750	\$0	\$1,018,750	CMAQ	\$1,018,750	Transit	Abandon	MATS is requesting to replace this project with (2) replacement buses. See line 17		
2021	Multi-Modal		Muskegon	Muskegon Area Transit System	areawide	Heavy Duty Buses	\$815,000	\$203,750	\$0	\$1,018,750	CMAQ	\$1,018,750	Transit	Add Project	MATS is requesting to add a new project using the "Transit Facility Development" funding that was originally programmed		
2022	Multi-Modal	205219	Muskegon	Muskegon Area Transit System	areawide	Transit Facility Development	\$270,000	\$67,500	\$0	\$337,500	CMAQ	\$337,500	Transit	Abandon	MATS is requesting to replace this funding to be used by another MPO agency, and if there is a balance left to have it added to another existing 2020 MATS CMAQ project.		

ATTACHMENT II

To: WestPlan Policy Committee Members
From: Brian Mulnix, Program Manager, WMSRDC
RE: **FY2020 WESTPLAN UNIFIED WORK PROGRAM (UWP)**
AMENDMENT

The WestPlan MPO is submitting an application for federal transit planning funds (5304). Details of the project and funding are outlined on the following page. Once funded, the Funding Source Summary in the FY2020 UWP will be updated. MPO staff is looking for action to approve this amendment to the FY2020 WestPlan UWP. .

ATTACHMENT II (continued)

West Michigan Regional Transit Systems Governance and Organizational Transit Study

FTA Section 5304

Objective

The Muskegon County Board of Commissioners and Harbor Transit Multi-Model Transit System (Harbor Transit) Board in northern Ottawa County desires to conduct a planning, collaboration, and consensus-building effort to determine if public transportation services in the Muskegon Urbanized Area and throughout Muskegon County and well as the Harbor Transit service area in northern Ottawa County can be better delivered through a different organizational or governance structure than what is currently operated in the two areas. The study will analyze each organization individually, possible cooperative opportunities, and potential consolidation of the two transit systems. This project will result in better communication, coordination, and decision-making by local governments in the region as it relates to public transportation services and mobility.

Activities

This project is expected to be led by the West Michigan Shoreline Regional Development Commission (WMSRDC), the WestPlan MPO, and will include internal staff and corporate counsel efforts, as well as facilitation and planning services to be sought from a third party vendor. The vendor may be a transit industry-planning firm or a Michigan-knowledgeable community collaboration organization. The WMSRDC staff will be integrally involved in convening partners to the discussion and work closely with the Muskegon Area Transit System (MATS) and Harbor Transit.

Products

The project will focus on analyzing existing governance structures, identifying and exploring available models for use in the region, facilitation of local and regional discussions, consensus-building, collaboration, and development of a recommended solution, including the development of draft agreements for parties to consider.

It is anticipated that the result of this effort will be a brief report and a series of draft agreements for local partners to consider at their individual boards. The resultant change will permit a more effectively designed, funded, and determined public transit program in the region.

Revenue:

FTA	\$120,000 (5304)
State/Local	\$30,000 (FY2021 Service Development and New Technology (SDNT))