

MACC POLICY COMMITTEE

April 26, 2010
Port Sheldon Township Hall
16201 Port Sheldon Street
West Olive, MI 49460
12:00 p.m.

MINUTES

PRESENT: Blaine Koops, Hannes Meyers, Sr., Pankaj Rajadhyaksha, Bill Vanderbilt, Howard Baumann, Terry Burns, Kurt Dykstra, Terry Hofmeyer, Les Hoogland, Dal McBurrows, Vince Bush (for Terry Nienhuis), Amanda Price, Gordon Schrottenboer, Russ TeSlaa, Dave Vander Kooi, Todd Wolters and Glenn Nykamp

OTHERS PRESENT: Brad Slagh, Steve Redmond, Aaron Deiter, Andrea Goodell, Greg Chandler, Steve Bulthuis, Mary Fales, Elisa Hoekwater and Stephanie Beyer

I. Introductions and Approval of Minutes—Following self-introductions, **a motion was made by Hannes Meyers, Jr. and supported by Bill Vanderbilt to approve meeting minutes of the March 22, 2010 meeting as presented. Motion carried.**

II. Brownfield Program – Steve Bulthuis reported that the brownfield steering committee has received a proposal to conduct a Phase II assessment at 715 Lincoln Avenue in the City of Holland. This particular property is currently owned by Ottawa County as the result of tax foreclosure. A Phase I assessment was completed in February and thirteen recognized environmental concerns (REC) were identified. The steering committee is recommending the approval of \$54,900 to complete the Phase II assessment to evaluate the REC's as well as remove two underground storage tanks. This would be the largest single expenditure to date from the brownfield grants and the cost does not include additional expense in the event leakage is found from one of the storage tanks. If that is encountered, our environmental consultant, AKT Peerless, will present the steering committee with available options and their cost. Steve noted that including the costs for the Phase II assessment, there will still be over \$100,000 in grant funds for other projects. Brad Slagh, Ottawa County Treasurer and property owner was present and stated his appreciation to the Committee for consideration of this expenditure.

A motion to authorize staff to enter into a contract with AKT Peerless to conduct a Phase II Environmental Assessment at 715 Lincoln Avenue per their proposal dated April 19, 2010, for an amount not to exceed \$54,900 was made by Gordon Schrottenboer and supported by Todd Wolters. Motion carried.

Macatawa Watershed Project

A. Approval of Geomorphology Contract – Mary Fales reviewed information provided on the Section 319 grant from the Michigan Department of Natural Resources and Environment (MDNRE). The purpose of the grant is to update the Nonpoint Source Phosphorus Reduction Plan (the Ten Year Plan) for the Macatawa Watershed, originally developed in 1999. As part of that grant, a geomorphology study of the watershed is required. A geomorphologic study includes an assessment of channel movement over time, channel shape and channel evolution.

In February, a Request for Proposals (RFP) was sent to six Michigan consultants. Three proposals were received in March and reviewed by Mary Fales in consultation with the grant administrator from the MDNRE. Fishbeck, Thompson, Carr & Huber (FTCH) was the firm with the most comprehensive and qualified proposal with an estimated budget of \$40,000 (all grant reimbursable). A copy of the contract was included in the agenda packet.

A motion authorizing staff to enter into a contract with Fishbeck, Thompson, Carr and Huber to complete the tasks in their proposal for an amount not to exceed \$40,000 was made by Kurt Dykstra and supported by Bill Vanderbilt. Motion carried.

B. Watershed Visioning Meeting – Mary summarized results from the Watershed Visioning meeting that took place on March 29th in which local governmental officials, stakeholders and the general public were invited to participate in the first steps of developing a vision statement for the watershed (which will be incorporated into the updated watershed management plan). Presentations were given by Mary Fales on the history of the Watershed Project and by Michelle Storey, from the MDNRE, on the watershed planning process. The meeting was moderated by Pam Landes with Think Again. There were 34 participants that voiced strong support for continued water quality work within the Macatawa Watershed and a real sense that Lake Macatawa should be heralded as an asset and natural resource for the greater Holland/Zeeland community. The meeting produced a set of 5 draft vision statements that will continue to be reviewed and refined by the Watershed Planning Committee.

C. Macatawa River Clean Up Day – April 24 - Mary reported that the MACC was one of the sponsors for the annual Macatawa River Clean Up Day April 24th). The annual event organized by the Outdoor Discovery Center-Macatawa Greenway has been rounding up volunteers for the past 10 years to help clean up the river. Approximately twenty volunteers/ground crews met on Windmill Island; some collected trash at Dunton Park while others took to canoes and kayaks and collected trash along the river from Brewer's to the River Avenue Bridge. Pictures were taken to show the amount of trash the volunteers were able to clean up. Another clean-up day for this summer is in the planning stages.

IV. MPO Transportation Issues

A. Transportation Planning Program Certification – Steve Bulthuis noted that the transportation program has received another very positive review from the Federal Highway Administration/Michigan Department of Transportation (FHWA/MDOT) at the annual pre-Unified Work Program (UWP) meeting held in March. Our state/federal partners found that the MACC’s transportation planning process is conducted in accordance with necessary state and federal laws and regulations and that the MACC should proceed with certification. To complete the certification process, Committee members must concur with the findings that the MACC conducts its process in accordance with the various laws and regulations found on the certification form that was included in the agenda packets. Steve reviewed the certification form. It was noted that the Technical Committee has reviewed the resolution and recommends approval.

A motion authorizing the Policy Committee Chair to execute the Metropolitan Transportation Planning Process Certification as presented was made by Amanda Price and supported by Les Hoogland. Motion carried.

B. Western Ottawa Traffic Signal Optimization Study Update – Steve gave an update on the massive data collection task related to the traffic signal optimization study. There are 129 different locations included in the study and data collection is expected to continue through the end of May. The goal is to have all the data collected before schools let out for the summer and traffic patterns change. The data collected will go to the study’s consultant, URS Corporation, for development of new timing plans which are scheduled to be implemented in the Fall. It is anticipated that this project will be completed by the end of this year.

C. Green Commute Week Update – Elisa Hoekwater reported on the upcoming Green Commute Week and activities scheduled for May 17th through May 22nd. There will be a Bike Expo and Community Bicycle Ride on Saturday, May 22nd. The Bike Expo, partnered with Healthy Holland, will be held at the Farmers Market and a Community Bicycle Ride will begin at the Civic Center at 8:00 p.m. and end at Windmill Island and Gardens by 8:30 p.m. Everyone is encouraged to ride your bike, walk to work, carpool or take the bus the week of Green Commute Week. There will be quite a few local businesses and employers in town that will be participating in the “Commute Challenge” by offering discounts at specific recharging stations. To get involved, register with your employer or the MACC office to get your Green Commute pin and use an alternative mode of transportation during Green Commute Week!

D. Long Range Transportation Plan Alternative Scenarios Project Update – Elisa gave an overview of this agenda item which was the focus of the study session held prior to the Policy Committee Meeting. Policy Committee Members were encouraged to review and rank (1st, 2nd and 3rd) a list of indicators and assumptions as to their priorities within their local organization or jurisdiction. This information will be used to outline major tasks and identify priorities to form an interrelationship between land use and transportation in the Long Range Transportation Plan Alternative Scenario.

A community analysis tool/software will be used to evaluate current conditions and identify possible outcomes. Indicators listed to rank priorities were:

- Population
- Employment
- Population Density
- Housing Unit Count & Density
- Land Use Mix
- Future Plan Capacity
- Proximity to Transit Stops
- Transit Service Areas
- Transit proximity Housing/Employment
- Transit Service Coverage
- Bicycle Network Coverage
- GHG Emissions from Approximated VMT, CO₂, CO, NO_x
- Population proximity to Bicycle Network
- Population proximity to parks/trails
- Population proximity to cultural/social facilities
- Roadway Centerline Distance
- New Land consumed/developed
- New Land preserved
- Impervious Surfaces
- Water Consumption
- Sewer & Wastewater Demand
- Electricity Consumption
- Approximated VMT

E. MDOT/FHWA Comments – Dal McBurrows reported that the state legislature has not approved MDOT’s budget for the coming fiscal year. This is making an impact on developing projects for FY 2011-2014. There are hopes that there could possibly be some new revenue in June or November that could be utilized. At this point they are waiting to hear what happens in the legislature. In the meantime, MDOT is working on several different scenarios to have projects ready when a decision is made on the budget. They are also working towards a new amendment process that will result in only six TIP amendment dates/opportunities per fiscal year. This process would begin with the new fiscal year in October. They are making necessary changes to comply with this change.

Steve Redmond, MDOT- Grand Region, reported that the Federal Highway Administration (FHWA) has finally given a “record of decision” on the US31/M231 trunkline project. Steve has presented to the Policy Committee on several occasions and requested the committee to submit a letter of support for this project. The letter from the FHWA is a significant step in the process and allows federal dollars to be spent on design, purchase of right of way and finally construction. There has been a lot of effort and partners working together for this project. The project includes:

- A bridge crossing the Grand River
- Construction of a roadway connecting the bridge to I-96 and M-45
- Widening US31 from 4 to 6 lanes in the MACC area from Lakewood to N. of Quincy
- Increasing lanes in the Grand Haven area from Jackson to Franklin
- Tie M104 to I96 and add additional ramps

V. Administrative Issues

A. Establish 401(a) Plan – Steve Bulthuis presented information to modify the existing deferred compensation retirement plan for full time employees at the MACC as recommended by the plan’s administrator (ICMA-RC). The newly established 401(a) or “money purchase retirement plan” will be administered by ICMA-RC. Employees

will be able to manage and invest the funds in the 401(a) but only the MACC can make withdrawals from it. He reviewed a resolution, included in the agenda packet, establishing the plan.

A motion to adopt the resolution establishing a money purchase retirement plan administrated by ICMA-RC and designating the Executive Director as the coordinator of the plan and responsible for executing all necessary agreements with ICMA-RC was made by Mr. Dykstra and supported by Mr. Rajadhyaksha .
Motion carried.

B. MACC Executive Committee Report – Steve reported that items on the Executive Committee Report have been discussed throughout the course of this meeting.

C. Monthly Financial Report – Steve reported that we are more than half way through the fiscal year. The revenues are at 49.4% and expenditures are at 41.8%. A couple of line items are over budget and it's anticipated that they will be cleaned up by midyear budget amendments.

Steve was pleased to announce that Elisa Hoekwater, currently working for the MACC, has accepted the full time position as Senior Transportation Planner and will begin her duties on May 10th.

VI. Public Comments – There were no public comments.

VII. Members' Comments – There were no public comments.

A. Host Member: Howard Baumann, Port Sheldon Township Supervisor welcomed everyone to the Port Sheldon Township Hall. Howard reported that they have two drain projects under way and a non-motorized pathway under construction as well. The pathway is located at Lakeshore and Croswell and will connect Lakeshore to West Olive.

B. Other Members – There were no member comments.

VIII. Other Issues, Adjournment and Next Meeting

Next Meeting will be scheduled as follows:

**Monday, May 24, 2010
Olive Township Hall
6480 136th Avenue
Holland, MI 49424**

Meeting adjourned at 1:30 p.m.