

**WMSRDC**  
WEST MICHIGAN SHORELINE  
REGIONAL DEVELOPMENT COMMISSION

**REGIONAL BOARD MEETING**

March 20, 2017 - Mason County

**I. CALL TO ORDER**

The meeting was called to order at 10:00 AM by Chairperson James Rynberg.

**II. ROLL CALL**

**QUORUM:** Yes

Commissioners Present:

**Lake County** – Howard Lodholtz

**Mason County** – Charles Lange, Michael Krauch, Wally Taranko

**Muskegon County** - Kay Beecham, Susie Hughes, David Kieft,  
Bonnie McGlothlin

**Newaygo County** – James Rynberg

**Oceana County** – James Brown, Dean Gustafson

**WMSRDC Appointees** – Chris McGuigan, Joe Lenius, Ron Steiner

**West Shore Community College** – Crystal Young

Commissioners Absent:

**Muskegon County** – Ben Cross, Byron Turnquist, Rillastine Wilkins

**Newaygo County** – James Maike, Chris Ortwein

**Muskegon Community College** – Dale Nesbary

Staff/Guests Present: Erin Kuhn, Susan Stine-Johnson, Christia Seals  
Syndi Copeland, Dave Bee

**III. APPROVAL OF AGENDA**

Motion was made by Commissioner Kieft and supported by Commissioner Wilkins to approve the agenda for the March 20, 2017 Commission meeting. Motion carried.

**IV. APPROVAL OF MINUTES**

Motion was made by Commissioner Kieft and supported by Commissioner Hughes to approve the January 23, 2017 Commission meeting minutes. Motion carried.

Motion was made by Commissioner Taranko and supported by Commissioner McGuigan to approve the February 28, 2017 Executive Officers' minutes. Motion carried.

**V. PUBLIC COMMENTS** – There were no comments.

**VI. HOST (Mason County)** – Commissioner Lenius – Ludington will have a new restaurant called The Brew Pub. Love Ludington Weekend is June 10 and will host a variety of activities. A new splash park is coming at Pere Marquette.

Mike Krauch – City of Ludington is making improvements to its water infrastructure. They are addressing housing issues with new apartment buildings and small housing. Economic Development is strong.

**VII. CHAIRPERSON'S REPORT – Chairperson Rynberg**

Chairperson Rynberg presented a five year audit proposal from Brickley Delong with the recommendation to continue using them as WMSRDCs auditor. Brickley Delong is willing to negotiate their rate each year based on the WMSRDC budget. Executive Director Kuhn stated that with the transition of a new finance manager, she would recommend not changing auditors at this time. WMSRDC has gone out for Auditor bids twice during Susan's tenure, and will do so again at the end of this five year period. Motion to accept Brickley Delong as WMSRDCs auditor for five years was made by Commissioner Maike and supported by Commissioner Lange. Motion carried.

**VIII. EXECUTIVE DIRECTOR'S REPORT**

Erin introduced WMSRDC's new Finance Manager, Christia Seals. Christia spoke briefly on her credentials and experience.

Staff Appreciation/Board Dinner – Thursday, April 20 works best for the staff. If this works for the board, we will move ahead with plans. Syndi will be in contact with detailed information.

Transportation – The Pre-UWP annual meeting was held in Lansing last week. MDOT and WMSRDC not only evaluate the program and discuss past or upcoming issues. WMSRDC also receives funding levels for the next fiscal year. WMSRDC received a 2% increase in Transportation funding for FY18.

Environmental Program – WMSRDC has written many grants with partners throughout the region. We received a tree planning grant as a sub recipient to the Muskegon River Watershed Assembly. Another RFP for a similar program was announced through the Coastal Zone Management Program. WMSRDC worked with Mason, Muskegon, and Oceana Counties and has determined there is interest in these counties to do tree planting. WMSRDC will be the lead in this grant application. The Hemlock Woolly Adelgid grant has been submitted, and we are awaiting news of acceptance.

Local Government Services – WMSRDC has received multiple requests from various communities seeking assistance with plans.

The Governors 21<sup>st</sup> Century Infrastructure – The Governor identified a need for a pilot to do Infrastructure Asset Management. This would include water, wastewater, green infrastructure, stormwater management, transportation, broadband, and private utilities. Out of four regions applying to be the pilot, Region 4 was just selected in partnership with the Detroit area. There will be a kick off with the Governor in West Michigan on April 3.

Erin Kuhn presented the West Michigan Dashboard. The West Michigan Prosperity Alliance, through the grant they received from the State of Michigan, paid to have the website developed and maintained by The Right Place for five years.

**FEDERAL PROJECT REVIEW SYSTEM - INFORMATION**

There was one (1) FPRS application processed, 2017-02

**IX. REGIONAL PLANNING COMMISSION COLLABORATIVE EFFORT**

Dave Bee stated that their board met last Friday. Ice Mountain gave a presentation. They also toured the new joint morgue. Region 8 is in the process of their CEDS update. Pure Michigan Byway Study in Berry and Allegan Counties is wrapping up. They continue working on several recreation and master plans. Dave passed out the Staff Update to the Board.

X. **FINANCIAL STATEMENTS** – Susan Stine-Johnson, Finance Manager, gave an overview of the following attachments. Five months into the fiscal year all is in order. Christia and Susan will work on updating the budget for FY18. A budget amendment will be available at the next board meeting.

A. WMSRDC Monthly Financial Reports - (Attachment XI-A)

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

Motion was made by Commissioner Lenius and supported by Commissioner Hughes to approve the WMSRDC Financial Statements. Motion carried.

Motion was made by Commissioner Hughes and supported by Commissioner McGuigan to approve the Homeland Security 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)

XI. **NEW BUSINESS**

Erin confirmed that all had received the annual report.

Commissioner Maike asked WMSRDC to give a report to the Newaygo County Parks Department on updating the parks and recreation plan on Tuesday, April 4, 2017 at 9:00 AM at the Welcome Center in Newaygo County.

XII. **ROUND TABLE**

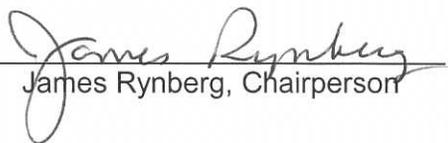
- Commissioner Maike has been appointed to the DNR State Advisory Committee.
- Commissioner Krauch stated that MSU Extension hired tree fruit educator, David Jones.
- Erin Kuhn, Mike Krauch, Chris Ortwein and Kathy Evans met with MSU Extension water educator, Eric Dolgin about inland waterways and streams.
- Mason County MSU Extension is moving at the end of the month to West Shore Community College campus.
- Erin mentioned she was appointed to the Governors' Port Advisory Committee. She will be representing all ports along the Lake Michigan Shoreline – Ludington and South.

XIII. **PUBLIC COMMENT-WMSRDC PROGRAMS** - There were no public comments.

XIV. **ADJOURNMENT**

Motion was made by Commissioner Hughes and supported by Commissioner Maike to adjourn at 10:50 PM. Motion carried.

**NEXT MEETING: May 15, 2017 – Lake County (Lake Osceola State Bank)**

  
James Rynberg, Chairperson

5-15-17

Date

  
Erin Kuhn, Executive Director

5-15-17

Date