

**Grand Valley Metro Council  
Executive Committee Meeting**

Thursday, August 17, 2006  
12:00 PM

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

**MINUTES**

**Present**

Jim Beelen	City of Allendale
Daryl Delabbio	Kent County
Don Hilton	Gaines Township
Kurt Kimball	City of Grand Rapids
Cy Moore	Council Treasurer
Rick Root	City of Kentwood
Al Vanderberg	Ottawa County
Rob VerHeulen	City of Walker

**Absent**

Jim Buck	City of Grandville
Audrey Nevins	Byron Township

**Other**

Andy Bowman	Grand Valley Metro Council
Leon Branderhorst	Grand Valley Metro Council
Abed Itani	Grand Valley Metro Council
Dharmesh Jain	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Don Stypula	Grand Valley Metro Council

**1. Call To Order**

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

**2. Approval of Minutes**

**MOTION – To Approve the July, 2006 Minutes of the GVMC Executive Committee.  
MOVE – Vanderberg. SUPPORT – VerHeulen. MOTION CARRIED.**

### **3. Finance Report**

Don Stypula reviewed the financial report for the month of August.

Kurt Kimball suggested in the next fiscal year budget amendments be done so that anomalies are not revisited at each Executive Committee meeting.

### **4. Budget Review**

#### **REGIS Budget**

Don Stypula reported on the REGIS Budget, which has been approved by the REGIS Board. The REGIS Board, Budget Subcommittee, and the Director of REGIS Dr. Dharmesh Jain, have worked together to create the FY06-07 budget. The budget reflects expected revenue from current members (down 38% due to Kent County and the City of Grand Rapids now being affiliated members) and the anticipated revenue of two new members.

The REGIS Board directed that at least 25% fund balance should be maintained at all times. The proposed budget would keep it at approximately 50%.

Dr. Jain will forward all the 5-year projections for their review.

#### **GVMC Budget**

Don Stypula reported there was one change in the proposed GVMC budget which is a decrease of approximately \$7,000 in grant funding from the WMSA economic indicator project.

**MOTION – To Approve the FY 2006-07 GVMC and REGIS Budgets and the Anticipated Reduction of Expense Due to Change in Insurance Carrier; and pass them along to the September 2006 GVMC Board Agenda. MOVE – Root. SUPPORT – Kimball. MOTION CARRIED.**

### **5. Finance Subcommittee**

Don Stypula reported that a request to create a finance subcommittee came forth at the time of the strategic planning/goal setting sessions. Members of this committee would review finances, cost cutting, and facilities. A detailed analysis would be brought to the Executive Committee for their review.

Daryl Delabbio stated he thought it was a good idea if the model of the Convention and Arena Authority was used where financial experts (of members' staff) and members other than those on the Executive Committee would take part.

Cy Moore suggested Tom Fehsenfeld and Bill VerHulst.

Al Vanderberg stated the Executive Committee spends too much time on the details of these issues, and needs the time to focus on the larger strategic topics.

Don Hilton stated that the Executive Committee needed to be willing to forgo delving into the minutia of financial issues in order for this to happen. For instance, the REGIS Board already approved the REGIS budget. There needn't be an in-depth and redundant review of the issue at the Executive Committee.

Kurt Kimball suggested a separate committee would be more appropriate for the facilities issue.

**MOTION – To Create a Subcommittee of the GVMC Executive Committee Consisting of Metro Council Members and Their Staff to Analyze Financial Reports and bring Financial Issues to the Executive Committee. MOVE – Kimball. SUPPORT – Delabbio. MOTION CARRIED.** (suggested 5 – 7 members)

Kurt Kimball – The Executive Director should solicit representation from all GVMC members and come up with recommendations working in conjunction with Jim Buck.

Rob VerHeulen – A one page mission / description should be put together for everyone so they understand the direction of the subcommittee.

Cy – The Executive Committee does not need monthly financial reports, quarterly would be adequate. Monthly financials should be forwarded to the subcommittee, and the subcommittee meetings should be in sync with the Executive Committee meetings.

**MOTION – To Invite the Executive Director to Bring Back to the Executive Committee Recommendations on the Facilities Committee. MOVE – Kimball. SUPPORT – Delabbio. MOTION CARRIED.**

## **6. Insurance**

Don Stypula explained the proposal from the Western Insurance Agency which would lower GVMC's overall insurance costs by approximately \$7,000.

Staff was instructed to secure a bid with larger deductibles, and then proceed.

Gayle McCrath will contact Tom Bliesner and e-mail everyone with the results of the new bid.

**MOTION – To Enable Executive Director to Proceed with the Switch of Insurance Carriers. MOVE – Kimball. SUPPORT – VerHeulen. MOTION CARRIED. ABSTAINED – Beelen.**

## **7. Amtrak**

**MOTION – To Approve the \$50,000 Grant for Improvements to the AMTRAK Station. MOVE – Delabbio. SUPPORT – Kimball. MOTION CARRIED.**

## **8. Legislative Issues**

Don Stypula reported there will be a candidates' forum on October 4 at 8:30 a.m. in the Kent County Chambers that will include a continental breakfast. Rick Root, Mike DeVries and Don Stypula will confer on the format.

On September 12 there will be a rally in Lansing on the Save Our State issue. We are asking public service employees to attend, however they cannot wear their uniforms and must take a vacation day.

A poll last night showed the K-16 issue had a 62% approval rating.

## **9. Home Builders Association**

The HBA's statement on density was again reviewed.

It was determined it would be better for GVMC to come up with its own statement, and then have the HBA sign on.

Andy Bowman is to put some language together and send it to his GRAPLE group for their review.

## **10. Executive Director's Goals and Strategic Plan**

There was not time to review the Executive Director's Goals and Strategic Plan.

Don Stypula stated he would forward it to the Board.

Don Hilton stated it should also come back to the Executive Committee at the top of the agenda next month.

## **11. Adjourn 1:30 p.m.**

**MOTION – To Adjourn. MOVE – Delabbio. SUPPORT – Root. MOTION CARRIED.**