



# TRI-COUNTY REGIONAL PLANNING COMMISSION

Planning for People in the Greater Lansing Region Since 1956

## TRI-COUNTY REGIONAL PLANNING COMMISSION

### 2011 OFFICERS

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David Pohl, Clinton County

#### VICE-CHAIRPERSON

Howard Pizzo, Eaton County

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Carol Wood, City of Lansing

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Shirley M. Rodgers

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Jessica Yorko

##### Michigan Department of Transportation

Denise Jackson

#### EX-OFFICIO

City of Lansing Mayor

Clinton, Eaton and Ingham

County Chairpersons

#### EXECUTIVE DIRECTOR

Susan M.C. Pigg, CEcD

Date: May 25, 2011 (Wednesday) at 7:30 p.m.

Place: Ingham County Human Services Building, Conference Room A  
5303 S. Cedar Street, Lansing MI 48910

CALL TO ORDER - PLEDGE OF ALLEGIANCE – ROLL CALL (see attached attendance record)  
Ch/Pohl called the meeting to order at approximately 7:35 p.m. and led the assembly in the Pledge of Allegiance.

PUBLIC COMMENT – There were no comments.

#### APPROVAL OF AGENDA

It was MOVED by C/Martin, SUPPORTED by C/Bauerle, to approve the agenda as printed.  
MOTION CARRIED UNANIMOUSLY.

#### APPROVAL OF MINUTES

C/Veenstra provided edits and corrections. It was MOVED by C/Baker, SUPPORTED by C/Monsma, to approve the minutes of April 27, 2011 as revised. MOTION CARRIED UNANIMOUSLY.

PRESENTATION – Title VI of the Civil Rights Act of 1964 Obligations, Cheryl Hudson, MDOT  
Cheryl Hudson, Michigan Department of Transportation's (MDOT) Equal Employment Opportunity (EEO) Officer, explained that Title VI is a federal law prescribing that "no person in the United States shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, receiving federal financial assistance." Ms. Hudson said any entity receiving federal funds must abide by these statutes. She distributed example brochures, one in Spanish and Arabic that address Title VI issues for persons with limited English proficiency.

MDOT will host free trainings on June 9, July 26, and August 9, 2011. Contact Teshia Johnson at 517-241-7462 or [johnsont35@michigan.gov](mailto:johnsont35@michigan.gov) to register. Ms. Hudson will provide a template for developing a Title VI plan. Ch/Pohl requested that the template be forwarded to the Executive Director to begin circulating information to municipalities. TCRPC staff is registered for training. Director Pigg said TCRPC will evaluate agency plans to assure compliance and noted the diversity of language resources amongst staff.

#### COMMUNICATIONS

Communications were distributed.

#### DIRECTOR'S REPORT

Ms. Pigg provided a brief update on TCRPC staff activities. Christine Spitzley, TCRPC Environmental Planner, awarded her American Institute of Certified Planners (AICP) Certification.

(Over)

The Comprehensive Economic Development Strategy (CEDS) quarterly team meeting was held about “dashboards.” Staff from various state and federal agencies and Representative Mark Meadows were also in attendance. There was insightful discussion on developing a regional dashboard/report card to measure success that will integrate well with TCRPC’s resources, data, and public processes. Paul Hamilton and Harmony Gmazel are working with a regional committee to prepare a large grant application to the Michigan Department of Housing and Urban Development (HUD). The proposed project will link transportation, economic development, and accessible housing. TCRPC’s 2011 quarterly newsletter was in the packets. It will be used to share work of TCRPC programs and also include regional resources. C/Yorko said the newsletter is in a nice format and very easy to read.

#### COMMITTEE REPORTS

***Executive/Personnel Committee*** – Ch/Pohl reported on the May 18, 2011 meeting. Ms. Pigg briefed the Committee on the office location search. A request for proposals for potential office space is circulating. Ch/Pohl said there was discussion on reviewing the agency’s policies and documents to make sure they comply with state and federal regulations.

1) Resolution to Recognize Jim Nicholas on his Pending Retirement from USGS

Ch/Pohl said TCRPC has had a great relationship with Jim Nicholas and appreciates all his counsel and advice over the years. Jim celebrated TCRPC’s successes, identified grant programs and initiated many projects such as the aerial photography collaboration for the region. It was MOVED by C/Wood, SUPPORTED by C/Tennis, to adopt the testimonial resolution in honor of Jim Nicholas and to present it to him. MOTION CARRIED UNANIMOUSLY.

***Finance Committee*** – C/Wood reported on the May 25, 2011 Finance Committee meeting.

1) Financial Reports – April 2011

It was MOVED by C/Wood, SUPPORTED by C/Baker, to receive and place on file the April 2011 financial report. MOTION CARRIED UNANIMOUSLY.

***Regional Growth Steering Committee*** – C/Martin reported on the May 3, 2011 Regional Growth Steering Committee meeting.

C/Martin said staff presented results of the MSU Urban Collaborator’s (student) assessment of the **Regional Growth: “Choices for Our Future”** plan’s progress. After conducting interviews, studies, and analysis, the students found the Growth project to be successful and effective. The Regional Growth plan derived from a “regional vision” and by adoption is a policy document that communities are following as a best practice. Staff will contact jurisdictions who have not yet adopted the themes and principles of the plan to gain their support. C/Yorko concurred with using a dashboard to show how well the project is received and being practiced. C/Veenstra noted that the Meridian Township Board has adopted the Urban Service Boundary study recommendations.

***Program & Grant Committee*** – Committee did not meet this month.

***Transportation Review Committee*** – C/Monsma reported on the May 13, 2011 Transportation Review Committee (TRC) meeting.

C/Monsma raised the issue of how we identify and track projects. He explained that staff will begin providing a brief summary of projects in bold face type and will include a map of project locations. This information will be included in the CARTS and TRC minutes.

1) Long Range Plan Amendment – Michigan Avenue/Grand River Corridor

**Request by CATA to amend the LRP and TIP Illustrative List. Includes planning for preferred alternative Modified Bus Rapid Transit. Location- Ingham County, from the Capitol building in Lansing, east through Lansing Twp and East Lansing to Marsh Rd, Meridian Township. Proposed funding is FTA Small Starts.**

•Construction phase cost amendment to LRP and TIP Illustrative list:

**\$136,320,000 federal + \$34,080,000 state = \$170,400,000 total**

•Project Development phase amendment to TIP illustrative list:

**\$18,880,000 federal + \$4,720,000 state = \$23,600,000 total**

**In addition, the LRP text will be modified to include a description and results of the study and a summary of the Locally Preferred Alternative.**

It was MOVED by C/Monsma, SUPPORTED by C/Wood, to approve amending the 2035 Long Range Plan to add narrative on the Michigan/Grand River Avenue Corridor Study and to include project development in the illustrative list.

C/Veenstra supports this motion and thinks it's important to have good rapid transit in the region. He questioned where local funds would come from. CATA representative Jason Ball explained that funds can come from any source with the Small Starts program they are applying to. C/Monsma said this project is going on the illustrative list in order to identify funding sources.

MOTION CARRIED UNANIMOUSLY.

2) TIP Amendment – Michigan Avenue/Grand River Corridor Study

It was MOVED by C/Monsma, SUPPORTED by C/Veenstra, to approve amending the 2011-2014 TIP illustrative list to reflect cost changes to the Michigan Avenue/Grand River Corridor Study. MOTION CARRIED UNANIMOUSLY.

3) TIP Amendment – Turner Road Enhancement Project

**Request by Clinton Co Road Commission to place on the TIP illustrative list pending Enhancement program funding award by MDOT. Location: southern Clinton County, Turner Rd from Sheridan to State Rd (1 mile) to construct 6 ft shoulders on both sides of the road.**

•Project costs \$61,680 federal + \$15,420 local = \$77,100 total

C/Monsma MOVED, Bauerle SUPPORTED, to approve amending the 2011-2014 TIP illustrative list to include Clinton County Road Commission's Turner Road Enhancement project. MOTION CARRIED UNANIMOUSLY.

4) TIP Amendment – Delhi Safe Routes to School Project

**Request by Ingham Co Road Commission on behalf of Delhi Township to amend the TIP illustrative list to add this proposed Safe Routes to School funded project. The project will install 5 ft wide sidewalks near Horizon Elementary school and an enhanced crosswalk. Location: 0.69 miles on**

**Washington Rd from Ambler Ct to Lansing City limit and Campus Dr from Holt Rd north to the school.**

- **Project costs \$233,565 (100% federal)**

It was MOVED by C/Monsma, SUPPORTED by C/Baker, to approve amending the 2011-2014 TIP illustrative list to include Delhi Township's Safe Routes to School project.

C/Veenstra commented that Meridian Township builds 7 ft. wide rather than 5 ft. wide sidewalks. He hopes width will be looked at carefully for this project. MOTION CARRIED UNANIMOUSLY.

5) TIP Amendment – MDOT RR Bridge I-496 at Clemens Avenue

**Request by MDOT to amend the TIP listing of this 2012 funded project to permit oversight of contractor work on the rail road property to occur in 2011 prior to 2012 construction. Location: 0.56 mile bridge in City of Lansing, Clemens Ave over I496 and the CSX Railroad.**

- **Project costs \$54,000 federal + \$6,000 local = \$60,000 total**

It was MOVED by C/Monsma, SUPPORTED by C/Martin, to approve amending the 2011-2014 TIP to add the MDOT 2011 Railroad bridge work project. MOTION CARRIED UNANIMOUSLY.

C/Monsma reported that TRC asked for a letter to FHWA and MDOT to express the urgency of completing an environmental review on the Michigan Avenue Extension project. C/Tennis explained that the many stages of the review process create problems when there are time sensitive deadlines, but that everyone is working very hard to not lose the project's funding. C/Rodgers asked if the region has other projects that can move up in the event that Eaton County cannot secure the EA and move forward. Hamilton will discuss this with CARTS at their June 14 meeting and establish a prioritized list of projects that are ready to move forward, if needed.

It was MOVED by C/Monsma, SUPPORTED by C/Baker, to submit a letter of concern to FHWA and MDOT on behalf of the Commission expressing the urgency to expedite the Environmental Assessment for the Michigan Avenue Extension project to avoid loss of funds in the region. MOTION CARRIED UNANIMOUSLY.

Public Comment – No comment

Other/Adjourn

It was MOVED by C/Wood, SUPPORTED by C/Martin, to adjourn the meeting at 8:30 p.m. MOTION CARRIED UNANIMOUSLY.

## 2011 Commission Attendance Record

X = Present C = Cancelled

Commissioner		MEETING DATE												Total
		1/26	2/23	3/23	4/27	5/25	6/29	7/27	8/24	9/28	10/26	11/17	12/14	
Clinton County	Russel Bauerle	X	X	X	X	X								
	Larry Martin	X	X	X	X	X								
	David Pohl	X	X	X	X	X								
Eaton County	Howard Pizzo	X	X	X	X									
	Daryl Baker	X	X	X	X	X								
	John Boles	X		X	X	X								
	Jim Osieczonek	X	X	X	X	X								
	Darrell Tennis	X	X	X		X								
Ingham County	Dianne Holman	X	X	X	X	X								
	John Veenstra	X	X	X	X	X								
	Kevin Beard		X		X	X								
	James Dravenstatt-	X	X	X	X	X								
	Brian McGrain	X	X	X	X									
City of Lansing	Tina Houghton	X			X	X								
	Ralph Monsma	X			X	X								
	Jessica Yorko			X	X	X								
	Shirley Rodgers	X	X			X								
	Carol Wood	X	X	X	X	X								
MDOT	Denise Jackson	X	X	X	X									
<b>TOTAL</b>	19	17	15	15	17	16								

**Others:**

<p>January 27, 2011: Jon W. Coleman, Susan M.C. Pigg, Greg Hoffman, Maria Habba, Kathy Donahue, Paul Hamilton, Steve Skinker, Laura Tschirhart, Paul Dionne, Hary Prawiranata, Christine Spitzley, Erin Campbell, Christine Hnatiw, Dan Dillinger, Harmony Gmazel; <u>Outgoing Commissioner, Marsha Small</u></p> <p>March 23, 2011: Susan M.C. Pigg, Greg Hoffman, Maria Habba, Paul Hamilton, Harmony Gmazel; Bob Kittle, Munetrix; Jason Ball, CATA</p> <p>May 25, 2011: Susan M.C. Pigg, Greg Hoffman, Maria Habba, Paul Hamilton; Cheryl Hudson, Gonazlo Puente, Dal McBurrows and Paul Lott, MDOT; Kurt Zachary and David T. Williams, FHWA; Jason Ball, CATA; Ody Norkin, Michigan Flyer/Indian Trails.</p>	<p>February 23, 2011: Susan M.C. Pigg, Greg Hoffman, Maria Habba, Paul Hamilton; John Forell, Eaton County; Jason Ball, CATA; Paul Lott, MDOT, James Canham, Alfred Benesch &amp; Company</p> <p>April 27, 2011: Susan M.C. Pigg, Greg Hoffman, Maria Habba, Paul Hamilton; Harmony Gmazel; Chad Gamble, City of Lansing; Citizens: Rick Kibbey, Doug and Shelagh Kosinski, Dean Crispin, Carolyn Bond, Carl Bond, Sarah Crispin, Don Skittenhelm, Duane Eldred, Michal Unsworth, Leonard Provencher, William Ballinger, Jeanne Wright, Kathie Dunbar, Ody Norkin, Rory Neuner, Julie Schubel; Richard Watkins, Delta Township; Tom Masseur, Lansing Township; Blair Ballou, ECRC; Andy Balaskoritz, City Pulse.</p>
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