

**Grand Valley Metro Council
Executive Committee Meeting**

Thursday, March 19, 2009
12:00 pm

Grand Valley Metro Council
40 Pearl Street NW, Suite 410
Grand Rapids, MI

MEETING NOTES

Present

Jim Buck
Daryl Delabbio
Don Hilton, Sr.
Audrey Nevins
Cy Moore
Carol Sheets
Alan Vanderberg

City of Grandville
Kent County
Gaines Township
Byron Township
Council Treasurer
City of Wyoming
Ottawa County

Absent

Jim Miedema
Rick Root

Jamestown Township
City of Kentwood

Other

Leon Branderhorst
Andy Bowman
Gayle McCrath
Don Stypula

Grand Valley Metro Council
Grand Valley Metro Council
Grand Valley Metro Council
Grand Valley Metro Council

1. Call to Order

The meeting was called to order at 12:10 pm by Chair Jim Buck.

2. Approval of Minutes

**MOTION – To Approve the February, 2009, GVMC Executive Committee Minutes.
MOVE – Moore. SUPPORT- Delabbio. MOTION CARRIED.**

3. Lease for Riverview Property

Don Stypula reviewed the proposed lease for the Riverview office space. Don will finalize the lease with Pete Mason on Monday. It has been reviewed by Jim Brown of Myka Myers and changes recommended by Jim have been made. There will be an option at the end of the 10 year lease for two renewals. After it is finalized on Monday, Don will send it out to everyone for their review before the Board meeting. The time frame for the move will have to be adjusted. Inclusion of free parking will also be added.

Cy Moore pointed out the projected savings doesn't include probable increases in the cost for parking if we stayed in the current location.

MOTION – To Move the Riverview Lease Proposal to the April GVMC Board Agenda. MOVE – Sheets. SUPPORT – Vanderberg. MOTION CARRIED.

4. Transportation

a. Amendments to the GVMC 2035 Long Range Transportation Plan and FY 2008-2011 TIP.

Staff is requesting Metro Council to approve an amendment to the 2035 Long Range Transportation Plan to move the MDOT I-196 project from the outer years of the LRTP (2019-2025) to fiscal year 2009 as a result of the ARRA.

Staff is requesting Metro Council approve an amendment of the 2008-2011 Transportation Improvement Program to add the MDOT project on I-196 from the Grand River/US-131 to Fuller to the TIP. In addition, MDOT is requesting GVMC MPO TIP action to include a detour project in FY2009, associated with the FY2010 bridge replacement project on M-21 in Lowell.

MOTION – To Approve the Requested Amendments to the GVMC 2035 Long Range Transportation Plan and FY 2008-2011 TIP. MOVE – Nevins. SUPPORT – Sheets. MOTION CARRIED.

b. Resolution of Support for West Michigan Public Transit Linkage Study

Don Stypula reviewed the proposed resolution in support of the West Michigan Public Transit Linkage Study.

MOTION – To Support the Resolution for West Michigan Public Transit Linkage Study. MOVE – Vanderberg. SUPPORT – Moore. MOTION CARRIED.

5. Legislative Advocacy

Economic Stimulus

Don Stypula reported on the diligent work of Abed Itani and the GVMC Transportation Department compiling the information on area projects and being the first in Michigan to

get their lists together. Abed worked to ensure MPO members received equitable distribution of federal funds. Through this work, he was able to secure two additional projects, the service road to the Gerald R. Ford Airport and 28th Street between Division and Kalamazoo including sidewalks.

Al Vanderberg reported another pot of money is yet to be distributed and he would appreciate everyone's support for the US-31 Bypass.

6. Tabled Items

a. GVMC / REGIS Memorandum of Understanding

MOTION – To Remove the GVMC/REGIS Memo of Understanding from the Table. MOVE – Nevins. SUPPORT – Delabbio. MOTION CARRIED.

Don Stypula distributed a new draft copy of the GVMC/REGIS Memo of Understanding.

Jim Buck reported a meeting had taken place with REGIS and GVMC Executive Board members with Al Vanderberg participating via phone.

Changes in the previously tabled document include 1st page 2nd to the last paragraph ***“The REGIS Board shall approve an annual capital and operating budget, including the amount, source and type of anticipated revenues and expenditures. The REGIS Annual Budget shall be provided to GVMC annually for review and approval.”***

2nd page, 1st paragraph adding of ***“The Executive Director of GVMC shall serve in an advisory capacity on a REGIS appointed committee that is assigned the task of recruiting a REGIS Executive Director when that position is vacant.”***

The fifth paragraph was changed to say ***“To insure that costs are properly allocated between GVMC and REGIS, i.e. personnel, rent, administrative costs, and professional services, an independent third party shall be engaged and co-funded by GVMC and REGIS to develop a cost allocation methodology as a recommendation to both parties. Agreement on any cost allocation formula and subsequent annual cost allocation plans shall be in writing and signed by both the executive directors. Subsequent modifications of cost allocation plans shall be by mutual agreement.”***

The seventh paragraph was modified in the proposed document to read ***“REGIS has exclusive authority to set dues, fees, etc., (and controls this revenue exclusively) and any GVMC controlled policies affecting REGIS' expenses shall be mutually agreed upon and subject to an approval by the REGIS Board of Directors.”***

Jim Buck stated if this group could come to consensus on this document, it would be brought to the GVMC Board in April for review and approval in May.

Discussion ensued regarding whether or not the new proposed wording gave the REGIS Board the authority to determine representation of members independent of what is stated in the standing REGIS Bylaws. The proposed wording could be read both ways.

The last paragraph on the first page was changed by the GVMC Executive Board to read ***“The REGIS Board has the authority to approve new members and their representation on the REGIS Board.”***

Much discussion ensued regarding the proposed wording on engaging a third party to develop a cost allocation methodology.

Leon Branderhorst explained for administrative salaries, REGIS is charged 30% of the Finance Director, 20% of the Human Resources and Administration Director, and 20% of the Executive Director’s salary. At present REGIS is not being charged with any of the indirect expenses associated with these positions.

Abed Itani stated Transportation department currently uses a salary based cost allocation plan which is mandated by the Federal Highway Administration.

Cy Moore recommended the wording be changed to state a third party would review the methodology, as hiring someone to do a study would be very costly. Metro Council could develop it and a 3rd party should review.

Al Vanderberg stated indirect cost allocation should be a science, not an art. It is what it is. It should not be left open to agreement, negotiation, or modification.

Don Hilton stated he felt these proposed changes were coming from the REGIS Executive Board and that the rest of the Board has no idea of what is going on.

The paragraph was modified to say ***“To insure that costs are properly allocated between GVMC and REGIS, i.e. personnel, rent, administrative costs, and professional services, an independent third party shall be engaged and co-funded by GVMC and REGIS to review a cost allocation methodology.”***

Daryl Delabbio stated more than a little of this document has been changed. Don and Bob Homan should get together to iron this out. The GVMC Executive Board should not work through this again.

Andy Bowman asked if there was a process to get this document to the REGIS Board.

Don Hilton stated as a REGIS Board member, he doesn’t know that there is. I don’t like the changes brought to us regarding representation on the REGIS

Board. To me it reads that the REGIS Board would have the authority to refuse to seat a member's chosen representative if it wanted to.

Daryl Delabbio stated it was subject to multiple interpretations. He suggested Don and Bob Homan get together to hash out what the intent of this sentence is.

Carol Sheets questioned what the GVMC and REGIS Bylaws state on these issues. If the powers given to REGIS differ between the Bylaws and the Memo of Understanding, the Bylaws would have to be changed in order to give REGIS this authority.

Discussion ensued regarding what is covered in the Bylaws, and where REGIS' authority is granted.

Don Stypula asked the Executive Board to release this item into his care to clarify and get the approval of changes from Bob Homan. It will then be brought to everyone via e-mail.

The consensus of the group was to let Don follow up on his suggestion.

7. Other

Don Stypula reported to the group the expected cost of the May 5th day in Lansing was \$2,000 - \$2,500. He stated the GVMC usually bills for these sorts of meetings and asked how the group wanted him to handle it? Should GVMC charge or pay for it out of its meetings budget?

Daryl Delabbio asked if the object was to get people to participate.

Don Stypula stated yes, it is and this is an unusual opportunity and he thinks GVMC should pay for it.

MOTION – To Approve GVMC Paying the Expenses for the May 5th Lansing Event. MOVE – Delabbio. SUPPORT – Hilton. MOTION CARRIED.

8. Adjournment – 1:35