



**50 Years of Service**  
1956 - 2006

## Tri-County Regional Planning Commission

913 West Holmes-Suite 201  
Lansing, Michigan 48910  
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### MINUTES

**Transportation Economic Development Fund (TEDF)  
Rural Task Force of the  
Surface Transportation (STP) Subcommittee of the  
Capital Area Regional Transportation Study (CARTS) Technical Committee**

**DATE:** October 6, 2009 (Tuesday)  
**TIME:** 8:45 a.m.  
**PLACE:** **INGHAM COUNTY HUMAN SERVICES BLDG**  
Conference Room D/E  
5303 S. Cedar Street  
Lansing, MI 48910

**OFFICERS**

**CHAIRPERSON**  
Carol Wood

**VICE-CHAIRPERSON**  
Dianne Holman

**TREASURER**  
Larry Martin

**SECRETARY**  
Howard Pizzo

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Kevin Beard  
James Dravenstatt-Moceri  
Glenn Freeman, III  
Eric Hewitt  
Tim Kaltenbach  
Art Luna  
Brian McGrain  
Ralph Monsma  
David Pohl  
Shirley M. Rodgers  
Marsha Small  
Carol Strachan  
Darrell Tennis  
John Veenstra

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Virgil Bernero

**COUNTY BOARD  
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Joseph Brehler  
Debbie DeLeon  
Larry Martin

**EXECUTIVE DIRECTOR**  
Jon W. Coleman

**Attendance:** See attached attendance sheet.

**Staff Present:** Paul Hamilton, Chief Transportation Planner  
Steve Skinker, Transportation Planner  
Maria Habba, Executive Assistant

The meeting was called to order by Conklin at approximately 8:57 a.m.

**I. Rural Task Force Meeting**

**A. Minutes**

It was **MOVED** by Armentrout, and **SUPPORTED** by Hannahs, to approve the minutes of September 1, 2009. **MOTION CARRIED UNANIMOUSLY.**

**B. Opportunity for Public Comment**

No public to comment.

**C. Status of Projects**

Skinker requested status reports from member agencies.

2009 Rural ARRA Projects

- ◆ Clinton County– Alward Road from US 127 BR to Williams – Project is complete.
- ◆ Clinton County – Clark from Webster to the east ½ mile – Project is complete.

- ◆ Clinton County - Colony from West County Line to Tallman – Project is complete.
- ◆ Ingham County – Barnes from College to Meridian – Project is complete.
- ◆ Ingham County – Bellevue from Onondaga to Hall – All three projects are complete.
- ◆ Ingham County – Williamston Road from Sherwood to Haslett – Project is complete.
- ◆ Ingham County – Colony Road BR to Chandler – Project is complete.
- ◆ Ingham County – Howe Road from Grange to Wacousta – Paperwork will be submitted this afternoon; it has not gone through Federal approval or the certification process.

This completes the status update for the 2009 Rural ARRA.

#### 2009 Urban ARRA Projects

- ◆ Clinton County - Clark from 127 BR to Wood – Project is complete. Armentrout said this is an urban project.
- ◆ Ingham County – Waverly from Willow to Grand River – This is an Urban ARRA project and category F. The GI will be turned in soon.

#### 2009 Category D Projects

- ◆ Clinton County – Wacousta from Grand River to Clark – Obligated.
- ◆ Grand River, Forest Hill to the east .4 miles – Project was moved to 2010.
- ◆ Wright Road from Price to south ½ mile – Project is complete.
- ◆ Clinton Transit – Phase II facility – Mason said contracts are not yet settled. The project is obligated and committed. 2009 money has been flexed.

Hamilton asked whether Richardson was taking Small Urban projects off the top and starting the flex process. Richardson said the list is given to the passenger transportation people and they initiate the flexing process. Richardson is uncertain where the process is at this time.

#### 2010

- ◆ Clinton Transit – Phase III facility upgrade – Mason does not have a contract or money for this project yet.
- ◆ Ingham County – Waverly from Columbia to Pleasant River – Project is in design.

Skinker said this completes the list.

Hamilton said the reason we are going back through the 2009 projects is because we lost \$200,000 on Waverly and \$400,000 on an Eaton County CMAQ project. TCRPC Commissioners were calling Marsha Small, who gave a talk to the Commission on this issue. Hamilton said the lost \$600,000 could have been

flexed and used for other projects. Lenze said projects need to be in before August. There is no guarantee projects will be funded if they're submitted after August.

Hamilton said that for 2010 we are programming on continuing resolutions at a substantially reduced level of funding and obligational authority is going to go quickly. There was discussion on obligation authority.

D. **Revenue Assumptions**

Conklin said the targets for 2012 and 2013 in the STP column are a little less. Richardson said that 2010 and 2011 stayed stagnant from last year. 2012, 2013 and 2014 were a 3.2% increase, but MDOT has not received final numbers, the handouts (dated 10/1/09) provide an assumption of what is programmed.

Richardson noted that she received a letter from CRAM approving Category D for preventative maintenance.

E. **Regional 2035 Plan Rural 2010-2014 Preserve Projects**

Hamilton asked for additional comments on the 2010-2014 Preserve Projects list. Hamilton noted Hannah's additions. Armentrout said requested to have \$30,000 in STP and \$120,000 in State D. Richardson said this change was made; however, the information was erroneously omitted from the new spreadsheet. Armentrout requested to use \$400,000 in Rural STP with no D funds for Clinton County's 2014 Airport Road project. Armentrout requested a TIP amendment for the 2014 Clinton Transit office equipment, to add \$12,000 of Federal D funds for Clinton Transit office equipment. Hamilton said the TIP doesn't need to be amended. The project just needs to be added to the illustrative list.

It was MOVED by Armentrout, SUPPORTED by Hannahs, to recommend changes noted above to the 2010-2014 Long Range Plan list and for staff to facilitate TIP amendments were appropriate. MOTION CARRIED UNANIMOUSLY.

F. **Other/Adjourn**

There being no further business the meeting adjourned at approximately 9:30 a.m.

COMPOSITE ATTENDANCE RECORD: RURAL TEDF Task Force of the STP Subcommittee of the CARTS TECHNICAL COMMITTEE  
January 1999 – October 2009

See Membership List  
for Alternate's Name

D= Delegate  
A = Alternate  
A-1 = 1st Alt.

A-2 = 2nd Alt.  
A-3 = 3rd Alt.  
C = Cancelled

GOVERNMENTAL UNIT/AGENCY & DELEGATE	1/29/99	11/30/99	1/21/00	2/2/01	1/31/03	1/27/05	11/7/06	2/2/07	4/3/07	10/7/08	1/30/09	4/7/09	9/1/09	10/6/09	Total
	9		0		3	5	6								
<u>Clinton County Rd Comm</u> - J. Pulver (2008)	D	D	D	D	D	A	A	A	A	D	D	D	D	D	14
Rural Communities															
<u>Eaton County Rd Comm</u> - B. Ballou	D	D		D	D	D	D	D	A	A	A	A	A	A	13
Rural Communities				D											
<u>Ingham County Rd Comm</u> - B. Conklin (2008)	D	D	D	D	A	A	A	A	A	A	D	D	D	D	14
Rural Communities	D	D	D	D							D				6
<u>Capital Area Transit Authority</u> J Manzella (2008)							D	D		D	D	D			6
<u>Eaton County Transit Authority</u> D Webb (2009)				D	D	D	D	D	D		D				7
<u>Clinton Transit</u> <del>S Leiby</del> Rose May Mason (2006)					D	D	D	D		D	D	D	D	D	9
<u>MDOT STPD Sec</u> Ray Lenze	D	D	D	D	D	D	D	D	D	D	D	D	D	D	14
<u>TCRPC</u> P Hamilton - A1 S Skinker - A2 Jon Coleman (non-voting) - D	A1	A1	A1	A2	A1	A1	A1	A1	A1	A1	A1	A1	A1	A1	14
<b>Total Voting Membership</b>	5	5	4	7	6	6	7	7	5	6	8	6	5	5	
<b>Total Membership Present</b>	6	6	5	8	7	7	8	8	6	7	9	7	6	6	

**Guests and Others Present 1/29/99**

Susan Richardson, MDOT  
Adrian Stroupe, MDOT  
Tony Kratofil, MDOT - University Region  
Steve Redmond, MDOT  
Tom Coleman, City of Williamston  
Howard McCaffery, City of Charlotte  
Dan Vreibel, Clinton County Road Commission  
Alan Gove, Clinton County Road Commission  
Bob Ancel, DeWitt Township

**Guests and Others Present - 11/30/99**

Jason Eppler, City of DeWitt  
Bob Ancel, DeWitt Township  
Adrian Stroupe, MDOT Planning  
Rick Fowler, MDOT Planning  
Tony Kratofil, MDOT University Region  
Jim Cramer, FHWA

**Guests and Others Present - 1/21/00**

Rick Fowler, MDOT  
Ray Severy, McNamee, Porter & Seeley

**Guests and Others Present - 2/2/01**

Susan Richardson, MDOT  
Robert Peterson, Ingham Co Road Commission  
Lynn Warren, MDOT/TSC  
Terry Anderson, MDOT/TSC  
Howard McCaffery, City of Charlotte  
Connie Benca, MDOT/UPTRAN  
Jim Albertson, Village of Dimondale  
Dan Vreibel, Clinton County Road Commission  
Jason Eppler, City of DeWitt  
Jon Bayless, City of Grand Ledge  
Larry LaHaie, City of Grand Ledge

**Guests and Others Present – 1/31/03**

Mark Craft, Eaton County Road Commission  
Amber Simon, MDOT Economic Development  
Michael Leon, MDOT Economic Development  
Howard McCaffery, Charlotte  
Scott Poyer, Eaton Rapids  
Susan Richardson, MDOT  
Paul Lott, MDOT  
Alan Gove, CCRC  
Kristine Silver, Potterville  
Jason Eppler, DeWitt  
Jim Albertson, Dimondale  
David Martin, EATRAN

**Guests and Others Present – 1/27/05**

Robert Whaley, MDOT  
Doug Needham, MDOT  
Nick Peerfili, MDOT  
Susan Richardson, MDOT  
Cindy Durrenberger, FHWA  
Mark Craft, ECRC

**Guests and Others Present – 11/07/06**

Susan Richardson, MDOT  
Cindy Durrenberger, FHWA  
Larry Doyle, MDOT - Lansing TSC  
Matthew Hannahs, Eaton Co Road Commission  
Tom Oliver, Village of Webberville

**Guests and Others Present - 2/2/07**

Alan Gove, Clinton Co Road Commission  
Scott Poyer, City of Eaton Rapids  
Matthew Hannahs, Eaton Co Road Commission  
Tom Oliver, Village of Webberville  
Janet Holoweiko, MDOT  
Jean Ruestman, MDOT

**Guests and Others Present - 4/3/07**

Cindy Durrenberger, FHWA

**Guests and Others Present - 10/7/08**

Susan Richardson, MDOT  
Dan Armentrout, CCRC

**Guests and Others Present - 1/30/09**

Susan Richardson, MDOT  
Paul Steinman, MDOT-TSC  
Scott Poyer, City of Eaton Rapids  
Brian Reed, City of Leslie\*  
Tom Oliver, Village of Webberville  
Rolly Olney, City of Mason  
Don Heck, Wolverine Engineers  
Alan Gove, CCRC  
Bob Peterson, Ingham County Road Commission  
Debbie Alexander, CATA  
Dan Vreibel, City of St. Johns  
Wanda Darrow, City of Potterville  
Amy Schoonover, City of Charlotte  
Jane Dykema, City of Lansing  
Jim Albertson, Village of Dimondale  
Dan Armentrout, CCRC  
Shelagh Kosinski, Public Guest

\*Ingham - Small Communities Representative

**Guests and Others Present - 4/7/09**

Tom Oliver, Village of Webberville  
Alan Dolley, City of Williamston  
Bob Peterson, ICRC  
Dan Armentrout, CCRC

**Guests and Others Present - 9/1/09**

Dan Armentrout, CCRC  
Robert Peterson, Ingham Co Road Commission

**Guests and Others Present - 10/6/09**

Susan Richardson, MDOT  
Martha Owen, City of Leslie  
Dan Armentrout, CCRC



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1956 - 2006

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James Dravenstatt-Moceri  
Glenn Freeman, III  
Eric Hewitt  
Tim Kaltenbach  
Art Luna  
Brian McGrain  
Ralph Monsma  
David Pohl  
Shirley M. Rodgers  
Marsha Small  
Carol Strachan  
Darrell Tennis  
John Veenstra

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Jon W. Coleman

## MINUTES

### Surface Transportation Program (STP) Subcommittee of the Capital Area Regional Transportation Study (CARTS) Technical Committee

**DATE:** April 7, 2009 (Tuesday)

**TIME:** 9:00 a.m.

**PLACE:** **Ingham County Human Services Building**  
Conference Room D/E  
5303 S. Cedar Street  
Lansing, MI 48910

**Attendance:** See attached attendance sheet.

**Staff Present:** Paul Hamilton, Chief Transportation Planner  
Steve Skinker, Transportation Planner  
Maria Habba, Executive Assistant

Ch/Dykema called the meeting to order at approximately 9:00 a.m.

#### I. Minutes Approval

Peterson suggested revising language on page 7 as follows: *“Staff’s point system related to the Regional Growth project was discussed due to discrepancies between application point totals relative to increasing housing or population density. ICRC did not claim those points, but other agencies did for similar Urban and Small Urban projects.”* It was **MOVED** by Armentrout, and **SUPPORTED** by Webb, to approve the minutes of January 30, 2009 as amended. **MOTION CARRIED UNANIMOUSLY.**

#### II. Opportunity for Public Comment

There were no public comments.

#### III. Rural Task Force Recommendations

Peterson said the Rural Task Force met prior to this meeting and prioritized projects listed in the illustrative list. Based on funding estimates given by staff the following priorities were agreed upon as follows:

- |                       |    |                                         |
|-----------------------|----|-----------------------------------------|
| <u>Clinton County</u> | 1) | Clinton Transit, Site Development (New) |
|                       | 2) | CCRC, Colony Road                       |

(Over)

- Eaton County
- 1) ECRC, Five Point Highway (Maurer to Battle Creek)
  - 2) Five Point Highway, Battle Creek to Ainger

- Ingham County
- 1) ICRC, Onondaga Road
  - 2) ICRC, Williamston Road
  - 3) ICRC, Linn Road
  - 4) Leslie, North Main Street (Bellevue to Adams)
  - 5) Leslie, North Main Street (Commercial Drive to Mill)

It was MOVED by Armentrout, SUPPORTED by Webb, to approve the Rural Task Force priority recommendations. MOTION CARRIED UNANIMOUSLY.

IV. Status of Projects – Small Urban 2009 and 2010 Projects

2009

- EATRAN facility renovation Phases I and II – EATRAN was not present.

2010

- St. Johns, Walker Street – AC completed.
- Clinton Transit – Committed to MDOT.
- Webberville, Main Street – There currently is a discrepancy (2010 vs. 2011) between the TIP and MDOT’s list. MDOT will follow up to reconcile this issue as a 2010 project.

Hamilton said MDOT’s deadline for the Small Urban 2010 program is May 1<sup>st</sup>. All project applications including those for stimulus need to be submitted to MDOT prior to this deadline.

V. Small Urban Stimulus Projects

Hamilton said subsequent to the Subcommittee, CARTS and Commission action on Small Urban stimulus projects MDOT has decided to allocate stimulus funds to the small urban areas based on population as follows:

St. Johns	\$145,000
Eaton Rapids	\$110,000
Charlotte/Potterville	\$220,000
Williamston/Webberville	\$115,000

Hamilton said allocations and prioritization that occurred by the Committees in January are no longer in constraint. The Subcommittee must determine which projects will advance within these new constraints. Another funding source may need to be listed as a backup. Hamilton requested that each small urban area report on projects they wish to move forward.

On behalf of the Williamston/Webberville Small Urban area Conklin reported on their cost recommendations for stimulus funding for the following projects:

ICRC – Williamston Road, Bismark to Sherwood: \$23,000  
 Webberville – Main Street, East Grand River to Pardee: \$27,600  
 Williamston – Williamston Road, I-96 to 1250 feet north of interchange: \$64,400

These projects are in constraint with the \$115,000 apportioned to the Williamston/Webberville Small Urban area.

On behalf of the St. Johns Small Urban area Vreibel reported that the St. Johns stakeholders' caucus will hold a public meeting on April 13<sup>th</sup> to determine how the \$145,000 will be apportioned between the entities.

Mason requested that a Clinton Transit bus be considered, pending action at the April 13<sup>th</sup> meeting.

#### Charlotte/Potterville Small Urban area

Darrow indicated that the listed Potterville, Main Street – Dunbar to Lansing Road should be Main Street – Main Street to Lansing Road. Staff will adjust the termini of this project for accuracy. Phase II of this project (Main Street to Lansing Road and Main Street to Hartel) is listed as a 2011 project in the TIP.

*Note: On April 16 Potterville revised their limits on Main Street as Phase 1 (Hartel to Dawn Court). Phase II (Nelson to Hartel and Dawn Court to Lansing Road) will be submitted as a 2011 Small Urban project for the illustrative list, replacing a different section of Main Street previously selected for the illustrative list. This change does not affect other cities.*

#### Eaton Rapids Small Urban area

State Street (Phase I) will be using the allocated \$110,000 to this small urban area.

It was MOVED by Conklin, SUPPORTED by Vreibel, to accept each small urban area's report by moving existing projects forward, add Clinton Transit's bus to the illustrative list (small urban stimulus) pending approval at the April 13<sup>th</sup> meeting, and recommend that staff take action on Clinton County's priorities based on action at the April 13<sup>th</sup> meeting. MOTION CARRIED UNANIMOUSLY.

*Note: Ultimately it was decided by the St. Johns stakeholders on April 13<sup>th</sup> to place the Clinton Transit bus in Category D and to use stimulus funds for Lansing Street, which will be reconstructed cooperatively between St. Johns and the Road Commission.*

#### VI. Pro Rata vs. Cap

Lenze said an additional federal source and/or local source will need to be identified for some of the proposed Small Urban stimulus projects. Hamilton requested direction from the Subcommittee on programming cost overruns. Vreibel noted that the Small Urban program has historically been capped where local funds are used to cover the remaining cost of projects.

It was MOVED by Armentrout, SUPPORTED by Conklin, to cap all Small Urban projects. MOTION CARRIED UNANIMOUSLY.

Oliver asked for clarification on combining funds with stimulus. Vreibel proposed that Small Urban projects be capped at the available amount permissible to pro rata based on cost as a friendly amendment to the motion.

After discussion Ch/Dykema restated the friendly amendment for clarification. It was MOVED by Vreibel, SUPPORTED by Conklin, that if there are any redistributed funds they would be spent on the existing projects – the caucuses will discuss how to distribute the funds. MOTION CARRIED UNANIMOUSLY.

Lenze said MDOT is working on coordinating a meeting with local jurisdictions prior to projects being obligated.

VII. Other/Adjourn

There being no further business the meeting adjourned at approximately 9:34 a.m.







A=Alternate  
D=Delegate  
C=Cancelled

COMPOSITE ATTENDANCE RECORD 2007-2009  
STP SUBCOMMITTEE OF CARTS (CONTINUED)  
Page 4

Others Present: 2/7/2007  
J. Holoweiko, MDOT  
N. Perfili, MDOT  
A. Gove, Clinton Co. Rd. Comm.  
C. Edgerly, CATA  
K. Lane, Delta Township

Others Present: 1/31/2009  
S. Richardson, MDOT  
D. Armentrout, CCRC  
A. Gove, CCRC  
B. Peterson, ICRC  
B. Scheuerman, East Lansing  
J. Bayless, Grand Ledge  
Shelagh Kosinski, Public Guest

Others Present: 4/7/2009  
D. Armentrout, CCRC  
B. Peterson, ICRC