



GRAND VALLEY METROPOLITAN COUNCIL

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GVMC BOARD MEETING
Agenda

September 7, 2017
8:30 a.m.

Kent County Commission Chambers
300 Monroe, 3rd Floor
Grand Rapids, MI

1. Quorum Call
2. Approval of Minutes – Attachment
3. Public Comment
4. Introduction to New Staff
 - Jessa Challa, REGIS GIS Technician
 - Cara Decker, Environmental Programs Stormwater Program Coordinator
5. Budget Amendment
6. Public Hearing – GVMC 2017/18 Budget
7. Approval of GVMC 2017/18 Budget - Attachment
8. Grand Rapids Whitewater - Grand River Restoration Project – Matt Chapman & Richard Bishop
9. Other
10. Adjourn

GRAND VALLEY METRO COUNCIL

Board Meeting

August 3, 2017

8:30 a.m.

Kent County Commission Chambers

MINUTES

1. Call to Order

Al Vanderberg called the meeting to order at 8:30 a.m.

Members Present:

Rick Baker	At-Large
Rob Beahan	Cascade Township
Wayman Britt	Kent County
Robyn Britton	Nelson Township
Ken Bergwerff	Jamestown Township
Mike Burns	City of Lowell
Dan Carlton	Georgetown Township
Mike DeVries	Grand Rapids Township
Deb Diepenhorst	Cannon Township
David Dewey	Village of Sand Lake
Brian Donovan	City of East Grand Rapids
Kevin Green	Algoma Township
George Haga	Ada Township
John Hoppough	City of Greenville
Mark Huizenga	City of Walker
Diane Jones	Kent County
Steve Kepley	City of Kentwood
Greg Madura	Alpine Township
Karen McCarthy	At-Large
Brenda McNabb-Stange	City of Hastings
Steven Patrick	City of Coopersville
Jack Poll	City of Wyoming
Julius Suchy	Village of Sparta
Al Vanderberg	Ottawa County
Cameron VanWyngarden	Plainfield Township
Patrick Waterman	City of Hudsonville
Lynee Wells	City of Grand Rapids
Duane Weeks	Village of Middleville

Members Absent:

Rosalynn Bliss	City of Grand Rapids
Bruce Brown	City of Belding
Jim Buck	Secretary
Rob DeWard	Gaines Township
Adam Elenbaas	Allendale Township
Jason Eppler	City of Ionia
Jerry Hale	Lowell Township
Brian Harrison	Caledonia Township
Carol Hennessey	Kent County
Jim Holtvluwer	Ottawa County
Tom Hooker	Byron Township
Steve Maas	City of Grandville
Matt McConnon	Courtland Township
Tim McLean	City of Wayland
Bill VerHulst	City of Wyoming
Mike Verhulst	City of Grand Rapids
Mike Womack	City of Cedar Springs
Open	Tallmadge Township
Open	City of Rockford
Open	At-Large
Open	At-Large Member

Others Present:

Abed Itani	Grand Valley Metro Council
Chris Brown	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Jason Moore	Grand Valley Metro Council
Wendy Ogilvie	Grand Valley Metro Council
John Weiss	Grand Valley Metro Council

2. Public Comment

None

3. Minutes

**MOTION – To Approve the June 2017 GVMC Board Minutes. MOVE - Jones.
SUPPORT – Hoppough. MOTION CARRIED.**

4. Oath of Office – Wayman Britt

The Oath of Office was administered to Wayman Britt, Interim Kent County Administrator by Chair, Al Vanderberg.

5. Executive Committee Appointment and Check Signing Authority – Wayman Britt

MOTION – To Appoint Wayman Britt to the GVMC Executive Committee and Approve the Resolution on Check Signing Authority. MOVE – Poll. SUPPORT- McNabb-Stang. MOTION CARRIED.

6. Preview GVMC 2017/18 Budget

John Weiss presented the proposed 2017/2018 GVMC budget. As in years past, this is being brought to the Board a month in advance for review and then will come before the Board in September for final approval.

The Transportation portion of the budget has already gone through the entire transportation process / committees and has been approved by the GVMC Board. The REGIS budget will be approved by its Board.

Financially GVMC is very stable and strong. Overall GVMC will again have a dues freeze. Many grants are coming in from the outside to fund various initiatives such as Environmental Programs, RPI, and Asset Management. REGIS is stronger than it has ever been both operationally and financially. REGIS will have a change in dues per the REGIS Board to adjust for the fastest growing units.

Al Vanderberg stated the Executive Committee is very supportive of the way things are going with the Metro Council and are supportive of the proposed budget.

Jack Poll and Brian Donovan both commented that the current success of GVMC shows that we have the right people in the right places.

7. Adjourn 9:30 a.m. MOTION – To Adjourn. MOVE – Hoppough. SUPPORT – Poll. MOTION CARRIED.

Budget Amendment Resolution for Fiscal 2016-2017

Whereas, the Grand Valley Metropolitan Council (GVMC) was organized as a Council of Governments in 1990; and

Whereas, GVMC now has 38 members from West Michigan including cities, villages, townships and counties; and

Whereas, the budgetary process at GVMC is highly transparent and the Fiscal 2016-2017 Budget was adopted on September 1, 2016; and

Whereas, GVMC has added many new programs and initiatives in the past few years; and

Whereas, from time to time changes in expected revenues or expenditures warrant the need to amend the budget, and

Whereas, GVMC budgets on a functional level not a line item basis.

Now Therefore Be it Resolved, that the Board of Directors of GVMC hereby amends the Budget for Fiscal 2016-2017.

Be It Further Resolved that our amended functional budgets are as follows:

	<u>Original Revenue</u>	<u>Original Expenses</u>	<u>Amended Revenue</u>	<u>Amended Expenses</u>
General Fund	\$2,436,825.00	\$2,196,160.50	\$2,090,075.00	\$1,749,010.50
REGIS Fund	\$753,522.00	\$744,316.36	\$745,672.00	\$655,842.37
REGIS Capital	\$1,000.00	0	\$1,000.00	0
Environmental	\$481,050.00	\$476,727.82	\$443,820.00	\$383,827.82

At the Regular Board of Directors Meeting held on September 7, 2017 a motion was made by _____ supported by _____ to adopt this Budget Amendment Resolution for Fiscal Year 2016-17. The vote was _____yes to _____ no. Motion Adopted.

Al Vanderberg
Chair, Grand Valley Metropolitan Council Date

September 7, 2017



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TO: Grand Valley Metropolitan Council

Draft 7/14/2017

FROM: John Weiss, Executive Director

DATE: July 20, 2017

RE: Final FY 2017-2018 Budget Message and Budget Resolution

First and foremost, the Grand Valley Metro Council continues to be in the best financial, programmatic and budgetary position in our 27 year history. We are involved in more issues, have developed more collaboration efforts and expanded those that already existed more than ever before. We are also bringing in more grants, more fees for services and more non-dues related revenues and have the highest level of public awareness and regional leadership since our founding in 1990. Because we have reached sustainability through increased revenue and dramatically reduced expenses through staff reductions, privatization, program expansion, and reorganization we are able to present this budget where for the third year in a row we have no dues increases in any of our programs.

Attached for your review and consideration is the GVMC budget for Fiscal Year 2017-2018. 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, 21st Century Infrastructure Pilot and REGIS through September 30, 2018. The GVMC Budget is adopted at the function level, not on a line item basis. The REGIS Board of Directors, REGIS Executive Committee, Transportation Policy Committee and the GVMC Executive Committee has reviewed this budget and recommends your approval.

This year we are once again using a very transparent approach to our budget with approximately 80 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 2017-2018

- Once again, there will be **no** member dues increases for GVMC including Transportation or LGROW/Environmental Programs.
- REGIS dues have been adjusted according to a policy change adopted by the REGIS Board on July 27, 2016. The policy fixed the cost per parcel and population and brought equity to the fee structure.
- This year, Governor Snyder recognized GVMC by naming us West Michigan Chair of the new 21st Century Infrastructure Pilot. GVMC is leading this effort that involves our 13 County Region. Over 30 municipal representatives are working with GVMC on this effort. This is the second major state-wide effort that GVMC is leading on behalf of the Governor.
- GVMC has completed its 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 without increasing member dues.

- All our programs continue to grow and we have sought and received substantial non-dues related revenues through program and service expansion and calculated program growth.
- During 2015-2016 REGIS completed a total evaluation of all aspects of its system. This resulted in a complete renovation of its hardware and the first phase of its software upgrades. We were able to dramatically increase customer speed and system reliability while removing 17 servers from the system and reducing our utility costs by over 70%. During this budget we will continue to make improvements to the system and have developed for the first time a Capital Improvement Plan for REGIS.
- In the summer of 2016 REGIS began the migration of data from Oracle to Microsoft. This software upgrade will save REGIS over \$171,000 in the next 5 years. Microsoft is also the preferred vendor in all West Michigan governments. We know of no other Oracle governmental user in West Michigan other than REGIS. This migration was completed in 2016/2017 and we have allowed for adjustments that may need to occur in our future budgets.
- REGIS was reorganized resulting in significantly greater member involvement in decision-making and greatly improved customer service. The REGIS Board also fixed multipliers for its dues structure bringing about greater dues equity and fairness among members. Those adjustments will begin October 1, 2017 and this budget reflects the changes.
- In 2016 GVMC/REGIS gave its members a \$100,000 rebate of dues. It is our hope to be able to rebates in the future.
- GVMC was awarded a USDA funded program, Regional Conservation Partnership Program, to reduce sediment and improved habitat in the Indian Mill Creek and Rogue River Watersheds. The total reward of \$8,000,000 will also fund habitat restoration in the Grand River as part of the Grand River Restoration Project.
- GVMC was awarded a GLRI grant in 2015 for stormwater implementation of green infrastructure in public spaces and experiential learning with students in the Rogue River, Plaster Creek, and Lambertson Creek Watersheds. Total project was for \$451,600, EPA contributing \$340,065. There is one year remaining in the grant.
- Our NPDES Stormwater Program continues to serve 23 communities with no increase in fees.
- We continue to support Grand Rapids Whitewater and the Grand River Revitalization project by providing project management assistance, applying for and securing grant funding, and space in our office for GRWW staff. Our contract with GRWW for this year was for \$66,820.
- GVMC continues to work with communities through the SAW Grant to complete the development of the Stormwater Management Plans.
- For the past four 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 fiscal 2017-2018. The program has allowed the West Michigan Prosperity Alliance to invest over \$750,000 on worthwhile projects in our region.
- This budget reflects the continuing 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 80 people have been involved in this process)

- May 17-Transportation Policy Committee Reviewed the Budget and recommended approval by the GVMC Executive Committee and Board of Directors.
- May 18-The Draft Unified Work Program Budget was presented to the GVMC Executive Committee. The Executive Committee recommended to the Board to adopt.
- June 1– The Unified Work Program Budget was adopted by the GVMC Board
- July 13-REGIS Executive Committee Recommends Approval to REGIS Board
- July 20-The GVMC Executive Committee received the Budget for comments
- July 25 – REGIS Board is presented the REGIS Budget and recommends approval
- August 4- Presentation of all GVMC Budgets to GVMC Board of Directors
- September 7- Final Approval of all budgets by the GVMC Board of Directors
- 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 38 local governments, representing nearly 750,000 people. 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 **\$2,464,970.35** and operating expenses of **\$2,291,687**. Our REGIS (Regional Geographic Information System) serves 19 governmental units with revenues of **\$753,777.00** and expenses of **\$744,419.73**. REGIS also includes a fixed savings account of **\$239,900** for REGIS Capital Equipment. Finally, GVMC Environmental Programs has proposed revenues of **\$1,563,253** and operating expenses of **\$1,540,220.85**. Revenues and expenses for Environmental Programs due to new projects and grants increased by over \$1,000,000 from last year.

During the past three 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 2018 for **\$200,000**. In the four year history of the program the Regional Prosperity Alliance has brought **\$897,647**. to GVMC and our region. Thus far, we have expended **\$752,592.03** on projects and collaboration efforts in our 13 county region.

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 **\$109** million dollar (2017) 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 2017-2018 Unified Planning and Work Program Activities and Budget below was previously approved by the GVMC Board of Directors on June 1, 2017.

In order to meet the federal and state 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- Listing the work tasks needed to monitor area travel characteristics and factors affecting travel such as socio-economic, land use data, transportation system data, and environmental issues and concerns. Priorities include data collection and analysis, enhanced GIS capabilities development and update. Revenues for the activities under this are listed below.

LOCAL	TOTAL
\$50,128	\$276,189

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, objectives, policies, improvements, monitoring, and updating and maintaining of the travel demand model. In cooperation with MDOT and ITP, develop, adopt, and implement performance based planning measures and targets that will help assess the performance of strategies aimed to improve the conditions and functionality of the transportation system. Revenues for the activities under this are listed below.

LOCAL	TOTAL
\$47,878	\$313,789

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, managing the Clean Air Action Program, and phase in performance based measures and monitoring. Revenues for the activities under this are listed below.

LOCAL	TOTAL
\$86,914	\$468,655

4. TRANSPORTATION MANAGEMENT SYSTEMS- Listing the work tasks needed to monitor area travel characteristics and factors affecting congestion and pavement conditions. 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, coordinate with MDOT on performance measures and targets for the NHS system, and implement Michigan’s Asset Management System. Revenues for the activities under this are listed below.

LOCAL	TOTAL
\$65,252	\$384,515

5. PROGRAM COORDINATION- Describing task functions required 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. Revenues for the activities under this are listed below.

LOCAL	TOTAL
\$64,982	\$358,029

6. DEVELOPMENT OF AN INTEGRATED ASSET MANAGEMENT PROGRAM – Developing a regional database of underground utility location and additional pertinent data to eventually be used in the development of an asset management process and database system that includes roads, water, sewer and storm water assets. This is part of a pilot program to provide recommendations for implementing a comprehensive, statewide asset management program. The project leverages state funds with available federal funds to be able to provide a larger impact by enhancing and increasing the level of data we are able to retrieve for the study area. Revenues for the activities under this are listed below.

LOCAL	TOTAL
\$54,437	\$299,928

REGIS Regional Geographic Information System

For the past 19 years, REGIS has been a single centralized GIS department for 19 local governments. REGIS operates on annual revenues of **\$753,777.00** and expenses of **\$744,419.73** For the second year we are anticipating a carry-over. REGIS has 3 fulltime and 2 part-time employees. This budget anticipates the addition of one additional GIS Analysis in the second quarter 2018 and does not replace the REGIS Director position. The REGIS Directors duties have been assumed by the GVMC Executive Director. In addition, REGIS has a Capital Fund budgeted at **\$239,900.00** 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 REGIS reorganization, operational changes resulted in the establishment of an active REGIS Advisory Committee. This group of REGIS technical users is meeting regularly 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 is helping to 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.

REGIS/GVMC organized and will continue to support the West Michigan GIS Users Group. This collaborative effort that was part of our REGIS Reorganization Plan has over 35 members representing local government and private companies from throughout West Michigan. We are very pleased to continue to play a leadership role in GIS throughout Michigan.

In July of 2016, the REGIS Board of Directors approved an equity based dues structure with fixed multipliers for all member based on population and parcel count. This budget is the first time the equity based system is being utilized.

Environmental Programs Department

Our environmental staff has grown to include a part-time environmental education coordinator, a full time environmental programs associate and several interns. 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. This year, GVMC will become one of the largest and most influential environmental programs in Michigan.

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. The Lower Grand River Watershed covers 1.8 million acres of property, 2,900 square miles and all or portions of 10 counties.

The 23 municipalities in the Lower Grand River Watershed and Grand Valley State University (four 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. MDEQ is still reviewing those applications and contracts are in place for GVMC to manage the program on behalf of our members into the future.

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 **\$1,563,253** with expenses **\$1,540,220.85**. Our Environmental Department has dramatically increased its programs and other sources of funding including the following:

- LGROW Membership Dues and NPDES
- Regional Conservation Partnership Program
- West Michigan Prosperity Alliance
- US Fish and Wildlife Service
- Michigan Dept. of Environmental Quality (SAW)
- Ottawa Conservation District
- Wege Foundation
- Grand Rapids White Water
- US EPA Great Lakes Restoration Initiative
- Clean Air Action - Transportation
- Land Use Planning - Transportation

LGROW's Annual Grand River Spring Forum saw record attendance from throughout the region. Grand Rapids hosted River Rally, an international event held this year with over 450 river enthusiasts in attendance.. 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

At our April 2, 2015 Strategic Planning Session the Board instructed staff to “oversee a selection process and recommend public relations contract to the Board to help get the GVMC story framed and out to the public in a more consistent manner”. Funds have been included to accomplish this Board request.

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 \$2,464,970.35 to expenses of \$2,291,687.00 equals net income of **\$173,283.35**.

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 four years by leveraging our financial resources and controlling costs. This effort has resulted in improved stabilization of our financial resources.

During Fiscal Year 2017-2018 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, the Governor's Office and agencies of state government, Members of Congress, federal agencies, the Grand Rapids Area Chamber of Commerce, The Right Place, 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. 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. 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 fee for service projects. We will continue to pursue all avenues for funding for both foundation grants and special projects. We meet 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 that benefit both GVMC and our strategic partners.

I hope this information is helpful and informative as you review the GVMC Budget for the 2017-2018. If you have any thoughts, comments, questions or suggestions, or if I can be of further assistance, you can reach me anytime at 776-7604, or via email at john.weiss@gvmc.org.

Budget Resolution for Fiscal 2017-2018

Whereas, the Grand Valley Metropolitan Council (GVMC) was organized as a Council of Governments in 1990; and

Whereas, GVMC now has 38 members from West Michigan including cities, villages, townships and counties; and

Whereas, the budgetary process at GVMC is highly transparent and begin on May 17th and has had involvement by approximately 80 members or representatives of GVMC members; and

Whereas, GVMC has added many new programs and initiatives in the past few years; and

Whereas, GVMC has completed reorganization of its operations and a fiscal transformation; and

Whereas, GVMC has reached fiscal sustainability through increased revenue and dramatically reduced expenses and through staff reductions, privatization, program expansion, and reorganization we are able to adopt this budget where for the third year in a row we have no dues increases for members of any of our programs; and

Whereas, GVMC budgets on a functional level not a line item basis; and

Whereas, The Transportation Policy Committee, REGIS Executive Committee, REGIS Board of Directors and GVMC Executive Committee have reviewed the budget and recommend its approval,

Now Therefore Be it Resolved, that the Board of Directors of GVMC hereby adopts the Budget for Fiscal 2017-2018.

Be It Further Resolved that our functional budgets are as follows:

	<u>Revenue</u>	<u>Expenses</u>
General Fund	\$2,464,970.35	\$2,291,687.00
REGIS Fund	\$753,777.00	\$744,419.73
REGIS Capital	\$1,000	Non Expected
Environmental Programs	\$1,563,252.00	\$1,540,220.85

At the Regular Board of Directors Meeting held on September 7, 2017 a motion was made by _____ supported by _____ to adopt this Budget Resolution for Fiscal Year 2017-2018. The vote was _____ yes to _____ no. Motion Adopted.

Al Vanderberg
Chair, Grand Valley Metropolitan Council

Date

GRAND VALLEY METRO COUNCIL
2017-2018 Budget
GENERAL FUND

GENERAL FUND ONLY

	2017-2018 Budget	2016-2017 Budget	Difference
INCOME			
Consolidated Planning (Historically PL 112 and 5303)	1,426,392.00	1,099,391.00	327,001.00
STP Congestion Mgt. Income	57,300.00	57,300.00	-
STP MPO GIS Maintenance	35,400.00	35,400.00	-
STP Pavement Management Income	57,300.00	57,300.00	-
SPR Long Range Plan	50,000.00	-	50,000.00
Asset Management Income	25,000.00	20,000.00	5,000.00
CMAQ Clean Air Action	80,000.00	80,000.00	-
Regional Prosperity Grant	200,000.00	577,000.00	(377,000.00)
Member Dues GVMC	269,953.00	269,953.00	-
Member Dues Transportation	205,356.00	205,356.00	-
Miscellaneous	30,000.00	10,000.00	20,000.00
Interest Income	11,250.00	9,125.00	2,125.00
Fee for Services	10,000.00	10,000.00	-
GVMC Meetings and Conferences	2,500.00	6,000.00	(3,500.00)
Regis Overhead allocation from Audit	4,519.35	-	4,519.35
Total General Fund Income	<u>2,464,970.35</u>	<u>2,436,825.00</u>	<u>28,145.35</u>
	2,464,970.35	2,436,825.00	28,145.35
Expenses			
Program Expenses			
Wages	525,000.00	500,000.00	25,000.00
Payroll Taxes	42,662.50	40,750.00	1,912.50
Employer Retirement	47,250.00	45,000.00	2,250.00
Health/dental/life/disability Insurance	149,800.00	105,368.00	44,432.00
Combined Planning Expenses (includes contracts)	390,000.00	10,000.00	380,000.00
Clear Air Action	25,000.00	25,000.00	-
Land Use Expenses	40,000.00	40,000.00	-
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	2,500.00	2,500.00	-
Regional Prosperity Grant Expense	200,000.00	577,000.00	(377,000.00)
Computer and Software Expense	5,000.00	5,000.00	-
Regis Services for Transportation Dept.	10,000.00	10,000.00	-
Environmental Dept. Reimbursement for Clean Air	5,000.00	5,000.00	-
Environmental Dept. Reimbursement for Land Use	5,000.00	5,000.00	-
Total Program Expenses	<u>1,630,462.50</u>	<u>1,553,868.00</u>	<u>76,594.50</u>
Administrative and Indirect			
Wages	245,000.00	245,000.00	-
Payroll Taxes	21,242.50	21,242.50	-
Employer Retirement	22,050.00	22,050.00	-
Health/dental/life/disability Insurance	43,432.00	24,500.00	18,932.00
Office Supplies	7,000.00	7,000.00	-
Postage, Mailing	1,000.00	1,000.00	-
Advertisements/Legal Notices	5,000.00	5,000.00	-
Meeting Expenses	20,000.00	20,000.00	-
Insurance	10,000.00	10,000.00	-
Dues and Subscriptions	3,000.00	3,000.00	-
Professional Development	10,000.00	10,000.00	-
Mileage Reimbursement	10,000.00	10,000.00	-

GRAND VALLEY METRO COUNCIL
2017-2018 Budget
GENERAL FUND

	GENERAL FUND ONLY		
	2017-2018	2016-2017	
	Budget	Budget	Difference
Printing	5,000.00	5,000.00	-
Utilities	3,000.00	3,000.00	-
Telephone, Telecommunications	12,500.00	12,500.00	-
Repairs & Maintenance	10,000.00	10,000.00	-
Equipment Rental/Lease	10,000.00	10,000.00	-
Rent	75,000.00	75,000.00	-
Accounting Fees	38,500.00	38,500.00	-
Legal Fees	12,000.00	12,000.00	-
Other Professional Services	40,000.00	40,000.00	-
Contractural Services	10,000.00	10,000.00	-
Bank and Credit card fees	2,500.00	2,500.00	-
Miscellaneous	15,000.00	15,000.00	-
Office Equip & Furniture	15,000.00	15,000.00	-
Capital Purchases	15,000.00	15,000.00	-
Total Administrative and Indirect	<u>661,224.50</u>	<u>642,292.50</u>	<u>18,932.00</u>
Total General Fund Expenses	<u>2,291,687.00</u>	<u>2,196,160.50</u>	<u>95,526.50</u>
Revenues over (under) expenditures	<u>173,283.35</u>	<u>240,664.50</u>	<u>(67,381.15)</u>

GRAND VALLEY METRO COUNCIL
2017-2018 Budget
ENVIRONMENTAL PROGRAMS

	Environmental Programs		
	2017-2018	2016-2017	
	Budget	Budget	Difference
EP Income			
NPDES Income	222,708.00	222,708.00	-
Ottawa Conservation District: Grant Bass River/Deer Creek	800.00	1,200.00	(400.00)
Great Lakes Restoration Initiative Grant (EPA--year 2 of 3)	120,000.00	113,000.00	7,000.00
Grand Rapids White Water	66,820.00	42,000.00	24,820.00
Grand Rapids White Water Healing Our Waters Grant	-	2,000.00	(2,000.00)
Groundswell Grant (EPA in 2016; Wege 2017)	10,000.00	4,000.00	6,000.00
Frey Foundation Grant	-	24,000.00	(24,000.00)
RPI West MI Watershed Collaborative	5,000.00	10,000.00	(5,000.00)
USFWS Fish Passage Grant	15,000.00	-	15,000.00
SAW Grant	250,000.00	-	250,000.00
Regional Conservation Partnership Program (RCPP)	800,000.00	-	800,000.00
Wege-Reducing Stormwater Lower Grand	17,275.00	-	17,275.00
Wege-Habitat Restoration	30,000.00	-	30,000.00
Climate Resilience Grant (Trout Unlimited)	1,000.00	-	1,000.00
Education Service Fees	-	23,000.00	(23,000.00)
Membership Dues - LGROW	11,500.00	14,000.00	(2,500.00)
EP Revenue from GVMC Transport-Clean air	7,500.00	5,000.00	2,500.00
EP Revenue from GVMC Transport-Land Use	3,000.00	5,000.00	(2,000.00)
Other Income	2,000.00	14,792.00	(12,792.00)
Interest Income	650.00	350.00	300.00
Total · EP Income	1,563,253.00	481,050.00	1,082,203.00
			-
EP Expenses			
EP Wages	215,000.00	176,548.80	38,451.20
EP Wages Admin	13,888.00	-	13,888.00
EP Payroll Taxes	18,447.50	14,505.98	3,941.52
EP Payroll Taxes Admin	1,062.43	-	1,062.43
EP Health/Dental/Life/Disability	60,221.00	18,581.64	41,639.36
EP Health/Dental/Life/Disability--Admin	1,092.00	-	1,092.00
EP Employer Retirement	16,560.00	13,189.39	3,370.61
EP Employer Retirement-Admin	1,249.92	-	1,249.92
EP Contractual Services/Grant Expenses			-
Ottawa Conservation District: Grant Bass River/Deer Creek	-	200.00	(200.00)
USFWS Fish Passage Grant	10,000.00	-	10,000.00
Groundswell Grant (EPA in 2016; Wege 2017)	500.00	200.00	300.00
Grand Rapids White Water Grant	300.00	500.00	(200.00)
RPI West MI Watershed Collaborative	400.00	200.00	200.00
NPDES	25,000.00	60,000.00	(35,000.00)
Great Lakes Restoration Initiative Expenses (EPA year 2 of 3)	107,000.00	94,000.00	13,000.00
Grand Rapids White Water Grant Expenses	-	14,500.00	(14,500.00)
Wege-Reducing Stormwater Expenses	16,500.00	-	16,500.00
Wege-Habitat Restoration Expenses	10,000.00	-	10,000.00
Frey Foundation Expenses	-	500.00	(500.00)
Saw Grant Expenses	190,000.00	-	190,000.00
Climate Resilience Grant (Trout Unlimited)	200.00	-	200.00
Regional Conservation Partnership Program (RCRP)	780,000.00	-	780,000.00
LGROW Expenses	9,500.00	-	9,500.00
Other Grant Direct Expenses	2,500.00	1,500.00	1,000.00
EP Environmental Educational Programmer	-	30,000.00	(30,000.00)
EP Meeting Expenses	1,500.00	1,500.00	-
EP Office Supplies	1,250.00	1,000.00	250.00
EP Printing	1,000.00	1,500.00	(500.00)
EP Promotional/Advertising	1,000.00	1,000.00	-
EP Educational Expenses--Clean Air	-	1,000.00	(1,000.00)
EP Mileage Reimbursement	1,000.00	1,000.00	-
EP Telecommunications	2,500.00	2,500.00	-
EP Supplies	1,000.00	1,000.00	-

**GRAND VALLEY METRO COUNCIL
2017-2018 Budget
ENVIRONMENTAL PROGRAMS**

	Environmental Programs		
	2017-2018	2016-2017	
	Budget	Budget	Difference
EP Insurance	2,500.00	1,500.00	1,000.00
EP Public Events and Seminars	750.00	1,000.00	(250.00)
EP Professional Development/Conferences	2,000.00	2,000.00	-
EP Dues and Subscriptions	2,000.00	1,000.00	1,000.00
EP Bank Fees	150.00	-	150.00
EP Professional Fees	7,500.00	3,500.00	4,000.00
EP Accounting Fees	6,900.00	7,200.00	(300.00)
EP Postage	250.00	500.00	(250.00)
EP Utilities	750.00	1,000.00	(250.00)
EP Eqpt Rental and Lease	750.00	1,000.00	(250.00)
EP Rent	16,500.00	19,102.00	(2,602.00)
EP Capital Expenses	10,500.00	3,000.00	7,500.00
EP Miscellaneous	1,000.00	1,000.00	-
	<hr/>	<hr/>	<hr/>
LGROW Expenses	1,540,220.85	476,727.82	1,063,493.04
	<hr/>	<hr/>	<hr/>
Revenues over (under) expenditures	23,032.15	4,322.18	18,709.96
	<hr/>	<hr/>	<hr/>
Estimated Fund Balance	265,000.00		
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Estimated Remaining Fund Balance	288,032.15		
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GRAND VALLEY METRO COUNCIL
2017-2018 Budget
REGIS

	REGIS 2017-2018 Budget	2016-2017 Budget	Difference
Income			
Regis Member Dues	693,515.00	689,385.00	4,130.00
Regis GVMC GIS Transportation Services	24,900.00	24,900.00	-
Regis Data Sales	500.00	4,000.00	(3,500.00)
Regis Data Sharing (Kent County)	16,237.00	16,237.00	-
Regis Pay As You Go Services	500.00	3,000.00	(2,500.00)
Regis Services to GVMC Transportation	3,500.00	10,000.00	(6,500.00)
Regis Services To GVMC Environmental	10,000.00	3,000.00	7,000.00
Regis Interest Income	4,625.00	3,000.00	1,625.00
Total Income	753,777.00	753,522.00	255.00
Expense			
Regis Wages	258,595.00	258,296.98	298.02
Regis Administration Wages	25,525.00	15,387.00	10,138.00
Regis Payroll Taxes	22,282.52	22,259.72	22.80
Regis Admin Payroll Taxes	1,952.66	1,177.11	775.56
Regis Health Insurance	62,500.00	60,900.00	1,600.00
Regis Administration Health Ins	3,900.00	4,542.00	(642.00)
Regis Life, Dental, Disability	7,575.00	7,683.00	(108.00)
Regis Admin Life, Dental, Disab	495.00	495.00	-
Regis Employer Retirement	23,273.55	23,246.73	26.82
Admin Employer Retirement	2,527.00	1,384.83	1,142.17
Regis Office Supplies	3,750.00	5,000.00	(1,250.00)
Regis Postage	300.00	500.00	(200.00)
Regis Audit and Accounting	9,575.00	7,700.00	1,875.00
Regis Legal Fees	1,250.00	2,500.00	(1,250.00)
Regis Bank Fees	225.00	-	225.00
Regis Professional/Contractual Services	57,000.00	57,000.00	-
Regis Software Licenses/Maintenance	80,000.00	87,000.00	(7,000.00)
Regis Other Contracts-Netwk/Dat	41,150.00	41,150.00	-
Regis Advertisements and Notices	1,000.00	1,500.00	(500.00)
Regis Meeting Expenses	1,000.00	1,000.00	-
Regis Insurance	3,750.00	5,500.00	(1,750.00)
Regis Dues and Subscriptions	1,250.00	1,500.00	(250.00)
Regis Professional Development	3,000.00	5,000.00	(2,000.00)
Regis Mileage Reimbursement	750.00	750.00	-
Regis Printing	500.00	1,000.00	(500.00)
Regis Utilities (includes Wyoming Data Center)	1,950.00	4,000.00	(2,050.00)
Regis Telecommunications	5,975.00	5,975.00	-
Regis Rent	26,000.00	26,000.00	-
Regis Eqpt Rental	1,250.00	1,250.00	-
Regis Repair & Maintenance	1,500.00	1,500.00	-
Regis Miscellaneous	2,500.00	1,000.00	1,500.00
Regis Member Rebate (decided after audit)	-	-	-
Regis Match payment to GF	4,519.00	4,519.00	-
Regis Capital expenses/eqpt replacement transfer to	87,600.00	87,600.00	-
TOTAL Regis Expense	744,419.73	744,316.36	103.37
Revenues over (under) expenditures	9,357.27	9,205.64	151.63
Estimated Fund Balance	938,534.00		
Estimated Remaining Fund Balance	947,891.27		

GRAND VALLEY METRO COUNCIL
 2017-2018 Budget
 REGIS CAPITAL

	REGIS CAPITAL		
	2017-2018	2016-2017	
	Budget	Budget	Difference
Income			
Regis Capital Income			
Interest Income	1,300.00	1,000.00	300.00
Regis Operations Transfer	-	-	-
TOTAL Regis Capital Income	<u>1,300.00</u>	<u>1,000.00</u>	<u>300.00</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>1,300.00</u>	<u>1,000.00</u>	<u>300.00</u>
Estimated Fund Balance	<u>239,900.00</u>		
Estimated Remaining Fund Balance	<u>241,200.00</u>		