

Grand Valley Metro Council Executive Committee Meeting

Thursday, May 17, 2007
12:00 PM

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

MINUTES

Present

Jim Beelen	Allendale Township
Jim Buck	City of Grandville
Daryl Delabbio	Kent County
Don Hilton	Gaines Township
Cy Moore	Council Treasurer
Rick Root	City of Kentwood
Al Vanderberg	Ottawa County
Rob VerHeulen	City of Walker

Absent

Kurt Kimball	City of Grand Rapids
Audrey Nevins	Byron Township

Other

Abed Itani	Grand Valley Metro Council
Andy Bowman	Grand Valley Metro Council
Dharmesh Jain	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Don Stypula	Grand Valley Metro Council

1. Call To Order

The meeting was called to order at 12:30 p.m. by Chairman Jim Buck.

2. Approval of Minutes

MOTION – To Approve the April, 2007, Minutes of the GVMC Executive Committee. MOVE – Root. SUPPORT – Delabbio. MOTION CARRIED.

3. Finance

a. Recommendation on Auditor

Don Stypula discussed the recommendation for the new auditing firm. RFPs were sent to 6 firms, 2 responded. Vredeveld Haefner is the recommended firm and has been approved by the Finance Committee. They are familiar with our type of business and finances.

MOTION – To Approve Vredeveld Haefner as the New Auditing Firm and Move Approval of the Contract to the GVMC Board. MOVE – Root. SUPPORT – Delabbio. MOTION CARRIED.

b. Payment of Bill

The committee considered payment of the Crowe Chizek progress billing for the audit.

MOTION – To Pay the Audit Progress Billing to Crowe Chizek. MOVE – VerHeulen. SUPPORT – Delabbio. MOTION CARRIED.

Rob VerHeulen questioned the need to have bills come before the Executive Committee for approval of payment.

Daryl Delabbio and Al Vanderberg agreed.

The committee decided it should not be necessary to have approval from the Executive Committee for payment of bills.

4. Transportation Department

Unified Planning Work Program 2008

Abed Itani explained the proposed 2008 Unified Planning Work Program and the process under which it was developed. The UPWP needs to be approved now so that it can go through the other required channels before October 1, 2007.

There is no proposed or foreseen changes in staffing.

MOTION – To Forward the 2008 Unified Planning Work Program to the GVMC Board for Approval. MOVE – Root. SUPPORT – Beelen. MOTION CARRIED.

Project Amendments to the GVMC FY 2007 Transportation Improvement Program

Abed Itani discussed the proposed TIP Amendments which affect ITS and 07 & 09 projects related to ITS. The amendments also affect ride share projects for Allegan County.

MOTION – To Approve the Proposed FY 2007 TIP Amendments. MOVE – Hilton. SUPPORT – Vanderberg. MOTION CARRIED.

5. FY 2008 Strategic Business Planning Session

Al Vanderberg reported and discussed the results of the GVMC 2008 Strategic Business Planning Session. Results were as follows:

- **Goal Area Ranking**
 - Regional Collaboration
 - Legislative Affairs
 - Transportation Planning
 - Land Use
 - Responsible Public Policy
 - Financial Stability
 - Member Retention
 - REGIS
- **Strategies Ranking**
 - Create Land Use Business Plan
 - Revitalize Quarterly Regional Cooperation Meetings
 - Legislative Priorities – “Green Light” Issues
 - Ongoing Education of GVMC purpose, activities and service
 - Develop a menu of for-fee services
 - Acquire Sustainable Land Use Funding
 - Ensure roles of GVMC are defined in relation to other groups to prevent redundancy and duplication
 - Determine Yearly Regional Collaboration Focus
 - Conservatively Manage GVMC Finances
 - Find Transportation Revenues

Al Vanderberg explained staff should use this prioritization during the budgeting process to allocate resources to what our membership says is most important. Quarterly progress reports should be presented to the Executive Committee which would be used to evaluate the Executive Director.

Rob VerHeulen questioned the ranking of the Growing Communities Conference. He values it highly, however it didn't rank well. Should it be assumed people are pleased with it?

Al Vanderberg replied that was correct. A low ranking doesn't mean it is bad.

Rob VerHeulen stated it would be helpful if Al would write a memo listing the top three priorities which the committee can then review. Staff shouldn't wait for the budget to utilize the results. It should develop an action plan now, and give quarterly progress reports.

Cy Moore questioned the validity of the results as only 18 in one exercise and 25 in the other participated out of a possible 42.

Al Vanderberg added whatever action comes of this should go to the Board for their approval. This exercise should be repeated annually.

Al Vanderberg stated he would put together a memo which will be presented to the Board for their consensus. Don Stypula then should work with staff to create an action plan and time lines. Quarterly reporting should happen thereafter. The action plan would go to the Board for their approval and vote.

6. 2007 Growing Communities Conference – Update

Andy Bowman updated the committee on the progress of the Growing Communities Conference. It appears this year's event should be solvent. Sessions include:

- Sewer & Water Utilities in Metro GR – Jim Smalligan
- Trans, Trolleys & Development – ITP and Rick Gustafson
- Green Neighborhood Design LEED – ND – Laura Watchman
- Existing Neighborhoods and Infrastructure – Midtown and SWAN Neighborhoods
- REGIS – Efficient Planning and Management of Infrastructure – Dharmesh Jain
- Region Wide Impacts and Management of Septic Systems
- All Forms of Alternative Energy – Panel Discussion
- Context Sensitive Street Design – Kirk Steudle and Panel Discussion

7. Blueprint Awards

Andy Bowman discussed the candidates for Blueprint Awards for 2007. There were 7 nominees, and the three recommended are:

- East Grand Rapids – Community Center
- Newberry Place – Cohousing
- Brikyaat

8. Legislative Issues

Don Stypula discussed current legislative issues.

The Governor and legislative leaders are still talking about the budget. Nothing is new. Tomorrow there will be a Revenue Estimating Conference in which it is expected \$250 million will be added to the current budget gap.

9. Other Items

Don Stypula distributed an opinion letter from Jim Brow of Mika Meyers which states describes which members of the Executive Committee should have a vote, and what is considered a quorum. Only actual members of GVMC should have voting ability and a quorum would consist of 1 more than half of the voting members.

10. Adjourn – 1:05 p.m.

**MOTION - To Adjourn. MOVE – Delabbio. SUPPORT – Vanderberg.
MOTION CARRIED.**