

GRAND VALLEY METRO COUNCIL
Board Meeting

July 7, 2005
8:30 a.m.
Kent County Building

MINUTES

1. Call to Order

The meeting was called to order at 8:40 a.m. by Chairman Jim Buck.

Members Present

Cindy Bartman	City of East Grand Rapids
Jim Beelen	Allendale Township
Dale Bergman	Sparta Township
Marta Brechting	Alpine Township
Jim Buck	City of Grandville
Daryl Delabbio	Kent County
Mike DeVries	Grand Rapids Township
Doyle Hayes	At-Large Member
George Heartwell	City of Grand Rapids
Don Hilton	Gaines Township
Kurt Kimball	City of Grand Rapids
Pauline Luben	City of Hudsonville
James McIntyre	Courtland Township
Jim Miedema	Jamestown Township
Steven Patrick	City of Coopersville
Jack Poll	City of Wyoming
Bob Rinck	Ottawa County
Rick Root	City of Kentwood
Bonnie Shupe	Cannon Township
Bill VerHulst	City of Wyoming

Members Absent

George Bosanic	City of Greenville
Pat Capek	City of Cedar Springs
Bryan Chodkowski	Village of Sparta
Bev Drake	ACSET Council
Tom Fehsenfeld	At-Large Member
Bryan Harrison	Caledonia Township
Dennis Hoemke	Algoma Township
Bill Holland	Georgetown Township
Ron Howell	Village of Middleville
Mick McGraw	At-Large Member
Robert May	City of Hastings
George Meek	Plainfield Township

Cy Moore
David Morren
Deborah Nier
Audrey Nevins
Sandy Frost Parrish
Al Vanderberg
Rob VerHeulen
Ted Vonk
Tom Wiczorek
Bill Wiersma
Michael Young

Treasurer
Kent County
City of Wayland
Byron Township
Cascade Township
Ottawa County
City of Walker
Kent County
City of Ionia
Tallmadge Township
City of Rockford

Others Present:

Andy Bowman
Leon Branderhorst
Abed Itani
Dennis Kent
Gayle McCrath
Roger Safford
Don Stypula
Peter Varga

Grand Valley Metro Council
Grand Valley Metro Council
Grand Valley Metro Council
MDOT
Grand Valley Metro Council
MDOT
Grand Valley Metro Council
ITP

2. Minutes

**MOTION – To Approve the Minutes of the June, 2005, GVMC Board Meeting.
MOVE – Heartwell. SUPPORT – Delabbio. MOTION CARRIED.**

3. Financial Report

a. Monthly Financial Summary

Don Stypula stated there were several anomalies in the financials which would be addressed in the FY 2005 Budget Amendment.

b. FY 2005 Budget Amendments

Don Stypula reported the following:

Today I bring for your consideration and concurrence a series of amendments to the FY 2005 budget to reflect some unbudgeted expenditures and revenues for the current fiscal year. On Page 1 of the amended budget there are two changes. Account number 805.000 adds \$2,500 to account for advertising Wyoming's desire to join Metro Council earlier this year. We also added, in Line 980.050, \$17,000 to account for depreciation. On Page 2 of the amended budget: We have added \$90,000 for expenses related to our contract to administer Westrain promotional activities. This is offset by corresponding revenues from the Westrain coalition. We have also added \$20,000 for project activities related to the Lower Grand River Watershed Council. Revenues from an Urban Cooperation Board (UCB) grant will offset these expenses.

Page 3 highlights a number of changes under the Land Use Department and the Regional Environmental Planning Agency (REPA). Line 801.400 adds \$111,800 to account for invoices received for work on the Land Use Department's Transect Study, development of the Criterion Index Planning software and the Zimmerman-Volk Housing Market study. When these project contracts were approved, we anticipated finalizing these projects and receiving final invoices in FY 2004. But additional work on these projects delayed final invoices into the current fiscal year. Also on Page 3, under Natural Resources Management, we refunded \$50,000 of grant money to the UCB, with a request to reprogram that money for use on the Lower Grand River Watershed Council Project. That request was approved by the UCB and the funds will be returned to GVMC by the end of June for use on this project.

Finally on Page 3, under REPA, Line 801.022 reflects \$214,856 for activities related to GVMC's NPDES Storm Water Phase II regional compliance assistance project. Participating communities are providing the revenue for this project. The addition of \$45,909 under Other-Low Grand-E.coli is for activities associated with a new DEQ grant-funded project to survey and eliminate sources E.coli contamination in the local tributaries of the Lower Grand River.

Page 4 reflects all of the changes to revenues that address the expenditures listed above.

Bill VerHulst questioned why so much money was in cash and not temporary investments.

Leon Branderhorst reported that \$40,000 is in high yield investments. However, the amount of liquid cash currently in the account is highly unusual because the State of Michigan just got caught up in its reimbursements.

George Heartwell stated that GVMC needs a significant amount of its funds in cash due to its funding cycle and irregular reimbursements by the State.

Mike DeVries stated that the budget amendment would take a couple hundred-thousand out of the fund balance. He asked if everyone was comfortable with that. It is a huge and highly unusual amount for a budget correction.

Don Stypula reported that the amendment would move a large amount of money out of the fund balance and into these accounts. The largest correction is due to three contracts which came before the Board this year. They were budgeted for last fiscal year, but weren't carried over to this year. Most of the actual work and the invoices hit this year. He said he didn't properly budget for it.

Kurt Kimball stated in past years the resources (grants) for these contracts went into the fund balance and are now being drawn down.

Mike DeVries asked Don Stypula what the amendment would leave the fund balance at.

Don Stypula stated he did not know, and asked Leon Branderhorst to answer.

Leon Branderhorst said that after the amendment was approved, the projected fund balance would be \$382,000 (which includes cash and receivables).

Mike DeVries stated that he had huge concerns on this as GVMC moves toward its 2005/06 budget as this shows much less left in the fund balance than members previously thought.

Don Stypula stated he was looking at reorganization of GVMC as well as asking the Executive Committee to come together next week for their recommendations.

MOTION – To Approve the Budget Amendment. MOVE – Root. SUPPORT – Heartwell. MOTION CARRIED.

c. FY 2006 Budget Priorities

Don Stypula stated GVMC has been aggressively pursuing grant opportunities. Many funders have expressed support for Land Use activities. The attached document details some of their current projects.

Don Hilton stated that during the REGIS reorganization, some entities have said they have their own IT departments and would like to decentralize. Using that as background, many of us have our own Planning Departments. Do we need to be doing centralized regional planning?

Mike DeVries stated that we should expect the best and prepare for the worst. We need an austerity plan. All of our budgets are hurting.

Don Stypula stated the Executive Committee had requested various other options and he would present them.

4. Contracts for Grand-Funded Lower Grand River Watershed Activities

a. Lower Grand River Watershed Management Plan

Don Stypula explained the Lower Grand River Watershed Management Plan. He stated that he did not bid the project out, but had selected Fishbeck for the contract as he viewed it to be a continuation of a previous contract. He stated he didn't feel GVMC would have saved any money if they had gone with another contractor.

b. Lower Grand River Watershed Organization

Don Stypula explained the Lower Grand River Watershed Organization contract. He stated this contract did not go out to bid either. A steering committee was put

together and he has reached out on a geographic basis to include as many entities as possible.

George Heartwell asked how this contract would address non-point source contamination.

Don Stypula reported that non-point source contamination is very important in the plan.

George Heartwell said that in Lansing they are looking into knocking out a dam on the Grand River. How will that affect us?

Don Stypula stated it will have a significant impact on every area further down river. Expect us to vigorously pursue grant requests to study this.

Daryl Delabbio reported that at the Executive Committee they requested Don Reevaluate the grants to have staff do as much of the work as possible. What has been done on this?

Don Stypula stated that the grants already have several hundred hours of time programmed for himself, Andy Bowman, and Priscilla Martin.

Daryl Delabbio asked if the contracts had been modified, and if the costs (the amount charged by Fisbeck) were lowered.

Don Stypula replied, no, but he will talk with Fisbeck about having staff do more. I will have the steering committee look at this for 2006. This year will remain the same.

Daryl Delabbio reiterated that next year Don will amend the contract to reduce the cost from Fishbeck and increase staff time.

Don Hilton stated that there was inequity in the steering committee as not a single township was represented on it.

Don Stypula stated that it would be expanded to include township representatives.

MOTION – To Approve the Grand River Watershed Management Contract with Fishbeck. MOVE – Root. SUPPORT – Heartwell. MOTION CARRIED.

MOTION – To Approve the Lower Grand River Watershed Organization Contract with Fishbeck. MOVE – Root. SUPPORT – Heartwell. MOTION CARRIED.

5. Proposed Addendum to the GVMC Personnel Practices Manual to comply with 2004 PA 454 – The Michigan Social Security Privacy Act

MOTION – To Approve the Addendum to the GVMC Personnel Practices Manual. MOVE – Root. SUPPORT – Bergman. MOTION CARRIED.

6. REGIS Update

Don Stypula gave a brief update on REGIS. He stated Monday there will be the final meeting of the REGIS transition team in which they will finalize the budget and intergovernmental agreement.

7. Legislative Update

Don Stypula explained the resolution to support AMTRAK funding.

MOTION – To Support the MDOT Resolution to Support Continued AMTRAK Funding. MOVE – Heartwell. SUPPORT – Beelen. MOTION CARRIED.

8. Public Comment

None

9. Adjournment – 9:35 a.m.

MOTION – To Adjourn. MOVE – Hilton. SUPPORT – Delabbio. MOTION CARRIED.