



CITY OF WHITEHALL

CITY COUNCIL WORK SESSION
405 E. COLBY ST., WHITEHALL, MI
GARDEN ROOM
JANUARY 11, 2022
5:00 p.m.

AGENDA

1. Meeting Called to Order
2. Discussion Items
 - Lunches, Memberships, and Training
 - Manager's Contract
 - Senior Millage
3. Informational Items
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, 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
January 2022**

Lunches, Memberships, and Training (Brown)

Over the last six years, the City has spent an average of \$17,200 per year out of an average budget of \$8.7M on travel, meals, conferences, memberships, and training to maintain a high level of professionalism and expertise for your 22 full time employees. Another \$5,000 is spent on the various boards, commissions, and committees including \$4,500 for the City Council. All of these expenditures are approved by the Council. If changes are contemplated, they should be discussed during the next budget cycle rather than midway into the current budget.

Managers Contract (Huebler)

My contract expires August 25 of this year. It renews automatically for a three year period if neither side provides a 180 day notice of non-renewal. The notice deadline is February 26. I would prefer an affirmative approval by the City Council for a three year extension under the same terms and conditions.

Senior Millage (Brown)

The City is due to receive \$13,913 from the County-wide senior millage for local programming. The City has passed this through to Community Education for free senior membership at the Viking Athletic Center. Council Member Brown suggested that we allocate \$2,400 of this amount towards the White Lake Senior Center.

**THE CITY OF WHITEHALL
EMPLOYMENT AGREEMENT**

This Agreement made and entered into this 25th day of August, 2015 by and between the City of Whitehall, State of Michigan, a municipal corporation, hereinafter called the City, as party of the first part, and Scott K. Huebler, hereinafter called Employee, as party of the second part, both of whom understand as follows:

WITNESSETH:

WHEREAS, the City desires to employ the services of said Scott K. Huebler as The City Manager of the City of Whitehall as provided by Chapter VI of the Charter of the City of Whitehall; and

WHEREAS, it is the desire of the Governing Board, hereinafter called the Council, to provide certain benefits, establish certain conditions of employment and to set working conditions of said Employee; and

WHEREAS, it is the desire of the Council to (1) secure and retain the services of Employee and to provide inducement for him to remain in such employment, (2) to make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security, (3) to act as a deterrent against malfeasance or dishonesty for personal gain on the part of Employee, and (4) to provide a just means for terminating Employee's services at such time as he may be unable fully to discharge his duties due to age or disability or when the City may otherwise desire to terminate his employ; and

WHEREAS, Employee desires to maintain employment as The City Manager of said City;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1 - EMPLOYMENT

A. The City hereby employs Employee, subject to subparagraph 2A below, for the term herein stated.

B. Employee agrees to remain in the exclusive employ of the City, subject to subparagraph 2B below, and neither to accept other employment nor to become employed by any other city until termination of this Agreement, unless said termination date is affected as hereinafter provided.

C. The term "employed" in subparagraph B above shall not be construed to include occasional coaching, teaching, writing or consulting on Employee's time off.

SECTION 2 - TERM

The term of this Agreement shall continue for a period of seven (7) years from August 25, 2015 provided however:

A. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Council to terminate the services of Employee

at any time, subject only to the provisions set forth in Section 5 of this Agreement and Chapter VI, Section 6.1(a) of the Charter.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from his position with the City, subject only to the provision set forth in Section 5C of this Agreement.

SECTION 3 - DUTIES

The City hereby agrees to employ said Scott K. Huebler as The City Manager of said City, to perform the functions and duties specified in said Chapter 6, Section 6.2 of the City Charter and to perform other legally permissible and proper duties and functions as the Council shall from time to time assign.

SECTION 4 - RENEWAL

Except for the provisions of Section 5 and Section 7 being invoked, in the event written notice is not given by either party to this Agreement to the other one hundred eighty (180) days prior to the termination date as hereinafter provided, this Agreement shall be extended on the same terms and conditions as herein provided for an additional period of three (3) years. Said Agreement shall continue thereafter for three year periods unless either party hereto gives one hundred eighty (180) days written

notice to the other party that the party does not wish to extend this Agreement for an additional three-year term.

SECTION 5 - SUSPENSION, TERMINATION AND RESIGNATION

A. The City may terminate the services of Employee, or it may suspend the Employee with full pay and benefits, at any time during the term of this Agreement, but only if (1) a majority of the Council and employee agree, (2) after a public hearing, a majority of Council votes to terminate or suspend Employee for just cause; provided, however, that Employee shall have been given written notice of the charges upon which said hearing will be conducted at least ten days prior to such hearing; and provided further, such hearing shall be private upon the request of Employee and in compliance with any applicable state laws, or (3) after a public hearing, a majority of the Council votes to terminate employee without cause and in such case termination shall be subject to Section 6C.

In the event the City at any time during the term of this Agreement presents to Employee a formal recommendation that Employee resign, Employee may, at his option, be deemed "terminated" upon written notification to the City.

B. In the event the City at any time during the term of this Agreement reduces the salary or other financial benefits of Employee in a greater percentage than an applicable across-the-board reduction for a majority of employees of the City, or in the event the City refuses, following

a fourteen (14) day written notice from Employee to comply with any provision herein benefiting Employee, or the Employee resigns following a recommendation, whether formal or informal, by the Council that he resign, then, in that event, Employee may, at his option, treat the City's action as a "termination" upon written notification to the City.

C. In the event Employee voluntarily resigns his position with the City before expiration of a given term of employment, then Employee shall give the City thirty (30) day notice in advance, unless the parties otherwise agree.

D. In the event Employee voluntarily resigns his position with the City, and unless otherwise directed by the City, the Employee agrees to provide prompt assistance in the hiring of a replacement City Manager. Anticipated in such assistance would be, but not by way of limitation, the preparation and placement of a job advertisement, but will not involve the selection process.

SECTION 6 - TERMINATION - SEVERANCE PAY

A. In the event the City determines to terminate Employee more than ninety (90) days prior to the expiration of a given term of employment, then in that event the City agrees to give Employee ninety (90) days notice of such termination; provided, however, that in the event Employee is terminated because of his conviction of any consequential illegal act or for

just cause, the City shall have no obligation to give any notice of termination and Employee shall not be entitled to severance pay.

B. Upon expiration of the term of this Agreement or voluntary resignation by the Employee, the Employee shall be entitled to a cash payment of all accumulated unused compensatory time off up to a maximum of eighty (80) hours. Payment shall be made with the next regularly scheduled payroll and based upon the Employee's then current rate of pay.

In the event the City terminates the Employee without a minimum ninety (90) day written notice, the Employee will be entitled to his accumulated unused compensatory time off as noted in the paragraph above plus ninety (90) days severance pay. Payment shall be made with the next regularly scheduled payroll and based upon the Employee's then current rate of pay. Payment of severance pay shall be to the Employee, his heirs, or representatives.

C. In the event the City terminates the Employee without just cause, Employee, shall be entitled to a cash payment of all accumulated unused compensatory time off up to a maximum of eighty (80) hours, plus payment with the next regularly scheduled payroll of his salary and the value of his fringe benefits through 50% of the remaining term of this contract.

SECTION 7 - DISABILITY

If Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four (4) successive weeks beyond any accrued sick leave, or for twenty (20) working day period, the City shall have the option to terminate this Agreement, subject to the severance pay requirements of Section 6. However, Employee shall be compensated for any remaining accrued sick leave, vacation, holidays, compensatory time and other accrued benefits.

SECTION 8 - SALARY

The City agrees to pay Employee for his services rendered pursuant hereto an annual base salary of \$98,500 payable in installments at the same time as other employees of the City are paid. In addition, the City agrees to increase said base salary and/or other benefits of Employee in such amounts and to such extent as the Council may determine that it is desirable to do so on the basis of an annual salary review of said Employee made in conjunction with his performance evaluation. Employee shall receive an annual cost of living increase equal to that approved for all other employees.

SECTION 9 - PERFORMANCE EVALUATION

A. The Mayor shall review and evaluate the performance of the Employee biannually no later than the month of February beginning in 2017. Said review and evaluation shall be in accordance with specific criteria developed jointly by the City and Employee. Said criteria may be added to or portions deleted there from as the Mayor may from time to time determine, in consultation with the Employee. Further, the Mayor shall provide the Council with a summary written statement of the findings of the Mayor and provide an adequate opportunity for the Employee to discuss his evaluation with the Council.

B. Biannually, the Council and Employee shall define such goals and performance objectives which they determine necessary for the proper operation of the City and in attainment of the Council's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified in the operating and capital budgets and appropriations provided.

C. In effecting the provisions of this Section, the Council and Employee mutually agree to abide by the provisions of applicable law.

SECTION 10 - HOURS OF WORK

It is recognized that Employee must devote a great deal of time outside the normal office hours to business of the City, and to that end Employee will be allowed to take reasonable compensatory time off.

SECTION 11 - AUTOMOBILE ALLOWANCE

A. Employee's duties hereunder necessitate the availability of an automobile at all times, which automobile he will provide. In view of the expense incurred for the purchase and insurance of coverage of the automobile and in reimbursement of the cost of operation, maintenance, repair and regular replacement of thereof, the City will provide the Employee an automobile allowance in the amount of Three Hundred (\$300) per month.

B. Reimbursement shall be made upon Employee's submittal of a mileage log indicating the date, miles driven, destination and purpose.

C. At all times during the course of use on the City business, Employee shall maintain, at his cost, liability, property damage and comprehensive insurance on the automobile which would insure the City up to an amount satisfactory to City against claims of loss.

D. Whereas, in the case of emergencies and in the conduct of the City affairs, it is required that the Employee be in contact with other City Personnel when away from the City offices, the City will pay the expense of Employee's mobile telephone for City business use.

SECTION 12 – EARNED TIME OFF

- A. Employee is entitled to Earned Time Off under the same terms and conditions as provided to other non-union employees.**
- B. Additional days off, including holidays, shall be provided in the City's Personnel Policies and Procedures Manual.**

SECTION 13 - DISABILITY, HEALTH AND LIFE INSURANCE

The insurance coverage and employee benefits are set forth in the Personnel Policies and Procedures Manual including:

- A. The City's agreement to put into force and to make required premium payments for Employee for insurance policies for life, accident, sickness, disability income benefits, major medical and dependent's coverage group insurance covering Employee and his dependents.**
- B. The City's agreement to purchase optical benefits and to pay the required premiums on term life insurance policies equal to the current level of coverage of other general employees of the City.**
- C. The City's agreement to provide hospitalization, surgical and comprehensive medical insurance for Employee and his dependents and to pay the premiums thereon equal to that which is provided all other employees of the City or, in the event no such plan exists, to provide same for Employee.**
- D. Employee agrees to submit once per calendar year to a complete physical examination by a qualified physician selected by the City if there is**

a reasonable basis to the City to believe that Employee may have a medical condition which would significantly impair his ability to perform his job adequately. The cost of such examination shall be paid by the City. The City shall receive a copy of all medical reports related to said examinations.

SECTION 14 - RETIREMENT/HEALTH INSURANCE

The City agrees to execute all necessary agreements provided by the International City Management Association Retirement Corporation (ICMA-RC) for the City's participation in said ICMA-RC retirement plan and, in addition to the base salary paid by the City to Employee, the City agrees to pay an amount equal to five (5%) percent of Employee's base salary into the ICMA-RC on Employee's behalf, in equal proportionate amounts each pay period, and to transfer ownership to a succeeding City upon Employee's resignation or discharge in addition to other retirement programs offered to general the City employees.

SECTION 15 - DUES AND SUBSCRIPTIONS

The City agrees to budget and to pay for the professional dues and subscriptions of Employee necessary for his continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for his continued professional participation, growth and advancement, and for the good of the City, including one (1) local service organization.

SECTION 16 - PROFESSIONAL DEVELOPMENT

A. The City hereby agrees to budget for and to pay the travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other functions for the City, including but not limited to the Annual Conference of the International City Management Association, the State league of municipalities and such other national, regional, state and local governmental groups and committees thereof which Employee serves as a member; provided the City gives prior consent to incurring such expenses.

B. The City also agrees to budget and to pay for the travel and subsistence expenses of Employee for short courses, institutes and seminars that are necessary for his professional development and for the good of the City; provided the City gives prior consent to incurring such expenses.

SECTION 17 - INDEMNIFICATION

The City shall defend, save harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as the City Manager. The City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

SECTION 18 - BONDING

The City shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

SECTION 19 - OTHER TERMS AND CONDITIONS OF EMPLOYMENT

A. The Council, in consultation with the Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Charter or any other law.

B. All provisions of the City Charter and Code and regulations and rules of the City relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of the City, in addition to said benefits enumerated specifically for the benefit of Employee except as herein provided.

C. Employee shall be entitled to receive the same vacation and sick leave benefits as are accorded department heads, including provisions governing accrual and payment therefore on termination of employment.

SECTION 20 - NO REDUCTION OF BENEFITS

The City shall not at any time during the term of this Agreement reduce the salary, compensation or other financial benefits of Employee, except to the degree of such a reduction across-the-board for a majority of the employees of the City.

SECTION 21 - RESIDENCY

Employee shall maintain residency in the City of Whitehall.

SECTION 22 - NOTICES

Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

Mayor of the City of Whitehall

405 E. Colby St.

Whitehall, MI 49461

Scott K. Huebler

4262 West White Lake Drive

Whitehall, MI 49461

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

SECTION 23 - GENERAL PROVISIONS

A. The text herein shall constitute the entire agreement between the parties.

B. This Agreement shall be binding upon and inure to the benefit of the heirs at law or executors of Employee.

C. This Agreement shall become effective immediately.

D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the City of Whitehall, Michigan has caused this Agreement to be signed and executed in its behalf by its Mayor, and duly attested by its The City Clerk, and the Employee has signed and executed this Agreement, both in duplication, the day and year first above written.



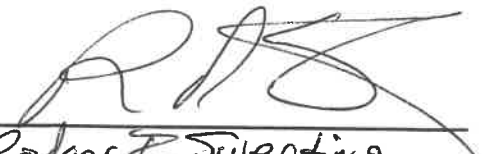
Emery M. Hatch, Mayor



Brenda Bourdon, Clerk



Scott K. Huebler, Employee


Approved as to Form



CITY OF WHITEHALL

CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
CITY COUNCIL CHAMBERS
JANUARY 11, 2022
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the December 28 Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications: MCC Annual Report, Planning Commission Minutes
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. Old Business
7. New Business
 - Resolution 22-01 Council Pay
 - Resolution 22-02 Poverty Exemption
 - Resolution 22-03 Residents Right to Protest
 - Resolution 22-04 Board of Review
8. Public Comment *
9. Closed Session to Discuss Purchase of Real Property
10. Adjournment

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, 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.

CITY OF WHITEHALL
CITY COUNCIL MEETING MINUTES
Council Chambers
December 28, 2021

PRESENT: Scott Brown, Dick Connell, Keith Heidelberg, Jeff Holmstrom, Sean Mullally, Steve Salter, and Steve Sikkenga

ABSENT: None

ALSO PRESENT: Scott Huebler, Alyssa Seaver, Roger Squiers, and Will Meier

Mayor Salter called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. November 30 & December 14, 2021 Goal Setting Work Session Minutes, December 14 Council Meeting Minutes
- B. Accounts Payable - \$4,263,017.12
- C. Communications

Motion by Connell, seconded by Sikkenga, CARRIED, to approve the Consent Agenda. Yes – 6; No – 1, Brown; Absent – 0

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Brown – Extend firepit operating hours; Mullally – Possibly add manual operation button
Huebler – Will discuss with Armstrong

PUBLIC COMMENT

Mr. Ghazal – Would like to see manual operation for firepit that would be limited hours

OLD BUSINESS

None

NEW BUSINESS

- A. Resolution 21-30 City Goals

Motion by Holmstrom, seconded by Connell, CARRIED, to adopt the City Goals.

Roll Call Vote: Yes – Holmstrom, Connell, Brown, Sikkenga, Heidelberg, Mullally, and Salter; No – None; Absent – None

PUBLIC COMMENT

Phil Morse, running for State Rep, spoke regarding his goals and priorities if elected.

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:17 pm.

Steve Salter, Mayor

Alyssa Seaver, Deputy City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
January 11, 2022

December 2021 & January 2022 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$45,225.44	Transfer
IRS	Payroll	\$17,046.62	EFT
Alerus Financial	Payroll	\$6,400.89	EFT
MISDU	Payroll	\$90.34	7497
Alerus Financial	Payroll	\$367.80	EFT
City of Whitehall-Common Cash	Payroll - Council	\$3,443.01	Transfer
IRS	Payroll - Council	\$586.78	EFT

Total Prepaids:

\$73,160.88

Accounts Payable:

\$57,985.68

TOTAL ACCOUNTS PAYABLE

\$131,146.56

Vendor Code	Vendor Name	Description	Amount
MISC	2G SHIRTS		
	1046 - 1050	WLYT - T-SHIRTS	268.00
TOTAL FOR: 2G SHIRTS			268.00
EVERA	ALEXXANDER AK EVERGREEN		
	CONTRACT	ARTISTIC DIRECTOR - WLYT PALACE THEATRE	1,100.00
TOTAL FOR: ALEXXANDER AK EVERGREEN			1,100.00
ASCAP	AMERICAN SOCIETY OF COMPOSERS, AUTH		
	500825663	LICENSE RENEWAL	390.00
TOTAL FOR: AMERICAN SOCIETY OF COMPOSERS, AUTH			390.00
BEAM	BETH BEAMAN		
	REIMBURSEMENT	PLAYHOUSE SIGNAGE	52.98
TOTAL FOR: BETH BEAMAN			52.98
BRS	BIG ROAD SOUND		
	1053	AUDIO ENGINEER - IRISH CHRISTMAS	400.00
TOTAL FOR: BIG ROAD SOUND			400.00
CHART	CHARTER COMMUNICATIONS		
	0031219010122	INTERNET	114.98
	0056489122521	INTERNET & PHONE - PH	319.98
TOTAL FOR: CHARTER COMMUNICATIONS			434.96
CITY	CITY OF WHITEHALL		
	STATEMENT	PUBLIC UTILITIES - WATER/SEWER	905.28
TOTAL FOR: CITY OF WHITEHALL			905.28
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	557.94
	STATEMENT	PUBLIC UTILITIES	11,909.04
TOTAL FOR: CONSUMER'S ENERGY			12,466.98
MISC	DAVID SIPKA		
	11-1222021	GOAL SETTING MEETINGS	200.00
TOTAL FOR: DAVID SIPKA			200.00
DORN	DORNBOS SIGN INC		
	INV59945	SIGNS - SCHOOL & SVENSSON	242.05
TOTAL FOR: DORNBOS SIGN INC			242.05
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	3,395.19
TOTAL FOR: DTE ENERGY			3,395.19
EPS	ENGINEERED PROTECTION SYSTEMS INC.		
	1018150000	SERVICE CALL	227.50
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC.			227.50
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	73.45
TOTAL FOR: FRONTIER			73.45

Vendor Code	Vendor Name	Invoice	Description	Amount
GALLS	GAIL'S, LLC	019994240	LS MOCK TURTLENECK	22.40
TOTAL FOR: GALL'S, LLC				22.40
GASV	GASVODA & ASSOCIATES, INC.	INV2102445	18" DRUM SCALE	2,694.45
TOTAL FOR: GASVODA & ASSOCIATES, INC.				2,694.45
GORDO	GORDON FOOD SERVICE	828466950	TP	73.98
TOTAL FOR: GORDON FOOD SERVICE				73.98
TOLAN	HALEY TOLAN	CONTRACT	ASST. DIRECTOR - WLYT PALACE	100.00
TOTAL FOR: HALEY TOLAN				100.00
HUNTS	HUNT'S DO-IT CENTER	STATEMENT	SUPPLIES & PARTS	235.41
TOTAL FOR: HUNT'S DO-IT CENTER				235.41
JJ'S ELEC	JJ'S ELECTRIC LLC	DEC-2021	ELECTRICAL PERMITS - DEC-2021	978.80
TOTAL FOR: JJ'S ELECTRIC LLC				978.80
VANDER	JOSHUA VANDERPUTTE	REIMBURSEMENT	WORK BOOTS - VANDERPUTTE	143.09
TOTAL FOR: JOSHUA VANDERPUTTE				143.09
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS	277101306	DIGITAL SUPPORT SERVICE	14.52
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS				14.52
WLBEA	LUDINGTON DAILY NEWS	STATEMENT	PUBLISHING - ORD AMEND/DBOR	319.00
TOTAL FOR: LUDINGTON DAILY NEWS				319.00
MICAT	MICHIGAN CAT	PD12994152	QTY 2 - BRACKETS	679.42
TOTAL FOR: MICHIGAN CAT				679.42
MMLUNEM	MICHIGAN MUNICIPAL LEAGUE	801-057	UNEMPLOYMENT - OCT-DEC 2021	1.57
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE				1.57
MODEL	MODEL COVERALL SERVICE INC	STATEMENT	UNIFORMS	201.52
TOTAL FOR: MODEL COVERALL SERVICE INC				201.52
MUCTR	MUSKEGON CENTRAL DISPATCH	2100000950	CENTRAL DISPATCH FEES	3,676.00
TOTAL FOR: MUSKEGON CENTRAL DISPATCH				3,676.00

Vendor Code	Vendor Name	Invoice	Description	Amount
MUSTWP	MUSKEGON CHARTER TOWNSHIP	DEC-2021	RENTAL INSPECTIONS - DEC-2021	420.00
TOTAL FOR: MUSKEGON CHARTER TOWNSHIP				420.00
ED	OGBORN ENTERPRISES, INC.	WCH-2022-01	CLEANING SERVICES - CH/PD	350.53
		WDPW 2022-01	CLEANING SERVICES - DPW	237.18
TOTAL FOR: OGBORN ENTERPRISES, INC.				587.71
ORKIN	ORKIN, LLC	222817419	PEST CONTROL/TREATMENT - PLAYHOUSE	79.44
TOTAL FOR: ORKIN, LLC				79.44
TUFT	ROBERT E TUFTS JR	DEC-2021	BUILDING PERMITS - DEC-2021	10,048.92
TOTAL FOR: ROBERT E TUFTS JR				10,048.92
ROTHB	ROTHBURY HARDWARE		STATEMENT	414.00
TOTAL FOR: ROTHBURY HARDWARE				414.00
SCHEI	SCHEID PLUMBING HEATING & COOL		STATEMENTS SERVICE CALL CH/GOODRICH/CHAMBER/BACKFLOW LIO	2,746.29
TOTAL FOR: SCHEID PLUMBING HEATING & COOL				2,746.29
HUEBL	SCOTT HUEBLER	DEC-2021	CAR ALLOWANCE - DEC-2021	300.00
TOTAL FOR: SCOTT HUEBLER				300.00
SHO	SHORELINE INSPECTION SERVICE LLC	DEC-2021	PLUMBING & MECHANICAL PERMITS - DEC-2021	1,280.84
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC				1,280.84
SKYL	SKYLINE MUSIC LLC	46495	PERFORMANCE DEPOSIT - WE BANJO 3	3,450.00
TOTAL FOR: SKYLINE MUSIC LLC				3,450.00
STAPL	STAPLES CREDIT PLAN		STATEMENT WALL PAD PAPER / PRINTER CARTRIDGE	43.47
TOTAL FOR: STAPLES CREDIT PLAN				43.47
SWEE	SWEETWATER SOUND INC.	30394672	DRUM MICROPHONES	1,299.00
TOTAL FOR: SWEETWATER SOUND INC.				1,299.00
TRACE	TRACE ANALYTICAL LABS	2010026	WATER SAMPLE TESTING	168.00
TOTAL FOR: TRACE ANALYTICAL LABS				168.00
TWIN	TWIN CITIES AUTO PARTS		STATEMENT CRUISER - ALIGNMENT & TIRE REPAIR	84.66
TOTAL FOR: TWIN CITIES AUTO PARTS				84.66

Vendor Code	Vendor Name	Description	Amount
QUINN	TYLER J QUINN		
	CONTRACT	SOUND DESIGNER & OPERATOR - WLYT PALACE	350.00
TOTAL FOR: TYLER J QUINN			350.00
UNI	UNITED GROUP PROGRAMS, INC.		
	JAN-2022	WRAP - JAN-2022	4,358.96
TOTAL FOR: UNITED GROUP PROGRAMS, INC.			4,358.96
VERIZ	VERIZON WIRELESS		
	9896126251	ON CALL CELL PHONE	6.36
TOTAL FOR: VERIZON WIRELESS			6.36
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENT	PARTS & SUPPLIES	423.91
TOTAL FOR: WHITE LAKE AUTOMOTIVE			423.91
WLNUR	WHITE LAKE NURSERY		
	STATEMENT	20" CHAIN	25.00
TOTAL FOR: WHITE LAKE NURSERY			25.00
WINDEM	WINDEMULLER		
	217113	INSTALL 100AMP SERVICE - LS	1,980.82
TOTAL FOR: WINDEMULLER			1,980.82
MISC	WINDRIDGE		
	1178	40X55 PRINTED VINYL ON ALUMINUM PANEL	228.00
TOTAL FOR: WINDRIDGE			228.00
WOLVE	WOLVERINE POWER SYSTEMS INC		
	0223047-IN	LS #2 - GENERATOR SERVICE CALL	393.75
TOTAL FOR: WOLVERINE POWER SYSTEMS INC			393.75
TOTAL - ALL VENDORS			57,985.68

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 01/07/2022 - 01/07/2022
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: 001

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 11, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648					
101-000-082.000	DUE FROM OTHER SOURCES	DORNBOS SIGN INC	12/23/21	INV59945	59.71
			Total For Dept 000 648		59.71
Dept 101 CITY COUNCIL					
101-101-962.000	OTHER EXPENSES	DAVID SIPKA	12/27/21	11-1222021	200.00
			Total For Dept 101 CITY COUNCIL		200.00
-Dept 111 CITY CLERK					
101-111-905.000	PUBLISHING	LUDINGTON DAILY NEWS	12/31/21	STATEMENT	319.00
			Total For Dept 111 CITY CLERK		319.00
Dept 172 ADMINISTRATION					
101-172-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	12/28/21	STATEMENT	30.98
101-172-850.000	TELEPHONE	FRONTIER	12/20/21	STATEMENT	36.72
101-172-935.000	COPIER MAINTENANCE	KONICA MINOLTA BUSINESS	12/16/21	277101306	14.52
101-172-962.000	OTHER EXPENSES	STAPLES CREDIT PLAN	12/28/21	STATEMENT	12.49
			Total For Dept 172 ADMINISTRATION		94.71
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	OPERATING SUPPLIES	GORDON FOOD SERVICE	12/22/21	828466950	73.98
101-265-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	12/30/21	STATEMENT	17.98
101-265-818.000	CONTRACTUAL SERVICES	SCHIED PLUMBING HEATING	12/31/21	STATEMENTS	497.65
101-265-818.700	CONTRACTUAL SERVICES-CLEANERS	OGBORN ENTERPRISES, INC.	01/01/22	WCH-2022-01	350.53
101-265-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	01/10/22	STATEMENT	83.53
101-265-920.000	PUBLIC UTILITIES	DTE ENERGY	12/20/21	STATEMENT	1,000.34
			Total For Dept 265 CITY HALL BLDG & GROUNDS		2,024.01
Dept 276 CEMETERY					
101-276-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	12/30/21	STATEMENT	34.47
101-276-757.000	OPERATING SUPPLIES	ROTHBURY HARDWARE	12/31/21	STATEMENT	193.17
101-276-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	01/10/22	STATEMENT	20.00
101-276-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/17/21	STATEMENT	75.49
101-276-920.000	PUBLIC UTILITIES	DTE ENERGY	12/20/21	STATEMENT	41.36
			Total For Dept 276 CEMETERY		364.49
Dept 301 POLICE					
101-301-759.000	UNIFORMS, LAUNDRY, CLEANING	GALL'S, LLC	12/14/21	019994240	22.40
101-301-850.000	TELEPHONE	FRONTIER	12/20/21	STATEMENT	36.73
101-301-850.000	TELEPHONE	MUSKIEGON CENTRAL DISPATCH	12/21/21	2100000950	3,676.00
101-301-920.000	UTILITIES-EMERGENCY SIRENS	CONSUMER'S ENERGY	01/02/22	STATEMENT	21.41
101-301-920.000	EQUIPMENT MAINTENANCE	TWIN CITIES AUTO PARTS	12/30/21	STATEMENT	84.66
101-301-933.000	OTHER EXPENSES	WINDRIDGE	12/20/21	1178	228.00
			Total For Dept 301 POLICE		4,069.20
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/02/22	STATEMENT	409.20
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/17/21	STATEMENT	34.53
			Total For Dept 448 STREET LIGHTING		443.73
Dept 751 PARKS DEPARTMENT					
101-751-757.000	OPERATING SUPPLIES	DORNBOS SIGN INC	12/23/21	INV59945	61.41
101-751-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	12/30/21	STATEMENT	55.85

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
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CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 11, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 751 PARKS DEPARTMENT					
101-751-775.000	REPAIRS & MAINT SUPPLIES	ROTHBURY HARDWARE	12/31/21	STATEMENT	193.16
101-751-818.000	CONTRACTUAL SERVICES	SCHEID PLUMBING HEATING	12/31/21	STATEMENTS	335.24
101-751-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	01/10/22	STATEMENT	501.01
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/17/21	STATEMENT	344.79
101-751-931.000	BUILDING MAINTENANCE	SCHEID PLUMBING HEATING	12/31/21	STATEMENTS	173.40
Dept 752 PATHWAY			Total For Dept 751 PARKS DEPARTMENT		1,664.86
101-752-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	01/10/22	STATEMENT	31.85
Dept 777 119 S BALDWIN ST			Total For Dept 752 PATHWAY		31.85
101-777-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	12/30/21	STATEMENT	5.00
101-777-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/17/21	STATEMENT	71.43
101-777-920.000	PUBLIC UTILITIES	DTE ENERGY	12/20/21	STATEMENT	58.33
Dept 851 FRINGE BENEFITS			Total For Dept 777 119 S BALDWIN ST		134.76
101-851-719.450	FRINGE-UNIFORMS	MODEL COVERALL SERVICE I	12/31/21	STATEMENT	178.64
101-851-719.450	FRINGE-UNIFORMS	JOSHUA VANDERPUTTE	12/23/21	REIMBURSEMENT	143.09
101-851-719.500	FRINGE-ADMIN CAR ALLOW	SCOTT HUEBLER	01/01/22	DEC-2021	300.00
101-851-719.603	FRINGE-HEALTH INS WRAP	UNITED GROUP PROGRAMS, I	12/22/21	JAN-2022	4,358.96
101-851-719.800	FRINGE-UNEMPLOYMENT EXPENSE	MICHIGAN MUNICIPAL LEAGU	12/31/21	801-057	1.57
Dept 202 MAJOR STREET FUND			Total For Dept 851 FRINGE BENEFITS		4,982.26
Dept 474 TRAFFIC SERVICES			Total For Fund 101 GENERAL OPERATING FUND		14,388.58
202-474-757.000	OPERATING SUPPLIES	DORNBOS SIGN INC	12/23/21	INV59945	120.93
Dept 494 TRUNKLINE SURFACE MAINTENANCE			Total For Dept 474 TRAFFIC SERVICES		120.93
202-494-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/17/21	STATEMENT	29.09
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3			Total For Dept 494 TRUNKLINE SURFACE MAINTENANC		29.09
Dept 000 648			Total For Fund 202 MAJOR STREET FUND		150.02
245-000-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	01/10/22	STATEMENT	20.00
Dept 300 DOWNTOWN STREETScape			Total For Dept 000 648		20.00
245-300-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	12/30/21	STATEMENT	68.32
245-300-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	01/10/22	STATEMENT	188.04
245-300-920.000	PUBLIC UTILITIES	DTE ENERGY	12/20/21	STATEMENT	130.80
245-300-921.000	ELECTRICAL-PEDESTRIAN LIGHTS	CONSUMER'S ENERGY	01/02/22	STATEMENT	127.33
245-300-921.000	ELECTRICAL-PEDESTRIAN LIGHTS	CONSUMER'S ENERGY	12/17/21	STATEMENT	448.50
Dept 245 TAX INCREMENT FINANCE AUTHORITY #3			Total For Dept 300 DOWNTOWN STREETScape		962.99
245-000-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	01/10/22	STATEMENT	982.99
Dept 000 648			Total For Fund 245 TAX INCREMENT FINANCE AUTHOR		982.99

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 01/07/2022 - 01/07/2022
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CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 11, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 248 LOCAL DEVELOPMENT FINANCE AUTHORITY					
Dept 000 648					
248-000-818.100	C/S-INDUSTRIAL PARK MARKETING	CONSUMER'S ENERGY	12/17/21	STATEMENT	61.59
			Total For Dept 000 648		61.59
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 648					
249-000-818.000	CONTRACTUAL SERVICES	JJ'S ELECTRIC LLC	01/01/22	DEC-2021	978.80
249-000-818.000	CONTRACTUAL SERVICES	SHORELINE INSPECTION SER	01/01/22	DEC-2021	1,280.84
249-000-818.000	CONTRACTUAL SERVICES	ROBERT E TUFTS JR	01/01/22	DEC-2021	10,048.92
249-000-818.100	CONTRACTUAL SERVICES-RENTAL INS	MUSKEGON CHARTER TOWNSHI	01/01/22	DEC-2021	420.00
			Total For Dept 000 648		12,728.56
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-757.410	YOUTH THEATRE - OFF SEASON	ALEXANDER AK EVERGREEN	10/27/21	CONTRACT	1,100.00
580-000-757.410	YOUTH THEATRE - OFF SEASON	2G SHIRTS	12/03/21	1046 - 1050	268.00
580-000-757.410	YOUTH THEATRE - OFF SEASON	TYLER J QUINN	01/04/22	CONTRACT	350.00
580-000-757.410	YOUTH THEATRE - OFF SEASON	HALEY TOLAN	12/30/21	CONTRACT	100.00
580-000-818.400	CONTRACTUAL SERVICES-MUSIC	SKYLINE MUSIC LLC	09/16/21	46495	3,450.00
580-000-818.600	CONTRACTUAL SERVICE-SOUND	BIG ROAD SOUND	12/15/21	1053	400.00
580-000-850.000	TELEPHONE	CHARTER COMMUNICATIONS	12/25/21	0056489122521	319.98
580-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/17/21	STATEMENT	1,127.42
580-000-920.000	PUBLIC UTILITIES	DTE ENERGY	12/20/21	STATEMENT	1,208.25
580-000-931.000	BUILDING MAINTENANCE	ENGINEERED PROTECTION SY	10/06/21	1018150000	227.50
580-000-931.000	BUILDING MAINTENANCE	ORKIN, LLC	11/22/21	222817419	79.44
580-000-932.000	TECHNOLOGY MAINTENANCE	BETH BEAMAN	01/05/22	REIMBURSEMENT	52.98
580-000-958.000	MEMBERSHIPS & DUES	AMERICAN SOCIETY OF COMP	12/20/21	500825663	390.00
580-000-976.000	EQUIPMENT	SWEETWATER SOUND INC.	12/28/21	30394672	1,299.00
			Total For Dept 000 648		10,372.57
Fund 590 SEWER FUND					
Dept 562 SEWER CUSTOMER ACCOUNTS					
590-562-850.000	TELEPHONE	CHARTER COMMUNICATIONS	01/01/22	0031219010122	57.49
			Total For Dept 562 SEWER CUSTOMER ACCOUNTS		57.49
Dept 564 SEWER PUMPING					
590-564-818.000	CONTRACTUAL SERVICES	WOLVERINE POWER SYSTEMS	12/17/21	0223047-IN	393.75
590-564-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/17/21	STATEMENT	1,197.64
590-564-920.000	PUBLIC UTILITIES	DTE ENERGY	12/20/21	STATEMENT	35.70
			Total For Dept 564 SEWER PUMPING		1,627.09
Dept 568 SEWER T & D					
590-568-757.000	OPERATING SUPPLIES	WHITE LAKE AUTOMOTIVE	12/31/21	STATEMENT	42.89
590-568-850.000	TELEPHONE	VERIZON WIRELESS	12/29/21	9896126251	3.18
			Total For Dept 568 SEWER T & D		46.07

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 01/07/2022 - 01/07/2022
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 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 11, 2021

GL Number Invoice Line Desc Invoice Date Invoice Amount

Fund 590 SEWER FUND
 Dept 570 SEWER CONSTRUCTION
 590-570-818.000 CONTRACTUAL SERVICES

Vendor WINDEMULLER

12/31/21 217113
 Total For Dept 570 SEWER CONSTRUCTION

1,980.82

Fund 591 WATER FUND
 Dept 542 WATER CUSTOMER ACCOUNTS
 591-542-850.000 TELEPHONE

Total For Fund 590 SEWER FUND

1,980.82

3,711.47

Dept 546 WATER SOURCE PLANT
 591-546-801.000 PROFESSIONAL SERVICES
 591-546-818.100 CONTRACTUAL SERVICES-
 591-546-920.000 PUBLIC UTILITIES
 591-546-920.000 PUBLIC UTILITIES

CHARTER COMMUNICATIONS

01/01/22 0031219010122

57.49

Total For Dept 542 WATER CUSTOMER ACCOUNTS

57.49

GASYODA & ASSOCIATES, IN
 TRACE ANALYTICAL LABS
 CONSUMER'S ENERGY
 DTE ENERGY

12/21/21 INV2102445
 12/31/21 2010026
 12/17/21 STATEMENT
 12/20/21 STATEMENT

2,694.45

168.00

6,709.46

174.66

Dept 548 WATER T & D
 591-548-818.100
 591-548-850.000

Total For Dept 546 WATER SOURCE PLANT

9,746.57

CONTRACTUAL SERVICES-LATERALS P
 TELEPHONE SCHEID PLUMBING HEATING
 VERIZON WIRELESS

12/31/21 STATEMENTS
 12/29/21 9896126251

1,740.00

3.18

Total For Dept 548 WATER T & D

1,743.18

Fund 594 MARINA FUND
 Dept 000 648
 594-000-920.000
 594-000-920.000

Total For Fund 591 WATER FUND

11,547.24

PUBLIC UTILITIES
 PUBLIC UTILITIES

CITY OF WHITEHALL
 CONSUMER'S ENERGY

01/10/22 STATEMENT
 12/17/21 STATEMENT

10.00

1,448.89

Total For Dept 000 648

1,458.89

Fund 661 MOTOR POOL FUND
 Dept 000 648

Total For Fund 594 MARINA FUND

1,458.89

661-000-757.000 OPERATING SUPPLIES
 661-000-757.000 OPERATING SUPPLIES
 661-000-777.000 SMALL TOOLS
 661-000-781.000 REPAIR PARTS AND SUPPLIES
 661-000-781.000 REPAIR PARTS AND SUPPLIES
 661-000-781.000 REPAIR PARTS AND SUPPLIES
 661-000-781.000 REPAIR PARTS AND SUPPLIES
 661-000-781.000 REPAIR PARTS AND SUPPLIES
 661-000-818.000 CONTRACTUAL SERVICES
 661-000-818.700 CONTRACTUAL SERVICES-CLEANING
 661-000-920.000 PUBLIC UTILITIES
 661-000-920.000 PUBLIC UTILITIES
 661-000-920.000 PUBLIC UTILITIES

HUNT'S DO-IT CENTER
 WHITE LAKE AUTOMOTIVE
 ROTHBURY HARDWARE
 HUNT'S DO-IT CENTER
 MICHIGAN CAT
 ROTHBURY HARDWARE
 WHITE LAKE AUTOMOTIVE
 WHITE LAKE NURSERY
 MODEL COVERALL SERVICE I
 OGBORN ENTERPRISES, INC.
 CITY OF WHITEHALL
 CONSUMER'S ENERGY
 DTE ENERGY

12/30/21 STATEMENT
 12/31/21 STATEMENT
 12/31/21 STATEMENT
 12/30/21 STATEMENT
 12/22/21 PD12994152
 12/31/21 STATEMENT
 12/31/21 STATEMENT
 12/15/21 STATEMENT
 12/31/21 STATEMENT
 01/01/22 WDPW 2022-01
 01/10/22 STATEMENT
 12/17/21 STATEMENT
 12/20/21 STATEMENT

35.99

133.00

16.99

17.80

679.42

10.68

248.02

25.00

22.88

237.18

50.85

360.21

745.75

Total For Dept 000 648

2,583.77

Total For Fund 661 MOTOR POOL FUND

2,583.77

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 COUNCIL MEETING OF JANUARY 11, 2021

GL Number	Invoice Line Desc	Invoice Date	Invoice	Amount
	Vendor			
	Fund Totals:			
	Fund 101 GENERAL OPERATING FUND			14,388.58
	Fund 202 MAJOR STREET FUND			150.02
	Fund 245 TAX INCREMENT FINANCE			982.99
	Fund 248 LOCAL DEVELOPMENT FINA			61.59
	Fund 249 BUILDING INSPECTION DE			12,728.56
	Fund 580 PLAYHOUSE			10,372.57
	Fund 590 SEWER FUND			3,711.47
	Fund 591 WATER FUND			11,547.24
	Fund 594 MARINA FUND			1,458.89
	Fund 661 MOTOR POOL FUND			2,583.77
	Total For All Funds:			57,985.68

M

ANNUAL REPORT 2020-2021

Of course you can.



**Muskegon
Community
College**



Muskegon Community College

www.muskegoncc.edu

Muskegon | Grand Haven | Holland | Coopersville | Fremont | Online

MISSION

**Muskegon Community College,
dedicated to equity and excellence,
prepares students, builds communities,
and improves lives.**

VISION

An educated, inclusive community

VALUES

*Learning
Integrity
Excellence
Collaboration
Kindness*

2020-2021 BOARD OF TRUSTEES

Diana Osborn, Chair
Sean Mullally, Vice-Chair
Nancy Frye, Secretary
Kathy Moore, Treasurer
Dr. Donald Crandall, Trustee
Shon Cook, Trustee
Roy Portenga, Trustee



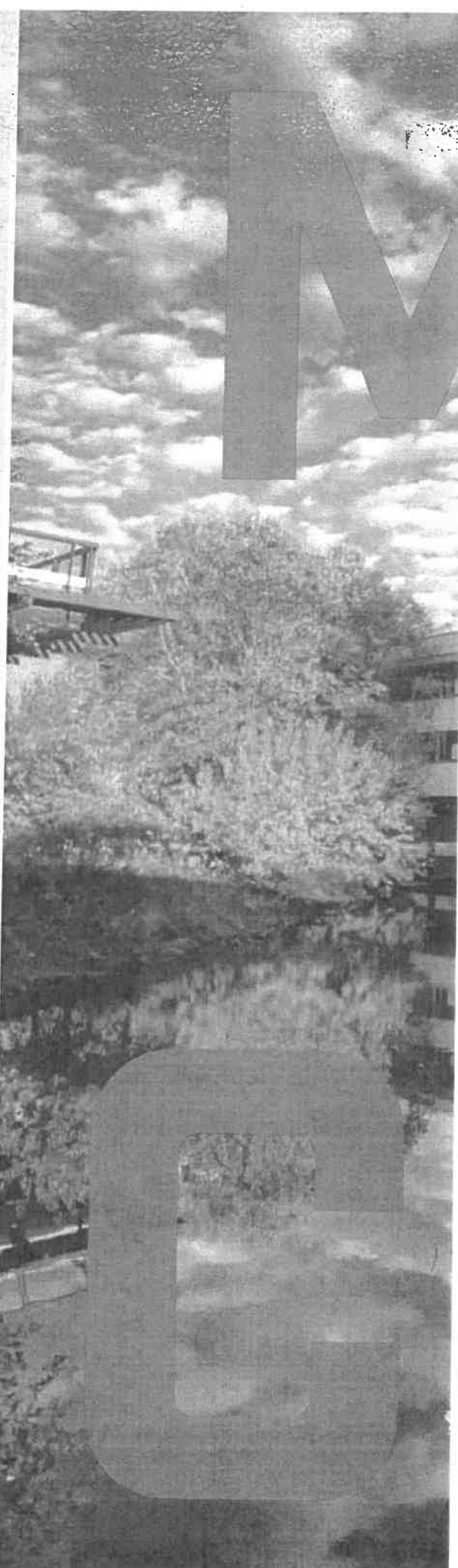
Achieving LEADER
the Dream COLLEGE

ACCREDITED



HIGHER
LEARNING
COMMISSION

Muskegon Community College continues to promote faculty and staff diversity and is an equal opportunity employer. MCC does not discriminate on the basis of race, color, religion, sex, national origin, marital status, sexual orientation, gender identity, transgender status, political persuasion, disability, height, weight, veteran status, age or any other protected class in any of its educational programs, activities or employment. Minorities, women, veterans, and the physically challenged are encouraged to apply. Anyone with a disability will be reasonably accommodated by the College. If you have a disability and need an accommodation or assistance in applying for a position, please contact the Human Resources Office.





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MESSAGE FROM THE PRESIDENT



When future historians reflect upon the tumultuous past year, my hope is they will focus on how we as a nation, as a state and, for the purposes of this 2020-2021 Annual Report, as a community college persevered during an unprecedented epidemic that impacted every action we took as an institution.

Muskegon Community College demonstrated its resilience because we had a well-designed and effective strategic plan, the fortitude to stick to it, a resolute and talented faculty and staff committed to our mission, and determined students who never stopped believing in the power of a college education regardless of the challenges.

Taken individually, each of these attributes represents an impressive achievement. Collectively, they form the hallmarks of an exceptional community college, one that in 2021 earned the #1 ranking in the state and the #19 ranking in the United States.

As 2021 comes to an end, so does the end of our second consecutive five-year strategic plan. Over the past decade, they set in motion a growth and transformation at MCC without parallel in a half century.

This annual report attests to how well we are meeting the goals and measurable objectives outlined in our *2017-2022 Strategic Plan: Successful Students, Successful Communities*. These goals, developed with the input of 180 campus and community members, act as our North Star and ensure that MCC remains on track to become the best student centered, academically relevant, fiscally sound, and community focused institution of higher education.

At the same time, I invite you to look beyond the statistics. Read about the accolades won, the degrees and certificates earned, and how we went the extra mile so that there would indeed be a Class of 2021 equipped with the knowledge and skills to live a better life. That is the heart of Muskegon Community College.

A few years ago, we came up with a prescient tagline "Of course, you can" for our marketing efforts. As the pandemic escalated, the tagline quickly became a rallying cry for the indefatigable spirit that symbolizes MCC and our students.

When historians someday write the chapter about what Muskegon Community College achieved during the difficult days of 2020 and 2021, I think they will conclude with "Of course, they did."

Sincerely,

Dr. Dale K. Nesbary
President

Dr. Dale K. Nesbary
President

Dr. John Selmon
*Provost and Executive
Vice President*

Dr. Kelley Conrad
*Vice President for
Academic Affairs*

Kristine Anderson
*Executive Director of
Human Resources*

Eduardo Bedoya
*Director of Institutional
Research and Grants*

Cindy DeBoef
*Executive Assistant
to the President*

Tina Dee
Director of Strategic Initiatives

Beth Dick
*Vice President of
Finance and CFO*

Ken James
Chief Diversity Officer

Marty McDermott
*Dean of College Services
and Athletic Director*

Teresa Newmarch
Chief Advancement Officer

Kristin M. Tank
*Dean of Marketing &
Communications*

Dr. Steven Wilson
Chief Information Officer

2020-2021 INSTITUTIONAL KEY PERFORMANCE INDICATORS

STUDENT SATISFACTION



Maintain student satisfaction at same or higher rate than national average of 64% (objective #1.1.01)

Our student satisfaction rate is 4 points above the national average

AFFORDABILITY



Keep tuition as the #1 lowest rate in Muskegon, Newaygo, Ottawa, and Kent Counties (objective #1.2.01)

MCC has the lowest tuition in Muskegon, Newaygo, and Ottawa Counties

ENROLLMENT



Meet each semester's new student enrollment goals (objective #1.3.01)

1,349 new students enrolled in 2020-2021, our new student goal was 1,389

SUCCESS RATE



Maintain student success rate at or above the state average of 24.2% (objective #1.4.01)

22.5% of students successfully earned a credential or transferred

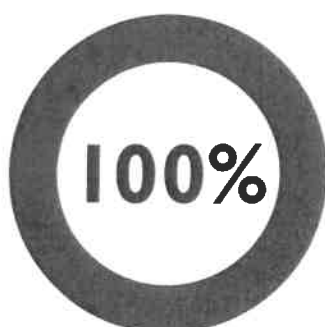
EQUITY



Reduce achievement gap in degree/certificate attainment among students of color (objective #1.4.02)

The graduation rate for students of color is 4.76%, and the overall graduation rate is 16%

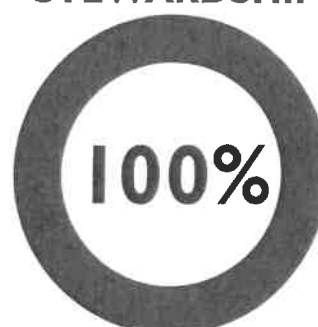
ACCREDITATION



Maintain accreditation by the Higher Learning Commission (objective #2.9.01)

Our accreditation by the HLC is renewed through 2031

FINANCIAL STEWARDSHIP



End each fiscal year with a 100% balanced budget (objective #5.23.01)

We completed the 2019-20 fiscal year within budget

How well do our goals meet student and community needs?

Visit www.muskegoncc.edu/progress to provide feedback and review progress on all KPIs, goals, and measurable objectives.

PRIORITY

WELCOME CENTER

Just & Online class times
like it home on campus?
are Team to schedule a visit by
biling them at home. You
can come to campus anytime.

MCC
ment Scheduling
earn, Career Transfer, and Veteran

Printing Services are through MCC Printing
Department

Log in to MyMCC
Click on Printing Request
Follow Steps/Directories

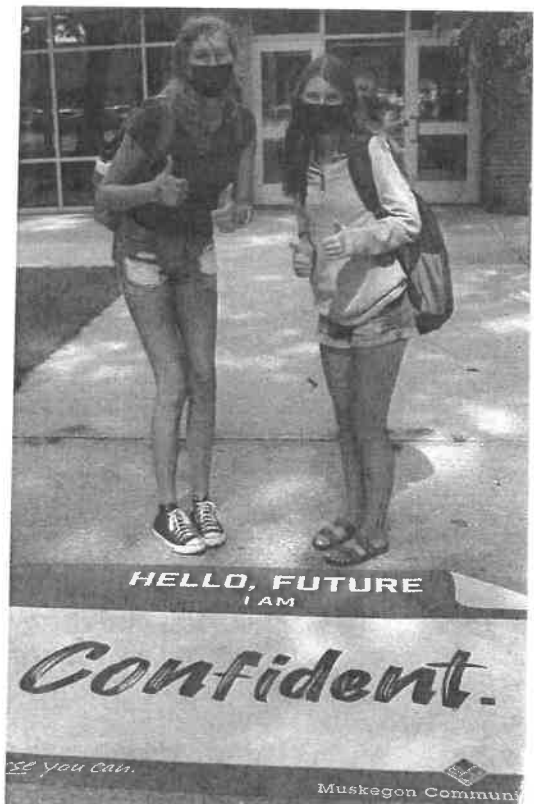
MyMCC

STUDENT SUPPORT

Provide comprehensive support systems to ensure student success

GOALS

1. Continue improving outstanding service initiatives to further enhance the student experience from awareness, application, and enrollment, through graduation and lifelong engagement
2. Increase awareness of and improve systems related to financial aid, scholarships, and other funding sources
3. Improve collaborations and outreach with K-12 partners and prospective students to provide clear pathways to higher education opportunities
4. Continue to improve student learning as evidenced by pass rates, persistence and retention, GPA, and goal attainment
5. Strengthen collaborations with higher education partners to increase the percentage of students who transfer to and succeed at four-year institutions



ACCOMPLISHMENTS

FORECAST

2020-2021 Accomplishments:

- Our student satisfaction rate is 4% higher than the national average (objective 1.01.01)
- 2,365 students received some form of financial aid (objective 1.02.05)
- 347 students from 21 high schools participated in virtual Senior Visit Days (objective 1.03.06)
- 16 students had the additional support of an Academic Mentor from the Tutoring Center (objective 1.04.14)
- 10 Transfer Tuesday events were presented online to support successful transfers to 4-year institutions (objectives 1.05.06)
- The Care Team completed 9,970 interactions with students

Additional Accomplishments from the 2017-2022 Strategic Plan:

- Implemented a new MyMCC portal four months ahead of schedule, improving online interactions with students (objective 1.01.04)
- Completed renovation of the Testing Center, increasing capacity and improving special accommodations (objective 1.01.09)
- New online scholarship application software enables students to easily apply for all scholarships with one application (objective 1.02.04)
- Hire a Jayhawk software allows students to upload resumes, search for jobs and internships, and explore career options (objective 1.01.07)
- New Student Planning software helps students graduate on time by helping them create and monitor an academic plan, review progress on graduation requirements, and register for classes (objective 1.01.05)
- Opened the Jayhawk Hub, a one-stop location that connects students with resources to address food insecurity, mental health, and other basic needs

The Student Experience Strategic Planning Committee is outlining goals for the 2022-2026 strategic plan that aspire to:

- **Improve the student experience**
- **Enhance student satisfaction**
- **Expand services to meet student needs**
- **Improve MCC's value to students**

Learn more about the planning process and provide your feedback at www.muskegoncc.edu/aspiring.

▼ *Student Services Specialists in the Welcome Center are available to assist students and connect them with a variety of services.*

◀ *Our Enrollment Representatives guide students through the process from application to orientation, which helps provide a confident start.*

▶ *Counseling, tutoring, and a variety of other free support services help students meet their academic goals.*



PRIORITY 2

ACADEMICS AND TRAINING

Develop, implement, and evaluate relevant and innovative programs that meet current and emerging student, business, industry, and community needs

GOALS

6. Provide viable courses and programs that address the changing needs of a diverse community
7. Meet current needs by offering new courses and programs in the areas of health care, science, and technology, as identified by the 2016-2017 Needs Assessment Survey
8. Develop and implement a system of ongoing regional market analysis that informs what programs, delivery methods, and locations are needed to meet community/business needs in Muskegon, Ottawa, and Newaygo Counties
9. Evaluate our effectiveness for student learning through multiple processes, consistent with the Higher Learning Commission and other accrediting bodies, and designed to promote continuous improvement
10. Develop a new Academic Master Plan



ACCOMPLISHMENTS

2020-2021 Accomplishments:

- Increased the three year rolling average of degrees and certificates earned each year (objective 1.04.06)
- 100% of faculty teaching online completed additional training to improve online teaching skills (objective 2.06.11)
- The Higher Learning Commission reaffirmed accreditation for another 10 years; MCC's been fully accredited since 1929 (objective 2.09.01)
- Eight academic programs were reviewed to ensure they meet learning effectiveness guidelines (objective 2.09.03)
- Our Workforce Development Office provided custom training for 18 companies (objective 4.19.01)
- Developed new programs related to agriculture, forestry, and management
- 5,077 students enrolled in classes that offer 80 areas of study and 75 degree and certificate options in six career pathways
- 580 students earned a diploma or certificate, with 633 credentials conferred

Additional Accomplishments from the 2017-2022 Strategic Plan:

- Academic programs and courses are improved by the development of a new Academic Master Plan/Planning Guidelines (objective 2.10.01)
- The new Ottawa Center facility in Grand Haven increases access to higher education options (objective 2.06.07)
- New Fab Lab supports local entrepreneurs and STEM-related learning (objective 2.06.08)

FORECAST

The Student Success and Assessment Strategic Planning Committee is outlining goals for the 2022-2026 strategic plan that aspire to:

- **Strengthen student success**
- **Reduce achievement gaps**
- **Increase institutional effectiveness**
- **Improve program assessment**

Learn more about the planning process and provide your feedback at www.muskegoncc.edu/aspiring.

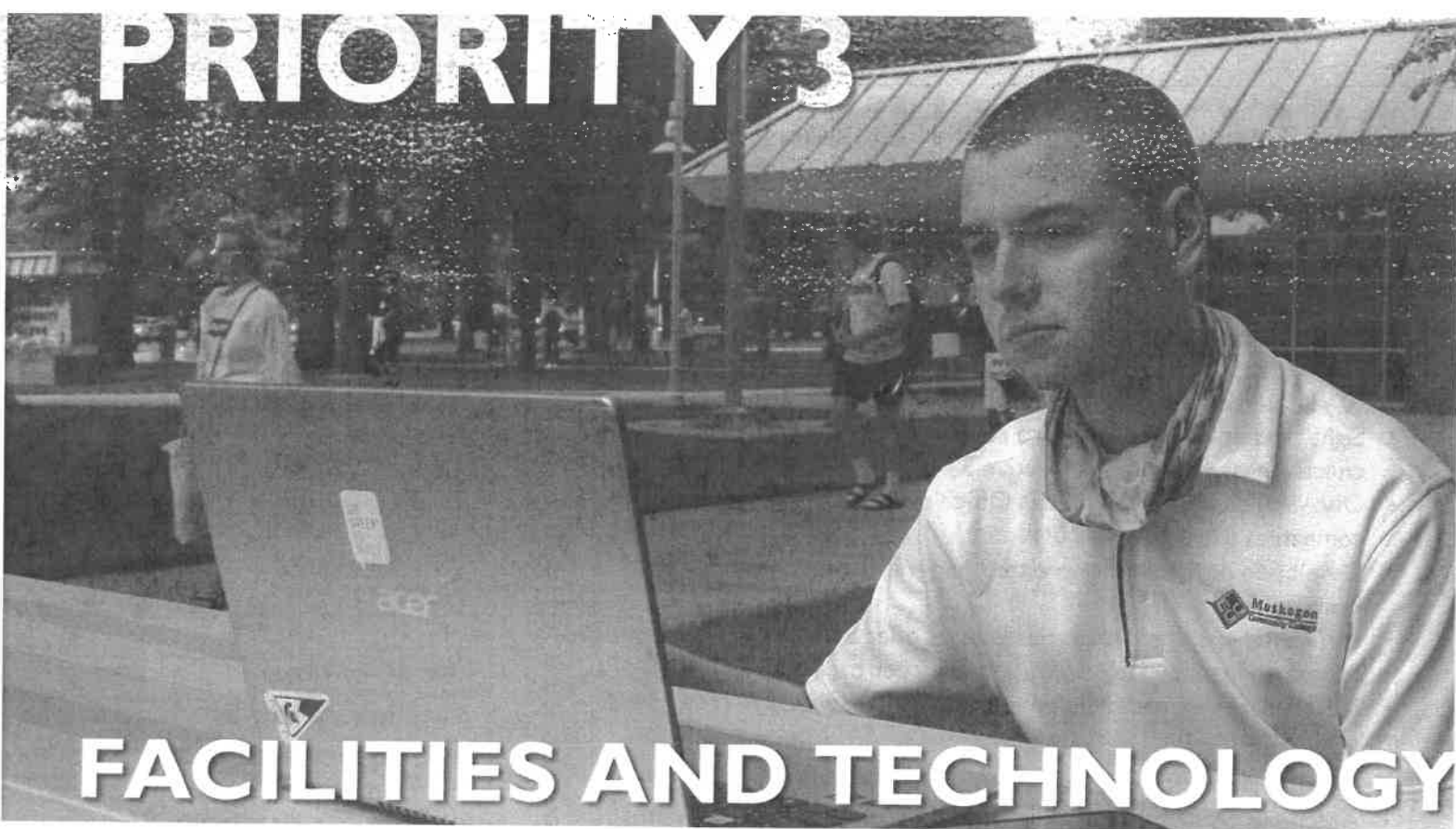
► *MCC student, Weston Dulyea, studies the health of Ryerson Creek. MCC offers a variety of experiential learning opportunities.*

◀ *Students in a BIO 103 class share their DNA models during a virtual class session. Hands-on experience during remote-learning strengthens understanding of molecular concepts.*

► *MCC offers a variety of programs for in-demand skills such as engineering, CAD, and welding.*



PRIORITY 3

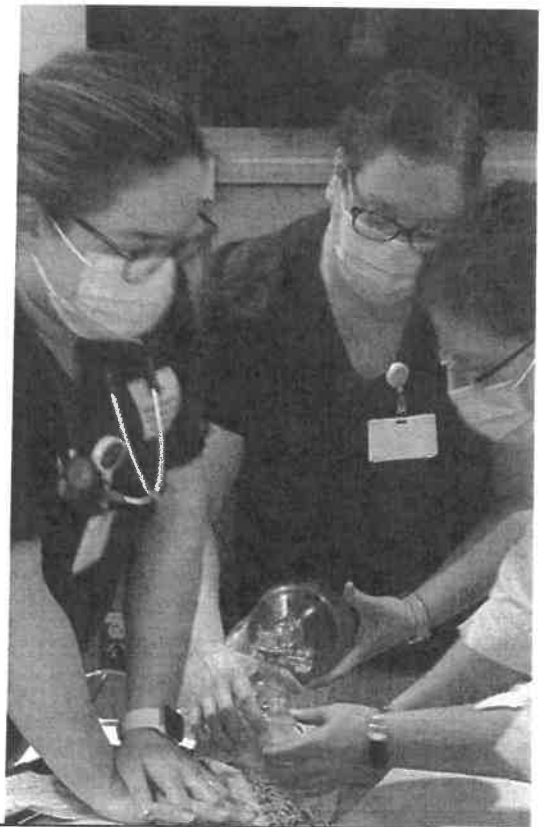


FACILITIES AND TECHNOLOGY

Provide a state-of-the-art learning environment that meets academic needs while promoting access and sustainability

GOALS

11. Complete 2010 Facility Master Plan, including construction of health and wellness center, arts facility, and downtown center
12. Improve room numbering system and establish wayfinding consistency at all locations
13. Improve access of our facilities, technology, and media to expand equal opportunities for persons with various abilities
14. Demonstrate environmental stewardship by implementing a comprehensive institutional sustainability plan
15. Provide high quality technology wherever and however programs and services are offered to students, employees, and community members
16. Commission a new Facility Master Plan by 2020 to assess future facility needs in Muskegon, Ottawa, and Newaygo Counties



ACCOMPLISHMENTS

2020-2021 Accomplishments:

- Completed our Safety First Fall 2020 Opening Plan to ensure 33 protocols are implemented at 10 facilities to limit the spread of COVID-19 (objective 3.13.06)
- Assessed student technology needs related to computer access, internet connectivity, and technology support (objective 3.15.01)
- Provided students with access to 110 laptops and 60 Wi-Fi hot spot devices to support remote-learning (objectives 3.15.10, 3.15.11)
- Installed new Zoom phone system to improve accessibility, which also increased flexibility and decreased costs (objective 3.15.12)

Additional Accomplishments from the 2017-2022 Strategic Plan:

- Opened the Peter and Carolyn I. Sturuss Technology Center in downtown Muskegon (objective 3.11.01)
- Completed construction of a new Health and Wellness Center (objective 3.11.01)
- Expanded and improved education options by opening the new Art and Music Building (objective 3.11.01)
- The Automotive Technology program moved to an updated facility (objective 3.11.02)
- Renumbered all areas of main campus and installed over 900 new signs to improve wayfinding (objective 3.12.02)
- Increased access of technology and facilities by assigning an ADA advocate for all project teams (objective 3.13.01)
- Our new Health and Wellness Center was set up as a COVID-19 overflow to support emergency plans for Mercy Health and Michigan DHHS Region 6 (objective 3.13.10)

► *MCC supported remote-learning by loaning students laptops and Wi-Fi hot spot devices, and expanding wireless coverage outside the buildings.*

◀ *In 2020 and again in 2021, MCC's Nursing Program ranked second (nursingprocess.org) as the best institution to pursue an associate degree in nursing among the 72 schools in Michigan.*

► *The West Michigan Shoreline Food Processing Association, in conjunction with the Community Foundation for Muskegon County and MCC opened the FARM (Food, Agriculture, Research, Manufacturing) Center on MCC's main campus.*



FORECAST

The Technology and Facilities Strategic Planning Committee is outlining goals for the 2022-2026 strategic plan that aspire to:

- **Improve access to technology**
- **Meet evolving facility needs**
- **Continue to support health and safety**
- **Expand technology proficiencies**

Learn more about the planning process and provide your feedback at www.muskegoncc.edu/aspiring.

PRIORITY 4

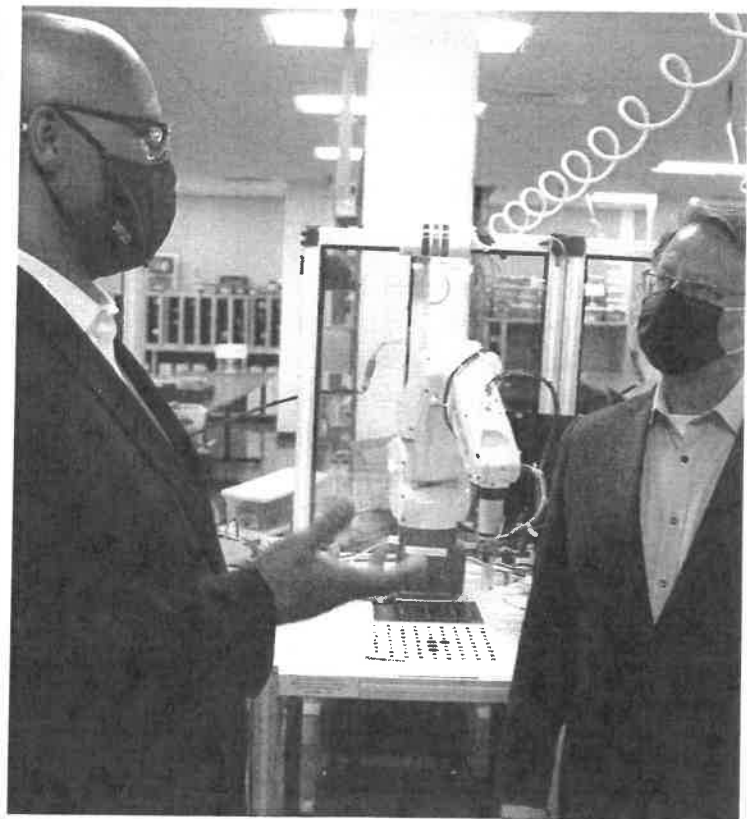
A black and white photograph showing three individuals standing behind a sign. The sign reads "COVID-19 VACCINATION SITE". On the left, a young girl and a young woman are smiling. On the right, a woman in a dark dress is also smiling. The background is a dark, textured wall.

ENGAGEMENT AND COLLABORATION

Expand collaborations and improve communications to further engage the community in the mission of MCC

GOALS

17. Clearly differentiate MCC in communications with prospective students, community partners, donors, and alumni
18. Continue to improve marketing and communication efforts to increase enrollment while increasing awareness of mission, programs, and services
19. Cultivate strategic partnerships with business, industry, and other key organizations to meet needs and support student success
20. Promote philanthropic support of students, scholarships, programs, and endowments
21. Increase pride and involvement among alumni and retirees



ACCOMPLISHMENTS

FORECAST

2020-2021 Accomplishments:

- Enrollment Services outreach efforts resulted in 10,903 online inquiries from prospective students (objective 1.03.05)
- Circulation of *Reflections* magazine was increased to 3,176 (objective 4.18.07)
- The Foundation for MCC received \$214,817 in contributions, exceeding the \$150,000 annual fund campaign goal (objective 4.20.02)
- 25 students were awarded scholarships totalling \$55,685 (objective 4.20.02)
- Our Workforce Development Office worked with local companies to place 93 interns (objective 4.19.01)
- Named a “Vaccine Champion College” after accepting the national COVID-19 College Vaccine Challenge, an initiative coordinated by the White House and the U.S. Department of Education
- Began preliminary discussions about MCC’s Centennial Celebration in 2026
- Collaborated with McDonald’s restaurants to increase access to higher education through the McDonald’s Archways to Opportunity program
- Engaged 147 students, employees, and community members to develop MCC’s 2022-2026 Strategic Plan: *Aspiring To Be The Best*

Additional Accomplishments from the 2017-2022 Strategic Plan:

- Developed system to measure marketing effectiveness via a website traffic conversion plan (objective 4.18.04)
- 77 proud Alumni Association members reported career and other updates for publication in *Reflections* magazine (objective 4.21.04)

The Community Outreach and Engagement Strategic Planning Committee is outlining goals for the 2022-2026 strategic plan that aspire to:

- **Increase access and enrollment**
- **Strengthen collaborations**
- **Expand community resources for students**
- **Engage community members in MCC activities**

Learn more about the planning process and provide your feedback at www.muskegoncc.edu/aspiring.

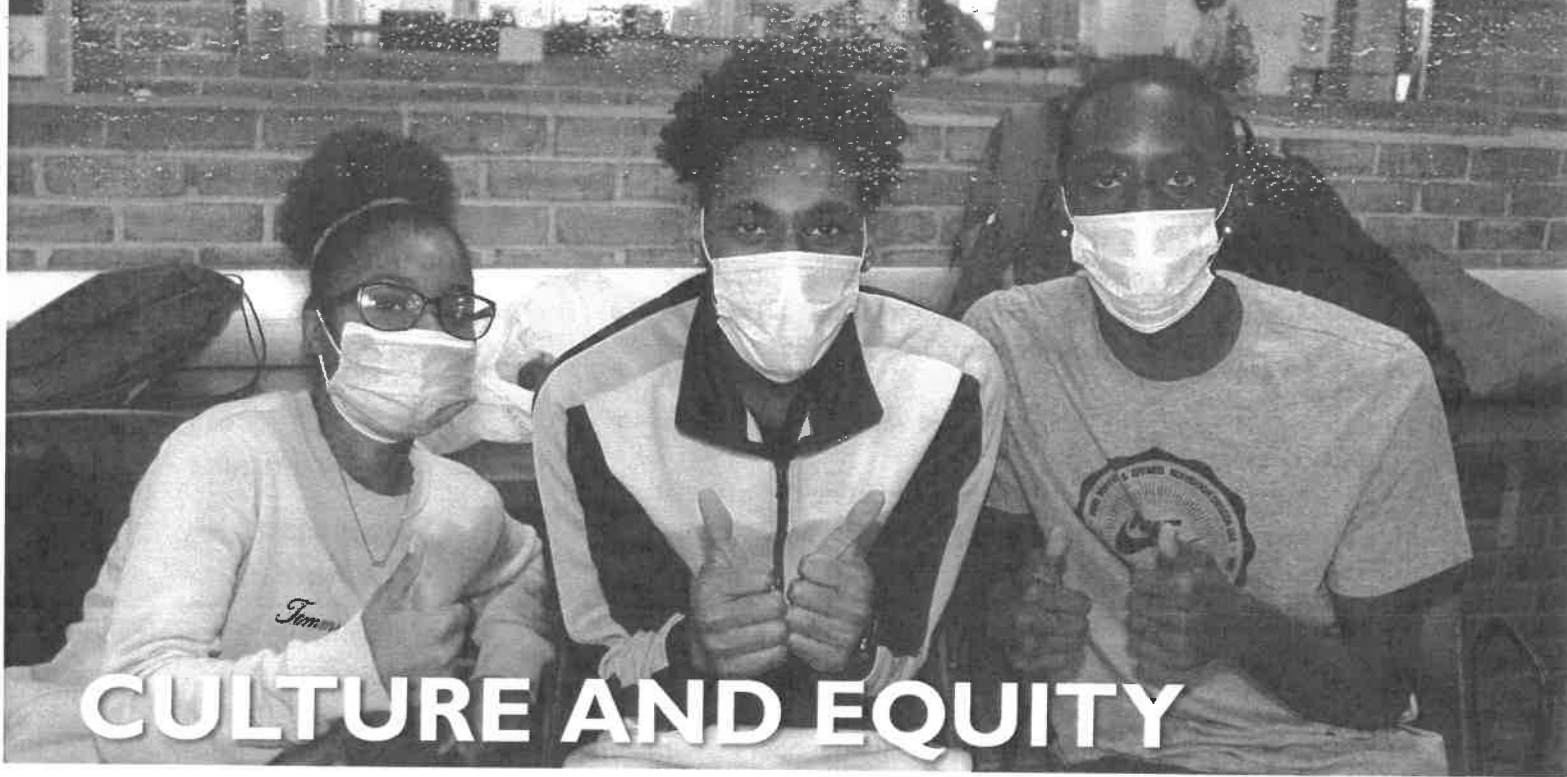
▼ *MCC collaborated with Public Health-Muskegon County to offer COVID-19 vaccine clinics at our facilities.*

◀ *MCC President Dale K. Nesbary describes the impact of the Sturris Technology Center to U.S. Senator Gary Peters as part of his tour highlighting redevelopment in downtown Muskegon.*

▶ *A partnership with Michigan State University’s Institute for Agriculture Technology created an associate degree program for students aspiring to work in agriculture. Students in the program tour farms and other agriculture-related locations.*



PRIORITY 5



CULTURE AND EQUITY

Strengthen our culture of inclusion, equity, accountability, safety, and well-being

GOALS

- 22. Develop and implement programs for students and employees to further promote inclusion and equity, creating a welcoming environment for all
- 23. Promote a culture of accountability by establishing key performance indicators (KPIs) for all departments and expand the institutional dashboard to report our progress to the community
- 24. Continue to monitor and enhance safety and security at all MCC locations and online environments
- 25. Establish student and employee wellness programs



ACCOMPLISHMENTS

2020-2021 Accomplishments:

- Successfully completed the 2019-2020 financial year on budget and with no audit findings, submitted a 2020-2021 budget plan to the Board of Trustees in May 2020 (objectives 5.23.01, 5.23.02)
- 257 people provided input to update MCC's Guiding Values: *Learning, Integrity, Excellence, Collaboration, and Kindness* (objective 5.23.14)
- Students had the opportunity to participate in seven wellness activities to support mental and physical health (objective 5.25.05)
- 70% of annual departmental key performance indicators were met or exceeded (objective 5.24.01)
- Future efforts were supported by the creation of a new Chief Diversity Officer position

Additional accomplishments from the 2017-2022 Strategic Plan:

- Construction of the new Health and Wellness Center was completed in January 2019 and was later set up by Mercy Health as a COVID-19 overflow facility (objective 5.25.05)
- Over 200 community members, students, and employees provided input to update MCC's Vision Statement, which identifies what we aim to accomplish: *An educated, inclusive community* (objective 5.23.12)
- Increased campus safety at all locations by completing a facility vulnerability assessment (objective 5.24.01)
- Improved technology security by completing a thorough assessment and implementing several new protocols (objective 5.24.03)
- Completed an assessment of student well-being needs and offered several wellness programs at the new Health and Wellness Center and Jayhawk Hub (objective 5.25.04)

FORECAST

The Inclusion and Culture Strategic Planning Committee is outlining goals for the 2022-2026 strategic plan that aspire to:

- **Improve access for the underserved**
- **Enhance employee collaboration**
- **Improve operational effectiveness**
- **Expand institutional diversity, equity, and inclusion**

Learn more about the planning process and provide your feedback at www.muskegoncc.edu/aspiring.

▼ *Students in the Gerber Lounge on the main campus give two thumbs up to the start of their semester.*

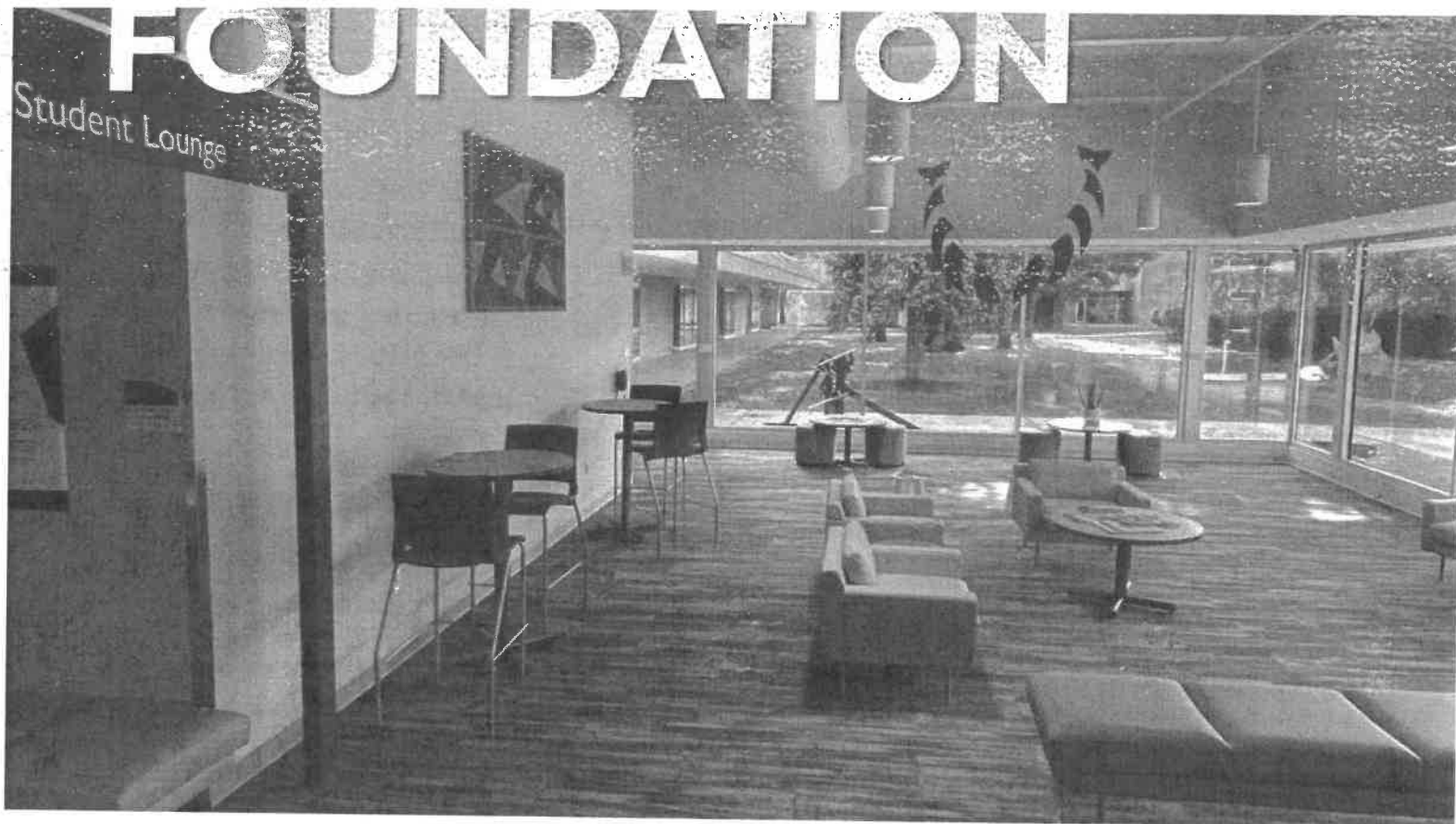
◀ *The Jayhawk Hub provides food for students and connects them with resources for mental health, housing, child care, and other services to support their academic success.*

▶ *Jayhawk Frenzy, held during the first week of classes, offers a variety of in-person and online activities to welcome and connect students to MCC.*



FOUNDATION

Student Lounge



Contributions to the Foundation for Muskegon Community College provide scholarships and improve facilities and programs

ACCOMPLISHMENTS

- In 2020-2021, donors contributed \$214,817 in support of the quality education provided by Muskegon Community College; thanks to the generosity of our donors, we exceeded our goal of \$150,000 by 43%
- Contributions totaling over \$36,000 ensured our ability to offer direct support to our students through the Jayhawk Hub, Student Success Emergency Fund and Veterans Student Success Emergency Fund
- Over the implementation of the 2017-2022 Strategic Plan, we raised \$3,462,774 to support the capital projects that provide an exceptional student experience, including the Art and Music Building, Health and Wellness Center, Carolyn I. and Peter Sturrus Technology Center, and Fab Lab
- The Sturrus Technology Center, with its Lakeshore Fab Lab, received 70 percent of the funding, helping to spur revitalization in downtown Muskegon

The Foundation for Muskegon Community College was established in 1981 as a nonprofit 501(c)(3) organization (tax ID #38-2363598). The Foundation for Muskegon Community College Board of Directors, along with its Alumni Relations Committee, plays an active role in engaging alumni and raising funds to advance the mission of Muskegon Community College.

2020-2021 FMCC BOARD OF DIRECTORS

T. Arnold (Arn) Boezaart, *President*
Edgar Watson, *Vice President*
Diana Osborn, *Secretary*
Kathy Moore, *Treasurer*
Janie Brooks-Davis
Diana Casey
Brennan Gorman
Goeff Hansen
Renee Johnson
Ken Long*
Dr. Dale Nesbary*
Nick Strait
Amy Swope*
Michael Verstraete
Susan Zemke

* *ex officio, non-voting members*

The following donors made cash or pledge contributions to the Foundation for Muskegon Community College of \$100 or more during the last fiscal year (July 1, 2020 - June 30, 2021). Donors are listed in alphabetical order within each contribution levels:

President's Club

\$25,000 and up

Visionaries

\$10,000-24,499.99

High Achievers

\$5,000-9,999.99

Honors Circle

\$2,500-4,999.99

Scholars

\$1,000-2,499.99

Friends

\$500-999.99

Supporters

\$100-499.99

President's Club

Amos Nordman Foundation
Estate of Dennis Wilson

Visionaries

Dr. Dale K. and Connie Nesbary
Mary C. Payne
Jean Stevenson
Daniel J. and Jeanne J. Yakes

High Achievers

Nancy and Hughie Frye
Sentry Automatic Sprinkler Inc.
West Michigan Labor Management
Cooperation
Hazel Whittaker

Honors Circle

Buckley Memorial Fund
Ellucian
Ronald and Nadine Gaffner
Judith Toxopeus Kleeves
Shape Corporation
Peter M. Turner
United Way of the Lakeshore

Scholars

Anonymous
Brooks Family Community Fund

**CCAI Finishing Education
Foundation**

Donald Goodman
Susan Jackson
JT'S Starting Line Up
Newkirk Electric
Ann Oakes
Carolyn and Peter Sturrus
Swenson Family Fund
West Michigan Chemical Coaters
Association International

Friends

Anonymous
Hollie Benson
Dr. Edward and Karen Breitenbach
Trefny Chelesvig
Patricia and Chris D'Avignon
Cindy and Tim DeBoef
Tina Dee and Scott Lampe
Rachel and Brennen Gorman
Robert Shanley Hofmann
Magnolia Jones
Cyndi and Alan Langlois
Martin A. and Rachel McDermott
Jon McDonald
Kathy Moore
Katherine Othoff
Charlyne and Michael Parker
Conor Roddy
David and Rev. Sally Seith
Dr. John and Zephra Selmon
Nancy Slater
Carlo Spataro
Scott Stapel and Brian Fetterman
Sun Chemical
Amy and Matt Swope
Edgar and Marilyn Watson

Supporters

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Karen Renee Berens
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Eleanor DeYoung
Matthew Dickinson
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Dorothy Gill-Jackson
Grand Haven Area Community
Foundation
Paula and John Halloran
Kurt and Dr. Antoinette Hildwein
Roger and Paula Hoffman
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Richard Oman and Jennie Naffie
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Sharon S. and Craig F. Taylor
Dr. Thomas Tisue
Katherine and Thomas Tosa
Joel and Alanna Vanhoeven
Michael Verstraete
Judith and Stephen Weinstein
Dr. Andy Dan Wible
Daniel Yoder
Bill Young
Susan J. Zemke

SCHOLARSHIPS

CONGRATULATIONS

The following students earned a scholarship during the 2020-2021 academic year.

Well done, Jayhawks!

**Amos Nordman
Foundation Scholarship**

*Suzanne Barnum
Elizabeth Carrillo Garcia
Tyeler Garrett
Mitchell Gumbko*

**Christopher & Joella
VanOosterhout Scholarship**

Emma Holmes

**Doris Grace Herlein
Education Scholarship**

Elizabeth Carrillo Garcia

**Doris Grace Herlein Music
Scholarship**

Jessica Christiansen

Future Chemists Scholarship

Keegan Colcleasure

Gene Haas Scholarship

Kenneth Johnson

**George and Mary Dake
Scholarship**

Ryan Delano

**GVSU Distinguished
Community College Graduate
Transfer Scholarship**

*Nolan Frye
Lydia Hanes*

**Larry and Roberta Tetzlaff
Scholarship**

Danielle Najdowski

Lynne M. Wood Scholarship

Tyeler Garrett

**Mary Josephine Vukits
Nursing Scholarship**

Suzanne Barnum

**MCC Adult and Re-Entering
Scholarship**

*Kristin Ambrose
Suzanne Barnum
Cathy Cook
Lindsey Mercer
Tammi Modderman
Danielle Najdowski*

**MCC Faculty Association
Justice, Humanity, and
Equality Scholarship**

Tyeler Garrett

MCC Outreach Scholarship

*Adrian Anderson
Suzanne Barnum
Joshua Boyink
Mitchell Gumbko
Emma Robeck
Lindsey Mercer*

Mildred Klecka Scholarship

*Kristin Ambrose
Suzanne Barnum*

**Pay It Forward
Scholarship**

Mitchell Green

**Richard Kraft and Suzanne
Kraft Mateer Scholarship**

Kristin Ambrose

**Samuel L. Westerman
Scholarship**

Carly Andrews

Sparks Belting Scholarship

Amiya Twork

Spencer Norman Scholarship

Raqueisa Hall

Sun Chemical Scholarship

Jada Poole

**Ted DeBower Mathematics
and Science Scholarship**

Ronda Wiseman

**Unity Breakfast Book
Scholarship**

Tyeler Garrett

**Wayne and Linda Barrett
Scholarship**

Elizabeth Carrillo Garcia



SUPPORTERS

A CONNECTION BETWEEN STUDENTS AND DONORS

More than \$55,000 in scholarships were awarded to help MCC students achieve their dreams in 2020-2021. Many scholarships are made possible through the generosity of our donors. Not all scholarships are awarded due to scholarship requirements and new scholarships may be added during the course of the year. Thus, in addition to the scholarships listed on the facing page, we recognize other donor-funded scholarships below and thank everyone who made this vital investment in our students' futures.

- Amos Nordman Foundation Scholarship
- Brenda Gardner/ADAC Scholarship
- Christopher & Joella VanOosterhout Scholarship
- Dale and Connie Nesbary Music Scholarship
- Dan Burt Memorial Wrestling Scholarship
- Doris Grace Herlein Education Scholarship
- Doris Grace Herlein Music Scholarship
- Elmer Houk Scholarship
- Future Chemists Scholarship
- George and Mary Dake Scholarship
- Larry and Roberta Tetzlaff Scholarship
- Lynne M. Wood Scholarship
- MCC Faculty Association Justice, Humanity, and Equality Scholarship
- Muskegon Community College Social Sciences Scholarships
- Paulsen Scholarship
- Pay It Forward Scholarship
- Regina Houk Scholarship
- Sparks Belting Scholarship
- Spencer Norman Scholarship
- Student Success Emergency Scholarship Fund
- Sun Chemical Scholarship
- Ted DeBower Mathematics and Science Scholarship
- Tina Dee & Scott Lampe Scholarship
- Unity Breakfast Book Scholarship
- Wayne and Linda Barrett Scholarship
- West Michigan Chemical Coaters Association Scholarship

GIVE

Your support can help students achieve their aspirations!

Make a donation to the General Scholarship Fund at www.muskegoncc.edu/donate or contact

foundation@muskegoncc.edu to establish a named scholarship.

RECEIVE

Funds are available! Students can apply for 91 scholarships with our easy online application process at www.muskegoncc.edu/scholarships.

2020-2021: YEAR IN

JULY 2020

The members of the Muskegon Community College Faculty Association, working with the Foundation for Muskegon Community College, established a new faculty-funded Justice, Humanity, and Equality Scholarship.

AUGUST 2020

3,559 students began the fall semester with approximately 85% of classes online or hybrid. In comparison, 20% of classes were online or hybrid in fall 2019 and 4,089 students were enrolled.



Two recent MCC students, Stephanie Carr and Leeanna Harris, were awarded two of the five 2020 national scholarships offered by Gamma Theta Upsilon, the international geographical honorary society. They are the first-ever community college recipients of the prestigious awards.



MCC limited fall athletic competition to men's and women's cross country, and postponed men's and women's soccer and women's volleyball until winter due to the pandemic.

SEPTEMBER 2020

A collaboration with Michigan State University Department of Forestry, the Institute of Agricultural Technology, and Bay College yields educational opportunities for prospective foresters. The programs will teach urban and community forestry at MCC in Muskegon and professional forestry.

EMSI released a study that shows MCC generated over \$261.6 million in economic impact regionally over the prior year. In addition, the study shows that MCC provides a strong return on investment and helps create a healthy economy for the entire state of Michigan.

OCTOBER 2020

Futures for Frontliners provides essential workers with the opportunity to earn their first associate degree or industry-related certificate tuition-free.



McDonald's restaurants partnered with MCC to increase access to higher education through the McDonald's Archways to Opportunity program, which provides eligible McDonald's employees with \$3,000 in annual college tuition assistance.

Veterans were honored with two Veterans Day ceremonies, one virtual and the other in person.

NOVEMBER 2020

Students and prospective students learned about various career pathways through six virtual events. Each session covered a different career pathway and featured counselors, faculty, and local professionals presenting information and answering student questions.

MCC hosted a Community Summit to provide input on 2020-2021 student success initiatives and other institutional goals. Over 50 students, employees, and community members joined the conversation and provided feedback on the goals established by community and campus members during the development of the 2017-2022 strategic plan.

DECEMBER 2020

While the pandemic caused the cancellation of MCC's traditional Holiday Concert, dedicated musicians and vocalists presented some holiday cheer for a virtual audience.

MCC's Center for Theater premiered *Everyman: Pandemic Edition*, its first-ever video production. The 35-minute performance provided the time-honored classic with a contemporary twist and is available for viewing on our website.

JANUARY 2021

Little River Casino resort partnered with MCC to launch Seven Directions, a new management development program. The two-year program combines experiential learning on-site at the Resort with academic studies at MCC leading to a related associate degree or certificate.

MCC collaborated with four other Michigan community colleges as part of a \$5 million federal grant to meet regional healthcare demands for a skilled workforce. The U.S. Department of Labor awarded the *Strengthening Community Colleges Training Program* grant to help fill healthcare job vacancies.

REVIEW

Read the full stories at www.muskegoncc.edu/news



While the pandemic forced the cancellation of the 25th Annual Dr. Martin Luther King, Jr. Unity Breakfast, organizers marked the silver anniversary with a special video tribute. The late Bishop Nathaniel Wyoming Wells, Jr. was posthumously presented the Legacy Award for his commitment to justice, equity, and equality.

The winter semester classes began with about 84% of classes online or hybrid and 3,648 students enrolled.

FEBRUARY 2021

MCC celebrated Black History Month with a series of online events. Michigan Secretary of State, Jocelyn Benson, was among the diverse group of community leaders participating.

Two MCC students, Nicholas Rossiter and Justin Rymal, won statewide awards for their fiction and non-fiction writing, respectively, and were honored during Michigan's 36th Annual Liberal Arts Network for Development Conference.



MCC distributed \$419,400 to qualified students through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Higher Education Emergency Relief Fund (HEERF).

The Boys & Girls Club of the Muskegon Lakeshore purchased MCC's Lakeshore Fitness Center as the new home for its youth and teen programs.

MARCH 2021

Muskegon Community College was ranked as the 19th best community college in the U.S., and the best choice nationally for community college nursing programs by Intelligent.com.

MCC was recognized by the State of Michigan as one of 34 campuses across the state for its participation in the 2020 Michigan Collegiate Voting Challenge.

MCC's Board of Trustees unanimously approved a recommendation by administration to freeze the upcoming 2021-2022 academic year tuition at its current 2020-2021 rates.

MCC's nursing graduates remained among the national leaders with their first-time pass rates on the National Council Licensing Examination, scoring a perfect 100 percent on their 2020 NCLEX-PN exam



APRIL 2021

MCC music and vocal ensembles presented a virtual concert. The concert is available to watch at www.muskegoncc.edu/music.

MAY 2021

1,622 students began summer semester classes with approximately 80% of classes online or hybrid.

MCC Student Alex Slocum received the \$10,000 Rooks | Sarnicola Entrepreneurial Award for a sports business idea. The prestigious award is presented to an MCC student whose entrepreneurial concept is judged the best in an annual competition.

U.S. Senator Gary Peters visited the Sturru Technology Center and learned about the community opportunities available at the Lakeshore Fab Lab and through courses offered in MCC's Applied Technology Department.

2021 graduates were celebrated with a drive-through Commencement Ceremony on the main campus on Wednesday, May 5, 2021. Last year's 2020 MCC graduates were also invited to participate in the event.

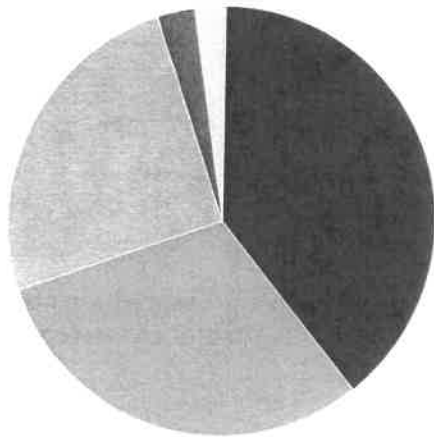


JUNE 2021

MCC joined the national COVID-19 College Vaccine Challenge, an initiative coordinated by the White House and the U.S. Department of Education. As a participant and a Vaccine Champion College, MCC reaffirmed its commitment to educate all campus community members about the availability of vaccines.

GENERAL FUND STATEMENT

As of June 30, 2021



REVENUES

- Tuition and fees 39.17%
- State appropriations 30.55%
- Property tax levy 25.12%
- Capital asset disposal gain 2.82%
- Miscellaneous 2.33%

REVENUES

Operating Revenues

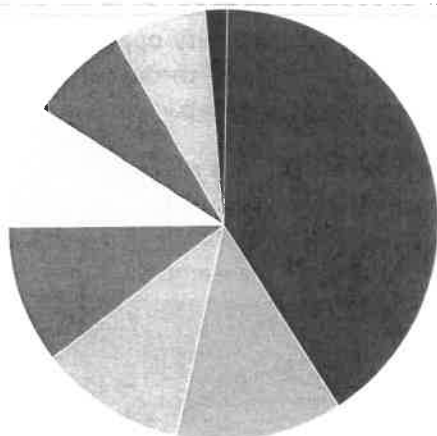
Tuition and fees	\$16,219,189
Miscellaneous	960,296
Total operating revenues	17,179,485

EXPENSES

Operating Expenses

Instruction	15,662,485
Information technology	2,867,194
Instructional support	3,523,757
Student services	4,830,271
Institutional administration	4,286,152
Public services	634,765
Operation and maintenance of plant	3,991,272
Total operating expenses	35,795,896

OPERATING INCOME (LOSS) (18,616,411)



EXPENSES

- Instruction 40.70%
- Student services 12.55%
- Institutional administration 11.14%
- Facility maintenance 10.37%
- Instructional support 9.16%
- Information technology 7.45%
- Transfers out 6.99%
- Public services 1.65%

NONOPERATING REVENUES (EXPENSES)

State appropriations	\$12,648,564
Property tax levy	10,399,797
Investment income	6,101
Gain on disposal of capital asset	1,169,625
Total nonoperating revenues (expenses)	24,224,087

Change in net position 5,607,676

Transfers in (out) (2,691,349)

Net change in net position 2,916,327

Net position at July 1, 2020 as restated 4,155,035

Net position at June 30, 2021 \$7,071,362

SUCCEED IN AN EVER-CHANGING WORLD?

Of course you can.



- MCC's high-quality education and low tuition offer the best value in higher education
- Muskegon Community College was ranked as the 19th best community college in the U.S.
- MCC has been an Achieving the Dream National Leader College since 2015
- We offer 40 associate degree programs and 35 certificate programs
- MCC's credits transfer easily
- A liberal arts education develops critical thinking and other leadership skills
- Our highly-qualified faculty are dedicated to student success
- Low 19:1 student-faculty ratio provides more interaction with instructors and greater academic success
- Free tutoring, counseling, career resources, food pantry, and other support services
- Financial aid is available
- The Jayhawks offer 17 intercollegiate athletic programs—more than any other community college in Michigan!
- Study-abroad programs and several other experiential learning opportunities
- The updated main campus features a new Science Center, Health and Wellness Center, Art and Music building, and Automotive Tech facility
- The Motorsports Club's electric dragster, "Short Circuit," set the world speed record
- The Carolyn I. and Peter Sturris Technology Center in downtown Muskegon provides the most advanced training in the region
- Our nursing program is rated the best in the nation by Intelligent.com and our nursing graduates exam pass rates lead the nation
- The main campus is home to the Kasey Hartz Nature Area, Overbrook Theatre, University Park Golf Course, Bartley Science Museum, and many other amenities available to students and the community
- The state-of-the-art Carr-Fles Planetarium is West Michigan's only free planetarium
- Students can join the Phi Theta Kappa Honor Society plus honor societies in English, geography, and nursing
- 19 student organizations, *The Bay Window* student newspaper, music ensembles, theater, and many other student life opportunities
- Accreditation by the Higher Learning Commission means that you can rely on a high-quality education and access to federal financial aid
- Established in 1926, MCC is the fourth oldest community college in the state

BEGIN YOUR SUCCESS STORY HERE?

Of course you can.

Muskegon County

Main Campus
221 S. Quarterline Road
Muskegon MI 49442

*Carolyn I. and Peter Sturuss
Technology Center*
388 W. Clay
Muskegon MI 49440

Ottawa County

Ottawa Center
16777 Lincoln Street
Grand Haven MI 49417

6364 136th Avenue
Holland MI 49424
(in Thompson M-TEC)

182 East Street
Coopersville MI 49404
*(in the Coopersville
Community Services Building)*

Newaygo County

4747 W. 48th Street
Fremont MI 49412
(in the NCRESA building)

Grand Traverse

Respiratory Therapy Program
1105 Sixth Street
Traverse City MI 49684
(in Munson Medical Center)

www.muskegoncc.edu
231-773-9131



Muskegon Community College



**Whitehall Planning Commission
Meeting Minutes
September 7, 2021**

Present

B. Armstrong, D. Bedau, D. Bowyer, D. Hillebrand, V. Irby, S. Salter, M. Shepherd

Absent

J. Guzman-Celedon, C. Mahoney

Also Present

City Manager S. Huebler

Call to Order

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

Agenda

Motion by Armstrong, second by Salter, to approve the agenda as submitted. All voted yes.

Minutes

Motion by Salter, second by Hillebrand, CARRIED, to approve the August 3, 2021 minutes as submitted. All voted yes.

Communications

Huebler handed out a notice from Fruitland Township regarding updates to their Master Plan.

Public Comment

Unfinished Business

New Business

A. Site Plan Review - 2100 Cogswell

Motion by Salter, second by Hillebrand, CARRIED, to adopt Resolution 21-01 approving the site plan as submitted. 7 yes, 2 absent (Guzman-Celedon, Mahoney).

Contractor James Riemersma gave a description of the building and its planned use.

Huebler provided the Commission with updates on the vacant lot at 205 Franklin, the zoning ordinance review, and the rental property on Lewis Street.

Adjournment

There being no further business, motion by Salter, second by Irby, CARRIED, to adjourn at 6:17 p.m. All voted yes.

**Whitehall Planning Commission
Meeting Minutes
November 2, 2021**

Present

B. Armstrong, D. Bedau, D. Bowyer, D. Hillebrand, C. Mahoney, S. Salter

Absent

J. Guzman-Celedon, V. Irby, M. Shepherd

Also Present

City Manager S. Huebler

Call to Order

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

Agenda

Motion by Mahoney, second by Salter, to approve an amended agenda removing the approval of minutes as they were omitted from the packet. All voted yes.

Public Hearing

Chair Bedeau opened the public hearing at 6:01 p.m. to receive comments regarding the adoption of the comprehensive rewrite of the zoning ordinances. Aaron Smith, New Standards, submitted revised language regarding marijuana facilities. Jerry Rowe expressed opposition to allowing adult use marijuana café's.

Chair Bedeau closed the public hearing at 6:08 p.m.

Communications

Information on housing in Muskegon County was included in the packet.

Public Comment

Unfinished Business

New Business

○ Resolution 21-03

Motion by Mahoney, second by Armstrong, CARRIED, to adopt Resolution 21-03 recommending the adoption by the City Council of a comprehensive rewrite of the zoning ordinances. 6 yes, 3 absent (Guzman-Celdon, Irby, Shepard)

Items discussed by the Commission included campground stays, denial of site plans, first floor offices in the downtown, changes to residential side yard setbacks, removal of Commissioners, protesting amendments, signs in residential districts, and night sky lighting.

Huebler explained that we are waiting on the County GIS Department to complete the zoning map. The only changes are the previously approved rezoning of the former Pinheads property and combining all three industrial zones into one zoning district.

Chair Bedau asked for a response from staff to the suggestions offered by New Standards. Huebler responded that prohibiting marijuana facilities from abutting residential districts would eliminate almost the entire stretch of Colby Street; current facilities would become nonconforming with no adverse effect to their planned operations; and automatic approval from a medical facility to an adult facility is beyond the authority of the Commission. Staff opposes the suggested changes.

Adjournment

There being no further business, motion by Armstrong, second by Hillebrand, CARRIED, to adjourn at 6:35 p.m. All voted yes.

CITY OF WHITEHALL
RESOLUTION 22-01
COUNCIL PAY

WHEREAS, Section 4.10 of the Whitehall City Charter states that: "Each member of the Council shall receive, as remuneration for his or her service to the City, such sum as shall from time to time be determined by a Compensation Commission created by Ordinance enacted by Council pursuant to statute in such case made and provided."

WHEREAS, Section 20.05 of the Whitehall's Code of Ordinances states that "the Commission shall determine the salary of each local elected official. The determination shall be the salary unless the City Council, by resolution adopted by two-thirds of the membership elected to and serving on the City Council, rejects it.

WHEREAS, The Local Officers Compensation Commission met and voted unanimously to increase the monthly compensation from \$30 to \$35, but keep the per meeting compensation the same.

NOW, THEREFORE, LET IT BE RESOLVED

That the Compensation for the Council Members and Mayor be set at \$25 per meeting and \$35 per month with the Mayor receiving an additional \$750/year effective for fiscal year 2022/2023.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, January 11, 2022 at 6:00 p.m. (____ yes, ____ no, ____ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 22-02
2022 Poverty Exemption

WHEREAS, Michigan Public Act 390 of 1994 requires that each governmental unit establish policies and procedures annually for property tax poverty exemptions that include income and asset levels.

WHEREAS, staff is recommending that Council adopt the attached updated property tax poverty exemption policies and procedures.

NOW, THEREFORE, LET IT BE RESOLVED

that the Whitehall City Council hereby adopts the 2022 Poverty Exemption Policies and Guidelines attached to and considered a part of this resolution.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, January 11, 2022 at 6:00 p.m.

(___ yes, ___ no, ___ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

**2022 POVERTY EXEMPTION
POLICIES AND GUIDELINES FOR CITY OF WHITEHALL**

The following *policy and guidelines*, adopted by the City Council, shall be followed by the City of Whitehall Board of Review when considering *poverty exemptions* according to P.A. 390 of 1994, section 211.7u of the Michigan Compiled Laws (MCL).

Application Guidelines: To be eligible for a Poverty Exemption in the City of Whitehall;

1. The primary applicant must own and occupy the property as their principal residence for a minimum of three full calendar years and shall satisfy all requirements of P.A. 390 of 1994 (Principle Residential Exemptions) and State Tax Commission bulletin No. 5 of 1995. Property placed in a trust does not qualify as owned for poverty exemption purposes. All owners and occupants are required to sign Waivers of Confidentiality, Authorizations to Inspect the Property and permission to interview the applicants and verify the application.
2. All owners must include signed Federal and State Income Tax Returns for the most recent filing period, including supporting schedules, if the applicant is required to file and income tax return. If the applicant did not file Federal or State Tax Return, Michigan Department of Treasury Form 4988 must be filed.
3. Income and asset information is required for all owners and occupants of the property. Potential income and asset sources are (non-inclusive):

Income from all sources	Interest and dividends
Salaries & wages before deductions	Pensions
Net receipts from self-employment	Supplemental Security Income
Veteran payments	Net rental income
Royalties	Scholarships & grants
Unemployment compensation	Insurance
Workers compensation	Retirement accounts
Alimony	Child support
General assistance	IRA/Keogh annuities
Social Security	New or reverse mortgage
Cash	Stocks & bonds
Checking & savings accounts	Investments
Money market accounts	Gifts
Assets in trust accounts	Deferred compensation

4. Applicants must meet the Income Test and Asset Test to be eligible to apply to the Board of Review for a partial exemption of the property tax on their principal residence. Applications will be reviewed by the Board of Review in making a determination to grant or deny an exemption and if an exemption is granted, what percentage of the taxable value will be exempted.

Income Test

Eligible applicants will not exceed the income levels listed below.

1. Total Annual Household Income shall not exceed the following amount applicable to the number of persons living in the household:

Number of Persons	Poverty Guidelines
1 (owner)	\$12,880
2	\$17,420
3	\$21,960
4	\$26,500
5	\$31,040
6	\$35,580
7	\$40,120
8	\$44,660
Each additional Person, add	\$4,540

2. Total Annual Household Income shall be based on Federal Poverty Income Guidelines and will be adjusted annually to agree to the federally established amount.

Asset Test

Eligible applicants will have total assets at or below the asset limit listed below for the claimant and household.

4. Meet asset levels of the following:
 - a) Liquid assets may not exceed \$2,500
 - b) Transportation - 1 per income provider
 - c) Recreational type vehicles - none
 - d) Total assets cannot exceed \$10,000 excluding your homestead
 - e) Must not own more land than an average city lot of 60' x 165'.

Evaluation Procedures

1. The Board of Review shall follow the above policy and guidelines when making poverty exemption decisions. The same standards shall apply to each claimant for the assessment year "unless the Board of Review determines there are substantial & compelling reasons why there should be a deviation from the policy and guidelines and the substantial & compelling reasons are communicated in writing to the claimant."
2. The applicant should be prepared to answer questions regarding their financial affairs, health, status of people living in the household, and any other question relevant to the exemption request.
3. All information is subject to verification. The verification process can be used to determine future ineligibility.
4. The Assessor and Board of Review must agree as to the disposition of the poverty claim for the exemption to be granted.

CITY OF WHITEHALL
RESOLUTION 22-03
RESIDENTS RIGHT TO PROTEST

WHEREAS, the Board of Review, as provided by City Charter, has the responsibility of reviewing the tax assessment roll in accordance with the State Tax Law as defined in MCL 211.30(2).

WHEREAS, State law allows non-residents the right to file written appeals with the Board; residents are not automatically afforded that same benefit.

WHEREAS, in order to permit residents the right to file written protests, the local unit of government must adopt a resolution granting that right.

WHEREAS, that before hearing or considering a protest, whether made in person or in writing, by a person or representative other than the taxpayer of record, the Board may require submittal of a satisfactory letter of authority, signed and dated by the taxpayer of record, authorizing such person or representative to protest to the Board on the taxpayer's behalf.

NOW, THEREFORE, LET IT BE RESOLVED,

That the Whitehall City Council provides the right of resident and non-resident taxpayers to file protests to the Board of Review in writing, without the necessity of personal appearance by the taxpayer or the taxpayer's representative, provided such written protest is received on or before the second Tuesday in March of the tax year at issue.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, January 11, 2022 at 6:00 p.m. (____ yes, ____ no, ____ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 22-04
Board of Review

WHEREAS, the City of Whitehall contracts the assessing function for the City with the Muskegon County Equalization department.

WHEREAS, our assessor David Becker is requesting that the dates for the public session of the board of review be altered in accordance with state law.

WHEREAS, the dates requested would be Wednesday March 16th from 1:00pm to 4:00pm and 6:00pm to 9:00 pm and Thursday March 17th from 9:00am to 12:00pm and 1:00pm to 4:00pm.

BE IT FURTHER RESOLVED, that the 2022 board of review dates are Wednesday March 16th from 1:00pm to 4:00pm and 6:00pm to 9:00pm and Thursday March 17th from 9:00am to 12:00pm and 1:00pm to 4:00pm.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held Tuesday, January 11, 2022 at 6 p.m. (___ yes, ___ no, ___ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk