



CITY OF WHITEHALL

CITY COUNCIL WORK SESSION
405 E. COLBY STREET, WHITEHALL, MI
GARDEN ROOM
December 10, 2019
5:00 p.m.

AGENDA

1. Meeting Called to Order
2. Discussion Items
 - Single Waste Hauler
 - Council Vacancies
 - Sidewalk Snowplowing
 - White Lake Solid Waste
 - Alley Paving
 - Medical Marihuana Facilities
 - Senior Millage
3. Informational Items
 - Ordinances
4. Public Comment *
5. Meeting Adjourned

City of Whitehall, 405 E. Colby Street, Whitehall, MI 49461; 231-894-4048

* **PUBLIC COMMENT:** Citizens wishing to speak on any subject matter or with regard to items on the agenda should use this opportunity. As a courtesy to the council, come to the podium, state your name, and direct your comments to the board. Please limit comments to three minutes. If you have questions or issues that need to be addressed, contact City Hall during regular business hours.

**Whitehall City Council
Work Session Information Report
December 2019**

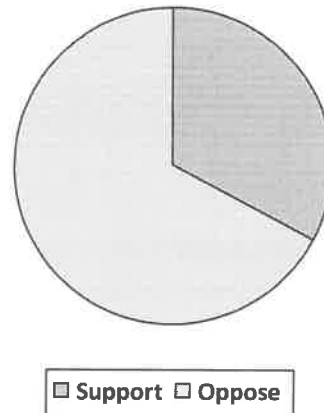
Single Waste Hauler (Connell, Huebler)

Should the City franchise a single waste hauler for residential pickup?

Roosevelt Park contracts with a single waste hauler for residential service. It cost \$144 per year per household. The City also pays \$19,338 for curbside recycling and bagged yard waste pickup. Their contractor has indicated a willingness to provide similar services and pricing if both us and Montague contract with them. We have 1,260 households. At \$144 per household plus recycling and yard waste, the annual cost would be \$201,000.

We currently spend \$75,000 on leaf pickup, brush pickup, and the Solid Waste Authority. Council could use these funds for a single waste hauler, the net annual cost is \$126,000 or \$100 per household.

According to a survey in our last newsletter, 67% of the 198 respondents are opposed to a single waste hauler.



Council Vacancies

Should the City codify how Council vacancies are filled?

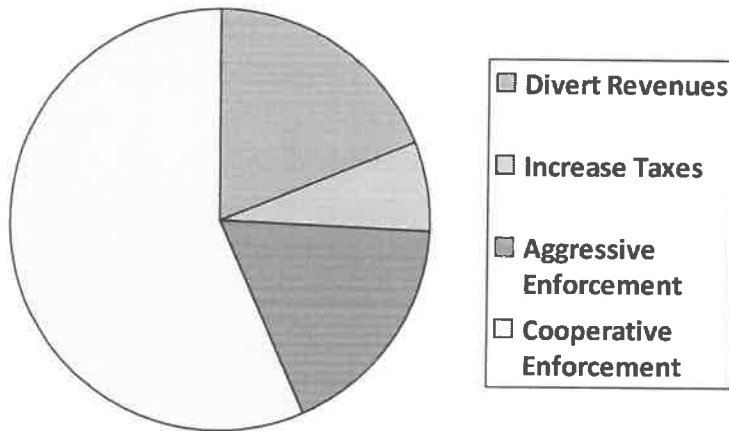
City Charter §4.9 requires the filling of a vacancy within 30 days with the concurring vote of at least four remaining members. If this does not happen, then a special election is required. The Charter is silent as to what method is used. The last two vacancies were filled by selecting the candidates that received the next highest number of votes in the 2017 election. Of the nine vacancies filled over the last 26 years three were done by appointment, three by soliciting applicants, two by highest vote getter, and one by mayoral recommendation. Whitehall District Schools accepts letters of interest and selects a replacement following interviews. Codification takes away your flexibility but would establish a procedure that is not subject to discussion or debate.

Sidewalk Snow Plowing (Brown)

How should the removal of snow and ice from city sidewalks be managed?

City Ordinance 96.28 places the responsibility of removing snow and ice from public sidewalks upon the adjacent property owner. The City can remove snow and bill the property owner or issue a ticket with fines starting at \$25. Our practice has been to seek compliance rather than enforcement.

Councilmember Brown has requested that the City take on the responsibility of plowing all sidewalks. Staff estimated that this will cost \$50,000 per year, require hiring an additional full time employee, and purchasing a larger sidewalk plow. Based upon available staffing, we do clear the downtown, main routes to schools, and then the rest of the City. Montague spends four hours on their sidewalk snowplow clearing 4 miles of sidewalks, starting in the downtown then school routes. We have 19 miles which would take two and one half days to clear.



A newsletter survey asked our residents their opinion. With 201 surveys returned, 57% prefer to leave things as is with cooperative enforcement. Chief Squiers delivered reminder notices to property owners on Colby Street about their responsibility to clear sidewalks as we had many complaints in this area with the first snowfall.

White Lake Solid Waste Authority (Connell)

Should Pride Days be paid as a subsidy or based on actual cost?

The Cities of Montague and Whitehall along with the Townships of Blue Lake, Montague, White River, and Whitehall comprise the White Lake Solid Waste Authority. The residents of each of these communities can drop off refuse for free once a year at the Transfer Station. The cost for this service is rolled in to the annual operating subsidy, regardless of actual use. In the past, the communities would pay a preset amount based upon actual use. Montague Township is considering withdrawing from Pride Days.

Alley Paving (Huebler)

Should the alley behind Twin Cities be paved?

Terry Lohman has asked in the past and is asking again that the City consider paving the alley behind his business. He is willing to help with the costs. The alley is 360 feet long. Based upon engineer estimates for Main Street, the asphalt would cost \$25,360. With engineering and some site prep, we can round this up to \$35,000. This could be done as a special assessment with all adjacent property owners sharing in the cost. The cost would be \$48.60 per foot. Terry's share comes to \$24,300. The other adjacent property owners would pay \$2,920 or \$4,370. Special assessments are typically paid over ten years with interest. After which, all future repairs and replacement are on the City.

Medical Marihuana Facilities (Huebler)

Should the recently enacted ordinance be amended to allow more facilities?

The Council adopted a medical marihuana ordinance allowing for a maximum of three dispensaries. Since more than three applications were received, a lottery drawing was held. Great Lakes Provision Center (Babbitt) did not receive one of the three. They are asking Council and Planning to consider changing the ordinance and grant them the fourth license. If we added one or more, the same lottery process should be used, which would not guarantee them a license.

Senior Millage (Huebler)

Should the City accept the Municipal Allocation and for what purpose?

From what I have gathered, a township complained about not receiving any benefits from the senior millage for their residents. This led to the County Commissioners approving a plan to allocate \$549,000 to all 27 local units of government. Our share is \$12,870. The plan was rolled out and approved quickly with next to no input from the local units. The millage brings in \$2.3M per year and there is a budgeted surplus of \$1.7M. Communities are planning to spend their allocation on things ranging from lawn mowing to discounts at farmers markets. City Manager Jeff Auch and I have discussed the "windfall" with White Lake Area Community Education Director Tom Moore and Whitehall District Schools Superintendent Dr. Jerry McDowell to enhance and expand their senior services.



Muskegon County Property Viewer Map

Type a Map Title Here

Type a Note for the map print here



Scale: 1 to 1,128

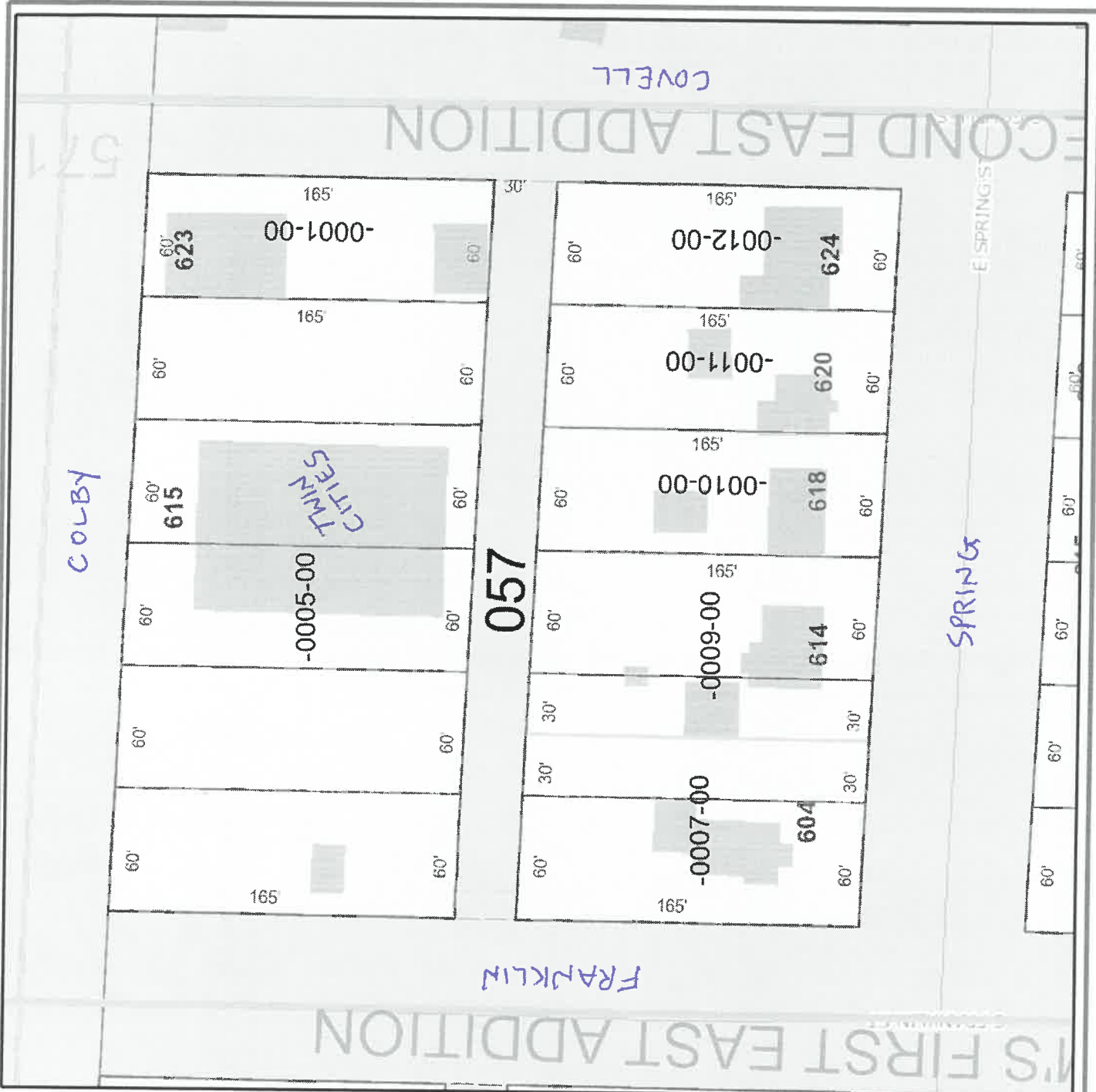
Notice: Muskegon County and Muskegon County GIS makes no warranty, expressed or implied, regarding the accuracy, completeness, or usefulness of the information presented. Muskegon County assumes no responsibility for errors that arise from the use of this information.

MUSKEGON COUNTY



Map by Muskegon County GIS
141 E. Apple Ave, Muskegon, MI 49445
P: 231-724-4458 F: 231-724-1129
www.muskegoncountygis.org

Printed from the Muskegon County
GIS Property Viewer
Map Printed 12/5/2019



November 25, 2019

Sean Babbitt

Great Lakes Provision Center

2010 Getty St. Muskegon, MI 49441

Dear Whitehall City Counsel Members,

I would like to start by expressing my appreciation with regards to the fair approach you developed when granting the medical marijuana dispensary licenses. As you are likely aware, there were only four qualified applicants. Unfortunately, Great Lakes Provision Center, was the only entity to not receive a permit.

My family and I recently moved to Twin Lake from Ada, MI. Our desire was to be closer to my other business locations in Muskegon. This is where I have developed 23 years of experience as a successful proprietor of business. We were excited about living, working and participating in your community.

Over the past year, I have worked to find a suitable location to operate a safe, upscale medical marijuana retail environment. As one of the qualifying applicants, this letter serves as a respectful request to reconsideration granting an additional operating license to Great Lakes Provision Center.

If granted the opportunity, this would be my only medical marijuana dispensary. I plan to be present and provide my full support to this business venture.

Thank you for your valuable time and consideration.

Sean Babbitt

A handwritten signature in blue ink, appearing to read 'S. Babbitt', with a long horizontal flourish extending to the right.

The Human Services Committee met on November 5, 2019, it was recommended and I move:

- HS19/11 - 30 To approve allocating 25% of the annual senior millage funds to the local municipalities to coordinate and provide services, programs, and/or activities for seniors in their jurisdiction. Each municipality would receive a base funding of \$3,500 and additional funding based on the population of seniors in the municipality. To accept the optional funding each municipality must present a 1-2 page plan approved by their governing entity and endorsed by the jurisdictional County Commissioner(s).
- HS19/11 – 31 To approve a FY20 senior millage award to Living Word Church for \$80,000 for the initiation, coordination and provision of both snow removal and lawn care services to seniors in Muskegon County who are eligible for the program services; and to authorize the designated Senior Millage Grants Administrator, Senior Resources to proceed with the administration of the programs.
- HS19/11 – 32 To approve adjusting FY20 senior millage awards from partial year funding to full year funding for Muskegon Community College/Lakeshore Fitness Center – Next Steps Program to \$30,000; YMCA – Veggie Van activities to \$55,000; and Trinity Village – Major home repairs (county-wide) to \$56,000 effective October 1, 2019 through September 30, 2020; and to authorize the designated Senior Millage Grants Administrator, Senior Resources to proceed with the administration of the programs.
- HS19/11 – 33 To authorize Public Health – Muskegon County to award the drinking water laboratory analysis contract to Trace Analytical Laboratories for the period of October 1, 2019 through September 30, 2020, with a one year renewal option, with no effect on county general fund.
- HS19/11 – 34 To authorize Public Health to accept funding from the Lakeshore Regional Entity in the amount of \$410,000 for substance abuse prevention services in Muskegon County effective October 1, 2019 to September 30, 2020; and further authorize the Public Health Director to sign the related agreement.



Municipal Allocation Summary

On Tuesday, November 12, 2019 the Muskegon County Board of Commissioners approved allocating up to 25% of the annual senior millage funds to local municipalities to coordinate and provide services, programs, and/or activities for seniors in their jurisdictions. The funding formula includes a \$3,500 base for each municipality plus a pro-rated amount based on the population of seniors in the jurisdiction. Municipalities are encouraged to leverage funds and minimize duplication by working with categorical grantees and/or each other.

Key points:

- 100% optional – submit an annual plan/budget to “opt in” each year.
- It does not prohibit or limit municipalities from applying for and receiving funding via the grant process.
- Municipalities must submit a 1 - 2 page plan approved by the governing entity & endorsed by the jurisdictional County Commissioner.
- Funding will be available effective January 1, 2020 through September 30, 2020; then it will follow the County fiscal year October 1 – September 30 thereafter.
- Monthly reports encouraged – quarterly reports required (*financial and participant demographics*).
- Please contact Kathy Moore (*County staff*) at mooreka@co.muskegon.mi.us or (231) 724-1232 if you have any questions.

Population to be served:

1. All persons 60 years of age or older or their caregivers who meet the criteria established for services shall be eligible for any or all services with priority given to meeting the needs of persons with the greatest economic or social need, giving particular attention to low-income, minority individuals.
2. Residents or occupants of Muskegon County, either permanent, temporary, or transitional.
3. The Sub-Contractor shall not refuse to provide services to any eligible persons 60 years of age and older because of race, color, religion, national origin, age, sex, height, weight, marital status, sexual orientation, arrest record, or handicap pursuant to Title VI of the Civil Rights Act of 1964, amended 1973; and the Elliott-Larsen Civil Rights Act, 1976 P.A. 453, Section 209. The Sub-Contractor shall comply with the provisions of Title VI of the Civil Rights Act of 1964, the Michigan Handicappers Civil Rights Act, 1976 P.A. 220, and Section 504 of the Federal Rehabilitation Act of 1973, D.L. 93-112, 87 Stat. 394, and the Americans with Disabilities Act, 1990 P.A. 101-336.
4. Further, the Sub-Contractor shall comply with all other federal, state, or local laws, regulations, standards, and any amendments thereto, as they apply to the performance of this contract.

For more information about current and past programs and services funded by the millage visit:

<https://seniorresourceswmi.org/muskegon-county-senior-millage/>

For ideas and service standards related to potential programs, services and activities visit:

<https://seniorresourceswmi.org/wp-content/uploads/2018/03/Service-standards-updated-3.28.18.pdf>

PROPOSED MUSKEGON COUNTY SENIOR MILLAGE ALLOCATION TO MUNICIPALITIES

Base Funding all Municipalities	\$94,500
Funding based on Senior Population in Municipalit	\$454,544
Total Funding Allocated to Municipalities	<u>\$549,044</u>

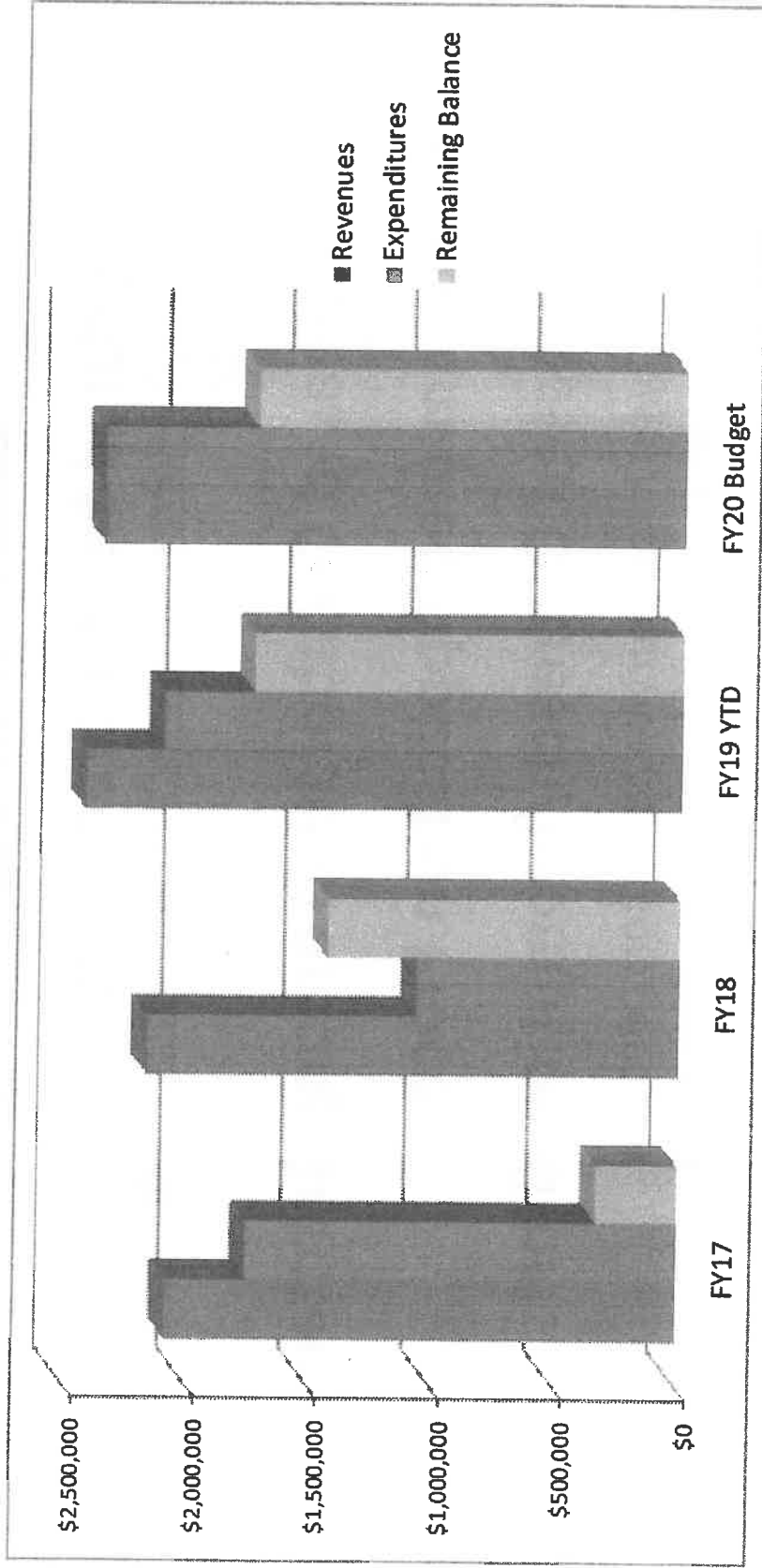
Municipality	Base Funding	Total Seniors	%	Senior % Funding	Total	County Commissioner
Blue Lake Township	\$3,500	456	1.18%	\$5,341	\$8,841	Mahoney
Casnovia Township	\$3,500	598	1.54%	\$7,004	\$10,504	Foster
Casnovia Village	\$3,500	76	0.20%	\$890	\$4,390	Foster
Cedar Creek Township	\$3,500	828	2.13%	\$9,698	\$13,198	Foster
Dalton Township	\$3,500	1,942	5.00%	\$22,746	\$26,246	Mahoney
Egelston Township	\$3,500	1,885	4.86%	\$22,078	\$25,578	Foster
Fruitland Township	\$3,500	1,365	3.52%	\$15,988	\$19,488	Snider
Fruitport Village	\$3,500	308	0.79%	\$3,607	\$7,107	Lahring
Fruitport Charter Township	\$3,500	3,198	8.24%	\$37,457	\$40,957	Lahring
Holton Township	\$3,500	505	1.30%	\$5,915	\$9,415	Foster
Laketon Township	\$3,500	2,103	5.42%	\$24,632	\$28,132	Snider
Lakewood Club Village	\$3,500	224	0.58%	\$2,624	\$6,124	Mahoney
Montague City	\$3,500	548	1.41%	\$6,419	\$9,919	Mahoney
Montague Township	\$3,500	480	1.24%	\$5,622	\$9,122	Mahoney
Moorland Township	\$3,500	280	0.72%	\$3,280	\$6,780	Foster
						Hovey-Wright
Muskegon City	\$3,500	7,199	18.55%	\$84,319	\$87,820	Nash
Muskegon Charter Township	\$3,500	3,682	9.49%	\$43,126	\$46,626	Hughes
Muskegon Heights City	\$3,500	1,429	3.68%	\$16,737	\$20,237	Wilkins
North Muskegon City	\$3,500	1,102	2.84%	\$12,907	\$16,407	Snider
						Wilkins
						Hovey-Wright
Norton Shores City	\$3,500	6,375	16.43%	\$74,668	\$78,168	Scolnik
Ravenna Township	\$3,500	570	1.47%	\$6,676	\$10,176	Lahring
Ravenna Village	\$3,500	207	0.53%	\$2,425	\$5,925	Lahring
Roosevelt Park City	\$3,500	947	2.44%	\$11,092	\$14,592	Hovey-Wright
Sullivan Township	\$3,500	733	1.89%	\$8,585	\$12,085	Lahring
White River Township	\$3,500	482	1.24%	\$5,645	\$9,145	Mahoney
Whitehall City	\$3,500	800	2.06%	\$9,370	\$12,870	Mahoney
Whitehall Township	\$3,500	486	1.25%	\$5,692	\$9,192	Mahoney
	<u>\$94,500</u>	<u>38,808</u>	<u>100.00%</u>	<u>\$454,543</u>	<u>\$549,044</u>	

FY19 Senior Millage Property Taxes Collected (405.000) = \$2,196,175
 25% of \$2,196,175 = \$549,044

updated 11/18/19

SENIOR MILLAGE FUND

Revenues and Expenditures Activity



	<u>FY17</u>	<u>FY18</u>	<u>FY19 YTD</u>	<u>FY20 Budget</u>
Revenues	\$2,083,306	\$2,166,812	\$2,426,001	\$2,360,013
Expenditures	\$1,752,713	\$1,066,820	\$2,112,071	\$2,364,406
Remaining Balance	\$330,593	\$1,430,585	\$1,744,515	\$1,740,122

Senior Programming at the Whitehall Athletic and Activity Center

White Lake Area Community Education, under the direction of Whitehall District Schools, provides educational and recreational programming services to the communities of northern Muskegon County. Programs are coordinated and made available to residents of; Whitehall, Montague, Reeths-Puffer, Holton and North Muskegon school districts. Programs are offered in the areas of: Enrichment, Adult Education, Alternative Education and Early Childhood Education.

Programs offered to seniors have seen the largest growth in participant numbers in recent years, and while programs are offered in all districts, the majority of seniors participate in activities at the facility presently known as the White Lake Community Center. The Community Center is open to the public for informal walking during business hours. Other programs currently available to seniors during school and evening hours include:

- Pickleball
- Chair Volleyball
- Matter of Balance
- Art of Sewing
- Elder Law
- Art With Beth
- Helping Hearts (sewing, knitting, crafts)
- Diabetes Programming
- Weight Watchers
- Tai Chi
- Energize
- Yoga

With the completion of the Whitehall Athletic and Activity Center (VAC) in early December, it is anticipated that these programs will be significantly expanded. The addition of a 1/7th mile walking track, fitness room, golf room, community meeting room, cafe and 30,000 square foot turf and wood floor in the VAC will provide secure, convenient and comfortable state of the art facilities. This will complement the existing community classrooms, recreation space, technical wing, and artisan wing.

Municipalities who choose use their Proposed Muskegon County Senior Millage Allocation (see attachment) will receive annual memberships for all of their seniors (60+) who are able to provide proof of residency in the participating municipality.

Using Senior Millage funds, we commit to providing a dedicated recreation coordinator who will expand current activity, develop, and coordinate new activities specifically designed for seniors in the White Lake Area.



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
December 10, 2019
6:00 p.m.

AGENDA

1. Meeting called to Order
 - A. Pledge of Allegiance
2. Approval of Agenda
3. Approval of the November 26 Council Meeting Minutes
4. Approval of Accounts Payable
5. Communications: City's Financial Report, City's Pension & Health Care Report, Jackie Jacobs Thank You, Library Audit, Planning Commission Minutes, Wastewater Minutes
6. Public Comment *
7. Messages from the Mayor, Council, and City Manager
 - A. Mayoral Board Appointments
8. Unfinished Business
9. New Business
10. Public Comment *
11. Adjournment

City of Whitehall, 405 E. Colby Street, Whitehall, MI 49461; 231-894-4048

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CITY OF WHITEHALL
COUNCIL MEETING MINUTES
November 26, 2019

PRESENT: Scott Brown, Dick Connell, Virginia DeMumbrum, Ellie Dennis, Debi Hillebrand, Sean Mullally, and Steve Salter

ABSENT: Student Reps Brown & Hubbard

ALSO PRESENT: City Attorney Sweeting, City Clerk Bourdon, and City Manager Huebler

Mayor Hillebrand called the meeting to order at 6:00 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

Motion by Dennis, seconded by Mullally, CARRIED, to approve the agenda. All yeses.

APPROVAL OF COUNCIL MINUTES

Motion by DeMumbrum, seconded by Dennis, CARRIED, to approve the November 12 council meeting minutes. All yeses

APPROVAL OF THE ACCOUNTS PAYABLE

Motion by Connell, seconded by DeMumbrum, CARRIED, to approve the account payables in the amount of \$206,016.37 and checks to be drawn in their several amounts.

Roll Call Vote: Yes – Connell, DeMumbrum, Mullally, Salter, Brown, Dennis, and Hillebrand; No – None; Absent – None

COMMUNICATIONS

Central Dispatch, Wastewater & Public Works Newsletter

Motion by Dennis, seconded by DeMumbrum, CARRIED, to approve the communications and place them on file. All yeses

PUBLIC COMMENT

Christi Babbitt requested reconsideration for an additional medical marijuana provisional dispensary. Donna VanGeison provided an update on the Library.

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Received comments from council.

Motion by Mullally, seconded by DeMumbrum, CARRIED, to excuse Dennis from the December 10 work session and council meeting. All yeses

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Traffic Control Order 238

Motion by Salter, seconded by Dennis, CARRIED, to approve a "STOP" sign for east bound traffic on Market Street at Livingston. All yeses

B. Resolution 19-44 Water Service Replacements

Motion by Connell, seconded by DeMumbrum, CARRIED, to award the water service replacement bid to Scheid Plumbing, Heating & Cooling for the low qualified bid of \$20 per foot for ¾" service and \$21 per foot for a 1" service; and approve reimbursement to recently repaired services in compliance with the new regulation at the actual costs up to the \$20 or \$21 per foot as bid by Scheid.

Roll Call Vote: Yes – Connell, DeMumbrum, Mullally, Salter, Brown, Dennis, and Hillebrand; No – None; Absent – None

PUBLIC COMMENT

Norm Kittleson spoke in praise of the Playhouse.

ADJOURNMENT

With no further business the Mayor adjourned the meeting at 6:29 pm.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
December 10, 2019

December 2019 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$47,922.69	Transfer
IRS	Payroll	\$15,398.18	EFT
Alerus Financial	Payroll	\$5,260.41	7241
MISDU	Payroll	\$90.34	7242
FOP-CD Hammond #99	Payroll	\$69.39	7243
Teamsters Local 214	Payroll	\$341.00	7244

Total Prepaids: \$69,082.01

TOTAL ACCOUNTS PAYABLE

\$192,873.62

Vendor Code	Vendor Name	Description	Amount
ALPLHAF	ALPHAFISH, LLC		
	1356	WEB HOSTING/DOMAIN - PLAYHOUSE	348.88
TOTAL FOR: ALPHAFISH, LLC			348.88
SEAV	ALYSSA SEAVER		
	OPTICAL	OPTICAL - LAUREN	83.00
	STATEMENT	MILEAGE - TREASURER'S MTGS, BSA TRAINING	179.80
TOTAL FOR: ALYSSA SEAVER			262.80
BATT	BATTERIES PLUS - 386		
	STATEMENTS	LED BULBS - FIRE DEPT BUILDING	4,074.78
TOTAL FOR: BATTERIES PLUS - 386			4,074.78
BEAM	BETH BEAMAN		
	STATEMENT	REIMBURSEMENT - HOLIDAY DECOR, CONCESSIONS	84.28
TOTAL FOR: BETH BEAMAN			84.28
MISC	BRIAN TOMA		
	REFUND	REFUND - MEDICAL MARIHANA APPLICATION FEES	2,400.00
TOTAL FOR: BRIAN TOMA			2,400.00
CHART	CHARTER COMMUNICATIONS		
	5649112519	INTERNET/TELEPHONE	279.98
TOTAL FOR: CHARTER COMMUNICATIONS			279.98
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	9,897.15
TOTAL FOR: CONSUMER'S ENERGY			9,897.15
CHRISTMAS	DBA / CHRISTMAS DECOR BY DEVRIES		
	3451	DOWNTOWN - CHRISTMAS DECOR INSTALLATION	4,960.74
TOTAL FOR: DBA / CHRISTMAS DECOR BY DEVRIES			4,960.74
DORN	DORNBOS SIGN INC		
	INV47338	TRAFFIC SIGNS	84.45
TOTAL FOR: DORNBOS SIGN INC			84.45
DOUBE	DOUBLE L ENTERPRISES INC		
	33046	FALL 2019 LEAF COLLECTION & DISPOSAL	46,042.50
TOTAL FOR: DOUBLE L ENTERPRISES INC			46,042.50
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	2,473.86
TOTAL FOR: DTE ENERGY			2,473.86
EPS	ENGINEERED PROTECTION SYSTEMS INC.		
	A1175430	FIRE TESTING & MONITORING	225.00
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC.			225.00
FRONT	FRONTIER		
	STATEMENTS	TELEPHONE	111.63
TOTAL FOR: FRONTIER			111.63

Vendor Code	Vendor Name	Invoice	Description	Amount
GILL	GILLHESPY OF MICHIGAN INC	2239706	TANK TESTING	327.70
TOTAL FOR: GILLHESPY OF MICHIGAN INC				327.70
HUNTS	HUNT'S DO-IT CENTER	STATEMENT	TOOLS & SUPPLIES	131.52
TOTAL FOR: HUNT'S DO-IT CENTER				131.52
HUNTR	HUNTS RENTAL CENTER	26928	CEMENT BULL FLOAT	12.00
TOTAL FOR: HUNTS RENTAL CENTER				12.00
JJ'S ELEC	JJ'S ELECTRIC LLC	NOV-2019	ELECTRICAL PERMITS - NOV-2019	566.30
TOTAL FOR: JJ'S ELECTRIC LLC				566.30
ANDJ	JOSEPH M ANDERSEN	CONTRACT	LIGHT OPERATOR - PETER YARROW & FULL CHORD	300.00
		CONTRACT	LIGHT OPERATOR - IRISH CHRISTMAS & FRUITCAKES	300.00
TOTAL FOR: JOSEPH M ANDERSEN				600.00
KANSLIFE	KANSAS CITY LIFE INSURANCE COMPANY	BINDER	DENTAL INSURANCE BINDER	1,955.27
TOTAL FOR: KANSAS CITY LIFE INSURANCE COMPANY				1,955.27
KIEL	KIEL'S MUSIC	STATEMENT	PIANO TUNING	95.00
TOTAL FOR: KIEL'S MUSIC				95.00
HAR	KIMBERLY HARSCH	CONTRACT	SOUND ENGINEER - IRISH CHRISTMAS & FRUITCAKES	400.00
TOTAL FOR: KIMBERLY HARSCH				400.00
MMRMA	MI MUNICIPAL RISK MGNT AUTH	M0001060 & R000	POLICY M0001060 & R0001060 - 2019/20 PREMIUM	19,465.00
TOTAL FOR: MI MUNICIPAL RISK MGNT AUTH				19,465.00
MIDS	MIDSTATE SECURITY CO	SV026847	ANNUAL MONITORING - DPW BUILDING	300.00
TOTAL FOR: MIDSTATE SECURITY CO				300.00
MODEL	MODEL COVERALL SERVICE INC	STATEMENT	UNIFORMS - NOV-2019	201.52
TOTAL FOR: MODEL COVERALL SERVICE INC				201.52
MONTF	MONTAGUE FOODS	3005-2	THANKSGIVING TURKEYS	533.75
TOTAL FOR: MONTAGUE FOODS				533.75
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO	6078	SALT, SAND & BRINE	627.28
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO				627.28

Vendor Code	Vendor Name	Invoice	Description	Amount
MUTRE	MUSKEGON COUNTY TREASURER'S	176046	NOV 5 2019 - ELECTION COSTS & SUPPLIES	396.35
TOTAL FOR: MUSKEGON COUNTY TREASURER'S				396.35
NEWL	NEW LIFE CARTRIDGES INC	32573	TONER	81.99
TOTAL FOR: NEW LIFE CARTRIDGES INC				81.99
ONDUTY	ON DUTY GEAR, LLC	21431	ARMORED VEST W/CUSTOM LABEL	303.95
TOTAL FOR: ON DUTY GEAR, LLC				303.95
SWEET	RODGER I. SWEETING, ATTORNEY LLP	19807	ATTORNEY FEES	2,017.51
TOTAL FOR: RODGER I. SWEETING, ATTORNEY LLP				2,017.51
SAMS	SAM'S CLUB/GECE	564147070162875	KLEENEX	14.98
TOTAL FOR: SAM'S CLUB/GECE				14.98
HUEBL	SCOTT HUEBLER	NOV-2019	CAR ALLOWANCE - NOV-2019	300.00
TOTAL FOR: SCOTT HUEBLER				300.00
SHO	SHORELINE INSPECTION SERVICE LLC	NOV-2019	MECHANICAL PERMITS - NOV-2019	686.81
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC				686.81
STIB	STIBITZ FARMS	0284	GAZEBO CHRISTMAS TREE	80.00
TOTAL FOR: STIBITZ FARMS				80.00
STANI	THE STANDARD INSURANCE	160-757398-0000	DENTAL - DEC-2019	2,045.40
TOTAL FOR: THE STANDARD INSURANCE				2,045.40
TRICO	TRI-COUNTY FEED SERVICE INC	13764	ROCK SALT	65.00
TOTAL FOR: TRI-COUNTY FEED SERVICE INC				65.00
TROPW	TROPHY CENTER OF WEST MICHIGAN	10412	COUNCIL NAME PLATE	15.00
TOTAL FOR: TROPHY CENTER OF WEST MICHIGAN				15.00
TWIN	TWIN CITIES AUTO PARTS	STATEMENT	TRUCK 12-16, CRUISER, SPEED TRAILER MAINTENAN	6,551.47
TOTAL FOR: TWIN CITIES AUTO PARTS				6,551.47
VIRTU	VIRTU LLC	CONTRACT	PERFORMANCE DEPOSIT - KREELLERS	500.00
		CONTRACT	PERFORMANCE DEPOSIT - AOIFE SCOTT	500.00
TOTAL FOR: VIRTU LLC				1,000.00

Vendor Code	Vendor Name	Invoice	Description	Amount
VRE	VREDEVELD HAEFNER LLC	4616	COMPLETION OF AUDIT	950.00
TOTAL FOR: VREDEVELD HAEFNER LLC				950.00
WLAUT	WHITE LAKE AUTOMOTIVE	STATEMENT	PARTS & TOOLS	325.09
TOTAL FOR: WHITE LAKE AUTOMOTIVE				325.09
WLFIR	WHITE LAKE FIRE AUTHORITY	NOV-2019	MECHANICAL FIRE SUPPRESSION PERMITS - NOV-201	180.43
TOTAL FOR: WHITE LAKE FIRE AUTHORITY				180.43
WLNUR	WHITE LAKE NURSERY	STATEMENT	TIRE, OIL MIX	141.16
TOTAL FOR: WHITE LAKE NURSERY				141.16
WINDEM	WINDEMULLER	STATEMENTS	REPAIRS - LS#2. WELL #7, PUMP STATION, MARINA	9,586.00
TOTAL FOR: WINDEMULLER				9,586.00
WOLVE	WOLVERINE POWER SYSTEMS INC	0179929-IN	LIFT STATION #4 - SERVICE, LABOR, EXERCISR	1,077.11
TOTAL FOR: WOLVERINE POWER SYSTEMS INC				1,077.11
WORKBOX	WORKBOX STAFFING	177011, 176728	TEMPORARY SERVICES - CLEMENT/WHITE	1,511.97
TOTAL FOR: WORKBOX STAFFING				1,511.97
TOTAL - ALL VENDORS				123,791.61

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Fund 101 GENERAL OPERATING FUND					
Dept 000 648					
101-000-080.000	DUE FROM OTHER FUNDS	MI MUNICIPAL RISK MGNT A	11/17/19	M0001060 & R0001060	19,465.00
101-000-082.000	DUE FROM OTHER SOURCES	BATTERIES PLUS - 386	11/08/19	STATEMENTS	2,991.40
101-000-083.000	DUE FROM WHI LAKE FIRE AUTHORITY	BATTERIES PLUS - 386	11/08/19	STATEMENTS	541.69
101-000-451.000	BUSINESS LICENSES/PERMITS/FEES	BRIAN TOMA	11/25/19	REFUND	2,400.00
		Total For Dept 000 648			25,398.09
Dept 101 CITY COUNCIL					
101-101-962.000	OTHER EXPENSES	TROPHY CENTER OF WEST MI	11/19/19	10412	15.00
		Total For Dept 101 CITY COUNCIL			15.00
Dept 136 DISTRICT COURT					
101-136-826.000	ATTORNEY FEES	RODGER I. SWEETING, ATTO	12/02/19	19807	1,149.50
		Total For Dept 136 DISTRICT COURT			1,149.50
Dept 172 ADMINISTRATION					
101-172-719.000	FRINGE BENEFITS	MONTAGUE FOODS	11/25/19	3005-2	95.30
101-172-727.000	OFFICE SUPPLIES	NEW LIFE CARTRIDGES INC	12/04/19	32573	81.99
101-172-850.000	TELEPHONE	FRONTIER	11/20/19	STATEMENTS	35.36
101-172-960.000	EDUCATION & TRAINING	ALYSSA SEAVER	11/26/19	STATEMENT	143.84
		Total For Dept 172 ADMINISTRATION			356.49
Dept 195 ELECTIONS					
101-195-727.000	OFFICE SUPPLIES	MUSKEGON COUNTY TREASURE	11/30/19	176046	246.35
101-195-818.000	CONTRACTUAL SERVICES	MUSKEGON COUNTY TREASURE	11/30/19	176046	150.00
		Total For Dept 195 ELECTIONS			396.35
Dept 203 ATTORNEY					
101-203-826.000	ATTORNEY FEES	RODGER I. SWEETING, ATTO	12/02/19	19807	790.51
		Total For Dept 203 ATTORNEY			790.51
Dept 253 TREASURER					
101-253-957.000	CONFERENCES & WORKSHOPS	ALYSSA SEAVER	11/26/19	STATEMENT	35.96
		Total For Dept 253 TREASURER			35.96
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	OPERATING SUPPLIES	SAM'S CLUB/GECF	11/26/19	56414707016287581513	14.98
101-265-757.000	OPERATING SUPPLIES	TRI-COUNTY FEED SERVICE	11/12/19	13764	32.50
101-265-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	935.43
101-265-920.000	PUBLIC UTILITIES	DTE ENERGY	11/25/19	STATEMENT	611.62
101-265-931.000	BUILDING MAINTENANCE	BATTERIES PLUS - 386	11/08/19	STATEMENTS	541.69
101-265-931.000	BUILDING MAINTENANCE	HUNT'S DO-IT CENTER	12/01/19	STATEMENT	10.70
		Total For Dept 265 CITY HALL BLDG & GROUNDS			2,166.92
Dept 276 CEMETERY					
101-276-818.700	CONTRACTUAL SERVICES-TEMPORARY	WORKBOX STAFFING	12/01/19	177011, 176728	755.99
101-276-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	72.17
101-276-920.000	PUBLIC UTILITIES	DTE ENERGY	11/25/19	STATEMENT	31.99
101-276-932.000	CEMETERY MAINTENANCE	HUNT'S DO-IT CENTER	12/01/19	STATEMENT	28.36
101-276-933.000	EQUIPMENT MAINTENANCE	WHITE LAKE NURSERY	11/30/19	STATEMENT	61.19
		Total For Dept 276 CEMETERY			949.70
Dept 301 POLICE					

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Fund 101 GENERAL OPERATING FUND					
Dept 301 POLICE					
101-301-719.000	FRINGE BENEFITS	MONTAGUE FOODS	11/25/19	3005-2	266.91
101-301-759.000	UNIFORMS, LAUNDRY, CLEANING	ON DUTY GEAR, LLC	12/03/19	21431	303.95
101-301-850.000	TELEPHONE	FRONTIER	11/20/19	STATEMENTS	35.35
101-301-933.000	EQUIPMENT MAINTENANCE	TWIN CITIES AUTO PARTS	11/30/19	STATEMENT	5,935.39
		Total For Dept 301 POLICE			6,541.60
Dept 442 SIDEWALKS					
101-442-818.000	CONTRACTUAL SERVICES	HUNTS RENTAL CENTER	11/25/19	26928	12.00
		Total For Dept 442 SIDEWALKS			12.00
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	52.51
		Total For Dept 448 STREET LIGHTING			52.51
Dept 526 LEAF DISPOSAL					
101-526-818.000	CONTRACTUAL SERVICES	DOUBLE L ENTERPRISES INC	11/25/19	33046	46,042.50
		Total For Dept 526 LEAF DISPOSAL			46,042.50
Dept 751 PARKS DEPARTMENT					
101-751-757.000	OPERATING SUPPLIES	DORNBOS SIGN INC	11/22/19	INV47338	33.25
101-751-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	12/01/19	STATEMENT	9.43
101-751-818.700	CONTRACTUAL SERVICES-TEMPORARY	WORKBOX STAFFING	12/01/19	177011, 176728	755.98
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	261.94
101-751-933.000	EQUIPMENT MAINTENANCE	WHITE LAKE NURSERY	11/30/19	STATEMENT	70.57
		Total For Dept 751 PARKS DEPARTMENT			1,131.17
Dept 777 119 S BALDWIN ST					
101-777-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	79.63
101-777-920.000	PUBLIC UTILITIES	DTE ENERGY	11/25/19	STATEMENT	57.26
		Total For Dept 777 119 S BALDWIN ST			136.89
Dept 851 FRINGE BENEFITS					
101-851-719.450	FRINGE-UNIFORMS	MODEL COVERALL SERVICE I	11/26/19	STATEMENT	178.64
101-851-719.500	FRINGE-ADMIN CAR ALLOW	SCOTT HUEBLER	12/01/19	NOV-2019	300.00
101-851-719.605	DENTAL INSURANCE	KANSAS CITY LIFE INSURAN	12/04/19	BINDER	1,955.27
101-851-719.605	DENTAL INSURANCE	THE STANDARD INSURANCE	11/15/19	160-757398-00001	2,045.40
101-851-719.650	FRINGE-OPTICAL	ALYSSA SEAVER	11/25/19	OPTICAL	83.00
		Total For Dept 851 FRINGE BENEFITS			4,562.31
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT					
202-463-719.000	FRINGE BENEFITS	MONTAGUE FOODS	11/25/19	3005-2	89,737.50
		Total For Fund 101 GENERAL OPERATING FUND			89,737.50
Dept 474 TRAFFIC SERVICES					
202-474-757.000	OPERATING SUPPLIES	DORNBOS SIGN INC	11/22/19	INV47338	38.12
		Total For Dept 463 ROUTINE MAINT			38.12
Dept 478 WINTER MAINT					
202-478-757.000	OPERATING SUPPLIES	MUSKEGON COUNTY ROAD COM	11/21/19	6078	51.20
		Total For Dept 474 TRAFFIC SERVICES			51.20
		Total For Fund 202 MAJOR STREET FUND			627.28

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Fund 202 MAJOR STREET FUND					
Dept 478 WINTER MAINT					
Dept 491 TRUNKLINE DRAINS					
202-491-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	12/01/19	STATEMENT	627.28
202-491-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	9.17
					31.09
					40.26
					756.86
Fund 203 LOCAL STREET FUND					
Dept 463 ROUTINE MAINT					
203-463-719.000	FRINGE BENEFITS	MONTAGUE FOODS	11/25/19	3005-2	38.12
					38.12
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3					
Dept 300 DOWNTOWN STREETScape					
245-300-921.000	ELECTRICAL-PEDESTRIAN LIGHTS	CONSUMER'S ENERGY	11/24/19	STATEMENT	256.74
245-300-974.000	CAPITAL IMPROVEMENTS	DBA / CHRISTMAS DECOR BY	11/26/19	3451	4,960.74
245-300-974.000	CAPITAL IMPROVEMENTS	STIBITZ FARMS	11/21/19	0284	80.00
					5,297.48
Fund 248 LOCAL DEVELOPMENT FINANCE AUTHORITY					
Dept 000 648					
248-000-818.100	C/S-INDUSTRIAL PARK MARKETING	CONSUMER'S ENERGY	11/24/19	STATEMENT	52.79
					52.79
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 648					
249-000-818.000	CONTRACTUAL SERVICES	JJ'S ELECTRIC LLC	12/01/19	NOV-2019	566.30
249-000-818.000	CONTRACTUAL SERVICES	SHORELINE INSPECTION SER	12/01/19	NOV-2019	686.81
249-000-818.000	CONTRACTUAL SERVICES	WHITE LAKE FIRE AUTHORIT	12/01/19	NOV-2019	180.43
					1,433.54
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-719.000	FRINGE BENEFITS	MONTAGUE FOODS	11/25/19	3005-2	19.06
580-000-757.000	OPERATING SUPPLIES	BETH BEAMAN	11/24/19	STATEMENT	45.46
580-000-757.400	OPERATING-YOUTH THREATRE	HUNT'S DO-IT CENTER	12/01/19	STATEMENT	21.21
580-000-757.500	OPERATING SUPPLIES-S.S. SNACKS	BETH BEAMAN	11/24/19	STATEMENT	38.82
580-000-818.000	CONTRACTUAL SERVICES-	ALPHA FISH, LLC	12/01/19	1356	348.88
580-000-818.000	CONTRACTUAL SERVICES-	ENGINEERED PROTECTION SY	12/01/19	A1175430	225.00
580-000-818.300	CONTRACTUAL SER-LIGHTING	JOSEPH M ANDERSEN	12/03/19	CONTRACT	300.00
580-000-818.300	CONTRACTUAL SER-LIGHTING	JOSEPH M ANDERSEN	12/03/19	CONTRACT	300.00
580-000-818.400	CONTRACTUAL SERVICES-MUSIC	KIEL'S MUSIC	12/03/19	STATEMENT	95.00
580-000-818.400	CONTRACTUAL SERVICES-MUSIC	VIRTU LLC	11/22/19	CONTRACT	500.00

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Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-818.400	CONTRACTUAL SERVICES-MUSIC	VIRTU LLC	11/21/19	CONTRACT	500.00
580-000-818.600	C/S- SOUND TECHNICIANS	KIMBERLY HARSCH	12/03/19	CONTRACT	400.00
580-000-826.000	ATTORNEY FEES	RODGER I. SWEETING, ATTO	12/02/19	19807	77.50
580-000-850.000	TELEPHONE	CHARTER COMMUNICATIONS	11/25/19	5649112519	279.98
580-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	616.41
580-000-920.000	PUBLIC UTILITIES	DTE ENERGY	11/25/19	STATEMENT	1,100.86
		Total For Dept 000 648			4,868.18
		Total For Fund 580 PLAYHOUSE			4,868.18
Fund 590 SEWER FUND					
Dept 560 SEWER ADMINISTRATION					
590-560-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	11/30/19	4616	475.00
		Total For Dept 560 SEWER ADMINISTRATION			475.00
Dept 564 SEWER PUMPING					
590-564-775.000	REPAIRS & MAINT SUPPLIES	WOLVERINE POWER SYSTEMS	11/27/19	0179929-IN	1,077.11
590-564-818.000	CONTRACTUAL SERVICES	WINDEMULLER	11/20/19	STATEMENTS	270.00
590-564-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	1,210.09
590-564-920.000	PUBLIC UTILITIES	DTE ENERGY	11/25/19	STATEMENT	61.06
		Total For Dept 564 SEWER PUMPING			2,618.26
Dept 568 SEWER T & D					
590-568-719.000	FRINGE BENEFITS	MONTAGUE FOODS	11/25/19	3005-2	38.12
		Total For Dept 568 SEWER T & D			38.12
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	11/30/19	4616	3,131.38
		Total For Dept 540 WATER ADMINISTRATION			475.00
Dept 546 WATER SOURCE PLANT					
591-546-818.100	CONTRACTUAL SERVICES	WINDEMULLER	11/20/19	STATEMENTS	116.00
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	5,634.42
591-546-920.000	PUBLIC UTILITIES	DTE ENERGY	11/25/19	STATEMENT	56.42
591-546-920.000	PUBLIC UTILITIES	FRONTIER	11/20/19	STATEMENTS	40.92
		Total For Dept 546 WATER SOURCE PLANT			5,847.76
Dept 548 WATER T & D					
591-548-719.000	FRINGE BENEFITS	MONTAGUE FOODS	11/25/19	3005-2	38.12
		Total For Dept 548 WATER T & D			38.12
Fund 594 MARINA FUND					
Dept 000 648					
594-000-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	12/01/19	STATEMENT	20.77
594-000-775.000	REPAIRS & MAINT SUPPLIES	WINDEMULLER	11/20/19	STATEMENTS	9,200.00
594-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	11/24/19	STATEMENT	355.89
		Total For Dept 000 648			9,576.66

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Fund 594 MARINA FUND

Fund 661	MOTOR POOL FUND				
Dept 000	648				
661-000-751.000	GASOLINE & MOTOR OIL				
661-000-757.000	OPERATING SUPPLIES				
661-000-781.000	REPAIR PARTS AND SUPPLIES				
661-000-781.000	REPAIR PARTS AND SUPPLIES				
661-000-818.000	CONTRACTUAL SERVICES				
661-000-920.000	PUBLIC UTILITIES				
661-000-920.000	PUBLIC UTILITIES				
661-000-931.000	BUILDING MAINTENANCE				
661-000-931.000	BUILDING MAINTENANCE				
661-000-933.000	EQUIPMENT MAINTENANCE				
661-000-933.000	EQUIPMENT MAINTENANCE				

Total For Fund 594 MARINA FUND

9,576.66

	GILLHESPY OF MICHIGAN IN		11/25/19	2239706	327.70
	TRI-COUNTY FEED SERVICE		11/12/19	13764	32.50
	HUNT'S DO-IT CENTER		12/01/19	STATEMENT	20.85
	WHITE LAKE AUTOMOTIVE		11/30/19	STATEMENT	325.09
	MODEL COVERALL SERVICE I		11/26/19	STATEMENT	22.88
	CONSUMER'S ENERGY		11/24/19	STATEMENT	318.04
	DTE ENERGY		11/25/19	STATEMENT	554.65
	HUNT'S DO-IT CENTER		12/01/19	STATEMENT	11.03
	MIDSTATE SECURITY CO		11/20/19	SV026847	300.00
	TWIN CITIES AUTO PARTS		11/30/19	STATEMENT	616.08
	WHITE LAKE NURSERY		11/30/19	STATEMENT	9.40

Total For Dept 000 648

2,538.22

Total For Fund 661 MOTOR POOL FUND

2,538.22

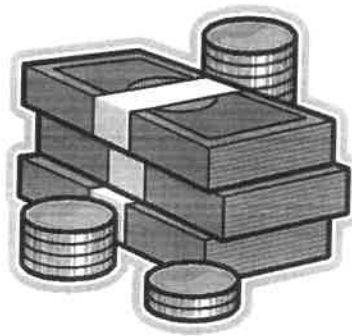
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Fund Totals:				
	Fund 101	GENERAL OPERATING FUND		89,737.50
	Fund 202	MAJOR STREET FUND		756.86
	Fund 203	LOCAL STREET FUND		38.12
	Fund 245	TAX INCREMENT FINANCE		5,297.48
	Fund 248	LOCAL DEVELOPMENT FINA		52.79
	Fund 249	BUILDING INSPECTION DE		1,433.54
	Fund 580	PLAYHOUSE		4,868.18
	Fund 590	SEWER FUND		3,131.38
	Fund 591	WATER FUND		6,360.88
	Fund 594	MARINA FUND		9,576.66
	Fund 661	MOTOR POOL FUND		2,538.22

Total For All Funds: 123,791.61

**CITY OF WHITEHALL
FISCAL YEAR 2019/2020
FOUR MONTHLY FINANCIAL REPORT**



GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE		AVAILABLE	
			NORMAL	10/31/2019 (ABNORMAL)	NORMAL	(ABNORMAL)
Fund 101 - GENERAL OPERATING FUND						
	Total Revenue:	2,345,720.00	1,558,934.34			786,785.66
	Total Transfers-In:	6,240.00	0.00			6,240.00
	Net - Dept 000 - 648	2,351,960.00	1,558,934.34			793,025.66
	Total Expenditure:	31,555.00	7,249.57			24,305.43
	Net - Dept 101 - CITY COUNCIL	(31,555.00)	(7,249.57)			(24,305.43)
	Total Expenditure:	78,215.00	20,304.75			57,910.25
	Net - Dept 111 - CITY CLERK	(78,215.00)	(20,304.75)			(57,910.25)
	Total Expenditure:	24,000.00	4,787.70			19,212.30
	Net - Dept 136 - DISTRICT COURT	(24,000.00)	(4,787.70)			(19,212.30)
	Total Expenditure:	240,696.00	140,896.05			99,799.95
	Net - Dept 172 - ADMINISTRATION	(240,696.00)	(140,896.05)			(99,799.95)
	Total Expenditure:	25,550.00	6,826.68			18,723.32
	Net - Dept 195 - ELECTIONS	(25,550.00)	(6,826.68)			(18,723.32)
	Total Expenditure:	23,000.00	7,114.50			15,885.50
	Net - Dept 203 - ATTORNEY	(23,000.00)	(7,114.50)			(15,885.50)
	Total Expenditure:	32,480.00	8,000.00			24,480.00
	Net - Dept 209 - ASSESSOR	(32,480.00)	(8,000.00)			(24,480.00)
	Total Expenditure:	3,380.00	421.28			2,958.72
	Net - Dept 247 - BOARD OF REVIEW	(3,380.00)	(421.28)			(2,958.72)
	Total Expenditure:	75,495.00	24,709.66			50,785.34
	Net - Dept 253 - TREASURER	(75,495.00)	(24,709.66)			(50,785.34)
	Total Expenditure:	66,620.00	8,343.14			58,276.86
	Net - Dept 265 - CITY HALL BLDG & GROUNDS	(66,620.00)	(8,343.14)			(58,276.86)
	Total Expenditure:	113,820.00	33,668.72			80,151.28
	Net - Dept 276 - CEMETERY	(113,820.00)	(33,668.72)			(80,151.28)
	Total Expenditure:	1,125,950.00	306,012.39			819,937.61
	Net - Dept 301 - POLICE	(1,125,950.00)	(306,012.39)			(819,937.61)
	Total Expenditure:	44,860.00	11,210.64			33,649.36
	Net - Dept 400 - PLANNING DEPARTMENT	(44,860.00)	(11,210.64)			(33,649.36)
	Total Expenditure:	1,500.00	2,487.98			(987.98)
	Net - Dept 442 - SIDEWALKS	(1,500.00)	(2,487.98)			987.98
	Total Expenditure:	2,350.00	0.00			2,350.00
	Net - Dept 446 - HIGHWAYS & STREETS	(2,350.00)	0.00			(2,350.00)
	Total Expenditure:	74,000.00	12,928.35			61,071.65

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 101 - GENERAL OPERATING FUND						
	Net - Dept 448 - STREET LIGHTING	(74,000.00)		(12,928.35)		(61,071.65)
	Total Expenditure:	11,315.00		180.00		11,135.00
	Net - Dept 525 - SANITATION	(11,315.00)		(180.00)		(11,135.00)
	Total Expenditure:	67,040.00		0.00		67,040.00
	Net - Dept 526 - LEAF DISPOSAL	(67,040.00)		0.00		(67,040.00)
	Total Expenditure:	216,830.00		100,672.98		116,157.02
	Net - Dept 751 - PARKS DEPARTMENT	(216,830.00)		(100,672.98)		(116,157.02)
	Total Expenditure:	10,305.00		2,685.00		7,620.00
	Net - Dept 752 - PATHWAY	(10,305.00)		(2,685.00)		(7,620.00)
	Total Expenditure:	3,820.00		353.50		3,466.50
	Net - Dept 777 - 119 S BALDWIN ST	(3,820.00)		(353.50)		(3,466.50)
	Total Expenditure:	0.00		105,264.26		(105,264.26)
	Net - Dept 851 - FRINGE BENEFITS	0.00		(105,264.26)		105,264.26
	Total Expenditure:	5,600.00		1,996.00		3,604.00
	Net - Dept 896 - OTHER EXPENSES	(5,600.00)		(1,996.00)		(3,604.00)
	Total Transfers-Out:	272,870.00		0.00		272,870.00
	Net - Dept 966 - TRANSFERS	(272,870.00)		0.00		(272,870.00)
<hr/>						
Fund 101	GENERAL OPERATING FUND:					
	TOTAL REVENUES	2,351,960.00		1,558,934.34		793,025.66
	TOTAL EXPENDITURES	2,551,251.00		806,113.15		1,745,137.85
	NET OF REVENUES & EXPENDITURES	(199,291.00)		752,821.19		(952,112.19)

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 202 - MAJOR STREET FUND						
	Total Revenue:	308,175.00		66,774.27		241,400.73
	Net - Dept 000 - 648	308,175.00		66,774.27		241,400.73
	Total Expenditure:	62,025.00		21,976.09		40,048.91
	Net - Dept 463 - ROUTINE MAINT	(62,025.00)		(21,976.09)		(40,048.91)
	Total Expenditure:	16,905.00		6,490.74		10,414.26
	Net - Dept 474 - TRAFFIC SERVICES	(16,905.00)		(6,490.74)		(10,414.26)
	Total Expenditure:	78,800.00		1,072.19		77,727.81
	Net - Dept 478 - WINTER MAINT	(78,800.00)		(1,072.19)		(77,727.81)
	Total Expenditure:	54,800.00		11,092.01		43,707.99
	Net - Dept 482 - ADMINISTRATION	(54,800.00)		(11,092.01)		(43,707.99)
	Total Expenditure:	0.00		9,988.93		(9,988.93)
	Net - Dept 491 - TRUNKLINE DRAINS	0.00		(9,988.93)		9,988.93
	Total Expenditure:	1,000.00		547.06		452.94
	Net - Dept 492 - TRUNKLINE MAINTENANCE	(1,000.00)		(547.06)		(452.94)
	Total Expenditure:	2,625.00		0.00		2,625.00
	Net - Dept 496 - TRUNKLINE FENCE	(2,625.00)		0.00		(2,625.00)
	Total Expenditure:	375.00		0.00		375.00
	Net - Dept 497 - TRUNKLINE WINTER MAINT	(375.00)		0.00		(375.00)
	Total Expenditure:	500.00		0.00		500.00
	Net - Dept 502 - TRUNKLINE FRINGE BENEFITS	(500.00)		0.00		(500.00)
	Total Expenditure:	500.00		0.00		500.00
	Net - Dept 503 - TRUNKLINE OVERHEAD	(500.00)		0.00		(500.00)
	Total Transfers-Out:	45,000.00		0.00		45,000.00
	Net - Dept 966 - TRANSFERS	(45,000.00)		0.00		(45,000.00)

Fund 202 - MAJOR STREET FUND:

TOTAL REVENUES	308,175.00	66,774.27	241,400.73
TOTAL EXPENDITURES	262,530.00	51,167.02	211,362.98
NET OF REVENUES & EXPENDITURES	45,645.00	15,607.25	30,037.75

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 203 - LOCAL STREET FUND				
	Total Revenue:	109,450.00	19,623.37	89,826.63
	Net - Dept 000 - 648	109,450.00	19,623.37	89,826.63
	Total Expenditure:	22,000.00	0.00	22,000.00
	Net - Dept 451 - CONSTRUCTION	(22,000.00)	0.00	(22,000.00)
	Total Expenditure:	91,150.00	25,180.66	65,969.34
	Net - Dept 463 - ROUTINE MAINT	(91,150.00)	(25,180.66)	(65,969.34)
	Total Expenditure:	5,705.00	546.38	5,158.62
	Net - Dept 474 - TRAFFIC SERVICES	(5,705.00)	(546.38)	(5,158.62)
	Total Expenditure:	74,900.00	890.50	74,009.50
	Net - Dept 478 - WINTER MAINT	(74,900.00)	(890.50)	(74,009.50)
	Total Expenditure:	52,295.00	11,092.06	41,202.94
	Net - Dept 482 - ADMINISTRATION	(52,295.00)	(11,092.06)	(41,202.94)
<hr/>				
Fund 203 - LOCAL STREET FUND:				
TOTAL REVENUES		109,450.00	19,623.37	89,826.63
TOTAL EXPENDITURES		246,050.00	37,709.60	208,340.40
NET OF REVENUES & EXPENDITURES		(136,600.00)	(18,086.23)	(118,513.77)

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY						
	Total Revenue:	249,590.00	146,541.85			103,048.15
	Total Expenditure:	337,320.00	9,439.31			327,880.69
	Net - Dept 000 - 648	(87,730.00)	137,102.54			(224,832.54)

Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY:

TOTAL REVENUES	249,590.00	146,541.85	103,048.15
TOTAL EXPENDITURES	337,320.00	9,439.31	327,880.69
NET OF REVENUES & EXPENDITURES	(87,730.00)	137,102.54	(224,832.54)

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 245 - TAX INCREMENT FINANCE AUTHORITY #3						
	Total Revenue:	1,172,505.00	1,099,125.56		73,379.44	
	Total Expenditure:	1,165,035.00	43,990.70		1,121,044.30	
	Net - Dept 000 - 648	7,470.00	1,055,134.86		(1,047,664.86)	
	Total Expenditure:	437,860.00	9,823.82		428,036.18	
	Net - Dept 100	(437,860.00)	(9,823.82)		(428,036.18)	
	Total Expenditure:	79,700.00	15,604.19		64,095.81	
	Net - Dept 300 - DOWNTOWN STREETScape	(79,700.00)	(15,604.19)		(64,095.81)	
<hr/>						
Fund 245 - TAX INCREMENT FINANCE AUTHORITY #3:						
TOTAL REVENUES		1,172,505.00	1,099,125.56		73,379.44	
TOTAL EXPENDITURES		1,682,595.00	69,418.71		1,613,176.29	
NET OF REVENUES & EXPENDITURES		(510,090.00)	1,029,706.85		(1,539,796.85)	

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE		AVAILABLE	
		AMENDED	BUDGET	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 248 - LOCAL DEVELOPMENT FINANCE AUTHORITY							
	Total Revenue:		333,840.00		309,023.38		24,816.62
	Total Expenditure:		420,335.00		109,735.86		310,599.14
	Net - Dept 000 - 648		(86,495.00)		199,287.52		(285,782.52)
<hr/>							
Fund 248 -	LOCAL DEVELOPMENT FINANCE AUTHORITY:						
	TOTAL REVENUES		333,840.00		309,023.38		24,816.62
	TOTAL EXPENDITURES		420,335.00		109,735.86		310,599.14
	NET OF REVENUES & EXPENDITURES		(86,495.00)		199,287.52		(285,782.52)

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 249 - BUILDING INSPECTION DEPARTMENT						
	Total Revenue:	76,900.00		52,615.68		24,284.32
	Total Expenditure:	69,190.00		35,382.58		33,807.42
	Net - Dept 000 - 648	7,710.00		17,233.10		(9,523.10)

Fund 249 - BUILDING INSPECTION DEPARTMENT:						
TOTAL REVENUES		76,900.00		52,615.68		24,284.32
TOTAL EXPENDITURES		69,190.00		35,382.58		33,807.42
NET OF REVENUES & EXPENDITURES		7,710.00		17,233.10		(9,523.10)

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 390 - BRA DEBT SERVICE FUND						
	Total Revenue:	70,660.00		0.00		70,660.00
	Total Expenditure:	70,660.00		0.00		70,660.00
	Net - Dept 000 - 648	0.00		0.00		0.00

Fund 390 - BRA DEBT SERVICE FUND:

TOTAL REVENUES	70,660.00	0.00	70,660.00
TOTAL EXPENDITURES	70,660.00	0.00	70,660.00
NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	AVAILABLE
			10/31/2019 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)
Fund 402 - CAPITAL PROJECT FUND				
	Total Revenue:	431,090.00	1,025.96	430,064.04
	Total Expenditure:	688,400.00	8,241.52	680,158.48
	Net - Dept 000 - 648	(257,310.00)	(7,215.56)	(250,094.44)
<hr/>				
Fund 402 - CAPITAL PROJECT FUND:				
	TOTAL REVENUES	431,090.00	1,025.96	430,064.04
	TOTAL EXPENDITURES	688,400.00	8,241.52	680,158.48
	NET OF REVENUES & EXPENDITURES	(257,310.00)	(7,215.56)	(250,094.44)

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 580 - PLAYHOUSE						
	Total Revenue:	653,950.00	389,821.12			264,128.88
	Total Expenditure:	420,115.00	165,709.53			254,405.47
	Net - Dept 000 - 648	233,835.00	224,111.59			9,723.41
<hr/>						
Fund 580	PLAYHOUSE:					
TOTAL REVENUES		653,950.00	389,821.12			264,128.88
TOTAL EXPENDITURES		420,115.00	165,709.53			254,405.47
NET OF REVENUES & EXPENDITURES		233,835.00	224,111.59			9,723.41

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	AVAILABLE
		AMENDED BUDGET	10/31/2019 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)
Fund 590 - SEWER FUND				
	Total Revenue:	1,173,830.00	322,588.13	851,241.87
	Net - Dept 000 - 648	1,173,830.00	322,588.13	851,241.87
	Total Expenditure:	271,430.00	40,237.86	231,192.14
	Net - Dept 560 - SEWER ADMINISTRATION	(271,430.00)	(40,237.86)	(231,192.14)
	Total Expenditure:	45,495.00	6,588.49	38,906.51
	Net - Dept 562 - SEWER CUSTOMER ACCOUNTS	(45,495.00)	(6,588.49)	(38,906.51)
	Total Expenditure:	76,655.00	24,968.19	51,686.81
	Net - Dept 564 - SEWER PUMPING	(76,655.00)	(24,968.19)	(51,686.81)
	Total Expenditure:	791,250.00	141,363.45	649,886.55
	Net - Dept 566 - WASTEWATER SYSTEM-GALLONAGE	(791,250.00)	(141,363.45)	(649,886.55)
	Total Expenditure:	73,390.00	23,402.09	49,987.91
	Net - Dept 568 - SEWER T & D	(73,390.00)	(23,402.09)	(49,987.91)
	Total Expenditure:	0.00	356.85	(356.85)
	Net - Dept 570 - SEWER CONSTRUCTION	0.00	(356.85)	356.85

Fund 590 - SEWER FUND:

TOTAL REVENUES	1,173,830.00	322,588.13	851,241.87
TOTAL EXPENDITURES	1,258,220.00	236,916.93	1,021,303.07
NET OF REVENUES & EXPENDITURES	(84,390.00)	85,671.20	(170,061.20)

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 591 - WATER FUND						
	Total Revenue:	705,100.00	234,167.23			470,932.77
	Net - Dept 000 - 648	705,100.00	234,167.23			470,932.77
	Total Expenditure:	330,330.00	43,177.47			287,152.53
	Net - Dept 540 - WATER ADMINISTRATION	(330,330.00)	(43,177.47)			(287,152.53)
	Total Expenditure:	20,495.00	6,588.45			13,906.55
	Net - Dept 542 - WATER CUSTOMER ACCOUNTS	(20,495.00)	(6,588.45)			(13,906.55)
	Total Expenditure:	26,550.00	7,529.09			19,020.91
	Net - Dept 544 - METER READING	(26,550.00)	(7,529.09)			(19,020.91)
	Total Expenditure:	185,880.00	66,147.04			119,732.96
	Net - Dept 546 - WATER SOURCE PLANT	(185,880.00)	(66,147.04)			(119,732.96)
	Total Expenditure:	175,150.00	57,412.55			117,737.45
	Net - Dept 548 - WATER T & D	(175,150.00)	(57,412.55)			(117,737.45)
	Total Expenditure:	50,000.00	49,867.60			132.40
	Total Transfers-Out:	113,220.00	0.00			113,220.00
	Net - Dept 550 - WATER CONSTRUCTION	(163,220.00)	(49,867.60)			(113,352.40)

Fund 591 - WATER FUND:

TOTAL REVENUES	705,100.00	234,167.23	470,932.77
TOTAL EXPENDITURES	901,625.00	230,722.20	670,902.80
NET OF REVENUES & EXPENDITURES	(196,525.00)	3,445.03	(199,970.03)

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	AVAILABLE
			10/31/2019 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)
Fund 594 - MARINA FUND				
	Total Revenue:	150,250.00	133,873.10	16,376.90
	Total Expenditure:	169,790.00	65,332.15	104,457.85
	Net - Dept 000 - 648	(19,540.00)	68,540.95	(88,080.95)
<hr/>				
Fund 594	MARINA FUND:			
	TOTAL REVENUES	150,250.00	133,873.10	16,376.90
	TOTAL EXPENDITURES	169,790.00	65,332.15	104,457.85
	NET OF REVENUES & EXPENDITURES	(19,540.00)	68,540.95	(88,080.95)

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 661 - MOTOR POOL FUND						
	Total Revenue:	225,725.00	106,319.25		119,405.75	
	Total Expenditure:	481,860.00	168,087.91		313,772.09	
	Net - Dept 000 - 648	(256,135.00)	(61,768.66)		(194,366.34)	

Fund 661 - MOTOR POOL FUND:

TOTAL REVENUES	225,725.00	106,319.25	119,405.75
TOTAL EXPENDITURES	481,860.00	168,087.91	313,772.09
NET OF REVENUES & EXPENDITURES	(256,135.00)	(61,768.66)	(194,366.34)

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 711 - CEMETERY TRUST FUND						
	Total Revenue:	0.00		7,159.06		(7,159.06)
	Net - Dept 000 - 648	0.00		7,159.06		(7,159.06)
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Fund 711 -	CEMETER					
	TRUST FUND:					
	TOTAL REVENUES	0.00		7,159.06		(7,159.06)
	TOTAL EXPENDITURES	0.00		0.00		0.00
	NET OF REVENUES & EXPENDITURES	0.00		7,159.06		(7,159.06)

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) & Public Act 530 of 2016 Pension Report

Enter Local Unit Name Enter 5k-Digit Municode Unit Type Fiscal Year End Month Fiscal Year (four-digit year only, e.g. 2019) Contact Name (Chief Administrative Officer) Title if not CAO CAO (or designee) Email Address Contact Telephone Number	City of Whitehall 612070 City June 2019 Laurie H Audo laurie.audo@cityofwhitehall.org 231-994-4048	Instructions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting . Questions: For questions, please email LocalRetirementReporting@michigan.gov . Return this original Excel file. Do not submit a scanned image or PDF.
Pension System Name (not division) Pension System Name (not division) Pension System Name (not division) Pension System Name (not division)	1 Municipal Employees Retirement System of Michigan 2 3 4	If your pension system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.

Line	Descriptive Information	Source of Data	System 1	System 2	System 3	System 4	System 5
1	If this unit is a primary unit (County, Township, City, Village)?	Calculated	YES	YES		YES	YES
2	Provide the name of your retirement pension system	Calculated from above	Municipal Employees Retirement System of Michigan				
3	Financial Information						
4	Enter retirement pension system's assets (system fiduciary net position ending)	Most Recent Audit Report	4,277,718				
5	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	6,375,677				
6	Funded ratio	Calculated	67.1%				
7	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	306,652				
8	Governmental Fund Revenues	Most Recent Audit Report	2,225,048				
9	All systems combined ADC/Governmental fund revenues	Calculated	13.8%				
10	Membership						
11	Indicate number of active members	Most Recent Actuarial Funding Valuation	20				
12	Indicate number of inactive members	Most Recent Actuarial Funding Valuation	3				
13	Indicate number of retirees and beneficiaries	Most Recent Actuarial Funding Valuation	24				
14	Investment Performance						
15	Enter actual rate of return - prior 1-year period	Most Recent Actuarial Funding Valuation or System Investment Provider	-3.64%				
16	Enter actual rate of return - prior 5-year period	Most Recent Actuarial Funding Valuation or System Investment Provider	4.94%				
17	Enter actual rate of return - prior 10-year period	Most Recent Actuarial Funding Valuation or System Investment Provider	8.25%				
18	Actuarial Assumptions						
19	Actuarial assumed rate of investment return	Most Recent Actuarial Funding Valuation	7.75%				
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation	Level Percent				
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation	20				
22	Is each division within the system closed to new employees?	Most Recent Actuarial Funding Valuation	Yes				
23	Uniform Assumptions						
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	Most Recent Actuarial Funding Valuation	4,685,565				
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	Most Recent Actuarial Funding Valuation	7,083,505				
26	Funded ratio using uniform assumptions	Calculated	66.4%				
27	Actuarially Determined Contribution (ADC) using uniform assumptions	Most Recent Actuarial Funding Valuation	335,804				
28	All systems combined ADC/Governmental fund revenues	Calculated	14.2%				
29	Pension Trigger Summary						
30	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Primary unit triggers: Less than 60% funded AND greater than 10% ADC/Governmental fund revenues. Non-Primary unit triggers: Less than 60% funded	NO	NO	NO	NO	NO

Requirements for your information, the following are requirements of P.A. 202 of 2017:
Local units must post the current year report on their website or in a public place.
The local unit of government must electronically submit the form to its governing body.
Local units must have had an actuarial experience study conducted by the plan actuary for each retirement system at least every 5 years.
Local units must have had a peer actuarial audit conducted by an actuary that is not the plan actuary OR applied the plan actuary at least every 5 years.

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects.

The Protecting Local Government Retirement and Benefits Act (PA 202 of 2017) Health Care (OPEB) Report

Enter Local Unit Name (City or Whitehall)	Enter Six-Digit Municode (612070)	Unit Type City	Fiscal Year (four-digit year only, e.g. 2019)	2019	Contact Name (Chief Administrative Officer) Laurie H Audo	Title if not CAO Title if not CAO	CAO (or designee) Email Address (audo@cityofwhitehall.org)	Contact Telephone Number 231-894-4048	Instructions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting .
OPEB System Name (not division) 1 Blur Care Network	OPEB System Name (not division) 2	OPEB System Name (not division) 3	OPEB System Name (not division) 4	OPEB System Name (not division) 5	Questions: For questions, please email LocalRetirementReporting@michigan.gov . Return this original Excel file. Do not submit a scanned image or PDF.				
If your OPEB system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.									

Line	Description/Information	System 1	System 2	System 3	System 4	System 5
1	Is this unit a primary unit (County, Township, City, Village)?	Calculated	Calculated	Calculated	Calculated	Calculated
2	Provide the name of your retirement health care system	Blur Care Network				
3	Financial Information					
4	Enter retirement health care system's assets (system fiduciary net position ending)	Most Recent Audit Report				
5	Enter retirement health care system's liabilities (total OPEB liability)	Most Recent Audit Report				
6	Funded ratio	Calculated				
7	Actuarially determined contribution (ADC)	Most Recent Audit Report				
7a	Do the financial statements include an ADC calculated in compliance with Numbered letter 2018-37	Most Recent Audit Report				
8	Governmental Fund Revenues	Most Recent Audit Report				
9	All systems combined ADC/Governmental fund revenues	Calculated				
10	Membership					
11	Indicate number of active members	12				
12	Indicate number of inactive members	Most Recent Actuarial Funding Valuation				
13	Indicate number of retirees and beneficiaries	Most Recent Actuarial Funding Valuation				
14	Provide the amount of premiums paid on behalf of the retirees	Most Recent Audit Report or Accounting Records				
15	Investment Performance					
16	Enter actual rate of return - prior 1-year period	Most Recent Actuarial Funding Valuation or System Investment Provider				
17	Enter actual rate of return - prior 5-year period	Most Recent Actuarial Funding Valuation or System Investment Provider				
18	Enter actual rate of return - prior 10-year period	Most Recent Actuarial Funding Valuation or System Investment Provider				
19	Actuarial Assumptions					
20	Assumed Rate of Investment Return	Most Recent Actuarial Funding Valuation				
21	Enter discount rate	3.00%				
22	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation				
23	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Most Recent Actuarial Funding Valuation				
24	Is each division within the system closed to new employees?	Most Recent Actuarial Funding Valuation				
25	Health care inflation assumption for the next year	Yes				
26	Health care inflation assumption - Long Term Trend Rate	8.50%				
27	Uniform Assumptions	4.50%				
28	Enter retirement health care system's actuarial value of assets using uniform assumptions	Most Recent Actuarial Funding Valuation				
29	Enter retirement health care system's actuarial accrued liabilities using uniform assumptions	Most Recent Actuarial Funding Valuation				
30	Percent rate of uniform assumptions	580,353				
31	Actuarially Determined Contribution (ADC) using uniform assumptions	Calculated				
32	All systems combined ADC/Governmental fund revenues	Most Recent Actuarial Funding Valuation				
33	Summary Report	Calculated				
34	Did the local government pay the retiree insurance premiums for the year?	2.2%				
35	Did the local government pay the normal cost for employees hired after June 30, 2018?	Accounting Records				
36	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Accounting Records				

Requirements for your information, the following are requirements of PA 202 of 2017:
 Local units must post the current year report on their website or in a public place.
 The local unit of government must electronically submit the form to its governing body.
 Local units must have had an actuarial experience study conducted by the plan actuary for each retirement system at least every 5 years.
 Local units must have had a peer reviewed audit conducted by an actuary that is not the plan actuary OR replace the plan actuary at least every 8 years.

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects.

Dear City Council members,
I would like to thank you
all for the opportunity this
year! I really opened my
eyes to what really goes
on & makes me want to
get more involved on
my own! Thank you so
much for the scholarship!
With love, Jackie Jacobs





WHITE LAKE COMMUNITY LIBRARY

MUSKEGON COUNTY, MICHIGAN

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2018



Vredeveld Haefner LLC
CPAs and Consultants



WHITE LAKE COMMUNITY LIBRARY

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Vredevelde Haefner LLC

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(616) 460-9388

INDEPENDENT AUDITOR'S REPORT

February 14, 2019

Members of the Library Board
White Lake Community Library
Muskegon County, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of White Lake Community Library, Muskegon County, Michigan, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of White Lake Community Library, as of December 31, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

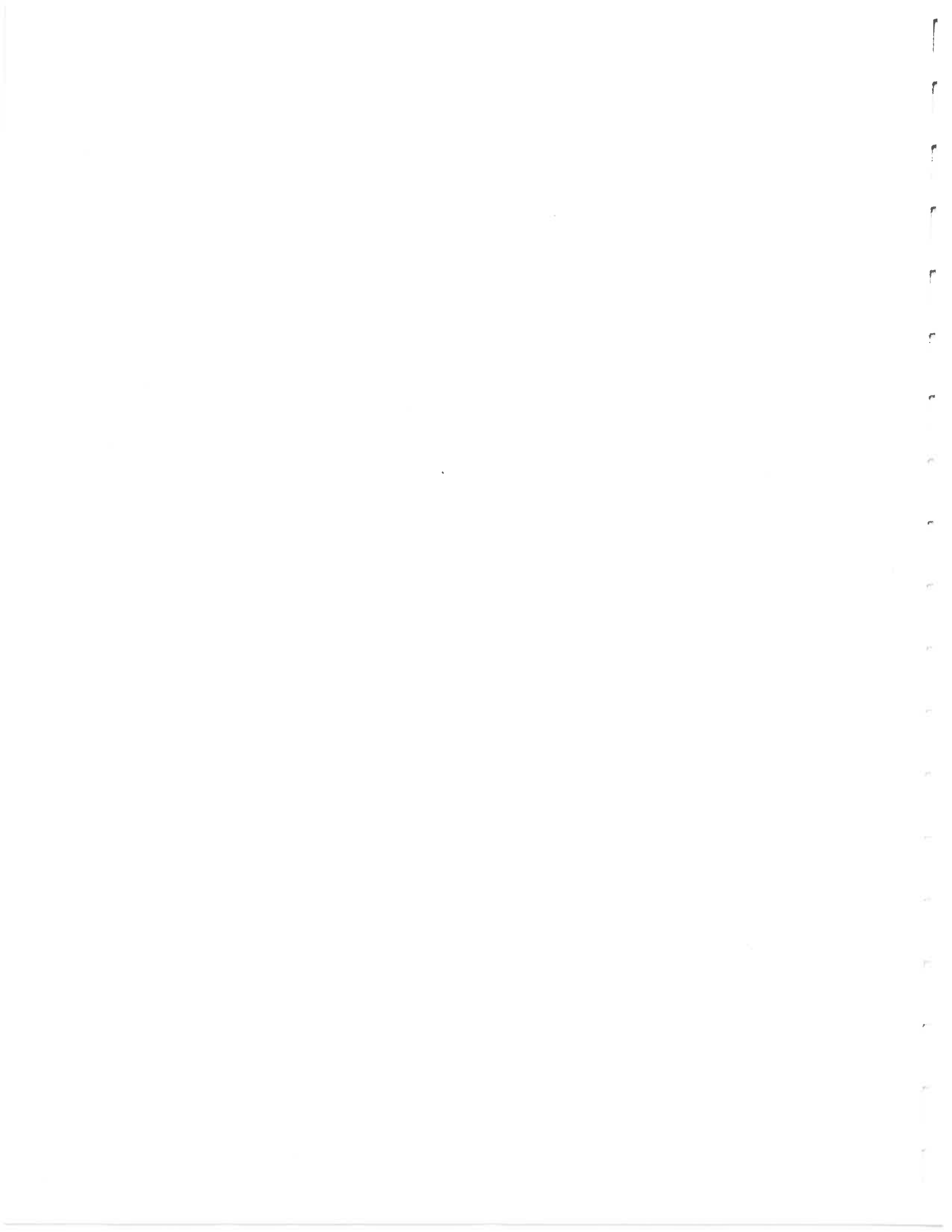
Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 5 and budgetary comparison information on page 23 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Wredenold Haefner LLC

MANAGEMENT'S DISCUSSION AND ANALYSIS



Management's Discussion and Analysis

About the Library

White Lake Community Library (the "Library") serves the City of Whitehall and all or portions of the Townships of Blue Lake, Dalton, Fruitland and Whitehall in Muskegon County, Michigan. The Library was established as a District Library under the District Library Establishment Act in 1997. The Library is governed by an eight member board with members appointed by participating entities.

Financial Highlights

- During the year, the library received \$520,973 in revenues and incurred \$447,633 in expenses, resulting in an increase in net position of approximately \$73,340.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$99,227 or 25% of the general fund's total annual expenditures.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Library's basic financial statements. The Library's basic financial statements comprise three components: 1) Government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains an internal control and compliance report issued in connection with an audit conducted following *Government Auditing Standards* in addition to the basic financial statements themselves.

Government-wide financial statements

The *Government-wide financial statements* are designed to provide readers with a broad overview of the Library's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Library's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The *statement of activities* presents information showing how the Library's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (accrued interest on debt).

Both of the government-wide financial statements distinguish functions of the Library that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The Library currently has no business-type activities.

Fund financial statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Library, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Library only utilizes governmental funds.

Governmental funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a Library's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Library's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances, provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Library maintains two individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the General and Debt Service Funds which are both considered major funds.

The Library adopts an annual appropriations budget for its general fund as required by state law. A budgetary comparison statement has been provided as required supplementary information for the General Fund to demonstrate legal compliance.

Notes to the financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain *supplementary information*. This includes this discussion and analysis as well as a budgetary comparison schedule for the General Fund to demonstrate compliance with the budget.

Government-wide Financial Analysis

The following table presents condensed information about the Library's financial position for the past two fiscal years. Net position increased \$73,340 during the year. Total net position includes the investment in capital assets. Capital assets represent the capital assets held by the Library, net of related accumulated depreciation.

	<u>2018</u>	<u>2017</u>
Current and other assets	\$ 659,347	\$ 609,732
Capital assets	1,346,579	1,391,045
Total assets	<u>2,005,926</u>	<u>2,000,777</u>
Current and other liabilities	21,202	135,617
Long-term liabilities	242,677	242,727
Total liabilities	<u>263,879</u>	<u>378,344</u>
Deferred inflows	<u>447,283</u>	<u>401,009</u>
Net position		
Net investment in capital assets	1,106,579	1,036,045
Restricted	38,779	33,704
Unrestricted	149,406	151,675
Total net position	<u>\$1,294,764</u>	<u>\$1,221,424</u>

Income and Expenses

The Library has maintained a stable financial position during the year ended December 31, 2018. Revenues exceeded expenses due to planned net position increases to fund future capital needs. A summary of revenues and expenses for the past two (2) fiscal years is presented below.

	<u>2018</u>	<u>2017</u>
Program revenues		
Charges for services	\$ 22,428	\$ 21,951
Grants and contributions	12,488	14,938
General revenues		
Property taxes	448,270	426,551
Penal fines	20,736	22,276
Other general revenues	17,051	16,392
Total revenues	<u>520,973</u>	<u>502,108</u>
Functions/program expenses		
Library	436,974	444,026
Interest on long-term debt	10,659	14,815
Total expenses	<u>447,633</u>	<u>458,841</u>
Change in net position	73,340	43,267
Net position, beginning of year	1,221,424	1,178,157
Net position, end of year	<u>\$1,294,764</u>	<u>\$1,221,424</u>

General Fund Budgetary Highlights

- The library was able to utilize grant funds and donations to offset some building expenses, and also postponed some planned work, resulting in a reduction of approximately \$15,000 in use of assigned equity compared to the budget.

Capital Asset and Long-Term Debt Activities

During the year, capital asset activities consisted primarily of purchasing new books and computer equipment. Long-term debt activity consisted of a normal principal payment made of \$115,000 on the refunding bonds. Additional information on capital assets and long-term debt can be found in notes 3 and 4, respectively.

Economic Factors and Next Year's Budget

- Property tax revenues are expected to increase in 2019 due to the Arconic expansion and the growth of the Tannery Bay development.
- The use of the PPT reimbursement will again be restricted to reducing the debt service millage.
- Expected projects include an update to the children's area and some technology upgrades, including a new firewall.

Contacting the Library Management

This management discussion and analysis provides an overview of the current and prospective financial condition of the Library's operations and financial position. If there are questions concerning this report or if additional information is desired, please contact White Lake Community Library, 3900 White Lake Drive, Whitehall, MI 49461.

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BASIC FINANCIAL STATEMENTS



WHITE LAKE COMMUNITY LIBRARY

STATEMENT OF NET POSITION

DECEMBER 31, 2018

	<u>Primary Government Governmental Activities</u>
Assets	
Cash and certificates of deposit	\$ 294,715
Accounts receivable	599
Due from other governments	358,755
Prepaid items	5,278
Capital assets, net	
Land	24,480
Buildings and equipment	<u>1,322,099</u>
Total assets	<u>2,005,926</u>
Liabilities	
Accounts payable and accrued expenses	21,202
Noncurrent liabilities	
Compensated absences	2,677
Due within one year	120,000
Due in more than one year	<u>120,000</u>
Total liabilities	<u>263,879</u>
Deferred inflows of resources	
Taxes levied for subsequent period	<u>447,283</u>
Net Position	
Net investment in capital assets	1,106,579
Restricted for debt service	38,779
Unrestricted	<u>149,406</u>
Total net position	<u>\$ 1,294,764</u>

The accompanying notes are an integral part of these financial statements.

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WHITE LAKE COMMUNITY LIBRARY

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2018

<u>Functions/Programs</u>	Program Revenues				<u>Net (Expense)</u>
<u>Expenses</u>	<u>Charges</u>	<u>Operating</u>	<u>Capital</u>	<u>Net (Expense)</u>	
	<u>for Services</u>	<u>Grants and</u>	<u>Grants and</u>	<u>Revenue</u>	
		<u>Contributions</u>	<u>Contributions</u>		
Primary government					
Governmental activities					
Library	\$ 436,974	\$ 22,428	\$ 5,451	\$ 7,037	\$ (402,058)
Interest on long-term debt	10,659	-	-	-	(10,659)
Total primary government	\$ 447,633	\$ 22,428	\$ 5,451	\$ 7,037	(412,717)
General revenues					
Property taxes					
General operating					315,327
Debt service					132,943
County penal fines					20,736
State revenues					10,185
Other					5,057
Interest earnings					1,809
Total general revenues					486,057
Change in net position					73,340
Net position, beginning of year					1,221,424
Net position, end of year					\$ 1,294,764

The accompanying notes are an integral part of these financial statements.

WHITE LAKE COMMUNITY LIBRARY

GOVERNMENTAL FUNDS BALANCE SHEET

DECEMBER 31, 2018

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
Assets			
Cash and certificates of deposit	\$ 255,936	\$ 38,779	\$ 294,715
Accounts receivable	599	-	599
Due from other funds	-	19,584	19,584
Due from other governments	269,393	89,362	358,755
Prepaid items	<u>5,278</u>	<u>-</u>	<u>5,278</u>
Total assets	<u>\$ 531,206</u>	<u>\$ 147,725</u>	<u>\$ 678,931</u>
 Liabilities, deferred inflows of resources and fund balance			
Liabilities			
Accounts payable and accrued liabilities	\$ 19,662	\$ -	\$ 19,662
Due to other funds	<u>19,584</u>	<u>-</u>	<u>19,584</u>
Total liabilities	<u>39,246</u>	<u>-</u>	<u>39,246</u>
 Deferred inflows of resources			
Taxes levied for subsequent period	<u>338,337</u>	<u>108,946</u>	<u>447,283</u>
 Fund balances			
Nonspendable			
Prepaid items	5,278	-	5,278
Restricted			
Debt service	-	38,779	38,779
Assigned			
Computer hardware replacement	18,000	-	18,000
Building repair and maintenance	31,118	-	31,118
Unassigned	<u>99,227</u>	<u>-</u>	<u>99,227</u>
Total fund balances	<u>153,623</u>	<u>38,779</u>	<u>192,402</u>
Total liabilities, deferred inflows and fund balance	<u>\$ 531,206</u>	<u>\$ 147,725</u>	<u>\$ 678,931</u>

The accompanying notes are an integral part of these financial statements.

WHITE LAKE COMMUNITY LIBRARY

RECONCILIATION OF FUND BALANCE ON THE BALANCE SHEET FOR GOVERNMENTAL FUNDS TO NET POSITION OF GOVERNMENTAL ACTIVITIES ON THE STATEMENT OF NET POSITION

DECEMBER 31, 2018

Fund balances - total governmental funds	\$ 192,402
Amounts reported for <i>governmental activities</i> in the statement of net position are different because	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	
Add - capital assets (net)	1,346,579
Certain liabilities, such as bonds payable, are not due and payable in the current period and therefore are not reported in the funds.	
Deduct - bonds payable	(240,000)
Deduct - accrued interest on bonds payable	(1,540)
Deduct - compensated absences	<u>(2,677)</u>
Net position of governmental activities	<u>\$ 1,294,764</u>

The accompanying notes are an integral part of these financial statements.

WHITE LAKE COMMUNITY LIBRARY
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
Revenues			
Taxes	\$ 315,327	\$ 132,943	\$ 448,270
Intergovernmental			
State revenues	8,661	-	8,661
County penal fees	20,736	-	20,736
Fees and charges	23,436	-	23,436
Interest	1,809	-	1,809
Donations and miscellaneous	18,061	-	18,061
Total revenues	<u>388,030</u>	<u>132,943</u>	<u>520,973</u>
Expenditures			
Current			
Library			
Personnel	245,598	-	245,598
Contractual	36,474	1,500	37,974
Supplies and other	52,985	-	52,985
Utilities	31,334	-	31,334
Capital outlay	24,667	-	24,667
Debt service			
Principal	-	115,000	115,000
Interest	-	11,368	11,368
Total expenditures	<u>391,058</u>	<u>127,868</u>	<u>518,926</u>
Net changes in fund balances	(3,028)	5,075	2,047
Fund balances, beginning of year	<u>156,651</u>	<u>33,704</u>	<u>190,355</u>
Fund balances, end of year	<u>\$ 153,623</u>	<u>\$ 38,779</u>	<u>\$ 192,402</u>

The accompanying notes are an integral part of these financial statements.

WHITE LAKE COMMUNITY LIBRARY

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2018

Net changes in fund balances - total governmental funds	\$ 2,047
<p>Amounts reported for <i>governmental activities</i> in the statement of activities are different because</p>	
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense.</p>	
Add - capital outlay	36,685
Deduct - depreciation expense	(81,151)
<p>Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.</p>	
Add - payment of bond principal	115,000
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds.</p>	
Add - decrease in accrued interest	709
Add - decrease in compensated absences	50
	<hr/>
Change in net position of governmental activities	\$ 73,340

The accompanying notes are an integral part of these financial statements.

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WHITE LAKE COMMUNITY LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of White Lake Community Library (the "Library") conform to generally accepted accounting principles as applicable to governments. The following is a summary of the significant policies.

Reporting Entity

As required by generally accepted accounting principles, the financial statements of the reporting entity include those of White Lake Community Library. There are no component units to be included. The criteria for including a component unit include significant operational or financial relationships with the Library.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues are reported in total. The Library has no business-type or fiduciary activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. County penal fines are recognized when received. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

WHITE LAKE COMMUNITY LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2018

Governmental fund financial statements are reported using the *current financial resources* measurement focus and the *modified accrual basis* of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period except grant revenues which are recognized when grant requirements are met, County penal fines and other revenues are recognized when received, and interest revenue which is recorded when earned. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to claims and judgments, are recorded only when payment is due. Property taxes, state revenue, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Library.

All individual governmental funds are reported as separate columns in the fund financial statements.

The Library reports the following major governmental funds

The *General Fund* is the general operating fund of the Library. It is used to account for all financial resources, except those required to be accounted for in another fund.

The *Debt Service Fund* accounts for the collections of a debt millage and payment of principal, interest, and other related expenditures to retire the outstanding 2008 Refunding Bonds.

Budgets and Budgetary Accounting

Comparisons to budget are presented for the General Fund. The Library follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to December 1, the Library Director submits to the Library Board a proposed operating budget for the fiscal year commencing the following January 1.
2. Public hearings are conducted to obtain taxpayer comments.
3. Prior to January 1, the budget is legally enacted through passage of a resolution.
4. Formal budgetary integration is employed as a management control device during the year for the general funds.
5. The budget for the general fund is adopted on a basis consistent with generally accepted accounting principles (GAAP).
6. Adoption and amendments of all budgets used by the Library are governed by Michigan Law. The appropriations ordinances are based on the projected expenditures budget of the various objects of the Library. Any amendment to the original budget must meet the requirements of Michigan Law. The Library did amend its budget for the current year. Any revisions that alter the expenditures at the object level within the general fund must be approved by the Library Board.

WHITE LAKE COMMUNITY LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

Deposits and Investments

State statutes authorize the Library to invest in:

- a. Bond, securities, other obligations and repurchase agreements of the United States, or an agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts or depository receipts of a qualified financial institution.
- c. Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- d. Bankers acceptances of United States banks.
- e. Obligations of the State of Michigan and its political subdivisions that, at the time of purchase are rated as investment grade by at least one standard rating service.
- f. Mutual funds registered under the Investment Company Act of 1940 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.
- g. External investment pools as authorized by Public Act 20 as amended.

The Library's investment policy is more restrictive than state requirements. The Library's investment policy authorizes the same types of investments as those authorized by state requirements, however, investments in commercial paper must be rated at the time of purchase within the two highest classifications by not less than two standard rating services. The Library's investment policy also states that not more than 50% of any fund may be invested in commercial paper at any time.

Capital Assets

Capital assets, which include property and equipment, are reported in the governmental activities column in the government-wide financial statements.

Capital assets are defined by the government as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of two years. Such assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at acquisition value (the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction) on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

WHITE LAKE COMMUNITY LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2018

Depreciation on capital assets is computed using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings and improvements	10-50
Land improvements	20
Furniture and equipment	3-5
Collections	7

Property Taxes

Property taxes are levied by the Library and become an enforceable lien on December 1 and are payable by February 15. Taxes are collected by participating governmental units. Real property taxes not collected as of March 1 are turned over to the County for collection, which advances the Library 100% of the delinquent real property taxes. Collection of delinquent personal property taxes remains the responsibility of the participating units. Property tax revenues are recognized as revenue in the year for which they are levied.

Grants and Other Intergovernmental Revenues

Grants and assistance awards made on the basis of entitlement periods are recorded as intergovernmental receivables and revenue when entitlement occurs. Reimbursement-type grants are recorded as intergovernmental receivables and revenues when the related expenditure/expenses are incurred.

Interfund Transactions

Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. All other interfund transactions are reported as transfers. Due to other funds and due from other funds at year end represent short term borrowing between the funds.

Net Position and Fund Balance Reporting

Governmental funds report fund balance in the following five categories:

1. Non-spendable – the related asset's form does not allow expenditure of the balance. The assets are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact. Nonspendable fund balance would be equal to inventory, prepaid items, non-current financial assets, and the nonspendable portion of endowments.
2. Restricted – the related assets can only be spent for the specific purposes stipulated by constitution, external resource providers, or as identified in enabling legislation.
3. Committed – the related assets can only be spent for a specific purpose identified by formal resolution of the governing board.
4. Assigned – the related assets can only be spent for a specific purpose identified by management as authorized by the governing board.
5. Unassigned – is the residual classification and includes all spendable amounts not contained in the other classifications.

Fund Balance can only be committed by formal resolution of the Library Board.

WHITE LAKE COMMUNITY LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

Restricted net position represents those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use.

Net Position and Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position/fund balance and unrestricted – net position/fund balance, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to use restricted resources first, then unrestricted resource as they are needed. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Long-Term Obligations

In the government-wide financial statements the long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position. Bond premiums and discounts, are deferred and amortized over the life of the bonds using the straight-line method which approximates the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred outflows/inflows of resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The Library has no items that qualify for reporting in this category..

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Library has only one type of item that qualifies for reporting in this category. The governmental funds and governmental activities report unearned revenues from property taxes levied for the following year. These amounts are deferred and recognized as an inflow of resources in the period for which they are levied.

Risk Management

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended December 31, 2018, the Library carried commercial insurance to cover risks of losses. The Library has had no settled claims resulting from these risks that exceeded their commercial coverage in any of the past three fiscal years.

WHITE LAKE COMMUNITY LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

2. CASH AND CERTIFICATES OF DEPOSIT

The balance of cash and certificates of deposit on the financial statements is \$294,715.

This balance is in financial institutions located in Michigan. State policy limits the Treasurer's investing options to financial institutions located in Michigan. All accounts are in the name of the Library and a specific fund or common account. They are recorded in Library records at fair value.

Deposit risk

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Library's deposits may not be returned. As of year-end, none of the Library's bank balance of \$293,527 was exposed to custodial credit risk because it was uninsured and uncollateralized.

3. CAPITAL ASSETS

Capital asset activity for the year was as follows:

	Balance December 31, 2017	Additions	Deletions	Balance December 31, 2018
Governmental activities				
Capital assets, not being depreciated				
Land	\$ 24,480	\$ -	\$ -	\$ 24,480
Construction in progress	-	-	-	-
Total capital assets, not being depreciated	24,480	-	-	24,480
Capital assets, being depreciated				
Building and improvements	1,850,180	-	-	1,850,180
Land improvements	36,051	-	-	36,051
Books, periodicals, and videos	534,829	22,899	-	557,728
Equipment and furniture	194,290	13,786	-	208,076
Total capital assets, being depreciated	2,615,350	36,685	-	2,652,035
Less accumulated depreciation for				
Building and improvements	638,010	36,911	-	674,921
Land improvements	29,287	1,803	-	31,090
Books, periodicals, and videos	409,602	34,875	-	444,477
Equipment and furniture	171,886	7,562	-	179,448
Total accumulated depreciation	1,248,785	81,151	-	1,329,936
Net capital assets, being depreciated	1,366,565	(44,466)	-	1,322,099
Governmental activities capital assets, net	\$1,391,045	\$(44,466)	\$ -	\$1,346,579

Depreciation expense of \$77,712 was charged to the Library function on the statement of activities.

WHITE LAKE COMMUNITY LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

4. LONG-TERM DEBT

The following is a summary of the debt transactions of the Library for the year ended December 31, 2018.

	<u>Balance December 31, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance December 31, 2018</u>	<u>Due Within One Year</u>
Governmental Activities					
2008 General Obligation Refunding Bonds. Payments due in annual installments of \$105,000 to \$120,000 through May 1, 2020; interest ranging from 3.25% to 3.90%.	\$355,000	\$ -	\$115,000	\$240,000	\$120,000
Compensated absences	2,727	-	50	2,677	-
	<u>\$357,727</u>	<u>\$ -</u>	<u>\$115,050</u>	<u>\$242,677</u>	<u>\$120,000</u>

The annual requirements to amortize all debt outstanding as of December 31, 2018 are as follows:

<u>Year Ended December 31</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2019	\$120,000	\$6,960
2020	120,000	2,340
Total	<u>\$240,000</u>	<u>\$9,300</u>

On February 12, 2008, the Library defeased the portion of the 1999 Building and Site Bonds, which are due and payable May 1, 2010 through May 1, 2020. This was accomplished by establishing an irrevocable trust with an escrow agent composed of cash and U.S. governmental securities sufficient to meet the applicable principal and interest obligations. The Library issued 2008 General Obligation Refunding Bonds in the amount of \$1,155,000 to provide resources to fund the escrow amounts and pay the costs of issuance of the refunding bonds. Accordingly, the trust account assets and liabilities for the defeased bonds are not included in the Library's financial statements. At December 31, 2018, bonds due and payable May 1, 2018 through May 1, 2020 for the 1999 Building and Site Bonds are considered defeased.

5. EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

PA. 621 of 1978, as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Library's actual expenditures and budgeted expenditures for the budgetary funds have been shown at the object level, the same level at which the budgets of the Library were adopted.

WHITE LAKE COMMUNITY LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

6. OPERATING LEASE

The Library leases copy machines under an operating lease requiring monthly payments of \$531 which expire in December 2019. Total rental expense under this lease amounted to \$6,700 for the year ended December 31, 2018.

The following is a schedule of annual future minimum lease payments required under the lease as of December 31, 2018:

<u>Year</u>	<u>Amount</u>
2019	\$6,372

REQUIRED SUPPLEMENTARY INFORMATION

WHITE LAKE COMMUNITY LIBRARY

GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Budget Amounts</u>		<u>Actual Amount</u>	<u>Variance Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Taxes	\$ 309,667	\$ 315,327	\$ 315,327	\$ -
Intergovernmental				
State revenues	8,600	8,661	8,661	-
County penal fees	22,000	20,736	20,736	-
Fees and charges	23,025	23,108	23,436	328
Interest	2,400	1,800	1,809	9
Donations and miscellaneous	11,277	18,326	18,061	(265)
Total revenues	<u>376,969</u>	<u>387,958</u>	<u>388,030</u>	<u>72</u>
Expenditures				
Current				
Library				
Personnel	243,914	246,161	245,598	563
Contractual	40,207	37,205	36,474	731
Supplies and other	58,494	55,405	52,985	2,420
Utilities	32,510	32,665	31,334	1,331
Capital outlay	26,626	26,026	24,667	1,359
Total expenditures	<u>401,751</u>	<u>397,462</u>	<u>391,058</u>	<u>6,404</u>
Net changes in fund balance	(24,782)	(9,504)	(3,028)	6,476
Fund balance, beginning of year	<u>156,651</u>	<u>156,651</u>	<u>156,651</u>	<u>-</u>
Fund balance, end of year	<u>\$ 131,869</u>	<u>\$ 147,147</u>	<u>\$ 153,623</u>	<u>\$ 6,476</u>

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**Whitehall Planning Commission
Meeting Minutes
December 3, 2019**

Present

D. Bedau, D. Bowyer, J. Guzman-Celedon, D. Hillebrand, V. Irby, C. Mahoney, S. Salter

Absent

B. Armstrong T. Cabala

Also Present

Zoning Administrator Huebler

Call to Order

Chair Bedau called the meeting to order at 6:00 p.m.

Agenda

Motion by Salter, second by Hillebrand, CARRIED, to approve the agenda as submitted. All ayes.

Minutes

Motion by Hillebrand, second by Bowyer, CARRIED, to approve the November 2019 minutes as submitted. All ayes.

Communications

Public Comment

Christie Babbitt asked for consideration to allow four medical marijuana dispensaries versus three. Huebler noted this will be an item for discussion at the next Council work session.

Unfinished Business

New Business

A. 1123 Colby Street Site Plan Review

Motion by Mahoney, seconded by Salter, CARRIED, to approve Resolution 19-08 allowing for a 28' x 44' garage addition providing Lot B is purchased by the applicant. Roll call vote - all ayes.

B. 2020 Meeting Schedule

Motion by Mahoney, second by Hillebrand, CARRIED, to approve the meeting schedule as submitted. All ayes.

Bedau, Irby, and Bowyer will not be able to attend the April 7 meeting as they all intend to be on vacation during spring break week.

Adjournment

There being no further business, motion by Salter, second by Hillebrand, CARRIED, to adjourn at 6:15 p.m. All ayes.

DRAFT

Muskegon Municipal Wastewater Management Committee
Meeting Minutes
October 18, 2019
Muskegon Charter Township

Members Present

Scott Huebler - City of Whitehall

Jennifer Hodges- Muskegon Township

Mark Meyers - Norton Shores

Leo Evans, City of Muskegon

Steve Biesiada, Fruitport Township

Marcia Jeske - Fruitland Township

Sam Janson - City of North Muskegon

Tony Barnes, Dalton Township

Linda Aerts, Cedar Creek Township

Doug Kadzban, City of Muskegon Hts.

Kim Arter, Laketon Township

John Holter, Egelston Township

Others Present

David Johnson, Muskegon County

Matt Farrar, Muskegon County

Attorney Mike Ortega

Chairman Scott Huebler called the meeting to order at 1:30 p.m.

Chairman Huebler requested that the agenda be amended to include Muskegon Area First Representatives as Agenda Item 5b.

1. Approval of Minutes of the August 15, 2019 Meeting

Motion by John Holter, seconded by Tony Barnes to approve the September 19, 2019 meeting minutes as presented. Motion Carried.

2. Directors Report – David Johnson, Wastewater Director

Director Johnson summarized the September Monthly Report:

- Financial Report – Revenues through the eleventh month of the fiscal year are at 85% and Expenditures are at 81% of the budget.
- Farm Report – Irrigation continues to decrease levels in the lagoons.
- Infrastructure – Swanson Road paving project began in September moving power lines and securing a contractor to put in concrete approaches. Paving will commence in the spring.
- Special Report – Timber Sale Contracts are in place for areas west of Maple Island Road. Wastewater Founding Director Dr. Yervant Demirjian visited the plant with his family.
- Statistical Comparisons – Average daily wastewater flow, hauled waste flow and the volume of water in the storage lagoons was lower than last year.

3. Communications

4. Unfinished Business

5. **New Business**

a. Muskegon Convention Center Construction Sewer Debt Relief of Sewer Rate

Director Johnson noted that a request has been received from the County and City of Muskegon to have the debt portion of the sewer rate waived for dewatering of the Muskegon Convention Center Construction. PFOS was discovered in the water.

Committee Member Leo Evans noted that the water is being treated to remove the PFOS on site and they have two options for disposal. Time is the issue and the NPDS Permit could take up to six weeks. The permit would allow discharge to the storm sewer to Muskegon Lake. The distribution to the wastewater site may be essential without timeliness of a permit

Attorney Ortega noted that there were similar considerations with Sappi in the past. At that time, the State regulators were asked if the rate could be reduced. It was determined that you could not reduce the O&M portion of the rate but could reduce or eliminate the debt portion of the rate.

Committee Member Doug Kadzban questioned where the PFOS was to be treated and how it would affect levels of PFOS at the wastewater site. Member Evans responded it is being treated on site and we are hopeful the State will find a way to expedite issuance of the permit thus eliminating the need to send it to the Wastewater site.

Chairman Huebler stated the O&M portion of the fees are approximately \$2,062 per million gallons which equates to approximately \$213,000 in revenue to the system for O&M.

Committee Member Arter questioned the direction of the PFOS and clean up. Director Johnson responded the ground water is heading to Muskegon Lake and will be cleaned either way if it comes to us or not.

Committee Member Steve Biesiada moved, seconded by Committee Member Leo Evans to approve the request to send the treated ground water to the Wastewater treatment facility and relief of the debt portion of the sewer rate for the dewatering of the Muskegon Convention Center dewatering project.

ROLL CALL VOTE:

Ayes: Biesiada, Evans, Kadzban, Janson, Meyers, Huebler, Aerts, Jeske, Hodges

Nays: Barnes, Holter, Arter

MOTION CARRIED

b. Muskegon Area First Representatives

Motion by Barnes, seconded by Kadzban to appoint Mark Eisenbarth for the County Representative; Mark Meyers as the City Representative and Heidi Tice as the Township Representative to the MAF Board.

MOTION CARRIED

6. **Community Updates/Information/Public Comment**

7. Adjournment

Chairman Huebler adjourned the meeting at 1:59 p.m.

Motion by Barnes, seconded by Holter to adjourn the meeting.

MOTION CARRIED

Respectfully submitted,

Marcia Jeske, Secretary

DRAFT

Whitehall City Council Agenda Report – Appointments

The following Board and Committee appointments are recommended by Mayor Hillebrand.

Committee/Board

Board of Review – 3 year term

John VanLoon (new) – term expires 12/31/22

Brownfield, LDFA, TIFA – 4 year terms

Jerry McDowell (renewal) – term expires 12/31/23

Construction Board of Appeals – 2 year term

Bill Chappell (renewal) – term expires 12/31/21

Bill Kenney (renewal) – term expires 12/31/21

Election Commission – 2 year term

Debi Hillebrand (renewal as Mayor) – term expires 11/30/21

Alyssa Seaver (new as staff) – term expires 11/30/21

Library – 4 year term

Norm Kittleson (new) – term expires 12/31/23

Local Development Finance Authority – 4 year term

Marty McDermott (renewal for MCC) – term expires 12/31/23

Tom Moore (new for Whitehall Schools) – term expires 12/31/20

Local Officers Compensation Commission – 5 year term

Debbie Elliott (new) – term expires 12/31/24

Noelle Knowles (new) – term expires 12/31/20

Mindy VanHerweg (new) – term expires 12/31/22

Marina Advisory Committee – 2 year term

Scott Brown (Council, renewal) – term expires 12/31/21

Jeff Holmstrom (city resident, renewal) – term expires 12/31/21

Greg Johnson (at large, renewal) – term expires 12/31/21

Gary Langlois (at large, renewal) – term expires 12/31/21

Debbie Martin (at large; renewal) – term expires 12/31/21

Molly Morin (seasonal boater, renewal) – term expires 12/31/21

Steve Salter (Planning renewal) – term expires 12/31/21

Planning Commission – 3 year term

Dave Bedau (renewal) – term expires 12/31/22

Debi Hillebrand (renewal as Mayor) – term expires 12/31/21

Vernetta Irby (renewal) – term expires 12/31/22

Matt Shepherd (new) – term expires 12/31/22

Committee/Board

Tax Increment Finance Authority – 4 year term (includes BRA)

Jerry McDowell (renewal) – term expires 12/31/23

Zoning Board of Appeals – 3 year term

Dave Bedau (renewal for Planning) – term expires 12/31/22

Jeff Cole (renewal) – term expires 12/31/22

Tom Conrad (renewal) – term expires 12/31/22

Ellie Dennis (renewal for Council) – term expires 12/31/21
