



**Macatawa Area
Coordinating Council**

A Cooperative Effort Among Units of Government

Policy Board

*Rosemary Ervine, Chair
*Blaine Koops
*Hannes Meyers, Jr.
*Pankaj Rajadhyaksha
*William Vanderbilt
Howard Baumann, Jr.
Terry Burns
Kurt Dykstra
Terry Hofmeyer
Lester Hoogland
John Kleinheksel
Dal McBurrows
Al Myaard
Terry Nienhuis
Keith Potter
Amanda Price
Gordon Schrottenboer
Russ Te Slaa
Dave Vander Kooi
Todd Wolters

*Executive Committee

MACC POLICY COMMITTEE

January 25, 2010

City of Zeeland

Howard Miller Community Center

14 S. Church Street

Zeeland, MI 49464

12:00 p.m.

MINUTES

PRESENT: Rosemary Ervine, Hannes Meyers, Jr., Les Hoogland, John Kleinheksel, Dal McBurrows, Al Myaard, Terry Nienhuis, Keith Potter, Amanda Price, Gordon Schrottenboer, Ed Stielstra (for Terry Hofmeyer) Russ TeSlaa, Bill Vanderbilt, Dave Vander Kooi and Todd Wolters

OTHERS PRESENT: Steve Redmond, Aaron Deiter, Steve Bulthuis, Mary Fales, Elisa Hoekwater and Stephanie Beyer

I. Introductions and Approval of Minutes—Following self-introductions, **a motion was made by Dave Vander Kooi and supported by Gord Schrottenboer to approve meeting minutes of the December 21, 2009 meeting as presented. Motion carried.**

II. Administrative Issues

A. Lease Agreement with MACC Holding Inc. – Steve Bulthuis reported that this item was discussed at the December Policy Committee meeting where a motion was made to table this item until the January meeting. The lease agreement, included in the agenda packet, states that the Macatawa Area Coordinating Council will put \$1,000 per month in the MACC Holding, Inc. account for building maintenance and upkeep. Due to an oversight that resulted in the lease not being executed shortly after the building was purchased, a “catch up” payment of \$12,000 for 2009 is being requested along with approval of the lease. **A motion to approve the lease and authorize a payment in the amount of \$12,000 to MACC Holding, Inc. was made by Terry Nienhuis and supported Les Hoogland. Motion carried.**

B. Bank Powers Revisions – Steve explained that due to the recent staffing changes, it is necessary to revise who has various powers related to MACC banking functions. It is proposed, and recommended by the Executive Committee, that the Executive Director, members of the Executive Committee and Finance Manager have the following banking powers:

Names	Description of Power
Rosemary Ervine Hannes Meyers, Jr. Steve Bulthuis	Open any deposit or share account(s) in the name of the organization
Rosemary Ervine Hannes Meyers, Jr. Steve Bulthuis	Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution
Rosemary Ervine Hannes Meyers, Jr. Steve Bulthuis	Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box
Steve Bulthuis	Be designated the Secretary
Chris Brown	Can receive information regarding accounts, not a signer on any

A motion to approve the revisions in bank powers as stated in the staff memo dated January 19, 2010 was made by Amanda Price and supported by Keith Potter. Motion carried.

C. MACC Executive Committee Report – Steve summarized the MACC Executive Committee Report, included in the agenda packet, noting the numerous transition activities that are occurring in the office as well as highlighting various program activities.

D. Monthly Financial Report – Steve Bulthuis reviewed the monthly financial report which represents the first quarter of the fiscal year. Revenues are at 38% and expenses at 24.4 %. Finances are tracking well with nothing out of the ordinary.

III. Macatawa Watershed Project

A. 2008 DEQ Monitoring Results – Mary Fales gave an overview on the results of this report that was included in the agenda packet. She reports that as a result of the Phosphorus Total Maximum Daily Load (TMDL) and as part of the ongoing partnership with the Michigan Department of Environmental Quality (MDEQ), water quality monitoring is conducted annually in the Macatawa Watershed to assess water quality trends. Unfortunately due to lack of funding, water quality monitoring was not performed in 2007 or 2009.

Water quality “grab” samples (basically a dip in the water at each site) were collected once per month from five points on Lake Macatawa and at six road stream crossings within the watershed. Samples were then analyzed for nutrients, suspended solids, ammonia and chlorophyll a. Results indicated that the average phosphorus levels in 2008 fell within the historic range of values and fluctuated throughout the sampling months of April through September and in response to storm events. While it is apparent that the sampling data does not show a clear decreasing trend in phosphorus levels, we are pleased to report that there is no increasing trend either.

B. Draft Conservation Priority Map – Mary reported that in October 2008 the MACC received a Section 319 grant from the Michigan Department of Environmental Quality that required an update of our current watershed management plan. One of the tasks under this grant is to create a *conservation priority map* for the watershed. A *conservation priority map* helps to identify and prioritize parcels or patches of land that may be important natural resource areas like forest or wetland. These remaining natural areas are important for water quality protection. The MACC held a community meeting in November 2008 to present the idea of conservation mapping and to seek community wide input. The mapping process was contracted out to John Fraser, with GIS for Conservation. John Fraser recently completed a draft conservation priority map for our review. He scored each quarter-quarter section in the entire watershed based on land use, presence of wetlands, presence of waterways, potential for threatened and endangered species, development pressure, groundwater recharge, proximity to protected land and presence of prime farmland. The map identifies the top scoring quarter-quarter sections and ranks them into five categories, with Tier 1 being the highest protection priority. John Fraser will be finalizing the map and presenting the final results to the Watershed Planning Committee on Thursday, February 25th at 1:00 p.m.

C. Great Lakes Restoration Initiative Proposals – Mary reviewed information regarding two proposals that the MACC staff intends to submit for funding under the Great Lakes Restoration Initiative (GLRI). Proposals are due January 29, 2010 for GLRI funding if approved by the Policy Committee.

Proposal 1 calls for comprehensive water quality monitoring throughout the watershed with samples being analyzed for nutrients, sediment, phosphorus and e-coli bacteria. Some e-coli samples will undergo additional DNA testing to determine the origin of the bacteria, human vs. animal. This information will not only provide watershed residents with up to date monitoring information, it will be instrumental in directing watershed management activities in the future. This proposal is requesting \$169,900 in GLRI funds. The MACC is partnering with Hope College on this proposal.

Proposal 2 calls for a widespread implementation of rain barrels and rain gardens throughout the watershed, with a concentrated focus on one highly critical urban subwatershed. This project is hoping to place approximately 2,000 55 gallon rain barrels and 40 rain gardens on residential lots in urban areas to reduce the amount of storm water being discharged to Lake Macatawa. Monitoring would occur before and after implementation to demonstrate water quality improvements. **There would be a nominal fee to homeowners** for rain barrels or a rain garden. In addition, the project includes funding to complete a tree canopy analysis for the entire watershed which would quantify the value of the storm water infrastructure provided by our tree canopy and help us set tree planting goals for the future. This proposal is requesting approximately \$490,000 in GLRI funding.

Minimal local match is committed and will come from in-kind and existing MACC funds.

A motion to authorize staff to submit applications was made by Hannes Meyers, Jr and supported by Bill Vanderbilt. Motion carried.

IV. MPO Transportation Issues

A. Traffic Signal Optimization Agreement – Steve Bulthuis reviewed an agreement between Ottawa County and the MACC for the performance of a traffic signal optimization study for locations in western Ottawa County. The funding of \$410,560 was awarded to the MACC from Ottawa County from the American Recovery and Reinvestment Act (ARRA) and will be supplemented with FY 2010 Congestion Mitigation/Air Quality (CMAQ) funds as necessary. The agreement has been reviewed by legal counsel and found to be acceptable. **A motion was made by Gord Schrottenboer and supported by Al Myaard to authorize the Executive Director to execute the agreement. Motion carried.**

B. FY2008-2011 Transportation Improvement Program Amendments – Steve gave an overview of five projects totaling approximately \$867,000 in federal funding that the Federal Highway Administration has determined to be eligible for Congestion Mitigation/Air Quality funding. Along with Congress funding the federal transportation program for FY2010, it is now possible to amend the CMAQ funded projects into the 2010 program of the FY2008-2011 Transportation Improvement Program. The projects are as follows:

Name	Limits	Work	Length (miles)	Federal Funds	Total Funds	Agency
Bus Replacement	MAX service area	Replace up to (3) buses		300,000	450,000	MAX
Traffic Signal Optimization	Various locations	Signal optimization		67,500	198,000	OCRC
Clean Air Action Program	MACC area	Conduct Clean Air Action Program		30,000	7,500	MACC
US 31	@ Tyler	Add/modify indirect left/right turn lanes and close existing crossover		389,200	486,500	MDOT
M-121	@ 72nd	Add/modify indirect left/right turn lanes and close existing crossover – preliminary engineering/ right-of-way phases only		80,000	100,000	MDOT

Upon further discussion, a motion to amend the FY2010 program of the FY2008-2011 Transportation Improvement Program to add the projects as outlined in the staff memo on this topic dated January 18, 2010 was made by Ed Stielstra and supported by Les Hoogland. Motion carried.

C. Recommendations for FY2012, 2013 & 2014 STP Funds and FY2010 & FY2011 CMAQ Funds – Steve reported on the FY2011-2014 Transportation Improvement Program (TIP) call for projects. There was a total of 29 nominations received requesting \$12.2 million in federal funds. There is roughly \$5.8 million available for distribution, approximately \$5,000,000 in Surface Transportation Program

(STP) funding and \$800,000 in Congestion Mitigation/Air Quality (CMAQ) Program funding. After reviewing all 29 nominations, the TIP Development Committee and Technical Committee selected and approved 18 projects from the list and now forwards it on to the Policy Committee for their consideration.

The recommendations can be categorized by mode and funding total as follows:

- Roadways – 8 projects, \$4,811.00 fed./\$8,068,600 total
- Nonmotorized – 2 projects, \$675,000 fed./\$990,000 total
- Transit – 3 projects, \$165,000 fed./\$202,500 total
- Other (planning study, traffic count program, Clean Air Action program) – 5 projects \$134,705 fed./\$172,500 total

The recommendations as well as all submitted projects were included in the agenda packet. They will be posted on the MACC's website.

A motion was made by Bill Vanderbilt and supported by Gordon Schrottenboer to authorize staff to release the recommended projects for public review as well as submit for required analyses and agency consultation. Motion carried.

D. Long Range Plan Alternative Scenarios Update – Elisa Hoekwater gave an overview of a newly purchased software program, CommunityViz, that is compatible with the MACC's existing geographic information system and transportation modeling software. Training was provided on January 18th and 19th at a computer lab, which Hope College made available for MACC staff. The new software will be very helpful with the Long Range Transportation Plan (LRTP) Alternative Scenarios, as it provides an interactive way to identify relationships between land use plans and transportation networks.

- E. MDOT/FHWA Comments** – Dal McBurrows reported on the following:
- A small amount of ARRA funds had been redistributed as not all projects were submitted by the deadline. He noted that 96% of the projects had been submitted in time, so unfortunately most of the money had been obligated. Steve Bulthuis noted that there was a small balance, approximately \$18,000, of ARRA funding left from the MACC's local program which was allocated to ACRC's 136th Avenue (58th – Blue Star) project
 - The U.S. House of Representatives has passed a bill, similar to ARRA, called Jobs for Main Street and they are unsure when action will begin on this project. They will keep the committee informed.

V. 2010 Census Activities – Steve Bulthuis reported that the Census Complete Count Committee is very active as Census Day is April 1st. There will be a loss of more than \$10,000 per person, over the decade, to our community for each person not counted. The Census display has been taken to several area events and Policy members were reminded that the display is available to them and they were encouraged to place it at area events with accompanying promotional materials. There is an upcoming media event the

morning of March 5th. More information regarding this event will be available soon and everyone is encouraged to attend.

VI. Public Comments - Les Hoogland, City of Zeeland Mayor announced that Ann Query, Zeeland Chamber Executive Director since 1990, will be retiring in August. Ann has served on many community boards over the years and has been instrumental in many Zeeland projects. Ann took this moment to congratulate Steve Bulthuis on his new position as Executive Director of the MACC and mentioned several different projects that have been accomplished with the work from the members of the MACC board. Steve Bulthuis noted that in addition to the boards and activities noted by the mayor, Ann also served on the MACC's Policy Committee as an Executive Committee member during the organization's early years.

VII. Members Comments

A. Host Member: Les Hoogland, welcomed everyone to the Howard Miller Community Center. He pointed out that the exterior of the building looked much brighter after it was reconditioned with scrubbing and resurfacing. Other items and area projects included the following:

- Clean water plant acquiring two new tanks for increased sludge storage
- New curbs and sidewalk installation on Huizenga to 104th
- Reconstruction of 96th Avenue (Roosevelt-Riley) with drainage improvements. This project is a collaboration between the Ottawa County Road Commission, Holland Township and the City. The project is utilizing state economic development funds along with contributions from the partners.

B. Other Members – There were no other comments.

VIII. Other Issues, Adjournment and Next Meeting

Next Meeting will be scheduled as follows:

**Monday, February 22, 2010
Park Township Hall
52 – 152nd Avenue
Holland, MI 49423**

Meeting adjourned at 1:30 p.m.