



GRAND VALLEY METROPOLITAN COUNCIL

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GREENVILLE • HASTINGS • HUDSONVILLE • IONIA • JAMESTOWN TOWNSHIP • KENT COUNTY • KENTWOOD • LOWELL • LOWELL TOWNSHIP • MIDDLEVILLE • NELSON TOWNSHIP
OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD • SAND LAKE • SPARTA • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

POLICY COMMITTEE MEETING
Wednesday, September 21, 2022
9:30 AM
Rapid Central Station
250 Cesar E. Chavez Ave SW
Grand Rapids, 49503

AGENDA

- I. ROLL CALL AND INTRODUCTIONS**
- II. APPROVAL OF MINUTES—ACTION: Policy Committee minutes dated May 18, 2022 and Technical and Policy Committee minutes dated July 20, 2022.
Please refer to Item II: Attachments A and B**
- III. OPPORTUNITY FOR PUBLIC COMMENT**
- IV. TIP AMENDMENTS—ACTION: On behalf of MDOT, Grand Rapids, and the City of Kentwood, amendments/modifications to the FY2020-2023/2023-2026 TIP are being requested.
Please refer to Item IV: Attachment A**
- V. COMMITTEE BYLAWS—ACTION: The Committee will be asked to review and take action on potential changes to the Committee Bylaws.
Please refer to Item V: Attachment A**
- VI. OTHER BUSINESS**
- 2050 Metropolitan Transportation Plan public survey and student drawing contest – GVMC
(More information: www.gvmc.org/mtp)
 - Airport Access Study: Phase Two Update - GVMC
(More information: www.gvmc.org/airport-access-study)
 - Nonmotorized Count Map – GVMC
(View the map: <https://bit.ly/3B1zezX>)
 - Reconnecting Communities Nonmotorized Planning Grant for US-131 – MDOT
 - M-37 in Caledonia Township status update – MDOT
 - US-131 PEL Study update – MDOT
- VII. ADJOURNMENT**

MINUTES

**Grand Valley Metropolitan Council
Transportation Division
POLICY COMMITTEE MEETING
Wednesday, May 18, 2022
Rapid Central Station Conference Room
250 Grandville Ave SW, Grand Rapids, MI 49503**

Naramore, Chair of the Policy Committee, called the May 18, 2022 meeting to order at 9:33 am. Those present introduced themselves to the Committee.

I. ROLL CALL AND INTRODUCTIONS

Voting Members Present

Mark Bennett		Tallmadge Charter Township
Karyn Ferrick		City of Grand Rapids
Jeff Franklin		MDOT
Dennis Kent		MDOT

*Proxy for
Mike Burns*

Doug LaFave		City of Lowell
Melissa LaGrand		City of East Grand Rapids
Greg Madura		Kent County
Jim Miedema		Alpine Township

*Proxy For
Laurie Van Haitsma*

Josh Naramore, <i>Chair</i>		OCRC
Casey Ries		Jamestown Charter Township
Jonathan Seyferth		City of Grand Rapids
Liz Schelling		GRFIA

*Proxy for
Kevin Wisselink*

Darrel Schmalzel		Gaines Charter Township
Terry Schweitzer		The Rapid
Rick Sprague		The Rapid
		City of Walker
		City of Kentwood
		KCRC
		KCRC

*Proxy for
Steve Warren*

Dan Strikwerda		City of Hudsonville
Ben Swayze		Cascade Charter Township
Cameron Van Wyngarden, <i>Vice Chair</i>		Plainfield Charter Township

Staff and Non-Voting Guests Present

Brad Doane	GVMC
Andrea Faber	GVMC
Mara Gericke	GVMC
Laurel Joseph	GVMC
Kalib Perry	MDOT
George Yang	GVMC
Mike Zonyk	GVMC

Voting Members Not Present

Terry Brod	Cannon Township
Mike Burns	City of Lowell
Jamie Davies	City of Rockford

Michael DeVries
Adam Elenbaas
Shay Gallagher
Kevin Green
Jerry Hale
Bryan Harrison
Jim Holtvluwer
Ken Krombeen
Matt McConnon
Tom Noreen
Rob Postema
Julius Suchy
Don Tillema
Jeff Thornton
Laurie Van Haitsma
Steve Warren
Rod Weersing
Kevin Wisselink
Mike Womack

Grand Rapids Charter Township
Allendale Charter Township
Village of Sparta
Algoma Township
Lowell Charter Township
Caledonia Charter Township
Ottawa County
City of Grandville
Courtland Township
Nelson Township
City of Wyoming
Ada Township
Byron Township
Village of Caledonia
Jamestown Charter Township
Kent County Road Commission
Georgetown Charter Township
The Rapid
City of Cedar Springs

II. APPROVAL OF MINUTES

Referring to Item II: Attachment A, Naramore entertained the following motion:

MOTION by LaGrand, SUPPORT by LaFave, to approve the March 16, 2022 Policy Committee minutes. MOTION CARRIED UNANIMOUSLY.

III. OPPORTUNITY FOR PUBLIC COMMENT

In addition to general public comment, a public comment opportunity for the FY2023 UPWP was offered. However, no members of the public were in attendance at the meeting.

IV. TIP AMENDMENTS—Referring to Item IV: Attachment A, Joseph introduced the amendments to the FY2020-2023 TIP that were described in the agenda package. They are as follows:

MDOT:

Joseph noted that the MDOT amendments include phase additions, state to federal funding conversions, and one scope and cost increase to the I-196 bridge over Market Ave project. The numbers are still awaiting state approval.

D. Kent elaborated on the two actions being taken on the I-196 bridge project, noting the limit extension to incorporate a median crossover and cost increase for environmental mitigation, material costs, and staff shortages and delays. In addition, the fiscal years on two projects will be switched. These projects are the M-6 rehabilitation project and M-21 rehabilitation project. The M-21 project was moved from 2025 to 2023 for obligation and M-6 in to 2025, removing it from the current TIP and adding it to the FY2023-2026 TIP.

ITP - The Rapid:

Joseph announced that the final FY2022 apportionments were received. Four existing jobs required adjustments, and in addition, The Rapid qualifies for some additional funding. With this, three new projects were added. This has contributed to a GPA threshold increase for the FY2022 Transit Capital GPA.

Hope Network:

The budget for Hope Network’s FY2022 project increased, which triggered a GPA threshold amendment for the FY2022 Transit Capital GPA

Georgetown Seniors:

Georgetown Seniors was awarded a project in FY2022. Adding it triggered a GPA threshold amendment for the FY2022 Transit Capital GPA.

Grand Rapids:

The City of Grand Rapids added a project (Turner Ave NW: 4th to Ann bikeway project) to FY2023 as part of the development process for the FY2023-2026 TIP. Since FY2023 overlaps both TIPs, staff is requesting to amend it into the current TIP as well as include it as part of the action related to the FY2023-2026 TIP. In addition, three of the City of Grand Rapids TAP projects have been approved through MGS. GVMC is asking the Committee to approve adding these projects to the FY2023-2026 TIP. This triggered a Local Livability and Sustainability GPA threshold increase.

Kent County Road Commission:

Kent County Road Commission requested the addition of a project to FY2023 from the illustrative project list (100th St: East Paris to Patterson reconstruction project) as part of the development process for the FY2023-2026 TIP. Since FY2023 overlaps both TIPs, staff is requesting to amend it into the current TIP as well as include it as part of the action related to the FY2023-2026 TIP. In addition, they are requesting a job in the FY2023-2026 illustrative list be moved to the TIP project list that they will be funding with STP-Flex funds. The illustrative list has gone through the development and review process, and it is recommended this project be moved.

MOTION by LaGrand, SUPPORT by Schmalzel, to approve the TIP amendments requested by Georgetown Seniors, Grand Rapids, Hope Network, Kent County Road Commission, MDOT, and The Rapid, and to add the Kent County Road Commission project presented at the meeting to the FY2023-2026 TIP. MOTION CARRIED UNANIMOUSLY.

V. OPPORTUNITY FOR PUBLIC COMMENT (FY2023-2026 TIP)

No public comment.

VI. APPROVAL OF THE DRAFT FY2023-2026 TIP—Referring to Item VI:

Attachment A, Joseph thanked GVMC staff, the Policy Committee, and those who represent each jurisdiction on the Technical Committee and TPSG Subcommittee for their work on the FY2023-2026 TIP development process. The document meets all federal requirements and includes an expanded Environmental Justice analysis and new format. The program of projects supports the goals of the 2045 MTP, will aid in improving the regional transportation system, and is fiscally constrained.

Naramore asked about the public comment time period and Joseph reported that public comment is open until June 2nd, when the document will go to the GVMC board for approval. Faber reported that approximately 8 comments have been received. As for the public meeting, 5 members of the public attended in person. The meeting was held as an open house and included a virtual open house via Zoom, in which 7 people attended virtually.

Joseph asked the Committee to review and approve the Air Quality Conformity Resolution for the FY2023-2026 TIP, which was shown on the screen. The resolution states that the TIP has gone through the review process.

Joseph noted that a City of Hudsonville CMAQ project from FY2023 was accidentally moved to FY2022. This has been corrected and is reflected in the draft list online.

MOTION by Strikwerda, SUPPORT by Madura, to recommend approval of the draft FY2023-2026 TIP and the Air Quality Conformity Resolution. MOTION CARRIED UNANIMOUSLY.

VII. PROPOSED FY2023 UNIFIED PLANNING WORK PROGRAM (UPWP)

ACTIVITIES AND BUDGET—Referring to Item VII: Attachment A, Joseph presented the draft FY2023 Unified Planning Work Program. GVMC and The Rapid, in coordination with MDOT, will be taking on the included work items in FY2023. In addition, this document serves as the budget for the Transportation Department. In 2021, new federal planning emphasis areas were added which will be addressed throughout the work program. A set aside for Complete Streets work is required. The budget for that was pulled out and added to the long range nonmotorized planning task.

The Airport Access Study and TDM plan will continue into FY2023. Due to capacity reasons, GVMC staff will be conducting a Transportation Infrastructure Resiliency Plan in house rather than another consultant led study. In addition, the work program includes the 2050 MTP development. Staff will continue the regular yearly activities as well.

There will be an adjustment in dues due to updated 2020 Census data to account for shifts in growth. GVMC will be taking on 30% of the funding required for the FY2023 program.

LaGrand asked for more information on the Complete Streets portion of the FY2023 UPWP. Joseph explained that staff will be analyzing Complete Streets at the regionwide level. There will be a special emphasis placed on arterial roads due to speeds and safety issues unique to those roads. Joseph noted that GVMC would like to start a Safety Subcommittee to help guide this work.

Schelling noted that in FY2023, The Rapid has funding allocated toward short range planning to include recommendations that result from the Transit Master Plan and community perceptions / outreach dollars that are used to conduct surveys and determine where funding should be allocated. Joseph noted that HIP Covid funding for the Transit Master Plan is also in FY2023.

MOTION by Ferrick, SUPPORT by LaFave, to recommend approval of the FY2023 Unified Planning Work Program. THE MOTION CARRIED UNANIMOUSLY.

- VIII. AMENDMENT TO THE FY2022 UPWP— Referring to Item VIII: Attachment A,** Joseph presented an amendment to the FY2022 UPWP on behalf of The Rapid. The amendment includes adding budget and work activities for a Transit Technology Strategic Plan and Fleet Transition Plan, which will utilize 5307 funding. A draft amendment document has been posted on the GVMC website.

Schelling noted that the Transit Technology Strategic Plan will study technology needs moving forward. The Fleet Transition Plan will be updated to expand the scope. The funding will come through in FY2022. However, the work will be completed through FY2023.

A discussion about whether this work should be included in the FY2023 UPWP, in addition to the FY2022 UPWP, ensued. It was decided that the work will be included in both documents, as the document is meant to highlight all major work.

MOTION by LaGrand, SUPPORT by Madura, to recommend approval of the amendment to the FY2022 Unified Planning Work Program. THE MOTION CARRIED UNANIMOUSLY.

MOTION by Franklin SUPPORT by LaFave, to add the Transit Technology Strategic Plan and the Fleet Transition Plan carryover work to the FY2023 Unified Planning Work Program. THE MOTION CARRIED UNANIMOUSLY.

IX. OTHER BUSINESS

GVMC Federal Certification Review

Joseph reported that the GVMC Federal Certification Review will be occurring in June. GVMC, The Rapid, and MDOT will be going through the process virtually with

FHWA and FTA partners. There will be an opportunity for feedback from both the public and committee members. There is a questionnaire posted in both Spanish and English on GVMC social media and our website. Joseph asked for feedback and will be sending the questionnaire to the Committee.

Congressionally Directed Spending

Schweitzer asked about the timeline for the congressionally directed earmarks. Franklin noted that they have no information at this point. Ries stated that nothing has been published at this point. Action is now being taken by departments on funds that were committed last year.

Ries inquired about potential TIP amendments due to recent cost increases and noted the strain placed on community leaders and planners when projecting project costs and work. Joseph asked the Committee to bring any cost changes and estimates to GVMC staff as soon as they can in order to avoid delays.

Combined July Technical and Policy Committee Meeting

Joseph stated that in July there will be a combined Technical and Policy Committee meeting. The Airport Access Study consultant group is scheduled to give a presentation. Updates can be found at gvmc.org/airport-access-study.

Federal Buyout Program

The state has approved a federal buyout program for federal funds. Locals will be able to sell their federal funding to the state for 90 cents on the dollar. The Committee will need to decide whether they would like to keep the projects that go through that process in the TIP. GVMC is working with MTPA and MDOT for specific guidance on this program.

Clean Air / Clean Water Educational Display

Faber thanked the Committee for signing up to host the GVMC Clean Air / Clean Water display at their locations throughout the summer and into the fall. It has been updated to include clean water information as a partnership between the Transportation and Environmental programs. In addition, staff will be attending 9 community events, in which free Clean Air Action and safety materials and information will be distributed.

New Asset Management Vehicle

Joseph announced that GVMC has received their new asset management vehicle.

X. ADJOURNMENT

Naramore adjourned the May 18, 2022, Policy Committee meeting at 10:16 a.m.

MINUTES

**Grand Valley Metropolitan Council
Transportation Division
JOINT TECHNICAL/POLICY COMMITTEE MEETING
Wednesday, July 20, 2022
Rapid Central Station Conference Room
250 Grandville Ave SW, Grand Rapids, MI 49503**

Bradshaw, Chair of the Technical Committee, called the July 20, 2022 joint Technical/Policy Committee meeting to order at 9:32 a.m. Those present introduced themselves to the Committee.

I. ROLL CALL AND INTRODUCTIONS

Voting Members Present

Sue Becker
Kristin Bennett
Mark Bennett
Tim Bradshaw
Terry Brod
Scott Conners
Rick DeVries
Wayne Harrall

*Proxy for
Mike DeVries*

Brian Hilbrands
Nicole Hofert
Dennis Kent

*Proxy for
Mike Burns
Proxy for
Brett Laughlin*

Jack Klein

Greg Madura
Jim Miedema
Clint Nemeth
Darrel Schmalzel
Terry Schweitzer
Rick Sprague

*Proxy for
Tim Haagsma*

Luke Walters
Rod Weersing
Kevin Wisselink

Alpine Township
City of Grand Rapids
Tallmadge Charter Township
Caledonia Charter Township
Cannon Township
City of Walker
City of Grand Rapids
Kent County
Grand Rapids Charter Township
Cascade Charter Township
City of Wyoming
MDOT
City of Lowell
OCRC
OCRC
Alpine Township
OCRC
GFIAA
City of Walker
City of Kentwood
KCRC
Gaines Charter Township
MDOT
Georgetown Charter Township
The Rapid

Staff and Non-Voting Guests Present

Clover Brown
Andrea Faber
Mara Gericke
Laurel Joseph
Tyler Kent
Terry Martin
Kalib Perry
Jeromie Windsor
George Yang
Mike Zonyk

GVMC
GVMC
GVMC
GVMC
MDOT
Carrier and Gable
MDOT
AECOM
GVMC
GVMC

Voting Members Not Present

Mike Burns
 Dan Burrill
 Jamie Davies
 Michael DeVries
 Adam Elenbaas
 Karyn Ferrick
 Jeff Franklin
 Shay Gallagher
 Kevin Green
 Tim Haagsma
 Jerry Hale
 Bryan Harrison
 Russ Henckel
 Jim Holtvluwer
 Jim Kirkwood
 Ken Krombeen
 Doug LaFave
 Melissa LaGrand
 Bill LaRose
 Brett Laughlin
 Matt McConnon
 Robert Miller
 Josh Naramore
 Tom Noreen
 Rob Postema
 Casey Ries
 John Said
 Jonathan Seyferth
 Rick Solle
 Dan Strikwerda
 Julius Suchy
 Charlie Sundblad
 Ben Swayze
 Jeff Thornton
 Don Tillema
 Laurie Van Haitsma
 Cameron Van Wyngarden
 Phil Vincent
 Steve Warren
 Mike Womack

City of Lowell
 City of Wyoming
 City of Rockford
 Grand Rapids Charter Township
 Allendale Charter Township
 City of Grand Rapids
 MDOT
 Village of Sparta
 Algoma Township
 Gaines Charter Township
 Lowell Charter Township
 Caledonia Charter Township
 City of Wyoming
 Ottawa County
 City of Kentwood
 City of Grandville
 City of East Grand Rapids
 Kent County
 City of Cedar Springs
 OCRC
 Courtland Township
 City of Hudsonville
 City of Grand Rapids
 Nelson Township
 City of Wyoming
 GRFIA
 Ada Township
 Gaines Charter Township
 Plainfield Charter Township
 City of Hudsonville
 Ada Township
 City of Grandville
 Cascade Charter Township
 Village of Caledonia
 Byron Township
 Jamestown Charter Township
 Plainfield Charter Township
 City of Rockford
 Kent County Road Commission
 City of Cedar Springs

II. APPROVAL OF MINUTES

Action will be deferred until the Technical and Policy Committees meet individually.

III. OPPORTUNITY FOR PUBLIC COMMENT

No public comments.

IV. TIP AMENDMENTS

Referring to Item IV: Attachment A, Joseph presented the TIP Amendments to the FY2020-2023 and FY2023-2026 TIPs:

City of Kentwood

The City of Kentwood is requesting to abandon their FY2022 CMAQ project (East Paris Ave at 28th St). The work was rolled into a corresponding STP-Urban project.

GVMC

To utilize the surplus CMAQ funds left from the abandoned Kentwood project, GVMC is proposing to program the FY2023 Clean Air Action (CAA) funding in FY2022. The associated work will still be completed in FY2023, but the funds will be obligated in FY2022. If approved, staff will abandon the CAA project in FY2023 when the new TIP is approved. This will open up \$131,654 in FY2023 CMAQ funds for the Committee to program at a future date.

City of Walker

The City of Walker is requesting to suspend/abandon their FY2023 STP-Urban project (Alpine Ave from Ann St to Hillside Dr) in order to utilize those federal funds in their Bristol Ave (Under Railroad Bridge) project, which has increased significantly in cost since the original estimate. The Bristol Ave cost increase will also require an amendment.

MDOT

MDOT is requesting the addition of a small traffic safety project to FY2022 (I-196 from Fuller Ave to I-96). This was originally programmed as a S/TIP line item, which is why it requires an amendment. It has since been shifted into the Trunkline Traffic Operations and Safety GPA. MDOT is also requesting Committee review of the S/TIP exempt project list.

The Rapid

Joseph stated that The Rapid has received an earmark project for FY2022 to purchase 4-6 replacement under 30 ft electric buses and charging stations/infrastructure costs, which will trigger a GPA threshold increase amendment for the FY2022 Transit Capital GPA.

MOTION by Madura, SUPPORT by Bennett to approve the TIP amendments requested by the City of Kentwood, City of Walker, GVMC, MDOT, and The Rapid. MOTION CARRIED UNANIMOUSLY.

V. TRANSPORTATION COMMITTEE BYLAWS.

Referring to Item V: Attachment A, Joseph introduced a discussion regarding a

review and potential update to the Committee bylaws. With the release of the Census population numbers, Georgetown Township and the City of Kentwood will now be allowed two votes on the GVMC Technical and Policy Committees due to their populations exceeding 50,000. To make that change, the bylaws must be amended. With that, Joseph proposed that it may be a convenient time to review the bylaws, with final decisions on any amendments taking place at the next Policy Committee meeting.

Discussion ensued on the topics of quorum requirements, attendance, officer terms, and proxy designations. Joseph recommended that the quorum requirement is changed to one over half of the member organizations and requested that the Committee members designate a proxy when unable to attend meetings to ensure that quorum is met. The Committee agreed, and it will be brought to the next Policy Committee meeting for finalization.

In addition, the bylaws list Chair terms as a one-year term, but have been operating on two-year terms. Joseph asked the Committee whether they would like to change the Chair term limits to two years to align with this. The Committee agreed, and it will be brought to the next Policy Committee meeting for finalization.

Additional suggestions from the Committee were as follows:

- Member communities update their proxies on a yearly basis
- TPSG vote allowances are reviewed and amended if needed
- The Vice Chair for the Technical Committee be the TPSG Subcommittee Chair
- Prior to each TIP development cycle, the Committees will determine the TPSG representative for Kent and Ottawa Counties
- Language referring to a “Secretary” is removed and replaced by “GVMC Staff”
- Language referring to the “TIP Committee” is replaced with “TPSG Subcommittee”
- Any additional ad-hoc Committees are added as Subcommittees, if necessary
- Update language to reflect the current structure of ad-hoc Committees, which typically function for longer than a year

Joseph noted that a new copy of these notes and bylaws will be brought to the September Committee meetings for review.

VI. AIRPORT ACCESS STUDY UPDATE

Joseph introduced Jeromie Windsor from the consulting group AECOM who is leading the Airport Access Study. Windsor presented an overview of the study, including the study area, schedule, and findings to date. At present, the team is

about halfway through the schedule, working on identifying conceptual alternatives and gearing up for Phase 2 of public engagement.

In the Spring of 2022, Phase 1 of public engagement began and a survey was launched with over 7,000 responses received. The airport added a survey link to the landing page for the airport wifi, which contributed to the high number of survey responses. Windsor presented the results of the survey. Once Phase 1 was completed, purpose and needs statements were created and work began on determining conceptual alternatives. This information can be found here: [Airport Access Study — Grand Valley Metro Council \(gvmc.org\)](https://www.gvmc.org/Airport-Access-Study)

Phase 2 of public engagement will focus on developing practical alternatives and another survey to receive feedback on these alternatives. A story map will be launched in July and run through August. It will be hosted on the GVMC website, in addition to paper flyers, mailing lists and social media, and announced at future meetings. The study team will look into meeting with airport staff to ensure their feedback with the second round of public engagement.

VII. OTHER BUSINESS

Safe Streets and Roads for All (SS4A) Grants Discussion

Joseph presented the SS4A Grant information to the Committee. Of the two grant funding options available, the Action Plan Grant is most applicable to the MPO, as the current regional Safety Plan (2018) does not meet all of the federal Action Plan requirements.

Discussion ensued, and the Committee concurred that they are interested in pursuing an Action Plan Grant as a region, with GVMC taking the lead on the grant application process.

If the grant is to be awarded to the MPO, it would then be determined whether this plan be completed in-house or through a consultant. In the coming months, a Safety Committee will be formed, which will serve as the guiding Committee on plan development. Joseph noted that applications are due September 15th, with grants awarded in winter of FY2023.

Federal Aid Buyout Program and Regionally Significant Projects Discussion

Joseph presented to the Committee information on the Federal Aid Buyout Program. In this first round of buyout, three MPO TIP projects were submitted by local jurisdictions. If awarded these projects would be removed from the TIP. Joseph asked the Committees whether they would like to designate projects that participate in this program as regionally significant to keep them in the TIP or if they are comfortable with them coming out. Discussion ensued.

R. DeVries suggested that the MPO is added to any correspondence between the jurisdictions and MDOT to help with the tracking of progress on these projects. Joseph suggested that a general update be added to the agenda for updates regarding these projects.

MDOT M-37 Discussion

D. Kent updated the Committees on the MDOT M-37 project in Caledonia, which has been delayed for additional environmental assessment. MDOT is working through some options that may allow them to move in to project design alongside environmental assessment. More information will be provided in the future as it becomes available.

VIII. ADJOURNMENT

Bradshaw adjourned the July 20, 2022 joint Technical / Policy Committee meeting at 10:49 a.m.

DRAFT



GRAND VALLEY METROPOLITAN COUNCIL

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

MEMORANDUM

DATE: September 14, 2022

TO: Policy Committee

FROM: Laurel Joseph, Director of Transportation Planning

RE: **FY2020-2023/2023-2026 Transportation Improvement Program**

On behalf of MDOT OPT, MDOT (Grand Region), Grand Rapids, and Kentwood the following amendments/modifications to the FY2020-2023 and FY2023-2026 TIP are being requested. Here are the specific requests:

- MDOT Office of Passenger Transport (OPT) is requesting to add the FY2023 MichiVan program to the TIP (utilizing FY2022 funds). This has triggered a threshold amendment for the FY2022 Local Livability and Sustainability GPA (please see attachments).
- MDOT is also requesting committee review of the S/TIP exempt project list. MDOT staff may highlight a few of note during the meeting (please see attachments).
- Grand Rapids is requesting to move a reconstruction project for State Street from FY2022 to FY2023. Additionally, they are requesting to transfer federal funds from one project to another in FY2023 due to time constraints pertaining to water main replacement (please see attachments).
- The City of Kentwood is asking to add \$131,654 in FY2023 CMAQ to their FY2023 52nd street rehabilitation project. This was recommended by the TPSG committee on 8/30/2022 (please see attachment).

If you have any questions, please do not hesitate to contact me at (616) 776-7669.

About GVMC

The Grand Valley Metropolitan Council (GVMC) is the Metropolitan Planning Organization (MPO) for Kent and eastern Ottawa Counties. MPOs provide a comprehensive transportation planning and decision making process for their region which encompasses all modes of transportation and includes both short and long-range transportation planning.

What is the TIP?

The Transportation Improvement Program (TIP) identifies and lists all proposed transportation projects occurring in the MPO area that will be using federal funding over the course of four years. The planning process includes local jurisdictions, transit agencies, and state and federal transportation officials. More information about the development process can be found below, and the full document, including the list of projects for FY2020-2023, can be found on the GVMC website at:

www.gvmc.org/tip

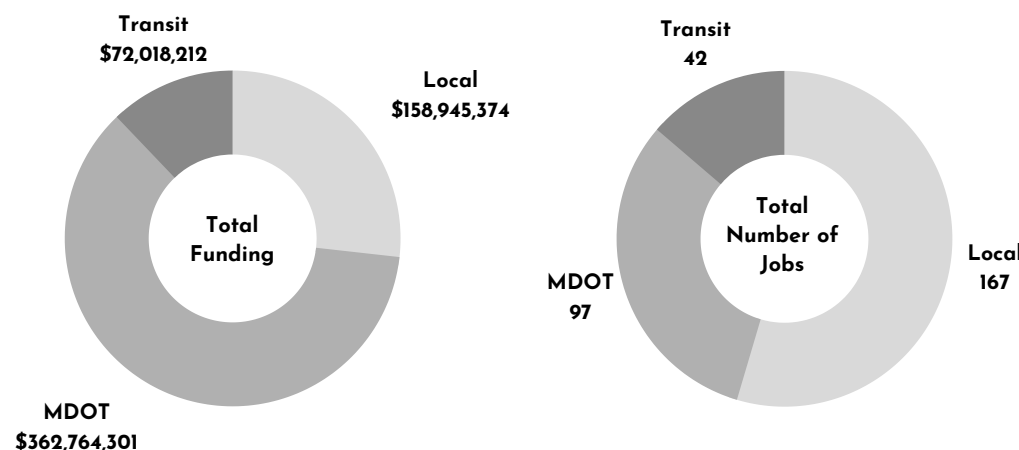
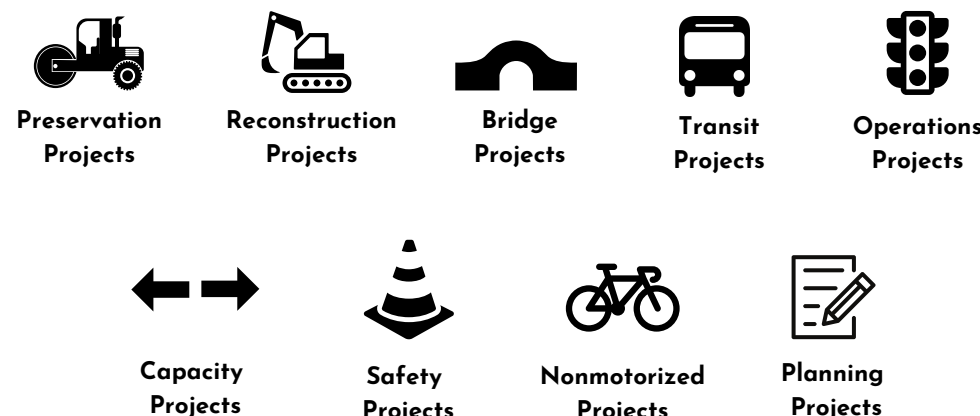
TIP Development Process



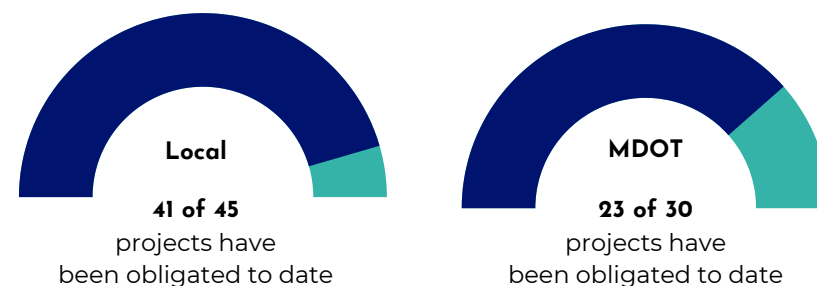
The FY2020-2023 TIP Includes

306 Projects totaling \$593,727,887

This Includes:



FY2022 Obligation Update



All transit jobs will be obligated on 9/30/2022

TIP Amendment Process

GVMC regularly amends the TIP to reflect changes to the list of projects. These changes include modifications to the cost of projects, scope, description, and fiscal years. Projects may also be added and deleted. While some changes are able to be made by GVMC staff, others require a formal amendment, which includes approval by the GVMC Technical and Policy Committees, MDOT, and by the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA).

An amendment to the TIP is required if:

- A project is added or deleted from the list
- The cost of a project increases by 25% or more
- Project scope changes significantly

September 2022 TIP Amendment Summary

Additions	Deletions
1	0
Cost Changes	Fiscal Year Changes
1	1

The complete list of amendments, including project information such as jurisdiction, cost, and project year, can be found on the following page.

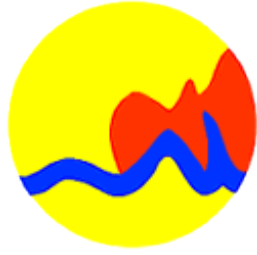
FY 2020-2023 Transportation Improvement Program
September 2022 Amendment/Modifications

Fiscal Year	Job Type	Job#	GPA Type	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Phase Status	S/TIP Cycle	Fed Amount	State Amount	Local Amount	Total Amount	Fund Source	Federal Amendment Type
2022	Local	217097	Local Livability and Sustainability	Grand Valley Metropolitan Council	Areawide	GVMC Areawide	0.000	Operation Improvements	FY2023 MichVan GVMC	NI	Programmed	20-23	\$115,867	\$0	\$0	\$115,867	CMG	Phase Added in GPA; GPA Approval needed
2023	Local	214969	S/TIP Line items	Grand Rapids	State Street SE	Lafayette Avenue to Madison Avenue, Grand Rapids	0.143	Reconstruction	Reconstruction	CON	Programmed	23-26	\$499,915	\$0	\$765,966	\$1,265,881	EMRP	Move from FY2022 to FY2023
2023	Local	205689	Local Road	Kentwood	52nd Street	Kalamazoo to Breton	1.502	Road Rehabilitation	Milling and Resurface with 8 ft path from Stauffer to Breton	CON	Programmed	23-26	\$1,514,225		\$335,775	\$1,850,000	STU	Request to Add \$131,654 in CMAQ funds for the sidepath

September 2022 - Pending GPA's

Fiscal Year	MPO	Job Type	GPA Name	GPA Status	Current Threshold Amount	Total Usage Amount	Total Proposed Amount	Comment
2022	GVMC	Local	Local Livability and Sustainability	Proposed	\$1,356,124	\$1,450,995	\$115,867	Last Federally Approved GPA Threshold is \$1,170,560

OFFICE OF
CITY
ENGINEER



CITY OF GRAND RAPIDS

August 30, 2022

Dear Mr. Zonyk,

The City is requesting to fund a FY2023 Surface Transportation Program – Urban (STPU) project, Wealthy Street – Ethel Avenue to East City Limits, with local funds and move the available Federal funding for that project to another FY2023 STPU project, Ball Avenue – Leonard Street to Knapp Street.

The City of Grand Rapids is scheduled to receive STPU funding in FY2023 for Wealthy Street – Ethel Avenue to East City Limits. The project includes water main replacement. With recent projects we are learning from contractors that delivery for “off-the-shelf” water main is now taking in excess of a year. With the requirements related to bidding and funding restrictions, the City is concerned about our ability to meet Federal/MDOT grant construction requirements if this delivery situation remains the same.

We have another project which is scheduled to receive STPU funding in FY2023, Ball Avenue – Leonard Street to Knapp Street which does not include water main replacement and currently has a Federal funding share of 21.7%.

We request that the Federal share of Wealthy Street be added to the Federal share of Ball Avenue which would increase the Ball Avenue Federal funding share to 71.7%. If you have any questions or need additional information, please let us know.

FY2023 STPU

CURRENTLY PROGRAMMED

	<u>Project Description</u>	<u>Length</u>	<u>Federal</u>	<u>Local</u>	<u>Total Cost</u>
Wealthy Street SE – Ethel Avenue to East City Limit	Reconstruction	0.159	\$786,672	\$2,180,000	\$2,966,672
Ball Avenue NE - Leonard Street to Knapp Street	Road Capital	1.002	\$427,753	\$1,537,833	\$1,965,586
	Preventative Maintenance				

FY2023 STPU

REQUESTED PROGRAM CHANGE

	<u>Project Description</u>	<u>Length</u>	<u>Federal</u>	<u>Local</u>	<u>Total Cost</u>
Wealthy Street SE – Ethel Avenue to East City Limit	Reconstruction	0.159	\$0	\$2,966,672	\$2,966,672
Ball Avenue NE - Leonard Street to Knapp Street	Road Capital	1.002	\$1,214,425	\$ 479,654	\$1,694,079
	Preventative Maintenance				

Participating	\$ 1,214,425
Local Participating	\$ 479,654
Non-Participating	\$ 179,745

Please let us know if you have any questions. Thank you for your assistance.

Sincerely,

Rick DeVries, P.E.
Assistant City Engineer

cc: Laurel Joseph Kate Berens Karyn Ferrick Josh Naramore Kristin Bennett
Tim Burkman Cindy Irving Breese Stam



S/TIP EXEMPT - REVERSIBLE JOBS

Fiscal Year(s) : 2022, 2023

Date: 08/31/2022

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Fiscal Year	Job Type	Job #	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	AC/ACC	ACC Year(s)	Phase	Phase Status	S/TIP Cycle	S/TIP Status	Fed Authorized Amount	Total Authorized Amount	Fed Estimated Amount	Total Estimated Amount	Cost To Date	Fund Source	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	CR Approved Date	Comments
2022	Trunkline	204378	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131	over West River Drive	0.000	Bridge Rehabilitation	Deep Overlay			PES	Active	20-23	A	\$0	\$463,006	\$0	\$463,006	\$8,892	M	10/14/2021	02/02/2022	10/02/2026		03/14/2022	
2022	Trunkline	204378	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131	over West River Drive	0.000	Bridge Rehabilitation	Deep Overlay			PE	Active	20-23	A	\$0	\$65,971	\$0	\$65,971	\$1,855	M	10/14/2021	02/02/2022	10/02/2026		03/14/2022	
2022	Trunkline	207873	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Grand Rapids TSC Area-wide	Grand Rapids TSC Area-wide	0.000	Road Capital Preventive Maintenance	FPVS HMA Crack Treatment			PE	Active	20-23	A	\$0	\$10,000	\$0	\$10,000	\$17,602	M	11/01/2021	01/31/2022	11/09/2022		10/02/2021	
2022	Trunkline	208525	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-296/US-131 NB	From Bridge Street north to Richmond Street	1.343	Road Rehabilitation	Concrete Inlay			PE	Programmed	20-23	A	\$0	\$0	\$0	\$1,315,000	\$0	M	08/01/2022		11/07/2025		01/26/2022	
2022	Trunkline	210038	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-196	I-196 over the Grand River and Market Avenue	1.115	Bridge Replacement	Bridge Replacement			ROW	Active	20-23	A	\$0	\$20,000	\$0	\$20,000	\$1,536	M	06/06/2022	06/24/2022	09/16/2022		08/18/2022	
2022	Trunkline	210063	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-37	From 92nd Street north to 76th Street	3.324	Major Widening	Reconstruction and Widening for a Boulevard			PE	Active	20-23	A	\$0	\$4,000,000	\$0	\$4,000,000	\$0	M	09/01/2022	07/11/2022	08/02/2024		06/30/2022	
2022	Trunkline	210185	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-6 and US-131	2 Locations on M-6 and US-131 in Kent County	0.000	Bridge CSM	Silane treatment of barrier and substructure.			CON	Abandoned	20-23	A	\$0	\$0	\$0	\$246,158	\$0	M	10/08/2021		12/03/2021		02/01/2022	
2022	Trunkline	210818	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-96	Whitneyville Avenue east to the Kent/Ionia County Line	8.346	Road Capital Preventive Maintenance	Full Depth Concrete Pavement Repair			PE	Active	20-23	A	\$0	\$75,000	\$0	\$75,000	\$73,203	M	01/07/2022	01/20/2022	01/06/2023		06/13/2022	
2022	Trunkline	211211	Grand Valley Metropolitan Council (GVMC)	Ottawa	MDOT	M-45	The Grand River east to the Ottawa/Kent County Line	4.628	Road Capital Preventive Maintenance	Hot Mix Asphalt Cold Milling and Resurfacing			PE	Active	20-23	A	\$0	\$50,000	\$0	\$50,000	\$40,032	M	01/03/2022	03/03/2022	09/06/2024		04/22/2022	
2022	Trunkline	211212	Grand Valley Metropolitan Council (GVMC)	Ottawa	MDOT	M-45	West of 68th Avenue east to The Sand Creek	6.123	Road Capital Preventive Maintenance	Milling and One Course Asphalt Overlay			PE	Active	20-23	A	\$0	\$50,000	\$0	\$50,000	\$37,508	M	11/01/2021	03/03/2022	11/04/2022		08/30/2022	
2022	Trunkline	212534	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-196 E	44th Street over I-196, M-37 over Nash Creek	0.000	Bridge Rehabilitation	Bearing Realignment, Joint Replacement, Pavement Relief Joints			CON	Active	20-23	A	\$0	\$972,540	\$0	\$727,513	\$22,925	M	01/07/2022	01/20/2022	03/04/2022	03/04/2022	02/01/2022	
2022	Trunkline	213211	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-96	M-37/M-44 (East Beltline) over I-96 from GRE Railroad to Bradford Street	0.335	Bridge Replacement	Bridge Replacement of S10-41025 & Road Reconstruction of bridge approaches			PES	Active	20-23	A	\$0	\$700,000	\$0	\$700,000	\$173	M	06/13/2022	07/05/2022	12/06/2024		06/13/2022	
2022	Trunkline	213268	Grand Valley Metropolitan Council (GVMC)	Ottawa	MDOT	M-6 W	M-6 WB over Miller Drain	0.000	Bridge Rehabilitation	High Load Hit Repairs			CON	Active	20-23	A	\$0	\$1,129,724	\$0	\$817,363	\$266,977	MER	12/27/2021	12/28/2021	02/04/2022	02/04/2022	02/01/2022	
2022	Trunkline	214094	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131	From Wealthy Street north to Pearl Street	0.911	Operation Improvements	Remove and Replace Existing Freeway Lighting			PE	Active	20-23	A	\$0	\$787,000	\$0	\$787,000	\$0	M	02/01/2022	08/03/2022	12/06/2024		12/10/2021	
2022	Trunkline	214294	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131 N	36th Street over US-131	0.000	Bridge Rehabilitation	MSE wall repair from high load hit			PES	Completed	20-23	A	\$0	\$19,600	\$0	\$19,600	\$24,980	MER	12/06/2021	12/08/2021	06/03/2022		04/19/2022	
2022	Trunkline	214294	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131 N	36th Street over US-131	0.000	Bridge Rehabilitation	MSE wall repair from high load hit			CON	Active	20-23	A	\$0	\$170,574	\$0	\$198,048	\$1,575	MER	04/25/2022	04/28/2022	06/03/2022	06/03/2022	04/19/2022	



S/TIP EXEMPT - REVERSIBLE JOBS

Fiscal Year(s) : 2022, 2023

Date: 08/31/2022

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Fiscal Year	Job Type	Job #	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	AC/ACC	ACC Year(s)	Phase	Phase Status	S/TIP Cycle	S/TIP Status	Fed Authorized Amount	Total Authorized Amount	Fed Estimated Amount	Total Estimated Amount	Cost To Date	Fund Source	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	CR Approved Date	Comments
2022	Trunkline	214302	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-196 E	I-196 EB over 36th Street	0.000	Bridge Rehabilitation	Concrete beam repairs from high load hit			PES	Completed	20-23	A	\$0	\$8,300	\$0	\$8,300	\$8,324	MER	12/06/2021	12/08/2021	06/03/2022		04/19/2022	
2022	Trunkline	214302	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-196 E	I-196 EB over 36th Street	0.000	Bridge Rehabilitation	Concrete beam repairs from high load hit			CON	Active	20-23	A	\$0	\$68,915	\$0	\$95,560	\$0	MER	04/08/2022	04/28/2022	06/03/2022	06/03/2022	04/19/2022	
2022	Trunkline	214788	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Regionwide	US-131/54th Street	0.000	Bridge Rehabilitation	Regionwide High Load Hit Repairs			PES	Active	20-23	A	\$0	\$82,978	\$0	\$82,978	\$0	M	03/01/2022	08/12/2022	11/01/2024		02/24/2022	
2022	Trunkline	214788	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	Regionwide	US-131/54th Street	0.000	Bridge Rehabilitation	Regionwide High Load Hit Repairs			PE	Active	20-23	A	\$0	\$98,842	\$0	\$98,842	\$0	M	03/01/2022	08/12/2022	11/01/2024		02/24/2022	
2022	Trunkline	214816	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-44	M-37 over Grand Rapids Eastern Railroad	0.000	Bridge CPM	Substructure Patching			PES	Programmed	20-23	A	\$0	\$0	\$0	\$17,647	\$0	M	06/13/2022		12/06/2024		05/20/2022	
2022	Trunkline	214816	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-44	M-37 over Grand Rapids Eastern Railroad	0.000	Bridge CPM	Substructure Patching			PE	Programmed	20-23	A	\$0	\$0	\$0	\$28,071	\$0	M	06/13/2022		12/06/2024		05/20/2022	
2022	Trunkline	216771	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-57	M57 (14 MILE) @ NORTHLAND DR (OLD US131)	0.000	Traffic Safety	Install FYA signals for the eastbound and westbound M-57 approaches.			CON	Active	20-23	A	\$0	\$50,068	\$0	\$50,068	\$0	M	06/08/2022	05/31/2022			05/26/2022	
2022	Trunkline	216871	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-45	M45 @ HOLY SPIRIT CHURCH, NORDBERG AVE	0.000	Traffic Safety	Replace School Flashers via TWA to City of Grand Rapids.			CON	Active	20-23	A	\$0	\$19,193	\$0	\$19,193	\$0	M	07/21/2022	07/11/2022			07/01/2022	
2023	Trunkline	204773	Grand Valley Metropolitan Council (GVMC)	Ottawa	MDOT	I-196	at the 32nd Avenue Interchange	0.000	New Facilities	Construct new carpool lot.			ROW	Abandoned	20-23	A	\$0	\$0	\$0	\$48,000	\$0	M	10/10/2022		11/01/2024		10/03/2021	
2023	Trunkline	204773	Grand Valley Metropolitan Council (GVMC)	Ottawa	MDOT	I-196	at the 32nd Avenue Interchange	0.000	New Facilities	Construct new carpool lot.			PE	Abandoned	20-23	A	\$0	\$0	\$0	\$20,000	\$0	M	10/10/2022		11/01/2024		10/03/2021	
2023	Trunkline	208902	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	I-296/US-131 NB	7 Bridges along US-131/I-296 NB Corridor	0.000	Bridge Rehabilitation	Deep overlay, Epoxy overlay, Railing Replacement			PE	Programmed	23-26	A	\$0	\$0	\$0	\$240,850	\$0	M	10/03/2022		11/07/2025		06/13/2022	
2023	Trunkline	212524	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131	2 structures located along US-131	0.000	Bridge CPM	Pin and Hanger Replacement, Joint Replacement, Zone Painting, Spot Paint			CON	Programmed	23-26	A	\$0	\$0	\$0	\$1,101,148	\$0	M	09/01/2023		11/03/2023		08/01/2022	
2023	Trunkline	212533	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	M-11	2 structures located on M-11 & I-96 EB	0.000	Bridge CPM	Scour Repair			CON	Programmed	23-26	A	\$0	\$0	\$0	\$666,000	\$0	M	10/07/2022		12/02/2022		07/13/2022	
2023	Trunkline	212929	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131 NB	US-131 NB over Cesar E. Chavez Ave	0.000	Bridge CPM	Epoxy Overlay			PES	Programmed	23-26	A	\$0	\$0	\$0	\$330,942	\$0	M	10/07/2022		11/07/2025		06/13/2022	
2023	Trunkline	212929	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131 NB	US-131 NB over Cesar E. Chavez Ave	0.000	Bridge CPM	Epoxy Overlay			PE	Programmed	23-26	A	\$0	\$0	\$0	\$53,607	\$0	M	10/07/2022		11/07/2025		06/13/2022	
2023	Trunkline	213068	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131 S	US-131 SB over Grandville Ave	0.000	Bridge CPM	Epoxy Overlay			PES	Programmed	23-26	A	\$0	\$0	\$0	\$249,085	\$0	M	03/01/2023		12/04/2026		06/13/2022	
2023	Trunkline	213068	Grand Valley Metropolitan Council (GVMC)	Kent	MDOT	US-131 S	US-131 SB over Grandville Ave	0.000	Bridge CPM	Epoxy Overlay			PE	Programmed	23-26	A	\$0	\$0	\$0	\$40,127	\$0	M	03/01/2023		12/04/2026		06/13/2022	



S/TIP EXEMPT - REVERSIBLE JOBS

Fiscal Year(s) : 2022, 2023

Fiscal Year	Job Type	Job #	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	AC/ACC	ACC Year(s)	Phase	Phase Status	S/TIP Cycle	S/TIP Status	Fed Authorized Amount	Total Authorized Amount	Fed Estimated Amount	Total Estimated Amount	Cost To Date	Fund Source	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	CR Approved Date	Comments				
Grand Total:																	\$0	\$8,841,712	\$0	\$12,695,077	\$505,582											

Total Job Phases Reported: 33

Preferences:

- Report Format:** Standard
- FISCAL Year(s):** 2022, 2023
- MPO/Non-MPO:** Grand Valley Metropolitan Council (Grand Rapids)
- County:** ALL
- Prosperity Region:** ALL
- MDOT Region:** ALL
- STIP Cycle:** Fiscal Year 2020 - Fiscal Year 2023, Fiscal Year 2023 -
- STIP Status:** Approved, Pending
(A - Approved, P - Pending)
- Job Type:** Trunkline
- Phase Type:** ALL
- Phase Status:** ALL
(AP - Programmed, AC - Active, CP - Completed)
- Amendment Type:** ALL
- Templates:** Trunkline - ALL
- Finance System:** Trunkline - ALL



GRAND VALLEY METROPOLITAN COUNCIL

ADA TOWNSHIP • ALGOMA TOWNSHIP • ALLENDALE TOWNSHIP • ALPINE TOWNSHIP • BELDING • BYRON TOWNSHIP • CALEDONIA • 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 • LOWELL TOWNSHIP • MIDDLEVILLE • NELSON TOWNSHIP
OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD • SAND LAKE • SPARTA • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

MEMORANDUM

DATE: September 14, 2022

TO: Policy Committee

FROM: Laurel Joseph, Director of Transportation Planning

RE: **Committee Bylaws Update**

At the combined Technical and Policy Committee meeting in July staff introduced some changes that needed to be made to the Committee bylaws and opened up the rest of the bylaws document for Committee review and discussion regarding other updates that may be desired. Staff took recommendations from the July Committee meeting and developed a draft updated bylaws document, which was provided to the Technical Committee as an agenda topic for their September meeting. The Technical Committee recommended approval of the bylaws based on the revisions requested by the committee, with the understanding that action on some items in the bylaws would be deferred to the Policy Committee. All these changes are reflected in the tracked changes copy that is attached here for committee review, discussion, and action.

If you have any questions, please do not hesitate to contact me at (616) 776-7610.

**GRAND VALLEY METRO COUNCIL
TRANSPORTATION PLANNING DIVISION
COMMITTEE BYLAWS
As of ~~December 1, 2013~~**

ARTICLE I - OFFICERS

1.1 - Composition & Election

The officers of the Grand Valley Metro Council (GVMC) transportation planning committees shall consist of a Chairperson, ~~and~~ Vice Chairperson ~~and Secretary~~. These officers shall be elected by the officially designated Committee members at the last regular meeting of a calendar year and take office at the first regular meeting of the next year.

1.2 - Chairperson

The Chairperson shall preside at all meetings and assure that the transaction of business shall be in accordance with these bylaws. The Chairperson may appoint special committees as ~~he/she/they~~ deems necessary and shall serve as an ex-officio member of these committees.

1.3 - Vice Chairperson

The Vice Chairperson shall execute the powers and duties of the Chairperson during the absence or incapacity of the Chairperson. In the absence of the Chairperson and Vice Chairperson, the Committee shall designate a temporary Chairperson who shall perform the duties and have the powers of the Chairperson.

1.4 - Term of Officers

Officers shall be elected for ~~a one one~~two-year term. A member may not serve ~~more than two~~ consecutive terms in the same office. A member, after serving ~~two consecutive~~one terms in the ~~same~~ office, shall not be elected to ~~an the same~~ office for an interim period of ~~one two~~ years.

1.5 - Officer Replacements

The Committee shall elect a member to any vacancy or unexpired term of an officer at which time they deem necessary. The newly elected officer shall serve in this capacity until the next regular election.

ARTICLE II - MEETINGS

2.1 - Location

All meetings shall be held in Kent or Ottawa Counties.

2.2 - Order of Business

The order of business to be conducted shall be in the following sequence: Roll Call, Minutes of Previous Meeting, Petitions and Communications, Reports of Staff; Reports of Committees, Old or Unfinished Business, New Business, Committee Members Discussion Period, and Adjournment.

2.3 - Agenda

The agenda for any given meeting shall be determined prior to that meeting by the Transportation Planning ~~Division~~ Department staff. All officially recognized Committee members may submit pertinent items for inclusion in the agenda. Staff shall have the responsibility for notifying all Committee members, sufficiently in advance, of an impending meeting.

2.4 - Special Meetings

Special meetings shall be held whenever necessary, if, in the opinion of the Chairperson, proposed topics of discussion are of regional concern or merit full committee consideration.

2.5 - Recording Duties

Secretarial and recording duties shall be performed by staff.

ARTICLE III - COMMITTEE MEMBERSHIP

3.1 - Membership

Policy Advisory Committee

The Policy Committee shall address all transportation matters related to transportation planning. The Grand Valley Metropolitan Council authorizes the Committee to do the following; develop and recommend to the Council Board, the Metropolitan Transportation Plan, Transportation Improvement Program, and the Unified Planning Work Program. The Committee is delegated the authority to amend the Metropolitan Transportation Plan and the Transportation Improvement Program. The Committee is responsible for developing policies for compliance with the federal rules and procedures. In particular, this committee shall have responsibility for assuring that GVMC transportation plans and programs

comply with ~~the 1990 Clean Air Act and Amendments, and Moving Ahead for Progress in the 21st Century (MAP-21)~~ applicable federal and state laws.

Membership on the GVMC Policy Advisory Committee shall be composed of duly elected or appointed representatives of the legally constituted political units or publicly owned transportation providers contained within the Metropolitan Area Boundary (MAB), provided that none of the representatives of political units of government may be employees of the Michigan Department of Transportation, ~~Grand Rapids Area Transit Authority~~ Interurban Transit Partnership, Kent County Road Commission or Ottawa County Road Commission. As of this date, membership includes the following:

City of Cedar Springs	1
City of East Grand Rapids	1
City of Grandville	<u>1</u>
City of Grand Rapids	<u>4</u>
City of Hudsonville	<u>1</u>
City of Kentwood	<u>12</u>
City of Lowell	1
City of Rockford	<u>1</u>
City of Walker	<u>1</u>
City of Wyoming	<u>2</u>
Ada Township	<u>1</u>
Algoma Township	<u>1</u>
Allendale Township	<u>1</u>
Alpine Township	<u>1</u>
Byron Township	<u>1</u>
Caledonia Township	<u>1</u>
Cannon Township	<u>1</u>
Cascade Township	<u>1</u>
Courtland Township	<u>1</u>
Gaines Township	<u>1</u>
Georgetown Township	<u>12</u>
Grand Rapids Township	1
Jamestown Township	1
Nelson Township	1
Plainfield Township	<u>1</u>
Tallmadge Township	<u>1</u>
Village of Sand Lake	1
Village of Sparta	1
Kent County Board of Commissioners	3
Kent County Road Commission	1
Ottawa County Board of Commission	1
Ottawa County Road Commission	1
Interurban Transit Partnership	1
Kent County Aeronautics Board	<u>1</u>
Michigan Department of Transportation	1

Commented [LJ1]: Something to discuss perhaps, since Dennis is listed as the alternate for Lowell on Policy.

Commented [LJ2R1]: Lengthy discussion by the Tech Committee on this topic, but generally concluded that it should be a Policy Committee discussion/decision.

Total Votes 4143
Votes Required for Quorum = 4922
Or 44-18 Member Units Represented.

Technical Committee

The Technical Committee is an advisory/recommending body to the Policy Committee. The Committee is authorized to address all technical matters relating to the multi-modal transportation planning process, as well as the development of the Metropolitan Transportation Plan and the Transportation Improvement Program. Membership on the GVMC Technical Committee shall be comprised of representatives of the agencies that are members of the Policy Advisory Committee. These representatives shall have the same voting powers as representatives on the Policy Advisory Committee. Other agencies or groups having a regional focus related to transportation shall be allowed membership. The voting status of these agencies shall be of an advisory nature; however, members shall be allowed to bring issues to the GVMC Technical Committee. Membership will be reviewed on a case-by-case basis by the GVMC Policy Advisory Committee, which will make a recommendation to the GVMC Board based on reference to the public information guidelines of [Moving Ahead for Progress in the 21st Century \(MAP-21\)current federal legislation.](#)

VOTING Members

- City of Cedar Springs
- City of East Grand Rapids
- City of Grand Rapids
- City of Grandville
- City of Hudsonville
- City of Kentwood
- City Of Lowell
- City of Rockford
- City of Walker
- City of Wyoming
- Ada Township
- Algoma Township
- Allendale Township
- Alpine Township
- Byron Township
- Caledonia Township
- Cannon Township
- Cascade Township
- Courtland Township
- Gaines Township
- Georgetown Township
- Grand Rapids Township
- Jamestown Township
- Nelson Township
- Plainfield Township

Tallmadge Township
Village of Sand Lake
Village of Sparta
Kent County Board of Commissioners
Kent County Road Commission
Ottawa County Board of Commissioners
Ottawa County Road Commission
Interurban Transit Partnership
Michigan Department of Transportation
~~Kent County Department of Aeronautics~~ Gerald R. Ford International Airport Authority Board

ADVISORY Members

Grand Rapids Area Chamber of Commerce
West Michigan Environmental Action Council
The Right Place

Commented [L3]: Are there others that are proposed to be listed as advisory Tech Committee members?
Commented [L4]: Suggested addition by Tech Committee

Voting structure and quorum requirements are the same as of the Policy Advisory Committee.

3.2 - Delegates

Each of the member units shall designate a delegate. Each delegate shall name an official alternate to represent him/her in the event of the delegate's absence from committee meetings. If neither designated representative can be present, a substitute delegate may attend and have full voting privileges. Any substitute delegate not from the same community shall have a signed proxy or have phoned in his/her proxy prior to meeting.

3.3 - Meeting Attendance

A delegate, alternate, or proxy from each member unit should be present at all meetings. If a member unit fails to have a representative present for three consecutive meetings, the said unit will be notified in writing by GVMC staff in consultation with the Chairperson.

3.4 - Admission of New Agencies or Organizations

Committees may, upon request, permit additional agencies or organizations to sit on the Committee. Such organizations or agencies will be admitted as non-voting members. Admission of a new agency or organization shall require a recommendation from the Policy Advisory Committee and approval from the GVMC Board. The bylaws will be amended based on the recommendation from the Policy Advisory Committee.

ARTICLE IV - VOTING

4.1 - Voting Structure

Each member political unit shall be assigned one vote. Cities and townships shall have one additional vote for each 50,000 population based on the last certified census.

4.2 - Quorum

A quorum shall be required before any resolution, motion, or any other official action can be formally acted upon. A quorum shall consist of designated representatives from ~~fourteen-eighteen (4418)~~ or more units comprising the Committees or ~~nineteen-twenty-two (1922)~~ total votes represented. A simple majority of those present shall be required to pass a decision.

Revision of bylaws shall require two-thirds of the votes present of the Policy Advisory Committee Members.

ARTICLE V - SUBCOMMITTEES

5.1 - ~~Standing Committees~~Subcommittees

One permanent subcommittee shall be established: the Transportation Programming Study Group (TPSG). This subcommittee will provide in-depth review for and recommendations to the Technical and Policy Committees. Items addressed by this subcommittee shall be at the direction of either the Technical or Policy Committee Chairperson. Meetings will be called by the subcommittee ~~chairperson~~Chairperson whenever necessary to accomplish its appointed tasks. ~~The Vice-chairperson of the Technical Committee shall serve as the TPSG Chairperson.~~

Commented [LJ5]: At the July meeting it was mentioned that the Nonmotorized Committee should maybe be added here. It is staff's interpretation that this article is referring to subcommittees of the Tech and Policy committees, not topic-area committees in general. To address these types of committees that often have membership outside Tech/Policy members, staff has drafted a new bylaws article for Committee consideration.

5.2 - Transportation Programming Study Group

This subcommittee shall address matters related to project selection and evaluation for the Transportation Improvement Program and ~~Long Range Metropolitan~~ Transportation Plan. This is a working subcommittee which prepares draft materials for the Technical Committee. This subcommittee is responsible for developing local guidelines for compliance with the federal rules and procedures. ~~In particular, this committee shall have responsibility for assuring that GVMC Transportation plans and programs comply with the 1990 Clean Air Act and Amendments and Moving Ahead for Progress in the 21st Century (MAP-21).~~

The ~~Composition~~composition of the Transportation ~~Improvement Program~~CommitteeProgramming Study Group shall include the following:

City of Cedar Springs	_____	1
City of East Grand Rapids	_____	1
City of Grandville	_____	1

City of Grand Rapids	_____	2
City of Hudsonville	_____	1
City of Kentwood	_____	1
City of Lowell	_____	1
City of Rockford	_____	1
City of Walker	_____	1
City of Wyoming	_____	2
Village of Caledonia	_____	1
Village of Sand Lake	_____	1
Village of Sparta	_____	1
Kent County Road Commission	_____	2
Kent County Township Representative	_____	1
Ottawa County Road Commission	_____	1
Ottawa County Township Representative	_____	1
Interurban Transit Partnership	_____	1
Kent County Aeronautics Board	_____	1
Gerald R. Ford International Airport Authority Board	_____	1
Michigan Department of Transportation	_____	1
Total Votes:	_____	23

No quorum requirement

Kent and Ottawa County Township representation will be reviewed prior to each TIP development cycle.

Voting

Each member shall have one vote, except the Cities of Grand Rapids and Wyoming, and the Kent County Road Commission. A simple majority of those present is required to establish a position or recommendation. All position/recommendations shall be submitted to and subject to Technical Committee acceptance and confirmation.

5.3 - Ad-hoc Committees

An ad-hoc committee may be appointed at any time by the Chairman-Chairperson of the Technical Committee to address a specific matter. Ad-hoc committees shall function for not more than (1) year. At the end of one (1) year, all responsibilities and remaining duties will be carried out by a standing ~~sub~~committee.

ARTICLE VI – TOPIC-AREA COMMITTEES/WORKING GROUPS

6.1 – Purpose

Topic-area committees may be formed by staff in consultation with the Technical and Policy Committees to convene around a specific topic related to transportation planning, e.g., safety, freight, nonmotorized transportation, etc. These committees may be long-standing and serve as working groups – delving deeper into the issues falling under the topic area indicated by the committee's name and providing feedback and recommendations to the Technical and Policy Committees related to applicable short- and long-term planning and programming efforts.

6.2 – Membership and Voting

There are no specific membership requirements for topic-area committees/working groups. Membership for these groups may include Technical/Policy Committee members, but also may, and in many cases should, include representation from other stakeholders/groups to increase the variety of topic-area knowledge present on the committee. Staff shall maintain membership lists for each of these committees.

There shall be no quorum requirements for these committees. Action items shall be passed based on the majority of those in attendance agreeing with the action. Any action items coming out of these committees shall be considered advisory.

6.3 – Meetings

Meetings for topic-area committees/working groups shall be facilitated and called by staff as needed and if requested by the Technical or Policy Committee.

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