



**Macatawa Area
Coordinating Council**

A Cooperative Effort Among Units of Government

MACC POLICY COMMITTEE

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

**October 25, 2010
Park Township Hall
52 – 152nd Avenue
Holland, MI 49424
12:00 p.m.**

MINUTES

PRESENT: Rosemary Ervine, Blaine Koops, Hannes Meyers, Jr., Bill Vanderbilt, Terry Burns, Vince Bush, Terry Hofmeyer, Sally Gruppen (for Les Hoogland), Dal McBurrows, Glenn Nykamp (for Al Myaard), Vince Bush (for Terry Nienhuis), Amanda Price, Kent Rubley (for Dave Vander Kooi), Russ TeSlaa, and Todd Wolters

OTHERS PRESENT: Aaron Deiter, Andrea Goodell, Greg Chandler, Steve Redmond, Steve Bulthuis, Beth McDonald, 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 Terry Hofmeyer to approve meeting minutes of the September 27, 2010 meeting as presented. Motion carried.**

II. FY2011 Budget Amendment - Steve Bulthuis gave an overview of the budget amendment noting the addition of \$392,847 in revenues and \$266,898 in expenditures.

Additional revenues are the result of:

- Moving several transportation related grant balances into FY2011
- Remaining brownfield funding
- Recently awarded state grant to perform “fingerprinting” of water samples

Additional expenditures include:

- Contractual work related to the traffic count program (now called data collection/analysis)
- Asset management program
- Traffic signal optimization
- M-40 safety analysis
- Brownfield program

Mr. Bulthuis noted that the MACC will no longer be the financial agent for the Westrain Collaborative and thus all related revenues and expenditures for that effort have been removed from the budget.

The proposed budget now shows total revenues at \$1,119,739 and expenses at \$988,547.

A motion to approve the FY2011 budget amendment as presented was made by Bill Vanderbilt and supported by Sally Gruppen. Motion carried.

III. MPO Transportation Issues

A. FY2011-14 Transportation Improvement Program Amendments –

Steve reviewed amendments to the FY2011 and FY2013 programs of the FY2011-2014 Transportation Improvement Program (TIP). He noted that several of the amendments are General Program Account (GPA) projects and reminded members that GPA projects are not specifically identified due to their small scope or are yet to be identified. He also noted that several projects will be funded by the federal Congestion Mitigation/Air Quality (CMAQ) program. The projects are as follows:

FY2011

Name	Limits	Work	Length (miles)	Federal Funds	Total Funds	Agency	Notes
Bus Replacements	MAX service area	Replace up to 2 buses		150,000	187,500	MAX	New project to be funded with CMAQ
Hospital Loop Nonmotorized Path	Fairview (Main-Washington)/Washington (Fairview-Hospital)	Construct nonmotorized pathway	1.5	217,500	450,000	Zeeland City	New project to be funded with CMAQ
Clean Air Action Program	MACC area	Conduct Clean Air Action Program		30,000	37,500	MACC	New project to be funded with CMAQ
Rideshare/Vanpool Services	Ottawa/Allegan/Kent	Rideshare and vanpool coordination services and conduct outreach activities to private and public organizations as well as individuals		7,500	7,500	ITP	New project to be funded with CMAQ. ITP = Interurban Transit Partnership. (Grand Rapids transit provider)
US 31	@ Tyler St.	Close median/construct indirect left turn lanes		365,600	457,000	MDOT	New project to be funded with CMAQ
US 31	@ Van Buren St	Close median/construct indirect left turn – Preliminary engineering		69,600	87,000	MDOT	New Project to be funded with CMAQ
Trunkline Road CPM	Areawide	Capital preventive maintenance - trunklines		160,000	200,000	MDOT	General Program Account
Trunkline Pre-construction Phases	Areawide	Pre-construction phases – Trunklines		160,000	200,000	MDOT	General Program Account
Trunkline Bridge CPM/CSM	Areawide	Capital preventive maintenance on trunkline bridges		160,000	200,000	MDOT	General Program Account
Trunkline Highway Safety	Areawide	Safety improvements - trunkline		391,200	489,000	MDOT	General Program Account
Trunkline Program Development Scoping-trunkline	Areawide	Project scoping and program development – trunkline		120,000	150,000	MDOT	General Program Account

FY2011

Michigan/ S. Washington Avenue	27 th – Matt Urban	Resurface w/base repair	1.2	800,000	1,025,000	Holland City	Project limits revised
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The amendment additions will result in approximately \$2.4 million in improvements.

A motion to amend the FY2011-14 Transportation Improvement Program as noted in the October 18, 2010 memo was made by Vince Bush and supported by Russ TeSlaa. Motion carried.

B. FY2011 Unified Work Program Amendment – Steve reported on amendments to the FY2011 Unified Work program (UWP). These amendments included revisions to the financial component of the UWP that reflect the additional transportation-related revenues and expenditures that were approved earlier as part of the FY2011 budget amendment.

In addition, two tasks *2.3 Data Collection and Analysis* and *2.6 West Michigan Clean Air Coalition/MACC Clean Air Action! Day Program* were revised. These tasks have been modified as a result of the additional funding they are receiving. Task 2.3 now includes a broader range of data collection activities and analysis while Task 2.6 would permit staff to work on clean air activities related to alternative fuels and/or vehicles.

A motion was made by Amanda Price to amend the FY2011 Unified Work Program to include the revised financial component, task 2.3 *Data Collection and Analysis* and task 2.6 *West Michigan Clean Air Coalition/MACC Clean Air Action! Day Program* as stated in the memo dated October 22. Motion was supported by Kent Rubley and carried.

C. 2035 Long Range Transportation Plan – Draft Project List – Elisa Hoekwater reviewed the updated project list being assembled for the 2035 Long Range Transportation Plan (LRTP) noting that during the September meeting, MACC staff was directed to continue compiling the required list of “Improve and Expand projects, and express the costs of those projects in future-year dollars.

The updated list contains 21 “Improve and Expand” projects totaling \$64.6 million (2010 dollars) and 33 “Preservation” projects totaling \$42.2 million (2010 dollars). Elisa explained that the list is not intended to show every project to be completed over the life of the plan, but rather a reasonable indication of what the public could expect to be implemented within the time periods shown.

A motion to approve and authorization for staff to release the list for public input as well as air quality conformity and environmental justice analyses was made by Amanda Price and supported by Bill Vanderbilt. Motion carried.

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

- 2011-2014 S/TIP has not received approval from the Federal Highway Administration. Approval was delayed while additional information related to financial constraint was submitted. The information has now been submitted. There also were issues related to transit funds. It is anticipated to receive approval this week.
- TIP Amendments from all the MPO's are coming. MDOT is ready to forward those over to the federal agencies for approval in the near future.
- FY2011 CMAQ projects have not been submitted to FHWA for eligibility determination yet. Process has been slower than usual due to staffing changes. They are anticipating approval for eligibility within the next couple of weeks.

IV. Macatawa Watershed Project Update – Beth McDonald reports that employee training is a requirement for all storm water permit holders. In order to meet this requirement, a training session is scheduled to be held at the MACC office on Thursday, November 4, 2010 from 9:30 to 11:30.

As a result of attendance on the Grand Valley Boat Tours event in September, a Holland mother and her son took Lake Macatawa water quality very seriously. With the organizational skills of Carol Kuesel and the hard work of Ryan, there was a total of 50 pounds of debris cleaned from around and down the storm water drains in the Marigold neighborhood. Each drain was identified with the MACC's Storm Water metal plaque. Ryan was also involved in the Outdoor Discovery Center-Macatawa Greenway *River Clean-Up Day* in early October. Thank you Kuesels'!

Steve Bulthuis had the pleasure of introducing Sarah Brokus, a researcher at Hope College working with Dr. Graham Peaslee. Sarah is assisting with the fingerprinting and sediment sampling grants. She had worked on the sediment grant project as an undergraduate.

Steve announced that he had recently accepted Beth McDonald's resignation as Storm Water Specialist. Beth is involved with home schooling her two daughters and has embarked on a new business of her own manufacturing and selling an outdoor logging tool called "Log Jaw". Beth's last day at the MACC is scheduled for November 19, 2010 but will help with any transitions needed. Beth was wished all the best in this and all future endeavors.

V. Brownfield Program Update – Steve gave an update on the status of the brownfield program including photos of the work completed as part of the assessment activities at 715 Lincoln Avenue (Boeve Oil property). There were some additional costs involved at the site in digging up the bases of concrete cradles which held aboveground

oil tanks. Also, some soil that was excavated while removing underground storage tanks needed to be containerized and disposed of properly. These and other activities resulted in an additional \$6,800 in costs not covered in the original Phase II proposal. Staff requested that an additional \$6,800 in costs be allocated to this project from the brownfield petroleum grant.

A motion to approve the allocation of \$6,800 in petroleum brownfield grant funds for costs related to assessment of 715 Lincoln Avenue as outlined in the memo dated October 22, 2010 was made by Vince Bush and supported by Russ TeSlaa. Motion carried.

VI. Administrative Issues

A. MACC Executive Committee Report – Rosemary Ervine reports that items on the Executive Committee’s agenda have been covered throughout the course of today’s meeting with the exception of staffing changes for the Storm Water Program. It was also noted that the December Policy Committee meeting has been moved up one week, to December 20th, to minimize conflicts with holiday activities.

B. Monthly Financial Report – Steve reviewed the fiscal year end report noting that expenses were at \$1.192 million with revenues at \$1.211 million ending the year with a balance of \$18,958.

VI. Public Comments – There were no public comments.

VII. Members’ Comments

A. Host Member: Amanda Price, Park Township Supervisor, welcomed the committee members and guests to the Park Township Hall. Amanda reported that they are working towards an integrated master plan that will incorporate the township’s master plan, parks plan and capital improvement plan into one large document. They have had several community meetings on the north and south side to gather input on what residents would want to see in the future and the process is moving forward.

B. Other Members – No other comments.

VIII. Other Issues, Adjournment and Next Meeting -

Steve noted the MACC is partnering with the Disability Network/ Lakeshore on a Livable Communities Event. Referencing a flyer that was distributed to Committee members, the event is scheduled for Tuesday, November 9th. The event includes dinner and a presentation from 6:30 p.m. to 8:30 p.m. at the Alpen Rose restaurant in Holland. Members are encouraged to attend. Cost is \$15.00/person.

It was noted that the MACC dues invoices will be sent out soon. Appreciation is expressed for members’ financial support.

The next Policy Meeting will be November 22nd at Laketown Township. The December meeting will be held at Zeeland Township and will is scheduled for December 20th as mentioned previously.

Next Meeting will be scheduled as follows:

**Monday, November 22, 2010
Laketown Township
4338 Beeline Road
Holland, MI 49423**

Meeting adjourned at 1:00 p.m.