



**GRAND VALLEY METROPOLITAN COUNCIL**

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**GVMC BOARD MEETING**

**August 6, 2015**

**8:30 a.m.**

**Kent County Commission Chambers**

**300 Monroe  
Grand Rapids, MI**

- 1. Approval of Minutes – Attached**
- 2. Public Comment**
- 3. GVMC FY 2015–16 Budget - Attached**
- 4. GVMC FY 2015-16 Executive Committee & At-Large Appointments – Michael Young**
- 5. Addition of Nelson Township and Village of Sparta - Attachment**
- 6. Other**
- 7. Adjourn**

# GRAND VALLEY METRO COUNCIL

## Board Meeting

June 4, 2015

8:30 a.m.

Kent County Commission Chambers  
300 Monroe  
Grand Rapids

## MINUTES

### 1. Call to Order

The meeting was called to order at 8:30 a.m. by Al Vanderberg.

#### Members Present:

Alex Arends	Alpine Township
Rick Baker	At-Large
Rob Beahan	Cascade Township
Brian Donovan	City of East Grand Rapids
Daryl Delabbio	Kent County
Mike DeVries	Grand Rapids Township
George Heartwell	City of Grand Rapids
Don Hilton, Sr.	Gaines Township
John Hoppough	City of Greenville
Mark Huizenga	City of Walker
Diane Jones	Kent County
Steve Kepley	City of Kentwood
Elias Lumpkins, Jr.	City of Grand Rapids
Steve Maas	City of Grandville
Mick McGraw	At-large Member
Matt McConnon	Courtland Township
Brenda McNabb-Stange	City of Hastings
Cy Moore	Treasurer
Steven Patrick	City of Coopersville
Michael Selden	City of Wayland
Jay Spencer	Plainfield Township
Roger Towsley	Village of Sand Lake
Al Vanderberg	Ottawa County
Bill VerHulst	City of Wyoming
Duane Weeks	Village of Middleville
Michael Young	City of Rockford

**Members Absent:**

Jerry Alkema	Allendale Township
Ken Bergwerff	Jamestown Township
Jim Buck	Secretary
Tom Butcher	Grand Valley State University
Dan Carlton	Georgetown Township
Nancy Clary	Algoma Township
Jason Eppler	City of Ionia
Steve Grimm	Cannon Township
George Haga	Ada Township
Jerry Hale	Lowell Township
Brian Harrison	Caledonia Township
Doyle Hayes	At-Large Member
Carol Hennessey	Kent County
Jim Holtrop	Ottawa County
Mark Howe	City of Lowell
Mark Lemoine	At-Large Member
Megan Mullendore	City of Belding
Audrey Nevins-Weiss	Byron Township
Jack Poll	City of Wyoming
Milt Rohwer	City of Grand Rapids
Thad Taylor	City of Cedar Springs
Toby VanEss	Tallmadge Township
Patrick Waterman	City of Hudsonville

**Others Present:**

Chris Brown	Grand Valley Metro Council
Abed Itani	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Wendy Ogilvie	Grand Valley Metro Council
Peter Varga	The Rapid
John Weiss	Grand Valley Metro Council

**2. Public Comment**

None

**3. Meeting Minutes**

**MOTION – To Approve the GVMC Board Meeting Minutes of May 2015. MOVE – Heartwell. SUPPORT – DeVries. MOTION CARRIED.**

**4. Amendment to FY 2014-2015 Unified Planning Work Program**

Abed Itani reported on the proposed for amendment to the FY 2014-15 Unified Planning Work Program from ITP. The amendment would allow \$35,000 for ITP to utilize for human resources needs, staff training, etc. The funding would come from FTA-Section 5307 (\$28,000) and MDOT (\$7,000).

**MOTION – To Approve the Amendment to the FY 2014-15 Unified Planning Work Program. MOTION – Jones. SUPPORT – Hoppough. MOTION CARRIED.**

**5. FY 2015-2016 Unified Planning Work Program**

Abed Itani reported on the proposed FY 2015-16 Unified Planning Work Program. He has met with MDOT and Federal Highway on their requirements, and this plan meets them all. Most of the activities are carryovers from previous years. No staffing changes are anticipated. Dues have been trending down for the past few years, and this continues next year also.

John Weiss explained the Unified Planning Work Program is the first phase of the overall GVMC budget. Department budgets have been frozen and the final GVMC budget is set for approval in September.

**MOTION – To Approve the FY 2015-16 Unified Planning Work Program. MOTION – Donovan. SUPPORT – Hoppough. MOTION CARRIED.**

**6. FIOA Policy**

John Weiss presented the Freedom Of Information Act policy (FIOA). New state regulations mandate formal adoption of a policy and posting of the policy on the web. This policy was drafted using the template from the MML. Tom Butcher has also created draft policy which will be forwarded to all GVMC members.

**MOTION – To Approve the Proposed GVMC FOIA Policy. MOVE – Hilton. SUPPORT – Spencer. MOTION CARRIED.**

**7. Southwest Michigan Trail Support Resolution**

Mike Seldon explained the effort to create a trail connecting Kalamazoo to Grand Rapids. A group of stakeholders has been working on the issue with support from the Governor. They are hoping to apply for 100% funding from the DNR for basic planning.

**MOTION – To Approve the Resolution in Support of the Southwest Interconnecting Trail. MOVE – DeVries. SUPPORT – Seldon. MOTION CARRIED.**

**8. Executive Director Review**

Michael Young reported he was pleased to present the review of the Executive Director. The review was conducted by the Executive Committee and was discussed at their May meeting. It was an outstanding evaluation with very, very good ratings. John achieved the highest possible scores across the board on leadership and almost perfect on job knowledge. Congratulations to John and thanks for all his hard work.

Al Vanderberg stated a workgroup has been created to evaluate John's contract and recommend and alterations.

Several Board members commended John on his achievements and thanked him for his service.

## **9. July GVMC Board Meeting**

Due to scheduling conflicts with the Independence Day Holiday, the July 2<sup>nd</sup> Board meeting has been cancelled.

**MOTION – To Approve Cancellation of the July 2, 2015 GVMC Board Meeting. MOVE – DeVries. SUPPORT – Hoppough. MOTION CARRIED.**

## **10. Other**

John Weiss reported Nelson Township has voted to join GVMC. The Village of Sparta has also expressed interest in rejoining. John Weiss & Mike DeVries will be presenting to Sparta on Monday, June 8. If Sparta votes to rejoin, the process of bringing both Nelson and Sparta into membership will be started at the same time.

In July GVMC is presenting to the Grand Valley State University Board of Trustees on the partnership between the two entities.

GVMC will also be featuring its Pavement Management Van at the MDOT Transportation Committee.

Diane Jones mentioned a new Kent County solid waste ordinance that everyone should review and be aware of.

Rick Baker reported on work on the Smart Zone and local preemption legislation that is being presented at the state level.

Al Vanderberg reported some concern with merging of regional entities such as mental and public health. Efficiencies and savings are yet to be proved. Sometimes bigger isn't better.

## **11. Adjournment – 9:45 a.m.**

**MOTION - To Adjourn – Beahan. SUPPORT – Jones. MOTION CARRIED**



## GRAND VALLEY METROPOLITAN COUNCIL

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**TO: Grand Valley Metropolitan Council**

**FROM: John Weiss, Executive Director**

**DATE: July 6, 2015**

**RE: Final FY 2015-2016 Budget Message**

Attached for your review and consideration is the GVMC budget for Fiscal Year 2015-2016. The budget utilizes revenues from GVMC general fund dues, transportation allocations, and project-specific grants to fund the activities of the Council's Strategic Initiatives, Transportation, Environmental, Regional Prosperity Initiative and REGIS through September 30, 2016. The Executive Committee met on July 16, 2015 and recommends your approval.

This year we are once again using a very transparent approach to our budget with many of our members actively involved in development process for the budget. We have also allowed over a month for review and consideration by the Board of Directors.

### **Key Budget Highlights for 2015-2016**

- There will be **no** member dues increases for GVMC including Transportation, REGIS or LGROW/Environmental Programs. All member dues are frozen at last year's level.
- GVMC has completed its 3 year fiscal transformation and this is a balanced budget that continues expansion of our programs and services to our members. We have achieved financial stabilization, budget control, and fiscal sustainability.
- The Environmental, Regis and Transportation Departments in cooperation with our members will work together to catalog and map existing land use, zoning, transportation, recreational, and non-motorized information in a single location. This has been a priority for our members and economic development partners for several years and we will work with our members toward achieving this goal. This catalog of data will be a useful resource within all GVMC programs and members, our Regional Prosperity Efforts, Economic Development Partners and as a guide to elements chosen for the Transportation Improvement Program. It will also assist other agencies like MDOT, The Right Place, MDEC and others by having readily available local planning and land use information from a single source.
- The Clean Air Program will be administered this year by the Environmental Department allowing greater collaboration between our programs and additional educational activities. Multiple Clean Air/Clean Water events have already been scheduled. The Transportation and Environmental Departments will collaborate on the program allowing for expansion and greater synergy between our Clean Air and Clean Water initiatives.
- Elimination of the Memo of Understanding, increased internal collaboration and subsequent reorganization of REGIS has resulted in decreased costs and increased revenue opportunities while reducing the budgeted losses by 90%.

- All REGIS Capital Equipment is being evaluated and additional funds are being budgeted to improve system performance and sustainability. The goal is to increase sustainability and system performance by second quarter of fiscal 2016.
- During 2015 Grand Valley State University became a full member of our NPDES Watershed Permit effort and has signed a 3 year agreement to continue in the program. Fiscal 2016 will be the first full year for GVSU to participate with our 22 municipalities involved in our MS4 Program.
- For the past two years GVMC has been the fiduciary agent and chair of Governor Snyder's Regional Prosperity Alliance. This program has dramatically increased our profile and leadership at the regional level and in Lansing. This program has been renewed in the Michigan Budget for next year.
- This budget reflects for the first time full integration of all GVMC programs and operations with multiple collaborations, cost sharing and program efforts occurring between departments. This has resulted in program expansion and improved operational efficiencies.

**The Budget Calendar is as follows:** (Approximately 90 people have been involved in this process)

- May 22-Transportation Policy Committee Reviewed the Budget and recommended approval by the GVMC Executive Committee and Board of Directors.
- May 21-The Draft Unified Work Program Budget was presented to the GVMC Executive Committee. The Executive Committee recommended to the Board to adopt.
- June 4- The Unified Work Program Budget was adopted by the full GVMC Board
- June 24 – REGIS Board is presented the REGIS Budget and recommends approval
- July 16- Review of all the budgets by the GVMC Executive Committee and Recommendation to Approve.
- August 6- First Review of all GVMC Budgets by GVMC Board of Directors
- September 3- Final Approval REGIS, LGROW and GVMC Budget by the Board
- October 1- Beginning of the new fiscal year

### **What is GVMC?**

The Grand Valley Metro Council (GVMC) is a regional organization dedicated to promoting cooperation and coordination among local governments in the West Michigan area. Created in 1990, its membership now includes 36 local governments, representing nearly 750,000 people. It is anticipated that the Village of Sparta and Nelson Township will be joining GVMC in this fiscal year. Our mission is to advance the current and future well-being of our metropolitan area by bringing together public and private sectors to cooperatively advocate, plan for, and coordinate the provision of services and investments which have environmental, economic and social impact.

Included within GVMC are, Administration and Operations and the area Transportation Metropolitan Planning Organization with revenues of **\$2,181,159** and operating expenses of **\$2,054,592.78** and REGIS (Regional Geographic Information System) serving 19 governmental units with revenues of **\$757,005** and expenses of **\$765,757.85**. This budget reduces the anticipated losses in REGIS operations by 90% from last year. REGIS also includes a fixed savings account of **\$238,300** for REGIS Capital Equipment. Finally, GVMC Environmental Programs has proposed revenues of **\$428,510** and operating expenses of **\$ 427,800.53**.

During the past two years, GVMC has taken a lead role as grant recipient and chair of Governor Snyder's Prosperity Initiative. This alliance includes a 13 county West Michigan area with a population of over 1.5 million residents. There are 341 units of government in the region and it covers an area of 8,163 square miles (about the size of New Jersey). There are over 130 miles of Lake Michigan Shoreline and the region extends 75 miles to the heart of Michigan's Lower Peninsula. The focus of the RPI is to promote cooperation, collaboration and prosperity in West Michigan. We anticipate renewal of our RPI grant for 2016 and the budget is anticipated to be **\$400,000**. This includes \$250,000 for fiscal year 2015-2016 and a carry-over of \$150,000 from last year for work that will begin after October 1, 2015. In the two year history of the program the Regional Prosperity Alliance has brought **\$478,750** to GVMC and our region. Thus far, we have expended **\$325,244** on projects and collaboration efforts in our 13 county region.

As part of our new Strategic Initiative to be a regional leader and facilitator of collaboration efforts, we may be serving again this year as the fiduciary agent and providing administrative support services to an EMS consortium of our members. GVMC will be paid up to **\$6,000** to provide administrative support.

**What are the major components of GVMC?**

**TRANSPORTATION**

The Transportation Department is responsible for managing the 20-25 year, five billion dollar, Metropolitan Transportation Plan (MTP) and \$65.4 million dollar each year in the Annual Transportation Improvement Program for our region. The Department is responsible for administering these programs using strict guidelines established by the Federal Highway Administration (FHWA), and the Michigan Department of Transportation (MDOT). Transportation programs are generally funded on an 80/20 basis with the 20% local match being utilized to leverage 80% state and federal dollars. There are seven employees in the Department. The 2015-2016 Unified Planning and Work Program Activities and Budget below was previously approved by the GVMC Board of Directors on June 4, 2015.

In order to meet the requirements of the programs and provide the highest levels of coordination, there are six major focus areas for the Transportation Department. Also, I have provided the degree at which GVMC leverages local funding to obtain state and federal grants.

**1. Database Management-** Work tasks needed to monitor area travel characteristics and factors affecting travel such as socio-economic and land use data, transportation system data, and environmental issues and concerns. Priorities include data collection and analysis, and GIS development and updates.

LOCAL	TOTAL
\$35,896	\$193,267

**2. Long Range Planning-** Identifying transportation system planning tasks related to long range transportation systems planning. Priorities include the development/update of the MTP, identification of long range transportation needs, goals, objective, policies, improvements, monitoring, and updating and maintaining of the travel demand model.

LOCAL	TOTAL
\$34,047	\$181,931

**3. Short Range Planning-** Identifying transportation system planning tasks related to short range transportation systems planning. Priorities include performance measurement, the development/update of the TIP, providing technical assistance and special studies to the MPO members, Intelligent Transportation System (ITS) planning, safety planning, freight planning, non-motorized planning, and managing the Clean Air Action Program.

LOCAL	TOTAL
\$82,058	\$433,142

**4. Transportation Management Systems-** Priorities include collecting transportation system data and analysis, coordination with MDOT and local transportation providers, development of congestion and pavement investment plans, and implementation and monitoring of ITS solutions. GVMC is also involved in a statewide effort to develop, collect data, and implement Michigan's Asset Management System.

LOCAL	TOTAL
\$66,509	\$386,298

**5. Program Coordination-**Work necessary to manage the transportation planning process on a continual basis, including program administration, development, review, and reporting. Priorities include the UPWP, public involvement, environmental justice, timely submittal of documents, MPO scheduled meetings, and coordination with all MPO member units.

LOCAL	TOTAL
\$50,638	\$273,424

**6. Land Use and Transportation Coordination** –The scope of this activity is limited to the MPO boundary area. Priorities include Committee meetings in public sessions to review the progress being made, emphasis on successful efforts and encouragement of local government's participation, generating reports to Metro Council, development of socio-economic data, and public education and information. In addition next year, our Environmental Department will be assisting Transportation with some of our Land Use and Environmental Issues.

LOCAL	TOTAL
\$23,950	\$98,824

### **REGIS**

**Regional Geographic Information System (REGIS)** – For the past 17 years, REGIS has been a single centralized GIS department for 19 local governments. REGIS operates on annual revenues of **\$757,005** and expenses of **\$765,757.85**. If necessary, the variance of **\$8,752.85** will come from the REGIS Fund Balance. The reorganization of the REGIS Agency that took place in the second quarter of 2015 has resulted in a decrease in anticipated losses from **(\$84,775)** in 2014-2015 to **(\$8,752.85)** for 2016. This is a reduction of anticipated losses of **\$76,023** or **90%** from last year's budget. REGIS has 3 fulltime and two part-time employees.

This budget anticipates the addition of one additional GIS Analysis in the second quarter of fiscal 2016 and does not replace the REGIS Director position. In addition, REGIS has a Capital Fund budgeted at **\$238,300** for future equipment needs. REGIS is one point of service to local governments, the private sector, the education community and our citizens. REGIS member dues pay for approximately 90% of the total annual expenses.

In addition to the significant financial gains and collaborations achieved through the recent REGIS reorganization, operational changes resulted in the establishment of an active REGIS Advisory Committee. This group of REGIS technical users is meeting monthly to discuss issues, strategies and system and service enhancements. The Advisory Committee is directly involved in operational decisions and service priorities that will improve REGIS services at the user level. Working closely with REGIS staff, the REGIS Board and each-other, the new REGIS Advisory Committee will help determine the future operational direction for the agency. They will also make recommendations and be an active resource for the REGIS and GVMC Board of Directors.

The first phase of the REGIS reorganization involves a complete and total review and evaluation of all REGIS hardware, software and systems. This evaluation is ongoing at this time. The comprehensive review of the REGIS infrastructure will result in a future strategy to fund system maintenance and enhancements on a timelier basis. The budget for 2016 anticipates an increase in Capital Expenses to ensure the infrastructure is improved and maintained in the future.

Beginning last year and continuing into the coming year, the REGIS Board is evaluating opportunities for greater collaboration and cooperation with other GIS providers in the region. Led by the REGIS Executive Committee this evaluation includes discussions regarding increasing synergies, maximizing efficiencies and increasing services by partnering with other GIS service providers in West Michigan. The technology field continues to expand exponentially each year and the REGIS Board is working to ensure that REGIS continues to provide a robust GIS service to its customers.

### **Environmental Programs Department**

In 2013, after careful and thoughtful evaluation, we created an Environmental Programs Department within GVMC. This Department was funded from existing revenues and resulted in a dramatic reduction in consultant services while providing for increased service opportunities and program expansions. A Director of Environmental Programs was hired, and later a Stormwater Coordinator for the NPDES MS4 program was added to the staff. Not reflected in our budget, but a critical component of our ability to achieve our strategic objectives, is a twenty hour per week GVSU Graduate Assistant. This individual's salary and tuition are paid in-full by Grand Valley State University. Through the generosity of GVSU a biology graduate assistant is now dedicated to assisting with coordinating the activities of the Lower Grand River Organization of Watersheds (LGROW).

Our goal in creating an Environmental Department was to elevate GVMC and our member communities as significant and recognized environmental leaders in our region. Local government is responsible for water quality; wastewater and storm-water management and our members are very much at the forefront of these issues. As we worked and planned for, we have experienced tremendous but focused and managed growth in our programs, influence and public awareness.

Due to the exponential growth of the program we anticipate adding 1 full time and two part-time or contractual employees to the department. The decision for staffing will be based on finalization of funding sources for the positions and individual program requirements.

LGROW is an agency of GVMC managed through our Environmental Programs Department and is dedicated to the preservation, improvement and monitoring of the Lower Grand River. LGROW is an excellent example of cooperation and collaboration in our area. As a broad stakeholder organization dedicated to the ongoing health, use and enjoyment of the Grand River, LGROW's Board of Directors includes 41 public, private and environmental group members. The Lower Grand River Watershed covers 1.8 million acres of property, 2,900 square miles and all or portions of 10 counties.

The 22 municipalities in the Lower Grand River Watershed and Grand Valley State University (all campuses) are required to have NPDES Municipal Separate Storm Sewer System (MS4) permits. They are working together through LGROW to comply with stormwater discharge permits required by the U.S. Environmental Protection Agency and the Michigan Department of Environmental Quality. This year, GVMC/LGROW submitted to the MDEQ discharge permit applications for each of the 22 municipalities and four campuses for Grand Valley State University. Currently, MDEQ is reviewing those applications and contracts are in place for GVMC to manage the program on behalf of our members for the next 3 years.

Funding for the Environmental Programs comes as earned revenue from fees for the MS4 program, LGROW memberships and grants. The total budget for our Environmental Program is **\$428,510** with expenses of **\$427,800.53**. Slightly less than half of those funds are associated with the successful collaboration of the MS4 program, a model for intergovernmental cooperation. Our Environmental Department has dramatically increased its programs and other sources of funding including the following:

- Wege Foundation
- Grand Valley State University
- Grand Rapids White Water
- United States Fish and Wildlife Service
- Ottawa Conservation District: MDEQ Nonpoint Source 319 grant
- MiCorps Volunteer Monitoring-Buck Creek
- Groundswell: MDEQ Nonpoint Source 319 grant
- Plaster Creek Stewards: Urban Waters Grant
- West Michigan Prosperity Alliance
- Education Service Fees

GVMC Environmental Programs like Our Annual Grand River Spring Forum saw record attendance from throughout the region. Working in partnership with Kent Innovation High School in August we will hold our first Run By the Blue, 5K fun run to promote awareness of environmental issues and LGROW. Our leadership and involvement has dramatically raised the profile of GVMC as an environmental leader and collaborator while providing additional opportunities and services to our members. Our Environmental Programs staff will continue to expand our GVMC influence and involvement in a wide variety of programs that impact West Michigan's environment.

## **STRATEGIC INITIATIVES and VISION**

In the past, the Board of Directors adopted nine Strategic Initiatives in which to focus our efforts in collaboration and cooperation. Those initiatives are:

1. Managing Emerging Issues
2. Encouraging Collaborative Service Sharing
3. Coordinating a Region-Wide Training Exchange
4. Nurturing a Regional Economic Development Partnership
5. Planning for Sustainable Communities
6. Regional Leader in Collaboration Efforts-Facilitator
7. Communicate/Educate Regarding GVMC and Regions
8. Focus on Core Competencies (Transportation, Environment, GIS, Regional Prosperity Initiative, Council of Governments)
9. Increase Lansing/Washington Connection

By focusing our efforts on these nine strategic initiatives, we have made dramatic improvements to our communications, involvement, transparency, member participation and influence in each of these critical areas.

## **GENERAL FUND BUDGET AT A GLANCE**

**Net Revenue \$2,181,159 to expenses of \$2,054,592.78 equals net income of \$126,566.22**

As in the past, this budget is conservative in nature and no contingent funding is included.

Through conservative budgeting and operational controls GVMC has significantly improved our financial stability over the past three years by leveraging our financial resources and controlling costs. This effort has resulted in improved stabilization of our financial resources.

During Fiscal Year 2015-2016 we will continue to privatize finance resulting in a dramatic decrease in cost for financial administration. We will continue to share the services of our finance director with the Macatawa Area Coordinating Council which is the MPO for the Holland/Zeeland area. This partnership has resulted in a significant reduction in costs for GVMC and even more for MDOT and Federal Highway Administration (FHWA).

## **BUDGET ALIGNS WITH GVMC'S STRATEGIC OBJECTIVES**

This budget includes sufficient resources to support GVMC's strategic goals, objectives and initiatives for the entire fiscal year and all Transportation, Environmental, REGIS and Regional Prosperity needs. Our goal in this budget is to continue to advance the resources, staff skills of GVMC and to align our resources with the needs of our members while bringing increased value. This effort will involve continued evaluation and evolution of GVMC and the Executive Director and Executive Committee are constantly monitoring our programs.

The budget also supports our on-going collaborative initiatives with the other agencies, state government, Members of Congress, federal agencies, the Grand Rapids Area Chamber of Commerce, private business and others. We are also working closely with many of our member governments on a wide variety of issues involving legislation, taxation and discussions on enhanced cooperation and collaboration. In 2016, we will continue our close relationship and involvement with the Governor's Office as well as the highest levels at MDOT. The leadership of the Regional Prosperity Initiative has also increased our exposure on a regional and state-

wide level and has brought increased opportunities for GVMC to participate on broader regional and state-wide issues.

### **MONITORING COSTS AND CUTTING EXPENDITURES**

Employee health care costs are projected to rise ten (10) percent. Estimates for our dental insurance coverage will not be available until mid-August, but an increase has been factored in to our budget. Due to the nature of our policies and coverage's available our increase is not anticipated beyond ten percent.

To ensure that we maintain financial health long into the future, we continually work at a staff-wide level to limit expenditures and reduce costs, while we aggressively pursue new sources of grants revenues for projects that benefit GVMC Buy Additional Furniture – trans tables & work station member counties and communities. As in the past, we have been very diligent in working with our staff and insurance consultants to hold down employee health care costs. Historically, GVMC's health insurance costs have been held to a minimum because each year, as we prepare the next fiscal year budget, we take steps to modify GVMC's employee health insurance plan to control costs.

### **FUND RAISING AND OTHER INCOME**

In the recent past we have been very successful at increasing revenues through grants and projects. We will continue to pursue all avenues for funding for both foundation grants and special projects. We meet with regularly with representatives of local, state and regional foundations, representatives of the Governor's office and our state legislators, institutions of higher education, and other groups to seek funding for on-going regional activities that support our strategic goals and initiatives. We are continually searching out, identifying and pursuing grants, gifts, work contracts and other sources of funding.

I hope this information is helpful and informative as you review the GVMC Budget for the 2015-2016. If you have any thoughts, comments, questions or suggestions, or if I can be of further assistance, you can reach me anytime on my cell phone at 776-7604, or via email at [john.weiss@gvmc.org](mailto:john.weiss@gvmc.org).

GRAND VALLEY METRO COUNCIL  
2015-2016 Budget  
GENERAL FUND

GENERAL FUND ONLY

	2015-2016 Budget	2014-2015 Budget	Difference
<b>INCOME</b>			
PL 112 Income	827,889.00	826,508.00	1,381.00
Section 5303 Income	210,167.00	204,826.00	5,341.00
STP Congestion Mgt. Income	57,295.00	57,295.00	-
STP MPO GIS Maintenance	35,400.00	35,400.00	-
STP Pavement Mangement Income	57,295.00	57,295.00	-
Asset Management Income	20,000.00	20,050.00	(50.00)
CMAQ Clean Air Action	80,000.00	78,187.00	1,813.00
Regional Prosperity Grant	400,000.00	450,000.00	(50,000.00)
Member Dues GVMC	268,667.00	257,261.00	11,406.00
Member Dues Transportation	201,696.00	204,664.00	(2,968.00)
Ambulance Partnership Dues	6,000.00	28,000.00	(22,000.00)
Miscellaneous	500.00	10,000.00	(9,500.00)
Interest Income	5,750.00	6,500.00	(750.00)
Contributions	-	500.00	(500.00)
Contributions - Clean Air	-	1,000.00	(1,000.00)
Fee for Services	4,500.00	12,000.00	(7,500.00)
GVMC Meetings and Conferences	6,000.00	10,000.00	(4,000.00)
Regis Overhead allocation from Audit	-	8,000.00	(8,000.00)
<b>Total General Fund Income</b>	<b>2,181,159.00</b>	<b>2,267,486.00</b>	<b>(86,327.00)</b>
	2,181,159.00	2,267,486.00	(86,327.00)
<b>Expenses</b>			
<b>Program Expenses</b>			
Wages	515,375.00	513,000.00	2,375.00
Payroll Taxes	44,426.19	37,833.00	6,593.19
Employer Retirement	46,383.75	46,334.00	49.75
Health/dental/life/disability Insurance	99,260.00	78,720.00	20,540.00
PL 112 Expenses	10,000.00	5,000.00	5,000.00
SPR/PL 112 Michigan Street Study	-	100,000.00	(100,000.00)
Clear Air Action	-	25,000.00	(25,000.00)
Land Use Expenses	-	-	-
Congestion Management System	70,000.00	70,000.00	-
MPO GIS Expense	43,250.00	43,250.00	-
STP Pavement Management System	70,000.00	70,000.00	-
Asset Management	-	4,000.00	(4,000.00)
Regional Prosperity Grant Expense	400,000.00	450,000.00	(50,000.00)
Computer and Software Expense	5,000.00	5,000.00	-
Program Services Environmental and Land Use	-	75,000.00	(75,000.00)
Environmental Dept. Reimbursement for Clean Air	75,000.00	-	75,000.00
Environmental Dept. Reimbursement for Land Use	40,000.00	-	40,000.00
<b>Total Program Expenses</b>	<b>1,418,694.94</b>	<b>1,523,137.00</b>	<b>(104,442.06)</b>
<b>Administrative and Indirect</b>			
Wages	226,954.00	207,000.00	19,954.00
Payroll Taxes	18,361.98	18,630.00	(268.02)
Employer Retirement	20,425.86	18,622.00	1,803.86
Health/dental/life/disability Insurance	24,500.00	16,002.00	8,498.00
Office Supplies	7,500.00	9,000.00	(1,500.00)
Postage, Mailing	5,000.00	6,000.00	(1,000.00)
Advertisements/Legal Notices	5,000.00	5,000.00	-
Meeting Expenses	20,000.00	25,000.00	(5,000.00)
Insurance	10,000.00	16,000.00	(6,000.00)
Dues and Subscriptions	5,000.00	5,000.00	-
Professional Development	10,000.00	12,000.00	(2,000.00)
Mileage Reimbursement	15,000.00	20,000.00	(5,000.00)
Printing	5,000.00	8,000.00	(3,000.00)
Utilities	5,000.00	5,000.00	-
Telephone, Telecommunications	12,500.00	12,500.00	-
Repairs & Maintenance	10,000.00	12,000.00	(2,000.00)
Equipment Rental/Lease	15,000.00	15,000.00	-
Rent	69,156.00	65,931.00	3,225.00
Accounting Fees	38,500.00	38,500.00	-
Legal Fees	12,000.00	12,000.00	-
Other Professional Services	40,000.00	10,000.00	30,000.00
Contractural Services	10,000.00	10,000.00	-
Ambulance Consortium Expenses	6,000.00	28,000.00	(22,000.00)
Miscellaneous	15,000.00	15,000.00	-
Office Equip & Furniture	15,000.00	15,000.00	-
Capital Purchases	15,000.00	15,000.00	-
<b>Total Administrative and Indirect</b>	<b>635,897.84</b>	<b>620,185.00</b>	<b>15,712.84</b>
<b>Total General Fund Expenses</b>	<b>2,054,592.78</b>	<b>2,143,322.00</b>	<b>(88,729.22)</b>
<b>Revenues over (under) expenditures</b>	<b>126,566.22</b>	<b>124,164.00</b>	<b>2,402.22</b>

**GRAND VALLEY METRO COUNCIL**  
**2015-2016 Budget**  
**ENVIRONMENTAL PROGRAMS**

	<b>Environmental Programs</b>		
	<b>2015-2016 Budget</b>	<b>2014-2015 Budget</b>	<b>Difference</b>
EP Income			
NPDES Income	212,265.00	179,825.00	32,440.00
Ottawa Conservation District: Grant Bass River/Deer Creek	1,952.00	1,677.00	275.00
USFWS Fish Passage Grant	880.00	1,500.00	(620.00)
MDEQ 319 Grant Lower Grand Educational	-	10,000.00	(10,000.00)
Plaster Creek Stewards, Urban Waters Grant	1,600.00	4,800.00	(3,200.00)
GL Fisher Classroom Grant	-	2,000.00	(2,000.00)
MI Corp Volunteer Monitoring--Buck Creek	660.00	1,400.00	(740.00)
Rogue River Restoration Grant	-	-	-
Groundswell Grant	6,920.00	-	6,920.00
Grand Rapids White Water Grant	21,000.00	-	21,000.00
RPI West MI Watershed Collaborative	12,933.00	-	12,933.00
Education Service Fees	35,000.00	-	35,000.00
Membership Dues - LGROW	16,000.00	16,000.00	-
EP Contributions	2,000.00	10,000.00	(8,000.00)
EP Revenue from GVMC Transport-Clean air	75,000.00	-	75,000.00
EP Revenue from GVMC Transport-Land Use	40,000.00	-	40,000.00
Other Income	1,500.00	10,000.00	(8,500.00)
Interest Income	800.00	1,000.00	(200.00)
<b>Total - EP Income</b>	<b>428,510.00</b>	<b>238,202.00</b>	<b>190,308.00</b>
EP Expenses			
EP Wages	212,500.00	136,200.00	76,300.00
EP Payroll Taxes	17,756.25	11,551.00	6,205.25
EP Health/Dental/Life/Disability	30,127.28	7,372.00	22,755.28
EP Employer Retirement	16,125.00	12,250.00	3,875.00
EP Environmental Educational Programmer	30,000.00	-	30,000.00
EP Meeting Expenses	5,000.00	5,000.00	-
EP Office Supplies	1,000.00	1,000.00	-
EP Capital Expenses	3,000.00	2,000.00	1,000.00
EP Printing	4,000.00	2,000.00	2,000.00
EP Contractural Services/Grant Expenses	-	-	-
Ottawa Conservation District: Grant Bass River/Deer Creek	200.00	-	200.00
USFWS Fish Passage Grant	100.00	-	100.00
Plaster Creek Stewards, Urban Waters Grant	200.00	-	200.00
MI Corp Volunteer Monitoring--Buck Creek	100.00	-	100.00
Groundswell Grant	750.00	-	750.00
Grand Rapids White Water Grant	1,500.00	-	1,500.00
RPI West MI Watershed Collaborative	1,300.00	-	1,300.00
NPDES	25,000.00	-	25,000.00
Other Grant Direct Expenses	-	500.00	(500.00)
EP Promotional/Advertising	1,000.00	15,000.00	(14,000.00)
EP Educational Expenses--Clean Air	25,000.00	10,000.00	15,000.00
EP Mileage Reimbursement	2,000.00	2,500.00	(500.00)
EP Telecommunications	2,000.00	2,000.00	-
EP Supplies	1,500.00	-	1,500.00
EP Public Events and Seminars	7,500.00	-	7,500.00
EP Professional Development/Conferences	2,000.00	-	2,000.00
EP Dues and Subscriptions	1,000.00	1,000.00	-
EP Postage	500.00	350.00	150.00
EP Insurance	1,500.00	-	1,500.00
EP Accounting/Audit fees	7,200.00	-	7,200.00
EP Rent	18,442.00	-	18,442.00
EP Utilities	1,000.00	-	1,000.00
EP Miscellaneous	1,000.00	1,500.00	(500.00)
EP Professional Fees	7,500.00	-	7,500.00
<b>LGROW Expenses</b>	<b>427,800.53</b>	<b>210,223.00</b>	<b>217,577.53</b>
<b>Revenues over (under) expenditures</b>	<b>709.47</b>	<b>27,979.00</b>	<b>(27,269.53)</b>

**GRAND VALLEY METRO COUNCIL**  
**2015-2016 Budget**  
REGIS

	<b>REGIS</b> <b>2015-2016</b> <b>Budget</b>	<b>2014-2015</b> <b>Budget</b>	<b>Difference</b>
<b>Income</b>			
Regis Member Dues	684,855.00	698,242.00	(13,387.00)
Regis Associate Member Dues	3,000.00	3,500.00	(500.00)
Regis GVMC GIS Transportation Services	24,900.00	24,900.00	-
Regis Data Sales	12,000.00	12,000.00	-
Regis Pay As You Go Services	17,500.00	22,000.00	(4,500.00)
Regis Services to GVMC Transportation	3,000.00	-	3,000.00
Regis Services To GVMC Environmental	9,000.00	-	9,000.00
Regis Interest Income	2,750.00	3,150.00	(400.00)
<b>Total Income</b>	<b>757,005.00</b>	<b>763,792.00</b>	<b>(6,787.00)</b>
<b>Expense</b>			
Regis Wages	255,000.00	317,819.00	(62,819.00)
Regis Administration Wages	28,885.00	19,125.00	9,760.00
Regis Payroll Taxes	22,007.50	27,813.15	(5,805.65)
Regis Admin Payroll Taxes	2,209.70	1,463.00	746.70
Regis Health Insurance	61,123.00	60,770.00	353.00
Regis Administration Health Ins	5,437.00	3,711.00	1,726.00
Regis Life, Dental, Disability	7,938.00	7,843.00	95.00
Regis Admin Life, Dental, Disab	708.00	500.00	208.00
Regis Employer Retirement	22,950.00	26,113.00	(3,163.00)
Admin Employer Retirement	2,599.65	1,750.00	849.65
Regis Office Supplies	5,000.00	5,000.00	-
Regis Postage	500.00	500.00	-
Regis Audit and Accounting	7,500.00	6,400.00	1,100.00
Regis Legal Fees	2,500.00	5,000.00	(2,500.00)
Regis Professional Services	55,000.00	65,500.00	(10,500.00)
Regis Contractual Services	2,000.00	2,000.00	-
Regis Software Licenses	5,000.00	7,500.00	(2,500.00)
Regis Software Maintenance Agre	110,000.00	116,000.00	(6,000.00)
Regis Other Contracts-Netwk/Dat	41,150.00	35,000.00	6,150.00
Regis Advertisements and Notices	1,500.00	1,500.00	-
Regis Meeting Expenses	1,000.00	1,500.00	(500.00)
Regis Insurance	5,500.00	7,500.00	(2,000.00)
Regis Dues and Subscriptions	1,500.00	2,000.00	(500.00)
Regis Professional Development	5,000.00	6,000.00	(1,000.00)
Regis Mileage Reimbursement	750.00	750.00	-
Regis Printing	1,000.00	1,000.00	-
Regis Electricity (Wyoming Data Center)	9,000.00	9,000.00	-
Regis Telecommunications	6,250.00	7,000.00	(750.00)
Regis Rent	33,000.00	43,260.00	(10,260.00)
Regis Eqpt Rental	1,250.00	1,250.00	-
Regis Repair & Maintenance	1,500.00	2,000.00	(500.00)
Regis Miscellaneous	1,000.00	1,000.00	-
Regis Equipment Software	-	1,000.00	(1,000.00)
Regis Office Equipment & Furn	-	1,000.00	(1,000.00)
Regis Indirect to GF	-	8,000.00	(8,000.00)
Regis Capital expenses	60,000.00	45,000.00	15,000.00
<b>TOTAL Regis Expense</b>	<b>765,757.85</b>	<b>848,567.15</b>	<b>(82,809.30)</b>
<b>Revenues over (under) expenditures</b>	<b>(8,752.85)</b>	<b>(84,775.15)</b>	<b>76,022.30</b>
<b>Estimated Fund Balance</b>	<b>725,000.00</b>		<b>-</b>
<b>Estimated Remaining Fund Balance</b>	<b>716,247.15</b>		

**GRAND VALLEY METRO COUNCIL**  
**2015-2016 Budget**  
**REGIS CAPITAL**

	<b>REGIS CAPITAL</b>		
	<b>2015-2016</b>	<b>2014-2015</b>	
	<b>Budget</b>	<b>Budget</b>	<b>Difference</b>
Income			
Regis Capital Income			
Interest Income	800.00	960.00	(160.00)
Regis Operations Transfer	-	-	-
TOTAL Regis Capital Income	<u>800.00</u>	<u>960.00</u>	<u>(160.00)</u>
Expense			
Regis Capital Expenses			
Regis Professional Fees	-	-	-
Regis Capital Miscellaneous	-	-	-
Regis Capital Purchases	-	-	-
TOTAL Regis Capital Expenses	<u>-</u>	<u>-</u>	<u>-</u>
Revenues over (under) expenditures	<u>800.00</u>	<u>960.00</u>	<u>(160.00)</u>
Estimated Fund Balance	<u>237,500.00</u>		
Estimated Remaining Fund Balance	<u>238,300.00</u>		

## GRAND VALLEY METROPOLITAN COUNCIL

At a regular meeting of the Grand Valley Metropolitan Council, held on the 6th day of August 2015, at 8:30 a.m., in the City of Grand Rapids, Michigan.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

### **RESOLUTION TO AMEND ARTICLES OF INCORPORATION SO AS TO ADD NELSON TOWNSHIP AND VILLAGE OF SPARTA AS PARTICIPATING LOCAL GOVERNMENTAL UNITS**

A local governmental unit may join or withdraw from the Grand Valley Metropolitan Council (the "Metro Council") upon satisfaction of certain requirements set forth in the Metropolitan Council Act, Act 292 of the Public Acts of Michigan of 1989, as amended (the "Act"); and

The legislative body of Nelson Township and Village of Sparta, Kent County, Michigan, has adopted a motion stating it desires to join the Metro Council, pursuant to Article XX of the Articles of Incorporation.

THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. The first paragraph of the Articles of Incorporation of the Metro Council is hereby amended so as to add Nelson Township and Village of Sparta, Kent County, as participating local governmental units.
2. This resolution amends the Articles of Incorporation only as stated above. All other

provisions of the Articles of Incorporation remain in full force and effect.

3. Upon adoption of this Resolution, the above-stated amendment in the Articles of Incorporation shall be published at least once in *The Advance*, a newspaper of general circulation within the participating counties, cities, villages, and townships of the Metro Council.

4. Upon the publication of the above-statement amendment, the amendment shall be submitted for a vote thereon by the members elected to and serving on the legislative body of each participating local governmental unit of the Metro Council.

5. Upon final adoption of the above-stated amendment, a printed copy of the amended Articles of Incorporation shall be filed with the Michigan Secretary of State, with the clerk of each county in which is located all or any part of a participating city, village, or township, and with the clerk of each participating city, village, and township, as required by Sections 9 and 11 of the Act.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

#### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Grand Valley Metropolitan Council at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

\_\_\_\_\_  
Secretary

GRAND VALLEY METROPOLITAN COUNCIL  
NOTICE OF ADOPTION OF AMENDMENT NO. 39  
IN ARTICLES OF INCORPORATION

At a regular meeting of Grand Valley Metropolitan Council, held on August 6, 2015, 8:30 a.m., in Grand Rapids, Michigan. A quorum of the members of the Council was present.

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Articles of Incorporation of Grand Valley Metropolitan Council be amended as follows:

**Amendment No. 39**  
**To Add Nelson Township and Village of Sparta as a Members.**

1. The first paragraph of the Articles of Incorporation is hereby amended to read in its entirety as follows:

ARTICLES OF INCORPORATION  
GRAND VALLEY METROPOLITAN COUNCIL

These Articles of Incorporation are adopted and executed by the incorporating units ("Units"), the City of Grand Rapids, the City of Kentwood, the City of East Grand Rapids, the City of Grandville, the City of Rockford, the City of Hudsonville, the City of Cedar Springs, Byron Township, Plainfield Township, Alpine Township, Gaines Township, Kent County, Grand Rapids Township, Algoma Township, City of Coopersville, City of Greenville, City of Ionia, City of Walker, Courtland Township, City of Wayland, City of Hastings, Village of Middleville, Tallmadge Township, Georgetown Township, Ottawa County, Caledonia Township, Cannon Township, Allendale Township, Cascade Township, Jamestown Township, the City of Wyoming, the City of Lowell, the City of Belding, Ada Township, the Village of Sand Lake, Lowell Township, Nelson Township and the Village of Sparta for the purpose of constituting a Metropolitan Council pursuant to the provisions of Act No. 292 of the Michigan Public Acts of 1989 (the "Act").

The motion to approve the above-stated Amendment No. 39 in the Articles of Incorporation of Grand Valley Metropolitan Council was thereupon adopted.

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I hereby certify that the foregoing is a true and complete copy of Amendment No. 39 in the Articles of Incorporation of Grand Valley Metropolitan Council, duly voted upon and adopted at the meeting of Grand Valley Metropolitan Council held August 6, and I further certify that public notice of such meeting was given as provided by law.

These amendments in the Articles of Incorporation are published by order of Grand Valley Metropolitan Council, by the County of Kent, such county being the largest participating local unit of Grand Valley Metropolitan Council.

Dated: August 6, 2015

John W. Weiss, Executive Director  
Grand Valley Metropolitan Council

**RESOLUTION TO APPROVE AMENDMENT NO. 39 IN  
THE ARTICLES OF INCORPORATION OF  
GRAND VALLEY METROPOLITAN COUNCIL**

WHEREAS, the members of Grand Valley Metropolitan Council ("Metro Council") have by majority vote approved Amendment No. 39 (Addition of Nelson Township and the Village of Sparta) in the Articles of Incorporation of Grand Valley Metropolitan Council; and

WHEREAS, the amendments have now been submitted for approval by the legislative bodies of the local governmental units that belong to Metro Council; and

WHEREAS, the \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_ has considered Amendment No. 39 in the Articles of Incorporation of Metro Council.

NOW, THEREFORE, RESOLVED:

1. Amendment No. 39 in the Articles of Incorporation of Grand Valley Metropolitan Council is hereby APPROVED.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by the \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_, by a vote of \_\_\_\_\_ members voting in favor thereof and \_\_\_\_\_ members voting against.

\_\_\_\_\_

## **AMENDMENT NO. 39**

### **To Add Nelson Township and Village of Sparta as Members**

1. The first paragraph of the Articles of Incorporation is hereby amended to read in its entirety as follows:

#### **ARTICLES OF INCORPORATION GRAND VALLEY METROPOLITAN COUNCIL**

These Articles of Incorporation are adopted and executed by the incorporating units ("Units"), the City of Grand Rapids, the City of Kentwood, the City of East Grand Rapids, the City of Grandville, the City of Rockford, the City of Hudsonville, the City of Cedar Springs, Byron Township, Plainfield Township, Alpine Township, Gaines Township, Kent County, Grand Rapids Township, Algoma Township, City of Coopersville, City of Greenville, City of Ionia, City of Walker, Courtland Township, City of Wayland, City of Hastings, Village of Middleville, Tallmadge Township, Georgetown Township, Ottawa County, Caledonia Township, Cannon Township, Allendale Township, Cascade Township, Jamestown Township, the City of Wyoming, the City of Lowell, the City of Belding, Ada Township, the Village of Sand Lake, Lowell Township, Nelson Township and the Village of Sparta for the purpose of constituting a Metropolitan Council pursuant to the provisions of Act No. 292 of the Michigan Public Acts of 1989 (the "Act").