



GRAND VALLEY METROPOLITAN COUNCIL

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GVMC BOARD MEETING

Agenda

September 1, 2016

8:30 a.m.

Kent County Commission Chambers
300 Monroe
Grand Rapids, MI

1. Approval of Minutes – Attached
2. Public Comment
3. Anne Armstrong – Office of Gov. Snyder
4. Proposed 2016/2017 GVMC Budget – Attached
 - Public Hearing
 - Approval of Budget
5. Other
6. Adjourn

GRAND VALLEY METRO COUNCIL

Board Meeting

August 4, 2016

8:30 a.m.

Kent County Commission Chambers
300 Monroe
Grand Rapids, MI

MINUTES

1. Call to Order

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

Members Present:

Alex Arends	Alpine Township
Rick Baker	At-Large
Rob Beahan	Cascade Township
Ken Bergwerff	Jamestown Township
Bruce Brown	City of Belding
Dan Carlton	Georgetown Township
Deb Diepenhorst	Cannon Township
Daryl Delabbio	Kent County
Mike DeVries	Grand Rapids Township
Brian Donovan	City of East Grand Rapids
George Haga	Ada Township
Carol Hennessey	Kent County
Don Hilton, Sr.	Gaines Township
Jim Holtvluwer	Ottawa County
Mark Huizenga	City of Walker
Steve Kepley	City of Kentwood
Karen McCarthy	At-Large
Matt McConnon	Courtland Township
Brenda McNabb-Stange	City of Hastings
Cy Moore	Treasurer
Tom Noreen	Nelson Township
Jack Poll	City of Wyoming
Jay Spencer	Plainfield Township
Julius Suchy	Village of Sparta
Al Vanderberg	Ottawa County
Patrick Waterman	City of Hudsonville
Duane Weeks	Village of Middleville

Members Absent:

Jerry Alkema	Allendale Township
Micki Benz	At-Large Member
Tom Butcher	Grand Valley State University
Rosalynn Bliss	City of Grand Rapids
Jim Buck	Secretary
Nancy Clary	Algoma Township
Charlie DeVries	At-Large Member
Jason Eppler	City of Ionia
Jerry Hale	Lowell Township
Brian Harrison	Caledonia Township
John Hoppough	City of Greenville
Mark Howe	City of Lowell
Diane Jones	Kent County
Steve Maas	City of Grandville
Tim McLean	City of Wayland
Audrey Nevins-Weiss	Byron Township
Steven Patrick	City of Coopersville
Milt Rohwer	City of Grand Rapids
Thad Taylor	City of Cedar Springs
Roger Towsley	Village of Sand Lake
Toby VanEss	Tallmadge Township
Bill VerHulst	City of Wyoming

Others Present:

Bonnie Broadwater	Grand Valley Metro Council
Chris Brown	Grand Valley Metro Council
Jim Carmody	City of Wyoming
Scott Connor	City of Walker
Rafael Diaz	City of Kalamazoo
Mark Herold	City of East Grand Rapids
Abed Itani	Grand Valley Metro Council
Laurel Joseph	Grand Valley Metro Council
Greg Long	City of Walker
Gayle McCrath	Grand Valley Metro Council
Jason Moore	Grand Valley Metro Council
Wendy Ogilvie	Grand Valley Metro Council
Carrie Rivette	City of Grand Rapids
Mark Rambo	City of Kentwood
John Weiss	Grand Valley Metro Council

2. Minutes

MOTION – To Approve the June 2016 GVMC Board Minutes. MOVE – Donovan. SUPPORT – Moore. MOTION CARRIED.

3. Public Comment

None

4. Crisis Intervention Training Program

Mark Herold (East Grand Rapids), Jim Carmody (Wyoming), Greg Long (Walker), and Rafael Diaz (Kalamazoo) updated the Council on the Crisis Intervention Training.

Along with local police departments, numerous service providers are involved in the training including Network-180, Kent County Mental Health, hospitals, and various others to discuss the issues involved with the goal of providing the best service possible to those who are in a mental crisis.

The effort includes:

- 40 hours of mental health crisis training
- Collaborative work with key community stakeholders including mental health services and community health providers
- Breaking down silos between stakeholders to make handling of clients more efficient and effective.
- Improve communications and remove roadblocks.
- Countywide approach.
- Formation of new relationships and defining of roles.
- Jail diversion model – Better recovery
- Better services to residents in managing difficult times.

5. LGROW Guiding Principles

Brian Donovan and Wendy Ogilvie explained the creation of the LGROW Guiding Principles which include goals, objectives, and chain of command. The LGROW committee and GVMC Executive committee have previously reviewed and recommended.

MOTION – To Approve the LGROW Guiding Principles. MOVE – Poll. SUPPORT – Kepley. MOTION CARRIED

6. First Look at Proposed 2016/2017 GVMC Budget

John Weiss reviewed the proposed GVMC 2016/2017. GVMC is in its best financial and programmatic position in its history.

The budget has already been approved and recommended by the Transportation, REGIS, and LGROW committees.

This will be the first balanced budget REGIS has had in years. There have been major structural and hardware changes resulting in huge savings. LGROW programs have expanded and improved. There will be no dues increases for any GVMC programs.

We are very thankful for all who have been involved in the process.

A public hearing and vote will take place at the September 1 GVMC Board meeting.

The proposed budget is available for review in the GVMC offices at 678 Front Ave., Suite 200, Grand Rapids, MI and will also be posted on the web site.

7. Adjourn 9:20 a.m.

MOTION – To Adjourn. MOVE – Spencer. SUPPORT – Poll. MOTION CARRIED.



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TO: Grand Valley Metropolitan Council

FROM: John Weiss, Executive Director

DATE: July 20, 2016

RE: Final FY 2016-2017 Budget Message

First and foremost, The Grand Valley Metro Council is in the best financial, programmatic and budgetary position in our 26 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 second 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 2016-2017. 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, 2017. 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 almost a month for review and consideration by the Board of Directors.

Key Budget Highlights for 2016-2017

- Once again, there will be **no** member dues increases for GVMC including Transportation, REGIS or LGROW/Environmental Programs. All member dues are frozen at the 2013 rates.
- 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 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.
- Recently, 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.

- In the summer of 2016 REGIS began the migration of data from Oracle to Microsoft SQL Server. This software upgrade will save REGIS over \$171,000 in the next 5 years. Microsoft is also the preferred GIS vendor in all West Michigan governments. We know of no other Oracle governmental user in West Michigan other than REGIS. This migration will be completed in 2016 and we have allowed for adjustments that may need to occur in our next budget.
- 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.
- GVMC was awarded a GLRI grant for stormwater implementation of green infrastructure in public spaces and experiential learning with students in the Rogue River, Plaster Creek, and Lamberton Creek Watersheds. Total project was for \$451,600, EPA contributing \$340,065.
- Our NPDES Stormwater Program added a new permittee – the Village of Fruitport. We have brought them up to speed on their permit requirements, resolved their notices of violation, and are working with them on a stormwater ordinance. Their annual fee of \$5,100 brings the total annual budget for the MS4 program to \$222,708.
- 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. A grant from US Fish and Wildlife Service was awarded to GVMC for \$31,160 for the project.
- For the past three 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 2016-1017.
- 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 15-Transportation Policy Committee Reviewed the Budget and recommended approval by the GVMC Executive Committee and Board of Directors.
- May 16-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 23-REGIS Executive Board Reviewed the Budget and recommends approval
- July 20-The GVMC Executive Committee received the Budget for comments
- July 27 – REGIS Board is presented the REGIS Budget and recommends approval
- August 4- Presentation of all GVMC Budgets to the GVMC Board of Directors
- September 1- 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 **\$2,436,825.00** and operating expenses of **\$2,196,160.50**. Our REGIS (Regional Geographic Information System) serves 19 governmental units with revenues of **\$753,522.00** and expenses of **\$744,316.36**. REGIS also includes a fixed savings account of **\$240,900** for REGIS Capital Equipment. Finally, GVMC Environmental Programs has proposed revenues of **\$481,050.00** and operating expenses of **\$476,727.82**.

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 2017 and the budget is anticipated to be **\$577,000.00**. This includes \$235,000 for fiscal year 2016-2017 and a projected carry-over of \$342,000 from last year for work that will begin after October 1, 2016. In the three year history of the program the Regional Prosperity Alliance has brought **\$713,750.00** to GVMC and our region. Thus far, we have expended **\$374,081.00** on projects and collaboration efforts in our 13 county region. In October another \$213,000 will be granted to regional projects.

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 2016-2017 Unified Planning and Work Program Activities and Budget below was previously approved by the GVMC Board of Directors on June 4, 2016.*

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
\$44,340	\$244,296

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
\$34,705	\$191,211

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
\$78,191	\$470,617

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
\$62,367	\$363,620

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
\$58,655	\$323,169

6. LAND USE & TRANSPORTATION COORDINATION – To identify and undertake activities to more effectively link land use decision-making throughout the region with the creation and adoption of the MTP and to guide elements chosen in the Transportation Improvement Program. 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. Revenues for the activities under this are listed below.

LOCAL	TOTAL
\$29,607	\$114,273

REGIS Regional Geographic Information System

For the past 18 years, REGIS has been a single centralized GIS department for 19 local governments. REGIS operates on annual revenues of **\$753,522.00** and expenses of **\$744,316.36**. **This is the first REGIS Budget with an anticipated carryover in many years. This budget reduces our anticipated losses by \$93,981.00 since 2014 or 110%.** REGIS has 4 fulltime and one part-time employee. This budget anticipates the addition of one additional GIS Analysis in the second quarter 2017 and does not replace the REGIS Director position. The REGIS Director's duties have been assumed by the GVMC Executive Director. In addition, REGIS has a Capital Fund budgeted at **\$240,900.00** 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. Also of note in this budget is that REGIS is completing a major software conversion from Oracle to Microsoft SQL Server which will save **over \$171,000.00** in the next 5 years.

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 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 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.

REGIS/GVMC organized last year 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.

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. Last year we also added an educational coordinator on a contract basis. 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 when revenues allow. 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 23 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. In 2016, GVMC/LGROW submitted to the MDEQ discharge permit applications for each of the 23 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.

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 **\$481,050.00** with expenses **\$476,727.82**. 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:

- LGROW Membership Dues
- Wege Foundation
- Grand Valley State University
- Grand Rapids White Water
- United States Fish and Wildlife Service
- Ottawa Conservation District: MDEQ Nonpoint Source 319 grant
- Groundswell: MDEQ Nonpoint Source 319 grant
- West Michigan Prosperity Alliance
- US EPA Great Lakes Restoration Initiative
- Freshwater Future Healing Our Waters
- Clean Air Action - Transportation
- Land Use Planning - Transportation

LGROW's Annual Grand River Spring Forum saw record attendance from throughout the region. 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 \$2,314,825.00 to expenses of \$2,074,160.50 equals net income of \$240,664.50.

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 2016-2017 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 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 that benefit both GVMC and our strategic partners.

I hope this information is helpful and informative as you review the GVMC Budget for the 2016-2017. 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.



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Budget 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 begin on May 15th 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 three year fiscal transformation; and

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

Whereas, GVMC is in the best financial condition in its history and this budget continues to improve our fiscal position while meeting the needs of our programs and services to our members; 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 2016-2017.

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

	<u>Revenue</u>	<u>Expenses</u>
General Fund	\$2,436,825.00	\$2,196,160.50
REGIS Fund	\$753,522.00	\$744,316.36
REGIS Capital	\$1,000	0
Environmental Programs	\$481,050.00	\$476,727.82

At the Regular Board of Directors Meeting held on September 1, 2016 a motion was made by _____ supported by _____ to adopt this Budget Resolution for Fiscal Year 2016-17. The vote was _____yes to _____ no. Motion Adopted.

Al Vanderberg
Chair, Grand Valley Metropolitan Council

Date

**GRAND VALLEY METRO COUNCIL
2016-2017 Budget
GENERAL FUND**

GENERAL FUND ONLY

	2016-2017 Budget	2015-2016 Budget	Difference
INCOME			
PL 112 Income	1,099,391.00	827,889.00	271,502.00
Section 5303 Income	-	210,167.00	(210,167.00)
STP Congestion Mgt. Income	57,300.00	57,295.00	5.00
STP MPO GIS Maintenance	35,400.00	35,400.00	-
STP Pavement Mangement Income	57,300.00	57,295.00	5.00
Asset Management Income	20,000.00	20,000.00	-
CMAQ Clean Air Action	80,000.00	80,000.00	-
Regional Prosperity Grant	577,000.00	400,000.00	177,000.00
Member Dues GVMC	269,953.00	268,667.00	1,286.00
Member Dues Transportation	205,356.00	201,696.00	3,660.00
Ambulance Partnership Dues	-	6,000.00	(6,000.00)
Miscellaneous	10,000.00	500.00	9,500.00
Interest Income	9,125.00	5,750.00	3,375.00
Contributions	-	-	-
Contributions - Clean Air	-	-	-
Fee for Services	10,000.00	4,500.00	5,500.00
GVMC Meetings and Conferences	6,000.00	6,000.00	-
Regis Overhead allocation from Audit	-	-	-
Total General Fund Income	<u>2,436,825.00</u>	<u>2,181,159.00</u>	<u>255,666.00</u>
	2,436,825.00	2,181,159.00	255,666.00
Expenses			
Program Expenses			
Wages	500,000.00	515,375.00	(15,375.00)
Payroll Taxes	40,750.00	44,426.19	(3,676.19)
Employer Retirement	45,000.00	46,383.75	(1,383.75)
Health/dental/life/disability Insurance	105,368.00	99,260.00	6,108.00
PL 112 Expenses	10,000.00	10,000.00	-
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	577,000.00	400,000.00	177,000.00
Computer and Software Expense	5,000.00	5,000.00	-
DAS Tower Expenses	-	-	-
Regis Services for Transportation Dept.	10,000.00	-	10,000.00
Environmental Dept. Reimbursement for Clean Air	5,000.00	75,000.00	(70,000.00)
Environmental Dept. Reimbursement for Land Use	5,000.00	40,000.00	(35,000.00)
Total Program Expenses	<u>1,553,868.00</u>	<u>1,418,694.94</u>	<u>135,173.06</u>
Administrative and Indirect			
Wages	245,000.00	226,954.00	18,046.00
Payroll Taxes	21,242.50	18,361.98	2,880.52
Employer Retirement	22,050.00	20,425.86	1,624.14
Health/dental/life/disability Insurance	24,500.00	24,500.00	-
Office Supplies	7,000.00	7,500.00	(500.00)
Postage, Mailing	1,000.00	5,000.00	(4,000.00)
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	5,000.00	(2,000.00)
Professional Development	10,000.00	10,000.00	-
Mileage Reimbursement	10,000.00	15,000.00	(5,000.00)
Printing	5,000.00	5,000.00	-
Utilities	3,000.00	5,000.00	(2,000.00)
Telephone, Telecommunications	12,500.00	12,500.00	-
Repairs & Maintenance	10,000.00	10,000.00	-
Equipment Rental/Lease	10,000.00	15,000.00	(5,000.00)
Rent	75,000.00	69,156.00	5,844.00
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	-
Ambulance Consortium Expenses	-	6,000.00	(6,000.00)
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>642,292.50</u>	<u>635,897.84</u>	<u>6,394.66</u>
Total General Fund Expenses	<u>2,196,160.50</u>	<u>2,054,592.78</u>	<u>141,567.72</u>
Revenues over (under) expenditures	<u>240,664.50</u>	<u>126,566.22</u>	<u>114,098.28</u>

GRAND VALLEY METRO COUNCIL
2016-2017 Budget
ENVIRONMENTAL PROGRAMS

	Environmental Programs		
	2016-2017 Budget	2015-2016 Budget	Difference
EP Income			
NPDES Income	222,708.00	212,265.00	10,443.00
Ottawa Conservation District: Grant Bass River/Deer Creek	1,200.00	1,952.00	(752.00)
Great Lakes Restoration Initiative Grant (EPA--year 1 of 3)	113,000.00	-	113,000.00
Grand Rapids White Water US Fish Wildlife Grant	17,000.00	-	17,000.00
Grand Rapids White Water Healing Our Waters Grant	2,000.00	-	2,000.00
Groundswell Grant	4,000.00	6,920.00	(2,920.00)
Frey Foundation Grant	24,000.00	-	24,000.00
RPI West MI Watershed Collaborative	10,000.00	12,933.00	(2,933.00)
Grand Rapids White Water Grant	25,000.00	21,000.00	4,000.00
USFWS Fish Passage Grant	-	880.00	(880.00)
Plaster Creek Stewards, Urban Waters Grant	-	1,600.00	(1,600.00)
MI Corp Volunteer Monitoring--Buck Creek	-	660.00	(660.00)
Education Service Fees	23,000.00	35,000.00	(12,000.00)
Membership Dues - LGROW	14,000.00	16,000.00	(2,000.00)
EP Contributions	-	2,000.00	(2,000.00)
EP Revenue from GVMC Transport-Clean air	5,000.00	75,000.00	(70,000.00)
EP Revenue from GVMC Transport-Land Use	5,000.00	40,000.00	(35,000.00)
Other Income	14,792.00	1,500.00	13,292.00
Interest Income	350.00	800.00	(450.00)
Total · EP Income	<u>481,050.00</u>	<u>428,510.00</u>	<u>52,540.00</u>
EP Expenses			
EP Wages	176,548.80	212,500.00	(35,951.20)
EP Payroll Taxes	14,505.98	17,756.25	(3,250.27)
EP Health/Dental/Life/Disability	18,581.64	30,127.28	(11,545.64)
EP Employer Retirement	13,189.39	16,125.00	(2,935.61)
EP Environmental Educational Programmer	30,000.00	30,000.00	-
EP Meeting Expenses	1,500.00	5,000.00	(3,500.00)
EP Office Supplies	1,000.00	1,000.00	-
EP Capital Expenses	3,000.00	3,000.00	-
EP Printing	1,500.00	4,000.00	(2,500.00)
EP Contractual 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	200.00	750.00	(550.00)
Grand Rapids White Water Grant	500.00	1,500.00	(1,000.00)
RPI West MI Watershed Collaborative	200.00	1,300.00	(1,100.00)
NPDES	60,000.00	25,000.00	35,000.00
Great Lakes Restoration Initiative Expenses (EPA year 1 of 3)	94,000.00	-	94,000.00
Grand Rapids White Water US Fish Wildlife Expenses	14,500.00	-	14,500.00
Frey Foundation Expenses	500.00	-	500.00
Other Grant Direct Expenses	1,500.00	-	1,500.00
EP Promotional/Advertising	1,000.00	1,000.00	-
EP Educational Expenses--Clean Air	1,000.00	25,000.00	(24,000.00)
EP Mileage Reimbursement	1,000.00	2,000.00	(1,000.00)
EP Telecommunications	2,500.00	2,000.00	500.00
EP Supplies	1,000.00	1,500.00	(500.00)
EP Public Events and Seminars	1,000.00	7,500.00	(6,500.00)
EP Professional Development/Conferences	2,000.00	2,000.00	-
EP Dues and Subscriptions	1,000.00	1,000.00	-
EP Postage	500.00	500.00	-
EP Insurance	1,500.00	1,500.00	-
EP Accounting Fees	7,200.00	7,200.00	-
EP Rent	19,102.00	18,442.00	660.00
EP Eqpt Rental and Lease	1,000.00	-	1,000.00
EP Utilities	1,000.00	1,000.00	-
EP Miscellaneous	1,000.00	1,000.00	-
EP Professional Fees	3,500.00	7,500.00	(4,000.00)
LGROW Expenses	<u>476,727.82</u>	<u>427,800.53</u>	<u>48,927.29</u>
Revenues over (under) expenditures	<u>4,322.18</u>	<u>709.47</u>	<u>3,612.71</u>
Estimated Fund Balance	<u>265,000.00</u>		
Estimated Remaining Fund Balance	<u>269,322.18</u>		

GRAND VALLEY METRO COUNCIL
2016-2017 Budget
REGIS

	REGIS 2016-2017 Budget	2015-2016 Budget	Difference
Income			
Regis Member Dues	689,385.00	684,855.00	4,530.00
Regis Associate Member Dues	-	3,000.00	(3,000.00)
Regis GVMC GIS Transportation Services	24,900.00	24,900.00	-
Regis Data Sales	4,000.00	12,000.00	(8,000.00)
Regis Data Sharing (Kent County)	16,237.00		16,237.00
Regis Pay As You Go Services	3,000.00	17,500.00	(14,500.00)
Regis Services to GVMC Transportation	10,000.00	3,000.00	7,000.00
Regis Services To GVMC Environmental	3,000.00	9,000.00	(6,000.00)
Regis Interest Income	3,000.00	2,750.00	250.00
Total Income	753,522.00	757,005.00	(3,483.00)
Expense			
Regis Wages	258,296.98	255,000.00	3,296.98
Regis Administration Wages	15,387.00	28,885.00	(13,498.00)
Regis Payroll Taxes	22,259.72	22,007.50	252.22
Regis Admin Payroll Taxes	1,177.11	2,209.70	(1,032.60)
Regis Health Insurance	60,900.00	61,123.00	(223.00)
Regis Administration Health Ins	4,542.00	5,437.00	(895.00)
Regis Life, Dental, Disability	7,683.00	7,938.00	(255.00)
Regis Admin Life, Dental, Disab	495.00	708.00	(213.00)
Regis Employer Retirement	23,246.73	22,950.00	296.73
Admin Employer Retirement	1,384.83	2,599.65	(1,214.82)
Regis Office Supplies	5,000.00	5,000.00	-
Regis Postage	500.00	500.00	-
Regis Audit and Accounting	7,700.00	7,500.00	200.00
Regis Legal Fees	2,500.00	2,500.00	-
Regis Professional/Contractual Services	57,000.00	55,000.00	2,000.00
Regis Contractual Services	-	2,000.00	(2,000.00)
Regis Software Licenses/Maintenance	87,000.00	5,000.00	82,000.00
Regis Software Maintenance Agree	-	110,000.00	(110,000.00)
Regis Other Contracts-Netwk/Dat	41,150.00	41,150.00	-
Regis Advertisements and Notices	1,500.00	1,500.00	-
Regis Meeting Expenses	1,000.00	1,000.00	-
Regis Insurance	5,500.00	5,500.00	-
Regis Dues and Subscriptions	1,500.00	1,500.00	-
Regis Professional Development	5,000.00	5,000.00	-
Regis Mileage Reimbursement	750.00	750.00	-
Regis Printing	1,000.00	1,000.00	-
Regis Electricity (Wyoming Data Center)	4,000.00	9,000.00	(5,000.00)
Regis Telecommunications	5,975.00	6,250.00	(275.00)
Regis Rent	26,000.00	33,000.00	(7,000.00)
Regis Eqpt Rental	1,250.00	1,250.00	-
Regis Repair & Maintenance	1,500.00	1,500.00	-
Regis Miscellaneous	1,000.00	1,000.00	-
Regis Match payment to GF	4,519.00	-	4,519.00
Regis Capital expenses/eqpt replacement transfer to	87,600.00	60,000.00	27,600.00
TOTAL Regis Expense	744,316.36	765,757.85	(21,441.49)
Revenues over (under) expenditures	9,205.64	(8,752.85)	17,958.49
Estimated Fund Balance	795,000.00		-
Estimated Remaining Fund Balance	804,205.64		

**GRAND VALLEY METRO COUNCIL
2016-2017 Budget
REGIS CAPITAL**

	REGIS CAPITAL 2016-2017 Budget	2015-2016 Budget	Difference
Income			
Regis Capital Income			
Interest Income	1,000.00	900.00	100.00
Regis Operations Transfer	-	-	-
TOTAL Regis Capital Income	<u>1,000.00</u>	<u>900.00</u>	<u>100.00</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><u>1,000.00</u></u>	<u><u>900.00</u></u>	<u><u>100.00</u></u>
Estimated Fund Balance	<u>239,900.00</u>		
Estimated Remaining Fund Balance	<u><u>240,900.00</u></u>		