DeVries, chair of the TPSG Committee, called the meeting to order at 9:30 am. Everyone in attendance introduced themselves and the organization they represented.

I. ROLL CALL AND INTRODUCTIONS

Voting Members Present
Rick DeVries (Chair)  City of Grand Rapids
Tim Bradshaw  City of Kentwood
Ron Carr  City of Grandville
Tim Cochran  City of Wyoming
Scott Conners  City of Walker
Mike DeVries  Grand Rapids Township
Rod Ghearing  ITP-The Rapid
Tim Haagsma  KCRC/Gaines Charter Township
Wayne Harrall  County of Kent
Russ Henckel  Proxy for  City of Wyoming
               Bill Dooley  City of Wyoming
Dennis Kent  MDOT
Brett Laughlin  OCRC
Terry Schweitzer  City of Kentwood
Dan Strikwerda  City of Hudsonville
Steve Warren  KCRC
Chris Zull  City of Grand Rapids

Staff and Non-Voting Guests Present
Mike Brameijer  GVMC Staff
Andrea Faber  GVMC Staff
Abed Itani  GVMC Staff
Darrell Robinson  GVMC Staff

Voting Members Not Present
Jerry Alkema  Allendale Township
Sandy Ayers  Village of Caledonia
Sharon DeLange  Village of Sparta
Bill Dooley  City of Wyoming
Roy Hawkins  GRFIA
Doug LaFave  East Grand Rapids
Tom Stressman  City of Cedar Springs
Roger Towsley  Village of Sand Lake
Phil Vincent  City of Rockford
Ron Woods  City of Lowell
II. APPROVAL OF MINUTES

DeVries entertained a motion to approve the January 13, 2016 TPSG meeting minutes.

**MOTION by Schweitzer, SUPPORT by Conners, to approve the January 13, 2016 TPSG meeting minutes. MOTION CARRIED UNANIMOUSLY.**

III. OPPORTUNITY FOR PUBLIC COMMENT

None

IV. PROGRAMMING OF PROJECTS FOR FY2017-2020 TIP

Itani asked the Committee members if they had any comments or corrections to the draft project lists for the FY2017-2020 TIP included under **Item IV: Attachment A** in the agenda. No comments or corrections were offered.

Robinson added that the project lists were not financially constrained, but were close most years. He noted that the Committee was $100,000 below the target of $7.5 million in FY2017. He stated that, because just one jurisdiction received NHPP and EDFC funds in FY2017, he could easily adjust the project costs to meet the target.

Robinson continued, stating that for FY2018-2020, the years were overprogrammed by varying amounts. He stated that the Committee could move a $100,000 project to FY2017, choose to add more federal funds to another project in FY2017, or increase the match amount. Harrall noted that the match amount in FY2017 was 70/30 and suggested increasing the federal match. Conners supported this suggestion. Robinson noted that the match in FY2018-2020 is still listed at 80/20. Itani added that there will be a 2.2% increase every year starting in FY2018, and that this would be cumulative. For FY2018-2020, he offered the Committee the option to delete projects, decrease project costs, or increase the local match.

Itani also stated that the Committee will need to make a decision on how to spend the additional 2.2% increase, if it is received. Robinson asked if the Committee wanted to stay with what was originally programmed, or if they wanted to take into account the 2.2% increase. Itani suggested having two project lists: one that is financially constrained with today’s funding estimates, and another that is financially constrained with the 2.2% increase.

Itani also added that the MPO will need to determine a policy on how TAP funding is spent in the future, as the program will be changing with the new transportation bill.

**FY2017**

Zull asked to swap the City of Grand Rapids’ Michigan Street from Monroe to Ionia project currently listed in FY2018 with three smaller projects in FY2017: Coit Avenue from North Park Street to 4 Mile Road and North Park Street from Monroe Avenue to Coit Ave.; Grandville Avenue from Franklin Street to Bartlett Street; and Alpine from Stocking Avenue to Leonard Street. These projects totaled $675,000 in federal funds, and were a fairly even swap with the Michigan project, which totaled $677,405 in federal funds. DeVries noted that
the Michigan St. project would be advance constructed, and requested this change so as to not have to advance construct the project two years early. Several Committee members voiced their support of this change.

DeVries entertained a motion to approve the City of Grand Rapids request.

**Motion by Warren, Support by M.DeVries, to approve the City of Grand Rapids’ request to swap their FY2018 Michigan St. project with three FY2017 projects on Coit, Grandville, and Alpine, as discussed. MOTION CARRIED UNANIMOUSLY.**

DeVries entertained an additional motion to adjust the match percentages for FY2017.

**MOTION by Bradshaw, SUPPORT by Carr, to increase the federal match percentage in FY2017 for all projects receiving STP-Urban funding from 70/30 to absorb any remaining federal funds.**

Laughlin noted that he had lowered the federal match he requested for the OCRC’s projects to make the projects fit with the available funding. Haagsma reiterated that the remaining funding should be spread out equally among the remaining projects.

Bradshaw amended the motion as follows: **MOTION by Bradshaw, SUPPORT by M.DeVries, to increase the federal match percentage in FY2017 for all projects receiving STP-Urban funding from 70/30 to absorb any remaining federal funds with the understanding that if more funds become available in the future, the match will be readjusted, and any remaining federal funding would be spread out equally among all of the projects. MOTION CARRIED UNANIMOUSLY.**

**FY2018 and FY2019**

Itani noted that FY2018 STP-Urban funds were overprogrammed by approximately $600,000. He added that if the federal/local match in FY2018 was lowered from 80/20 to 75/25, all of the projects would fit and the year would be financially constrained. Robinson added that adjusting the match would be the easiest way to make the TIP financially constrained. Laughlin noted that the OCRC’s Cottonwood Drive from Baldwin Street to Bauer Road project was listed as $1,500,000 federal and $900,000 local, which was much lower than the 80/20 federal/local match for all the other projects that year. Itani stated that it would be the Committee’s decision on how to handle this. Conners suggested proceeding with making minor adjustments to the match amounts.

Robinson stated that FY2019 is significantly overprogrammed, and that even if funding increases by 2.2%, the match amounts will not be at 80/20. Carr added that, in the past, the Committee members had adjusted the match percentages, and asked if anyone would rather remove a project from the list. There were no volunteers to do this. Discussion ensued.

DeVries entertained a motion to adjust the match ratios for all FY2018 and FY2019 projects receiving STP-Urban funding to make the list financially constrained.

**MOTION by Conners, SUPPORT by Strikwerda, to adjust the federal/local match ratios for projects receiving STP-Urban funding in FY2018 and FY2019 using a hybrid scenario that would reduce the federal funding for all projects by the same**
percentage.
Conners stated that the Committee needed to be appreciative of what the OCRC has
already done for them by programming their project at a lower federal/local match
percentage. Zull agreed that a percentage adjustment is a fair and balanced way of making
this list financially constrained, since it’s a percentage across all projects of the federal
funds listed. Itani clarified that when staff applies the adjustment factor, staff will need to
apply the same factor across the board. Itani asked if there were any volunteers who were
willing to remove a project to balance the TIP. There were none, and DeVries called the
motion to question.

**MOTION CARRIED UNANIMOUSLY.**

**FY2020**
Robinson recommended revising the FY2020 project list when the Committee develops the
next TIP.

**CMAQ FUNDING**

**FY2017**
Robinson walked the Committee through programming CMAQ projects from FY2017-2020.
Robinson noted that every year, there was $2,551,731 available in federal funds. In
FY2017, there was $200,000 available for programming. Haagsma asked that the
Committee consider the KCRC’s Crahen Avenue at M-21 project. The project involved
adding dual left turn lanes. He noted that $200,000 wasn’t enough to complete the project,
but that they’d take what was available. Bradshaw asked that Robinson remove the City of
Kentwood’s East Paris at 28th St. project from the list, explaining that the City of Kentwood
didn’t have enough STP-U funding to complete the project. This left an additional $64,000
in federal funds on the table, which the Committee directed to go to the KCRC’s project.
With the addition of the KCRC’s project, the FY2017 CMAQ project list was financially
constrained.

**FY2018**
FY2018 was overprogrammed by approximately $400,000, and Conners offered to pursue
another funding source for the City of Walker/MDOT’s 1-96 Eastbound Ramp at Walker
project, and the federal cost of the project was reduced from $440,000 to $160,000.

Strikwerda stated that the City of Hudsonville had a nonmotorized project—an underpass
that went under Chicago Drive—that he’d like the Committee to consider for CMAQ funding
in FY2018. He noted that this is a dangerous intersection and the project is more about
safety but will still help get some cars off the road. Itani asked if the project was included in
the Non-Motorized Plan, and Strikwerda confirmed that it was. Conners suggested that
Strikwerda pursue TAP funding for this project. Strikwerda noted that the total cost of the
project was $538,000, but would be willing to accept $100,000 in CMAQ funding. He stated
he would pursue additional funding through the TAP program. Itani suggested that
Strikwerda apply for state TAP funding.

In order to fit the City of Hudsonville’s project in FY2018, ITP-The Rapid offered to reduce
their request for $1,440,000 in federal funds by $200,000.

**FY2019**
FY2019 was overprogrammed by approximately $1.3 million in federal funds. Conners suggested moving the City of Walker’s Three Mile at Walker dual left project to FY2020. Itani noted that ITP-The Rapid’s request for $1,440,000 appeared excessive to him, as the policy is to allocate 20% of CMAQ funding to transit. He asked Ghearing if he would be willing to reduce his request in order to accommodate other important projects on the list. Ghearing offered to reduce his request by half--$720,000. DeVries noted that there was still $80,000 on the table, and suggested that funding go back to ITP-The Rapid.

**2020**

With the addition of the City of Walker’s Three Mile at Walker project, FY2020 was significantly overprogrammed. Conners added that he hoped the City of Walker would receive funding from private sources. He asked that the Committee consider funding the project at half the requested cost, making the federal amount requested $320,000. Itani added that if ITP-The Rapid’s request was cut from $1,440,000 down to $1,070,000, the year would be financially constrained. Ghearing approved this.

Zull asked for confirmation that the ITS set aside continue to be funded. Kent stated that he would ask for this but can’t confirm it at this point.

DeVries entertained a motion to approve the draft CMAQ project lists for the FY2017-2020 TIP.

**MOTION by M. DeVries, SUPPORT by Conners, to approve the draft CMAQ project lists for the FY2017-2020 TIP developed at today’s meeting. MOTION CARRIED UNANIMOUSLY.**

### V. OTHER BUSINESS

Robinson requested that any Committee members who added projects at today’s meeting speak with Brameijer before they left so he could accurately update the spreadsheets.

Robinson also informed the Committee that the process for submitting CMAQ projects has changed and they must all be entered online. The website is the same one the Committee members use for submitting TAP projects, and the process for adding CMAQ projects is similar.

### VI. ADJOURNMENT

DeVries adjourned the Wednesday, January 20th, 2016 TPSG Committee meeting at 10:52 am.