



September 23, 2024 - 10:00 AM
WMSRDC Conference Room
Muskegon County

I. CALL TO ORDER – 10:04 AM by Chairperson Jennifer Hodges

II. ROLL CALL QUORUM: Yes

Commissioners Present:

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| Lake County: | Clyde Welford |
| Mason County: | Lewis Squires, Kathy Winczewski |
| Muskegon County: | Kim Cyr, Rachel Gorman, Michelle Hazekamp, Jennifer Hodges, Marcia Hovey-Wright, Bonnie McGlothlin, Roger Morgenstern |
| Newaygo County: | Bryan Kolk |
| Oceana County: | Tim Beggs, James Rynberg |
| WMSRDC Appointees: | Andrea Large Jonathan Wilson |
| Muskegon CC: | Beth Dick |

Staff/Guests Present: Erin Kuhn, Amanda Snyder, Syndi Copeland

Absent:

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| West Shore CC: | Mark Kinney |
| Mason County: | Les Johnson |
| Newaygo County: | Paul Mellema |
| WMSRDC Appointees: | James Kelly |

III. APPROVAL OF AGENDA –

After a change in the agenda to move the ERC fellow presentation a motion was made by Commissioner Welford and supported by Commissioner Wilson to approve the agenda for September 23, 2024. Motion carried.

IV. APPROVAL OF MINUTES

A motion was made by Commissioner Rynberg and supported by Commissioner Beggs to approve the July 22, 2024, Commission meeting minutes. Motion carried.

The elected Officer's meeting minutes for August 26, 2024, are for information only.

V. PUBLIC COMMENT – AGENDA ITEMS – There was no public comment.

VI. CHAIRPERSON'S REPORT

A. A motion was made by Commissioner Morgenstern and supported by Commissioner Gorman to approve Resolution 2025-1, Contract/Document Authorization Policy. Motion carried.

B. A motion was made by Commissioner Large and supported by Commissioner Hovey-Wright

to approve the FY 2025 Full Board and Executive Officer's meeting schedules. Motion carried.

- C. A motion was made by Commissioner Rynberg and supported by Commissioner Winczewski to approve the Executive Director's review and merit. After a roll call vote, motion carried.

VII. EXECUTIVE DIRECTOR'S REPORT

Transportation –WMSRDC received news of a \$5,000 funding increase for Transportation Asset Management including PASER ratings to \$61,000 for FY25. No matching funds are required.

The Federal Highway Administration has approved both the Metropolitan Transportation Plan and the FY25 Transportation Work Plan.

Economic Development – WMSRDC applied for and received an EDA grant for the Agriculture Cluster Impact Analysis. The total project amount is \$250,000. The EDA portion is \$125,000. WMSRDC is in the process of raising the local match of \$125,000 through local partners. WMSRDC has also applied to the Michigan Infrastructure Office, Making It in Michigan Fund for a portion of the match. Grant applications have also been submitted to community foundations to raise about \$10,500 per county.

Environmental – WMSRDC is reaching out to our federal legislators to try to move the National Estuary Research Reserve (NERR) designation forward. NOAA is supportive of the designation, but has not been able to move the request forward due to limited resources within the department. This project would focus on the drowned river mouth lakes along the eastern shore of Lake Michigan.

Local Government Services – Erin gave a quick update on the Materials Management Plan (MMP). The planning committee is currently being established, with four appointments within each county. WMSRDC has an appointee as well, and Erin is asking for someone from the board to represent WMSRDC. Erin will reach out to Commissioner Kinney to talk about this position. If this is not acceptable to Mark, another will be appointed to the position in November. A motion was made by Commissioner Kolk and supported by Commissioner Welford to approve Commissioner Kinney to represent WMSRDC on the MMP Committee. Motion carried.

EGLE has asked WMSRDC to help them put on a local forum regarding the Renewable Energy Academy. This four-hour workshop will be held at Muskegon Community College (MCC) on October 8.

Erin stated that her appointment to the Michigan Infrastructure Council is coming to an end. She also stated her decision to seek reappointment and will submit her application to the Governor's Office this week.

- VIII. **ERC FELLOW UPDATE** – Annika Gacnik presented an update on the work she has accomplished in the six months since she began.

IX. FY 2024 BUDGET AMENDMENT

Amanda discussed the various amendments for the FY24 budget. A motion was made by Commissioner Dick and supported by Commissioner Wilson to approve the FY24 Budget Amendment. Motion carried.

X. FY 2025 WORK PROGRAM AND BUDGET

- A. Amanda proposed the cost-of-living adjustment for the FY25 budget. A motion was made by Commissioner Large and supported by Commissioner Rynberg to approve a 2% COLA. Motion carried following a roll call.
- B. Erin and Amanda presented the FY25 Work Program and Budget. A motion was made by Commissioner Rynberg and supported by Commissioner Wilson to approve the FY25 Work Program and Budget. Motion carried following a roll call.

XI. FINANCIAL STATEMENTS

- A. August 2024 Financials – Amanda is wrapping up FY24. Great Lakes Commission grants are completed. Amanda is watching fringe and indirect closely. Cash is in a great position. The audit is scheduled to begin November 18. A motion was made by Commissioner Hovey-Wright and supported by Commissioner Morgenstern to approve the financial statements for August 2024. Motion carried after a roll call.

XII. NEW BUSINESS – There was no new business.

XIII. PUBLIC COMMENTS – WMSRDC PROGRAMS – There were no comments.

XIV. ROUND TABLE

- James Rynberg – Fremont is celebrating the Harvest Festival's farming community, starting with a parade on Thursday, September 26, at 6:00 PM.
- Kim Cyr – Denver Air Connection was selected as the Muskegon Airport's essential air service. The Michigan Landbank Association had their leadership summit last week in Muskegon.
- Roger Morgenstern – The City of Norton Shores is constructing a new non-motorized pathway using ARPA funds. This pathway links Lake Harbor Park, at the Mona Lake Channel, to Hoffmaster State Park. Wright Brothers Inc. were awarded this work, and it should be completed by next summer.
- Marcia Hovey-Wright – Marcia added some details regarding the Denver Air Connection jets. These jets are large enough to fly directly over the lake, not hug the shoreline. They seat 30-50 per plane; two flights a day; twelve flights a week; to Chicago and back. The hope is to also provide flights to Detroit and back. The airport has eliminated parking fees. Muskegon promoted Sara Cooper to Sustainability Coordinator. Muskegon also hired a housing coordinator.
- Beth Dick – Muskegon Community College (MCC) fall enrollment is up 5% from last year. MCC has created the ADN to BSN program which allows them to partner with Grand Valley State University (GVSU) to have a nursing program with a smooth transition from MCC to GVSU. MCC is receiving quotes from companies to do an economic impact study.
- Jonathan Wilson – DTE is hosting the groundbreaking ceremony for the regional force main project between the Muskegon Wastewater Facility and Coopersville. DTE is also preparing for the Careers in Energy Week, which is the third week in October.
- Lewis Squires – The next Mason County meeting is September 30 where the FY25 budget will be presented and finalized. Mason County is currently remodeling the courthouse, resolving housing projects, reviewing potential zoning changes, a solar development is being proposed, and they are changing their drain development fees to \$10,000. Mason County Administrator will officially retire at the end of February. The Mason County board will stay the same after the last election. They continue working on a school resource officer to protect their kids. A housing repair grant in the amount of \$500,000 was awarded.
- Bryan Kolk – Friday, September 27, at 1:00 PM there is a grand opening of the Dragon at Hardy Dam. Newaygo County invested in Placer AI, which has shown much activity around the city and county. Hot boat weekend brings in many visitors, but this year was cooler so

there was not as much activity. Air handling is being updated through the county campus. Commission on Aging has done a great job of caring for the elderly.

- Tim Beggs – Phil Morse, has taken on the Village of Shelby Administrator position. Oceana County is looking for a new commissioner. Their budget process begins tomorrow morning. The road commission is finishing up a large project.
- Clyde Welford – Lake County Commissioner brought a newspaper to read an article regarding the placement of traffic signals in a couple of intersections in the City of Baldwin. This project has been put on MDOT’s project list.
- Rachel Gorman – The City of Muskegon had a great Port Day. The city had a majority vote to move forward in the potential land swap between the Mart Dock and Fisherman’s Landing.
- Andrea Large – The Community Foundation was happy to support Stephen in participating in the Rotary Leadership Learning Lab. They would love to hear from Stephen regarding what he learned. The foundation has several grant rounds open right now.
- Bonnie McGlothin – Bonnie spoke on the City of Muskegon Heights Broadway project which should start next week at Getty Street. The rest of the project will continue in the spring. A design has been created for the splash pad at the park. The City of Muskegon Heights still needs a city manager.
- Kathy Winczewski - The City of Ludington offered the City Manager position to Caitlyn Aldridge from Traverse City. A group of caring citizens have organized and sponsored the Friend of Ludington Police Department. This group has funded many of the costs for Ludington PD to bring in a canine unit to the City of Ludington. The parks committee is considering a “green” or natural cemetery as an option for residents. Ludington is struggling with excessive waste from local fish cleaning stations and are working through the issue.
- Jennifer Hodges took the opportunity to thank the Board for allowing her to be the Chairperson.

XV. ADJOURNMENT

Motion was made by Commissioner Cyr and supported by Commissioner Wilson to adjourn at 12:06 PM. Motion carried.

NEXT MEETING: November 25, 2024 – Newaygo County

Jennifer Hodges, Chairperson

Erin Kuhn, Executive Director

Date

Date