



**GRAND VALLEY METROPOLITAN COUNCIL**

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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 • LOWELL TOWNSHIP • MIDDLEVILLE • NELSON TOWNSHIP • OTTAWA COUNTY • PLAINFIELD TOWNSHIP  
ROCKFORD • SPARTA • SAND LAKE • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

**GVMC BOARD MEETING**

**January 7, 2016**

**8:30 a.m.**

**Kent County Commission Chambers  
300 Monroe  
Grand Rapids, MI**

- 1. Approval of Minutes – Attached**
- 2. Public Comment**
- 3. Oath of Office**
  - **Cannon Township – Deb Diepenhorst**
  - **City of Belding – Bruce Brown**
  - **Nelson Township – Tom Noreen**
  - **Village of Sparta – Julius Suchy**
  - **Ottawa County – Jim Holtvluwer**
- 4. Environmental Education Presentation – Wendy Ogilvie & Kristine Szurna-Bersche**
- 5. Capital Asset Policy – Attached**
- 6. Ach Policy Resolution – Attached**
- 7. REGIS Agreement - Attached**
- 8. DAS Tower Consortium – Memo Attached**
- 9. Last Call For At-Large Member Nominations**
- 10. Other**
- 11. Adjourn**

**(DAS Tower Consortium Meeting will immediately follow Board Meeting)**

# GRAND VALLEY METRO COUNCIL

## Board Meeting

November 18, 2015

11:00 a.m.

Grand Valley State University  
50 Front Ave SW  
Grand Rapids

## MINUTES

### 1. Call to Order

The meeting was called to order at 11:00 a.m. by Al Vanderberg.

#### Members Present:

Alex Arends	Alpine Township
Rick Baker	At-Large
Ken Bergwerff	Jamestown Township
Tom Butcher	Grand Valley State University
Jim Buck	Secretary
Bruce Brown	City of Belding
Deb Deipenhorst	Cannon Township
Brian Donovan	City of East Grand Rapids
Mike DeVries	Grand Rapids Township
George Haga	Ada Township
Doyle Hayes	At-Large Member
George Heartwell	City of Grand Rapids
Carol Hennessey	Kent County
Jim Holtvluwer	Ottawa County
John Hoppough	City of Greenville
Mark Huizenga	City of Walker
Diane Jones	Kent County
Steve Kepley	City of Kentwood
Mark Lemoine	At-Large Member
Mick McGraw	At-large Member
Brenda McNabb-Stange	City of Hastings
Audrey Nevins-Weiss	Byron Township
Cy Moore	Treasurer
Al Vanderberg	Ottawa County
Bill VerHulst	City of Wyoming
Patrick Waterman	City of Hudsonville
Duane Weeks	Village of Middleville

**Members Absent:**

Jerry Alkema	Allendale Township
Rob Beahan	Cascade Township
Nancy Clary	Algoma Township
Dan Carlton	Georgetown Township
Daryl Delabbio	Kent County
Jason Eppler	City of Ionia
Jerry Hale	Lowell Township
Brian Harrison	Caledonia Township
Don Hilton, Sr.	Gaines Township
Mark Howe	City of Lowell
Elias Lumpkins, Jr.	City of Grand Rapids
Steve Maas	City of Grandville
Matt McConnon	Courtland Township
Steven Patrick	City of Coopersville
Jack Poll	City of Wyoming
Milt Rohwer	City of Grand Rapids
Michael Selden	City of Wayland
Jay Spencer	Plainfield Township
Thad Taylor	City of Cedar Springs
Roger Towsley	Village of Sand Lake
Toby VanEss	Tallmadge Township
Michael Young	City of Rockford

**Others Present:**

Chris Brown	Grand Valley Metro Council
Abed Itani	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Jason Moore	Grand Valley Metro Council / REGIS
Wendy Ogilvie	Grand Valley Metro Council
Peter Varga	The Rapid
John Weiss	Grand Valley Metro Council

**2. Public Comment**

None

**3. Meeting Minutes**

**MOTION – To Approve the GVMC Board Meeting Minutes of September 2015. MOVE – Donovan. SUPPORT – McNabb-Stange. MOTION CARRIED.**

**4. City of Kentwood Request for Collaboration**

Kentwood Mayor Steve Kepley explained an issue Kentwood is having with a new wireless phone service provider regarding right-of-way issues and asked the Council if it would like to work cooperatively towards a solution on the new wireless tower systems. The Metropolitan Act specifies utilities as an area within the Council's jurisdiction. Those interested should contact John Weiss who will look into the expense involved for legal fees, etc.

**5. Regional Prosperity Initiative Resolution**

John Weiss reported on the success of the West Michigan Regional Prosperity Alliance to-date, and the grant request for 2016. A resolution in favor of the initiative and GVMC as the fiduciary for the 2016 was proposed.

**MOTION – To Approve the Resolution in Support of the 2016 RPI Grant. MOVE – McNabb-Stange. SUPPORT – Baker. MOTION CARRIED.**

**6. Appointment of GVMC 2015/16 Officers and Executive Committee**

**MOTION – To Approve the Following Slate of Officers and Executive Committee Members:**

- Al Vanderberg – Chair
- Mike DeVries – Vice Chair
- Jim Buck – Secretary
- Cy Moore – Treasurer
- Alex Arends
- Daryl Delabbio
- ~~George Heartwell~~ Rosalynn Bliss
- Don Hilton
- Michael Young

**AMENDMENT – Offered by Heartwell for incoming Grand Rapids Mayor Rosalynn Bliss to take his Place on the Executive Committee. SUPPORT – Lemoine. MOTION CARRIED.**

**7. Recommendation of Executive Committee to Cancel December GVMC Board Meeting**

**MOTION – To Cancel the December 2015 GVMC Board Meeting. MOVE – Heartwell. SUPPORT – Arends. MOTION CARRIED**

**8. Discussion with Valerie Brader, Executive Director of Michigan Agency for Energy**

**9. Adjourn – 11:55 a.m.**

# Grand Valley Metropolitan Council

## Capital Asset Policy

January 2016

The Council defines capital assets as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at their estimated fair market value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

Depreciation on capital assets is computed using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Furniture and fixtures	7-10
Equipment	7
Computers	5
Vehicles	5

ACH AND ELECTRONIC TRANSACTIONS POLICY  
GRAND VALLEY METRO COUNCIL  
January 2016

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

WHEREAS, on December 30, 2002, the Governor of the State of Michigan approved Act No. 738 of the Public Acts of 2002 authorizing the use electronic transactions by designated officers of the local government; and WHEREAS, Grand Valley Metro Council deems that it is in the best interest of the Grand Valley Metro Council to make certain financial transactions by using electronic transactions as described in the Act; NOW, THEREFORE, BE IT RESOLVED,

The following policy shall govern the use of electronic transactions:

- (a) The Director of Finance shall be responsible for establishing all ACH arrangements for Grand Valley Metro Council.
- (b) All invoices to be paid by ACH shall first be approved by the appropriate personnel, and then the ACH transaction for payment will be printed out and signed by the Executive Director.
- (c) For payroll, timesheets are approved by the appropriate Directors, and then after payroll is done electronically, the summary of the transactions with hours worked and amounts paid will be printed out and signed by the Executive Director.
- (d) For payment of Federal and State payroll taxes, the Director of Finance shall initiate payment to the proper authority and then print out the transaction to be signed by the Executive Director.
- (e) All deposits from Federal, State authorities will be processed by the Director of Finance and are updated in the accounting system and will be evident in the bank reconciliation and on the financial statements.
- (f) All invoices shall be held by the Director of Finance along with copies of payment advices.

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Executive Director  
John W. Weiss

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GVMC Board Chair  
Al Vanderberg

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Date

**AMENDMENT OF DATA ACCESS AGREEMENT  
KENT COUNTY AND REGIS**

**THIS AMENDMENT OF AGREEMENT** is made between the County of Kent, a Michigan county (the “County”), with a principal place of business at County Administration Building 300 Monroe Avenue, NW, Grand Rapids, MI 49503-2206 and REGIS, an agency of the Grand Valley Metropolitan Council (“REGIS”) with principal offices at 678 Front Avenue, NW, Suite 200, Grand Rapids, MI 49504, and state as follows:

WHEREAS, the County and REGIS entered into an agreement for the provision of emergency management services on or about June 14, 2011 (the “Agreement”); and

WHEREAS, the Agreement allows the modification of the Agreement by mutual written agreement; and

WHEREAS, the parties desire to amend the billing dates;

THEREFORE, the parties mutually agree as follows:

1. Sentence 3 of Paragraph 8 (Consideration) of the Agreement is hereby amended to state in its entirety as follows:

Thereafter, the County shall pay to REGIS the sum of \$16,237 annually (October 1 through September 30) as consideration for this Agreement, to be billed in equal parts on October 1 and April 1, with payment to be made within 30 days of County’s receipt of an invoice.
2. The remainder of the Agreement remains in full effect except as modified herein.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK  
SIGNATURES FOLLOW ON NEXT PAGE

In witness whereof, each party to this Agreement has caused it to be executed on the date(s) indicated below. This agreement is effective upon the execution of the final signature required by this Agreement.

County of Kent

By: \_\_\_\_\_  
Daryl Delabbio  
Administrator / Controller

Date: \_\_\_\_\_

REGIS, an agency of the Grand Valley  
Metropolitan Council

By: \_\_\_\_\_  
John Weiss  
Its: Executive Director

Date: \_\_\_\_\_

To : Board of Directors

From: John Weiss

Subject: DAS Tower Consortium

### **Organizational Meeting Immediately Following January 7 GVMC Board Meeting**

At our November Board of Directors Meeting, Mayor Kepley and Jeff Sluggett presented to the Board the emerging issue of DAS (Distributed Antenna Systems) Towers being placed in public road rights-of-way. Kentwood and several other GVMC communities have been asked to allow placement of these towers within their community. The Kentwood proposal, which was approved by the Board, was for GVMC to facilitate an effort to bring consistency and collaboration to any of our members who would like to work together on this new technology.

Several communities statewide have taken the lead in dealing with this issue already; many of those are on the other side of the state. Mike Watzka (a noted telecommunications attorney with Kitch Drutchas in the Detroit area) is coordinating many of these efforts and, Kentwood is already working with Mike along with Jeff Sluggett.

Because we have had difficulty scheduling a meeting to get this collaboration going, I would like to hold an organizational meeting for any interested community. It will be held immediately following the Board Meeting on January 7<sup>th</sup>. If your community might be interested and there is another person that would be best suited to participate in this consortium (manager, public works, engineer, etc.) please invited them to attend.

Our goal is to work together to craft templates that could be utilized by participating communities in response to DAS provider applications/inquiries. The templates would, presumably, allow, via a license or franchise, the installation of poles in locations approved in advance by the communities. We would also provide a standard letter that would be given to providers along with a modified METRO Act permit to be issued. Together, these items would comprise the "package" that would be provided to members of the DAS Consortium.

To get this started, we are estimating the cost for this to be \$15,000 which will include estimated attorney fees and a small token to cover GVMC costs. GVMC will act as the fiduciary and provide staff for clerical work as well as meeting space. This is an estimate and once the DAS Consortium is organized, members will be kept informed of all fiscal matters. Probably the easiest way to determine individual member costs is simply to divide the total evenly. (ie, \$15,000 with 15 members would be \$1,000 each) If the DAS Consortium desires, we could open membership to other non-GVMC members in our region.

It is important to add that some communities may still want/need to individually modify the templates to meet their particular situations. So, if individual communities wish to modify the templates to meet their needs, or if there is a desire to have Mike coordinate with legal counsel for all of the communities, the above estimate would need to be revised upwards.



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## Consultant calls street planning disjointed

**City needs to establish an integrated multimodal network with performance metrics.**

By [Rachel Weick](#)

November 20, 2015

Nelson\Nygaard Consulting Associates, a San Francisco-based international firm specializing in developing transportation systems, presented its early findings from a recently completed Gap Analysis of Grand Rapids Vital Streets to the Grand Rapids City Commission during its Committee of the Whole meeting.

The firm was contracted by the city for nearly \$610,000 earlier this fall for its professional services. It began work in September conducting a gap analysis assessment of existing approaches used in Grand Rapids to ensure the vital streets guidelines are relevant to city needs and usable for public stakeholders.

Karina Ricks, project manager and principal at Nelson\Nygaard, who presented the findings Nov. 17 to the Committee of the Whole, indicated it is an “incredibly exciting opportunity” to work with Grand Rapids, and the firm has been working closely with the Vital Streets Oversight Commission for nearly two months.

“Grand Rapids is really a leader throughout Michigan, throughout the Midwest, and I think begins to set the table for many of your peer cities large and small across the U.S. and North America,” said Ricks. “Great street design really needs to tell the story of your city and what is important to your community, and what you value here and want to maintain and emphasize.”

The purpose of the assessment is to identify policies and practices forming “a strong foundation for the planning, delivery and operations,” while also highlighting areas where additional guidance is necessary, according to the report.

There are a number of plans contributing to the foundation of the program, including the 2015 GR Forward plan, the 2013 Sustainable Streets Task Force Report, the 2011 Green Rapids Plan, and the city’s 2002 Master Plan.

While the plans encompass pedestrian, curbside uses, transit, bicycle, vehicular and freight movement, the report indicates the plans “appear to have been developed in isolation from one another,” and the city lacks a transportation plan establishing “an integrated multimodal network” with performance metrics.

“You have many different plans for transit and for bicycles and for vehicle travel and trucks. The problem is, when you lay these different plans on top of each other, you call on the same corridor to serve all of

them, and that is very difficult to do in a quality and comfortable way,” said Ricks.

“We need to take some of the planning you have done, disaggregate it, look at the full ... network, how can we sort out some of these conflicting areas and how can we serve the different users.”

While Grand Rapids has embraced the importance of pedestrian safety and connectivity, the report indicates the street design is outdated and the improvements are not well integrated with transit stops and access. In terms of the transit network, the assessment highlighted how the preferred lane widths and design considerations often conflict with approaches for traffic calming or lower speed traffic corridors, and the system lacks sufficient capital and operating funds to implement enhanced transit.

While recognizing the city’s strong cycling culture and an increase in accommodating for bicyclists, the report also noted the present system is disjointed and lacks a coordinated and comprehensive plan for a defined network.

Another concern highlighted in the gap analysis report was having efficient freight movement, which is “vital to the local and regional economy” since West Michigan is a “commercial and manufacturing center.”

Some of the challenges include: a general lack of interagency understanding of lane widths and operational needs of trucks and their integration with other street users; no cohesive structure for placement of loading zones; and the conversion of several abandoned rail corridors for non-motorized travel could inhibit future use for freight or passenger mobility.

“Streets are the places where we come together as a community and we interact with one another, and streets need to support that community,” said Ricks. “We hope to reduce conflict, have greater predictability, more transparency in the way street decisions are made and an increased coordination both between city agencies as well as the many stakeholders of this city.”

During the gap analysis and best practice review, Ricks said a number of communities in North America and Europe were looked at in comparison to Grand Rapids to learn from their street designs and identify consistencies, such as a clear vision and values statement.

“This needs to reflect your community. It cannot be lifted and adopted from some other place. It needs to be Grand Rapids’ values — what Grand Rapids want to promote and what is the essence of your community,” said Ricks.

“They provide guidelines for how to do street design that is appropriate to the land-use context, appropriate to the character of the different locations in your city, and they provide a clear process as to who is involved where, so you don’t need to engage in re-work or having critical information too late in the process.”

The Vital Streets Oversight Commission articulated a “very clear vision” and helped to identify critical values for the city’s street design, which consist of developing an attractive, multimodal and safe network of city streets serving all individuals in the city, according to Ricks.

“They are a tremendous set of leaders,” said Ricks. “Combining vital streets with parking, transportation demand management and a deep consideration for social equity is something brand new, and it is really exciting for us. We are touting Grand Rapids as the place to model.”

The Vital Streets Oversight Commission has nearly 20 members representing the three city wards and organizations, such as The Rapid, Urban League, Disability Advocates, Neighborhood Business Alliance, Grand Rapids Area Chamber of Commerce, Sustainable Streets Taskforce, Grand Rapids Public Schools, Downtown Grand Rapids Inc. and the Grand Valley Metropolitan Council.

The next step is to work on the framework of the street design plan and address the challenges identified with the various transportation modes. Upon identifying a complete network serving “all needs and all people and all abilities and preferences,” the next step would be specific design plans, with an anticipated timeline for spring 2016.



## Rachel Weick

Rachel Weick is a Grand Rapids Business Journal staff reporter who covers banking and finance, city government, economic development, higher education and the lakeshore. Email Rachel at [rweick@grbj.com](mailto:rweick@grbj.com). Follow her on Twitter [@RachelJean14](https://twitter.com/RachelJean14)