



**GRAND VALLEY METROPOLITAN COUNCIL**

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**GVMC BOARD MEETING  
AGENDA PACKET**

8:30 a.m.  
February 3, 2022

**Kent County Commission Chambers  
300 Monroe  
Grand Rapids, MI**

1. Welcome
2. Roll Call
3. Public Comment
4. Approval of Minutes – Attachment
5. Oath of Office – Lisa Haynes, GVSU; Ryan Kidd, Georgetown Twp. - Attachment
6. Approval of Transportation Demand Management Study Contract - Attachments
7. Annual Report
8. Resolution on Acceptance of GVMC Annual Audit – Attachment
9. Resolution on Reconciling MDOT Project Agreements - Attachment
10. Approval of REGIS Board - Attachment
11. Adjourn

**GRAND VALLEY METRO COUNCIL**

**Board Meeting**

November 4, 2021

8:30 a.m.

Kent County Commission Chambers  
300 Monroe  
Grand Rapids, MI

**MINUTES**

**1. Call to Order**

Vice Chair Patrick Waterman called the meeting to order at 8:35 a.m.

**Members Present:**

Nora Balgoyen	At-Large Member
Thad Beard	City of Rockford
Mike Burns	City of Lowell
Mark Bennett	Tallmadge Township
Gary Carey	City of Walker
Shea Charles	East Grand Rapids
Deb Diepenhorst	Cannon Township
Mike DeVries	Grand Rapids Township
Brian Donovan	At-Large Member
Joshua Eggleston	City of Wayland
Adam Elenbaas	Allendale Township
Shay Gallagher	Village of Sparta
Precia Garland	City of Ionia
Curtis Holt	City of Wyoming
Jim Holtvluwer	Ottawa County
Diane Jones	Kent County
Steve Kepley	City of Kentwood
Ross Leisman	Ada Township
Grace Lesperance	Cascade Twp.
Dennis Luce	City of Coopersville
Greg Madura	Alpine Township
Matt McConnon	Courtland Township
John Niemela	City of Belding
Megan Rydecki	At-Large
John Shay	Ottawa County
Laurie Van Haitsma	Jamestown Township
Cameron VanWyngarden	Plainfield Township
Mark Washington	City of Grand Rapids
Patrick Waterman	City of Hudsonville

**Members Absent:**

Rick Baker	At-Large Member
Mandy Bolter	Kent County
Robyn Britton	Nelson Township
Dan Carlton	Georgetown Township
Rob DeWard	Gaines Township
Rachel Gokey	Village of Sand Lake
Kevin Green	Algoma Township
Jerry Hale	Lowell Township
Bryan Harrison	Caledonia Township
Steve Maas	City of Grandville
Brenda McNabb-Stange	City of Hastings
Jack Poll	City of Wyoming
Patricia Rayl	Village of Middleville
Jeff Thornton	Village of Caledonia
Amos Tillema	Byron Township
Lynne Wells	City of Grand Rapids
Mike Womack	City of Cedar Springs
Al Vanderberg	Kent County
Mike Verhulst	City of Grand Rapids
Open	City of Greenville
Open	GVSU

**Others Present:**

John Weiss	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Andrea Faber	Grand Valley Metro Council
Laurel Joseph	Grand Valley Metro Council
George Yang	Grand Valley Metro Council
Jason Moore	Grand Valley Metro Council
Paul Gerndt	City of Wyoming
Dennis Kent	MDOT
Chris Brown	Grand Valley Metro Council
Jonathan Seyferth	Gaines Township

**2. Roll Call**

Quorum Present

**3. Public Comment**

None

**4. Approval of Minutes**

**MOTION – To Approve the September 2021 GVMC Board Meeting Minutes. MOVE – Cary. SUPPORT – DeVries. MOTION CARRIED.**

**5. Oath of Office**

The Oath of Office was administered to Precia Garland (City of Ionia), Dennis Luce (City of Coopersville), Matt McConnon (Courtland Township), and Grace Lesperance (Cascade Twp.)

The new members each spoke briefly and stated they were looking forward to working with the Council.

**6. Regis Rebuild Presentation**

Jason Moore of GVMC and Paul Gerndt of the City of Wyoming, gave a PowerPoint presentation detailing the work that has been done in REGIS to update equipment and improve performance and customer service.

**7. Airport Access Contract**

The Airport Access Study was proposed by representatives from the Michigan Department of Transportation’s Grand Region (MDOT) and Gerald R. Ford International Airport (GFIA) as part of a call for planning projects prior to the development of the FY2022 Unified Planning Work Program (UPWP) and received broad support from members across the region for inclusion in the FY2022 UPWP. To fit this study into this year’s program, it was determined that a consultant would be hired and GVMC would manage the contract.

The purpose of this study is to identify alternatives to improve access to the surrounding local road system and freeway system, including GFIA, from the developing areas in southeastern Kent County.

As a result of the major improvements resulting from previous study, including the I-96 interchange at 36<sup>th</sup> St, extending 36th St east from Kraft Ave to Thornapple River Dr, and the construction of M-6, as well as growth at and in the vicinity of GFIA, the transportation system and travel patterns in southeastern Kent County will change significantly over the next several years. Therefore, the focus of this study is examining the current transportation needs and changing travel patterns in the airport area to fully utilize the major state and local improvements, and to improve the traffic circulation in the areas west of the Thornapple River and around the GFIA.

This study will consider the benefits of an additional, secondary access route to the airport accommodating passenger and freight traffic; alternatives to relieve capacity and safety/security constraints of a single entry to the terminal facilities; regional access; and opportunities for multi-modal connections including rail, transit, and nonmotorized options.

During the summer, a committee was formed consisting of representatives from the GFIA, MDOT, the Kent County Road Commission (KCRC), Kentwood, Cascade Township, and GVMC. This group collaboratively developed the request for proposals (RFP) and agreed upon the RFP process that would take place. The RFP was posted and distributed on August 16<sup>th</sup>, 2021 and yielded four proposal submissions.

These proposals were independently evaluated by committee members based on the following criteria:

- Overall proposal suitability
- Organizational experience and value
- Previous work
- Technical expertise and experience

The committee members then provided their feedback and came together to discuss the proposals, coming to a consensus recommending moving forward with AECOM as the preferred consultant.

While the committee appreciated each proposal submission, AECOM emerged as the preferred candidate because their proposal demonstrated an excellent understanding of the issues at hand and emphasized a data-driven approach with active local participation, a multi-modal mindset, and sensitivity to the unique needs of the airport that will build from previous regional and local planning efforts and respond to projected regional growth. They also put forward an entirely in-house team with the necessary technical expertise and applicable project experience to complete the study scope and deliver a high-quality process and product.

Based on the recommendation from the committee a draft contract has been developed and reviewed to ensure all contracting requirements are met. On behalf of the RFP/proposal evaluation committee, GVMC staff is requesting approval to engage AECOM in this contract for services related to the completion of the Airport Access Study.

**MOTION – To Approve the Resolution to Approve the Airport Access Study Contract by AECOM. MOVE – DeVries. SUPPORT – Holt. MOTION CARRIED.**

## **8. GVMC 2022 Board Meeting Schedule**

Below is a list of the anticipated 2022 GVMC Board Meetings which is in compliance with the change in by-laws made February 2020.

The meetings will be held in accordance with State, Local and National public meeting mandates.

February 3, 2022

- Approval of the Transportation Demand Management Study Contract
- Review of REGIS Committee Appointments

June 2, 2022

- Approval of the FY2023-2026 Transportation Improvement Program (TIP)
- Approval of FY 2022 Unified Planning Work Program (UPWP)
- Annual Report Presentation and Acceptance of the Audit

September 1, 2022

- Approval of 2022-2023 Budget
- Election of Executive Committee and Officers

November 3, 2022

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December 2022– Date TBD

- Optional Holiday Reception

**MOTION – To Approve the Above Stated GVMC Board Meeting Schedule for 2022. MOVE – Washington. SUPPORT – Elenbaas. MOTION CARRIED.**

**9. GVMC Check Signing Authority**

**GVMC Officers**

Jack Poll, Chair – City of Wyoming  
Patrick Waterman, Vice-Chair – City of Hudsonville  
Brian Donovan, Secretary – At-Large  
Al Vanderberg, Treasurer – Kent County  
John Weiss – GVMC Executive Director

**MOTION – To Approve the Resolution to Appoint the Above Mentioned GVMC Officers and Executive Director as Authorized Check Signers. MOVE – Holt. SUPPORT – Washington. MOTION CARRIED.**

**10. GVMC Safety Education and Outreach Program**

Andrea Faber and George Yang presented on GVMC Transportation Department’s New Safety Education and Outreach Program which includes numerous community partners and supporters.

**11. Adjourn – 9:15**

**MOTION – To Adjourn. MOVE – Cary. SUPPORT – Burns. MOTION CARRIED.**

## OATH OF OFFICE

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF KENT        )

I do solemnly swear that I will support the Constitution of the United States, and the Constitution of this State, and that I will faithfully perform the duties of the office of a member of the Grand Valley Metropolitan Council, according to the best of my ability, so help me God.

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Subscribed and sworn to before me on \_\_\_\_\_.

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Signature

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Title



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**MEMORANDUM**

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**DATE:** January 26, 2022  
**TO:** GVMC Board  
**FROM:** Laurel Joseph, Director of Transportation Planning  
**RE:** **Regional Transportation Demand Management (TDM) Plan Contract**

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As part of a call for planning projects prior to the development of the FY2022 Unified Planning Work Program (UPWP), a regional transportation demand management (TDM) plan was proposed by representatives from the City of Grand Rapids and received broad support from members across the region for inclusion in the FY2022 UPWP. To fit this study into this year’s program, it was determined that a consultant would be hired and GVMC would manage the contract.

The purpose of this study is to develop a coordinated regional transportation demand management strategy that includes recommended funding sources, lead agencies, and realistic mode shift goals, and outlines feasible implementation strategies and processes for performance analysis. This plan will support the 2045 MTP goals, objectives, and recommendations, help inform The Rapid’s next regional transit master plan (scheduled for FY2023), consider potential TDM impacts of the COVID-19 pandemic, and serve to inform and guide current and future TDM activities on a regional scale.

During the summer, a committee was formed consisting of representatives from Grand Rapids, Kentwood, Walker, The Rapid, Gerald R. Ford Airport, and GVMC. This group collaboratively developed the request for proposals (RFP) and agreed upon the RFP process that would take place. The RFP was posted and distributed on October 29, 2021 and yielded one proposal submission.

This proposal was independently evaluated by committee members based on the following criteria:

- Familiarity with the MPO planning process, region, and needs



- Overall proposal suitability and technical approach
- Technical expertise and experience
- Previous work
- Organizational experience and value

The committee members provided their feedback and came together to discuss the proposal. All found that the UrbanTrans team (with subconsultants Nelson/Nygaard and AECOM) is highly qualified to complete the study, their proposal fulfilled all the RFP requirements and was within budget and recommended that GVMC pursue federal approval to move forward with a single bidder. After GVMC staff consulted with MDOT, MDOT submitted the request on GVMC's behalf and federal approval was provided.

The committee appreciated the team's experience (both at the corporate and individual levels), the combination of national expertise and local partners, experience completing TDM plans/studies during the pandemic (including updating survey methodologies and incorporating travel changes), and their well thought out approach. The committee also requested having an informal meeting with the consultant team prior to contract drafting to hear more and have an opportunity to discuss the study context and approach in a non-interview setting. This meeting yielded full participation from committee and consultant team members and bolstered confidence that this team can complete a high-quality process and product that can help us move forward with additional regional TDM work.

Based on the recommendation from the committee a draft contract has been developed and reviewed to ensure all contracting requirements are met. On behalf of the RFP/proposal evaluation committee, GVMC staff is requesting approval to engage UrbanTrans in this contract for services related to the completion of a regional transportation demand management (TDM) plan.

If you have any questions, please do not hesitate to contact me at (616) 776-7610 or [laurel.joseph@gvmc.org](mailto:laurel.joseph@gvmc.org).



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**RESOLUTION FOR APPROVAL OF THE REGIONAL TRANSPORTATION DEMAND  
MANAGEMENT PLAN CONTRACT**

WHEREAS, the Grand Valley Metropolitan Council, as of January 1, 1992, is the designated Metropolitan Planning Organization (MPO) according to the provisions of title 23 of the U.S. Code, Section 135; and

WHEREAS, the continuing, cooperative, and comprehensive urban transportation planning process for the Grand Rapids urbanized area has been certified according to the requirements of 23 CFR 450.114 (c); and

WHEREAS, a study focused on the development of a regional transportation demand management (TDM) strategy was proposed by City of Grand Rapids staff during a call for regional planning studies and supported for inclusion in the FY2022 UPWP unanimously by the Policy Committee; and

WHEREAS, a Request for Proposals was advertised soliciting consultant proposals to complete the collaboratively-developed scope of work for the study, yielding one consultant proposal submittal; and

WHEREAS, a subcommittee consisting of representatives from Grand Rapids, Kentwood, Walker, The Rapid, Gerald R. Ford International Airport, and GVMC independently evaluated the proposal; and

WHEREAS, on December 8, 2021 the subcommittee unanimously agreed that the consultant team that submitted the single proposal was highly qualified to perform the work, their proposal fulfilled all the RFP requirements and was within budget, and recommended moving forward with UrbanTrans as their committee-recommended consultant for the Regional TDM Plan; and

WHEREAS, FHWA provided approval of a single vendor response to GVMC's competitively advertised RFP; and

WHEREAS, the draft contract has been reviewed by MDOT Contract Services staff and found to be consistent with MDOT Contract Services Division requirements and reviewed and agreed upon by UrbanTrans;

NOW, THEREFORE, BE IT RESOLVED that the GVMC Board approves the contract for \$212,282.00 with UrbanTrans to provide services to complete a Regional TDM Plan.

At the GVMC Board Meeting held on February 3, 2022 a motion was made by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Regional TDM Plan contract. The vote was \_\_\_\_\_ yes to \_\_\_\_\_ no. Motion \_\_\_\_\_.

\_\_\_\_\_  
Jack Poll  
Chair, Grand Valley Metro Council

\_\_\_\_\_  
Date



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**2020-21  
Audit Acceptance Resolution**

Whereas, The Grand Valley Metropolitan Council (GVMC) is organized as a Council of Governments, and

Whereas, GVMC receives funds from a variety of federal, state, local and philanthropic sources, and

Whereas, in order to meet the requirements of these sources an official audit must be conducted on an annual basis, and

Whereas, in accordance with Government Auditing Standards issued by the Comptroller General of the United States and conducted by Vredeveld Haefner, LLC.

Now Therefore Be It Resolved that the Board of Directors of GVMC hereby accepts the audit for the fiscal year ending September 30, 2021.

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Date

Resolution Reconciling MDOT Project Agreements through Fiscal Year 2016

Whereas, GVMC and MDOT sign many project agreements and work plans each year valued at millions of dollars, and

Whereas, these agreements describe in detail the work plan, financial requirements, and responsibilities of each party, and

Whereas, in the normal course of business and on some occasions progress payments can result in over or underpayments on the project grants which are later reconciled by MDOT, and

Whereas, the project agreements remain open, subject to review, negotiation, and audit until MDOT determines that all obligations under the project agreements are met and the project is complete and formally closed, and

Whereas, on December 30, 2019, GVMC received notice from MDOT that all grants and projects through September 30, 2016 are closed, and

Whereas, GVMC followed up with MDOT written communication requesting clarification on these projects, and

Whereas, GVMC, has waited 2 years to take final action on these agreements and has heard nothing further from MDOT regarding these projects.

Now Therefore Be It Resolved, that GVMC accepts MDOT's representation that these projects are closed and will not be reopened and GVMC can now recognize these funds as income.

Be It Further Resolved, that \$257,377.40 from these projects will be used to support additional transportation improvements within our MPO region.

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Date

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Date

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## REGIONAL GEOGRAPHIC INFORMATION SYSTEM AGENCY

AN AGENCY OF THE GRAND VALLEY METROPOLITAN COUNCIL

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### **REGIS Board of Directors as of 1/1/22:**

Ada Township – Julius Suchy  
Alpine Township – Sue Becker  
Byron Township – Peggy Sattler  
Cascade Charter Township – Brian Hilbrands , *proxy Ben Swayze*  
City of Cedar Springs – Michael Womack  
City of East Grand Rapids – Doug LaFave  
Gaines Charter Township – Jonathan Seyferth  
Grand Rapids Charter Township – Mike Devries  
City of Grandville – Matt Butts  
City of Hudsonville – Dan Strikwerda  
The Rapid – Nick Monoyios  
Kent County Road Commission – Steve Warren  
City of Kentwood – Mark Rambo (*Chair*)  
City of Lowell – Michael Burns  
Plainfield Charter Township – Cameron Van Wyngarden (*Vice Chair*)  
City of Rockford – Thad Beard  
Village of Sparta – Shay Gallagher  
City of Walker – Frank Wash  
City of Wyoming – Curtis Holt

### **REGIS Advisory Committee Members 1/1/22:**

Ada Township – Julius Suchy  
Alpine Township – Sue Becker  
Byron Township – Peggy Sattler  
Cascade Charter Township – Brian Hilbrands  
City of Cedar Springs – Bill LaRose  
City of East Grand Rapids – Doug LaFave, Brian Bigorowski  
Gaines Charter Township – Jonathan Seyferth  
Grand Rapids Charter Township – Robin Rothley  
City of Grandville – **Vacant**  
City of Hudsonville – Dan Strikwerda, Sarah Steffens  
The Rapid – Nick Monoyios  
Kent County Road Commission – Rick Sprague, (*Vice Chair*)  
City of Kentwood – Jim Kirkwood, Brandy Bale  
City of Lowell – Ralph Brecken  
Plainfield Charter Township – Pete Elam  
City of Rockford – Jamie Davies  
Village of Sparta – Shay Gallagher  
City of Walker – Travis Mabry  
City of Wyoming – Paul Gerndt (*Chair*), *Jeff Oonk*

**REGIS Technical Committee Members as of 1/1/22:**

City of East Grand Rapids – Gary Veldhof  
Kent County Road Commission- Mike Goeree  
City of Kentwood – Matt Anderson  
City of Wyoming – Paul Gerndt  
City of Walker – Jason Rottman