



# **GRAND VALLEY METROPOLITAN COUNCIL**

## **Board Meeting Agenda**

**Thursday March 4, 2010 • 8:30 a.m.**

**Kent County Commission Chambers • Grand Rapids, MI**

- 1. Call to Order by Chair**
- 2. Public Comment**
- 3. Swearing-in of new board member: Jack Poll, Mayor, City of Wyoming**
- 4. Approval of Minutes dated February, 2010**
- 5. Transportation Department**
  - a. Amendments to the FY 2008-2011 Transportation Improvement Program**
  - b. Amendments to the GVMC 2035 Long Range Transportation Plan**
  - c. Amendment to the GVMC FY 2010 Unified Planning Work Program**
  - d. Update on the GVMC Mobile Pavement Management System**
- 6. Request from Grand Valley State University to join the Grand Valley Metro Council**
  - a. Recommendation from the Executive Committee**
- 7. GVMC Endorsement of the Mutual Aid Box Alarm System**
- 8. Legislative Advocacy: Issues Update**
- 9. Other items of business and comments from GVMC members**
- 10. Adjournment**
- 11. Special presentation following regular business: Dr. Felix Goto, U.S. Energy Engineers, regarding improving energy efficiency for county and local governments.**



## Memorandum

**To:** Grand Valley Metropolitan Council  
**From:** Donald J. Stypula, Executive Director  
**Date:** February 28, 2010  
**Re:** Agenda Items for our March 4, 2010 Board meeting

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Attached are the agenda and support documents for our next GVMC Board of Directors meeting, scheduled for **8:30 am Thursday March 4, 2010 at the Kent County Commission Chambers in downtown Grand Rapids.**

We have a full agenda this month starting with the swearing in of Wyoming Mayor Jack Poll as the newest member of the GVMC Board, followed by a request for GVMC-MPO members to approve amendments to the Transportation Improvement Program, the Long Range Transportation Plan and the FY 2010 Unified Planning Work Program. I also am bringing for full Board consideration two recommendations from the Executive Committee. The first is to amend the GVMC Bylaws to allow Grand Valley State University to join the Metro Council as dues-paying, but non-voting member. The second Executive Committee recommendation is adoption of a resolution endorsing the creation of a Mutual Aid Box Alarm System to improve multi-jurisdictional emergency response activities.

Following our regular Board meeting, we have invited Dr. Felix Goto from Grand Rapids-based U.S. Energy Engineers to make a presentation on ways that county and local governments can save money by improving energy efficiency.

We'll start by reviewing and accepting the attached minutes from our February 4, 2010 GVMC Board meeting.

### **TRANSPORTATION: AMENDMENT TO THE 2008-2011 TRANSPORTATION IMPROVEMENT PROGRAM**

ITP-The Rapid, the Michigan Department of Transportation, the City of Walker and the Kent County Road Commission are requesting amendments to the Metro Council's 2008-2011 Transportation Improvement Program (TIP). I have attached for your review a briefing memo

from GVMC Transportation Planner Darrell Robinson, together with a more detailed memos from the transportation agencies making these TIP amendment requests.

These amendments have been reviewed and approved by the GVMC Technical and Policy Committees, together with the Executive Committee.

***Please note that starting with this Board meeting, we are asking that only Board members representing counties and communities that are members of the GVMC Metropolitan Planning Organization (MPO) cast a vote on transportation-related items on the agenda.***

***Proposed Action for GVMC-MPO members only: Review and approve the proposed amendments to the GVMC FY 2008-2011 TIP.***

#### **TRANSPORTATION: AMENDMENT TO THE GVMC 2035 LONG RANGE TRANSPORTATION PLAN**

GVMC Transportation Department staff is requesting an amendment to the Metro Council's 2035 Long Range Transportation Plan to account for changes to five proposed transportation improvement projects. I have attached a detailed memo from GVMC Transportation Planner Andrea Dewey that outlines the specific changes to the LRTP that we are requesting.

***Proposed Action for GVMC-MPO members only: Review and approve the proposed amendment to the GVMC 2035 Long Range Transportation Plan.***

#### **TRANSPORTATION: AMENDMENT TO THE GVMC FY 2010 UNIFIED PLANNING WORK PROGRAM**

GVMC Transportation Department staff also is requesting an amendment to the GVMC FY2010 Unified Planning Work Program (UPWP), to reflect federal Surface Transportation Program (STP) and Congestion Mitigation/Air Quality (CMAQ) Program, previously obligated unspent funds from FY2009. I have attached a briefing memo from Transportation Director Abed Itani together with background materials for your review.

***Proposed Action for GVMC-MPO members only: Review and approve the proposed amendment to the GVMC FY 2010 Unified Planning Work Program.***

## **REQUEST BY GRAND VALLEY STATE UNIVERSITY TO JOIN METRO COUNCIL AS A DUES-PAYING, NON-VOTING MEMBER ORGANIZATION**

It was apparent at the February 4 meeting of the Metro Council that most Board members are comfortable with the idea of inviting Grand Valley State University to join us at the Board table and other GVMC discussion forums and activities as a dues-paying, non-voting member.

To ascertain how other regional organizations interact with institutions of higher education in their regions I contacted a sampling of other MPOs and regional planning organizations around the state and the nation. Of the three in-state and the two out-of-state regional organizations that I contacted, all offer an opportunity for institutions of higher education to participate in their planning activities and opportunities to collaborate with county and local governments on regional visioning, goal setting and planning.

For example, the Southeast Michigan Council of Governments (SEMCOG) – the state’s largest regional planning body – has a separate class of membership for institutions of higher education as well as other non-profits and business organizations. In Ann Arbor, the Technical and Policy Committees of the Washtenaw Area Transportation Study (WATS) include voting members representing both the University of Michigan and Eastern Michigan University. Closer to home, the Macatawa Area Coordinating Council (MAAC) also enables for-profit businesses, not-for-profit organizations and educational institutions to participate in MAAC meetings and activities.

Portland Metro in Portland, Oregon (which has full-time elected members of the Metropolitan Council) and the BCD Council of Governments in Charleston, South Carolina also have organizational structures that offer membership and participation opportunities to institutions of higher education in their respective regions.

### **Which Membership Approach is the Most Ideal?**

We have two separate and distinct paths for offering GVSU a seat at our table.

We can offer an at-large membership or, as recommended by GVMC Legal Counsel Jim Brown, an amendment to the GVMC Bylaws that establishes a new class of membership entitled “Higher Education Participant or Advisory Committee.”

We currently have four at-large participants on the Council, who serve two-year terms at the discretion of the Council. Prospective at-large members are interviewed by the Nominating Committee, which makes a recommendation to the Executive Committee and on to the full Metro Council. The Nominating Committee could recommend replacing one of these members with a representative of GVSU for a term of two-years (renewable at the discretion of the full Metro Council).

The other alternative for GVSU participation with Metro Council is the methodology suggested by Jim Brown. As previously noted, Jim is recommending an amendment to the GVMC Bylaws that establishes a “Higher Education Advisory Committee” which would enable GVSU to participate in Council activities without voting privileges. The University would pay dues, according to a schedule set by the Executive Committee and the Board, and be invited to participate in the Metro Council’s collaborative activities. The proposed change to the Bylaws would require a simple majority vote of the Metropolitan Council, but would not require (as is the case with an amendment to the Articles of Incorporation) a vote of the governing bodies of each GVMC-member county and community.

### **Recommendation**

Based on many hours of conversations with GVMC Board members, discussions with regional opinion leaders from various economic sectors, together with the discussions I have had with my counterparts at other regional organizations, I am proposing the following, which was endorsed by the Executive Committee:

Endorse the recommendation from GVMC Legal Counsel Jim Brown to amend the GVMC Bylaws to establish a new class of non-voting, but dues-paying membership entitled “Higher Education Participant / Higher Education Advisory Committee” that would enable participation in Metro Council activities by one or more public colleges or universities with at least one campus in the Council area

I have attached Jim’s original letter and the draft of his proposed Bylaws amendment to establish a class of GVMC membership entitled Higher Education Advisory Committee / Higher Education Participant.

***Proposed Action: Review and approve the the resolution with the proposed amendment to the GVMC Bylaws to establish a new class of Metro Council membership for institutions of higher education.***

### **GVMC ENDORSEMENT OF THE MUTUAL AID BOX ALARM SYSTEM**

At the December 3, 2009 meeting of the Metro Council, metro area Fire Chiefs James Carr, Kentwood; William Schmidt, Walker; Laura Knapp, Grand Rapids; and David Patterson, Plainfield Twp. briefed us on the benefits of the Mutual Aid Box Alarm System (MABAS), an improved seamless method for rapidly deploying fire fighting, EMS, specialized incident operational teams and other emergency response assets during fires and other emergencies. Launched in northern Illinois in the 1960’s, the MABAS has expanded to Wisconsin and other states, and was recently used to mobilize specialized emergency response teams to Haiti to aid in the search and rescue operations following the earthquake.

The metro area fire chiefs have asked the Metro Council to endorse the establishment of such a system and encourage GVMC-member counties and communities to participate in MABAS.

### **Background**

I talked with Kentwood Fire Chief James Carr regarding the efforts by metro area fire chiefs to launch MABAS here in West Michigan. Chief Carr told me that at the current time the metro area fire chiefs are leading the effort to establish the Kent County, Michigan MABAS Division to coordinate the deployment of personnel and equipment in a multi-jurisdictional or multi-agency mutual aid response to an emergency. He said the effort is in its initial stages and he confirmed that there currently is NO state agency that coordinates MABAS-related activities for the state.

Chief Carr said expenditures for establishing the system would be modest – limited to establishing the structure of the system and for training of command-level fire personnel in the usage of the new system.

On February, 2, 2010, the Kentwood City Commission adopted a resolution of support for the establishment of a MABAS and the appointment of a City Commissioner to the MABAS Executive Board. I have prepared for your review and consideration a GVMC resolution of support for the establishment of the Kent County, Michigan MABAS Division.

***Proposed Action: Review and approve the GVMC resolution endorsing the establishment of a Kent County, Michigan MABAS Division.***

### **LEGISLATIVE ADVOCACY – ISSUES UPDATE**

A reminder that the next meeting of the **GVMC Legislative Committee is set for 8:30 a.m., Wednesday March 10, 2010 at the GVMC offices.** I don't anticipate any action items at this juncture, but I will bring for discussion updates on several issues facing lawmakers in Lansing and Washington.

### **SPECIAL PRESENTATION FOLLOWING ADJOURNMENT**

For those who are able to stay after we complete our regular business, we have invited Dr. Felix Goto, principal with Grand Rapids-based U.S. Energy Engineers, to give us a brief presentation on steps that counties and local units can take to improve energy efficiency and save money in the process. Dr. Goto and his staff have worked with municipalities and counties on a wide range of energy conservation projects designed to help public corporations improve efficiency and save money on the costs of energy.

For your review, I have attached a one-page description of Dr. Goto's work in the area of energy conservation. It should be an interesting and enlightening presentation.

As always, we're looking forward to seeing you and having a fruitful discussion. If you have any thoughts, comments, questions or suggestions you can reach me anytime on my cell phone at 616-450-5217, in the office at 776-7604, at home at 257-3372 or via email at [stypulad@gvmc.org](mailto:stypulad@gvmc.org).

# GRAND VALLEY METRO COUNCIL

## Board Meeting

February 4, 2010

8:30 a.m.

Kent County Commission Chambers

### MINUTES

#### 1. Call to Order

The meeting was called to order at 8:35 a.m. by Chairman Jim Buck.

#### Members Present:

Jerry Alkema	Allendale Township
Alex Arends	Alpine Township
Dale Bergman	Sparta Township
Jim Buck	City of Grandville
Dick Bulkowski	Kent County
Dan Carlton	Georgetown Township
Daryl Delabbio	Kent County
Mike DeVries	Grand Rapids Township
Cindy Fox	Cascade Township
Sandi Frost Parrish	Kent County
George Heartwell	City of Grand Rapids
John Helmholdt	At-Large
Doyle Hayes	At-Large Member
Don Hilton, Sr.	Gaines Township
Denny Hoemke	Algoma Township
Jim Holtrop	Ottawa County
Jim LaPeer	Cannon Township
George Meek	Plainfield Township
Cy Moore	Treasurer
Chuck Porter	Courtland Township
Milt Rohwer	City of Grand Rapids
Rick Root	City of Kentwood
Ken Snow	City of Greenville
Toby VanEss	Tallmadge Township
Phil Van Noord	Village of Middleville
Rob VerHeulen	City of Walker
Bill VerHulst	City of Wyoming

#### Members Absent:

Chris Burns	City of Cedar Springs
Randy DeBruine	City of Belding
Sharon DeLange	Village of Sparta
Brian Donovan	City of East Grand Rapids
Jason Eppler	City of Ionia

Tom Fehsenfeld	At-Large Member
Brian Harrison	Caledonia Township
Pauline Luben	City of Hudsonville
Elias Lumpkins, Jr.	City of Grand Rapids
Robert May	City of Hastings
Mick McGraw	At-large Member
Jim Miedema	Jamestown Township
Audrey Nevins	Byron Township
David Pasquale	City of Lowell
Steven Patrick	City of Coopersville
Chris Yonker	City of Wayland
Al Vanderberg	Ottawa County
Michael Young	City of Rockford

**Others Present:**

Andy Bowman	Grand Valley Metro Council
Leon Branderhorst	Grand Valley Metro Council
Abed Itani	Grand Valley Metro Council
TaiWo Jaiyeoba	ITP
Dennis Kent	MDOT
Erick Kind	MDOT
Gayle McCrath	Grand Valley Metro Council
Marcia Small	MDOT
Don Stypula	Grand Valley Metro Council

**2. Public Comment**

None

**3. Approval of Minutes**

**MOTION – To Approve the Minutes of the January 2010, GVMC Board Meeting.  
MOVE – Meek. SUPPORT – Holtrop. MOTION CARRIED.**

**4. Swearing in of New Board Members**

Mary Hollinrake administered the Oath of Office to Sandi Frost Parrish of Kent County and Phil Van Noord of the Village of Middleville.

**5. Transportation Department**

In preparation of the FY2010 Section 5307/5309 grant applications, The Rapid is Requesting an amendment to the FY2008 – 2011 Transportation Improvement Program (TIP) for FY2010. The Rapid is requesting the change in order to update Activity Line

Items. (See report enclosed in agenda packet). The Technical and Policy Committees have already approved this TIP amendment.

Also requested to be added to the TIP is the list of FY2010 projects to be funded with the Congestion Mitigation Air Quality (CMAQ) program funds. Staff is requesting to add these projects to the FY2008 – 2011 TIP. MDOT and FHWA have determined that all the projects (see list in agenda packet) provide an air quality benefit to the region. In order to receive Federal Funds for the requested approval, GVMC Board approval is required. The Technical and Policy Committees have already approved this TIP amendment.

The Rapid is requesting an amendment to the Unified Planning Work Program (UPWP) for FY2010 to reflect three section 5307 projects that have been amended. (See list in agenda packet) The Technical and Policy Committees have already approved this UPWP amendment.

**MOTION – To Amend FY2010 of the FY 2008-2011 TIP for the Requested ITP Activity Line Items and CMAQ Projects. MOVE – Heartwell. SUPPORT – Meek. MOTION CARRIED.**

**MOTION – To Amend the Unified Planning Work Program for FY 2010 Per The Rapid’s Request. MOVE – Root. SUPPORT – Meek. MOTION CARRIED.**

Abed Itani gave an update on the Pavement Management Van.

**6. Request from Grand Valley State University to Join the Metro Council as a Dues-Paying, Non-Voting Member Organization (Discussion Only)**

Don Stypula explained the request by Grand Valley State University to become a member of the Grand Valley Metropolitan Council. They have a sincere desire to be a good neighbor and partner in the community and this request is a reflection of that. GVSU has a lot of resources and has been a partner on many issues with GVMC. They are requesting to be a dues-paying non-voting member. The request has been evaluated by Jim Brown of Mika Meyers. For them to become a regular member it would require an amendment to the Articles of Incorporation. Other options include becoming part of an advisory committee or taking a seat as one of GVMC’s four At-Large positions. Concerns include that GVMC was created as a council of governments and letting in other nongovernmental entities would dilute that; GVMC could be inundated with requests for memberships from various organizations and businesses; and that the Metro Council could end up serving the agenda of special interest groups rather than its intended membership as originally formed.

Daryl Delabbio stated GVSU has a lot of resources. If they are dues paying and nonvoting, how could that hurt?

George Meek asked who would represent the university.

Don Stypula reported it would be the university’s General Counsel, Tom Butcher.

Jim LaPeer asked how it changes GVMC. Are we a council of governments or more a land planning group. Those who are representatives on the Council now are mainly elected officials or appointed administrators. We are accountable to our constituents. If they don't like what we are doing they can remove us. Letting in other groups would mean a change in accountability and could end up serving special interests.

Chuck Porter said Jim's point is well taken, although GVSU has served the region well. Do we have an At-Large position available?

Don Stypula reported GVMC has four At-Large positions. The term of the positions is two-years, although the Nominating Committee has not been diligent in enforcing that. The Nominating Committee will be reviewing those positions shortly. If there was an opening, GVSU could take that position which would be non-dues paying.

George Meek asked if the By-Laws allow for GVSU to become a dues paying member.

Don Stypula reported Jim Brown has determined they don't, but they could be amended by a majority vote of the Council to create a separate category of membership. In the future GVMC could be on a Higher Education Advisory Committee if other universities wanted to join.

George Heartwell spoke in favor of GVSU stating the Council has had a long relationship with them and they are a significant employer and player in the region. We can't go wrong having them participate, especially as they would not have a vote since they are not a governmental entity.

Don Hilton questioned GVSU's connection with the West Michigan Strategic Alliance.

Don Stypula reported GVSU initially housed WMSA and provided administrative support. They eventually moved, however they maintain a relationship. A GVSU representative serves on the WMSA Board.

Don Stypula said he would do more research on the GVSU and WMSA relationship and bring the information back to the Executive Committee.

Discussion also included the option of GVSU as an At-Large member; whether an At-Large member could pay dues; and whether the Metropolitan Act could and/or should be amended.

It was determined an At-Large member could offer voluntarily to pay dues, but it wouldn't be advisable to single just one out; and that GVMC could ask the legislature to amend the Metropolitan Act. However, it is an election year so the legislature probably wouldn't move on it and if they did, we would have no control over the final outcome.

John Helmholdt stated this is a healthy discussion to have and that there is great benefit in bringing in a diverse membership. GVMC is important to the region and we should look at how to take it to the next level and redefine what GVMC means to the region.

Jim Buck added that the Nominating Committee would take a look at the terms of the At-Large members and get their input. This will then be brought back to the Executive Committee.

Don Stypula stated one of the main roles of this entity is to assist members in sharing services, collaborating and cooperating. The Governor and legislature are willing to move forward in removing impediments. Don will talk with the local government group to bring in a consultant to help the GVMC administrative staff aggressively pursue.

John Helmholdt asked how GVMC compares to other metropolitan councils. Are they playing the same role?

Don Stypula stated he will research this and discuss it at the next director's meeting.

This is the only Metro Council in the state. Soon there will be another in the Lansing area which is being lead by the business community. The Holland area has MACC which is just an MPO and the organization is different. SEMCOG is different also and does much more than we do.

Milt Rohwer reminded the Council that GVMC originated from a committee at the Chamber of Commerce which didn't want to create another SEMCOG. There is value in outside voices. It distinguishes us.

Jerry Alkema added in his experience, GVSU wants to be a good neighbor and are great to work with. GVMC should take advantage of what they have to offer.

## **7. Legislative Advocacy**

Rick Root explained and reviewed the resolution of support for the findings and recommendations of the Legislative Commission on Statutory Mandates.

**MOTION – To Approve the Resolution of Support for the Findings and Recommendations of the Legislative Commission on Statutory Mandates. MOVE - Root. SUPPORT – Hilton. MOTION CARRIED.**

Don Stypula will take the resolution and recraft it into a succinct document which he will use to talk with legislators and lobby against unfunded mandates.

John Helmholdt stated it is a noncompliance with the Michigan Constitution issue which has gone unnoticed by the public. He asked what GVMC is doing proactively with the media to be more aggressive on this.

Don Hilton added that not only should they look at funding, but also the rational of a regulation and if it is needed at all.

Rick Root reviewed legislation which would enact changes to enable more collaboration and cooperation. He pointed out concern with changes added by Senator Richardville.

**8. Other**

George Meek asked for a report on the pavement management van next month along with a spread sheet.

**9. Adjourn – 9:40 a.m.**

**MOTION – To Adjourn. MOVE – Meek. SUPPORT – VerHeulen. MOTION CARRIED.**

**ACTION ITEMS**

- ⇒ Don Stypula will send a copy of the GVMC Articles of Incorporation to Phil Van Noord of the Village of Middleville.
- ⇒ Don Stypula will take the resolution on unfunded mandates and recraft it into a succinct document which he will use to talk with legislators and lobby with.
- ⇒ George Meek asked for a report from Don on the pavement management van next month along with a spread sheet.
- ⇒ Don Stypula stated he will research this and discuss it at the next director's meeting how GVMC compares to other metropolitan councils.
- ⇒ Don Stypula said he would do more research on the GVSU and WMSA relationship and bring the information back to the Executive Committee.
- ⇒ Don will talk with the local government group regarding sharing services; collaboration and cooperation; and bringing in a consultant to help the GVMC administrative staff aggressively pursue such activities.



GRAND VALLEY METROPOLITAN COUNCIL

ALGOMA TOWNSHIP • ALLENDALE TOWNSHIP • ALPINE TOWNSHIP • BELDING • BYRON TOWNSHIP • CALEDONIA TOWNSHIP • CANNON TOWNSHIP • CASCADE TOWNSHIP • CEDAR SPRINGS • COOPERSVILLE • COURTLAND TOWNSHIP • EAST GRAND RAPIDS • GAINES TOWNSHIP • GEORGETOWN TOWNSHIP • GRAND RAPIDS • GRAND RAPIDS TOWNSHIP • GRANDVILLE • GREENVILLE • HASTINGS • HUDSONVILLE • IONIA • JAMESTOWN TOWNSHIP • KENT COUNTY • KENTWOOD • LOWELL • MIDDLEVILLE • OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD • SPARTA • SPARTA TOWNSHIP • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

**MEMORANDUM**

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**DATE:** February 25, 2010  
**TO:** Grand Valley Metro Council Board  
**FROM:** Darrell T. Robinson, Transportation Planner  
**RE:** FY2008-2011 TIP changes

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In preparation of the FY2010 & 2011 Section 5307/5309 grant applications, The Rapid is requesting an amendment to the FY2008 – 2011 Transportation Improvement Program (TIP) for FY2010 & 2011. The Rapid is requesting the change in order to update Activity Line Items. Please see the attached memos for additional information.

MDOT is requesting an amendment to the FY 2008-011MPO TIP to convert several I-196 projects, for PE phase and related costs, from 100% state funds to federal aid. These conversions to federal aid eligibility are being made under the requirements of 23 CFR Section 1.9. Please see the attached memo for additional information.

The City of Walker is requesting to remove a project from the FY2008 – 2011 TIP (specifically FY2010); 3 Mile Road from Walker Avenue to Elmridge, \$2,072,000 Federal EDF category C funding.

The Kent County Road Commission (KCRC) is requesting to add a project to the FY2008 – 2011 TIP (specifically FY2010): Northland Drive, M-57 to Indian Lakes Road (1.31 miles) utilizing EDF category C funding in the amount of \$2,072,000 Federal.

If you have any questions please do not hesitate to contact me at (616) 776-7609.

**Action Requested:** To amend the FY2008-2011 TIP to reflect The Rapid's, MDOT's, The City of Walker and the KCRC requested changes.



## Interurban Transit Partnership

300 Ellsworth Avenue SW Grand Rapids, MI 49503-4005 616.456.7514 • Fax 616.774.1195

January 26, 2010

Mr. Darrell Robinson  
Grand Valley Metro Council  
678 Front Ave, N.W., Suite 200  
Grand Rapids MI 49504-5319

Dear Darrell,

In preparation of the FY 2010 Section 5307/5309 federal grant application, The Rapid is requesting an amendment to the Transportation Improvement Program (TIP) for fiscal year 2010. A previous amendment was requested in December; the attached spread sheet reflects that request as well.

If you have any questions or require additional information please call me at 774-1183.

Sincerely,

Janice Hoekstra  
Grants Officer

The Rapid  
 FY 2010 TIP Amendment  
 26-Jan-09

<u>Projects</u>	<u>Original Budget</u>	<u>December Amendment Request</u>	<u>Amendment Requested</u>
<b>Section 5307</b>			
Bus Stop Signs	10,000	No Change Requested	12,500
Wealthy Street Landscaping	0	0	30,216
<b>Section 5309</b>			
Wealthy Street Operations Expansion	7,473,896	0	2,435,000
Streetcar	0	0	450,000



## Interurban Transit Partnership

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300 Ellsworth Avenue SW Grand Rapids, MI 49503-4005 616.456.7514 • Fax 616.774.1195

January 26, 2010

Mr. Darrell Robinson  
Grand Valley Metro Council  
678 Front Ave, N.W., Suite 200  
Grand Rapids MI 49504-5319

Dear Darrell,

In preparation of the FY 2011 Section 5307/5309/5339/CMAQ grant application to MDOT, The Rapid is requesting an amendment to the Transportation Improvement Program (TIP) for fiscal year 2011. The Activity Line Items (ALI's) listed reflect the changes all other ALI's will remain the same.

If you have any questions or require additional information please call me at 774-1183.

Sincerely,

Janice Hoekstra  
Grants Officer

**The Rapid  
FY 2011 TIP Amendment  
26-Jan-10**

<b>Projects</b>	<b>Original Budget</b>	<b>Amendment Requested</b>
<b>Section 5307</b>		
Paratransit Replacement Vehicles (6)	456,000	490,524
Paratransit Expansion Vehicles (3)	228,000	163,508
Replacement 40' Buses (10)	0	4,351,770
Service Vehicles	90,000	0
Associated Capital Maintenance Items	1,061,080	711,885
Preventive Maintenance	1,000,000	1,625,000
Bus Tire Lease	120,000	225,000
A&E	500,000	50,000
Shop Equipment	39,564	302,059
Office Furniture/Equipment	15,000	12,500
Facility Equipment	350,000	0
Computer Hardware	34,930	161,125
Computer Software	34,930	312,500
Misc. Support Equipment	55,000	0
ADA Vehicle Equipment	103,000	0
Wealthy Facility Renovation	4,329,180	862,632
Rehab Admin Maint Facility	467,000	181,361
Storage	25,000	0
ITS	800,000	1,250
Radio Equipment	5,000	0
Misc. Contingency	106,000	62,500
Project Admin	80,000	100,000
Capital Cost of Contracting	600,000	No Change Requested
Passenger Shelters	100,000	62,500
Bus Stop Signs	5,000	12,500
Information Displays	800,000	6,250
Security Surveillance	238,000	110,477
Planning	523,350	642,375
<b>Section 5309</b>		
DABRT	19,303,000	No Change Requested
Expansion 40' Buses	0	768,900
Wealthy Operation Center	0	862,632
Terminal	0	750,000
Amtrak Rail Relocation	0	750,000
ITS	0	2,800,000
<b>CMAQ Capital/Operating</b>		
Replacement Bus (Up to 2)	0	601,700
Park & Ride Lot	0	400,000
Rideshare	0	162,563
Clean Action Days	0	120,000
<b>Section 5339</b>		
Streetcar Study	0	125,000



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
GRAND REGION OFFICE  
1420 FRONT AVENUE NW  
GRAND RAPIDS, MICHIGAN 49504  
PHONE: 616-451-3091 FAX: 616-451-0707

KIRK STEUDLE  
DIRECTOR

February 2, 2010

**TO:** Abed Itani, Transportation Director  
Grand Valley Metro Council

**FROM:** Dennis Kent, Region Transportation Planner  
MDOT/Grand Region

**SUBJECT:** **FY 2010 / I-196 TIP Amendment**

MDOT is requesting an amendment to the FY 2008-011MPO TIP to cover the following I-196 projects, for PE phase and related costs, from 100% state funds to federal aid. These conversions to federal aid eligibility are being made under the requirements of 23 CFR Section 1.9.

<b>FY</b>	<b>JN</b>	<b>Route</b>	<b>Location</b>	<b>Work Description</b>	<b>PH</b>	<b>Total Eligible Cost (IM @ 90% Fed)</b>
10	85289	I-196	Under College Ave.	Bridge Replacemt./Improvemt.	C	\$626,004.70
10	85289	I-196	Under College Ave.	Bridge Replacemt./Improvemt.	D	\$0.00
10	51881	I-196	EB & WB over Ottawa Ave. & US-131BR	Bridge Replacemt./Improvemt.	C	\$20,409.02
10	51881	I-196	EB & WB over Ottawa Ave. & US-131BR	Bridge Replacemt./Improvemt.	D	\$56,451.16
10	51881	I-196	EB & WB over Ottawa Ave. & US-131BR	Bridge Replacemt./Improvemt.	E	\$45,276.42
10	51881	I-196	EB & WB over Ottawa Ave. & US-131BR	Bridge Replacemt./Improvemt.	F	\$49,831.24
10	51881	I-196	EB & WB over Ottawa Ave. & US-131BR	Bridge Replacemt./Improvemt.	G	\$48,378.87
10	51886	1-196	EB over GRE Railroad	Bridge Replacemt./Improvemt.	C	\$11,775.93
10	51886	1-196	EB over GRE Railroad	Bridge Replacemt./Improvemt.	D	\$164,543.22
10	55461	1-196	WB over GRE Railroad	Bridge Replacemt./Improvemt.	C	\$80.62
10	55461	1-196	WB over GRE Railroad	Bridge Replacemt./Improvemt.	D	\$60,460.11

Please amend or modify the Grand Rapids FY 2008-011 MPO TIP to include these projects. Feel free to contact me at 616/451-3091 if you have any questions.

Thank you for your consideration.

cc GVMC MPO Committees  
D. Robinson, GVMC  
S. Cornell-Howe, MDOT  
V. Weerstra, MDOT  
E. Kind, MDOT



**GRAND VALLEY METROPOLITAN COUNCIL**

ALGOMA TOWNSHIP • ALLENDALE TOWNSHIP • ALPINE TOWNSHIP • BYRON TOWNSHIP • CALEDONIA TOWNSHIP • CANNON TOWNSHIP • CASCADE TOWNSHIP • CEDAR SPRINGS • COOPERSVILLE • COURTLAND TOWNSHIP • EAST GRAND RAPIDS • GAINES TOWNSHIP • GEORGETOWN TOWNSHIP • GRAND RAPIDS • GRAND RAPIDS TOWNSHIP • GRANDVILLE • GREENVILLE • HASTINGS • HUDSONVILLE • IONIA • JAMESTOWN TOWNSHIP • KENT COUNTY • KENTWOOD • MIDDLEVILLE • OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD • SPARTA • SPARTA TOWNSHIP • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

**MEMORANDUM**

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**DATE:** February 24, 2010  
**TO:** GVMC Metro Council  
**FROM:** Andrea S. Dewey, Transportation Planner  
**RE:** **2035 Long Range Transportation Plan Amendment**

---

An amendment is needed to the LRTP due to routine changes to five projects. Four project changes are the result of modified project timing (either accelerating or delaying project completion) and one project is being deleted from the LRTP due to insufficient traffic volumes. The subject amendment changes resulted in scope changes of slightly over a mile, as well as project timing changes, and therefore a new Air Quality Conformity Analysis was required.

The Air Quality Conformity Analysis that was conducted by GVMC as a result of changes to the 2035 Long Range Transportation Plan shows no significant impact as a result of the proposed changes. The area remains well below its air quality budgets. (A summary of the Air Quality Conformity Findings are attached.)

The public comment period for the proposed amendment and the corresponding air quality conformity analysis concluded on February 12, 2010. No public comments were recorded.

Since the U. S. Environmental Protection Agency has designated Kent and Ottawa Counties as an Ozone Maintenance Area, and because portions of Ottawa County are also in the Macatawa Area Coordinating Council (MACC) and the West Michigan Metropolitan Transportation Planning Program (WestPlan) Metropolitan Planning Organizations, concurrence by the Policy Committees of these organizations with the revised Air Quality Conformity finding was requested. MACC Policy approval was confirmed on February 22, 2010, while WestPlan concurrence is anticipated March 17, 2010.

Specifics about the project changes are as follows:

A 1.06 mile FY 2026-2035 EDF-C project, **Forest Hill Ave – M-21 to Ada Drive**, to be reconstructed and have a center turn lane added, will be split into two projects. The new limits will be **Forest Hill Ave – Braeburn to Ada Drive** (.47 miles) - \$475,200 federal - and **Forest Hill Ave – Braeburn to M-21** (.59 miles) - \$1,031,098 federal. The Forest Hill Ave – Braeburn to Ada Drive project will be moving in the LRTP from FY 2026-2035 EDF-C to FY 2008-2011 EDF-C. The Forest Hill Ave – Braeburn to M-21 will remain where it is currently listed in the LRTP (FY 2026-2035 EDF-C).

A 1.00 mile FY 2008-2011 STP-U project, **4 Mile Road – Peach Ridge Ave to Baumhoff**, to be reconstructed and widened from 2 to 3 lanes, will be moving in the Long Range Plan from FY 2008-2011 STP-U to FY 2012-2018 STP-U - \$1,280,000 federal.

A 1.00 mile FY 2008-2011 EDF-C project, **76<sup>th</sup> Street – Eastern to Kalamazoo**, to be reconstructed and widened from 2 to 3 lanes, will be deleted from the plan due to insufficient traffic volume. The project does not meet the traffic volumes necessary to qualify for EDF-C funds.

A 1.00 mile FY 2019-2025 EDF-C project, **Northland Drive – M-57 to 15 Mile Road**, to be reconstructed and have a center turn lane added, will be moving in the Long Range Plan from FY 2019-2025 EDF-C to FY 2008-2011 EDF-C - \$2,072,000 federal. The limits of the project are also changing slightly to **Northland Drive – M-57 to Indian Lakes Road**, for a new project length of 1.31 miles.

The final project change is a .69 mile FY 2008-2010 EDF-C project, **3 Mile Road – Walker Ave to Elmridge**, to be reconstructed and widened from 2 to 5 lanes, that will be moving in the Long Range Plan from FY 2008-2010 EDF-C to FY 2019-2025 EDF-C. The limits of the project are also changing slightly to **3 Mile Road – Walker Ave to Indian Creek Road**, for a new project length of .61 miles - \$1,916,568 federal.

**Recommended Action:**

**Approval of the above Amendment to the 2035 Long Range Transportation Plan.**



## MEMORANDUM

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**TO:** GVMC Board Members

**FROM:** Abed Itani, Director of Transportation Planning

**DATE:** Tuesday, March 2, 2010

**RE:** FY2010 Unified Planning Work Program Amendment

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The FY2010 Unified Planning Work Program (UPWP) for the Grand Valley Metropolitan Council (GVMC) includes the budget for all federally assisted transportation planning activities that the GVMC Transportation Division, the Interurban Transit Partnership (ITP) and the Michigan Department of Transportation (MDOT), will undertake. Any changes in the federal funding amounts under work items in the UWP warrant a UWP amendment and approval by the GVMC Board.

Staff is requesting the amendment of the FY2010 UWP, to reflect federal Surface Transportation Program (STP) and Congestion Mitigation/Air Quality (CMAQ) Program, previously obligated unspent funds from FY2009. The unspent funds are related to work items "1.3"- Geographic Information System (GIS), "3.3"- Ozone and Particulate Matter Action Program, "4.1"- Pavement Management System (PMS), and "4.2"- Congestion Management System (CMS).

Staff is requesting to amend "Work Item 1.3" for the amount of \$186,942, "Work Item 3.3" by the amount of \$150,873, "Work Item 4.1" by the amount of \$238,936, and "Work Item 4.2" by the amount of \$119,270. The annual expenditures of the GVMC Transportation Department for FY2010 will not increase due to the FY2009 previously obligated unspent funds.

In order for GVMC to retain these funds the FY2010 UPWP needs to be amended.

**Recommendation: Approval to Amend 2010 UPWP.**

2010UWPAMEND

### 1.3 Transportation Geographic Information System Maintenance & Update

#### Objectives

The primary objective of this work item is designed to update and expand the GVMC database for the Transportation Geographic Information System (TGIS) developed in 1997. The TGIS incorporates all of the transportation-related databases into a TransCad/GIS platform. The objective of this work item will be to verify that the data in the TGIS is current and as up to date as the data itself. In addition, additional information will be added to the TGIS under this work item, such as, data for the pavement and congestion management systems, and other various transportation variables. Staff will also work with the Regional Geographic Information System Division (REGIS) to develop, build, and input all transportation data and planning tools for the Grand Rapids Metro Area into the REGIS system. Staff will coordinate efforts with the consultant to convert and digitize all transportation-related data and maps to the REGIS platform (ARCINFO). This activity will provide mapping data and manage the transportation system as a technical tool used in the Revised Planning Process.

#### Procedures and Tasks

The procedures used to update the TGIS will be to manually check each of the links in the database for accuracy when compared to the stand-alone transportation databases. Traffic Count Data, socio-economic data, and other pertinent data will be checked and verified as it changes or as time allows for existing data. Staff will meet with various agencies and REGIS to develop a comprehensive database and planning applications/interfaces for the MPO. GVMC will contract with REGIS to update pavement management data and traffic count data on the regional GIS system.

#### Products

The product shall be a current TGIS database to be used in everyday planning activities. A REGIS database, which will provide GIS covering for the entire MPO area.

#### Budget

		<b>Funding Source</b>	
STP	\$181,659.50	Person Weeks	29.10
PL-112	\$26,019.28	Salaries	\$25,914.30
CMAQ	\$0.00	Fringes	\$8,619.08
MDOT-SPR	\$0.00	Direct Cost	\$0.00
FTA-Sec 5303	\$20,807.33	Indirect Cost	\$23,264.77
GVMC- Match	\$51,254.00	Contractual-SPR	N/a
ITP-Match	N/A	Contractual-STP	\$221,941.97
STP-FLEX	N/A	Contractual-PL-112	N/a
		Contractual-Sec-5303	N/a
<b>TOTAL</b>	<b>\$279,740.12</b>	<b>TOTAL</b>	<b>\$279,740.12</b>

### 3.3 Ozone and Particulate Matter Action Program

#### Objectives

This project is designed to provide public education and information to encourage voluntary actions to help maintain seasonal ozone air quality and annual particulate matter standards in Kent and Ottawa Counties.

To supplement GVMC/MDOT/MDEQ ongoing activities and responsibilities with regard to air quality planning under the Clean Air Act Amendments of 1990, and SAFETEA-LU.

#### Procedures and Tasks

Tasks which will be undertaken by GVMC are:

- educational information programs for local governments, business and industry
- educational information programs for K-12 curriculum
- media relations to help notify the public of ozone action and particulate matter days
- contract with media outlets to promote public education to help get the message out correctly
- website maintenance
- public survey to determine the level of outreach and interest in the Ozone Action Program

#### Products

Public service announcements, advertising, promotion of ridesharing and use of public transit, a variety of products related to public education materials will be produced, and a summary of activities undertaken during the previous year.

#### **Budget**

##### **Funding Source**

STP	\$0.00	Person Weeks		38.68
PL-112	\$0.00	Salaries	\$27,023.72	
CMAQ	\$200,716.04	Fringes	\$8,988.07	
MDOT-SPR	\$0.00	Direct Cost	\$5,000.00	
FTA-Sec 5303	\$0.00	Indirect Cost	\$24,260.76	
GVMC- Match	\$50,179.01	Contractual-SPR		N/a
ITP-Match		N/A	Contractual-CMAQ	\$185,622.50
STP-FLEX		N/A	Contractual-PL-112	N/a
			Contractual-Sec-5303	N/a
<b>TOTAL</b>	<b>\$250,895.05</b>	<b>TOTAL</b>	<b>\$250,895.05</b>	

## 4.1 Pavement Management System

### Objective

The GVMC Pavement Management System is an essential tool in implementing the Revised Planning Process. The Pavement Management System will be updated for GVMC member agencies which will cover all the federal aid roadway system. The system will allow the local units of government to develop pavement maintenance strategies and priorities for the federal aid system.

This activity will provide the tools and data to prioritize resurfacing and reconstruction projects for the federal aid system as required by the Revised Planning Process.

### Procedures and Tasks

GVMC staff and member agencies will review pavement management systems data collected by GVMC staff utilizing the Pavement Data Collection Van. After this review, this information will then be the basis for developing some pavement management system priorities with the MPO concurrence. Staff will upgrade the computer hardware and software as needed to complete this task. The GVMC Transportation Department will contract the services of the Data Collection Van from the Metro Council.

### Products

Pavement management data for the federal aid system, deficiency report, software, procedural guidelines, and priorities will be produced.

### Budget

#### Funding Source

STP	\$334,714.38	Person Weeks		48.75
PL-112	\$124,880.19	Salaries	\$52,714.42	
CMAQ	\$0.00	Fringes	\$17,532.79	
MDOT-SPR	\$0.00	Direct Cost	\$35,000.00	
FTA-Sec 5303	\$0.00	Indirect Cost	\$47,324.80	
GVMC- Match	\$101,913.76	Contractual-SPR		N/a
ITP-Match		N/A	Contractual-STP	\$408,936.32
STP-FLEX		N/A	Contractual-PL-112	N/a
			Contractual-Sec-5303	N/a
<b>TOTAL</b>	<b>\$561,508.33</b>	<b>TOTAL</b>	<b>\$561,508.33</b>	

## 4.2 Congestion Management System

## Objective

Update and maintain the Congestion Management Process for GVMC member agencies using the information collected by the GVMC. Congestion management is one of six management systems still required by SAFETEA-LU for TMAs. The GVMC Congestion Management Process is an essential tool in implementing the Revised Planning Process. The Process will allow the local units of government to develop congestion mitigation strategies and priorities the improvements on the federal aid system. GVMC will also seek to introduce and implement Intelligent Highway System (ITS) solutions/projects according to the ITS deployment plan developed for the region.

This activity will provide the tool and data to prioritize expand and widen projects, as well as improving intersections traffic flow as required by the Revised Planning Process. MPO staff will work closely with local officials and interests to inventory and monitor freight routes and intermodal facilities within the metropolitan area.

## Procedures and Tasks

GVMC staff will work in close coordination with MDOT staff in the implementation and updating of the congestion management Process/ITS for the GVMC region. Staff will upgrade computer hardware and software as needed to complete this task. GVMC will continue to contract with the local agencies to collect traffic count data covering the federal aid system.

## Products

Congestion management data collection, traffic studies, and procedural guidelines will be produced.

## **Budget**

### **Funding Source**

STP	\$179,472.50	Person Weeks		19.20
PL-112	\$55,886.77	Salaries	\$19,404.74	
CMAQ	\$0.00	Fringes	\$6,454.01	
MDOT-SPR	\$0.00	Direct Cost	\$25,000.00	
FTA-Sec 5303	\$0.00	Indirect Cost	\$17,420.76	
GVMC- Match	\$52,190.24	Contractual-SPR		N/a
ITP-Match		N/A	Contractual-STP	\$219,270.01
STP-FLEX		N/A	Contractual-PL-112	N/a
			Contractual-Sec-5303	N/a
<b>TOTAL</b>	<b>\$287,549.51</b>	<b>TOTAL</b>	<b>\$287,549.51</b>	

# Mika Meyers Beckett & Jones PLC

900 Monroe Avenue NW Grand Rapids, MI 49503 Tel 616-632-8000 Fax 616-632-8002 Web [mmbjlaw.com](http://mmbjlaw.com)

## Attorneys at Law

James R. Brown	Stephen J. Mulder	Eric S. Richards	James J. Rosloniec	Of Counsel	Also Admitted In
Larry J. Gardner	Douglas A. Donnell <sup>5</sup>	Daniel J. Parmeter, Jr.	Brian M. Andrew	Steven L. Dykema	<sup>1</sup> Colorado
Claude L. Vander Ploeg	Scott E. Dwyer	Mark E. Nettleton <sup>3</sup>	Matthew E. Fink	Ronald J. Clark	<sup>2</sup> Delaware
John M. DeVries <sup>5</sup>	William A. Horn <sup>6</sup>	John C. Arndts	Kimberly M. Large <sup>2</sup>	Leonard M. Hoffius <sup>1</sup>	<sup>3</sup> Illinois
Michael C. Haines	Daniel R. Kubiak	Andrea D. Crumback	Nikole L. Canute <sup>4</sup>	Scott S. Brinkmeyer	<sup>4</sup> New York
John T. Sperla	Mark A. Van Allsburg	Scott D. Broekstra	Steffany J. Dunker	Daniel J. Kozera, Jr.	<sup>5</sup> Ohio
David R. Fernstrum	Elizabeth K. Bransdorfer	Jennifer A. Puplava	Amy L. VanDyke	Timothy J. Tornga	<sup>6</sup> Wisconsin
Mark A. Kehoe	Neil L. Kimball	Nathaniel R. Wolf	Daniel J. Broxup		
Fredric N. Goldberg	Ross A. Leisman	Benjamin A. Zainea			
James K. White	Neil P. Jansen	Ronald M. Redick			

December 14, 2009

Mr. Donald J. Stypula  
Executive Director  
Grand Valley Metropolitan Council  
Riverview Center  
678 Front Avenue, NW  
Suite 200  
Grand Rapids, MI 49504-5319

Re: Higher Education Advisory Committee, High Education Participant (Request of Grand Valley State University)

Dear Don:

As requested, I have considered possible methods whereby a local college or university, in this case Grand Valley State University, might participate in some manner in Metro Council, under the terms of the Metropolitan Councils Act, the Council's Articles of Incorporation and the Council's Bylaws.

As we have discussed previously, the Metropolitan Councils Act does not authorize a college or university to be a member of a Metropolitan Council; membership is restricted to counties, cities, townships and villages.

However, both the Articles of Incorporation and the Bylaws authorize the Council to appoint advisory committees. Such committees can advise the Council regarding the Council's activities and areas of interest.

Because at this point there is only one university that has expressed an interest in serving in some capacity for Metro Council, the University would not be characterized as a "committee" in such a capacity, but it could serve as a "Higher Education Participant" until such time as some other qualified college or university were also appointed, in which case two or more such institutions could properly be characterized as the Higher Education Advisory Committee.

Such an arrangement is within the scope of the current provisions in the Articles of Incorporation, and so it is not necessary to amend the Articles, and therefore it would not be necessary to circulate an amendment to all of the member municipalities.

However, an amendment in Section VI of the Council Bylaws, relating to advisory committees, is necessary to adopt the proposed arrangement. Such an amendment can be approved by the Council; it need not be circulated for approval by the member units.

I therefore enclose the following:

1. A draft of a proposed amendment in Section 6.1 of the Council Bylaws.
2. A Council resolution to adopt the amendment in the Bylaws.
3. An appointment of Grand Valley State University as a Higher Education Participant, to be signed by the Chairperson of the Council.
4. A resolution of the Council to approve the appointment of Grand Valley State University as a Higher Education Participant.

I summarize these materials as follows:

1. The Bylaw amendment establishes the Higher Education Advisory Committee, which would consist of representatives of two or more qualified colleges and universities.
2. The amendment also provides for the appointment of a Higher Education Participant, which would apply so long as there is only one qualified college or university serving in an advisory capacity to the Council. Once a second or further qualified college or university is appointed, then they would become the Higher Education Advisory Committee.
3. There are three requirements for a college or university to be a Higher Education Participant or a member of the Higher Education Advisory Committee:
  - a. It must be a public college or university;
  - b. It must have at least one campus in the Council Area (being all of the cities, townships and villages that are Council Members); and
  - c. It must have an enrollment of at least 10,000 students.
4. A Higher Education Participant or member of the Higher Education Advisory Committee would appoint one representative. That representative could attend Council meetings and participate in Council deliberations, but would have no vote on any matter before the Council.

Mr. Donald J. Stypula  
December 14, 2009  
Page 3

5. The Higher Education Participant or a member of the Higher Education Advisory Committee would pay Council dues on some basis (this has yet to be determined, and a place for indicating this is included in item 4 of the resolution appointing Grand Valley as a Participant).

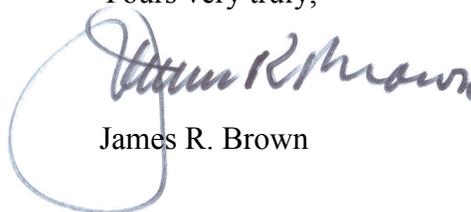
6. In the case of the Higher Education Advisory Committee, the Council would determine the number of members of the committee; the chairperson and vice-chairperson of the advisory committee would be designated by the Council chairperson, subject to confirmation by the Council, as is now the case with other advisory committees.

7. The Higher Education Participant would be appointed by the Council Chairperson, but the appointment is subject to approval by vote of the Council.

The enclosed resolution to amend the Bylaws would become effective immediately upon its adoption, and therefore, if desired, the Chairperson of the Council could appoint Grand Valley as the Participant and the Council could approve the appointment of Grand Valley, by means of the enclosed resolution, following adoption of the resolution to amend the Bylaws.

If the Executive Committee would like to discuss the enclosed materials, I will be pleased to meet with the committee members at their convenience.

Yours very truly,

A handwritten signature in blue ink that reads "James R. Brown". The signature is written in a cursive style and is enclosed within a blue circular stamp or outline.

James R. Brown

cmj  
Enclosures  
By e-mail  
cc (w/enc): James R. Buck

**GRAND VALLEY METROPOLITAN COUNCIL**

At a regular meeting of Grand Valley Metropolitan Council held on the \_\_\_ day of \_\_\_\_\_, 2010 at \_\_\_\_\_ a.m. at \_\_\_\_\_, Grand Rapids, Michigan.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**RESOLUTION TO AMEND SECTION VI OF COUNCIL BYLAWS TO PROVIDE FOR ADDITIONAL ADVISORY COMMITTEES, INCLUDING HIGHER EDUCATION ADVISORY COMMITTEE AND HIGHER EDUCATION PARTICIPANTS**

WHEREAS, Article XV of the Council’s Articles of Incorporation and Section VI of the Council’s Bylaws provide for the establishment of advisory committees to the Council; and

WHEREAS, Section VI of the Council Bylaws includes certain provisions with respect to the establishing and activities of advisory committees, but the Council now desires to provide an advisory role for certain public colleges and universities located in the Council Area, in the interest of advancing more fully the Council’s authorized purposes under the terms of the Metropolitan Councils Act.

IT IS, THEREFORE, RESOLVED AS FOLLOWS:

Section 1. Section VI of the Council Bylaws is hereby amended so as to read in its entirety as follows:

**SECTION VI**

**ADVISORY COMMITTEES**

**6.1 Advisory Committees.**

- A. The Council may establish the following types of advisory committees:

- (1) Advisory committees comprised of local citizens and government officials who may assist the Council in the performance of its duties. Members of the Council are eligible for appointment to such advisory committees.
- (2) An advisory committee consisting of representatives of one or more public colleges and universities that have at least one campus in the Council Area.
  - (a) The committee, if consisting of representatives of more than one such college or university, shall be designated the Higher Education Advisory Committee; if the Committee consists of a representative of only one such college or university, the college or university shall be deemed a Higher Education Participant.
  - (b) A college or university that is a Higher Education Participant or a member of the Higher Education Advisory Committee shall have one representative, nominated by the Chairperson of the Council and approved by the Council.
  - (c) The Higher Education Advisory Committee or the Higher Education Participant, as the case may be, shall advise the Council on higher education matters and such other matters assigned by the Council. It may attend all Council meetings and participate in Council deliberations, but shall have no vote on any matter before the Council.
  - (d) A college or university that is a member of the Higher Education Advisory Committee or that is a Higher Education Participant shall pay Council dues on such basis as is determined by the Council's resolution establishing the advisory committee or appointing the Higher Education Participant.
  - (e) Other aspects of the authority, responsibilities and perquisites of the members of the Higher Education Advisory Committee and the Higher Education Participant shall be as determined by Council resolution.
- (3) Such other advisory committees as the Council may establish.

- B. The number of members of each advisory committee and the term of each committee member shall be determined by the Council. The chairperson and vice-chairperson of an advisory committee shall be designated by the Council chairperson, subject to confirmation by the Council.
- C. Other aspects of the duties, responsibilities and perquisites of advisory committees shall be as determined by the Council.

6.2 [No change]

6.3 [No change]

Section 2. The Executive Director of the Council is requested to arrange for the printing and distribution of updated copies of the Council Bylaws, so as to include the amended provisions adopted by the terms of this resolution.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED

\_\_\_\_\_  
Secretary

# Grand Valley Metropolitan Council By-Laws

Final, Approved Draft 3/26/93

## SECTION I

### COUNCIL MEETINGS AND PROCEDURES

1.1 Council Representation; Weighted Voting. The incorporating units of government ("Units") shall appoint Members to the Council as provided in the Articles of Incorporation ("Articles"). Members of the Council shall cast weighted votes as provided in the Articles.

1.2 Meetings; Notice. The Council shall meet regularly at least once a month at times and places designated by resolution of the Council. The Chairperson or a majority of the Members of the Council may call a special meeting of the Council provided that at least twenty-four (24) hours' notice of the meeting is given to Members of the Council. The notice shall state the place, time and purpose of the special meeting. Except for the provisions of this section, special meetings are subject to the same rules as regular meetings. No special or regular meeting may be conducted without a quorum as provided in the Articles.

1.3 Agenda. The Chairperson shall establish the agenda for all regular meetings. The Chairperson may, at the Chairperson's discretion, determine the time by which agenda items must be submitted for inclusion in the next succeeding agenda and shall notify the Council Members of the due dates. Items not on the agenda may be brought before the Council by separate motions supported by a majority of Members present at a meeting. All resolutions proposed by Members for the agenda shall be referred to the Chairperson for consideration to be included on the agenda. The Chairperson may refer each resolution to an appropriate committee of the Council for a recommendation by the committee. Notice of the referral shall be in writing and distributed to the Members.

#### 1.4 Minutes

A. Minutes of each meeting shall be prepared by the Secretary of the Council, and shall include at least the following information:

- All Members of the Council present
- All motions, proposals, resolutions, orders, and rules proposed and their disposition
- The results of all votes
- A summary of the substance of any discussion on any matter.

B. Written minutes shall be available to the public within a reasonable time after the meeting and shall be maintained as a permanent record of the actions of the Council by the Secretary of the Council.

1.5 Rules. All procedural matters not provided for by these Bylaws or the Articles shall be governed by the most recent edition of *Robert's Rules of Order*.

1.6 Resolutions. All matters before the Council shall be decided by motion or resolution. Motions and resolutions shall become effective immediately upon adoption unless otherwise specified.

1.7 Council Meetings; Public Comment. Public comment on matters germane to the Council's functions shall be received, provided, however, that a person shall address the Council after gaining recognition of the Chairperson and after stating his or her name and address. The Chairperson may limit the amount of time each person shall be allowed to speak.

1.8 Compensation. The Council may provide for a *per diem* compensation of its Members by adopting a resolution approving the compensation.

## **SECTION II**

### **FUNCTIONS OF COUNCIL**

2.1 Functions. The functions of the Council shall include the following:

- A. Economic Development and Planning. This function includes the planning of and promotion of economic development in the greater metropolitan area.
- B. Metropolitan Road and Highway Planning. This function will be to review and plan for major road and highway needs in the metropolitan area.
- C. Public Transit. This function involves activities which cover the metropolitan bus system and other transit efforts.  
  
Water/Sewer Planning. This function involves water and sewer planning for the greater metropolitan area, including the extension of trunklines and treatment facilities.
- D. Land Use Planning Coordination. This function will provide review and coordination assistance to local governments with regard to their land use planning efforts.
- E. Intergovernmental Liaison. This function includes representing interests of the Metropolitan Area at the State government in Lansing, and possibly at the federal governmental level, with regard to funding and budgetary needs and with regard to various planning matters, legislative issues and other matters that are under study or review by those governments.

The Council may also undertake the following functions:

- F. Health Care Planning. This function involves the oversight for the emergency medical systems and advisory organizations with regard to certificates of need and related functions.
- G. Public Facilities Planning and Coordination. This function involves area-wide planning and coordination of cultural and recreational facilities of a metropolitan scale and will serve to promote the enrichment of the quality of life in the area. It shall also include the promotion of convention, trade and tourist activities within the metropolitan area.

The powers and duties of these agencies as listed above shall be subject to the direction of the Council.

2.2 Additional Functions. The Council may undertake additional functions not identified in Section 2.1 only by amendment of these Bylaws by the Council.

### **SECTION III**

#### **OFFICERS**

3.1 Officers. In accordance with the Articles, the Council shall annually elect a Chairperson, Vice Chairperson, Secretary, and Treasurer.

3.2 Duties of Chairperson. The Chairperson shall act as the principal executive officer of the Council and shall preside at all meetings of the Council. In addition, the Chairperson shall have all other powers and duties prescribed by the Articles and these Bylaws.

3.3 Duties of Vice-Chairperson. The Vice Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson.

3.4 Duties of Secretary. The Secretary shall be responsible for preparing and maintaining minutes of each Council meeting and for other record-keeping duties as prescribed by the Council.

3.5 Duties of Treasurer. The Treasurer shall generally supervise the collection and disbursement of funds as directed by the Council.

### **SECTION IV**

#### **EXECUTIVE COMMITTEE**

4.1 Executive Committee; Meetings; Voting. In accordance with the Articles, the Council shall establish an Executive Committee. The Executive Committee shall meet upon the call of the Chairperson or, in the absence of the Chairperson, upon the call of the Vice Chairperson, upon not less than twenty-four (24) hours' notice except in emergency situations. A quorum shall consist of a majority of voting members of the Executive Committee. All matters before the Executive Committee shall be decided by a majority vote of the voting members present at the meeting. Each voting member of the Executive Committee shall be entitled to one (1) vote.

### **SECTION V**

#### **STANDING COMMITTEES**

5.1 Standing Committees; Establishment. The Council may establish standing committees as it deems necessary. Members of all standing committees shall be appointed by the Chairperson subject to confirmation of the Council for a term of one (1) year commencing in October of each year. The chairperson and vice chairperson of the standing committee shall be designated by the Chairperson subject to confirmation of the Council.

5.2 Standing Committees; Quorum; Voting. A majority of the members of the standing committee shall constitute a quorum for the transaction of business before the committee. Except as otherwise provided in this section, the procedures of all standing committees of the Council shall be governed by the most recent edition of *Robert's Rules of Order*. All standing committees shall meet at the call of the chairperson of the committee or upon the request of a majority of the members of the committee. Any matter before a committee may be decided by a majority of a quorum present at a meeting of the committee. Each member of the committee shall be entitled to one (1) vote on any issue before the committee.

5.3 Standing Committees; Functions. The functions of standing committees of the Council are to:

- A. Make studies of and inquiries into areas of concern and interest of the Council
- B. Report information to the Council
- C. Prepare and submit recommendations and proposed resolutions to the Council.

5.4 Standing Committees; Removal of Matter. By action of the Council or of the Chairperson, any matter referred to a standing committee may be removed from the committee and reassigned to another committee or be considered by the Council at a subsequent meeting.

5.5 Standing Committees; Removal of Member. The chairperson, the vice chairperson, or committee members may be removed from committee assignments by the Council.

## **SECTION VI**

### **ADVISORY COMMITTEES**

6.1 Advisory Committee; Establishment. The Council may create such advisory committees comprised of local citizens and government officials as may assist the Council in the performance of its duties. Members of the Council are eligible for appointment to advisory committees. The number of members and term for each committee so appointed shall be established by the Council. The members of the committee shall be nominated by the Chairperson and approved by the Council. The chairperson and vice chairperson of an advisory committee shall be designated by the Council Chairperson subject to the confirmation of the Council.

6.2 Advisory Committee; Meeting. All advisory committees shall meet at the call of the chairperson of the committee, upon request of a majority of the committee members, or upon request of the Council. A majority of the committee members shall constitute a quorum. Each committee member shall be entitled to one (1) vote on any matter before the committee.

6.3 Advisory Committee; Functions. The functions of advisory committees are to:

- A. Prepare and submit proposals and recommendations as requested by the Council.
- B. Perform other advisory functions assigned by the Council.

## **SECTION VII**

## CREATION OF AGENCIES

7.1 Establishment. The Council may establish such agencies as the Council shall deem appropriate to carry out its functions. If the Council believes it will be beneficial to bring into the Council an agency which was established outside of the Council's auspices, it may do so by resolution, contract or such other lawful action as may be appropriate in the circumstances. At the time of establishing each agency, the Council shall state the agency's purpose and the extent of its responsibility.

7.2 Services. Each agency shall undertake those duties and responsibilities directed by the Council. The agency may undertake those actions and provide those services in any portion of the Council Area and in such additional areas as are permitted by the Council. If permitted by the Council, the agency shall be allowed to enter into contracts with private individuals or other governmental units or authorities to either provide services to others for a fee or to have services provided for the agency.

7.3 Delegation of Powers. Each agency established by the Council under this section shall have only those powers directly granted by the Council. Each agency shall be subject to all restrictions promulgated by the Council. In each event the Council shall retain, at a minimum, the following control over each agency:

- A. Approval of the annual capital and operating budget of the agency. The agency shall not have authorization to make any expenditures in excess of those which are approved in the annual budget. To the extent that any expenditures in excess of those approved in the annual budget are desired, they shall first receive approval by the Council as an amendment to the agency's budget.
- B. Unless specifically exempted by these Bylaws, the Council shall retain the right to overrule or modify any action (resolution, policy decision, rule or regulation, or other action) by an agency within thirty (30) days of receipt by the Council of written notice of the action taken by the agency. Receipt by the Secretary of the Council of a copy of the agency's minutes delineating the action taken shall constitute receipt of notice of that fact by the Council. If the Council desires to overrule or modify an action of the agency, it shall do so by passage of a resolution of the Council, a copy of which shall promptly be sent to the agency.
- C. Each agency shall be subject to compliance with all policies, rules and regulations approved by the Council unless they are specifically exempted by resolution or bylaw of the Council.
- D. All funds received by each agency shall be received in the name of and be the property of the Council.

7.4 Representation. The size of each agency and the number of members shall be determined by the Council. The Council shall be solely responsible for appointing members to each agency. To the extent that terms on any agency exceed one (1) year, the Council shall structure the agency so that its members' terms expire in alternate years. The Council shall seek to ensure that each Unit which receives services from the agency has a member to represent it on the agency unless the Council believes that this will create an agency too large in size. The Council may agree to include representation on the agency from non-Units who have contracted for services from the agency and are within the agency's service area. If such an agreement exists,

any member who is nominated to the agency by a non-Unit shall be approved by the Council prior to becoming a member of the agency.

## **SECTION VIII**

### **PERSONNEL**

8.1 Staff Employees. The Council may employ employees on terms and conditions the Council may establish. In lieu of hiring employees, the Council may contract for necessary services.

8.2 Executive Director. Upon the recommendation of the Chairperson, the Council may appoint an Executive Director, in accordance with such terms as it may prescribe, to serve at the pleasure and under the supervision of the Council, as the principal operating administrator for the Council. The Executive Director shall be selected on the basis of training and experience in the field of municipal and urban affairs.

8.3 Executive Duties of Chairperson or Executive Director. The Chairperson shall be responsible for the following duties, unless an Executive Director is appointed, in which case they shall be the responsibility of the Executive Director: 1) the administration of the affairs and programs of the Council pursuant to policies adopted by the Council; and 2) supervision of the Council's staff, subject to budgets, personnel policies, and procedures adopted by the Council.

## **SECTION IX**

### **FISCAL ADMINISTRATION**

9.1 Budget. The Budget of the Council shall be established in accordance with the Articles. A public hearing on the budget shall be held prior to its adoption.

9.2 Depository. The Council shall designate a depository which shall be a federally or state regulated bank or savings institution and shall establish accounts for deposit of the revenues of the Council. All disbursements exceeding One Thousand Dollars (\$1,000) from the accounts held by the depository shall be authorized in writing by at least two persons as directed by the Council. The Council may invest its funds as permitted by state law.

9.3 Annual Audit. The Executive Committee shall cause an annual audit of the financial affairs of the Council to be performed by an independent certified public accountant. The annual audit shall be submitted to the Council and to the legislative body of each Unit.

## **SECTION X**

### **AMENDMENT OF BYLAWS**

10.1 Amendment. These Bylaws may be amended only by a vote of the Council in accordance with the Articles.

These Bylaws were adopted by the Grand Valley Metropolitan Council at a meeting duly held on the 19th day of November, 1992.



**Grand Valley Metropolitan Council**

**RESOLUTION**

**A Resolution Endorsing the Deployment of  
The Mutual Aid Box Alarm System**

**WHEREAS**, the Mutual Aid Box Alarm System (MABAS) was developed in the late 1960's by emergency responders in northern Illinois to better coordinate multi-jurisdictional response to fires, natural disasters and other emergencies; and

**WHEREAS**, since its inception, the MABAS has been expanded to the states of Wisconsin, Indiana, Iowa and Missouri to dramatically improve speed of response of emergency resources and assets to the stricken community during an ongoing emergency; and

**WHEREAS**, fire chiefs from the Grand Rapids metropolitan area are working collaboratively to develop the Kent County, Michigan MABAS Division to ensure efficient and expeditious multi-jurisdictional mobilization of emergency response assets during times of emergency throughout West Michigan; and

**WHEREAS**, the Grand Valley Metropolitan Council has determined that the establishment of a MABAS would enhance multi-jurisdictional collaboration and cooperation and bring lasting benefit to communities throughout West Michigan.

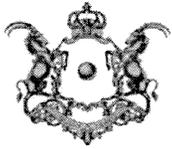
**NOW THEREFORE BE IT RESOLVED**, that the Grand Valley Metropolitan Council hereby supports the establishment of the Kent County, Michigan Mutual Aid Box Alarm System Division in the Grand Rapids metropolitan area; and

**BE IT FURTHER RESOLVED**, that the Grand Valley Metropolitan Council encourages counties and communities throughout West Michigan to endorse and participate in the proposed West Michigan Mutual Aid Box Alarm System.

This Resolution declared adopted by unanimous vote of the Grand Valley Metropolitan Council on March 4, 2010.

Don R. Hilton, Sr.  
Vice Chairman of the Board

Donald J. Stypula  
Executive Director



# U.S. ENERGY ENGINEERS

Dr. Felix Goto – Grand Valley Metropolitan Council Proposal

## 1. Dr. Goto – Background

Dr. Felix Goto is the President and founder of U.S. Energy Engineers. He has previously served as Energy Engineering Manager and Instructor with the Michigan Alternative & Renewable Energy Center, part of Grand Valley State University. He has also been an Industrial Engineering Supervisor at United Parcel Service (UPS) for the Michigan District. Dr. Goto has led over 300 energy projects with specialized engineering teams to apply advanced energy efficient strategies to a variety of organizations. His expertise is in applying high level science into energy efficiency energy projects into various sectors. In Europe, Dr. Goto has performed extensive engineering research - he designed and developed a multifunctional piston-less solar water pumping system. He has published scientific papers in Europe, Africa and USA. As a professor, Dr. Goto has taught and written curricula for Renewable Energy, Industrial Engineering and Facility Management courses at 3 universities in United States. Dr. Goto has a PhD in Engineering Management from Walden University having specialized in Energy Engineering. He holds a Masters degree in Industrial Management & Engineering Technology from Central Michigan University. He also holds a Bachelors degree in Industrial Design from De Montfort, UK.

## 2. GVMC – Discussion Points

Dr. Goto proposes to discuss the following elements:

- a. *Introduction to U.S. Energy Engineers* – Who we are and what we do.
- b. *Our Approach* – Our experience with energy projects for municipal facilities.
- c. *Opportunities in energy savings* – Areas where municipalities can make significant savings
  - i. Lighting
  - ii. HVAC
  - iii. Street lighting
  - iv. Energy Controls
  - v. Utility Rebate programs
- d. *Current Energy Grants* – How U.S. Energy Engineers can assist Villages, Cities, Counties obtain local, State and Federal energy grants. In particular, discussions on the Energy Efficiency & Conservation Block Grant – part of the American Recovery & Reinvestment Act.