



GRAND VALLEY METROPOLITAN COUNCIL

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GVMC BOARD MEETING Agenda

June 1, 2017
8:30 a.m.

Kent County Commission Chambers
300 Monroe, 3rd Floor
Grand Rapids, MI

1. Quorum Call
2. Approval of Minutes – Attached
3. Public Comment
4. Oath of Office – David Dewey – Village of Sand Lake
5. At-Large Member Opening - Attachment
6. 2018 Unified Planning Work Program – Abed Itani
7. Environmental Programs & GVSU – Wendy Ogilvie
8. Other
9. Adjourn

GRAND VALLEY METRO COUNCIL

Board Meeting

May 4, 2017

8:30 a.m.

Kent County Commission Chambers

MINUTES

1. Call to Order

Al Vanderberg called the meeting to order at 8:30 a.m.

Members Present:

Greg Madura	Alpine Township
Rob Beahan	Cascade Township
Robyn Britton	Nelson Township
Bruce Brown	City of Belding
Mike Burns	City of Lowell
Dan Carlton	Georgetown Township
Daryl Delabbio	Kent County
Mike DeVries	Grand Rapids Township
Charlie DeVries	At-Large Member
Deb Diepenhorst	Cannon Township
Rob DeWard	Gaines Township
David Dewey	Village of Sand Lake
Brian Donovan	City of East Grand Rapids
Adam Elenbaas	Allendale Township
George Haga	Ada Township
Jerry Hale	Lowell Township
Brian Harrison	Caledonia Township
Carol Hennessey	Kent County
Jim Holtvluwer	Ottawa County
Tom Hooker	Byron Township
John Hoppough	City of Greenville
Mark Huizenga	City of Walker
Steve Kepley	City of Kentwood
Steve Maas	City of Grandville
Karen McCarthy	At-Large
Brenda McNabb-Stange	City of Hastings
Steven Patrick	City of Coopersville
Jack Poll	City of Wyoming
Julius Suchy	Village of Sparta
Al Vanderberg	Ottawa County

Cameron VanWyngharden	Plainfield Township
Patrick Waterman	City of Hudsonville
Bill VerHulst	City of Wyoming
Mike Verhulst	City of Grand Rapids
Lynee Wells	City of Grand Rapids
Duane Weeks	Village of Middleville

Members Absent:

Rick Baker	At-Large
Micki Benz	At-Large Member
Ken Bergwerff	Jamestown Township
Rosalynn Bliss	City of Grand Rapids
Jim Buck	Secretary
Jason Eppler	City of Ionia
Kevin Green	Algoma Township
Diane Jones	Kent County
Matt McConnon	Courtland Township
Tim McLean	City of Wayland
Mike Womack	City of Cedar Springs
Open	Tallmadge Township
Open	City of Rockford

Others Present:

Tom Butcher	Grand Valley State University
Abed Itani	Grand Valley Metro Council
Chris Brown	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Jason Moore	Grand Valley Metro Council
Wendy Ogilvie	Grand Valley Metro Council
Mark Rambo	City of Kentwood
Peter Varga	The Rapid
John Weiss	Grand Valley Metro Council
Raphael Diaz	Kalamazoo
Mark Herald	East Grand Rapids
James Carmody	Wyoming
Dennis Kent	MDOT

2. Crisis Management Training Announcement – Lt. Gov. Brian Calley

Lt. Gov. Brian Calley joined healthcare, behavioral health, public safety and emergency responses professionals from 24 organizations and municipalities to announce a new Kent County initiative focused on providing better – and more coordinated – responses for adults struggling with mental health issues. Representatives from the Kent County Chiefs of Police Association, Network180, Mercy Health Saint Mary’s and others helped present the initiative.

Calley also presented a \$1.2 million grant to Network180, the community mental health authority for Kent County. The grant will be used to renovate current Network180 facilities into a 24/7 crisis center that will provide immediate psychiatric care for individuals experiencing a behavioral health crisis rather than sending them to the emergency room or to jail. The crisis center will offer a walk-in area for crisis intervention, a secure 24-hour crisis stabilization unit and a small-scale crisis residential unit to assist with client placement post discharge.

More than three years in the making, this collaboration of law enforcement, acute care facilities, psychiatric care facilities and community mental health providers is designed to provide better care for adults with mental illness by reducing misdirection, conserving resources and addressing critical needs.

The Initiative will:

- Provide police officers with 40 hours of comprehensive crisis intervention training so they are better equipped to deal with individuals with mental illness
- Provide dispatchers and corrections officers with eight hours of crisis intervention training
- Ensure a system of services that is friendly to individuals with mental illness by providing a forum for area organizations and agencies to collaborate
- Improve mental health pre-arrest diversion systems that are more efficient, effective and responsive to all mental health system participants

The \$50,000 training program, which will begin providing training to law enforcement agencies this month, is being paid through grants from Network180, Metro Health Hospital Foundation and the Kent County Chiefs of Police Association.

3. Minutes

MOTION – To Approve the March 2017 GVMC Board Minutes. MOVE - DeVries. SUPPORT – Poll. MOTION CARRIED.

4. Public Comment

None

5. Travel Demand Model Contract

Abed Itani reviewed the proposed contract for the travel demand forecast model. The contract has been approved by both MDOT and Commission Audit.

MOTION – To Approve the Travel Demand Forecast Model Contract. MOVE – Wells. SUPPORT – Donovan. MOTION CARRIED.

6. Other

7. Adjourn 9:45 a.m. MOTION – To Adjourn. MOVE – DeVries. SUPPORT – McNabb-Stange. MOTION CARRIED.

Gayle Mccrath

Subject: FW: [External] GVMC Board

From: Micki Benz [mailto:benzm@mercyhealth.com]

Sent: Monday, May 22, 2017 8:24 AM

To: John Weiss <john.weiss@gvmc.org>

Subject: RE: [External] GVMC Board

Please accept this as my notice of resignation from the Grand Valley Metropolitan Council board. Though I truly enjoyed the few times I was able to attend the meetings and appreciate the perspective offered by the organization, I regret that conflicting meetings make it difficult for me to be a regular attendee. I continue to remain supportive.
Thank you.

Micki Benz
Vice President
Community Development and Advocacy
Mercy Health Saint Mary's
200 Jefferson, SE
Grand Rapids, MI 49503
Office 616.685.1890
Cell 616.340.7977



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MEMORANDUM

TO: GVMC Board Members

FROM: Abed Itani, Director of Transportation Planning

DATE: Wednesday, May 24, 2017

RE: Proposed FY2018 Unified Planning Work Program Activities and Budget

The FY2018 Unified Planning Work Program (UPWP) for the Grand Valley Metropolitan Council (GVMC) includes the budget for all federally assisted transportation planning activities that the GVMC Transportation Division, the Interurban Transit Partnership (ITP) and the Michigan Department of Transportation (MDOT), will undertake. The GVMC must submit the UPWP annually to the sponsoring federal agencies, Federal Highway Administration and Federal Transit Administration, prior to October 1st. It functions as the coordinated budget for the Metropolitan Planning Organization (MPO).

The draft UPWP is available online at http://gvmc.org/transportation/documents/FY2017-2018-UPWP-Draft%205_25_2017.pdf.

Attached to this memo, a general outline of the FY2018 UWP transportation tasks related to GVMC Transportation Department and associated budget to complete these tasks. Also included is the dues structure (local match) proposed for the fiscal year 2018. The GVMC Transportation Program receives its local match through dues assessed to the 34 participating member agencies.

If you have any questions please call me at 776-7606.

Recommendation: Approval of the Proposed FY2018 UPWP.

Grand Valley Metropolitan Council
Fiscal Year (FY) 2017-2018 Unified Work Program
Planning Priorities & Budget

The activities undertaken by the Grand Valley Metropolitan Council (GVMC) transportation department principally relate to overall transportation program management and fulfillment of federal requirements, the Moving Ahead for Progress in the 21st Century Act (MAP-21), the Fixing America's Surface Transportation Act "FAST Act", and state mandated requirements. The priorities/activities for the GVMC transportation department are severely restricted and prescribed by federal and state law requirements. Funding for all MPO activities is provided by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the MPO members on an 80/20 split. The 20% local match is mandated by federal law in order for any MPO to receive transportation planning funds. GVMC will manage a five billion dollar Metropolitan Transportation Plan (MTP) and an approximately sixty million dollar annual Transportation Improvement Program.

MAP-21 and the FAST Act create a performance-based program and build on many of the highway, transit, bike, and pedestrian programs and policies established in previous transportation bills since 1991. The cornerstone of the FAST Act highway program is the transition to a performance and outcome-based program in an effort to increase accountability and efficiency in the way federal transportation dollars are spent. The intention is that, under this performance-based planning program, states/MPOs will invest resources in projects that help to achieve individual performance targets and collectively will make progress toward national goals. In the FAST Act, the metropolitan transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public involvement remains a hallmark of the planning process. Requirements for a long-range plan and a short-term Transportation Improvement Program (TIP) continue, with the long-range plan to incorporate performance plans required by the Act for specific programs. The long-range plan must describe the performance measures and targets used in assessing system performance and progress in achieving the performance targets. The TIP must also be developed to make progress toward established performance targets and include a description of the anticipated achievements.

Statutory citation(s): MAP-21, FAST Act §§1106, 1112-1113, 1201-1203; 23 USC 119, 134-135, 148-150

The FY2018 Unified Planning Work Program (UPWP) for Transportation Planning in the Grand Rapids Metropolitan Area incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region from October 1, 2017 through September 30, 2018. The program provides a process for the coordination of transportation planning activities in the area, and is required as a basis and condition for all federal funding assistance for transportation planning by the final planning regulations issued February 14, 2007 by the Federal Highway Administration (FHWA) and the Federal Transit Administration.

MAP-21, which became effective October 1, 2012, made some important modifications to the metropolitan planning process, primarily requiring metropolitan planning organizations (MPOs) to establish and use a performance-based approach to transportation decision making and development of transportation plans. The FAST Act, which became effective December 4, 2015, continues with the same planning requirements. This planning work program has been developed to comply with and implement anticipated changes regarding metropolitan planning as called for in MAP-21 and the FAST Act.

The level of planning effort for the GVMC MPO is driven by the 2040 MTP and operational planning

needs of the various transportation operating agencies. The MTP addresses numerous state and federal requirements, among which are, MAP-21/FAST Act, the Americans with Disabilities Act, the 1990 Clean Air Act Amendments, responses to Certification Findings by FHWA, and Michigan Department of Transportation (MDOT) requirements. Staff time and resources are focused to address issues such as intermodal planning, congestion management, pavement management, safety planning, transit planning and concerns, ITS, traffic operations, freight transportation planning, environmental justice, air quality, environmental quality, non-motorized, and needs of the transportation disadvantaged.

The Metropolitan Planning program under FAST Act provides funding for the integration of transportation planning processes in the MPOs into a unified metropolitan transportation planning process, culminating in the preparation of a multimodal transportation metropolitan plan for the MPO. Title 23 of the United States Code, section 134(f) (revised in SAFETEA-LU section 6001(h)) describes Federal Planning Factors issued by Congress to emphasize planning factors from a national perspective. Under the FAST Act and MAP-21 these planning factors remain unchanged. The increased focus level and activities regarding these issues is the result to the MAP-21/FAST Act identified eight broad planning factors. The MPO must consider these factors when developing plans and annual programs. The GVMC transportation planning activities and budget are developed to address these factors and other state and federal requirements. The eight planning factors (for both metro and statewide planning) are as follows:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation, and
- Emphasize the preservation of the existing transportation system.

Each of these factors is addressed through various work program tasks selected for FY2018, as shown on page 3:

Planning Factor/Task	Economic Vitality	Increase Safety	System Security	Accessibility	Protect Environment	Integration of System	Efficiency	System Preservation
Database Management		x		x	x	x	x	x
Long Range Planning	x	x	x	x	x	x	x	x
Short Range Planning	x	x	x	x	x	x	x	x
Transportation Management Systems	x	x	x	x	x	x	x	x
Program Coordination	x	x	x	x	x	x	x	x
Integrated Asset Management Program	x	x	x		x	x	x	x

This fiscal year, GVMC will be participating in the creation of a regional database of underground utility location and additional pertinent data to eventually be used in the development of an asset management process and database system that includes roads, water, sewer and storm water assets. This is part of a pilot program to provide recommendations for implementing a comprehensive, statewide asset management program.

In addition to the planning factors under MAP-21/FAST Act, the following federal planning emphasis areas were also considered during the development of the UPWP. These planning areas are described below:

Planning Areas of Emphasis

1. MAP-21/FAST Act Implementation: Develop and implement performance based planning measures and targets that will help assess the performance of strategies aimed to improve the conditions and functionality of the transportation system.
2. Planning & Environmental Linkages: Consider environmental, community, and economic goals early in the planning process. Use the information, analysis, and products developed during planning to inform the environmental process.
3. Models of Regional Planning Cooperation: Promote cooperation and coordination across City, County, and State boundaries where appropriate to ensure a regional approach to transportation planning.
4. Livability: Integrate the livability principles of more transportation choices, equitable, affordable housing, enhanced economic competitiveness, support for existing communities, coordinated policies, leveraging investments, and valuing communities and neighborhoods into the transportation planning process.
5. Climate Change & Extreme Weather: Address climate change mitigation and adaptation in the planning process.
6. Freight: Coordinate with MDOT, engage public and private stakeholders representing all modes of freight to integrate freight planning into the existing transportation planning process.
7. Planning for Operations: Activities that take place within the context of an agency, jurisdiction, and/or regional entity with the intent of establishing and carrying out plans,

policies, and procedures that enable and improve the management and operation of transportation systems.

8. Sustainability: Satisfy the functional requirements for development and economic growth while striving to enhance the natural environment and reduce consumption of natural resources.
9. Environmental Justice: Identify and address adverse environmental and public health effects placed on minorities and low-income groups as a result of programs, policies, and activities.
10. Public Health: Address ways to mitigate negative health impacts of transportation such as reducing air pollution, prevent traffic injuries or deaths and encouraging multimodal transportation options such as walking or biking.
11. Access to Essential Services: Identify transportation connectivity gaps in access to essential services.

Each of these areas is addressed through various work program tasks/subtasks included for FY2018, as shown below:

Planning Areas Of Emphasis

	Map-21/Fast Act Implementation	Planning & Environmental linkage	Models of Regional Cooperation	Livability	Climate Change & extreme Weather	Freight	Planning for Operations	Sustainability	Environmental Justice	Public Health	Access to Essential Services
<u>UWP Planning Task</u>											
<u>Database Management</u>											
Land Use Coordination/Demographic & Economic Projections	√	√	√	√	√	√	√	√	√	√	√
Traffic Volumes & Physical Conditions	√	√	√			√	√				
GIS System Maintenance & Update	√	√	√	√	√	√	√	√	√	√	√
<u>Long range Planning</u>											
Travel Demand/Air Quality Modeling	√	√	√		√	√	√		√		√
2040 Metropolitan Transportation Plan	√	√	√	√	√	√	√	√	√	√	√
<u>Short Range Planning</u>											
Transportation Improvement Program	√		√	√	√	√	√	√	√	√	√
Technical Assistance	√	√	√	√	√	√	√	√	√	√	√
Clean Air Action! Program	√		√	√	√			√		√	
Intelligent Transportation System	√		√	√	√	√	√				√
Non_Motorized Planning	√		√	√	√			√		√	√
Safety Conscious Planning	√		√	√		√	√			√	
<u>Transportation Management Systems</u>											
Pavement Management System	√	√	√			√	√				
Congestion Management System	√	√	√	√	√	√	√	√	√	√	√
Asset Management	√	√	√			√	√				
<u>Program Coordination</u>											
Administration	√	√	√	√	√	√	√	√	√	√	√
<u>Development of Integrated Asset Management Program</u>											
	√	√	√	√		√	√	√	√	√	√

In order to address and meet MAP-21/FAST Act requirements, the transportation annual budget contains the following six work tasks:

DATABASE MANAGEMENT- Listing the work tasks needed to monitor area travel characteristics and factors affecting travel such as socio-economic, land use data, transportation system data, and environmental issues and concerns. Priorities include data collection and analysis, enhanced GIS capabilities development and update. Revenues for the activities under this are listed below.

FHWA STP	FHWA PL	FHWA CMAQ	SPR/ MTF	FTA Sec. 5303	Local Match	Total Funding
\$35,400	\$190,661	\$0.00	\$0.00	\$0.00	\$50,128	\$276,189

LONG RANGE PLANNING- Identifying transportation system planning tasks related to long range transportation systems planning. Priorities include the development/update of the MTP, identification of long range transportation needs, goals, objectives, policies, improvements, monitoring, and updating and maintaining of the travel demand model. In cooperation with MDOT and ITP, develop, adopt, and implement performance based planning measures and targets that will help assess the performance of strategies aimed to improve the conditions and functionality of the transportation system. Revenues for the activities under this are listed below.

FHWA STP	FHWA PL	FHWA CMAQ	SPR/ MTF	FTA Sec. 5303	Local Match	Total Funding
\$0.00	\$215,911	\$0.00	\$50,000	\$0.00	\$47,878	\$313,789

SHORT RANGE PLANNING- Identifying transportation system planning tasks related to short range transportation systems planning. Priorities include performance measurement, the development/update of the TIP, providing technical assistance and special studies to the MPO members, Intelligent Transportation System (ITS) planning, safety planning, freight planning, non-motorized planning, managing the Clean Air Action Program, and phase in performance based measures and monitoring. Revenues for the activities under this are listed below.

FHWA STP	FHWA PL	FHWA CMAQ	SPR/ MTF	FTA Sec. 5303	Local Match	Total Funding
\$0.00	\$301,609	\$80,132	\$0.00	\$0.00	\$86,914	\$469,154

TRANSPORTATION MANAGEMENT SYSTEMS- Listing the work tasks needed to monitor area travel characteristics and factors affecting congestion and pavement conditions. Priorities include collecting transportation system data and analysis, coordination with MDOT and local transportation providers, development of congestion and pavement investment plans, and implementation and monitoring of ITS solutions. GVMC is also involved in a statewide effort to develop, collect data, coordinate with MDOT on performance measures and targets for the NHS system, and implement Michigan's Asset Management System. Revenues for the activities under this are listed below.

FHWA STP	FHWA PL	FHWA CMAQ	SPR/ MTF	FTA Sec. 5303	Local Match	Total Funding
\$114,590	\$179,673	\$0.000	\$25,000	\$0.00	\$65,252	\$384,515

PROGRAM COORDINATION- Describing task functions required to manage the transportation planning process on a continual basis, including program administration, development, review, and reporting. Priorities include the UPWP, public involvement, environmental justice, timely submittal of documents, MPO scheduled meetings, and coordination with all MPO member units. Revenues for the activities under this are listed below.

FHWA STP	FHWA PL	FHWA CMAQ	SPR/ MTF	FTA Sec. 5303	Local Match	Total Funding
\$0.00	\$293,047	\$0.00	\$0.00	\$0.00	\$64,982	\$358,029

DEVELOPMENT OF AN INTEGRATED ASSET MANAGEMENT PROGRAM – Developing a regional database of underground utility location and additional pertinent data to eventually be used in the development of an asset management process and database system that includes roads, water, sewer and storm water assets. This is part of a pilot program to provide recommendations for implementing a comprehensive, statewide asset management program. The project leverages state funds with available federal funds to be able to provide a larger impact by enhancing and increasing the level of data we are able to retrieve for the study area.

FHWA STP	FHWA PL	FHWA CMAQ	SPR/ MTF	FTA Sec. 5303	Local Match	Total Funding
\$0.00	\$245,491	\$0.00	\$0.00	\$0.00	\$54,437	\$299,928

GVMC FY2018 Unified Work Program Activities

- **Travel Demand Model Update/Calibration/Validation/Air Quality (MOVES)**
The transportation department will continue to enhance the travel demand model we currently use. Staff will be involved in the development and maintenance of a mode split model to allow simulation of most modes of transportation. GVMC staff will perform a model validation analysis to determine and improve the model accuracy. GVMC will assist MDOT in collecting freight data for the purpose of developing a freight model. Staff will develop new technical tools to produce data for use in the MOVES2014 program. Staff will develop “Local” data input files for the MOVES2014 program.
- **Safety Conscious Planning and Monitoring**
This task will continue our efforts to bring safety planning into the mainstream MPO planning process as required by the Federal Highway Administration (FHWA) based on the MAP-21/FAST Act requirements. GVMC will continue to hold safety forums and other educational activities to raise the awareness of safety planning and enhancement within the MPO area. Staff will work with FHWA and MDOT to adopt and implement safety performance measures and targets.
- **Transportation Geographic Information System**
This task will provide staff training to utilize the REGIS and GIS+/TransCad platforms. This activity will enable the transportation department to migrate fully to a platform that is compatible with the state Framework and REGIS. Staff will update the regional transportation database and will input all data in GIS format. Staff will utilize the GIS system to develop performance indicators and analyze the impact of performance measures and targets on the transportation system.
- **Transit/Mode Split Model**
The transportation department will continue to improve and maintain the transit model, in cooperation with MDOT and the Interurban Transit Partnership (ITP), which will allow simulation and evaluation of most transit bus route alternatives. Staff in cooperation with MDOT and ITP will determine the practical improvements needed to the GVMC model.
- **Freight Planning and Monitoring**
MPO staff will work closely with local officials, interest groups, state, and federal transportation partners to further integrate freight planning into the transportation planning process based on MAP-21/FAST Act requirements. MPO staff will work with stakeholders to inventory and monitor freight routes and intermodal facilities within the metropolitan area. MPO staff will also monitor freight related issues and seek input from freight stakeholders on how to best integrate freight planning into the existing transportation process.
- **Clean Air Action! Program**
This task will continue the effort of the Council to educate and raise the awareness of the general public with regard to ground level ozone and PM 2.5 and their negative health impacts.
- **Congestion Management Process (CMP) and Monitoring**
To comply with this federal requirement in MAP-21/FAST Act, the transportation department will continue to expand and improve the Congestion Management Process which allows us to monitor and evaluate congestion and its causes. GVMC staff will collect traffic and travel data by mode, when possible, to analyze

recurring and non-recurring congestion. GVMC staff will analyze traffic accident data to identify high accident locations for future improvements. This task will enable GVMC to mitigate non-recurring congestion, reduce recurring congestion, improve day-to-day traffic operations, and improve global connectivity by enhancing freight management and operations.

- **Pavement Management System (PaMS) and Monitoring**
To assure compliance with MAP-21/FAST Act the transportation department will continue to improve the Pavement Management System which allows us to monitor pavement conditions in the most productive way and efficient fashion. GVMC will again collect pavement condition data within the MPO study area for 1,600 miles of federal aid. Staff will work with MDOT to determine the performance indicators, measures, and targets for the NHS system.
- **Asset Management Data Collection**
Staff will continue to collect data on behalf of the Asset Management Council within the MPO study area.
- **Transportation/Land Use Regional Coordination**
This activity will continue our coordination with land use planning departments within the MPO study area. Staff will continue to develop and update the social economic data for use in the travel demand forecasting model and transportation mobility access and corridor studies.
- **2040 Metropolitan Transportation Plan (MTP) Development/Update**
Staff will continue to monitor and update the 2040 MTP. Staff will be working with the MPO communities to update/amend the MTP during this fiscal year. Staff will be working with elected officials, Policy, and Technical Committee members to meet regional goals and objectives in order to improve mobility and reduce congestion and vehicle emissions. Staff will continue to work with MDOT and FHWA to address MAP-21/FAST Act performance based planning and programming requirements.
- **2017-2020 Transportation Improvement Program (TIP) Update & Monitoring**
Staff will monitor 2017-2020 TIP projects.
- **Intelligent Transportation System (ITS) Implementation**
The transportation department will continue its effort to complete the ITS deployment activities as recommended by the ITS study.
- **Non-Motorized Plan**
Staff will continue to work on updating the non-motorized plan and amending any changes to the Metropolitan Transportation Plan.
- **Environmental Justice Process**
Staff will continue to address EJ as part of the MTP and the TIP throughout the MPO study area.
- **Environmental Mitigation Process**
Staff, in coordination with MDOT, FHWA, FTA, MDEQ, and ITP, will continue to access environmental impacts resulting from the MTP and TIP projects.
- **Transportation Accessibility Process**
Staff, in coordination with MDOT, FHWA, FTA, and ITP, will continue to evaluate mobility accessibility within the MPO study area as required by MAP-21/FAST

Act.

- **Consultation Process**
Staff, in coordination with MDOT, FHWA, FTA, and ITP, will continue to implement and update the consultation process adopted by the MPO for the development of the MTP and TIP. The process provides feedback from the public, transportation interest groups, and state and federal agencies.
- **Visualization Process**
Staff, in coordination with MDOT, FHWA, FTA, and ITP, will continue to apply the visualization process throughout the MPO process as required by MAP-21/FAST Act.
- **Transit Planning & Coordination**
Staff will continue to coordinate with ITP, FTA, FHWA and MDOT on all transit related needs, such as the transit model, MTP, TIP, and transit studies.
- **State and Federal Coordination and Cooperation**
Staff will continue to meet on a regular basis with FHWA, FTA, MDOT, and MDEQ to address transportation needs and issues.
- **Public Involvement/Information**
Staff will continue to improve public involvement in the transportation process as required by MAP-21/FAST Act.
- **Technical Assistance**
Staff will continue to provide technical assistance on various projects as requested from the MPO members.
- **Development of an Integrated Asset Management Program**
Staff will assist in the development of a regional database of underground utility location and additional pertinent data to eventually be used in the development of an asset management process and database system that includes roads, water, sewer and storm water assets.

Funding Sources for Planning Activities

All work, including MPO staff time and consultant studies, listed in the UPWP are funded by one or more of the following funding sources.

FHWA Planning grant funds (also known as “PL” or metropolitan planning funds)

Federal planning funds can be used for up to 81.85 percent of a project, with a required 18.15 percent match typically provided by local governments.

FHWA State Planning and Research (SPR) grant funds

SPR funds are federal dollars from the State Planning & Research Program administered by the Michigan Department of Transportation. Some SPR funds may be allocated to the MPO to help with planning studies. A 20 percent match is required that is provided by MDOT.

FTA Section 5303 grant funds

Section 5303 funds are federal funds designated for transit planning and research activities. Up to 80 percent federal funds can be used for a project. The remaining 20 percent match is typically provided by local governments.

FHWA Surface Transportation Program (STP) funds

Federal STP funds can be used for up to 81.85 percent of a project, with a required 18.15 percent match typically provided by local governments.

FHWA Congestion Mitigation/Air Quality Program (CMAQ) funds

Federal CMAQ funds can be used for up to 80 percent of a project, with a required 20 percent match typically provided by local governments.

Local matching funds

All federal grant funds require at least a 18.15 percent non-federal match. The MPO receives funding from member jurisdictions on a proportionate fair share basis using population distributions published by the most recent decennial census, and lane miles as defined by the national highway functional classification network approved by MDOT and FHWA.

<u>GVMC FY2017-18 MPO Revenue Estimates</u>	
STP-U	\$150,000
CMAQ	\$80,000
SECTION-5303	\$0.00
PL-112	\$1,426,392
SPR	\$50,000
State Asset Management	\$25,000
Local Match Required	\$369,591
TOTAL	\$2,100,983

Staffing

Work Load and federal funding is available to support seven (7) full time and one part time staff positions. The proposed staffing model is as follows:

Transportation Director
Senior Transportation Planner (2)
Transportation Planner (4)
Part time Interns (1)

Director of Transportation Planning: Responsible for administration of the transportation planning program, development of the Council's transportation Unified Planning Work Program and policies, the Transportation Improvement Program, the Metropolitan Transportation Plan, establishment of project budgets, management of the transportation staff, management of the transportation department budget, staff coordinator of GVMC Transportation Committees, and coordinates with state and federal agencies.

Senior Transportation Planner: Duties will include travel demand modeling, traffic impact studies, GIS data development and updates, updating the Transportation Management Systems (CMS, PMS and SMS), and updating the 2040 Metropolitan Transportation Plan.

Senior Transportation Planner: Duties will include work on updating the 2040 Metropolitan Transportation Plan, the Transportation Improvement Program, development and management of a regional non-motorized plan, developing non-motorized projects for future funding and inclusion in the TIP, participation in early transit route planning and services with the transit providers, collecting traffic data, air quality conformity analysis and land use activities.

Transportation Planner: Duties will include assistance in preparing agendas for the Transportation Programming Study Group, Technical and Policy Committee meetings, updating traffic and demographic data files, assisting in Clean Air Action Program activities, coordinating with the transit agency, involvement in the development of the freight plan, managing the Metropolitan Transportation Plan, preparing annual reports, and other administrative tasks.

Transportation Planner: Duties will include work on developing a regional safety plan as a part of the Metropolitan Transportation Plan, involvement in the ITS program, assist in the development of SMS and updating of the PaMS, collecting traffic data, coordinating efforts with MDOT and FHWA regarding safety issues, and providing technical assistance to local units of government.

Transportation Planner: Duties will include work on developing and managing the Transportation Improvement Program, traffic count program, managing enhancement and CMAQ projects, HPMS updates, collecting traffic data, GIS data updates, air quality conformity analysis for the TIP and the Metropolitan Transportation Plan, and coordination with MDOT, FHWA, transit providers and local units of government.

It is assumed that all staff time will be charged to MPO transportation related activities.

Staff Responsibilities

	Activity	Duration
George Yang	Travel Demand Modeling	Year Long
	Safety Planning and Monitoring	Year Long
	Congestion Management Process	Year Long
	Air Quality Analysis	During MTP and TIP Development
	Technical Assistance	Year Long
	Congestion Performance Monitoring	Year Long
	Safety Performance Monitoring	Year Long

	Activity	Duration
Darrell Robinson	TIP Development/Management	Year Long
	TAP Management	Year Long
	Asset Management	6 Months
	Financial Estimates	Year Long
	Technical Assistance	Year Long
	Performance Measures Reporting	Year Long

	Activity	Duration
Michael Zonyk	Traffic Count Program	Year Long
	Asset Management	6 Months
	GIS Transportation Data	Year Long
	Technical Assistance	Year Long
	Performance Measures Reporting	Year Long
	Environmental Justice	Year Long

	Activity	Duration
Andrea Faber	Clean Air Action Program	Year Long
	Freight Planning	Year Long
	Public Involvement/Consultation	Year Long
	Transportation Plan updates	Year Long
	Technical Assistance	Year Long
	MTP Performance Measures Reporting	3 Months
	Environmental Justice/Accessibility	Year Long

	Activity	Duration
Michael Brameijer	GVMC/Transportation IT	Year Long
	Asset Management	Year Long
	Performance Measures Reporting	6 Months
	HPMS	3 Months
	Technical Assistance	Year Long
	Traffic Counts	Year Long
	Public Involvement/Website	Year Long

	Activity	Duration
Laurel Joseph	Freight Planning	Year Long
	Transit Planning/Coordination	Year Long

	MTP Performance Measures Development/Reporting	6 Months
	Transit Modelling	3 Months
	Technical Assistance	Year Long
	Land Use/SE Data	Year Long
	Non-Motorized Plan	Year Long

FY2018		FY2016	FY2017	FY2018
<u>MPO Membership Dues Estimates</u>	<u>Population</u>	<u>Dues</u>	<u>Dues</u>	<u>Dues</u>
Kent Co Rd Comm Urban		\$39,512	\$39,512	\$39,512
Kent Co Rd Comm Rural		\$6,196	\$6,196	\$6,196
Ada	13,142	\$1,987	\$1,987	\$1,987
Algoma	9,932	\$1,501	\$1,501	\$1,501
Alpine	13,336	\$2,016	\$2,016	\$2,016
Byron	20,317	\$3,071	\$3,071	\$3,071
Caledonia	10,821	\$1,636	\$1,636	\$1,636
Cannon	13,336	\$2,016	\$2,016	\$2,016
Cascade	17,134	\$2,590	\$2,590	\$2,590
Courtland	7,678	\$1,161	\$1,161	\$1,161
Gaines	25,146	\$3,801	\$3,801	\$3,801
Grand Rapids	16,661	\$2,519	\$2,519	\$2,519
Plainfield	30,952	\$4,679	\$4,679	\$4,679
Lowell	5,949	\$899	\$899	\$899
Nelson	4,764	\$0	\$0	\$733
	Subtotal	\$189,168	\$73,585	\$74,318
Ottawa Co Rd Comm Urban		\$11,830	\$11,830	\$11,830
Ottawa Co Rd Comm Rural		\$381	\$381	\$381
Allendale	20,708	\$2,870	\$2,870	\$2,870
Georgetown	46,985	\$6,511	\$6,511	\$6,511
Jamestown	7,034	\$975	\$975	\$975
Tallmadge	7,575	\$1,050	\$1,050	\$1,050
	Subtotal	82,302	\$23,617	\$23,617
Cities/Villages				
Cedar Springs	3,509	\$721	\$721	\$721
East Grand Rapids	10,694	\$2,126	\$2,126	\$2,126
Grand Rapids	188,040	\$39,429	\$39,429	\$39,429
Grandville	15,378	\$4,699	\$4,699	\$4,699
Hudsonville	7,116	\$1,848	\$1,848	\$1,848
Kentwood	48,707	\$11,260	\$11,260	\$11,260
Lowell	3,783	\$906	\$906	\$906
Rockford	5,719	\$1,371	\$1,371	\$1,371
Sand Lake Village	492	\$345	\$345	\$345
Sparta Village	4,140	\$0	\$692	\$692
Walker	23,537	\$6,727	\$6,727	\$6,727
Wyoming	72,125	\$17,551	\$17,551	\$17,551
	Subtotal	382,748	\$86,986	\$87,678
Other Transportation Members				
ITP	N/A	\$14,500	\$14,500	\$14,500
Gerald R. Ford Airport	N/A	\$1,500	\$1,500	\$1,500
MDOT	N/A	\$0	\$0	\$0
	Subtotal	\$16,000	\$16,000	\$16,000
Kent County	602,622	\$3,000	\$3,000	\$3,000
Ottawa County	89,418	\$1,476	\$1,476	\$1,476
	Subtotal	\$4,476	\$4,476	\$4,476
GVMC		\$50,000	\$50,000	\$58,000
Total		\$254,664	\$255,356	\$264,089