



May 19, 2025 - 10:00 AM
Lake County Courthouse
Board of Commissioners Room
800 10th Street, Baldwin

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA (Page 1) - **ACTION ITEM**
- IV. APPROVAL OF MINUTES
 - A. Commission Minutes – March 24, 2025 – **ACTION ITEM** (Page 2)
 - B. Officers Minutes – April 28, 2025 - **INFORMATION** (Page 5)
- V. WELCOME – Lake County Commissioner
- VI. PUBLIC COMMENT - **AGENDA ITEMS**
- VII. CHAIRPERSON'S REPORT – **INFORMATION**
 - A. Muskegon County Parks Commission Appointment
- VIII. EXECUTIVE DIRECTOR'S REPORT (Page 8)
 - A. West Michigan Trails Master Plan Resolution
- IX. FINANCIAL STATEMENTS
 - A. April 2025 Financials – **ACTION ITEM** (Page 10)
- X. STAFF PRESENTATION – **INFORMATION**
 - A. Joel Fitzpatrick, Planning Director – Transportation, Regional/Rural/Asset Management
- XI. NEW BUSINESS
- XII. PUBLIC COMMENT – **WMSRDC PROGRAMS**
- XIII. ROUND TABLE
- XIV. ADJOURNMENT

NEXT MEETING: July 28, 2025 - Oceana County



March 24, 2025
10:00 AM – Mason County
Lakeshore Resource Network

I. CALL TO ORDER – 10:00 AM by Chairperson Kathy Winczewski

II. ROLL CALL QUORUM: Yes

Commissioner's Present:

Lake County:	Clyde Welford
Mason County:	Kathy Winczewski
Muskegon County:	Kim Cyr, Michelle Hazekamp, Jennifer Hodges, Roger Morgenstern
Newaygo County:	Bryan Kolk
Oceana County:	Tim Beggs, Joel McCormick
WMSRDC Appointees:	James Kelly, Andrea Large, Jonathan Wilson
West Shore CC:	Mark Kinney

Commissioner's Absent:

Mason County:	Les Johnson, Lewis Squires
Muskegon County:	Rachel Gorman, Bonnie McGlothlin, Chris McGuigan
Muskegon CC:	Beth Dick
Newaygo County:	Paul Mellema, James Rynberg

Staff/Guests Present: Erin Kuhn, Amanda Snyder, Syndi Copeland, Stephen Carlson
Highland Economics – Winston Oakley and Travis Greenwalt
Clarence Rudate – MSU Product Center
Annika Gacnik – ERC Fellow

III. APPROVAL OF AGENDA

A motion was made by Commissioner Kolk and supported by Commissioner Hodges to approve the agenda for March 24, 2025. Motion carried.

IV. APPROVAL OF MINUTES

A motion was made by Commissioner Welford and supported by Commissioner Large to approve the January 27, 2025, Commission meeting minutes. Motion carried.

February 24, 2025, officers meeting minutes are provided for information.

V. WELCOME – Mason County Commissioner

VI. PUBLIC COMMENT – AGENDA ITEMS

VII. PRESENTATION

Winston Oakley and Travis Greenwalt from Highland Economics talked about the West Michigan Agriculture Cluster Impact Analysis.

VIII. CHAIRPERSON'S REPORT

A. Muskegon County Parks Commission (MCPC) Appointment – After discussion, a motion was made by Commissioner Cyr and supported by Commissioner Morgenstern to table the MCPC appointment. Motion carried. NOTE: Research will be done before the May meeting.

IX. EXECUTIVE DIRECTOR'S REPORT

Transportation – WMSRDC staff met for the Pre-unified Work Program meeting on March 10, 2025, along with Michigan Department of Transportation (MDOT), Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). This meeting is a type of audit to verify that WMSRDC is doing the work which needs to be done. The budget is then given for the next fiscal year. Everything in transportation is moving forward with the federal budget freeze.

Environmental Program – The tree inventory and maintenance grant from the Department of Natural Resources (DNR) which are federal passthrough dollars, was paused at the State level until they receive direction/clarification from the federal government. The state received the necessary documentation, and everything is now moving forward. WMSRDC received the National Fish and Wildlife Foundation (NFWF) grant which is just over \$200,000 and has issued an RFP to secure a consultant.

Materials Management Planning – Approval was granted for the Year 1 Work Plan. EGLE will be reaching out to each county to execute a grant contract to move forward with the planning process. EGLE will be presenting at the April 7 MMPC meeting. Initial work on the community profile section of the document will begin this spring.

Federal Funding Questions – Commissioners had several questions regarding federal funding impacts to WMSRDC. Erin and Amanda noted that they are remaining informed on federal funding activities and are being cautious and conservative with spending. Discussion ensued.

X. FINANCIAL STATEMENTS

Amanda gave an overview of financials and stated that cash is in a good position at the end of the year. A motion was made by Commissioner Cyr and supported by Commissioner Wilson to approve the January-February 2025 financials. Motion carried.

XI. PRESENTATION – John Morrison from West Michigan Trails

John Morrison from the West Michigan Trails and Greenways Coalition talked about West Michigan Trails Master Plan. The resolution will be sent out with the presentation for review and placed on the May meeting agenda for a vote.

XII. NEW BUSINESS – There was no new business.

XIII. PUBLIC COMMENTS – WMSRDC PROGRAMS - No public attended the meeting.

XIV. ROUND TABLE

- Commissioner Welford – The Lake County Administrator was interviewed by Wood TV about reopening the prison. This should have an economic impact. Clyde wrote a grant for Safe Routes to School for the three schools. He looks forward to hearing back. Clyde


spoke about his efforts to secure safe streets.

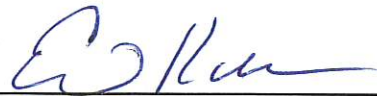
- Commissioner Kinney – West Shore Community College (WSCC) concluded the recreation task work. The recommendation is to renovate the pool.
- Commissioner Morgenstern – The City of Norton Shores submitted a trust fund grant application for a new splash pad at Lake Harbor Park. The city will provide a match from leftover ARPA money. Some private citizens have also contributed. He mentioned the Rotary Club presentation which Erin gave – accolades.
- Commissioner Hodges – Muskegon Township will be resurfacing Apple Avenue through summer which means one lane for about six miles. They also will be updating underground infrastructure.
- Commissioner Large – This week the Community Foundation for Mason Community has their Kick Start to Career Deposit Days where all students (K-5) countywide can start a child savings account. Financial planning lessons go along with this. There are two deposit days a year. Match and incentive dollars are available where students can earn dollars. Family deposits may be made as well.
- Commissioner Cyr – The Muskegon County Airport construction and runway project are coming up. Denver Air is doing well. There have only been three or four cancellations since they started. Kim is on the governing board of West Michigan Works! Last Wednesday was Career Day, and about 9,000 kids attended. High school kids were able to try hands-on jobs. They are hoping to have more regional days like this. He stated that he appreciated the list of WMSRDC acronyms.
- Commissioner Wilson – DTE is doing gas renewable, clean air energy, solar, and battery storage projects around the counties. Their foundation announced a grant for up to \$50,000 for community transformation. Jonathan was just appointed to the Muskegon County Sustainability Advisory Council. He also serves on the Muskegon River Watershed Assembly board. They are hosting an event for donors and partners at the Annis Water Institute which he would like to invite everyone to. He will get that date for everyone.
- Commissioner Beggs – Oceana County will be opening the state park on April 1. More activities grow through the summer, bringing tourists. The county Sheriff Department will receive a new patrol boat through grant money and local contributions. The road commission won't be under as heavy a construction season. The RAISE grant for Crystal Township is still going on.
- Commissioner Winczewski – In the city of Ludington, Jaycees will be competing for a trust fund grant to provide restrooms, offices and a community room. Kathy took a survey asking how many have staff the work five day a week. How many have Friday's off? The City of Ludington is discussing Friday's off. Kathy suggested rotating staff so the office is always open, but not full staff.

XV. ADJOURNMENT

Motion was made by Commissioner Cyr and supported by Commissioner Hodges to adjourn at 11:28 AM. Motion carried.

NEXT MEETING: May 19, 2025 – Lake County


Kathy Winczewski, Chairperson
5-19-2025
Date


Erin Kuhn, Executive Director
5-19-2025
Date



WMSRDC OFFICERS' MEETING
Monday, April 28, 2025
10:00 AM

Attendance: Kathy Winczewski (virtually), James Rynberg, Michelle Hazekamp
Erin Kuhn, Syndi Copeland, Amanda Snyder

I. APPROVAL OF MINUTES

Commissioner Winczewski called the meeting to order at 10:00 AM. There were no questions regarding the February 24, 2025, officer's meeting minutes. The minutes were accepted by the officers.

II. PROGRAM UPDATE

A. Office Administration – Erin talked about the office cleanup of the back planner room. Filing cabinets and cubicles were also cleaned up.

B. Economic Development

- EDA requested an amendment to the West Michigan Agriculture Cluster Analysis scope of work requiring the removal of reference to climate change and equity in Task 6. EDA noted that reimbursements would not be processed until the change was made. Staff made the change, and reimbursements are now being processed.
- In April, Erin received an email from EDA noting that they have been working to ensure that local Comprehensive Economic Development Strategies (CEDS) documents are consistent with the administration's policy priorities, Executive Orders, and EDA's updated CEDS Content Guidelines as of February 6, 2025. The email also noted that only CEDS under development or in the final approval process would be subject to revisions to remove all references to and sections about equity and/or climate from the document. A follow-up email was sent noting that WMSRDC was required to make updates to our CEDS. WMSRDC's most recent CEDS was completed and submitted to EDA in April 2024, yet had never been officially approved by the agency. As a result, staff made the required changes and resubmitted the document which has since been approved.
- The Oceana County Community Foundation and the Community Foundation for Mason County each contributed \$5,000 towards the Agriculture Cluster Analysis grant.
- Erin discussed the Ag Week in March which was very successful. There will be a steering committee meeting in early June for the consultants to share their initial findings.
- No word has been received regarding the future status of the grant which funds the ERC fellow.

C. Environmental Planning

- The NOAA-WMSRDC Regional Partnership is moving along. Final monitoring needs to be completed this season to finalize the project.
- WMSRDC is moving forward with tree inventory and planting in the City of Muskegon. Fallon is working with the neighborhood associations to inform them of the project.
- Last Friday, there was an Arbor Day event with Muskegon Public Schools planting trees on their middle school property.

- A consultant has been chosen for the National Fish and Wildlife Foundation (NFWF) grant to do capacity building. This is a three-tier project – capacity building, detailed engineering, and then full construction.
- WMSRDC is working with a group from GVSU and Muskegon Heights to potentially apply for a grant to do community engagement work as well as preliminary stream work on Little Black Creek. Data analysis needs to be completed to give an accurate idea of what needs to be done to contain and eventually remediate contamination.

D. Transportation – WMSRDC staff is working on the unified work program as well as final approval of the 2026-2029 Transportation Improvement Program (TIP).

E. Local Govt Servicesp

- The Blue Lake Township Master Plan should be completed in June.
- Erin had a meeting with the Community Foundation for Muskegon County and representatives from the City of Muskegon Heights about potentially preparing a recreation plan for the City. The Department of Natural Resources (DNR) gave regions across the state money to provide technical assistance to communities eligible for SPARK grants. The City of White Cloud, Village of Baldwin, City of Muskegon Heights, and City of Muskegon are the eligible communities within the WMSRDC region. Only White Cloud has requested assistance from WMSRDC. Erin will confirm with DNR if preparation of a recreation plan is an eligible expense for the technical assistance dollars WMSRDC received. If so, work on the recreation plan would begin in October 2025.
- Materials Management Planning – The next meeting is Monday, May 5. The Work Plan was approved so they are starting to get into the initial stages of community profiles as well as services available, location of services, etc. The State has said that the approval of the work plan is contingent upon a signed agreement between EGLE and each of the counties to release funds. Until these agreements are executed, some MMPC meetings may be cancelled.

III. Financial Report Update – Amanda presented the March 2025 financials which brings us to the halfway point of the fiscal year. Amanda is working on the first draft of the FY26 budget.

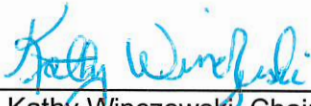
- Staff computers are aging and need to be replaced. Amanda received a quote from the company with whom we purchase our previous laptops. The interest from our money market will pay for the majority of the \$11,000 cost for 8 new laptops and their set up by our IT provider. Commissioner Rynberg made a motion and Commissioner Hazekamp supported the purchase of new staff laptops. Motion carried.
- WMSRDC is expecting the defined benefit actuarial in June from MERS. Staff will share the report with the officers at the June meeting.

IV. Other

- In April, WMSRDC staff rewrote the Equity Statement and entitled it the Purpose Statement.
- In April, WMSRDC staff made a few changes to the How-What-Why statements.
- WMSRDC administration would like to have another board member training with a lunch. We will move forward with this and then share a date with the board.
- Since Covid deterred the WMSRDC 50th anniversary celebration, the plan is to celebrate the 55th with a staff/board dinner in September. We also may have an open house for the community with a happy hour and snacks.
- Erin would like to go out to community groups to talk about WMSRDC and is asking board members to help connect her with these groups.
-

Commissioner Winczewski made the motion and Commissioner Hazekamp gave support to adjourn.
The meeting adjourned at 11:09 AM.

NEXT OFFICERS' MEETING: Monday, June 23, 2025



Kathy Winczewski, Chairperson



Date



Erin Kuhn, Executive Director



Date



DATE: May 8, 2025

TO: Commissioners

FROM: Erin Kuhn, Executive Director

SUBJECT: Executive Director's Report

The following are updates regarding the planning and development programs and related activities of the West Michigan Shoreline Regional Development Commission since the last WMSRDC Board meeting:

Transportation Program

- Staff prepared and submitted our annual Pre Unified Work Program to MDOT and Federal Highway Administration for approval. The document was first approved by the WestPlan Transportation Policy Committee.
- Staff completed and submitted the 2026-2029 Transportation Improvement Plan (TIP) for approval by MDOT and Federal Highway Administration.
- The Air Quality season is kicking off this month. Staff participated in STEAM Along the Lakeshore event in Muskegon with approximately 900 children in attendance.
- Work continues on the MPO Trails and Greenways Plan which is expected to be complete by the end of this fiscal year.

Economic Development Program

- Ag. Week (March 24-27) for the West Michigan Agriculture Cluster Impact Analysis went well. A steering committee meeting will be held in June to review preliminary findings.
- There is still uncertainty with continued funding for the ERC program at the national level due to the federal funding freeze and grant audit.
- WMSRDC was awarded a Rural Readiness Grant award through Michigan's Office of Rural Prosperity. These dollars will assist with implementation efforts for the Agriculture Cluster Impact Analysis.
- Current EDA investments in the City of Hart and Lake County are underway and on schedule. Staff will be attending a Lake County breakfast on May 21 to hear the results from their Economic Diversification study.
- I presented virtually to the MSU Regional Economic Innovation Consultative Panel on May 7 to give an update on the ERC Fellow activities and the Agriculture Cluster Analysis.

Environmental Program

- Final work continues to delist Muskegon Lake as an Area of Concern. We expect the official delisting to occur sometime this year.

- Work has started on the Department of Natural Resources (DNR) grant for the City of Muskegon tree inventory and maintenance plan. WMSRDC, on behalf of the City of Muskegon, was awarded a \$225,000 grant from the DNR.
- WMSRDC has issued an RFP to select a consultant for the recently awarded grant from the National Fish and Wildlife Foundation (NFWF) in the amount of \$200,200.01 for the Supporting Resilience Planning in West Michigan to Protect Communities and Drowned River Mouth Systems project.
- WMSRDC has signed a contract with Environmental Consulting & Technology, Inc. (ECT) for the National Fish and Wildlife Foundation grant.
- Activities for several projects under the WMSRDC NOAA Regional Partnership including Stony Creek/Marshville Dam, White River, and Little Cedar Creek have been completed or are gearing up for completion this spring/summer. WMSRDC received a one-year no cost project extension from NOAA. The grant will now conclude on September 30, 2025.
- WMSRDC submitted a grant to NOAA for community engagement and preliminary stream work along Little Black Creek in the City of Muskegon Heights. This was in partnership with GVSU AWRI, the City of Muskegon Heights, Mona Lake Watershed Association, and local neighborhood associations.

Local Government Services Program

- WMSRDC staff will conclude work on the Blue Lake Township master plan in June.
- The Materials Management Planning Committee met in April and May. They have begun work on the community profile section of the plan.
- The Michigan Recycling Coalition is hosting their annual meeting in Muskegon, May 13-15.
- WMSRDC staff met with representatives from the City of Muskegon Heights to discuss preparation of a recreation plan for the city. Staff are looking into utilizing SPARK grant technical assistance dollars awarded to WMSRDC for pay for development of the plan.

Other Activities

- I attended a joint meeting of the Michigan Association of Regions (MAR) and Michigan Association of Planning in Lansing on April 23. Following the joint meeting, MAR members met to finalize the MAR strategic plan.
- I attended the Newaygo County Board meeting on March 26 and will be attending the Mason County Board meeting on May 13 to give a WMSRDC update.
- I served on the selection committee to review proposals to select a new trainer for the MIC Asset Management Champions program. The state is finalizing the selection process.
- WMSRDC staff continue to remain informed regarding the federal funding audit as our programs have the potential to be severely impacted. WMSRDC receives more than 80% of our budget from federal sources.
- I, along with a few other regions, have been in conversation to apply for funding through the Michigan Infrastructure Council for a new initiative called the Regional Infrastructure Coordination Hubs (RICH).

**RESOLUTION OF SUPPORT
FOR THE WEST MICHIGAN TRAILS REGIONAL MASTER TRAILS PLAN**

WHEREAS, trails are vital infrastructure that provide recreational opportunities, transportation alternatives, economic development, environmental benefits, and enhanced quality of life for residents and visitors of West Michigan;

WHEREAS, the West Michigan Trails Regional Master Trails Plan aims to develop a comprehensive, interconnected trail network that enhances connectivity between communities, promotes safe multi-modal transportation, and expands access to outdoor recreation;

WHEREAS, the Regional Master Trails Plan aligns with the goals of local, regional, and state plans, including sustainable development, health and wellness, and equitable access to public spaces;

WHEREAS, the development and implementation of the Regional Master Trails Plan requires collaboration among municipalities, counties, MPOs, regional planning agencies, community organizations, and stakeholders;

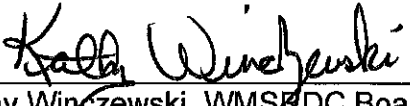
WHEREAS, the Regional Master Trails Plan supports regional economic growth by improving access to key destinations, fostering tourism, and creating opportunities for business development;


WHEREAS, public input and engagement have demonstrated broad support for an expanded and connected regional trail system;

NOW, THEREFORE, BE IT RESOLVED, that West Michigan Shoreline Regional Development Commission recognizes and supports the West Michigan Trails Regional Master Trails Plan as a framework for advancing trail connectivity and multi-modal transportation in the region;

BE IT FINALLY RESOLVED, that West Michigan Shoreline Regional Development Commission encourages all regional and local partners to join in supporting and implementing the West Michigan Trails Regional Master Trails Plan, recognizing its importance in building a vibrant, connected, and resilient future for the region.

Adopted this 19th day of May 2025.

Signed: 
Kathy Winczewski, WMSRDC Board Chair

Witnessed: 
Synthia Copeland, WMSRDC Office Manager

**WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION
FINANCIAL STATEMENT**

April 30, 2025

PROJ NO.	PROJECT NAME	SALARIES	FRINGE BENEFITS	INDIRECT COST	CONSULTANT/ CONTRACTORS	TRAVEL	SUPPLIES	OTHER EXPENSE	CURRENT MONTH	TOTAL EXPENSE	TOTAL BUDGET	TOTAL BALANCE	% EXPENDED	PROJECT PERIOD
1087	GIS Projects	604	325	390	-	-	-	-	1,319	7,620	10,000	2,380	76%	10/23-09/24
2001	Blue Lake Township Master & Rec Plans	74	40	48	-	-	-	-	162	10,906	15,000	4,094	73%	04/24-06/25
2012	Regional Prosperity Initiative - Fiduciary	749	404	484	10,000	-	-	-	11,637	176,840	251,343	74,503	70%	Ongoing
2014	Materials Management Plan	3,536	1,904	2,283	-	-	-	780	8,504	92,381	440,412	348,031	21%	06/01-09/26
	Total Local Funds	4,964	2,673	3,205	10,000	-	-	780	21,622	287,747	716,755	429,008	40%	
5152	Economic Development: 2023 - 2025	2,796	1,506	1,805	-	209	-	45	6,360	225,713	300,000	74,287	75%	01/23-12/25
5153	West Michigan Ag Impact Analysis	599	323	387	41,921	-	-	-	43,230	99,262	250,000	150,738	40%	10/24-09/25
	Total Economic Development	3,395	1,828	2,192	41,921	209	-	45	49,590	324,976	550,000	225,024	59%	
6567	Metro Transportation Program Management	1,421	771	924	-	59	-	-	3,175	23,107	53,305	30,198	43%	10/24-09/25
6568	Metro Transportation Data Assistance	6,041	3,253	3,900	-	-	-	-	13,194	86,747	159,912	73,165	54%	10/24-09/25
6569	Metro Transportation Planning	10,500	5,654	6,779	-	31	1,096	5,628	29,688	185,113	319,824	134,711	58%	10/24-09/25
6570	Safe and Accessible Transportation Options	545	294	352	-	-	-	-	1,191	4,510	10,100	5,590	45%	10/24-09/25
6571	Transit Planning	3,198	1,722	2,065	-	-	-	-	6,985	42,739	81,036	38,297	53%	10/24-09/25
	Total Metro. Planning	21,706	11,694	14,019	-	90	1,096	5,628	54,233	342,217	624,177	281,960	55%	
6572	Areawide Air Quality Program	1,091	588	704	-	-	2,657	1,065	6,105	60,098	112,500	52,402	53%	11/24-09/25
6573	Regional Transportation Program	852	459	550	-	-	-	-	1,860	17,899	38,000	20,101	47%	10/24-09/25
6574	Asset Management Program	93	50	60	-	-	-	-	204	10,023	61,550	51,527	16%	10/24-09/25
6575	Rural Transportation Program	466	251	301	-	-	-	-	1,017	19,621	26,287	6,666	75%	10/24-09/25
6566	Pure Michigan Byways	-	-	-	-	-	-	-	-	10,000	10,000	-	100%	10/24-09/25
6565	Non-Motorized Plan	-	-	-	-	-	-	-	-	37,632	105,000	67,368	36%	10/23-09/25
	Total Transportation	24,208	13,041	15,634	-	90	3,752	6,693	63,419	497,490	977,514	480,024	51%	
7501	City of Muskegon/Marquette Neighborhood Micro Forest	-	-	-	-	-	-	-	-	10,267	10,367	100	99%	Ongoing
7502	Spark Grant Technical Assistance	174	93	112	-	-	-	-	379	6,417	37,926	31,509	17%	12/23-12/25
7503	Technical Assistance to MLWP	-	-	-	-	-	-	-	-	1,851	10,000	8,149	19%	Fiduciary
7504	NFWF Community Capacity Building and Planning	1,433	772	925	-	-	-	-	3,130	7,910	200,200	192,290	4%	01/25-09/26
7508	City of Muskegon Urban Tree Management	2,223	120	144	-	-	-	-	2,488	4,440	225,000	220,560	2%	10/24-09/26
7535	MLWP-NRDA	-	-	-	-	-	-	-	-	-	25,800	25,800	0%	Fiduciary
7547	Muskegon Lake AOC BUI Removal	871	469	562	-	-	-	-	1,902	110,354	149,932	39,579	74%	01/23-12/25
7558	Sustainable Watershed Funding Initiative	-	-	-	-	-	-	-	-	8,569	10,100	1,531	85%	Ongoing
7560	NOAA Regional Partnership - Little Cedar Creek E&D	-	-	-	-	-	-	-	-	161,099	161,099	-	100%	10/20-09/24
7561	NOAA Regional Partnership - Little Cedar Creek Implementation	-	-	-	153	-	-	-	153	616,113	620,489	4,376	99%	10/20-09/24
7562	NOAA Regional Partnership - Stony Creek E&D/Feasibility	-	-	-	-	-	-	-	-	277,909	288,228	10,319	96%	10/20-09/24
7563	NOAA Regional Partnership - White River E&D	-	-	-	-	-	-	-	-	246,199	257,406	11,207	96%	10/20-09/24
7564	NOAA Regional Partnership - Stony Creek Implementation	1,591	857	1,027	1,038	40	-	2,678	7,229	1,245,549	1,326,004	80,455	94%	10/20-09/24
7565	NOAA Regional Partnership - White River Implementation	1,196	644	772	1,821	-	-	-	4,432	1,000,618	1,102,558	101,940	91%	10/20-09/24
7620	Environmental Management	1,112	599	718	-	60	-	-	2,488	13,774	10,000	(3,774)	138%	10/24-09/25
	Total Environmental	8,599	3,553	4,260	3,011	101	-	2,678	22,201	3,711,068	4,435,108	724,040	84%	
	GRAND TOTAL	41,166	21,096	25,290	54,932	400	3,752	10,196	156,832	4,821,280	6,679,377	1,858,097		

**WEST MICHIGAN SHORELINE
REGIONAL DEVELOPMENT COMMISSION**

**FRINGE BENEFIT
STATEMENT**

For the Seven Months Ended April 30, 2025

DESCRIPTION	AUTHORIZED BUDGET	CURRENT MONTH	YTD TOTAL	BUDGET BALANCE
Employer Taxes (FICA & SUI)	51,259	3,507	26,037	25,222
Group Insurance				
Health Insurance	215,796	15,748	111,430	104,366
Life Insurance/LTD	3,295	275	1,897	1,398
Dental Insurance	11,189	807	5,706	5,483
Vision Insurance	1,594	110	778	816
Workers' Compensation Insurance	1,452	0	1,182	270
MERS DB Contribution	75,000	0	21,567	53,433
Total	359,585	20,448	168,595	190,990

**WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION
INDIRECT COST STATEMENT**

For the Seven Months Ended April 30, 2025

	AUTHORIZED BUDGET	CURRENT MONTH	YEAR TO-DATE	BUDGET BALANCE Under/(Over)
Personnel				
Salaries	119,369	11,320	74,960	44,409
Fringe Benefits	64,282	6,096	40,624	23,658
	183,651	17,415	115,585	68,066
Administrative Services & Travel				
Bank Service Charges	550	0	0	550
Contracted Services - Legal/Audit	30,030	0	25,410	4,620
Contracted Services - IT/Marketing	15,600	1,554	8,605	6,995
Printing & Binding	8,090	1,097	3,586	4,504
Advertising	1,000	0	0	1,000
Postage	1,800	184	926	874
Travel	12,950	693	5,844	7,106
Conferences, Dues & Subscriptions	15,889	606	10,459	5,430
Insurance	3,019	0	3,019	0
Employee Dev/Comm. Exp	1,340	64	639	701
Furniture and Fixtures	800		210	590
	91,068	4,198	58,698	32,370
Office Occupancy & Equipment				
Office Rental	47,221	3,906	27,422	19,799
Office Cleaning Services	5,280	400	2,489	2,791
Equipment Usage - Copier	3,798	208	1,301	2,497
Wireless Connection	4,140	356	2,467	1,673
	60,439	4,870	33,680	26,759
Maintenance				
Software Maintenance	13,265	954	7,705	5,560
IT Repair and Maintenance	2,000	0	0	600
Web Site Expense	2,330	0	1,020	1,310
	17,595	954	8,725	8,870
Material Expense & Other				
Office Supplies	2,000	148	727	1,273
Interest	0	0	0	0
Other	1,000	0	0	1,000
	3,000	148	727	2,273
TOTAL	355,753	27,586	217,414	138,339

**WEST MICHIGAN SHORELINE
REGIONAL DEVELOPMENT COMMISSION**

SCHEDULE OF ACCOUNTS RECEIVABLE

April 30, 2025

DATE	INVOICE #	DESCRIPTION	
3/31/2025	2346	EDA - 5153	14,955.99
3/31/2025	2352	MDOT - 6565	6,467.97
3/31/2025	2353	MDOT - 6567	42,511.53
3/31/2025	2354	MDOT - 6572	28,089.74
3/31/2025	2357	MDOT - 6574	1,277.52
3/31/2025	2362	NFWF - 7506	4,779.24
3/31/2025	2363	USFS/MDNR - 7508	4,251.82
4/15/2025	2348	Mason County - 2014	1,452.00
4/15/2025	2350	Newaygo County - 2014	2,499.00
4/30/2025	2364	EDA - 5152	4,452.18
4/30/2025	2365	EDA - 5153	21,674.73
4/30/2025	2366	MEDC - 5153	31,250.00
4/30/2025	2367	MDOT - 6565	44,389.51
4/30/2025	2368	MDOT - 6567	4,883.86
4/30/2025	2369	MDOT - 6574	265.44
4/30/2025	2370	MDOT - 6575	1,017.31
4/30/2025	2371	MDOT - 6573	1,860.00
4/30/2025	2372	NFWF - 7506	3,130.49
4/30/2025	2373	NOAA - 7561	152.76
4/30/2025	2374	NOAA - 7564	7,229.72
4/30/2025	2375	NOAA - 7565	4,431.97
			<u>231,022.78</u>

**WEST MICHIGAN SHORELINE REGIONAL
DEVELOPMENT COMMISSION**

BALANCE SHEET

April 30, 2025

ASSETS

WMSRDC Cash	142,538	
Regional Prosperity Initiative Cash	-	
Flexible Spending Account	3,678	
PNC Money Market	-	
Fidelity Money Market	496,626	
MLWP Paypal	4,974	
Petty Cash	131	647,947
Accounts Receivable	231,023	
Unbilled Accounts Receivable	-	
Accrued Revenue	-	
Due from Others	-	231,023
Prepaid Expenses		
Prepaid Postage	-	
Deferred Expenses	-	-
TOTAL ASSETS		878,970

LIABILITIES, DEFERRED REVENUE & FUND BALANCE

Accounts Payable	149,502
Due to Grantors	-
Visa	203
Payroll Withholdings	5,511
FSA	3,678
Accrued Payroll	-
Deferred Revenue	-
Project Fund Balance	244,516
General Fund Balance	475,561
TOTAL LIABILITIES & FUND BALANCE	878,970

West Michigan Shoreline Regional Development Commission
Cash Disbursements
For the Months ending March - April 2025

Date	Chk #	Vendor	Amount
4/1/2025		Wells Fargo Leasing	109.00
4/1/2025		Unum Life Insurance Company	275.41
4/2/2025		Gusto	188.00
4/3/2025		Bill.com	
		<hr/> Enofly Designs Catherine Swiatek	750.00
		GEI Consultants, Inc	660.50
		Kohleys Superior Water #1	24.00
		Rotary Club of Muskegon	183.00
4/3/2025		AFLAC	290.72
4/7/2025		Comcast Business	180.98
4/7/2025		Ford Credit	532.26
4/9/2025		Net payroll	14,640.97
4/9/2025		Employer taxes	6,783.64
4/9/2025		Employee reimbursements	87.50
4/11/2025		Transfer to FSA	761.91
4/15/2025		457 Retirement remittance	1,730.26
4/15/2025		Bill.com	420.93
4/18/2025		Bill.com	
		<hr/> GEI Consultants, Inc	983.50
		Highland Economics	14,662.50
		Muskegon Lakeshore Chamber of Commerce	550.00
		Office Machines Company, Inc.	79.94
		Tracy Sodini Studio	420.00
		United Way of the Lakeshore	49.00
4/22/2025		Visa	2,538.86
4/22/2025		Visa	1,079.23
4/23/2025		Net payroll	14,471.68
4/23/2025		Employer taxes	6,783.70
4/23/2025		Employee reimbursements	606.82
4/25/2025		Bill.com	
		<hr/> Shoreline Technology Solutions	1,133.60
		Flex Administrators, Inc.	40.00
		Maid In Michigan Cleaning & Organizing Services	400.00
		Hinman Lake LLC	3,906.00
4/25/2025		Transfer to FSA	761.91
4/29/2025		BlueCross BlueShield of MI	19,443.95