



Macatawa Area Coordinating Council

A Cooperative Effort Among Units of Government

MACC POLICY BOARD

August 26, 2019

Howard Miller Community Center
14 S. Church Street
Zeeland, MI 49464
12:00 pm

AGENDA

Policy Board

- Howard Baumann, Jr.
- Joseph Baumann
- ✦ Thomas Bird
- Nancy DeBoer
- Ken DeWeerd
- Linda Howell
- Gerald Hunsburger
- John Kleinheksel
- ✦ Kevin Klynstra
- ✦ Hannes Meyers, Jr.
- Eric Mullen
- ✦ Terry Nienhuis
- Glenn Nykamp
- ✦ Pankaj Rajadhyaksha
- ✦ Jim Storey
- Russ Te Slaa
- ✦ David Van Ginhoven, Chair
- Todd Wolters

- ✦ Executive Committee

- I. INTRODUCTIONS AND APPROVAL OF MINUTES*****
(minutes of the July 22, 2019 meeting are enclosed)
- II. PUBLIC COMMENTS**
- III. OTTAWA FOOD PRESENTATION**
- IV. WATERSHED PROJECT**
 - A. Agricultural Update
 - B. Tulip Intercounty Drain Grant Application
 - C. Green Infrastructure Seminar Overview
- V. TRANSPORTATION PROGRAM**
 - A. 2045 Long Range Transportation Program Process Overview
 - B. MDOT/FHWA Comments
- VI. ADMINISTRATIVE ISSUES**
 - A. FY2020 Policy Meeting Calendar
 - B. Monthly Financial Report (enclosed)
 - C. MACC Executive Committee Report (enclosed)
- VII. MEMBERS' COMMENTS**
 - A. Host Member: Kevin Klynstra, City of Zeeland
 - B. Other Members
- VIII. OTHER ISSUES AND ADJOURNMENT**

Next Meeting: September 23, 2019 | 12:00 pm | Port Sheldon Township Hall

***Action Item



MACC POLICY COMMITTEE

July 22, 2019
Holland City Hall
270 S. River Ave
Holland, MI 49423
12:00 p.m.

MINUTES

Policy Board

- Howard Baumann, Jr.
- Joseph Baumann
- ✦ Thomas Bird
- Nancy DeBoer
- Ken DeWeerd
- Linda Howell
- Gerald Hunsburger
- John Kleinheksel
- ✦ Kevin Klynstra
- ✦ Hannes Meyers, Jr.
- Eric Mullen
- ✦ Terry Nienhuis
- Glenn Nykamp
- ✦ Pankaj Rajadhyaksha
- ✦ Jim Storey
- Russ TeSlaa
- ✦ David Van Ginhoven, Chair
- Todd Walters
- ✦ Executive Committee

PRESENT: David Van Ginhoven (Chair), Pankaj Rajadhyaksha (Vice-Chair), Thomas Bird, Nancy DeBoer, Ken DeWeerd, Linda Howell, Jerry Hunsburger, John Kleinheksel, Kevin Klynstra, Hannes Meyers Jr., Terry Nienhuis, Jim Storey, Russ TeSlaa

OTHERS PRESENT: Sean Brechenser (MDOT Grand Region), Tim Burkman, Mara Gericke, Kelly Goward, Greg Holcombe (Urban Innovations), Tyler Kent (MDOT Grand Region), Carolyn Ulstad, Judy Visscher, Rob Vink, Patrick Waterman (City of Hudsonville),

I. INTRODUCTIONS AND APPROVAL OF MINUTES – Self- introductions were made. It was noted that the July 3, 2019 meeting minutes should be corrected to show that David Van Ginhoven was in attendance.

*****It was moved by Mr. Hunsburger, supported by Mr. Nienhuis, to approve the corrected June 3, 2019, meeting minutes. Motion carried.**

II. PUBLIC COMMENTS – No public comments were made

III. WEST MICHIGAN EXPRESS PRESENTATION – Patrick Waterman and Greg Holcombe gave a presentation on the progress and scope of the West Michigan Express project that is proposing to create a transit route between Holland and Grand Rapids. The MACC has been engaged as part of the task force, which has been studying survey responses and evaluating options to implement a service that would begin as an express bus, with the potential of ultimately leading to passenger rail. The service could begin as soon as the fall of 2020. Mr. Storey commented that providing a stop near the West Michigan Regional Airport would not only service the airport, but also the surrounding industrial area.

*****It was moved by Mr. Hunsburger, supported by Ms. DeBoer to approve the resolution as submitted to authorize the Chair to sign. Motion carried.**

IV. TRANSPORTATION PROGRAM

A. FY2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT – Ms. Ulstad informed the board of four amendments to the FY17-20 TIP. The first change was to increase the budget for the 72nd Avenue railroad project since bids came back higher than expected. The second added advance construct to Park Township’s Ottawa Beach Road pedestrian safety project, and the final two amendments were to adjust the budget on both the 5310 transit capital and operating jobs for MAX Transit.

*****It was moved by Mr. Storey, supported by Mr. TeSlaa to amend the FY2017-2020 Transportation Improvement Program as presented. Motion carried.**

B. TRANSPORTATION PROGRAM UPDATES – Ms. Ulstad updated the board on the MACC’s 2045 Long Range Transportation Plan progress, the 2019 traffic count program, and this year’s PASER road rating.

E. MDOT/FHWA Comments – Mr. Kent was introduced and welcomed to his first MACC Policy Board meeting.

V. WATERSHED PROJECT UPDATES

Ms. Goward provided an overview of the Great Lakes Restoration Initiative grant application in which the MACC is seeking to obtain. The grant proposal includes funding to install bioswales at Holland City Hall and bioswales and permeable pavement at Kollen Park. Also included is funding to support curb-cut rain garden installation in the City of Holland and development of a volunteer training program and contractor certification program. The grant request was \$400,145 with \$19,968 provided in match from the MACC and volunteers. Grant partners include the City of Holland, the Outdoor Discovery Center, the Holland Board of Public Works, the Holland-Hope College Sustainability Institute, and the Grand valley Metropolitan Council. The proposal was submitted on July 12 and finalists will be notified in August. If successful, the project will begin in October 2019. Ms. Goward also provided an overview of community events that the Watershed Project participated in within the last couple months.

*****It was moved by Mr. Klynstra, supported by Ms. Howell to designate the Executive Director as the MACC’s authorized representative for the purposes of negotiating and executing the grant agreement should it be awarded. Motion carried.**

VI. ADMINISTRATIVE ISSUES

A. Monthly Financial Report – Mr. Burkman reviewed the financial report. Revenues are at 71.9% and expenses at 57.8%.

B. MACC Executive Committee Report – Mr. Burkman informed members that a summary of the June meeting was included in the agenda packet.

VII. MEMBERS’ COMMENTS

A. Host Member: Mayor Nancy DeBoer, City of Holland – Ms. DeBoer welcomed everyone to the City of Holland and updated the board on the City’s summer activities and new developments around town, including: a new Monday night farmers market, Sperry cinema is now open downtown, free concerts at Kollen Park and GDK park downtown throughout the week, Waterfront Holland design concepts are on line and feedback is welcomed, and the Wizard of Oz characters will be installed mid-August at the Herrick Library, with a grand opening event on Aug 30. Mayor DeBoer also thanked all the board members for their “forward thinking” and willingness to dream and work together to solve problems in a reasonable fashion.

B. Other Members – No other comments were made.

VIII. OTHER ISSUES, ADJOURNMENT, AND NEXT MEETING

**The next Policy Committee meeting is scheduled for
Monday, August 26, 2019
12:00 noon at
City of Zeeland: Howard Miller Community Center
14 S. Church Street, Zeeland, MI 49464**

A collaboration of more than 45 local agencies and individuals that exists to ensure all Ottawa County residents have access to healthy, local, and affordable food choices. Members represent a variety of sectors, including public health, food pantries, human service organizations, health care, community, food security, farming, education, and more.

The work of Ottawa Food is driven by local data.

In Ottawa County, Michigan:

- There are approximately 23,660 food insecure individuals (8.4%).
- There are approximately 7,500 food insecure children (10.9 %).
- 1 in 5 minority teens goes hungry.
- Only 17.6% of adults and 26.5% of youth consume 5 or more fruit and vegetable servings per day.

Ottawa Food focuses efforts on three main priority areas:

- Eliminating Hunger in Ottawa County
- Encouraging Healthy Eating by All
- Increasing the Sourcing of Local Food

Ottawa Food implements a variety of initiatives (using local food whenever possible) to:

- increase the number of Ottawa County residents who have enough to eat.
- increase fruit and vegetable consumption among Ottawa County residents.

To get involved, or for more information including the 2019 – 2021 Ottawa Food Strategic Plan, visit OttawaFood.org.

You can also find Ottawa Food on Facebook @ www.facebook.com/OttawaFoodCouncil.

Contact: Lisa Uganski, MPH, RD,
Ottawa Food Coordinator
616-393-5770 or luganski@miottawa.org

OttawaFood.org



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- ✦ Executive Committee

POLICY COMMITTEE MEETING SCHEDULE

FY 2020

Oct. 28, 2019	Park Twp	Township Hall	52 152 nd Avenue, Holland, MI 49424
Nov. 25, 2019	Laketown Twp	Township Hall	4338 Beeline Road, Holland, MI 49423
* Jan. 13, 2020	Holland Twp	Riley Street Fire Station	131 Riley Street, Holland, MI 49424
Feb. 24, 2020	Zeeland Twp	Township Hall	6582 Byron Road, Zeeland, MI 49464
Mar. 23, 2020	Olive Twp	Township Hall	6480 136 th Avenue, Holland, MI 49424
Apr. 27, 2020	Fillmore Twp	Fillmore Township Hall	4219 52 nd Street, Holland, MI 49423
* June 8, 2020	Holland City	Holland City Hall	270 S. River Avenue, Holland, MI 49423
July 27, 2020	Zeeland City	Howard Miller Community Center	14 S. Church Street, Zeeland, MI 49464
Aug. 24, 2020	Port Sheldon Twp	Township Hall	16201 Port Sheldon St., West Olive, MI 49460
Sep. 28, 2020	Park Twp	Township Hall	52 152 nd Avenue, Holland, MI 49424

* December & January meetings combined

* May & June meetings combined

Persons needing special accommodations should contact the MACC office at least four working days prior to a scheduled meeting.

Español – Contacto: 616-395-2688

**MACATAWA AREA COORDINATING COUNCIL
COMBINED SUMMARY BUDGET COMPARISON
October 1, 2018 - July 31, 2019**

% of budget completed 83%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 19 Budget*	(Under) Budget	of Budget
	Revenue				
	Governmental Funding:				
1	Consolidated Planning Grant (PL112/5303)	\$ 201,974.35	\$ 250,798.00	\$ (48,823.65)	80.5%
2	CMAQ Clean Air	\$ 1,680.28	\$ -	\$ 1,680.28	#DIV/0!
3	Regional Transit Access Study	\$ 242.83	\$ -	\$ 242.83	#DIV/0!
4	MDOT Funds - Asset Management	4,622.68	20,000.00	(15,377.32)	23.1%
5	MDOT Data Collection	2,437.12	17,000.00	(14,562.88)	14.3%
6	RPI Grant Income	61,098.40	-	61,098.40	#DIV/0!
7	EPA Funds Great Lakes Restoration Initiative	71,935.40	234,721.00	(162,785.60)	30.6%
8	GLC Two Stage Ditches	2,224.42	38,962.00	(36,737.58)	5.7%
9	GLC Streambank Stabilization	506.00	43,218.00	(42,712.00)	1.2%
10	Total Governmental Funding	\$ 346,721.48	\$ 604,699.00	\$ (257,977.52)	57.3%
	Jurisdictional Dues:				
11	Allegan County Commission	1,717.00	\$ 1,717.00	-	100.0%
12	Allegan County Road Commission	4,875.00	\$ 4,875.00	-	100.0%
13	Fillmore Township Contribution	2,734.00	\$ 2,734.00	-	100.0%
14	Holland City Contribution	33,543.00	\$ 33,543.00	-	100.0%
15	Holland Charter Township Contribution	37,658.00	\$ 37,658.00	-	100.0%
16	Max Dues Contribution	6,000.00	\$ 6,000.00	-	100.0%
17	Laketown Township Contribution	5,771.00	\$ 5,771.00	-	100.0%
18	Olive Township Contribution	5,058.00	\$ 5,058.00	-	100.0%
19	Ottawa County Commission	11,949.00	\$ 11,949.00	-	100.0%
20	Ottawa County Road Commission	13,500.00	\$ 13,500.00	-	100.0%
21	Park Township Contribution	18,622.00	\$ 18,622.00	-	100.0%
22	Port Sheldon Township Contribution	4,499.00	\$ 4,499.00	-	100.0%
23	Zeeland Charter Township Contribution	10,769.00	\$ 10,769.00	-	100.0%
24	Zeeland City Contribution	5,581.00	\$ 5,581.00	-	100.0%
25	Total Jurisdictional Dues	\$ 162,276.00	\$ 162,276.00	\$ -	100.0%
	Watershed/Stormwater Dues:				
26	Allegan County Commission	1,200.33	1,200.33	-	100.0%
27	Allegan County Road Commission	3,426.73	3,426.73	-	100.0%
28	Fillmore Township Contribution	1,920.38	1,920.38	-	100.0%
29	Holland City Contribution	23,717.92	23,717.92	-	100.0%
30	Holland Charter Township Contribution	26,483.92	26,483.92	-	100.0%
31	Laketown Township Contribution	4,013.67	4,013.67	-	100.0%
32	Olive Township Contribution	3,540.61	3,540.61	-	100.0%
33	Ottawa County Commission	8,420.59	8,420.59	-	100.0%
34	Ottawa County Road Commission	9,489.42	9,489.42	-	100.0%
35	Park Township Contribution	13,115.08	13,115.08	-	100.0%
36	Port Sheldon Township Contribution	3,151.89	3,151.89	-	100.0%
37	Zeeland Charter Township Contribution	7,564.82	7,564.82	-	100.0%
38	Zeeland City Contribution	3,954.64	3,954.64	-	100.0%
39	Total Watershed/Stormwater Dues	\$ 110,000.00	\$ 110,000.00	\$ -	100.0%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 19 Budget*	(Under) Budget	of Budget
	Other Revenue:				
40	Investment Income	3,347.93	2,400.00	947.93	139%
41	Community Enhancement	34,750.00	-	34,750.00	#DIV/0!
42	Watershed Stormwater Standards	3,250.00	-	3,250.00	#DIV/0!
43	Downtown Holland Study Match	11,486.61	-	11,486.61	#DIV/0!
44	Watershed Miscellaneous	9,952.00		9,952.00	#DIV/0!
45	Private Contributions - Watershed	225.02	1,000.00	(774.98)	22.5%
46	Total Other Revenue	\$ 63,011.56	\$ 3,400.00	\$ 59,611.56	1853.3%
47	Total Revenues	\$ 682,009.04	\$ 880,375.00	\$ (198,365.96)	77.5%
	Expenses				
	Direct Expenses - Transportation				
48	Payroll Expenses - Transportation	177,152.63	212,981.50	(35,828.87)	83.2%
49	Postage	9.91	350.00	(340.09)	2.8%
50	Operating Supplies	174.77	450.00	(275.23)	38.8%
51	Capital Expenditures/Computer Equipment	-	3,000.00	(3,000.00)	0.0%
52	Contractual - Consulting	-	3,500.00	(3,500.00)	0.0%
53	Contractual - Software Maintenance	-	2,500.00	(2,500.00)	0.0%
54	Contractual - Clean Air Program	5,801.19	10,000.00	(4,198.81)	58.0%
55	Contractual - Data Collection/Analysis	1,900.00	11,000.00	(9,100.00)	17.3%
56	Contractual - Non Motorized	1,869.47	15,000.00	(13,130.53)	12.5%
57	Contractual - Asset Management Program	164.72	1,000.00	(835.28)	16.5%
58	Downtown Holland Traffic Study	10,341.07	-	10,341.07	#DIV/0!
59	Lakeshore Drive Shoulder Project	-	5,000.00	(5,000.00)	0.0%
60	Communications	1,250.34	2,200.00	(949.66)	56.8%
61	Travel, Conferences, Seminars	5,010.81	8,000.00	(2,989.19)	62.6%
62	MACC Meetings and Seminars	-	500.00	(500.00)	0.0%
63	Printing Expense - General	-	750.00	(750.00)	0.0%
64	Miscellaneous Expense (public notices, etc.)	1,311.17	1,000.00	311.17	131.1%
65	Dues & Subscriptions	599.65	2,500.00	(1,900.35)	24.0%
66	Total Direct Expenses - Transportation	\$ 205,585.73	\$ 279,731.50	\$ (74,145.77)	73.5%
	Direct Expenses - Watershed				
67	Payroll Expenses - Watershed	141,237.44	184,569.82	(43,332.38)	76.5%
68	Postage	1,126.71	1,250.00	(123.29)	90.1%
69	Operating Supplies	2,046.52	1,500.00	546.52	136.4%
70	Educational Materials	10,412.95	13,000.00	(2,587.05)	80.1%
71	Contractual - Legal	390.00	1,000.00	(610.00)	39.0%
72	Contractual - General Consulting	3,463.11	2,000.00	1,463.11	173.2%
73	GLC Streambank Restoration	1,016.00	42,000.00	(40,984.00)	2.4%
74	GLC Two Stage Ditches	620.00	33,000.00	(32,380.00)	1.9%
75	EPA Great Lakes Restoration Initiative Expense	35,963.55	184,168.00	(148,204.45)	19.5%
76	Green Infrastructure Conference	400.00	-	400.00	#DIV/0!
77	Regional Prosperity Expense	32,475.34	-	32,475.34	#DIV/0!
78	Communications	1,257.25	2,000.00	(742.75)	62.9%
79	Travel, Conferences, Seminars	4,998.28	7,500.00	(2,501.72)	66.6%
80	MACC Meetings and Seminars	92.07	500.00	(407.93)	18.4%
81	Miscellaneous Expense	1,037.63	2,000.00	(962.37)	51.9%
82	Total Direct Expenses - Watershed	\$ 236,536.85	\$ 474,487.82	\$ (237,950.97)	49.9%
	Indirect Expenses				

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 19 Budget*	(Under) Budget	of Budget
83	Payroll Expenses - Indirect	29,627.72	56,828.93	(27,201.21)	52.1%
84	Postage	476.87	2,000.00	(1,523.13)	23.8%
85	Operating Supplies	2,765.96	5,000.00	(2,234.04)	55.3%
86	Capital Expenditures/Computer Equipment	7,759.93	2,500.00	5,259.93	310.4%
87	Audit Fee	9,750.00	10,000.00	(250.00)	97.5%
88	Budget/Accounting	12,180.00	15,000.00	(2,820.00)	81.2%
89	Contractual - Legal	-	3,000.00	(3,000.00)	0.0%
90	Contractual - Consulting	-	9,700.00	(9,700.00)	0.0%
91	Communications	3,583.49	4,000.00	(416.51)	89.6%
92	Travel, Conferences, Seminars	870.06	1,000.00	(129.94)	87.0%
93	MACC Meetings and Seminars	4,110.24	7,000.00	(2,889.76)	58.7%
94	Printing	-	500.00	(500.00)	0.0%
95	Bank Service Charges	250.00	500.00	(250.00)	50.0%
96	Copier Expenses	3,460.39	7,500.00	(4,039.61)	46.1%
97	Insurance--Property/Officers/Worker's Comp	3,498.00	3,600.00	(102.00)	97.2%
98	Public Utilities	6,450.27	9,000.00	(2,549.73)	71.7%
99	Building Maintenance	7,198.27	13,000.00	(5,801.73)	55.4%
100	Office Equipment Maintenance	4,149.63	2,500.00	1,649.63	166.0%
101	Depreciation-To MACC Holding	12,000.00	12,000.00	-	100.0%
102	Postage Meter - Rental	176.49	2,300.00	(2,123.51)	7.7%
103	Miscellaneous Expenses	968.71	2,000.00	(1,031.29)	48.4%
104	Education and Training	-	1,000.00	(1,000.00)	0.0%
105	Dues and Subscriptions	1,740.32	1,000.00	740.32	174.0%
105	Community Enhancement Expenses	29,500.00	-	29,500.00	#DIV/0!
106	Total Indirect Expenses	\$ 140,516.35	\$ 170,928.93	\$ (30,412.58)	82.2%
107	Total Expenses	\$ 582,638.93	\$ 925,148.25	\$ (342,509.32)	63.0%
108	Excess of Revenues over Expenses	\$ 99,370.11	\$ (44,773.25)	\$ 144,143.36	
	*Budget originally approved in June 2018				
	**MACC members are reminded to budget 20% of their jurisdictional dues for the Local Match Contingency Fund.				

MACATAWA AREA COORDINATING COUNCIL

GENERAL FUND BUDGET COMPARISON

October 1, 2018 - July 31, 2019

% of budget completed 83%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 19 Budget*	(Under) Budget	of Budget
	<u>Revenue</u>				
	Governmental Funding:				
1	Consolidated Planning Grant (PL112/5303)	\$ 201,974.35	\$ 250,798.00	\$ (48,823.65)	80.5%
	CMAQ-Clean Air	\$ 1,680.28	\$ -	\$ 1,680.28	#DIV/0!
	Regional Transit Access Study	\$ 242.83	\$ -	\$ 242.83	#DIV/0!
2	MDOT Funds - Asset Management	4,622.68	20,000.00	(15,377.32)	23.1%
3	MDOT Data Collection	2,437.12	17,000.00	(14,562.88)	14.3%
4	Total Governmental Funding	\$ 210,957.26	\$ 287,798.00	\$ (76,840.74)	73.3%
	Jurisdictional Dues:				
5	Allegan County Commission	1,717.00	1,717.00	-	100.0%
6	Allegan County Road Commission	4,875.00	4,875.00	-	100.0%
7	Fillmore Township Contribution	2,734.00	2,734.00	-	100.0%
8	Holland City Contribution	33,543.00	33,543.00	-	100.0%
9	Holland Charter Township Contribution	37,658.00	37,658.00	-	100.0%
10	Max Dues Contribution	6,000.00	6,000.00	-	100.0%
11	Laketown Township Contribution	5,771.00	5,771.00	-	100.0%
12	Olive Township Contribution	5,058.00	5,058.00	-	100.0%
13	Ottawa County Commission	11,949.00	11,949.00	-	100.0%
14	Ottawa County Road Commission	13,500.00	13,500.00	-	100.0%
15	Park Township Contribution	18,622.00	18,622.00	-	100.0%
16	Port Sheldon Township Contribution	4,499.00	4,499.00	-	100.0%
17	Zeeland Charter Township Contribution	10,769.00	10,769.00	-	100.0%
18	Zeeland City Contribution	5,581.00	5,581.00	-	100.0%
19	Total Jurisdictional Dues	\$ 162,276.00	\$ 162,276.00	\$ -	100.0%
	Other Revenue:				
	Community Enhancement	34,750.00	-	34,750.00	#DIV/0!
20	Investment Income	3,347.93	2,400.00	947.93	139%
21	Total Other Revenue	\$ 38,097.93	\$ 2,400.00	\$ 35,697.93	#DIV/0!
22	Total Revenues	\$ 411,331.19	\$ 452,474.00	\$ (41,142.81)	90.9%
	<u>Expenses</u>				
	Direct Expenses - Transportation				
23	Payroll Expenses - Transportation	177,152.63	212,981.50	(35,828.87)	83.2%
24	Postage	9.91	350.00	(340.09)	2.8%
25	Operating Supplies	174.77	450.00	(275.23)	38.8%
26	Capital Expenditures/Computer Equipment	-	3,000.00	(3,000.00)	0.0%
27	Contractual - Consulting	-	3,500.00	(3,500.00)	0.0%
28	Contractual - Software Maintenance	-	2,500.00	(2,500.00)	0.0%
29	Contractual - Clean Air Program	5,801.19	10,000.00	(4,198.81)	58.0%
30	Contractual - Data Collection/Analysis	1,900.00	11,000.00	(9,100.00)	17.3%
31	Contractual - Non Motorized	1,869.47	15,000.00	(13,130.53)	12.5%
32	Contractual - Asset Management Program	164.72	1,000.00	(835.28)	16.5%
33	Downtown Holland Traffic Study	10,341.07	-	10,341.07	#DIV/0!
34	Lakeshore Drive Shoulder Project	-	5,000.00	(5,000.00)	0.0%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 19 Budget*	(Under) Budget	of Budget
35	Communications	1,250.34	2,200.00	(949.66)	56.8%
36	Travel, Conferences, Seminars	5,010.81	8,000.00	(2,989.19)	62.6%
37	MACC Meetings and Seminars	-	500.00	(500.00)	0.0%
38	Printing Expense - General	-	750.00	(750.00)	0.0%
39	Miscellaneous Expense (public notices, etc.)	1,311.17	1,000.00	311.17	131.1%
40	Dues & Subscriptions	599.65	2,500.00	(1,900.35)	24.0%
41	Total Direct Expenses - Transportation	\$ 205,585.73	\$ 279,731.50	\$ (74,145.77)	73.5%
	Indirect Expenses				
42	Payroll Expenses - Indirect	29,627.72	56,828.93	(27,201.21)	52.1%
43	Postage	476.87	2,000.00	(1,523.13)	23.8%
44	Operating Supplies	2,765.96	5,000.00	(2,234.04)	55.3%
45	Capital Expenditures/Computer Equipment	7,759.93	2,500.00	5,259.93	310.4%
46	Audit Fee	9,750.00	10,000.00	(250.00)	97.5%
47	Budget/Accounting	12,180.00	15,000.00	(2,820.00)	81.2%
48	Contractual - Legal	-	3,000.00	(3,000.00)	0.0%
49	Contractual - Consulting	-	9,700.00	(9,700.00)	0.0%
50	Communications	3,583.49	4,000.00	(416.51)	89.6%
51	Travel, Conferences, Seminars	870.06	1,000.00	(129.94)	87.0%
52	MACC Meetings and Seminars	4,110.24	7,000.00	(2,889.76)	58.7%
53	Printing	-	500.00	(500.00)	0.0%
54	Bank Service Charges	250.00	500.00	(250.00)	50.0%
55	Copier Expenses	3,460.39	7,500.00	(4,039.61)	46.1%
56	Insurance--Property/Officers/Worker's Comp	3,498.00	3,600.00	(102.00)	97.2%
57	Public Utilities	6,450.27	9,000.00	(2,549.73)	71.7%
58	Building Maintenance	7,198.27	13,000.00	(5,801.73)	55.4%
59	Office Equipment Maintenance	4,149.63	2,500.00	1,649.63	166.0%
60	Depreciation-To MACC Holding	12,000.00	12,000.00	-	100.0%
61	Postage Meter - Rental	176.49	2,300.00	(2,123.51)	7.7%
62	Miscellaneous Expenses	968.71	2,000.00	(1,031.29)	48.4%
63	Education and Training	-	1,000.00	(1,000.00)	0.0%
64	Dues and Subscriptions	1,740.32	1,000.00	740.32	174.0%
65	Community Enhancement Expense	29,500.00	-	29,500.00	
65	LESS: estimated overhead allocation from Watershed	(36,500.00)	-	(36,500.00)	#DIV/0!
66	Total Indirect Expenses	\$ 104,016.35	\$ 170,928.93	\$ (66,912.58)	60.9%
67	Total Expenses	\$ 309,602.08	\$ 450,660.43	\$ (141,058.35)	68.7%
68	Excess of Revenues over Expenses	\$ 101,729.11	\$ 1,813.57	\$ 99,915.54	
	*Budget originally approved in June 2018				

MACATAWA AREA COORDINATING COUNCIL

WATERSHED BUDGET COMPARISON

October 1, 2018 - July 31, 2019

				<i>% of budget completed</i>	83%
		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 19 Budget*	(Under) Budget	of Budget
<u>Revenue</u>					
Governmental Funding:					
1	EPA Funds Great Lakes Restoration Initiative	71,935.40	234,721.00	(162,785.60)	30.6%
2	GLC Two Stage Ditches	2,224.42	38,962.00	(36,737.58)	5.7%
3	GLC Streambank Stabilization	506.00	43,218.00	(42,712.00)	1.2%
4	Total Governmental Funding	\$ 74,665.82	\$ 316,901.00	\$ (242,235.18)	23.6%
Watershed/Stormwater Dues:					
5	Allegan County Commission	1,200.33	1,200.33	-	100.0%
6	Allegan County Road Commission	3,426.73	3,426.73	-	100.0%
7	Fillmore Township Contribution	1,920.38	1,920.38	-	100.0%
8	Holland City Contribution	23,717.92	23,717.92	-	100.0%
9	Holland Charter Township Contribution	26,483.92	26,483.92	-	100.0%
10	Laketown Township Contribution	4,013.67	4,013.67	-	100.0%
11	Olive Township Contribution	3,540.61	3,540.61	-	100.0%
12	Ottawa County Commission	8,420.59	8,420.59	-	100.0%
13	Ottawa County Road Commission	9,489.42	9,489.42	-	100.0%
14	Park Township Contribution	13,115.08	13,115.08	-	100.0%
15	Port Sheldon Township Contribution	3,151.89	3,151.89	-	100.0%
16	Zeeland Charter Township Contribution	7,564.82	7,564.82	-	100.0%
17	Zeeland City Contribution	3,954.64	3,954.64	-	100.0%
18	Total Watershed/Stormwater Dues	\$ 110,000.00	\$ 110,000.00	\$ -	100.0%
Other Revenue:					
19	Private Contributions - Watershed	225.02	1,000.00	(774.98)	22.5%
20	RPI Grant Income	61,098.40	-	61,098.40	#DIV/0!
21	Watershed Misc--Stormwater Standards/Confer.	13,202.00	-	13,202.00	
22	Downtown Holland Study Match	11,486.61	-	11,486.61	#DIV/0!
23	Total Other Revenue	\$ 86,012.03	\$ 1,000.00	\$ 85,012.03	8601.2%
24	Total Revenues	\$ 270,677.85	\$ 427,901.00	\$ (157,223.15)	63.3%
<u>Expenses</u>					
Direct Expenses - Watershed					
25	Payroll Expenses - Watershed	141,237.44	184,569.82	(43,332.38)	76.5%
26	Postage	1,126.71	1,250.00	(123.29)	90.1%
27	Operating Supplies	2,046.52	1,500.00	546.52	136.4%
28	Educational Materials	10,412.95	13,000.00	(2,587.05)	80.1%
29	Contractual - Legal	390.00	1,000.00	(610.00)	39.0%
30	Contractual - General Consulting	3,463.11	2,000.00	1,463.11	173.2%
31	GLC Streambank Restoration	1,016.00	42,000.00	(40,984.00)	2.4%
32	GLC Two Stage Ditches	620.00	33,000.00	(32,380.00)	1.9%
33	EPA Great Lakes Restoration Initiative Expense	35,963.55	184,168.00	(148,204.45)	19.5%
34	Green Infrastructure Conference	400.00	-	400.00	#DIV/0!
35	Regional Prosperity Expense	32,475.34	-	32,475.34	#DIV/0!
36	Communications	1,257.25	2,000.00	(742.75)	62.9%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 19 Budget*	(Under) Budget	of Budget
37	Travel, Conferences, Seminars	4,998.28	7,500.00	(2,501.72)	66.6%
38	MACC Meetings and Seminars	92.07	500.00	(407.93)	18.4%
39	Miscellaneous Expense	1,037.63	2,000.00	(962.37)	51.9%
40	Total Direct Expenses - Watershed	\$ 236,536.85	\$ 474,487.82	\$ (237,950.97)	49.9%
	Indirect Expenses				
41	Estimated overhead allocation to General Fund	36,500.00	-	36,500.00	#DIV/0!
42	Total Indirect Expenses	\$ 36,500.00	\$ -	\$ 36,500.00	#DIV/0!
43	Total Expenses	\$ 273,036.85	\$ 474,487.82	\$ (201,450.97)	57.5%
44	Excess of Revenues over Expenses	\$ (2,359.00)	\$ (46,586.82)	\$ 44,227.82	
	*Budget originally approved in June 2018				



Macatawa Area Coordinating Council

A Cooperative Effort Among Units of Government

MACC EXECUTIVE COMMITTEE

August 12, 2019

8:30 a.m.

MACC Offices

SUMMARY

Present: David Van Ginhoven, Kevin Klynstra, Hannes Meyers, Tom Bird, and Tim Burkman

Policy Board

- Howard Baumann, Jr.
- Joseph Baumann
- ✦ Thomas Bird
- Nancy DeBoer
- Ken DeWeerd
- Linda Howell
- Gerald Hunsburger
- John Kleinheksel
- ✦ Kevin Klynstra
- ✦ Hannes Meyers, Jr.
- Eric Mullen
- ✦ Terry Nienhuis
- Glenn Nykamp
- ✦ Pankaj Rajadhyaksha
- ✦ Jim Storey
- Russ Te Slaa
- ✦ David Van Ginhoven, Chair
- Todd Wolters

- ✦ Executive Committee

1. **Emergency Services Working Group** – A strategic planning session was held on July 30th to further define the purpose and identify goals for this group. Al Vanderberg was the facilitator of the event, which was hosted by Park Township’s fire department. It was an excellent process, with great input from all who attended. The next meeting of this group will be held on September 25th.

2. **West Michigan Express (WMX)** – Tim has been asked to be a part of the Executive Committee for this effort, which will have its first meeting on August 27th. The task force is also seeking ways to fund the remaining efforts by consultant Greg Holcombe. The MACC has a planning grant through MDOT for a Regional Transit Access and Connectivity Study, which we are partnering with MAX Transit to implement. However, there may be excess funding available that could be directed towards the WMX effort. Tim is exploring whether approximately \$3,000 of this grant would be an eligible use of these funds.

3. **Ottawa Food** – This organization is a collaborative effort to ensure access to healthy, local, and affordable food. They have been in contact with Tim for some time about giving a presentation at a Policy Committee meeting. The group discussed that occasionally having speakers on other important regional issues such as this is a good idea, and as a result, Tim will invite them to the August Policy meeting.

4. **Ottawa County MPO Report** – Tim reported that the Ottawa County Planning and Performance Improvement Department has developed a draft report on the three Metropolitan Planning Organizations that exist within the county. He will be meeting with the County, and the directors from GVMC and WMSRDC on August 13th to discuss the report and provide additional input.

5. **Cultivating Resilience** – The MACC is partnering with the Ottawa and Allegan Conservation Districts and the USDA Natural Resources Conservation Service to host a farm field day on September 5th. The event will highlight strategies and innovations in farming, including presentations on cover crops and no-till farming. The event is free to attend, but registration is required. MACC members are welcome to attend.

6. **MACC Employee Handbook** – Tim presented a draft of an updated and overhauled employee handbook. He utilized examples from peer and member agencies, as well as review feedback from our insurance provider, BHS. Several revisions have been made to bring the manual into compliance. He asked for feedback from the committee, with the goal of having the Policy Committee adopt it at the September meeting.

7. **Executive Director Evaluation** – Tim left the meeting so that the committee could discuss his performance review.

Next Meeting: September 9, 2019 – 8:30 a.m.