

MINUTES

**Grand Valley Metropolitan Council
Transportation Division
TECHNICAL COMMITTEE MEETING
Wednesday, May 5, 2021
Video Conference**

Laughlin, chair of the Technical Committee, called the meeting to order at 9:32 am. Joseph went through the Committee roster by agency for roll call. When the agency was called, the appointed Committee member or their proxy introduced themselves, the agency they were representing, and the location they were calling from, as instructed, and as required by the amendments to the Open Meetings Act.

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

Sue Becker		Alpine Township
Kristin Bennett		City of Grand Rapids
Tim Bradshaw (<i>Vice Chair</i>)		Caledonia Twp.
Scott Conners		City of Walker
Dave Datema		Tallmadge Township
Rick DeVries		City of Grand Rapids
Jim Ferro		Ada Township
Jeff Franklin		MDOT
Shay Gallagher		Village of Sparta
Jerry Hale		Lowell Township
Wayne Harrall	<i>Proxy for Mike DeVries</i>	County of Kent
		Grand Rapids Township
Russ Henckel		City of Wyoming
Brian Hilbrands		Cascade Township
Nicole Hofert		City of Wyoming
Dennis Kent	<i>Proxy for Mike Burns</i>	MDOT
		City of Lowell
Doug LaFave		City of East Grand Rapids
Brett Laughlin, <i>Chair</i>		Ottawa County Road Commission
Matt McConnon		Courtland Township
Robert Miller		City of Hudsonville
Rick Sprague	<i>Proxy for Tim Haagsma</i>	KCRC
		Gaines Township
Charlie Sundblad		City of Grandville
Jeff Thornton		Village of Caledonia
Laurie VanHaitsma		Jamestown Township
Kevin Wisselink		ITP-The Rapid
Staff and Non-Voting Guests Present		
Janet Arcuicci		MDOT
Andrea Faber		GVMC Staff
Laurel Joseph		GVMC Staff
Tyler Kent		MDOT

Terry Martin
Katherine Parker
George Yang

Carrier and Gable
MDOT
GVMC Staff

Voting Members Not Present

Terry Brod
Mike Burns
Mike DeVries
Adam Elenbaas
Rachel Gokey
Kevin Green
Tim Haagsma
Jim Holtvluwer
Jim Kirkwood
Bill LaRose
Clint Nemeth
Tom Noreen
Rick Solle
Don Tillema
Phil Vincent
Steve Warren
Rod Weersing

Cannon Township
City of Lowell
Grand Rapids Township
Allendale Township
Village of Sand Lake
Algoma Township
Gaines Charter Township
Ottawa County
City of Kentwood
Cedar Springs
GFIAA
Nelson Township
Plainfield Township
Byron Township
City of Rockford
Kent County Road Commission
Georgetown Township

II. APPROVAL OF MINUTES

Harrall noted that his name was misspelled on page 2 of the April 7, 2021 Technical Committee minutes.

Laughlin entertained the following motion:

MOTION by Harrall, SUPPORT by Bradshaw, to approve the April 7, 2021 Technical Committee minutes with Harrall’s correction. MOTION CARRIED UNANIMOUSLY.

III. OPPORTUNITY FOR PUBLIC COMMENT

Joseph noted that there were two members of the public attending the meeting—an unidentified caller and Terry Martin of Carrier and Gable. Joseph asked if either would like to make a comment. No comments were received.

IV. TIP AMENDMENTS

Referring to Item IV: Attachment A, Joseph introduced the 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 reviewed MDOT's proposed TIP amendments/modifications included in the agenda packet and highlighted S/TIP exempt projects of note during the meeting, providing additional details about projects as necessary. Discussion ensued.

Laughlin entertained the following motion:

MOTION by Conners, SUPPORT by Wisselink, to recommend approval of the TIP amendments requested by MDOT and the City of Kentwood to the Policy Committee. MOTION CARRIED UNANIMOUSLY by roll call vote.

V. POLICIES AND PRACTICES UPDATE

Referring to **Item V: Attachment A**, Joseph explained that the Policies and Practices document was being brought back to the Technical 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.

Joseph shared her screen and reviewed the changes the TPSG Committee made to the document.

T. Kent noted that MDOT staff had submitted explanatory language for congestion thresholds and suggested adding a disclaimer.

Joseph stated that she will incorporate these changes into the document before the Policy Committee meeting.

Harrall added that the TPSG Committee went through the document page by page at their meeting.

D. Kent also asked that staff consider revising language stating that projects must come from illustrative lists/deficiency lists because MDOT has not abided by this policy in the past and that staff include text to address amendments on an emergency basis in both this document and the Public Participation Plan.

Laughlin entertained the following motion:

MOTION by Harrall, SUPPORT by Bradshaw, to recommend to the Policy Committee approval of the revised Policies and Practices document, with the caveat that staff make the final determination about revising the policy that all projects must come from the illustrative/deficiency list. 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 Technical Committee recommend approval of the draft Public Participation Plan to the Policy Committee so that the document can move forward. She stated that the Committee would see the document again when final approval is requested, likely in July.

D. Kent asked that “amendments” be included in the paragraph below from page 27 of the document, along with administrative modifications and MPO adjustments, to cover emergency action:

If an administrative modification or MPO adjustment must be considered immediately, staff will have the authority to implement that adjustment; and for MPO adjustments, with permission from the Chairpersons of the Technical and Policy Committees and the requesting agency impacted by the adjustment. If the Chairperson from either committee is not available, permission for the Vice-Chairperson will be sought. The modification will be included in the next TIP list of projects.

D. Kent also asked staff to consider changing wording for the policy that projects must come from illustrative/deficiency lists if it is referred to in this document.

Ferro noted that there is a new KDL branch in Ada Township that can be added to the list of libraries and jurisdictions in Appendix E.

Laughlin entertained the following motion:

MOTION by Sprague, SUPPORT by LaFave, to recommend approval of the draft Public Participation Plan to the Policy Committee with the addition of the noted changes requested by Kent and Ferro. MOTION CARRIED UNANIMOUSLY by roll call vote.

VII. OTHER BUSINESS

Joseph asked Committee members with unobligated projects to provide status updates on these projects. There are currently 13.

T. Kent provided an MDOT update, noting that MDOT staff will be working from home if they can through July 12 and consequently can only attend virtual meetings. MDOT is working on the development of their next 5-year transportation program, which will coordinate with the development of MPO FY2023-2026 TIPs and the STIP. T. Kent also provided updates on several current projects across the region, including work on I-196 downtown between the Grand River east to Maryland, eastbound I-196 over the Grand

River bridge is closed through early July, a passing relief lane is being built on M-57, and resurfacing work on M-37 is starting as well.

Harrall asked for clarification on the timeline for the work being completed on I-196 eastbound over the Grand River project. Tyler Kent replied that traffic restrictions should be completed by July 4. Discussion ensued.

VIII. **ADJOURNMENT**

Laughlin entertained a motion to adjourn the May 5, 2021 Technical Committee meeting.

MOTION by Bradshaw, SUPPORT by Conners, to adjourn the May 5, 2021 Technical Committee meeting at 10:16 am. MOTION CARRIED UNANIMOUSLY.