

**MINUTES**

**Grand Valley Metropolitan Council  
Transportation Division  
TECHNICAL COMMITTEE MEETING  
Wednesday, May 2, 2012  
Kent County Road Commission  
1500 Scribner NW Grand Rapids, MI**

Harrall, chair of the Technical Committee, called the meeting to order at 9:30 am. The Committee members, staff, and guests present introduced themselves.

**I. ROLL CALL AND INTRODUCTIONS**

**Voting Members Present**

Wayne Harrall ( <i>Chair</i> )		Kent County
Mike Berrevoets	<i>Proxy for Roger Belknap</i>	City of Cedar Springs City of Cedar Springs City of Wyoming City of Walker City of Grand Rapids City of East Grand Rapids Ada Township Gaines Charter Township
Timothy Cochran		City of Wyoming City of Walker City of Grand Rapids City of East Grand Rapids Ada Township Gaines Charter Township
Scott Conners		City of Wyoming City of Walker City of Grand Rapids City of East Grand Rapids Ada Township Gaines Charter Township
Rick DeVries		City of Wyoming City of Walker City of Grand Rapids City of East Grand Rapids Ada Township Gaines Charter Township
Ken Feldt		City of Wyoming City of Walker City of Grand Rapids City of East Grand Rapids Ada Township Gaines Charter Township
Jim Ferro		City of Wyoming City of Walker City of Grand Rapids City of East Grand Rapids Ada Township Gaines Charter Township
Tim Haagsma		City of Wyoming City of Walker City of Grand Rapids City of East Grand Rapids Ada Township Gaines Charter Township
Russ Henckel	<i>Proxy for Bill Dooley</i>	City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Jan Hoekstra		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Jim Holtrop	<i>Proxy for Dan Strikwerda</i>	City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Dennis Kent	<i>Proxy for Dan DesJarden</i>	City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Steve Kepley	<i>Proxy for Terry Schweitzer</i>	City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Brett Laughlin		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Ray Lenze		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Dave Pasquale		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Steve Peterson		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Phil Vincent		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Steve Warren		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids
Chris Zull		City of Wyoming City of Wyoming ITP-The Rapid Ottawa County City of Hudsonville MDOT City of Lowell City of Kentwood City of Kentwood OCRC MDOT Grand Rapids Township Cascade Charter Township City of Rockford KCRC City of Grand Rapids

**Staff and Non-Voting Guests Present**

Andrea Dewey	GVMC Staff
Andrea Faber	GVMC Staff
Abed Itani	GVMC Staff
Dal McBurrows	MDOT
Darrell Robinson	GVMC Staff
Rick Sprague	KCRC
Sarah Van Buren	FHWA
Steve Waalkes	Michigan Concrete Assn.
George Yang	GVMC Staff
Mike Zonyk	GVMC Staff

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APPROVED  
Item II: Attachment A

**Voting Members Not Present**

Jerry Alkema  
Alex Arends  
Roger Belknap  
Dan Carlton  
Ron Carr  
Dick Davies  
Dan DesJarden  
Mike DeVries  
Bill Dooley  
Roy Hawkins  
Dennis Hoemke  
Bob Homan  
Jim Miedema  
Audrey Nevins Weiss  
Chuck Porter  
Terry Schweitzer  
Dan Strikwerda  
Martin Super  
Toby VanEss

Allendale Township  
Alpine Township  
City of Cedar Springs  
Georgetown Township  
City of Grandville  
Cannon Township  
City of Lowell  
Grand Rapids Township  
City of Wyoming  
GRFIA  
Algoma Township  
Plainfield Township  
Jamestown Township  
Byron Township  
Courtland Township  
City of Kentwood  
City of Hudsonville  
Village of Sparta  
Tallmadge Township

**II. APPROVAL OF MINUTES**

Harrall entertained a motion to approve the March 7, 2012 Technical Committee meeting minutes.

**MOTION by Holtrop, SUPPORT by DeVries, to approve the March 7, 2012 Technical Committee meeting minutes. MOTION CARRIED UNANIMOUSLY.**

**III. OPPORTUNITY FOR PUBLIC COMMENT**

None.

**IV. FY2011-2014 TIP AMENDMENTS/MODIFICATIONS**

Referring to **Item IV: Attachment A**, Robinson informed the Committee that MDOT, ITP-The Rapid and Staff are requesting to amend/modify the FY2011-2014 TIP.

MDOT was requesting several amendments and administrative modifications to the GVMC FY2011-2014 TIP.

ITP-The Rapid, in continuing with the blending of FY2011 and FY2012 Section 5307 federal grant application, was requesting an amendment to the TIP for FY2011 and FY2012. This included a FY2011 Section 5307 transfer to FY2012 of \$1,012,253 for the Wealthy Street Facility Renovation, as well as additional amendments to many other FY2012 Section 5307 projects.

Lastly, Robinson noted that there may be an additional \$600,000 in STP funds in FY2012, due to impending extensions, but at this time, this is not definite. With proposed projects in place, staff believes that if additional allocation becomes available and/or if there are bid savings realized in FY2012, GVMC could be prepared and not lose the STP funds. The TPSG Committee met in early April, and the Committee recommended that, if these

APPROVED

APPROVED  
Item II: Attachment A

additional funds are received, the KCRC's 84<sup>th</sup> St. from Division Avenue to Kalamazoo Avenue project move forward from FY2014.

Kent clarified that the biggest change MDOT was requesting was to their US 131 Leonard St. to Ann St. Weave Merge Lane project, which would be split into different job numbers due to different funding sources. He noted that the rest of the requests were more routine. Discussion ensued.

Hoekstra provided additional clarification on ITP-The Rapid's amendments.

Harrall provided additional details about the KCRC's 84<sup>th</sup> St. project. Itani added that Staff should know if this additional funding is available by July.

Harrall entertained a motion to amend the FY2011-2014 TIP.

**MOTION by Warren, SUPPORT by Pasquale, to recommend to the Policy Committee amending the FY2011-2014 TIP to include the requests from MDOT, ITP-The Rapid, and Staff, as identified. MOTION CARRIED UNANIMOUSLY.**

**V. POLICIES AND PRACTICES FOR PROGRAMMING PROJECTS**

Referring to **Item V: Attachment A**, Robinson informed the Committee that Staff has been working along with MDOT staff to update the Policies and Practices for Programming Projects document that exists in the Transportation Improvement Program (TIP) and the Metropolitan Transportation Plan (MTP) to make some much needed improvements. This document contains guidelines that determine how the MPO functions. Robinson noted that the area of revision concentration has been around the section titled: "Adding/Programming New or Revised Projects to the Transportation Improvement Program (TIP)/Metropolitan Transportation Plan (MTP)." Clarification, definition and documentation were necessary in several areas of this section of the document being that some of the information was out of date. Van Buren suggested that the Committee look at updating this document every year.

Itani explained that updating the GVMC Policies and Practices document became a necessity after one of the City of Wyoming's projects was denied by FHWA after the cost of their project went up, and the City agreed to cover the difference with local funds. Itani noted that GVMC Staff met with MDOT and took the proposal from FHWA about what a TIP amendment/adjustment is, what they can do without amending the TIP, etc. The document was also brought before the TPSG Committee in early April for discussion.

Ferro asked if enhancement projects were addressed in the document, and if not, if they should be. Itani responded that the Committee will handle enhancement projects as new projects amended to the TIP. Discussion ensued.

Harrall asked if moving an enhancement, safety, bridge project, etc. is something that staff can do administratively as long as costs don't change. Robinson responded that staff can do this as long as the project is in the current e-file TIP document. Van Buren added that the TIP must be financially constrained if projects are moved. Itani provided clarification between what constituted a TIP amendment versus an administrative modification, which was also outlined in the Policies and Practices document.

Van Buren noted that the term “minor” is used under the “administrative modifications” section several times. She stated that the Committee needed to specify what a “minor” change is in order to eliminate confusion.

Harrall asked for clarification on the Administrative Modification bullet reading “Revisions that cause projects to switch years, while maintaining financial constraint, require MPO Committee approval.” Van Buren noted that with this wording, it appears that this administrative modification still needs to come back to the Committee for approval. Because of this, Harrall suggested moving this bullet point under Amendments. Robinson noted that, with modifications, Staff can call Tech and Policy Committee chairs for approval, but amendments still need to go through the Committees, MDOT, and FHWA, which lengthens the timeline. Lenze noted that, while the Committee may not need to approve modifications, they still need to be informed of them. Itani agreed that staff should not approve anything without the Committee’s knowledge. Van Buren stated that the word “approval” may be causing confusion. She added that when it comes to administrative modifications, these are procedures that the Committee agrees to that give the staff authority to make changes, which is different than approval. Itani added that staff did not yet debate this issue with the Committees or seek their approval to give staff the authority to make changes to the TIP regarding administrative modifications. Discussion ensued.

Harrall added that he would like to see enhancement, bridge funded projects, safety, high risk rural road projects and HPP projects addressed in this document, preferably as an administrative modification, to expedite the process. Discussion ensued.

Van Buren asked if the document addressed how illustrative projects can be moved to the financially constrained list. Robinson noted that this was covered under the “Amendment” section. Van Buren asked if Staff has considered handling this administratively to expedite the process. Itani responded if a new project and funding source is added to the TIP, it is always a TIP amendment. Kent offered to work with GVMC staff on clarifying how illustrative projects are moved to the financially constrained list before the next meeting. Itani stated that there is no rush on approving this document, and if the Committee wishes, this document can be taken back to TPSG for a full discussion.

Harrall asked if the point that stated “Revisions that cause projects to switch years, while maintaining financial constraint, require MPO Committee approval” be revised to read “Revisions that cause projects to switch years, while maintaining financial constraint, also require MPO Committee notification” for additional flexibility. Discussion ensued.

Warren suggested that if the document goes back to TPSG, that a “road map” graphic or matrix be developed for various situations for additional clarity. Itani agreed that this was a good idea.

Warren also asked for the Committee’s opinion on whether they should take another look at using PASER instead of PCI, since PASER has become the standard statewide. He suggested that the TPSG Committee discuss this. Itani responded that it doesn’t matter from the staff’s perspective if we use PASER or PCI. Discussion ensued.

Kepley asked if the Committee could discuss the idea of using federal funds for preventative maintenance. Warren noted that the County Road Association has worked with MDOT on this and that there is an agreement between regional planning groups to use PASER to define eligibility for preventative maintenance work for rural projects. Warren stated that he was unsure if the same rules would apply for MPOs. Itani noted that, from

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Item II: Attachment A

past discussions with MDOT, it appeared that using federal funds for preventative maintenance would be a nightmare to manage. Conners added that there are numerous projects that do not have funding, and using federal funds for preventative maintenance will only reduce the amount available for reconstruction and resurfacing projects.

Harrall asked if it would make sense to create a preventative maintenance range for future use, or if it would be better to wait. Itani responded that staff relies on the Asset Management Council for this information, and Robinson added that this is also covered in the Policies and Practices document. Conners suggested that information be provided about the cost savings of using PASER vs. PCI. Discussion ensued.

Harrall entertained a motion to return this discussion to the TPSG Committee.

**MOTION by Ferro, SUPPORT by Kepley, to postpone action on the Policies and Practices for Programming Projects document revision and to refer it back to the TPSG Committee for further comment with staff's revisions. MOTION CARRIED UNANIMOUSLY.**

#### **VI. OTHER BUSINESS**

Van Buren informed the Committee about FHWA's initiative to close out inactive projects. She said that if Committee members have projects on the inactive list, they may get a call from MDOT or FHWA asking about the status of a project, and Committee members will need to reply a.s.a.p. The deadline for MDOT to give FHWA information on the current list of inactive projects is June 1<sup>st</sup>. Depending on the information received, projects might remain on the inactive list. Itani stated his concern that the Committee does not have access to the inactive list and that staff will not have enough time to react to meet a June deadline. Van Buren stated that she would follow up with the area engineer about this when she returned to the office. Discussion ensued.

Harrall asked Lenze if there were any updates on the status of the CMAQ program. Lenze responded that most of the 2012 projects have been approved. FY2013 and FY2014 projects have gone to the initial subcommittee. Discussion ensued.

Itani noted that Van Buren is leaving FHWA. Her last day is May 18<sup>th</sup>.

#### **VII. ADJOURNMENT**

Harrall adjourned the May 2, 2012 Technical Committee meeting at 10:36 am.