



FINANCE & PROGRAM REVIEW COMMITTEE MEETING MINUTES

July 11, 2018 (Wednesday) at 4:00 p.m.
Tri-County Regional Planning Commission

I. Approval of Agenda

Interim Director Snell explained the need to add the FY 2019 Regional Transportation Work Plan for action under Item VII. Other Business.

It was MOVED by C/Austin, SUPPORTED by C/Watkins to approve the amended agenda. MOTION CARRIED UNANIMOUSLY.

II. Approval of June 13, 2018 Minutes

It was MOVED by C/Watkins, SUPPORTED by C/Austin to approve the minutes. MOTION CARRIED UNANIMOUSLY.

III. Finance Report for July 2018

The finance report was reviewed by Finance & Personnel Coordinator Hoffman.

It was MOVED by C/Austin SUPPORTED by C/Swope to recommend the report be received and placed on file. MOTION CARRIED UNANIMOUSLY.

IV. Expenditures Report for June 2018

The expenditures report was reviewed by Coordinator Hoffman.

It was MOVED by C/Austin SUPPORTED by C/Watkins to recommend the report be received and placed on file. MOTION CARRIED UNANIMOUSLY.

V. Budget Revision FY 2018

Coordinator Hoffman explained the budget revision is new funding from the State of Michigan Asset Management pilot project for Culvert Mapping that Clinton County is participating in. The grant is \$47,587 with TCRPC receiving \$2,266 in administrative costs.

It was MOVED by C/Austin SUPPORTED by C/Watkins to recommend the Budget Revision to the Commission for adoption. MOTION CARRIED UNANIMOUSLY.

VI. FY 2019 Budget Discussion

Interim Director Snell explained that the FY 2019 Budget information will start being presented to this committee next month with more detail than had been received in the past.

VII. FY 2019 Regional Transportation Planning Work Program

Interim Director Snell explained that the FY 2019 Regional Transportation Planning Work Program is the transportation planning budget specifically for the rural areas in the region. The work tasks include traffic counts, pavement condition surveying, managing the Rural Task Force and other planning activities. The RWP is developed annually in

cooperation with the Michigan Department of Transportation (MDOT). The total budget for the RWP is \$100,285, which represents a small increase over last year due to an increase in the MDOT contribution. Interim Director Snell noted that the increase was requested to bring MDOT in line with other dues-paying members of the Commission.

It was MOVED by C/Austin SUPPORTED by C/Watkins to recommend the FY 2019 Regional Transportation Planning Work Program to the Commission for adoption. MOTION CARRIED UNANIMOUSLY.

VIII. Adjourn

It was MOVED by C/Swope SUPPORTED by C/Austin to adjourn the meeting at 4:25 p.m. MOTION CARRIED UNANIMOUSLY.

The next Finance & Program Review Committee meeting is scheduled for Wednesday, August 8, 2018 at 4:00 p.m. at the TCRPC office.

Please note time!

2018 Finance & Program Review Committee Attendance

Commissioner	Representing	MEETING DATE											
		1/10	2/14	3/14	4/11	5/9	6/13	7/11	8/8	9/12	10/10	11/7	12/5
Christine Barnes	Eaton County	N/A	N/A	X	X								
Peter Spadafore	City of Lansing, Council	N/A		X	X								
Chris Swope	City of Lansing	N/A	X	X	X	X	X	X					
Adam Stacey	Clinton County Board of Commissioners	N/A						X					
Gail Watkins	Clinton County Road Commission	N/A	X	X	X	X		X					
Kent Austin	Eaton County Board of Commissioners	N/A	X	X	X		X	X					
Roger A. Eakin (Chair)	Eaton County Board of Commissioners	N/A	X	X	X	X	X	X					
Julie Brixie	Ingham County, Meridian Charter Twp.	N/A		X									
Randy Schafer	Ingham County Board of Commissioners	N/A	X		X	X	X	X					
	TOTAL (9)	/	5	7	7	4	4	6					

Others in attendance

- 1/10/2018: Meeting was attended by members appointed in 2017; TCRPC Staff: James Snell and Greg Hoffman
- 2/14/2018: TCRPC Staff: James Snell and Greg Hoffman
- 3/14/2018: TCRPC Staff: James Snell and Greg Hoffman
- 4/11/2018: TCRPC Staff: James Snell and Greg Hoffman
- 5/09/2018: TCRPC Staff: James Snell and Greg Hoffman
- 6/13/2018: TCRPC Staff: James Snell and Greg Hoffman
- 7/11/2018: TCRPC Staff: James Snell and Greg Hoffman