

MACC Macatawa Area Coordinating Council

A Cooperative Effort Among Units of Government

MACC POLICY BOARD

Policy Board

- Jacob Bonnema
- ✦ Thomas Bird
- Nathan Bocks
- ✦ Amanda Cooper
- Ken DeWeerd
- Linda Howell
- Jim Gerard
- John Kleinheksel
- ✦ Kevin Klynstra
- Al Nienhuis
- ✦ Terry Nienhuis
- ✦ Tom Oonk
- ✦ Pankaj Rajadhyaksha
- Mike Sabatino
- ✦ Jim Storey
- Russ Te Slaa
- Kurt Van Koevering
- Luke Walters
- ✦ Executive Committee

October 23, 2023, 12:00 pm
Dragonflies Learning Lab, 30 152nd Avenue, Holland, MI 49424

AGENDA

- I. ROLL CALL (for quorum)**
- II. INTRODUCTIONS AND APPROVAL OF MINUTES *****
- III. PUBLIC COMMENTS**
- IV. TRANSPORTATION PROGRAM**
 - A. Non-Motorized Path Ratings (memo attached)
 - B. I-196 BL Crossing Study – Public Meeting (memo attached)
 - C. LRTP – Chapters *** (memo attached)
 - D. MDOT/FHWA Comments
- V. ADMINISTRATIVE UPDATES**
 - A. Financial Report
 - B. MACC Executive Committee Report
 - C. Commercial Insurance Proposal (memo attached)
 - D. MACC Staff Compensation *** (memo attached)
 - E. Painting and Flooring Proposal *** (memo attached)
 - F. Annual Election of Officers *** - (memo attached)
- VI. MEMBERS' COMMENTS**
 - A. Member questions or comments
- VII. OTHER ISSUES AND ADJOURNMENT *****

Next Meeting: January 22, 2024, Zeeland Charter Township Hall

*** Action Item

Macatawa Area Coordinating Council

A Cooperative Effort Among Units of Government

MACC POLICY BOARD

September 25, 2023, 12:00 pm

Park Township Hall

52 152nd Avenue, Holland, MI 49424

Policy Board

- Jacob Bonnema
- ✦ Thomas Bird
- Nathan Bocks
- ✦ Amanda Cooper
- Ken DeWeerd
- Linda Howell
- Jim Gerard
- John Kleinheksel
- ✦ Kevin Klynstra
- Jeff Franklin
- Al Nienhuis
- ✦ Terry Nienhuis
- ✦ Tom Oonk
- ✦ Pankaj Rajadhyaksha
- Mike Sabatino
- ✦ Jim Storey
- Russ Te Slaa
- Kurt Van Koevering
- ✦ Executive Committee

MINUTES

BOARD PRESENT: Tom Bird, Nathan Bocks, Jacob Bonnema, Ken De Weerd, Jim Gerard, Sally Gruppen, Linda Howell, John Kleinheksel, Al Nienhuis, Terry Nienhuis, Mike Sabatino, Russ Te Slaa, Kurt Van Koevering, Pankaj Rajadhyaksha, Jim Storey, Melissa Veldheer, Luke Walters

OTHERS PRESENT: Jim Camenga (videographer), Jason Latham (MACC), Tyler Kent (MDOT), Alec Miller (MACC), Judy Visscher (MACC)

I. ROLL CALL (for quorum)

II. INTRODUCTIONS AND APPROVAL OF MINUTES

*****It was moved by Mr. Storey and seconded by Mr. T. Nienhuis to approve the August 28, 2023 meeting minutes as written. Motion carried.**

III. PUBLIC COMMENTS – none

IV. TRANSPORTATION PROGRAM

A. FY 2023-2026 TIP Amendment - Mr. Miller presented the details on the amendment needed to add a new project to the TIP.

*****It was moved by Mr. Bocks and seconded by Ms. Howell to approve the FY 2023-2026 TIP amendment as listed Motion carried.**

B. Approve LRTP Chapters Three, Four, Five, & Seven – Mr. Miller noted that members were sent these chapters earlier via email to review. Chapter six is being revised and will be presented at a later policy meeting. Mr. Latham requested that any “changes” be highlighted so members can easily find them.

*****It was moved by Mr. T. Nienhuis and seconded by Mr. Sabatino to approve the LRTP Chapters Three, Four, Five and Seven as presented. Motion carried.**

C. Approve LRTP Project List – Mr. Miller presented general information on the subject list, and how it was created and that it was approved by the TAC.

*****It was moved by Mr. Gerard and seconded by Ms. Howell to approve the LRTP Project List as presented. Motion carried.**

- D. Approval to Pursue the Reconnecting Connecting Communities Grant – Mr. Lathan presented details on this grant that MACC is interested in pursuing for the BL–I196 pedestrian crossing. Even if we don't get this grant, it will give us time to learn what is needed and be ready for the next round of grants.

Mr. Bonnema emphasized the importance of this crossing, and Mr. Latham confirmed the location of the proposed crossing.

*****It was moved by Mr. Bonnema and seconded by Ms. Howell to approve the pursuit of the Reconnecting Communities Grant as presented. Motion carried.**

- E. Green Commute Week Update (added to agenda at this meeting) – Mr. Miller and Mr. Latham provided a recap of GCW 2023 which occurred September 10-16. We had over 200 entries via our website, which accounted for 2,153 GC miles, and saved roughly 1, 658 lbs of carbon dioxide emissions. There were eleven winners who received gift cards and T-shirts. Good conversations with MACC staff ensued while the winners were at the MACC office.
- F. MDOT/FHWA Comments – Mr. Kent provided updates on the area road projects, 196 and M40. Both are nearing completion. Mr. Walters shared that the focus at MDOT currently is changing over to the new fiscal year.

V. ADMINISTRATIVE ISSUES

- A. Financial Report and Budget Amendment – Mr. Latham shared that the MACC finances are on track. He also presented details on the budget amendment, which is necessary to get a “clean” audit for FY2023.

*****It was moved by Mr. Bocks and seconded by Mr. ? to approve the Budget Amendment as presented. Motion carried.**

- B. MACC Executive Committee Report - Mr. Latham provided highlights on the most recent Executive Committee meeting. The Reconnecting Communities grant was discussed, along with the MI Class investment opportunity and future strategic planning for the MACC. Mr. Bird requested that if any members have any comments or suggestions for strategic planning goals, please contact any executive committee member or Mr. Latham. We are also involved in the route study that MAX Express is working on.

VI. MEMBERS' COMMENTS

- A. Member questions or comments – Mr. Gerard, our host this month, shared highlights of activities occurring in Park Township. Additional sharing by members present about their represented communities followed.

VII. OTHER ISSUES AND ADJOURNMENT

Next Meeting: October 23, 2023, Dragonflies Learning Lab

Memo

To: Policy Board Committee

From: Alec Miller

Date: 10/16/2023

Re: Non-Motorized Path Ratings

MACC staff spoke with TAC members regarding what they would like us to collect when we rate non-motorized paths. They came up with the following:

- Street Name
- Segment Start
- Segment End
- Segment Length (Feet)
- Type (Sidepath, Paved Shoulder, Bike Lane)
- Surface Type (Asphalt, Concrete, Wood)
- Rating (1-5)
- Width (Feet)
- Rating Year
- Municipality
- Year Built
- Retaining Wall Condition
- Bridge Condition

Please let us know if you think anything else should be added/changed!



Memo

To: Policy Board Committee

From: Alec Miller

Date: 10/16/2023

Re: I-196 BL Crossing Study – Public Meeting

The Macatawa Area Coordinating Council (MACC) invites you to a pivotal public meeting focusing on the I-196 Business Loop [Chicago Drive] Pedestrian Crossing Study. This event is not only an opportunity for us to share valuable insights but also a forum for your voices to be heard. It's a unique chance for you to gain a deeper understanding of the significant developments in our community.

At the MACC, we believe in the power of collective decision-making. We invite every member of our community to join this meeting and share their thoughts, concerns, and suggestions. Your input is invaluable and plays a crucial role in shaping the future of our transportation network.

Monday, October 23rd
4:30 - 6:30 PM

Howard Miller Library
Banquet Room
14 S Church Street
Zeeland, MI 49464



Memo

To: Policy Board Committee

From: Alec Miller

Date: 10/16/2023

Re: LRTP Chapters

MACC staff is seeking reviewal and approval of LRTP Chapters Six, Eight, & Nine. Please keep in mind that these are text-only chapters and the graphics will be updated at a later date.

The chapters will be attached as separate documents in the Policy email.

**MACATAWA AREA COORDINATING COUNCIL
COMBINED SUMMARY BUDGET COMPARISON
October 1, 2022 - September 30, 2023**

				<i>% of budget completed</i>	100%
		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 23 Budget*	(Under) Budget	of Budget
Revenue					
Governmental Funding:					
1	Consolidated Planning Grant (PL112/5303)	\$ 310,072.35	\$ 310,072.00	\$ 0.35	100.0%
2	CMAQ Clean Air	29,388.82	\$ 35,000.00	\$ (5,611.18)	84.0%
3	MDOT Funds - Asset Management	14,142.47	19,000.00	(4,857.53)	74.4%
4	MDOT Data Collection	17,000.00	17,000.00	-	100.0%
5	MDOT STP I 96 Pedestrian Crossing	71,737.60	80,000.00	(8,262.40)	89.7%
6	RPI Grant Income	-	-	-	#DIV/0!
7	EPA Funds Great Lakes Restoration Initiative	95,734.48	-	95,734.48	#DIV/0!
8	Trash Free Waters EPA	23,303.41	-	23,303.41	#DIV/0!
9	MI Corp Grant	-	-	-	#DIV/0!
10	Tulip Intercounty Drain	-	-	-	#DIV/0!
11	Egle Coastal Mgt	7,039.92	-	7,039.92	#DIV/0!
12	GLC Sediment/Phosphorus Reduction	84,206.73	-	84,206.73	#DIV/0!
13	Total Governmental Funding	\$ 652,625.78	\$ 461,072.00	\$ 191,553.78	141.5%
Jurisdictional Dues:					
14	Allegan County Commission	1,718.23	\$ 1,718.23	-	100.0%
15	Allegan County Road Commission	4,875.00	\$ 4,875.00	-	100.0%
16	Fillmore Township Contribution	2,761.00	\$ 2,761.00	-	100.0%
17	Holland City Contribution	33,366.00	\$ 33,366.00	-	100.0%
18	Holland Charter Township Contribution	37,979.00	\$ 37,979.00	-	100.0%
19	Max Dues Contribution	6,000.00	\$ 6,000.00	-	100.0%
20	Laketown Township Contribution	5,797.00	\$ 5,797.00	-	100.0%
21	Olive Township Contribution	5,189.00	\$ 5,189.00	-	100.0%
22	Ottawa County Commission	12,033.09	\$ 12,033.09	-	100.0%
23	Ottawa County Road Commission	13,500.00	\$ 13,500.00	-	100.0%
24	Park Township Contribution	18,686.00	\$ 18,686.00	-	100.0%
25	Port Sheldon Township Contribution	4,598.00	\$ 4,598.00	-	100.0%
26	Zeeland Charter Township Contribution	11,077.00	\$ 11,077.00	-	100.0%
27	Zeeland City Contribution	5,559.00	\$ 5,559.00	-	100.0%
28	Total Jurisdictional Dues	\$ 163,138.32	\$ 163,138.32	\$ -	100.0%
Watershed/Stormwater Dues:					
29	Allegan County Commission	1,640.17	1,640.17	-	100.0%
30	Allegan County Road Commission	4,653.54	4,653.54	-	100.0%
31	Fillmore Township Contribution	2,635.58	2,635.58	-	100.0%
32	Holland City Contribution	31,850.27	31,850.27	-	100.0%
33	Holland Charter Township Contribution	36,253.73	36,253.73	-	100.0%
34	Laketown Township Contribution	5,533.66	5,533.66	-	100.0%
35	Olive Township Contribution	4,953.28	4,953.28	-	100.0%
36	Ottawa County Commission	11,486.47	11,486.47	-	100.0%
37	Ottawa County Road Commission	12,886.74	12,886.74	-	100.0%
38	Park Township Contribution	17,837.15	17,837.15	-	100.0%
39	Port Sheldon Township Contribution	4,389.13	4,389.13	-	100.0%
40	Zeeland Charter Township Contribution	10,573.81	10,573.81	-	100.0%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 23 Budget*	(Under) Budget	of Budget
41	Zeeland City Contribution	5,306.47	5,306.47	-	100.0%
42	Total Watershed/Stormwater Dues	\$ 150,000.00	\$ 150,000.00	\$ -	100.0%
	Other Revenue:				
43	Investment Income/Refund State of MI	16,941.07	1,400.00	15,541.07	1210%
44	Community Enhancement	43,036.00	42,916.00	120.00	100%
45	Watershed Miscellaneous	646.83	-	646.83	#DIV/0!
46	Private Contributions - Watershed	-	-	-	#DIV/0!
47	Total Other Revenue	\$ 60,623.90	\$ 44,316.00	\$ 16,307.90	136.8%
48	Total Revenues	\$ 1,026,388.00	\$ 818,526.32	\$ 207,861.68	125.4%
	Expenses				
	Direct Expenses - Transportation				
49	Payroll Expenses - Transportation	287,002.40	268,748.46	18,253.94	106.8%
50	Postage	-	350.00	(350.00)	0.0%
51	Operating Supplies	-	450.00	(450.00)	0.0%
52	Capital Expenditures/Computer Equipment	-	10,000.00	(10,000.00)	0.0%
53	Contractual - Consulting	2,500.00	2,500.00	-	100.0%
54	Contractual - Software Maintenance	1,900.00	2,500.00	(600.00)	76.0%
55	Contractual - Clean Air Program	24,131.96	22,000.00	2,131.96	109.7%
56	Contractual - Data Collection/Analysis	86,528.26	16,000.00	70,528.26	540.8%
57	Contractual - Consolidated Planning Grant	-	15,000.00	(15,000.00)	0.0%
58	Contractual - Asset Management Program	35.63	17,000.00	(16,964.37)	0.2%
59	Pedestrian Crossing Expense	-	90,000.00	(90,000.00)	0.0%
60	Communications	1,740.00	2,200.00	(460.00)	79.1%
61	Travel, Conferences, Seminars	4,574.68	6,000.00	(1,425.32)	76.2%
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.)	150.00	1,000.00	(850.00)	15.0%
65	Dues & Subscriptions	1,000.00	2,500.00	(1,500.00)	40.0%
66	Total Direct Expenses - Transportation	\$ 409,562.93	\$ 457,498.46	\$ (47,935.53)	89.5%
	Direct Expenses - Watershed				
67	Payroll Expenses - Watershed	-	12,007.34	(12,007.34)	0.0%
68	Postage	-	-	-	#DIV/0!
69	Operating Supplies	-	3,000.00	(3,000.00)	0.0%
70	Educational Materials	-	-	-	#DIV/0!
71	Contractual - Legal	-	-	-	#DIV/0!
72	Contractual - General Consulting	116,984.01	113,500.00	3,484.01	103.1%
73	GLC Two Stage Ditches	-	-	-	#DIV/0!
74	GLC Streambank	-	-	-	#DIV/0!
75	GLRI Stormwater Expenses	94,403.40	-	94,403.40	#DIV/0!
76	Regional Prosperity Expense	21,736.28	-	21,736.28	#DIV/0!
77	GLC Sediment/Phosphorus Reduction Expense	93,120.79	-	93,120.79	#DIV/0!
78	Trash Free Waters Expense	21,634.28	-	21,634.28	#DIV/0!
79	Watershed Council Grant	-	-	-	#DIV/0!
80	MI CORP expenses	-	-	-	#DIV/0!
81	Communications	-	-	-	#DIV/0!
82	MCMP Resilience Plan	7,250.01	-	7,250.01	#DIV/0!
83	Travel, Conferences, Seminars	-	1,000.00	(1,000.00)	0.0%
84	MACC Meetings and Seminars	-	1,000.00	(1,000.00)	0.0%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 23 Budget*	(Under) Budget	of Budget
85	Miscellaneous Expense	68.18	5,500.00	(5,431.82)	1.2%
86	Total Direct Expenses - Watershed	\$ 355,196.95	\$ 136,007.34	\$ 219,189.61	261.2%
	Indirect Expenses				
87	Payroll Expenses - Indirect	10,125.58	37,781.26	(27,655.68)	26.8%
88	Postage	154.87	2,600.00	(2,445.13)	6.0%
89	Operating Supplies	1,552.46	5,000.00	(3,447.54)	31.0%
90	Capital Expenditures/Computer Equipment	2,391.00	2,500.00	(109.00)	95.6%
91	Audit Fee	10,800.00	10,000.00	800.00	108.0%
92	Budget/Accounting	16,160.00	15,000.00	1,160.00	107.7%
93	Contractual - Legal	220.00	3,000.00	(2,780.00)	7.3%
94	Contractual - Consulting	4,146.75	2,500.00	1,646.75	165.9%
95	Communications	4,962.57	4,000.00	962.57	124.1%
96	Travel, Conferences, Seminars	6,192.97	1,000.00	5,192.97	619.3%
97	MACC Meetings and Seminars	5,873.62	7,000.00	(1,126.38)	83.9%
98	Printing	355.13	500.00	(144.87)	71.0%
99	Bank Service Charges	275.00	500.00	(225.00)	55.0%
100	Copier Expenses	2,367.42	7,500.00	(5,132.58)	31.6%
101	Insurance--Property/Officers/Worker's Comp	6,859.00	3,600.00	3,259.00	190.5%
102	Public Utilities	7,081.36	9,000.00	(1,918.64)	78.7%
103	Building Maintenance	14,361.70	13,000.00	1,361.70	110.5%
104	Office Equipment Maintenance	524.40	2,500.00	(1,975.60)	21.0%
105	Depreciation-To MACC Holding	12,000.00	12,000.00	-	100.0%
106	Miscellaneous Expenses	5,719.38	2,000.00	3,719.38	286.0%
107	Education and Training	645.00	1,000.00	(355.00)	64.5%
108	Dues and Subscriptions	1,572.10	1,000.00	572.10	157.2%
108	Community Enhancement Expenses	75,100.00	47,902.60	27,197.40	156.8%
109	Total Indirect Expenses	\$ 189,440.31	\$ 190,883.86	\$ (1,443.55)	99.2%
110	Total Expenses	\$ 954,200.19	\$ 784,389.66	\$ 169,810.53	121.6%
111	Excess of Revenues over Expenses	\$ 72,187.81	\$ 34,136.66	\$ 38,051.15	
	*Budget originally approved in June 2022				
	**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, 2022 - September 30, 2023

				<i>% of budget completed</i>	<i>100%</i>
		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 23 Budget*	(Under) Budget	of Budget
<u>Revenue</u>					
Governmental Funding:					
1	Consolidated Planning Grant (PL112/5303)	\$ 310,072.35	\$ 310,072.00	\$ 0.35	100.0%
2	CMAQ-Clean Air	\$ 29,388.82	\$ 35,000.00	\$ (5,611.18)	84.0%
3	MDOT Funds - Asset Management	14,142.47	19,000.00	(4,857.53)	74.4%
4	MDOT Data Collection	17,000.00	17,000.00	-	100.0%
5	MDOT STP I 96 Pedestrian Crossing	71,737.60	80,000.00	(8,262.40)	89.7%
6	Total Governmental Funding	\$ 442,341.24	\$ 461,072.00	\$ (18,730.76)	95.9%
Jurisdictional Dues:					
7	Allegan County Commission	1,718.23	1,718.23	-	100.0%
8	Allegan County Road Commission	4,875.00	4,875.00	-	100.0%
9	Fillmore Township Contribution	2,761.00	2,761.00	-	100.0%
10	Holland City Contribution	33,366.00	33,366.00	-	100.0%
11	Holland Charter Township Contribution	37,979.00	37,979.00	-	100.0%
12	Max Dues Contribution	6,000.00	6,000.00	-	100.0%
13	Laketown Township Contribution	5,797.00	5,797.00	-	100.0%
14	Olive Township Contribution	5,189.00	5,189.00	-	100.0%
15	Ottawa County Commission	12,033.09	12,033.09	-	100.0%
16	Ottawa County Road Commission	13,500.00	13,500.00	-	100.0%
17	Park Township Contribution	18,686.00	18,686.00	-	100.0%
18	Port Sheldon Township Contribution	4,598.00	4,598.00	-	100.0%
19	Zeeland Charter Township Contribution	11,077.00	11,077.00	-	100.0%
20	Zeeland City Contribution	5,559.00	5,559.00	-	100.0%
21	Total Jurisdictional Dues	\$ 163,138.32	\$ 163,138.32	\$ -	100.0%
Other Revenue:					
22	Community Enhancement	43,036.00	42,916.00	120.00	100.3%
23	Investment Income	16,941.07	1,400.00	15,541.07	1210%
24	Total Other Revenue	\$ 59,977.07	\$ 44,316.00	\$ 15,661.07	\$ 13.10
25	Total Revenues	\$ 665,456.63	\$ 668,526.32	\$ (3,069.69)	99.5%
<u>Expenses</u>					
Direct Expenses - Transportation					
26	Payroll Expenses - Transportation	287,002.40	268,748.46	18,253.94	106.8%
27	Postage	-	350.00	(350.00)	0.0%
28	Operating Supplies	-	450.00	(450.00)	0.0%
29	Capital Expenditures/Computer Equipment	-	10,000.00	(10,000.00)	0.0%
30	Contractual - Consulting	2,500.00	2,500.00	-	100.0%
31	Contractual - Software Maintenance	1,900.00	2,500.00	(600.00)	76.0%
32	Contractual - Clean Air Program	24,131.96	22,000.00	2,131.96	109.7%
33	Contractual - Data Collection/Analysis	86,528.26	16,000.00	70,528.26	540.8%
34	Contractual - Consolidated Planning Grant	-	15,000.00	(15,000.00)	0.0%
35	Contractual - Asset Management Program	35.63	17,000.00	(16,964.37)	0.2%
36	Contractual - Asset Management Program		90,000.00	(90,000.00)	0.0%
36	Communications	1,740.00	2,200.00	(460.00)	79.1%

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 23 Budget*	(Under) Budget	of Budget
37	Travel, Conferences, Seminars	4,574.68	6,000.00	(1,425.32)	76.2%
38	MACC Meetings and Seminars	-	500.00	(500.00)	0.0%
39	Printing Expense - General	-	750.00	(750.00)	0.0%
40	Miscellaneous Expense (public notices, etc.)	150.00	1,000.00	(850.00)	15.0%
41	Dues & Subscriptions	1,000.00	2,500.00	(1,500.00)	40.0%
42	Total Direct Expenses - Transportation	\$ 409,562.93	\$ 457,498.46	\$ (47,935.53)	89.5%
	Indirect Expenses				
43	Payroll Expenses - Indirect	10,125.58	37,781.26	(27,655.68)	26.8%
44	Postage	154.87	2,600.00	(2,445.13)	6.0%
45	Operating Supplies	1,552.46	5,000.00	(3,447.54)	31.0%
46	Capital Expenditures/Computer Equipment	2,391.00	2,500.00	(109.00)	95.6%
47	Audit Fee	10,800.00	10,000.00	800.00	108.0%
48	Budget/Accounting	16,160.00	15,000.00	1,160.00	107.7%
49	Contractual - Legal	220.00	3,000.00	(2,780.00)	7.3%
50	Contractual - Consulting	4,146.75	2,500.00	1,646.75	165.9%
51	Communications	4,962.57	4,000.00	962.57	124.1%
52	Travel, Conferences, Seminars	6,192.97	1,000.00	5,192.97	619.3%
53	MACC Meetings and Seminars	5,873.62	7,000.00	(1,126.38)	83.9%
54	Printing	355.13	500.00	(144.87)	71.0%
55	Bank Service Charges	275.00	500.00	(225.00)	55.0%
56	Copier Expenses	2,367.42	7,500.00	(5,132.58)	31.6%
57	Insurance--Property/Officers/Worker's Comp	6,859.00	3,600.00	3,259.00	190.5%
58	Public Utilities	7,081.36	9,000.00	(1,918.64)	78.7%
59	Building Maintenance	14,361.70	13,000.00	1,361.70	110.5%
60	Office Equipment Maintenance	524.40	2,500.00	(1,975.60)	21.0%
61	Depreciation-To MACC Holding	12,000.00	12,000.00	-	100.0%
62	Miscellaneous Expenses	5,719.38	2,000.00	3,719.38	286.0%
63	Education and Training	645.00	1,000.00	(355.00)	64.5%
64	Dues and Subscriptions	1,572.10	1,000.00	572.10	157.2%
65	Community Enhancement Expense	75,100.00	47,902.60	27,197.40	
65	LESS: estimated overhead allocation from Watershed	-	-	-	#DIV/0!
66	Total Indirect Expenses	\$ 189,440.31	\$ 190,883.86	\$ (1,443.55)	99.2%
67	Total Expenses	\$ 599,003.24	\$ 648,382.32	\$ (49,379.08)	92.4%
68	Excess of Revenues over Expenses	\$ 66,453.39	\$ 20,144.00	\$ 46,309.39	
	*Budget originally approved in June 2022				

MACATAWA AREA COORDINATING COUNCIL

WATERSHED BUDGET COMPARISON

October 1, 2022 - September 30, 2023

				<i>% of budget completed</i>	100%
		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 23 Budget*	(Under) Budget	of Budget
<u>Revenue</u>					
Governmental Funding:					
1	EPA Funds Great Lakes Restoration Initiative	95,734.48	-	95,734.48	#DIV/0!
2	EPA Trash Free Waters	23,303.41	-	23,303.41	#DIV/0!
3	MI Corp Grant	-	-	-	#DIV/0!
4	Tulip Intercounty Drain	-	-	-	#DIV/0!
5	Eagle Costgal Mgt	7,039.92	-	7,039.92	#DIV/0!
6	GLC Sediment/Phosphorus Reduction	84,206.73	-	84,206.73	#DIV/0!
7	Total Governmental Funding	\$ 210,284.54	\$ -	\$ 210,284.54	#DIV/0!
Watershed/Stormwater Dues:					
8	Allegan County Commission	1,640.17	1,640.17	-	100.0%
9	Allegan County Road Commission	4,653.54	4,653.54	-	100.0%
10	Fillmore Township Contribution	2,635.58	2,635.58	-	100.0%
11	Holland City Contribution	31,850.27	31,850.27	-	100.0%
12	Holland Charter Township Contribution	36,253.73	36,253.73	-	100.0%
13	Laketown Township Contribution	5,533.66	5,533.66	-	100.0%
14	Olive Township Contribution	4,953.28	4,953.28	-	100.0%
15	Ottawa County Commission	11,486.47	11,486.47	-	100.0%
16	Ottawa County Road Commission	12,886.74	12,886.74	-	100.0%
17	Park Township Contribution	17,837.15	17,837.15	-	100.0%
18	Port Sheldon Township Contribution	4,389.13	4,389.13	-	100.0%
19	Zeeland Charter Township Contribution	10,573.81	10,573.81	-	100.0%
20	Zeeland City Contribution	5,306.47	5,306.47	-	100.0%
21	Total Watershed/Stormwater Dues	\$ 150,000.00	\$ 150,000.00	\$ -	100.0%
Other Revenue:					
22	Private Contributions - Watershed	-	-	-	#DIV/0!
23	Watershed Miscellaneous	646.83	-	646.83	#DIV/0!
24	RPI Grant Income	-	-	-	#DIV/0!
25	Total Other Revenue	\$ 646.83	\$ -	\$ 646.83	#DIV/0!
26	Total Revenues	\$ 360,931.37	\$ 150,000.00	\$ 210,931.37	240.6%
<u>Expenses</u>					
Direct Expenses - Watershed					
27	Payroll Expenses - Watershed	-	12,007.34	(12,007.34)	0.0%
28	Postage	-	-	-	#DIV/0!
29	Operating Supplies	-	3,000.00	(3,000.00)	0.0%
30	Educational Materials	-	-	-	#DIV/0!
31	Contractual - Legal	-	-	-	#DIV/0!
32	Contractual - General Consulting	116,984.01	113,500.00	3,484.01	103.1%
33	GLC Two Stage Ditches	-	-	-	#DIV/0!
34	GLC Streambank	-	-	-	#DIV/0!
35	EPA Great Lakes Restoration Initiative Expense	94,403.40	-	94,403.40	#DIV/0!
36	Regional Prosperity Expense	21,736.28	-	21,736.28	#DIV/0!

		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 23 Budget*	(Under) Budget	of Budget
37	GLC Sediment/Phosphorus Reduction Expense	93,120.79	-	93,120.79	#DIV/0!
38	Trash Free Waters Expense	21,634.28	-	21,634.28	#DIV/0!
39	Watershed Council Grant	-	-	-	#DIV/0!
40	MI CORP expenses	-	-	-	#DIV/0!
41	MCMP Resilience Plan	7,250.01	-	7,250.01	#DIV/0!
42	Communications	-	-	-	#DIV/0!
43	Travel, Conferences, Seminars	-	1,000.00	(1,000.00)	0.0%
44	MACC Meetings and Seminars	-	1,000.00	(1,000.00)	0.0%
45	Miscellaneous Expense	68.18	5,500.00	(5,431.82)	1.2%
46	Total Direct Expenses - Watershed	\$ 355,196.95	\$ 136,007.34	\$ 219,189.61	261.2%
	Indirect Expenses				
47	Estimated overhead allocation to General Fund	-	-	-	#DIV/0!
48	Total Indirect Expenses	\$ -	\$ -	\$ -	#DIV/0!
49	Total Expenses	\$ 355,196.95	\$ 136,007.34	\$ 219,189.61	261.2%
50	Excess of Revenues over Expenses	\$ 5,734.42	\$ 13,992.66	\$ (8,258.24)	
	*Budget originally approved in June 2022				



**Macatawa Area
Coordinating Council**

A Cooperative Effort Among Units of Government

Memo

To: MACC Policy Board Members
Date: October 6, 2023
From: Jason Latham, Executive Director
Re: FY2024 Commercial Insurance Proposal

The MACC has received the insurance proposal from bhs Insurance for FY2024. The insurance package includes coverages for property, crime, general liability, wrongful acts/E&O, business auto and cyber liability.

I met with our Account Executive, Shari Miranda on September 28th to go over the proposal and confirm our coverage details. The Package Policy will increase from \$5,348 to \$6,160 and the Cyber Liability coverage will increase from \$1,511 to \$1,738.

The new coverage will begin November 12, 2023.



**Macatawa Area
Coordinating Council**
A Cooperative Effort Among Units of Government

Memo

To: MACC Policy Board Members
Date: October 16, 2023
From: Jason Latham, Executive Director
Re: Executive Director Pay Adjustment

The MACC Executive Committee has completed the FY22/23 performance review for Mr. Latham and has determined he has consistently met performance standards while fulfilling the job duties as the Executive Director. The Executive Committee recommends a one step salary increase in accordance with the FY24 Executive Director Pay Scale.



**Macatawa Area
Coordinating Council**

A Cooperative Effort Among Units of Government

Memo

To: MACC Policy Board Members
Date: October 16, 2023
From: Jason Latham, Executive Director
Re: Painting and Flooring

The MACC requested bids for painting and flooring in late August. I used Angi's list to gain access to several contractors and asked them to bid on our projects. The notification for bids was also placed on the MACC website for several weeks. Two contractors met with MACC staff and submitted bids. The bids were to be separated, though one contractor could bid on both jobs.

The low bid contractor for the flooring project is Footprints Floors. The bid was \$5,931.

The low bid contractor for painting was Michael Allen Homes. The bid was \$5,960.

I will be asking for Board approval to enter into a contract with each entity to complete these projects.



Memo

To: MACC Policy Board Members
Date: October 23, 2023
From: Jason Latham, Executive Director
Re: Proposed Slate of Officers and Executive Committee Members

Proposed Slate of MACC Policy Board Officers and Executive Committee Members

Tom Bird, transportation - **Chair**

Terry Nienhuis, township – **Vice Chair**

Jim Storey, county - **Vice Chair**

Amanda Cooper, at large – **Vice Chair**

MACC Executive Director – **Secretary and treasurer***

Tom Oonk, township

Mike Sabatino, township*

Nathan Bocks, city*

The current MACC by-laws require at least seven members on the Executive Committee. They can be new to the MACC Board or current members. Must have representation from city/township, county, transportation, and at large. Terms are no longer than eight consecutive years, starting from 4-23-18.

Name	Term started	Term ends
Pankaj Rajadhyaksha	4/23/18	10/23/23*
Kevin Klynstra	4/23/18	10/23/23*
Terry Nienhuis	4/23/18	4/23/26
Jim Storey	4/23/18	4/23/26
Tom Bird	4/23/18	4/23/26
Tom Oonk	10/25/21	10/25/29
Amanda Cooper	10/25/21	10/25/29
Mike Sabatino	10/23/23*	10/23/31
Nathan Bocks	10/23/23*	10/23/31

*pending election of slate of officers as presented on 10/23/23