

**Grand Valley Metro Council  
Executive Committee Meeting**

Thursday, April 19, 2007  
12:00 PM

Grand Valley Metro Council  
40 Pearl NW, Suite 410  
Grand Rapids, MI

**MINUTES**

**Present**

Jim Beelen  
Jim Buck  
Daryl Delabbio  
Don Hilton  
Kurt Kimball  
Cy Moore  
Audrey Nevins  
Rick Root  
Al Vanderberg  
Rob VerHeulen

Allendale Township  
City of Grandville  
Kent County  
Gaines Township  
City of Grand Rapids  
Council Treasurer  
Byron Township  
City of Kentwood  
Ottawa County  
City of Walker

**Other**

Abed Itani  
Andy Bowman  
Dharmesh Jain  
Gayle McCrath  
Don Stypula

Grand Valley Metro Council  
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**1. Call To Order**

The meeting was called to order at 12:30 p.m. by Chairman Jim Buck.

**2. Approval of Minutes**

**MOTION – To Approve the March, 2007, Minutes of the GVMC Executive Committee. MOVE – Vanderberg. SUPPORT – Nevins. MOTION CARRIED.**

### 3. Finance

#### a. Final FY 2006 Audit Report

Don Stypula reported that Chris Dawson of Crowe Chizek would not be at today's meeting. He will be at the May Board meeting.

He reported the general fund balance had increased by about \$12,000, and expenses had risen mainly due to the purchase of the pavement management van. Net assets increased about 13%. The only significant difference between the preliminary audit report and the final is the computation of the proper reimbursement for the pavement management van expenses.

Overall it was a very strong audit report.

The lease expires 12/31/08 and we are looking at a variety of different options. The parameters we are working under are a lower overall cost, and the office must be within the boundaries of the City of Grand Rapids. We are reviewing a number of attractive options, and will be bringing you the analysis.

The audit report states:

“In our opinion, the financial statements referred to present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Grand Valley Metropolitan Council as of September 30, 2006 and 2005, and the respective changes in financial position for the years then ended, in conformity with accounting principles generally accepted in the United States of America.”

Cy Moore reported there were two recommendations. The Finance Director currently handles most of the finance related duties. According to the segregation of duties recommendation, the Finance committee will look at how they can review bank reconciliations, etc. on a monthly basis. Also property and fixed assets should be done internally

**MOTION – To Accept the 2005-2006 Audit Report and Move it to the Agenda of the May GVMC Board meeting. MOVE – VerHeulen. SUPPORT – Vanderberg. MOTION CARRIED.**

**b. GVMC FY 2007 Six-Month Financial Report**

Don Stypula reported the financial report will now be presented to the Executive Committee and the Board on a quarterly basis. The report shows an increase in insurance which is due to a change in insurance carriers. Administration and Land Use salaries are off as their time allocation to the Lower Grand Watershed Council is not up to date. These changes will be made as soon as Leon Branderhorst is back from vacation and Don will get the updated report to all then.

Cy Moore reported the Finance Committee had a recommendation on a change of format for the quarterly financial report which it will pass along to the Finance Director.

The financial report was accepted as information and will be forwarded to the GVMC Board.

**c. Payment for Bill for Audit Services**

Payment for the FY 2006 audit report has been delayed until after the presentation to the Board in May.

**4. Transportation Department**

**a. Projects Amendments to the GVMC FY 2007 Transportation Improvement Program (TIP)**

The proposed project amendments to the GVMC 2007-08 TIP were explained by Abed Itani. The projects concern the Local Jobs Today program; ITP van purchase; and adjustments to make sure FY 2008 projects “line up” to the FY 2008 – 2011 TIP.

**MOTION – To Approve the Proposed FY 2007-08 GVMC TIP amendments. MOVE – Kimball. SUPPORT – Vanderberg. MOTION CARRIED.**

Audrey Nevins and Don Hilton questioned the dollar figure and construction schedule of 100<sup>th</sup> St. widening project as listed on transportation reports.

Abed Itani stated he would check with the Road Commission to verify the problems.

## 5. Legislative Issues

Don Stypula reported talks are still on regarding the budget, although no action has been taken. The 2007 budget will first be fixed, then the 2008 budget will be addressed.

The House democrats next week will introduce a number of bills to replace the SBT. They want 100% replacement of revenue. The Senate wants \$400 – 500 million cut. The House Democrats also want to eliminate the PPT and want to hold local government and schools harmless.

Look for an opportunity to interact with legislators. The Michigan Mayors association is having a news conference next Thursday. Don encourages everyone to attend and indicate to your legislators the importance of 100% revenue recovery. Don will send updates on this to everyone.

Don Stypula asked who had been affected by the withholding of grants.

Al Vanderberg stated they will be affected by cuts to transportation for community mental health.

Kurt Kimball stated the arts will be affected as reported in the Grand Rapids Press.

Jim Buck reported Michael Young has a large project that has been affected.

Rick Root indicated the multi-jurisdictional auto theft recovery unit will be hurt.

Kurt Kimball added that the Citizen's Research Center says Michigan will be insolvent in 30 days.

Rob VerHeulen asked Don Stypula to survey the membership in one of his e-mails and ask people to funnel their information regarding these cuts through him so he can keep track.

Jim Buck also asked that a memo go out to everyone so that the affect of the grant withholding can be determined.

Don Stypula stated he would do so.

## 6. Swearing-in of New Board Members Ken Snow and Sharon DeLange

**MOTION – To Move the Swearing-in of new Members Ken Snow and Sharon DeLange to the May GVMC Board Agenda. MOVE – Nevins. SUPPORT – Beelen. MOTION CARRIED.**

**7. Reminder of Strategic Planning Session immediately Following the May 3, Meeting of the Grand Valley Metro Council**

Al Vanderberg reported on his plan for the May 3 Strategic Planning session. He stated it would be a consensus building exercise that would help to fill the gap between the strategy and what the Board receives back on the report of progress towards goals. It would determine objectives and performance management and then have Don put together a work plan to be submitted with the budget. Paperwork will be mailed out in advance so members can rank the importance of all areas of GVMC's involvement. I consider the exercise to be business planning.

It will also review the major strategy and give all Board members a chance to speak. If the Board thinks Land Use Planning is important, then Don needs to bring back a plan to address this.

It will basically include an overall ranking and then a work plan needs to be created to achieve that. This is what the Board wants included in the process.

Jim Buck stated everyone will stay in the same place in the meeting. We anticipate staff being present.

Andy Bowman asked if information regarding projects, etc. should be forwarded to members ahead of time so they can be cognizant of what is currently underway and what has been accomplished.

Al Vanderberg reported this could be done in memo format and ask them to call if they have any further questions. This should also be included in the updates made to the project milestones.

**8. Other Items**

**Offer by AT&T to sponsor 2007 Growing Communities Conference**

Don Stypula reported on an offer by AT&T to sponsor the 2007 Growing Communities Conference. The sponsorship amount would be \$10,000 + and would entitle the AT&T CEO to address the Conference for 10 minutes.

Discussion ensued and it was determined that despite past battles with AT&T, this might be a good opportunity to listen to what they have to say and work toward future partnerships.

**9. Adjourn – 1:30 p.m.**