



ADMINISTRATIVE POLICY

SUBJECT	GRAND VALLEY METRO COUNCIL (GVMC) TRANSPORTATION POLICY & TECHNICAL COMMITTEES CITY REPRESENTATION POLICY		
NUMBER	25-03	SIGNED DATE	09/24/2025
ISSUED BY	Mark Washington, City Manager	<i>Mark Q. Washington</i>	
PREPARED BY	Jessica Smith, Mobile GR Director		
REVISED	NA		
ASSOCIATED POLICIES			
CITY VALUES	<input checked="" type="checkbox"/> Accountability <input checked="" type="checkbox"/> Customer Service <input type="checkbox"/> Innovation	<input checked="" type="checkbox"/> Collaboration <input type="checkbox"/> Equity <input checked="" type="checkbox"/> Sustainability	

SUMMARY

Grand Valley Metro Council (GVMC) plays a crucial role in securing federal funding for our region, underscoring the importance of our active engagement in this process. Currently, GVMC allocates the City of Grand Rapids four (4) Technical Committee seats/votes and four (4) Policy Committee seats/votes, allowing us to select representatives from City staff to provide support and direction for the region’s transportation policy and funding decisions. This policy guarantees that committee seats are automatically filled by staff in designated roles responsible for transportation policy, planning, design, and construction. These duties are contained within the City’s Engineering, Planning, and Mobile GR Departments and are essential for accurately representing the City’s interests and perspectives in relation to transportation system planning and operations.

PURPOSE

To establish consistent City of Grand Rapids staff appointments for on-going partnership opportunities with the GVMC Policy and Technical Committees.

DEFINITION OF GVMC

The Grand Valley Metropolitan Council (GVMC) is an alliance of governmental units in West Michigan that plans for community growth and improves services. The Grand Valley Metropolitan Council aims to enhance the well-being of our metropolitan area now and in the future by uniting public and private sectors to collaboratively advocate for, plan, and coordinate services and investments that positively influence the environment, economy, and society.

The GVMC transportation department facilitates comprehensive multi-modal transportation planning, covering various transport modes like freight, rail, transit, non-motorized options, highways, and

aviation. Key activities include regional planning, air quality management, data collection, and public engagement. The department adheres to federal guidelines for the Metropolitan Planning Organization (MPO) process and values public input when creating plans and programs for the region.

STAFF REPRESENTATION

Currently, GVMC allocates the City of Grand Rapids four (4) Technical Committee seats/votes and four (4) Policy Committee seats/votes, allowing the City to select representatives from City staff to provide support and direction for the region’s transportation policy and funding decisions. City staff representatives will be appointed by the City Manager through the applicable appointment process to the GVMC Policy Committee as follows:

- Seat/Vote 1: City Engineer or their representative
- Seat/Vote 2: City Executive Office representative
- Seat/Vote 3: City Planning Director or their representative
- Seat/Vote 4: City Mobile GR Director or their representative

The city representative that will be appointed to the GVMC Technical Committee:

- Seat/Vote 1: Representative from the City Engineering Department
- Seat/Vote 2: Representative from the Mobile GR Department
- Seat/Vote 3: Representative from the Mobile GR Department
- Seat/Vote 4: Representative from the City Planning Department

STAFF REPRESENTATION RESPONSIBILITIES

City Staff appointed to the GVMC Policy and Technical Committees are expected to 1) attend all regularly scheduled committee meetings, 2) facilitate a recommendation to subcommittees and special working groups as requested by GVMC Transportation Department Director, and 3) work collaboratively with the City Manager and Deputy City Manager to ensure City transportation goals and vision and adopted City plans are accurately represented and advocated for as a City representative to GVMC. In the event a staff representative is unable to attend a regularly scheduled meeting, it is the responsibility of the appointed representative to prepare a replacement for their attendance and participation at assigned GVMC committee meetings.