



MACC POLICY COMMITTEE

**July 26, 2010
Fillmore Township Hall
4219 52nd Street
Holland, MI 49423
12:00 p.m.**

MINUTES

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

PRESENT: Rosemary Ervine, Blaine Koops, Hannes Meyers, Jr., Pankaj Rajadhyaksha, Bill Vanderbilt, Terry Burns, Kurt Dykstra, Terry Hofmeyer, Les Hoogland, John Kleinheksel, Dal McBurrows, Terry Nienhuis, Keith Potter, Gordon Schrottenboer and Kent Rubley (for Dave Vander Kooi)

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

I. Introductions and Approval of Minutes—Following self-introductions, **a motion was made by Hannes Meyers, Jr., and supported by Terry Nienhuis to approve meeting minutes of the June 28, 2010 meeting as presented. Motion carried.**

II. Approval of FY2011 Budget – Steve Bulthuis presented the proposed budget for FY 2011 and noted that it was unchanged from the draft presented last month. The budget is projected at \$726,892 in revenues and \$721,649 in expenses resulting in a balance of \$5,243 in revenues over expenses. Steve urged members to budget an additional 20% of their jurisdictional dues for the Local Match Contingency Fund in order to be prepared to respond to upcoming grant opportunities when preparing their fiscal budgets. He reminded members that the Local Match Contingency Fund was tapped into for funding of educational materials for the US Census Bureau project this fiscal year.

A motion to adopt the FY 2011 budget as presented was made by Terry Hofmeyer and supported by Gordon Schrottenboer. Motion carried.

III. MPO Transportation Issues

A. FY2008-2011 Transportation Improvement Program - Steve reviewed the final draft of the Transportation Improvement Program (TIP) document that was enclosed in the agenda packets. He noted that many aspects of the TIP were reviewed during the June 28th Policy Committee meeting and that it meets all federal regulations. It is financially constrained, conforms to applicable air quality regulations and is consistent with the MACC's Long Range Transportation Plan (LRTP). Steve gave a power point presentation providing a visual review of the breakdown of Federal Aid

Funding Percentages and Federal Aid Funding Totals by Project Type totaling \$26,534,487. The breakdown is as follows:

Improve & Expand	12%	\$ 3,149,000
Preservation	58%	15,445,822
Preliminary Engineering	2%	417,960
Bridge	3%	886,000
Planning	0.4%	95,705
Nonmotorized	0.3%	90,000
Transit	24%	6,450,000

There was an additional slide showing the TIP Revenue by Source listing Federal at 56%, State at 24% and Local at 20% totaling \$47,208,430. Steve then reported on several organizational comments submitted by the Department of Agriculture, Corps of Engineers, Zeeland Chamber of Commerce and the Holland Historical Trust. Public comments and questions received during the formal public comment period (thanks to the July 11th *Holland Sentinel* article) included:

- **Q: What about the section of Riley from approx. Waverly Shores southern entrance/exit to 112th? Is that going to stay a bottleneck?**
A: This portion of Riley is scheduled to be widened from 2 to 3 lanes in 2010.
- **Q: Has the resurfacing of Riley from Butternut to 136th Ave. been considered?**
A: The resurfacing of Riley from Butternut to 136th Avenue was not submitted for consideration. The comment will be forwarded to the Ottawa County Road Commission.
- **Q: James is heavily traveled from 136th to US 31. Was consideration given to moving this project up to an earlier date?**
A: FY2013 was the year requested by the project sponsor (Ottawa County Road Commission) and funding was programmed for that year. There was no discussion of moving this project to an earlier year.
- **Q: Would it be possible to have Quincy Street designated as the truck route-removing the 18 wheelers off Riley?**
A: Referred to Holland Township and Ottawa County Road Commission staff.
- **Q: Does the plan include traffic signals at the corners of 40th and Riley and 112th and Riley? We would be in favor of this because we are also bikers and walkers. Crossing these intersections can be very difficult and dangerous.**
A: It is anticipated that signals will be installed at both of the intersections.

Copies of the FY2011-2014 Transportation Improvement Program document that include the conformity analyses are available at the MACC office upon request.

A motion to adopt the resolution approving the FY2011-2014 Transportation Improvement Program was made by Les Hoogland and supported by Bill Vanderbilt. Motion carried.

B. FY2011 unified Work Program – Elisa Hoekwater presented the final draft of the FY2011 Unified Work Program (UWP) document that was included in the agenda packet. This document covers the tasks to be undertaken by the MACC's transportation program and includes the funding and allocated staff time as well. As the region's metropolitan planning organization, the MACC prepares this list of planning priorities and indicates the organization(s) responsible to perform the work, resulting products and proposed funding for each activity/task.

Elisa reviewed the Table of Contents of the UWP, highlighting tasks that the Transportation Committee and MACC staff will be working on throughout the year. The sections reviewed were:

- 2.1 Transportation Improvement Program (TIP)
- 2.3 Highway Performance Monitoring System
- 2.5 Westrain Collaborative
- 2.6 W. M. Clean Air Coalition/MACC Clean Air Action!
- 3.1 Asset Management
- 4.3 Long Range Transportation Plan Update

The Transportation Technical Committee met on July 12, 2010 to review the tasks to be completed during the 2011 fiscal year. A motion was made recommending the Policy Committee approve the final list of UWP tasks.

Upon further discussion, a motion to adopt the resolution approving the FY2011 Unified Work Program was made by Keith Potter and supported by Blaine Koops. Motion carried.

C. FY2008-2011 Transportation Improvement Program Amendment – Steve gave an overview of the amendments to the FY2008-2011 TIP that was sent via email prior to the meeting. Steve noted that this amendment completes a customary task that occurs as projects transition from the current (FY2008-2011) TIP to the new (FY2011-2014) TIP. During this transition time, it is common practice to ensure that the 2011 program of the current TIP matches the 2011 program of the new TIP. Steve explained that while the 2011 program in the current TIP was developed two years ago and the 2011 program in the new TIP was developed within the last six to eight months, there often times will be discrepancies between the two. Therefore, project costs, etc. have been defined. Below are the proposed amendments to the 2011 program of the FY2008-2011 TIP:

FY2011

Name	Limits	Work	Length (miles)	Federal Funds	Total Funds	Agency	Notes
US31 BR	US-31 BR and US-31 BR Ramp over N. Branch of Macatawa River	Replace Bridges	0.1	886,000	4,505,775	MDOT	Project cost increase
I-196 Sbd	130 th – US31 Split	Major rehabilitation – preliminary engineering	7.4	315,000	350,000	MDOT	Project cost decrease
Transit Operating	MAX Service Area	Support transit operating expenses		1,200,000	1,866,580	MAX	Cost increase
Transit Capital	MAX Service Area	Maintenance equipment		10,000	10,000	MAX	Cost decrease
Transit Capital	MAX Service Area	Purchase computer equipment		5,000	5,000	MAX	New project
Transit Capital	MAX Service Area	Purchase miscellaneous support equipment		5,000	5,000	MAX	New project
Night Owl Service	MAX Service Area	Operating support for evening service		59,000	118,000	MAX	New Project
Mobility Management	MAX Service Area	Conduct mobility management services		40,000	40,000	MAX	New Project
Mobile Data Computers/AVL	MAX Service Area	Acquire/install mobile data equipment		120,000	120,000	MAX	New Project

Terry Nienhuis moved to approve the amendments to the 2011 program of the FY2008-2011 Transportation Improvement Program as presented in the memo dated July 22, 2010 and supported by Bill Vanderbilt. Motion carried.

D. 2035 Long Range Transportation Plan Update – Elisa Hoekwater gave an overview of the timeline and work plan for updating the MACC’s 2035 Long Range Transportation Plan (LRTP). She explained that the LRTP is one of the documents that metropolitan planning organizations are required to update at least every four years in areas of non-attainment/maintenance air quality designations. The LRTP must conform to air quality emissions budgets and also must be:

- Multi-modal (facilitating safe and efficient movement of people & goods)
- Project specific (with sufficient detail to develop cost estimates)
- Fiscally constrained and include a financial plan demonstrating how the adopted transportation plan can be implemented

The LRTP work plan has 27 specific tasks listed and will incorporate revised regulations of the Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA-LU). One of the tasks that is being worked on now is Review of Integrated Metropolitan Transportation System. Listed is an outline of the timeline of upcoming events:

- Public notice of plan in October/November
- Public open house in November/December (date pending)

- Formal public comment period opens in January and will close in February
- Long Range Plan public hearing in January
- Revisions to plan resulting from comments in January/February
- Adoption of plan by MACC Technical & Policy Committees February
- 2035 LRTP due to MDOT in March

E. MDOT/FHWA Comments – Dal McBurrows reported on the following points of interest:

- **ARRA funds time frame for obligating and completing projects.** By September 30th the State of Michigan is requiring that 100% of available ARRA funded projects be obligated for both local and state projects. As of March 2, 2012 all construction projects are to be completed. Some flexibility will be granted for this date. ARRA funds have been a great help to our communities.
- **Grand Rapids MPO Air Quality Conformity 2035 LRTP.** Last month MDOT took action to approve their 2035 Air Quality Conformity Plan. Federal Highway approved the determination on July 23rd.
- **Submittal of 2011 work program and 2011-2014 TIP.** MDOT is striving to submit all Unified Work Programs by August 15th. Some area MPO's have already submitted their programs. With work programs and TIP's being submitted simultaneously, MDOT will be working with the Federal Highway Administration to facilitate approval as their office is slightly understaffed at this time.

IV. Macatawa Watershed Project

A. Voluntary Agreement Renewal – Steve Bulthuis noted that when the Watershed Project was first launched in the late 1990's, several documents were written, such as the Total Maximum Daily Load (TMDL) and the TMDL "Voluntary Agreement". This Voluntary Agreement was formally titled *Lake Macatawa Watershed Agreement Reduction of Phosphorus Loading* and in 2000, members of the Macatawa Area Coordinating Council signed the agreement to show support for the Macatawa Watershed Project and its ongoing efforts to improve water quality in accordance with TMDL requirements. The agreement has since expired and needs to be updated.

An updated copy of the Voluntary Agreement was provided for review as well as a resolution for the renewal. The Michigan Department of Natural Resources and Environment (MDNRE) has reviewed and approved the document as well. The renewal of this agreement is important as it serves as a symbol to the community, the State of Michigan and the EPA of the MACC's commitment to the continued and future success of the Macatawa Watershed Project. Once renewed, the Voluntary Agreement will be returned to the MDNRE for their endorsement.

A motion to adopt the resolution renewing the Lake Macatawa Watershed Agreement Reduction of Phosphorus Loading was made by Keith Potter and supported by Hannes Meyers, Jr.. Motion carried.

B. Vision Statement – Mary Fales reviewed the progress made on developing a vision statement for the Watershed Project. She explained that creating a simple vision statement is considered an important step in the watershed planning process as it helps to ensure community support and creates common ground that everyone can agree on. Steps taken to develop the vision statement included:

- A Watershed Visioning meeting in March with 30 participants resulting in the development of five draft vision statements.
- Watershed Planning Committee continued to refine the draft vision statements.
- A survey of members of the Policy Committee and the Agricultural Outreach Committee.

The final vision statement resulting from all the feedback and hard work is:

***The Macatawa Watershed**
Healthy, clean and safe
reflecting a vibrant and sustainable community*

C. Logo Redesign – Mary explained that along with developing a new vision statement, they were developing a new watershed logo. She noted that the old logo was approximately 10 years old, very linear, difficult to transfer due to size and had a variety of interpretations. The MACC has been working with a graphic designer from Grand Rapids and came up with a new logo that is more attention grabbing, localizes the effort and will be much easier to reproduce.

New Watershed Project Logo:



V. Administrative Issues

A. MACC Executive Committee Report – Rosemary Ervine reported that most of the agenda items covered today were on the Executive Committee’s agenda with the exception of the upcoming member’s survey. Steve Bulthuis then reported that the last member’s survey was conducted in 1996 when the MACC went to member’s boards and councils to discuss the MACC’s mission and other issues. Prior to the survey, the Future Search effort had been completed and there was a long list of potential projects that had been generated along with questions of prioritization. The survey was developed by Grand Valley State University faculty. Steve would like to review the 1996 survey,

make some revisions to it and meet with each board and council to get feedback/ideas on the MACC's progress and direction.

B. Monthly Financial Report – Steve reported that the monthly financial report included in the agenda packet takes us through three quarters of the fiscal year with revenues at 64% and expenses at 53.9% and tracking well.

VI. Public Comments – There were no public comments.

VII. Members' Comments

A. Host Member: Keith Potter, Fillmore Township Supervisor, welcomed the Policy Committee members to the Fillmore Township Hall. Projects for Fillmore Township included:

- Seal coating seven and half miles of roads – trying something new this year. This will extend usage of the roads for four to six years before repaving.
- The bridge on 48th Street is still on schedule and should be completed by mid August.
- Installing the first park in Fillmore Twp on 143rd Street that will be 28 acres. This park will come from grant funding and hopefully work will begin this fall.
- Completion of urban cooperation agreement with City of Holland related to property transfer for construction of battery plant

Mr. Potter noted that the property transfer was an example of the township and the City of Holland working together to achieve a common objective. He thanked Mayor Dykstra for his direct participation in facilitating the agreement and hoped that this spirit will carry forward to other efforts/activities.

B. Other Members – Mayor Dykstra thanked Mr. Potter for the kind words also noting the spirit and focus of ensuring that the battery plant came to the area.

VIII. Other Issues, Adjournment and Next Meeting

Next Meeting will be scheduled as follows:

**Monday, August 23, 2010
City of Holland- City Hall
270 S. River Avenue
Holland, MI 49423**

Meeting adjourned at 1:30 p.m.