

WMSRDC
WEST MICHIGAN SHORELINE
REGIONAL DEVELOPMENT COMMISSION

REGIONAL BOARD MEETING
September 18, 2017 - Muskegon County

I. CALL TO ORDER

The meeting was called to order at 10:02 AM by Chairperson James Rynberg.

II. ROLL CALL QUORUM: Yes

Commissioners Present:

Lake County – Howard Lodholtz

Mason County - Wally Taranko

Muskegon County - Kay Beecham, Susie Hughes, David Kieft, Bonnie McGlothlin,
Byron Turnquist, Rillastine Wilkins

Newaygo County - James Maike, James Rynberg

WMSRDC Appointees - Joe Lenius, Chris McGuigan, Ron Steiner

Muskegon Community College - Dale Nesbary

Commissioners Absent:

Mason County – Michael Krauch, Charles Lange

Muskegon County – Ben Cross

Newaygo County –Chris Ortwein

Oceana County - James Brown, Dean Gustafson

West Shore Community College - Crystal Young

Staff/Guests Present:

Erin Kuhn, Christia Seals, Syndi Copeland and Dave Bee

III. APPROVAL OF AGENDA

Motion was made by Commissioner Maike and supported by Commissioner Wilkins to approve the agenda for the September 18, 2017 Commission meeting. Motion carried.

IV. APPROVAL OF MINUTES

Motion was made by Commissioner Kieft and supported by Commissioner Beecham to approve the July 10, 2017 Commission meeting minutes. Motion carried.

Motion was made by Commissioner Taranko and supported by Commissioner Hughes to approve the August 21, 2017 Executive Officers' minutes. Motion carried.

V. PUBLIC COMMENTS – There were no comments.

VI. HOST (Muskegon County) – Commissioner Hughes welcomed all to Muskegon County.

VII. CHAIRPERSON'S REPORT

Contract/Document Authorization Policy Resolution 2018-1: Motion was made by Commissioner Hughes and supported by Commissioner Taranko to adopt Resolution 2018-1.

Executive Director's Review – Motion was made by Commissioner McGlothlin and supported by Commissioner Taranko to approve the Executive Director's review and pay increase for FY 2018.

VIII. EXECUTIVE DIRECTOR'S REPORT

Through the West Michigan Pike, WMSRDC received \$10,000 from MDOT and \$24,000 from Michigan Beachtowns Association to prepare a Corridor Management Plan which is required as part of their Pure Michigan Byways designation. WMSRDC put out an RFP and had one consultant respond; a Professor at Michigan State University. The contract stated that the document should be completed by the end of September 2017. Because WMSRDC was not satisfied with the progress and development of this plan, the contract was terminated. WMSRDC staff will complete the plan in-house.

WMSRDC applied for multiple environmental grants and have been successful in almost all of them. We are awaiting the award of one grant for the Invasive Species Hemlock Woolly Adelgid. Successful grant awards are: Muskegon Lake Green Water Infrastructure project - \$499,999; Habitat Focus Area - \$586,946; and Lake Michigan Coastal Zone Reforestation project - \$200,000.

Veterans Memorial Park Project has a lot of activity going on right now with memorial trees replanted and new plaques commemorating the veterans installed. There should be signage indicating where the loved one's tree is located.

Hazard Mitigation Plans are moving forward for update. Each county will contribute \$8,333 and WMSRDC will contribute \$41,670, which comes from the local dues paid by the counties. A motion was made by Commissioner Nesbary and supported by Commissioner Hughes to approve the local match of \$41,670 for the Hazard Mitigation Plan. Motion carried.

The meeting with Governor Rick Snyder on August 25, 2017 was attended by about 75 people and was highly successful in showing the Governor all the work that has been accomplished in our Region.

IX. FEDERAL PROJECT REVIEW SYSTEM - INFORMATION

There were eight (8) FPRS applications processed, 2017-06 and 2017-13

X. FY 2018 WORK PROGRAM AND BUDGET – Motion was made by Commissioner Maike and supported by Commissioner McGuigan to approve the FY 2018 Work Program and Budget as presented by Executive Director, Erin Kuhn.

XI. FY 2018 MEETING SCHEDULE – Motion was made by Commissioner Lenius and supported by Commissioner Beecham to approve the FY 2018 Meeting Schedule.

XII. REGIONAL PLANNING COMMISSION COLLABORATIVE EFFORT

Dave passed out a sheet describing programs they are administering and made some comments. Erin wanted to comment briefly that we are now entering year four of our five-year agreement. One way we are utilizing this MOU is through the Transit Mobility Study.

XIII. FINANCIAL STATEMENTS – Christia Seals, Finance Manager, gave an overview of the following attachments.

- A. WMSRDC Monthly Financial Reports - (Attachment XIII-A)
- B. HSGP Monthly Financial Reports - (Attachment XIII-B)
- C. WMSRDC Schedule of Accounts Receivable – (Attachment XIII-C)
- D. HSGP Schedule of Accounts Payable – (Attachment XIII-D)
- E. Cash Disbursements – (Attachment XIII-E)

Motion was made by Commissioner Hughes and supported by Commissioner Nesbary to accept the WMSRDC Financial Statements for June – August 2017. Motion carried.

Motion was made by Commissioner Hughes and supported by Commissioner Lodholtz to accept the Homeland Security Financials for June - August 2017. Motion carried.

XIV. NEW BUSINESS - There were no items of new business.

XV. ROUND TABLE

Commissioner Maike mentioned there is a new Newaygo County park director. He is encouraged with the affordability of contracting with WMSRDC to update the County's Recreation Plan and is very impressed with the work.

Commissioner Nesbary talked about the opening of the downtown building and upcoming ground breaking for the Health Center on Campus, on Friday, September 22, at 1:00 PM.

Commissioner Wilkins mentioned the four busses that will be available for students every half hour.

Commissioner Turnquist mentioned the second stack at the former Sappi site will come down soon. The piano factory is in the process of coming down as well. He also gave a plug for Newaygo County – Heritage Farm and Bakery.

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

XVII. ADJOURNMENT

Motion was made by Commissioner Hughes and supported by Commissioner Kieft to adjourn at 10:55 AM. Motion carried.

NEXT MEETING: November 20, 2017 – Newaygo County



James Rynberg, Chairperson
11/20/17

Date



Erin Kuhn, Executive Director
11-20-17

Date