



REGIONAL BOARD MEETING
September 19, 2016 - Muskegon County

I. CALL TO ORDER

The meeting was called to order at 10:00 AM by Chairperson Susie Hughes.

II. ROLL CALL QUORUM: Yes

Commissioners Present:

Lake County – Barbara Stenger

Mason County - Bill Carpenter, Michael Krauch, Wally Taranko

Muskegon County- Kay Beecham, Susie Hughes, David Kieft, Bonnie McGlothin
Terry Sabo, Byron Turnquist, Rillastine Wilkins

Newaygo County – James Maike, James Rynberg

Oceana County – James Brown, Evelyn Kolbe

WMSRDC Appointees - Joe Lenius, Ron Steiner

Muskegon Community College – Dale Nesbary

West Shore Community College – Crystal Young

Commissioners Absent:

Newaygo County – Chris Ortwein

WMSRDC Appointees – Chris McGuigan

Staff/Guests Present: Erin Kuhn, Susan Stine-Johnson, Dave Bee

III. APPROVAL OF AGENDA

Motion was made by Commissioner Kieft and supported by Commissioner Maike to approve the agenda for the September 19, 2016, Commission meeting. Motion carried.

IV. APPROVAL OF MINUTES

Motion was made by Commissioner Rynberg and supported by Commissioner Lenius to approve the minutes of the July 18, 2016 Commission minutes and the August 15, 2016 Executive Officers minutes. Motion carried.

V. PUBLIC COMMENTS – There were no public comments.

VI. HOST (Muskegon County)

Commissioner Sabo welcomed all to Muskegon County.

VII. MERS PRESENTATION - Discussion on MERS was led by Susan Stine-Johnson. Instead of MERS presenting, it was decided that MERS would provide two actuarial reports for WMSRDC for the November meeting. The actuarial reports will provide guidance in making a decision regarding bridging the WMSRDC MERS defined compensation plan.

VIII. CHAIRPERSON'S REPORT – Chairperson Hughes

Motion was made by Commissioner Lenius and supported by Commissioner Kieft to approve the Contract Document Authorization Policy, Resolution 2017-1, which gives Executive Director Kuhn

authority to sign contracts and grant awards throughout the 2017 fiscal year. Motion carried.

Chairperson Hughes stated that all is going well at WMSRDC. She mentioned that the employees are concerned with the situation with MERS.

IX. EXECUTIVE DIRECTOR'S REPORT

Executive Director Kuhn announced the designation of the West Michigan Pike which is the newest State designation for a Pure Michigan Byway. It follows US-31 from the Indiana border north to Ludington. The next step is to create a Corridor Management Plan for the 174 mile stretch. This affects three of our five Regions.

WMSRDC is beginning the process of updating the Comprehensive Economic Development Strategy. The first SWOT analysis begins tonight in Lake County. All five counties will be involved in this process. This information will be brought to the Board in November.

Erin stated that the National Oceanic and Atmospheric Administration announced a \$7.9 million grant for the Lower Muskegon River Project. Completion of this project will meet the necessary requirements in delisting Muskegon Lake as an Area of Concern. The project is expected to be completed in 2019.

Erin invited the Board to the West Michigan Prosperity Alliance meeting on October 3, 2016, at the GVSU Seidman Center at 9:00 AM. This is an important meeting to prioritize projects for the 13-county region.

X. FEDERAL PROJECT REVIEW SYSTEM

There were five (5) FPRS applications processed, 2016-23 through 2016-27.

XI. FY 2017 WORK PROGRAM AND BUDGET

Motion was made by Commissioner Taranko and supported by Commissioner Carpenter to approve the FY 2017 Work Program and Budget. Motion carried.

XII. FY 2017 MEETING SCHEDULE

Motion was made by Commissioner Kieft and supported by Commissioner Rynberg to approve the FY 2017 Meeting Schedule. Motion carried.

XIII. REGIONAL PLANNING COMMISSION COLLABORATIVE EFFORT

Region 8 – Dave Bee gave a summary of things happening in his Region, including the adoption of their budget and strategic plan. Region 8 is hoping for more collaboration with other Regions. They have hired a new planner.

XIV. FINANCIAL STATEMENTS – Susan Stine-Johnson, Finance Manager, gave an overview of the following attachments.

A. WMSRDC Monthly Financial Reports - (Attachment XI-A) – All of the NOAA grants go through May 2017. We expect these dollars will actually go through 2018. Susan Stine-Johnson pointed out, once again, the voluntary MERS contributions.

B. HSGP Monthly Financial Reports - (Attachment XI-B)

Motion was made by Commissioner Carpenter and supported by Commissioner Rynberg to approve the FY 2017 Financial Statements. Motion carried.

- C. WMSRDC Schedule of Accounts Receivable – (Attachment XI-C)
- D. HSGP Schedule of Accounts Payable – (Attachments XI-D)
- E. Cash Disbursements – (Attachment XI-E)

Executive Director, Erin Kuhn, received her evaluation. The committee is very pleased with how Erin has achieved her goals from her last review. The opinion of the Executive Committee is that Erin exceeded their expectations throughout the year. The Executive Committee recommended an increase in Erin's pay.

Motion was made by Commissioner Kolbe and supported by Commissioner Rynberg to increase Erin's pay. Motion carried.

XV. NEW BUSINESS

Erin Kuhn mentioned the segment that WZZM did on Muskegon Heights, which she felt was a very powerful and well done documentary. Erin offered to share the link to the documentary with the WMSRDC Board and encouraged them to view it.

XVI. ROUND TABLE

David Kieft - the Fred Meijer Berry Junction is finally out for bids.

Crystal Young - this coming Friday West Shore Community College is hosting a Momentum Competition, which gives a \$50,000 prize.

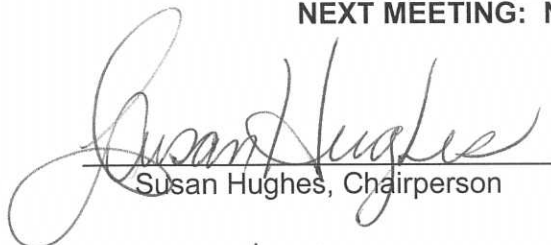
Mike Krauch – the MSU Extension is hosting the Connecting Entrepreneurial Communities Conference on October 5-6, 2016 in Port Huron. Also, if anyone is interested, MSU is hosting New County Commissioner Training on November 21-22, 2016 all over the state, with the closest training in Kalamazoo and Big Rapids.

XVII. PUBLIC COMMENT-WMSRDC PROGRAMS - There were no public comments.

XVIII. ADJOURNMENT

Motion was made by Commissioner Kieft and supported by Commissioner Carpenter to adjourn at 10:51 AM. Motion carried.

NEXT MEETING: November 21, 2017 – Newaygo County



 Susan Hughes, Chairperson

 11/20/16
 Date



 Erin Kuhn, Executive Director

 11/21/16
 Date