



GRAND VALLEY METROPOLITAN COUNCIL

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GVMC BOARD MEETING

May 2, 2019

8:30 a.m.

Kent County Commission Chambers
300 Monroe Ave
Grand Rapids, MI

1. Welcome
2. Quorum Call
3. Approval of Minutes – Attached
4. FY 2019 Unified Planning Work Program Amendment – Attached
5. Approval of Regis Rebate Resolution – Attached
6. Presentation Michigan Infrastructure Condition – Ron Brenke, Myndi Bacon, Steve Waalkes – ACEC/Michigan
7. GVSU Graduate Assistant, Carlos Calderon Presentation
8. Resolution to Rename GVMC Conference Rooms the James R. Buck and Darrell T. Robinson Conference Rooms – Attached
9. Approval of Records Retention Policy Resolution – Attached
10. Other
11. Adjourn

GRAND VALLEY METRO COUNCIL

Board Meeting

March 7, 2019

8:30 a.m.

Kent County Commission Chambers
300 Monroe NW

MINUTES

1. Call to Order

Mike DeVries called the meeting to order at 8:30 a.m.

Members Present:

| | |
|----------------------|---------------------------|
| Nora Balgoyen | At-Large Member |
| Rick Baker | At-Large |
| Rob Beahan | Cascade Township |
| Mike Burns | City of Lowell |
| Gary Carey | City of Walker |
| Deb Diepenhorst | Cannon Township |
| Rob DeWard | Gaines Township |
| Mike DeVries | Grand Rapids Township |
| Brian Donovan | City of East Grand Rapids |
| Joshua Eggleston | City of Wayland |
| Adam Elenbaas | Allendale Township |
| Rachel Gokey | Village of Sand Lake |
| Kevin Green | Algoma Township |
| George Haga | Ada Township |
| Jim Holtvluwer | Ottawa County |
| Tom Hooker | Byron Township |
| John Hoppough | City of Greenville |
| Steve Kepley | City of Kentwood |
| Greg Madura | Alpine Township |
| Karen McCarthy | At-Large |
| Brenda McNabb-Stange | City of Hastings |
| John Niemela | City of Belding |
| Megan Sall | City of Wyoming |
| Jonathan Seyferth | City of Coopersville |
| Al Vanderberg | Ottawa County |
| Cameron VanWyngarden | Plainfield Township |
| Mike Verhulst | City of Grand Rapids |
| Mark Washington | City of Grand Rapids |
| Patrick Waterman | City of Hudsonville |
| Lynne Wells | City of Grand Rapids |
| Mike Womack | City of Cedar Springs |

Members Absent:

| | |
|----------------|------------------------|
| Thad Beard | City of Rockford |
| Ken Bergwerff | Jamestown Township |
| Mandy Bolter | Kent County |
| Wayman Britt | Kent County |
| Robyn Britton | Nelson Township |
| Tom Butcher | GVSU |
| Dan Carlton | Georgetown Township |
| Jason Eppler | City of Ionia |
| Jerry Hale | Lowell Township |
| Brian Harrison | Caledonia Township |
| Diane Jones | Kent County |
| Mike Krygier | Courtland Township |
| Steve Maas | City of Grandville |
| Jack Poll | City of Wyoming |
| Julius Suchy | Village of Sparta |
| Duane Weeks | Village of Middleville |

Others Present:

| | |
|----------------|-----------------------------|
| John Weiss | Grand Valley Metro Council |
| Gayle McCrath | Grand Valley Metro Council |
| Abed Itani | Grand Valley Metro Council |
| Wendy Ogilvie | Grand Valley Metro Council |
| Jason Moore | Grand Valley Metro Council |
| Mark Rambo | City of Kentwood |
| Chris Brown | GVMC |
| Tim Dye | Truscott Rossman |
| Steve Heacock | Grand Rapids Whitewater |
| Tim Kelly | Downtown Grand Rapids |
| Peter Haeffner | Vredeveld Haeffner Auditors |
| Tim Burkman | MACC |

2. Public Comment

None

3. Approval of Minutes

The Board meeting packet contained two sets of Minutes, one for the official meeting in December and one for the unofficial meeting in February (no quorum).

Lynne Wells asked that her comments during the roundtable portion of the February meeting be added to the minutes, see below:

Lynee Wells stated she felt it was important to make sure there was diversity on the Executive Committee including women. She also stated she understood the value of At-Large appointments who have a historical perspective, however there would be value in having the disabled community represented on the GVMC Board as well.

It was noted that this At-Large position was open for a long time and no other candidates have submitted their interest even though Board members have been asked several times to forward candidate suggestions.

John Hoppough also indicated the February minutes showed he was present, however he was absent.

MOTION – To Approve the December Official and February Unofficial (no quorum) Minutes with the Above Indicated Corrections. MOVE – Beahan. SUPPORT – Seyferth. MOTION CARRIED.

4. Oath of Office – Gary Carey – City of Walker

The Oath of Office was administered to Gary Carey of the City of Walker. Gary stated he was happy to be a member of the Council and looked forward to working with everyone.

5. Grand Rapids Whitewater Presentation

Steve Heacock, President and CEO of Whitewater Grand Rapids, and Tim Kelley of Downtown Grand Rapids updated the Board on the progress of the Restore the Rapids project.

The presentation can be viewed on the Latest Developments area of the GVMC website at www.gvmc.org

6. Election of GVMC Executive Committee and Resolution on Check Signing

The GVMC Executive Committee recommended the following Executive Committee Members for 2019:

Mike DeVries – Chair, Grand Rapids Township
Jack Poll – Vice Chair, City of Wyoming
Patrick Waterman – Treasurer, City of Hudsonville
Brian Donovan – Secretary, At-Large
Rob Beahan – Cascade Township
Wayman Britt – Kent County
George Haga – Ada Township
Steve Kepley – City of Kentwood
Al Vanderberg – Ottawa County
Mark Washington – City of Grand Rapids
John Weiss – GVMC Executive Director

Resolution on Check Signing Authority:

John Weiss, GVMC Executive Director
Mike DeVries – Chair
Jack Poll – Vice Chair
Patrick Waterman – Treasurer
Brian Donovan – Secretary

MOTION – To Approve the Above Stated Slate of GVMC Executive Committee Members and Approve the Check Signing Authorization Resolution. MOVE – Kepley. SUPPORT – Madura. MOTION CARRIED.

7. GVMC Annual Report 2018

John Weiss, Abed Itani (Transportation Planning), Wendy Ogilvie (Environmental Programs), and Jason Moore (REGIS) gave the GVMC 2018 Annual Report.

It was a very successful year with financial stability and no dues increase

Peter Haeffner of Vredeveld Haeffner presented on the Audit. Peter reported the single audit has an unmodified, clean opinion. The financial statements fairly and accurately represent each fund. There were no non-compliance issues, deficiencies or material weaknesses. GVMC is qualified as a low risk auditee. There were no difficulties performing the audit and no material adjustments. The financial position from last year.

Abed Itani presented on the 2018 Transportation activities. Abed also announced he would be retiring March 2020 and has been blessed and privileged to work for the Council for almost 30 years. Abed introduced his staff and explained how his staff size has reduced over the past few years, while mandates for Transportation have been increasing from the Feds. Additionally, Abed explained how he has been training each staff member for the past couple of years in multiple areas of the department as well as on overall Director level planning and processes so that they will be able to take over the department seamlessly when he retires.

Chair Mike DeVries indicated GVMC has been honored and privileged to have him part of the organization.

Wendy Ogilvie reported on Environmental Programs, which have undergone great expansion within the last few years. In 2018, over 3,000 students in 14 school districts have been involved in environmental activities.

- MS4 Permit Application Progress
 - 21 Applications submitted
 - LGROW Design Spreadsheet
- SAW Grant
 - TMDL Implementation Plan and Watershed Modeling
 - Data Repository

- Resiliency Plan
 - Adopt a Drain
 - Training Videos
- NPDES Stormwater
 - MS4 Permit Application Progress
 - 21 Applications submitted
 - LGROW Design Spreadsheet
- SAW Grant
 - TMDL Implementation Plan and Watershed Modeling
 - Data Repository
 - Resiliency Plan
 - Adopt a Drain
 - Training Videos
- Illicit Discharge Elimination Plan
 - Outfalls screened in 16 MS4 communities
 - GIS updated
 - Mapped school districts

Jason Moore updated the Council on REGIS accomplishments.

- GVMC becomes 2nd largest REGIS Customer
- Over 180 layers of data, more than any other entity in the state
- Financial Stability: REGIS Members Receive \$150,000 Rebate In 2018
- Updated Capital Improvement Plan and completed a Software Master Plan for the first time ever
- Sustained system stability with no unplanned down time in 2018;
**This marks 3 years with no unplanned down time
- Completed Citrix Software Upgrade on time and under budget
 - Continued Regional Collaboration Efforts in GIS
 - Joint SOM, GVMC & SEMCOG Pilot Update at IMAGIN; Statewide GIS Conference
 - West Michigan GIS Users Group
 - Leadership in IMAGIN for a 2nd Straight year
 - I.T./GIS Leadership in Statewide Infrastructure Planning
 - Presentation at Rockford Public Schools

MOTION – To Accept the 2018 Financial Audit Results. MOVE – Washington. SUPPORT – Donovan. MOTION CARRIED.

8. Appointment of Brian Donovan as At-Large Representative

MOTION – To Appoint Brian Donovan to the Open At-Large Position. MOVE – Vanderberg. SUPPORT – McNabb-Stange. MOTION CARRIED.

9. Cancellation of April GVMC Board Meeting
MOTION – To Cancel the April 2019 GVMC Board Meeting. MOVE – Waterman.
SUPPORT – Donovan. MOTION CARRIED.

10. Adjourn 10:00 a.m.

MOTION – To Adjourn. MOVE – Hoppough. SUPPORT – Washington. MOTION CARRIED.



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MEMORANDUM

TO: GVMC Board Members

FROM: Abed Itani, Director of Transportation Planning

DATE: Wednesday, March 20, 2019

RE: FY2019 Unified Planning Work Program Amendment

The FY2019 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. Any changes in the federal funding amounts under work items in the UPWP warrant a UPWP amendment and approval by the GVMC Board.

ITP-The Rapid is requesting to amend the FY2019 Unified Planning Work Program to add a planning project for transit-oriented development and multimodal planning on the Silver Line Corridor. This is a discretionary planning grant they were recently selected to receive. Please see the attachments provided by The Rapid for more details.

The Policy Committee recommended the Board's approval of this request at their March 20th meeting.

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



Interurban Transit Partnership

February 27, 2019

Laurel Joseph
Grand Valley Metro Council
678 Front Ave NW, Suite 200
Grand Rapids MI 49504

Dear Laurel,

Please find attached an amendment to the Unified Planning Work Program (UPWP) for Fiscal Year 2019. ITP is requesting to add a planning project for Transit Oriented Development and Multi Modal Planning on the Silver Line Corridor. This is a Section 20005(b) discretionary grant with a federal share of \$696,000, a state share of \$174,000 and a local share of \$75,000.

If you have any questions or require additional information please call me at 774-1164

Sincerely,

Liz Schelling
Grants Officer

6.6 Transit Oriented Development and Multi Model Planning-Silver Line

Objective

The goal of The Rapid's Silver Line Transit-Oriented Development and Multimodal Planning project is to encourage transit-oriented development on the Silver Line corridor, building upon the success of the route. The primary goal is to analyze the reasons development has not occurred on the corridor and put in place steps to encourage transit-oriented development. Partnering with the Cities of Grand Rapids, Kentwood and Wyoming, Rapid staff, along with consultant assistance, will work to achieve the desired outcomes of economic development along the corridor that meet the goals of the local residents and businesses while encouraging multi-modal connectivity.

Procedures and Tasks

- Conduct a market study of existing housing on the corridor.
- Conduct a corridor land use review.
- Conduct a jobs analysis of the corridor.
- Extensive public outreach to the public and key stakeholders on the corridor. This will include holding public meetings, visiting all applicable area meetings we can, developing online and social media presence and working with local ambassadors to gather community input.
- Analyze all data related to housing, jobs, mobility and other key elements along the corridor to create an existing conditions report that identifies corridor strengths, opportunities and challenges.
- Look at current planning guidelines and make suggestions for changes based on municipality and corridor typology.
- Create visualizations of potential development at 4 key locations within the corridor, picking locations that showcase different corridor typologies.
- Develop education toolkits and strategies for reaching out to area planners, developers, land banks and lenders to encourage their participation in development along the corridor.
- Analyze the corridor inter-modal connections and create a plan for strengthening mode transfer to the Silver Line, including bicycle, pedestrian and transit service/facilities.

Products

- Study of the current market conditions on the corridor, including housing and employment.
- Identify barriers/opportunities for spurring economic development along the corridor, prioritizing equitable development.

- Formulate planning policies, educational tools and initiatives that promote economic development along the corridor.
- Create a plan to strengthen intermodal connections along the corridor, including bus, bicycle and pedestrian connections and facilities.

Budget:

| Funding Agency | Funding Amount | Performing Agency-ITP/The Rapid | |
|---------------------------------------|-------------------|---------------------------------|-------------------|
| Section 20005 (b) discretionary grant | \$ 696,000 | Contractual | \$ 945,000 |
| MDOT | \$ 174,000 | Direct | \$ 0 |
| Local | \$ 75,000 | | |
| TOTAL | \$ 945,000 | TOTAL | \$ 945,000 |

A Resolution to Authorize a Rebate to REGIS Members

Whereas, over the past four years REGIS, an agency of Grand Valley Metro Council has undergone a complete and total reorganization, and

Whereas, during the reorganization virtually all elements of REGIS including its operations, hardware and software, service model, processes, internal staffing organization, customer service and relationship to GVMC have been reorganized, and

Whereas, the results of the reorganization has impacted both revenue and expenses for REGIS in a positive manner, and

Whereas, previously. REGIS members have received rebates of \$100,000 in 2017 and \$150,000 in 2018, and

Whereas, REGIS has been fully integrated into other GVMC programs allowing for the participation and assistance in state-wide and regional initiatives such as the State of Michigan 21st Century Infrastructure Pilot project. This new work allowed for generation of significant non-dues revenue totaling \$121,428.59 in 2018.

Whereas, on April 23rd, 2019, GVMC staff recommended to the REGIS Executive Board of Directors a one-time rebate of REGIS Member Dues, and

Whereas, on April 24th, 2019, the REGIS Board of Directors unanimously approved making that recommendation to the GVMC Board of Directors, and

Now therefore be it resolved that the GVMC Board of Directors authorizes a one-time rebate to current REGIS members on this day May 2nd 2019.

Be it further resolved, that the rebate will be a cumulative \$150,000 with each community receiving a share equal to the percentage of the total dues, the rebate amounts will be:

| | |
|---------------------------|-------------|
| Ada Township | \$6,064.32 |
| Alpine Township | \$4,824.49 |
| Byron Township | \$9,453.14 |
| Cascade Charter Township | \$8,341.06 |
| City of Cedar Springs | \$1,281.06 |
| City of East Grand Rapids | \$4,594.76 |
| City of Grandville | \$6,470.27 |
| City of Hudsonville | \$2,887.18 |
| City of Kentwood | \$18,994.28 |

| | |
|--|----------------------------|
| City of Lowell | \$1,674.50 |
| City of Rockford | \$2,479.54 |
| City of Walker | \$9,458.83 |
| City of Wyoming | \$28,401.41 |
| Gaines Charter Township | \$9,424.78 |
| Grand Rapids Charter Township | \$7,612.51 |
| Interurban Transit Partnership (The Rapid) | \$2,455.97 |
| KCRC | \$9,893.52 |
| Plainfield Charter Township | \$13,922.34 |
| Sparta Village | \$1,766.05 |
| <u>Total Rebate:</u> | <u>\$150,000.00</u> |

Finally, GVMC and REGIS Board Members are asked to report this decision to their full township, city, village or county board.



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RESOLUTION

to

Rename GVMC Conference Rooms

As the James R. Buck and Darrell T. Robinson Conference Rooms

May 2019

WHEREAS, Jim Buck was the highly Respected former City of Grandville Mayor who served as GVMC Chair for 17-years through many of its formative years and challenges; and

WHEREAS, Jim Buck represented the entire West Michigan Region with Statesmanship and Diplomacy; and

WHEREAS, Through his service Jim was a role model of Cooperation, Collaboration and Amicability helping to set the tone for West Michigan intergovernmental and inter-region collaboration; and

WHEREAS, Darrell Robinson was a highly Respected Sr. Transportation Planner and Beloved Team Member of the Grand Valley Metropolitan Council for 22-years who was lost suddenly and unexpectedly in 2018 at the age of 52; and

WHEREAS, Darrell Robinson served the entire region through the MPO with a high level of Technical Expertise, Responsiveness, and Thoughtfulness; and

WHEREAS, Darrell was instrumental in GVMC's success and served as a liaison between GVMC and the MPO members, building bridges and relationships, and was a gifted teacher enthusiastic about sharing his expertise; and

NOW, THEREFORE, BE IT AUTHORIZED, that the Grand Valley Metropolitan Council hereby affirms the renaming of the large GVMC conference room to the James R. Buck Conference Room and the medium room to the Darrell T. Robinson Conference Room with plaques commemorating both.

APPROVED by unanimous vote on May 2, 2019.

Mike DeVries, Chair
Grand Valley Metropolitan Council

John W. Weiss, Executive Director
Grand Valley Metropolitan Council



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RESOLUTION

to

**Adopt the State of Michigan Government
Records Retention Schedules**

May 2019

WHEREAS, The State of Michigan requires governments to maintain a records retention schedule approved by the State of Michigan; and

WHEREAS, The State of Michigan has preapproved schedules that governments may adopt; and

WHEREAS, Approved government records retention schedules are available at https://www.michigan.gov/dtmb/0,5552,7-358-82548_21738_31548-56101--,00.html; and

NOW, THEREFORE, BE IT AUTHORIZED, the Grand Valley Metropolitan Council adopts all pertinent approved records retention schedules as listed by the State of Michigan.

APPROVED by unanimous vote on May 2, 2019.

Mike DeVries, Chair
Grand Valley Metropolitan Council

John W. Weiss, Executive Director
Grand Valley Metropolitan Council