

MINUTES

**Grand Valley Metropolitan Council
Transportation Division
POLICY COMMITTEE MEETING
Wednesday, May 19, 2021
Video Conference**

Schweitzer, Policy Committee chair, called the meeting to order at 9:35 am. All members announced their names, the jurisdiction they were representing—including proxy votes, and the location they were calling from, as instructed prior to the meeting and in accordance with the Open Meetings Act and amendments. The meeting was also recorded.

I. ROLL CALL AND INTRODUCTIONS**Voting Members Present**

Tim Bradshaw		Caledonia Township
Karyn Ferrick		City of Grand Rapids
Shay Gallagher		Village of Sparta
Wayne Harrall	<i>Proxy for</i>	Kent County
	<i>Mike DeVries</i>	Grand Rapids Township
Dennis Kent	<i>Proxy for</i>	MDOT
	<i>Mike Burns</i>	City of Lowell
Melissa LaGrand		Kent County
Greg Madura		Alpine Township
Don Mayle		MDOT
Matt McConnon		Courtland Township
Jim Miedema		Ottawa County Road Commission
Josh Naramore		City of Grand Rapids
Casey Ries		GFIAA
Darrel Schmalzel		City of Walker
Terry Schweitzer (<i>Chair</i>)		City of Kentwood
Rick Sprague	<i>Proxy for</i>	KCRC
	<i>Steve Warren</i>	KCRC
Dan Strikwerda		City of Hudsonville
Jeff Thornton		Village of Caledonia
Laurie VanHaitsma		Jamestown Township
Rod Weersing		Georgetown Township
Kevin Wisselink		ITP-The Rapid

Staff and Non-Voting Guests Present

Brad Doane	GVMC Staff
Aman Pannu	GVMC Staff
Andrea Faber	GVMC Staff
Art Green	MDOT
Jeff Franklin	MDOT
Laurel Joseph	GVMC Staff
Tyler Kent	MDOT

Brett Laughlin
Terry Martin
Katherine Parker
Katie Stewart
George Yang
Mike Zonyk

Ottawa County Road Commission
Carrier & Gable
MDOT
MDOT
GVMC Staff
GVMC Staff

Voting Members Not Present

Terry Brod
Mike Burns
Dan Burrill
Dave Datema
Jamie Davies
Mike DeVries
Robert DeWard
Adam Elenbaas
Rachel Gokey
Kevin Green
Jerry Hale
Bryan Harrison
Jim Holtvluwer
Ken Krombeen
Doug LaFave
Tom Noreen
Rob Postema
Julius Suchy
Ben Swayze
Don Tillema
Cameron Van Wyngarden
Steve Warren
Mike Womack

Cannon Township
City of Lowell
City of Wyoming
Tallmadge Township
City of Rockford
Grand Rapids Township
Gaines Charter Township
Allendale Township
Village of Sand Lake
Algoma Township
Lowell Township
Caledonia Charter Township
Ottawa County
City of Grandville
City of East Grand Rapids
Nelson Township
City of Wyoming
Ada Township
Cascade Charter Township
Byron Township
Plainfield Township
Kent County Road Commission
City of Cedar Springs

II. APPROVAL OF MINUTES

Schweitzer entertained the following motion:

MOTION by Naramore, SUPPORT by Wisselink, to approve the April 21, 2021 Policy Committee minutes. MOTION CARRIED UNANIMOUSLY.

III. OPPORTUNITY FOR PUBLIC COMMENT

Schweitzer instructed members of the public to raise their hand by clicking the hand icon if they wished to provide comment verbally. No comments were received by the public or by committee members.

IV. TIP AMENDMENTS

Referring to **Item IV: Attachment A**, Joseph walked the Committee through the proposed amendments to the FY2020-2023 TIP that were described in the agenda package. They are as follows:

- MDOT requested amendments/modifications to the TIP project list in the pending projects summary included in the agenda packet. MDOT also requested committee review of the S/TIP exempt project list. Many of the projects on this S/TIP exempt list have been reviewed by the Committees in the past.
- Staff with the City of Kentwood is requesting additional Committee review and approval of the movement of \$70,000 in TAP funding from their 52nd Street Trail project to the FY2022 Burton Street mill and fill project from Forest Hill to Patterson and NM pathway project that was recently approved for programming by Committees in April. This action will help fund the replacement of the 5ft sidewalk with a 10ft separated nonmotorized path along the length of this roadway segment. The Committee was asked to review and further endorse the movement of TAP funding to this project so that it can move forward with programming. Justification to support this project was included in the agenda packet.

D. Kent highlighted one MDOT project: I-196 Byron Road in Zeeland to 32nd Avenue in Hudsonville. The price increased due to an alternate bid process and a couple of large culverts that were discovered during the design and scoping process. D. Kent noted that the cost of the project is approximately \$70 million, but because the project is split between two MPOs, only the cost in the GVMC area is included. He also reviewed the S/TIP exempt jobs and noted that most are preliminary engineering phases for future MDOT projects. However, he added that there is a repaving project scheduled for 2021 on I-96 from Monroe Avenue east to Leonard Street.

Schweitzer entertained the following motion:

MOTION by Naramore to approve the TIP amendments requested by MDOT and the City of Kentwood, as presented.

D. Kent asked whether or not the motion included MDOT's requested GPA adjustments, and Joseph confirmed it did.

SUPPORT by Harrall. MOTION CARRIED UNANIMOUSLY by roll call vote.

V. POLICIES AND PRACTICES DOCUMENT

Referring to **Item V: Attachment A**, Joseph explained that the Policies and Practices document was being brought to the Policy Committee for approval today.

The purpose of the Policies and Practices (P&P) document is to promote performance-based planning and programming as required by federal law. The document ensures a transparent and clearly defined process is identified for the development and maintenance of the Metropolitan Transportation Plan, Transportation Improvement Program, and related activities at the MPO. The Policies and Practices document is for the use of local jurisdictions and MPO, MDOT, FHWA, and FTA staff. The update of this document is one of the preparatory steps for beginning the development process for the FY2023-2026 TIP, which will begin this summer/fall. Staff reviewed the document and made updates related to formatting/flow and consistency with current state/federal guidance, the 2045 MTP, and GVMC's CMP. Staff provided this updated document to the Technical Committee at their April meeting, and action was taken to send it to the TPSG Subcommittee for additional review prior to a Technical Committee recommendation to approve. At the TPSG meeting, the Subcommittee completed a detailed review and discussion regarding the P&P updates and recommended the document, with a few changes, move forward for review and action by the Technical Committee. Staff has reviewed and incorporated Subcommittee recommendations in the most recent version of the updated document, and Joseph noted that nothing relating to project eligibility has changed. The document has also been approved by the Technical Committee, with the addition of a few minor changes.

Naramore asked how equity mapping and environmental justice (EJ) will be integrated with programming projects for the FY2023-2026 TIP and noted that conducting an analysis for impacts to EJ areas before projects are programmed would be preferable to analyzing them afterward. That way, projects with significant benefits or negative impacts for equity and environmental justice can be known before they are programmed. Joseph stated that staff, in addition to our current EJ process for the draft project list, staff can conduct a preliminary EJ analysis on the pool of projects received from the call for projects for the FY2023-2026 TIP. Staff can then bring the results of that analysis to the TPSG TIP programming meeting for discussion during the project selection process. Naramore indicated that this would likely be a good step and allow GVMC to be prepared for potential future changes to federal guidance related to equity. Discussion ensued.

Schweitzer suggested highlighting freight projects as we move forward with selecting projects for the next TIP.

MOTION by Naramore, SUPPORT by LaGrand, to approve the revised Policies and Practices document with the inclusion of Naramore's recommendation that a preliminary EJ analysis be conducted on the pool of projects prior to programming them in the FY2023-FY2026 TIP. MOTION CARRIED UNANIMOUSLY by roll call vote.

VI. **DRAFT PUBLIC PARTICIPATION PLAN**

Referring to **Item VI: Attachment A**, Faber explained that MPOs are federally required to have a transparent public participation process that is explicitly set forth

and maintained. GVMC's Public Participation Plan (PPP) explains our public participation tools and strategies, including key milestones when the public is engaged during the development of our major planning documents.

Our last PPP was approved in November of 2018. The PPP states that it will be updated prior to the beginning of the Metropolitan Transportation Plan (MTP) development cycle and must also be reviewed for updates before the development of the Transportation Improvement Program (TIP). Staff has reviewed the PPP and determined it is necessary to update the document before the beginning of the FY2023-2026 TIP development process, mainly to reflect changes in the Policies and Practices document and to address virtual public meetings and virtual public outreach. Updating the PPP now will also allow us to set the groundwork for the development of the next MTP, which is on the horizon. Staff included a redlined version of the document in the agenda packet to indicate changes. In addition to a new format, Faber highlighted several other additions and revisions to the document.

Faber explained that, per federal guidelines, the PPP is required to undergo a 45-day public comment period, which is expected to begin following the Policy Committee meeting on May 19. Staff is requesting that the Policy Committee approve the draft document so that it can move forward for public comment. She stated that the Committee would see the document again with comments received when final approval is requested, likely in July.

Naramore requested that focus groups be added to the document and provided several examples of how they could be useful, such as working with The Right Place and their stakeholders for freight, to gather input from constituencies that have been harder to reach because they don't have an organization representing them, or to diversify, increase, or receive targeted public engagement on processes and project impacts—especially in areas that are difficult to reach. Schweitzer suggested this be added to the section on small group meetings, noting that in addition to responding to requests from the public for small group meetings, GVMC staff could also use such meetings to seek public input. Faber agreed to add focus groups to the document.

Harrall noted that the KCRC has seen better attendance with virtual meetings than in person, and therefore the KCRC plans to continue to hold in person meetings with virtual options. D. Kent noted that MDOT has seen an increase in attendance at virtual public meetings as well, and he expects MDOT to continue to offer virtual public meeting options also. Discussion ensued.

MOTION by Naramore, SUPPORT by LaGrand, to approve the draft Public Participation Plan and release it for public comment. MOTION CARRIED UNANIMOUSLY by roll call vote.

VII. OTHER BUSINESS

Joseph announced that the Transportation Department has a new intern for the summer, Aman Pannu, who will be taking manual nonmotorized counts for recently funded TAP projects and assisting with the Clean Air Action program. Aman then introduced herself to the Committee.

Kent stated that there is a new federal grant program, RAISE, formerly known as BUILD and TIGER. Up to three projects may be submitted per entity, and projects are due to Washington by 7/12.

Joseph added that the local State of Emergency orders that have allowed the Transportation Committees to meet virtually are set to expire on June 30th. She noted that the June Committee meetings will likely be cancelled, but that this may impact our July meeting. The July Policy Committee meeting is tentatively scheduled to be combined with the Technical Committee because of the proximity of the Technical Committee's meeting date to the July 4th holiday. GVMC staff is currently looking at both indoor and outdoor venues to host the meeting, as it is unknown if the KCRC board room is open for public use, and the space is too small to accommodate both Committees. Naramore stated that the City of Grand Rapids would collaborate with GVMC on this issue because the expiration of these orders will impact several of their meetings as well. Harrall noted that Committees have been meeting again in the KCRC Board Room for the past month.

VIII. ADJOURNMENT

Schweitzer adjourned the May 19, 2021 Policy Committee meeting at 10:14 am.