

# **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
- Jeff Franklin
- Al Nienhuis
- ✦ Terry Nienhuis
- ✦ Tom Oonk
- ✦ Pankaj Rajadhyaksha
- Mike Sabatino
- ✦ Jim Storey
- Russ Te Slaa
- Kurt Van Koevering
  
- ✦ Executive Committee

June 5, 2023, 12:00 pm  
Holland City Hall, Training Room  
270 S. River Avenue, Holland, MI 49423

## **AGENDA**

- I. ROLL CALL (for quorum)**
- II. INTRODUCTIONS AND APPROVAL OF MINUTES \*\*\***
- III. PUBLIC COMMENTS**
- IV. TRANSPORTATION PROGRAM**
  - A. Area Four-Lane Roads Presentation
  - B. FY 2024 Unified Work Program (UWP) \*\*\* (Memo Attached)
  - C. Safe Streets for All (SS4A) \*\*\* (Memo Attached)
  - D. MDOT/FHWA Comments
- V. ADMINISTRATIVE ISSUES**
  - A. Financial Report
  - B. MACC Executive Committee Report (Memo Attached)
  - C. Finalize FY24 budget \*\*\*
- VI. MEMBERS' COMMENTS**
  - A. Member questions or comments
- VII. OTHER ISSUES AND ADJOURNMENT \*\*\***

Next Meeting: July 24, 2023, Zeeland City, Howard Miller Library, 14 S. Church Street, Zeeland, MI 49464

\*\*\* Action Item

# Macatawa Area Coordinating Council

*A Cooperative Effort Among Units of Government*

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- Kurt Van Koevering
  
- ✦ Executive Committee

April 24, 2023, 12:00 pm  
Port Sheldon Township Hall  
16201 Port Sheldon St, West Olive, MI 49460

## MINUTES

**BOARD PRESENT:** Tom Bird, Jacob Bonnema, Jeff Franklin, Jim Gerard, Elsa Hoekwater, Kevin Klynstra, Al Nienhuis, Terry Nienhuis, Tom Oonk, Mike Sabatino, Kurt Van Koevering,

**OTHERS PRESENT:** Tom Page, J.R. Valderas (Videographers), Eric Dykstra (MACC), Kelly Goward (ODC), Tyler Kent (MDOT), Jason Latham (MACC), Alec Miller (MACC), Kait Riegling, Sandra Korhorn (MAX), Judy Visscher (MACC)

### I. ROLL CALL (for quorum)

### II. INTRODUCTIONS AND APPROVAL OF MINUTES

**\*\*\*It was moved by Mr. Nienhuis, supported by Mr. Klynstra to approve the March 27, 2023 meeting minutes as written. Motion carried.**

### III. PUBLIC COMMENTS

### IV. TRANSPORTATION PROGRAM

A. FY 2023 – 2026 TIP Amendments – Mr. Miller shared the details of the amendments to the FY 2023-2026 TIP. Ms. Hoekwater shared more details on the MAX Transit grant involving software that can be used up and down the lakeshore.

**\*\*\*It was moved by Mr. Nienhuis, supported by Mr. Van Koevering to approve the FY2023-2026 TIP amendments as presented. Motion carried.**

B. Traffic Count Locations – Mr. Miller and Mr. Dykstra shared the details of the process for selecting traffic count locations for this year. Mr. Latham shared that we typically choose the same locations every 3-5 years so we can see trends. This data is used by our members to develop road projects and by MDOT to use in our travel demand model. The counts will take place the end of May 2023.

**\*\*\*It was moved by Mr. Oonk, supported by Mr. Nienhuis to approve the 2023 Traffic Count locations as presented. Motion carried.**

C. FY 2024 Unified Work Program Discussion – Mr. Miller shared details on the process of updating this document, and what it includes. Ms. Hoekwater recommended that the MACC 2018-2019 Regional Transit Access and Conductivity Study be added to the “Special Projects” section. She explained that

this is an excellent tool for MAX Transit bus route planning. She added that MAX would like to share grant funds with the MACC on Special Projects. Mr. Latham added that we may want to amend the current UWP to include any work done on special projects this year . The draft UWP will be presented to the next TAC for approval, then will be brought to the June Policy meeting for final approval via a resolution.

D. MDOT/FHWA Comments – Mr. Kent shared updates on the local highway projects. Discussion about details on some projects ensued.

## V. ADMINISTRATIVE ISSUES

A. Financial Report – Mr. Latham shared the current report data is coming in as expected. We are making headway on the BL-196 pedestrian crossing project, and hope to have a plan by the end of May.

B. MACC Executive Committee Report – Mr. Latham shared that MDOT has agreed with the recommendations made from the BL-196 Open House, and will add those crosswalk improvement projects to their overall road replacement project (well over \$50K of improvements). Regarding the MACC’s Community Enhancement Program (CEP): our lawyer, Mr. Jim Donkersloot, is reviewing the program organization documents to make sure we understand the intention of the program. Regarding the draft 2024 budget: our Consolidated Planning Grant funding increased almost \$45,000. Environmental (aka Watershed) and CEP dues overall will stay the same. CMAQ 2024 went down a little. Data Collection/ Asset Management stayed the same. Jurisdictional dues methodology has been clarified; and the amounts are not expected to change for the next five years.

C. Draft budget for FY2024 – Mr. Latham shared information on this topic above (See memo included in packet).

D. Present SWFI Consultant contract – Mr. Latham shared details on this Sustainable Watershed Funding Initiative, which was started in 2018. Burch Partners has been selected to do the marketing for this state-wide initiative. Discussion followed.

**\*\*\*It was moved by Mr. Gerard supported by Mr. Sabatino to approve the selected firm – *Burch Partners* – to develop the brand and marketing material outlined in the RFP. Motion carried.**

Mr. Latham shared that the annual Project Clarity dinner is being held June 6, 2023. If any board members are interested in attending, let Ms. Visscher know by May 28, 2023, and she will send in reservations.

## VI. MEMBERS’ COMMENTS

A. Host sharing - Mr. Sabatino shared highlights from Port Sheldon Township: some equipment/technology upgrades for the township hall, County will take over management of township lakeshore parks, and details on the closure of the J. H. Campbell power plant decommissioning, set to begin in 2025. One issue that will present itself in the near future: dredging of the harbor channel at the power plant site is currently done by Consumers. Once they shut down, this may change.

## B. Member questions or comments

Ms. Hoekwater introduced two new staff members to MAX Transit. They will work on route studies and how MAX is functioning.

Mr. Nienhuis shared that Olive Township is beginning work on updating their Master Plan, and wondered if Consumers power lines and property would stay. Unknown at this time.

Mr. Van Koevering shared that some road construction projects in the county will hopefully be complete before the snow falls later this year.

Mr. Bonnema shared that Ottawa County approved funding for fighting chemical fire response across the county in a timely manner.

## VII. OTHER ISSUES AND ADJOURNMENT

**\*\*\*It was moved by Mr. Klynstra supported by Mr. Oonk to adjourn the meeting. Motion carried.**

Next Meeting: June 5, 2023, Holland City Hall, Training Room, 270 South River Avenue, Holland, MI 49423

**\*\*\*Action Item**

# Memo

**To:** Policy Board

**From:** Alec Miller

**Date:** 05/30/2023

**Re:** FY 2024 Unified Work Program (UWP)

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In early March, MACC staff met with state and federal partners for our annual Pre - UWP meeting to discuss planning program emphasis areas for the next fiscal year. The purpose of the UWP is to identify transportation issues facing the urbanized area and indicates work items to be undertaken to address those issues. Essentially the UWP is the document that lays out everything the MPO will work on throughout the year. The UWP is organized into five activity areas which include administration, short-range planning, special projects, and long-range planning.

Last month, the Technical Advisory Committee reviewed the FY24 UWP Draft and recommended it be moved as a final version to the Policy Board. Since this is a large document, the UWP will not be in this packet – **it will be attached to the email as a separate document.**

The MACC is seeking reviewal, approval, and adoption of the FY 2024 Unified Work Program (UWP) at the June 5<sup>th</sup> Policy Board meeting

Please let us know if you have any questions!

**Resolution Approving the Macatawa Area Coordinating Council Fiscal Year 2024 Unified  
Work Program**

**Resolution #23-03**

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**WHEREAS**, the Macatawa Area Coordinating Council (MACC) is the organization that has requested designation by the Governor, as being responsible together with the State for carrying out provisions of 23 U.S.C. 134 (Federal Aid Planning Requirements); and

**WHEREAS**, the MACC is responsible for overseeing the metropolitan transportation planning process and making related decisions in the Holland urbanized area; and

**WHEREAS**, the metropolitan transportation planning process for the Holland urbanized area has been certified according to the requirements of 23 CFR 450.336;

**NOW THEREFORE BE IT RESOLVED** that the MACC Policy Board adopts the Unified Work Program for the fiscal year 2024, with any modifications to the document brought to the Board at the appropriate time.

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Tom Bird, Chairperson  
Macatawa Area Coordinating Council Policy Committee

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Date



# Memo

**To:** Policy Board

**From:** Alec Miller

**Date:** 05/30/2023

**Re:** Safe Streets for All (SS4A)

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The Bipartisan Infrastructure Law (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over 5 years. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

The SS4A program supports the U.S. Department of Transportation's National Roadway Safety Strategy and our goal of zero roadway deaths.

The Technical Advisory Committee made the recommendation to apply for the SS4A grant at May's meeting. If awarded, the MACC would have to contribute 20%.

We are looking for Policy Board approval to apply for the SS4A grant at the June 5<sup>th</sup> meeting.

Please let us know if you have any questions!

**MACATAWA AREA COORDINATING COUNCIL**

**GENERAL FUND BUDGET COMPARISON**

**October 1, 2022 - September 30, 2023**

**% of budget completed 58%**

		<b>Actual</b>	<b>Actual</b>	<b>Amount Over</b>	<b>YTD %</b>
		<b>Year to Date</b>	<b>FY 21 Budget*</b>	<b>(Under) Budget</b>	<b>of Budget</b>
	<b><u>Revenue</u></b>				
	<b>Governmental Funding:</b>				
1	Consolidated Planning Grant (PL112/5303)	\$ 210,264.11	\$ 310,072.00	\$ (99,807.89)	67.8%
2	CMAQ-Clean Air	\$ 12,343.78	\$ 35,000.00	\$ (22,656.22)	35.3%
3	MDOT Funds - Asset Management	8,057.93	19,000.00	(10,942.07)	42.4%
4	MDOT Data Collection	7,351.35	17,000.00	(9,648.65)	43.2%
5	MDOT STP I 96 Pedestrian Crossing	32,690.85	80,000.00	(47,309.15)	40.9%
6	<b>Total Governmental Funding</b>	<b>\$ 270,708.02</b>	<b>\$ 461,072.00</b>	<b>\$ (190,363.98)</b>	<b>58.7%</b>
	<b>Jurisdictional Dues:</b>				
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	<b>Total Jurisdictional Dues</b>	<b>\$ 163,138.32</b>	<b>\$ 163,138.32</b>	<b>\$ -</b>	<b>100.0%</b>
	<b>Other Revenue:</b>				
22	Community Enhancement	36,242.00	42,916.00	(6,674.00)	84.4%
23	Investment Income	6,447.26	1,400.00	5,047.26	461%
24	<b>Total Other Revenue</b>	<b>\$ 42,689.26</b>	<b>\$ 44,316.00</b>	<b>\$ (1,626.74)</b>	<b>\$ 5.45</b>
25	<b>Total Revenues</b>	<b>\$ 476,535.60</b>	<b>\$ 668,526.32</b>	<b>\$ (191,990.72)</b>	<b>71.3%</b>
	<b><u>Expenses</u></b>				
	<b>Direct Expenses - Transportation</b>				
26	Payroll Expenses - Transportation	161,231.19	268,748.46	(107,517.27)	60.0%
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)	0.0%
31	Contractual - Software Maintenance	1,900.00	2,500.00	(600.00)	76.0%
32	Contractual - Clean Air Program	6,500.00	22,000.00	(15,500.00)	29.5%
33	Contractual - Data Collection/Analysis	22,848.50	16,000.00	6,848.50	142.8%
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	1,015.00	2,200.00	(1,185.00)	46.1%



		Actual	Actual	Amount Over	YTD %
		Year to Date	FY 21 Budget*	(Under) Budget	of Budget
37	Travel, Conferences, Seminars	1,391.86	6,000.00	(4,608.14)	23.2%
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.)	-	1,000.00	(1,000.00)	0.0%
41	Dues & Subscriptions	-	2,500.00	(2,500.00)	0.0%
42	<b>Total Direct Expenses - Transportation</b>	<b>\$ 194,922.18</b>	<b>\$ 457,498.46</b>	<b>\$ (262,576.28)</b>	<b>42.6%</b>
	<b>Indirect Expenses</b>				
43	Payroll Expenses - Indirect	6,476.09	37,781.26	(31,305.17)	17.1%
44	Postage	61.47	2,600.00	(2,538.53)	2.4%
45	Operating Supplies	1,248.89	5,000.00	(3,751.11)	25.0%
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	10,780.00	15,000.00	(4,220.00)	71.9%
49	Contractual - Legal	220.00	3,000.00	(2,780.00)	7.3%
50	Contractual - Consulting	2,197.00	2,500.00	(303.00)	87.9%
51	Communications	2,740.89	4,000.00	(1,259.11)	68.5%
52	Travel, Conferences, Seminars	134.87	1,000.00	(865.13)	13.5%
53	MACC Meetings and Seminars	3,318.00	7,000.00	(3,682.00)	47.4%
54	Printing	355.13	500.00	(144.87)	71.0%
55	Bank Service Charges	175.00	500.00	(325.00)	35.0%
56	Copier Expenses	1,519.47	7,500.00	(5,980.53)	20.3%
57	Insurance--Property/Officers/Worker's Comp	6,859.00	3,600.00	3,259.00	190.5%
58	Public Utilities	4,176.98	9,000.00	(4,823.02)	46.4%
59	Building Maintenance	9,066.29	13,000.00	(3,933.71)	69.7%
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)	0.0%
62	Miscellaneous Expenses	532.12	2,000.00	(1,467.88)	26.6%
63	Education and Training	-	1,000.00	(1,000.00)	0.0%
64	Dues and Subscriptions	1,131.44	1,000.00	131.44	113.1%
65	Community Enhancement Expense	46,000.00	47,902.60	(1,902.60)	
65	<b>LESS: estimated overhead allocation from Watershed</b>	-	-	-	#DIV/0!
66	<b>Total Indirect Expenses</b>	<b>\$ 110,708.04</b>	<b>\$ 190,883.86</b>	<b>\$ (80,175.82)</b>	<b>58.0%</b>
67	<b>Total Expenses</b>	<b>\$ 305,630.22</b>	<b>\$ 648,382.32</b>	<b>\$ (342,752.10)</b>	<b>47.1%</b>
68	<b>Excess of Revenues over Expenses</b>	<b>\$ 170,905.38</b>	<b>\$ 20,144.00</b>	<b>\$ 150,761.38</b>	
	*Budget originally approved in June 2022				

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

**% of budget completed      58%**

		<b>Actual</b>	<b>Actual</b>	<b>Amount Over</b>	<b>YTD %</b>
		<b>Year to Date</b>	<b>FY 23 Budget*</b>	<b>(Under) Budget</b>	<b>of Budget</b>
	<b>Revenue</b>				
	<b>Governmental Funding:</b>				
1	Consolidated Planning Grant (PL112/5303)	\$ 210,264.11	\$ 310,072.00	\$ (99,807.89)	67.8%
2	CMAQ Clean Air	12,343.78	\$ 35,000.00	\$ (22,656.22)	35.3%
3	MDOT Funds - Asset Management	8,057.93	19,000.00	(10,942.07)	42.4%
4	MDOT Data Collection	7,351.35	17,000.00	(9,648.65)	43.2%
5	MDOT STP I 96 Pedestrian Crossing	32,690.85	80,000.00	(47,309.15)	40.9%
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	24,423.45	-	24,423.45	#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	94,736.07	-	94,736.07	#DIV/0!
13	<b>Total Governmental Funding</b>	<b>\$ 492,641.94</b>	<b>\$ 461,072.00</b>	<b>\$ 31,569.94</b>	<b>106.8%</b>
	<b>Jurisdictional Dues:</b>				
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	<b>Total Jurisdictional Dues</b>	<b>\$ 163,138.32</b>	<b>\$ 163,138.32</b>	<b>\$ -</b>	<b>100.0%</b>
	<b>Watershed/Stormwater Dues:</b>				
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	<b>Total Watershed/Stormwater Dues</b>	<b>\$ 150,000.00</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>100.0%</b>
	<b>Other Revenue:</b>				
43	Investment Income/Refund State of MI	6,447.26	1,400.00	5,047.26	461%
44	Community Enhancement	36,242.00	42,916.00	(6,674.00)	84%
45	Watershed Miscellaneous	646.83	-	646.83	#DIV/0!
46	Private Contributions - Watershed	-	-	-	#DIV/0!
47	<b>Total Other Revenue</b>	<b>\$ 43,336.09</b>	<b>\$ 44,316.00</b>	<b>\$ (979.91)</b>	<b>97.8%</b>
48	<b>Total Revenues</b>	<b>\$ 849,116.35</b>	<b>\$ 818,526.32</b>	<b>\$ 30,590.03</b>	<b>103.7%</b>
	<b>Expenses</b>				
	<b>Direct Expenses - Transportation</b>				
49	Payroll Expenses - Transportation	161,231.19	268,748.46	(107,517.27)	60.0%
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)	0.0%
54	Contractual - Software Maintenance	1,900.00	2,500.00	(600.00)	76.0%
55	Contractual - Clean Air Program	6,500.00	22,000.00	(15,500.00)	29.5%
56	Contractual - Data Collection/Analysis	22,848.50	16,000.00	6,848.50	142.8%
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	1,015.00	2,200.00	(1,185.00)	46.1%
61	Travel, Conferences, Seminars	1,391.86	6,000.00	(4,608.14)	23.2%
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.)	-	1,000.00	(1,000.00)	0.0%
65	Dues & Subscriptions	-	2,500.00	(2,500.00)	0.0%
66	<b>Total Direct Expenses - Transportation</b>	<b>\$ 194,922.18</b>	<b>\$ 457,498.46</b>	<b>\$ (262,576.28)</b>	<b>42.6%</b>
	<b>Direct Expenses - Watershed</b>				
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	58,232.58	113,500.00	(55,267.42)	51.3%
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	15,181.28	-	15,181.28	#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	-	5,500.00	(5,500.00)	0.0%
86	<b>Total Direct Expenses - Watershed</b>	<b>\$ 289,822.34</b>	<b>\$ 136,007.34</b>	<b>\$ 153,815.00</b>	<b>213.1%</b>
	<b>Indirect Expenses</b>				
87	Payroll Expenses - Indirect	6,476.09	37,781.26	(31,305.17)	17.1%
88	Postage	61.47	2,600.00	(2,538.53)	2.4%
89	Operating Supplies	1,248.89	5,000.00	(3,751.11)	25.0%
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	10,780.00	15,000.00	(4,220.00)	71.9%
93	Contractual - Legal	220.00	3,000.00	(2,780.00)	7.3%
94	Contractual - Consulting	2,197.00	2,500.00	(303.00)	87.9%
95	Communications	2,740.89	4,000.00	(1,259.11)	68.5%
96	Travel, Conferences, Seminars	134.87	1,000.00	(865.13)	13.5%
97	MACC Meetings and Seminars	3,318.00	7,000.00	(3,682.00)	47.4%
98	Printing	355.13	500.00	(144.87)	71.0%
99	Bank Service Charges	175.00	500.00	(325.00)	35.0%
100	Copier Expenses	1,519.47	7,500.00	(5,980.53)	20.3%
101	Insurance--Property/Officers/Worker's Comp	6,859.00	3,600.00	3,259.00	190.5%
102	Public Utilities	4,176.98	9,000.00	(4,823.02)	46.4%
103	Building Maintenance	9,066.29	13,000.00	(3,933.71)	69.7%
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)	0.0%
106	Miscellaneous Expenses	532.12	2,000.00	(1,467.88)	26.6%
107	Education and Training	-	1,000.00	(1,000.00)	0.0%
108	Dues and Subscriptions	1,131.44	1,000.00	131.44	113.1%
108	Community Enhancement Expenses	46,000.00	47,902.60	(1,902.60)	96.0%
109	<b>Total Indirect Expenses</b>	<b>\$ 110,708.04</b>	<b>\$ 190,883.86</b>	<b>\$ (80,175.82)</b>	<b>58.0%</b>
110	<b>Total Expenses</b>	<b>\$ 595,452.56</b>	<b>\$ 784,389.66</b>	<b>\$ (188,937.10)</b>	<b>75.9%</b>
111	<b>Excess of Revenues over Expenses</b>	<b>\$ 253,663.79</b>	<b>\$ 34,136.66</b>	<b>\$ 219,527.13</b>	
	*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**

**WATERSHED BUDGET COMPARISON**

**October 1, 2022 - September 30, 2023**

				<i>% of budget completed</i>	<b>100%</b>
		<b>Actual</b>	<b>Actual</b>	<b>Amount Over</b>	<b>YTD %</b>
		<b>Year to Date</b>	<b>FY 21 Budget*</b>	<b>(Under) Budget</b>	<b>of Budget</b>
<b><u>Revenue</u></b>					
<b>Governmental Funding:</b>					
1	EPA Funds Great Lakes Restoration Initiative	95,734.48	-	95,734.48	#DIV/0!
2	EPA Trash Free Waters	24,423.45	-	24,423.45	#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	94,736.07	-	94,736.07	#DIV/0!
7	<b>Total Governmental Funding</b>	<b>\$ 221,933.92</b>	<b>\$ -</b>	<b>\$ 221,933.92</b>	<b>#DIV/0!</b>
<b>Watershed/Stormwater Dues:</b>					
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	<b>Total Watershed/Stormwater Dues</b>	<b>\$ 150,000.00</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>100.0%</b>
<b>Other Revenue:</b>					
22	Private Contributions - Watershed	-	-	-	#DIV/0!
23	Watershed Miscellaneous	646.83	-	646.83	#DIV/0!
24	RPI Grant Income	-	-	-	#DIV/0!
25	<b>Total Other Revenue</b>	<b>\$ 646.83</b>	<b>\$ -</b>	<b>\$ 646.83</b>	<b>#DIV/0!</b>
26	<b>Total Revenues</b>	<b>\$ 372,580.75</b>	<b>\$ 150,000.00</b>	<b>\$ 222,580.75</b>	<b>248.4%</b>
<b><u>Expenses</u></b>					
<b>Direct Expenses - Watershed</b>					
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	58,232.58	113,500.00	(55,267.42)	51.3%
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	15,181.28	-	15,181.28	#DIV/0!

		<b>Actual</b>	<b>Actual</b>	<b>Amount Over</b>	<b>YTD %</b>
		<b>Year to Date</b>	<b>FY 21 Budget*</b>	<b>(Under) Budget</b>	<b>of Budget</b>
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	-	5,500.00	(5,500.00)	0.0%
46	<b>Total Direct Expenses - Watershed</b>	<b>\$ 289,822.34</b>	<b>\$ 136,007.34</b>	<b>\$ 153,815.00</b>	<b>213.1%</b>
	<b>Indirect Expenses</b>				
47	Estimated overhead allocation to General Fund	-	-	-	#DIV/0!
48	<b>Total Indirect Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
49	<b>Total Expenses</b>	<b>\$ 289,822.34</b>	<b>\$ 136,007.34</b>	<b>\$ 153,815.00</b>	<b>213.1%</b>
50	<b>Excess of Revenues over Expenses</b>	<b>\$ 82,758.41</b>	<b>\$ 13,992.66</b>	<b>\$ 68,765.75</b>	
	*Budget originally approved in June 2022				



# Macatawa Area Coordinating Council

*A Cooperative Effort Among Units of Government*

## MACC EXECUTIVE COMMITTEE

**May 30, 2023**

### Policy Board

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

Present: Tom Bird, Amanda Cooper, Jim Storey, Terry Nienhuis, Pankaj Rajadhyaksha, Kevin Klynstra and Jason Latham

- Jason gave an update regarding the Safe Streets and Roads for All (SS4A) a grant opportunity made available through the U.S. Department of Transportation. The Technical Advisory Committee supports moving forward with this grant opportunity. If the Grant is awarded to the MACC, we would be required to develop a Safety Action Plan for our region. The plan would consist of a comprehensive safety plan that includes detailed projects that would then be eligible for future construction grant funding.
- Jason discussed the Director's Pay Scale. The scale is a six step scale that is modeled after several organizations including Max Transit, MDOT, FHWA, Ottawa County and other MPO's within Michigan. The group discussed the pay range and the requirements that need to be met to receive a Step increase. The Step increase would be granted based on a satisfactory performance review and independent of a cost-of-living increase.
- The group discussed the seven-person Executive Committee membership. Currently, to be in compliance with our by-laws, one of the seven members must be a "transportation" member. Jason suggested that we update the seven-member committee at the September meeting when we are required to vote for new members. We discussed the idea of allowing retired members the ability to represent their former agency, if that agency agrees.
- The MACC has a new website that went live on May 30<sup>th</sup>. The website will be used to make sure we can update the public regarding the important work that is being done at the MACC and improve our public engagement efforts.
- Jason discussed the FY24 UWP and the FY24 budget. Both will be presented at the next Policy meeting for approval and adoption. The increase in CPG funding for this FY is approximately \$45K. The CPG funding pays 80% the salaries of the MACC staff.
- Jason informed the Committee that he signed the MDOT Master Agreement that allows the MACC to receive the yearly CPG funding.

Next Executive Committee Meeting: July 11, 2023 – 8:30 a.m.

**MACATAWA AREA COORDINATING COUNCIL  
COMBINED SUMMARY BUDGET COMPARISON  
October 1, 2023 - September 30, 2024**

		FY 23 Budget**	Increase (Decrease)	Proposed FY 2024 Budget
<b>Revenue</b>				
<b>Governmental Funding:</b>				
1	Consolidated Planning Grant (PL 112/5303)	\$ 310,072.00	44,946.00	\$ 355,018.00
2	CMAQ Funds - Clean Air Action/Analysis	35,000.00	(15,000.00)	\$ 20,000.00
3	MDOT Funds - Asset Management	19,000.00	-	\$ 19,000.00
4	STBG Data Collection	17,000.00	-	\$ 17,000.00
5	STP I 96 Pedestrian Crossing	80,000.00	(80,000.00)	\$ -
6	EPA Funds Great Lakes Restoration Initiative	-	-	\$ -
7	Great Lakes Commission Streambank Stabilization	-	-	\$ -
8	Great Lakes Commission Two Stage Ditches	-	-	\$ -
9	Regional Prosperity Initiative	-	-	\$ -
10	Great Lakes Commission--Phosphorus Sediment Reduction	-	-	\$ -
11	EPA Trash Free Waters	-	-	\$ -
12		-	-	\$ -
13		-	-	\$ -
14	<b>Total Governmental Funding</b>	<b>\$ 461,072.00</b>	<b>\$ (50,054.00)</b>	<b>\$ 411,018.00</b>
<b>Jurisdictional Dues:</b>				
15	Allegan County Commission	1,718.23	510.81	\$ 2,229.04
16	Allegan County Road Commission	4,875.00	1,337.50	\$ 6,212.50
17	Fillmore Township Contribution	2,761.00	17.00	\$ 2,778.00
18	Holland City Contribution	33,366.00	1,012.00	\$ 34,378.00
19	Holland Charter Township Contribution	37,979.00	297.00	\$ 38,276.00
20	Max Dues Contribution	6,000.00	-	\$ 6,000.00
21	Laketown Township Contribution	5,797.00	131.00	\$ 5,928.00
22	Olive Township Contribution	5,189.00	(182.00)	\$ 5,007.00
23	Ottawa County Commission	12,033.09	(214.03)	\$ 11,819.06
24	Ottawa County Road Commission	13,500.00	2,456.25	\$ 15,956.25
25	Park Township Contribution	18,686.00	(61.00)	\$ 18,625.00
26	Port Sheldon Township Contribution	4,598.00	608.00	\$ 5,206.00
27	Zeeland Charter Township Contribution	11,077.00	931.00	\$ 12,008.00
28	Zeeland City Contribution	5,559.00	160.00	\$ 5,719.00
29	<b>Total Jurisdictional Dues</b>	<b>\$ 163,138.32</b>	<b>\$ 7,003.53</b>	<b>\$ 170,141.85</b>
<b>Environmental Dues:</b>				
30	Allegan County Commission	1,640.17	396.82	\$ 2,036.99
31	Allegan County Road Commission	4,653.54	1,023.71	\$ 5,677.25
32	Fillmore Township Contribution	2,635.58	(96.92)	\$ 2,538.66
33	Holland City Contribution	31,850.27	(434.15)	\$ 31,416.12
34	Holland Charter Township Contribution	36,253.73	(1,275.45)	\$ 34,978.28
35	Laketown Township Contribution	5,533.66	(116.39)	\$ 5,417.27
36	Olive Township Contribution	4,953.28	(377.66)	\$ 4,575.62
37	Ottawa County Commission	11,486.47	(685.70)	\$ 10,800.77
38	Ottawa County Road Commission	12,886.74	1,694.78	\$ 14,581.52
39	Park Township Contribution	17,837.15	(816.81)	\$ 17,020.34
40	Port Sheldon Township Contribution	4,389.13	368.34	\$ 4,757.47
41	Zeeland Charter Township Contribution	10,573.81	399.63	\$ 10,973.44
42	Zeeland City Contribution	5,306.47	(80.20)	\$ 5,226.27
43	<b>Total Environmental Dues</b>	<b>\$ 150,000.00</b>	<b>\$ (0.00)</b>	<b>\$ 150,000.00</b>
<b>Other Revenue:</b>				
44	Investment Income	1,400.00	5,800.00	7,200.00
45	Private Contributions - Watershed	-	-	-
46	Community Enhancement Income	42,916.00	-	42,916.00
47	<b>Total Other Revenue</b>	<b>\$ 44,316.00</b>	<b>\$ 5,800.00</b>	<b>\$ 50,116.00</b>
<b>Total Revenues</b>		<b>\$ 818,526.32</b>	<b>\$ (37,250.47)</b>	<b>\$ 781,275.85</b>
<b>Expenses</b>				
<b>Direct Expenses - Transportation</b>				
48	Payroll Expenses - Transportation	268,748.46	4,168.02	272,916.48
49	Postage	350.00	-	350.00
50	Operating Supplies	450.00	-	450.00
51	Capital Expenditures/Computer Equipment	10,000.00	-	10,000.00
52	Contractual - Consulting	2,500.00	(2,500.00)	-
53	Contractual - Software	2,500.00	-	2,500.00
54	Contractual - Clean Air Action/Analysis	22,000.00	(12,000.00)	10,000.00
55	Contractual - Traffic Counts/Data Collection/Analysis	16,000.00	-	16,000.00



		FY 23 Budget**	Increase (Decrease)	Proposed FY 2024 Budget
56	Contractual - Consolidated Planning Grant	15,000.00	45,000.00	60,000.00
57	Contractual - Asset Management Program	17,000.00	(17,000.00)	-
58	I-96 Pedestrian Crossing Expense	90,000.00	(90,000.00)	-
58	Communications	2,200.00	(2,200.00)	-
59	Travel, Conferences, Seminars	6,000.00	-	6,000.00
60	MACC Meetings and Seminars	500.00	-	500.00
61	Printing Expense - General	750.00	-	750.00
62	Miscellaneous Expense (public notices, etc.)	1,000.00	-	1,000.00
63	Dues & Subscriptions	2,500.00	-	2,500.00
64	<b>Total Direct Expenses - Transportation</b>	<b>\$ 457,498.46</b>	<b>\$ (74,531.98)</b>	<b>\$ 382,966.48</b>
	<b>Direct Expenses -Environmental</b>			
65	Payroll Expenses - Watershed	12,007.34	(12,007.34)	-
66	Postage	-	-	-
67	Operating Supplies	3,000.00	(3,000.00)	-
68	Educational Materials	-	-	-
69	Contractual - Legal	-	-	-
70	Contractual - General Consulting	113,500.00	-	113,500.00
71	Contractual--GLC Two Stage Ditches	-	-	-
72	Contractual--GLC Streambank	-	-	-
73	GLRI Stormwater Expenses	-	-	-
74	RPI Expenses	-	-	-
75	Great Lakes Commission Sediment/Phosphorus Reduction	-	-	-
76	EPA Trash Free Waters Expense	-	-	-
77	Communications	-	-	-
78	Capital Expense	-	-	-
79	Travel, Conferences, Seminars	1,000.00	(1,000.00)	-
80	MACC Meetings and Seminars	1,000.00	(1,000.00)	-
81	Miscellaneous Expense	5,500.00	(5,500.00)	-
82		-	-	-
83	<b>Total Direct Expenses - Environmental</b>	<b>\$ 136,007.34</b>	<b>\$ (22,507.34)</b>	<b>\$ 113,500.00</b>
	<b>Indirect Expenses</b>			
84	Payroll Expenses - Indirect	37,781.26	(317.48)	37,463.78
85	Postage and supplies	2,600.00	-	2,600.00
86	Operating Supplies	5,000.00	-	5,000.00
87	Computer Equipment/Software	2,500.00	-	2,500.00
88	Audit Fee	10,000.00	-	10,000.00
89	Budget/Accounting	15,000.00	-	15,000.00
90	Contractual - Legal	3,000.00	-	3,000.00
91	Contractual - Consulting	2,500.00	-	2,500.00
92	Communications	4,000.00	-	4,000.00
93	Travel, Conferences, Seminars	1,000.00	-	1,000.00
94	MACC Meetings and Seminars	7,000.00	-	7,000.00
95	Printing	500.00	-	500.00
96	Bank Service Charges	500.00	-	500.00
97	Copier Expenses	7,500.00	-	7,500.00
98	Insurance: Building/Officers/Liability	3,600.00	-	3,600.00
99	Public Utilities	9,000.00	-	9,000.00
100	Building Maintenance	13,000.00	-	13,000.00
101	Office Equipment Maintenance	2,500.00	-	2,500.00
102	Rent (Depreciation) Expense	12,000.00	-	12,000.00
103	Miscellaneous Expenses	2,000.00	-	2,000.00
104	Education and Training	1,000.00	-	1,000.00
105	Dues and Subscriptions	1,000.00	-	1,000.00
106	Community Enhancement Expense	47,902.60	-	47,902.60
107	<b>Total Indirect Expenses</b>	<b>\$ 190,883.86</b>	<b>\$ (317.48)</b>	<b>\$ 190,566.38</b>
	<b>Other Adjustments</b>			
108	Transfer from Watershed - Overhead allocation	\$ -	-	-
109	Transfer to General Fund- Overhead allocation	\$ -	-	-
110	<b>Total Expenses</b>	<b>\$ 784,389.66</b>	<b>\$ (97,356.80)</b>	<b>\$ 687,032.86</b>
	<b>Excess of Revenues over Expenses</b>	<b>\$ 34,136.66</b>	<b>\$ 60,106.33</b>	<b>\$ 94,242.99</b>
	<b>Utilization of fund balance</b>			<b>-</b>
	<b>Excess of Revenues over expenses</b>			<b>94,242.99</b>
	**Approved May 2023			
	**MACC members are reminded to budget 20% of their jurisdictional dues for the Local Match Contingency Fund.			