



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
CITY COUNCIL CHAMBERS
JANUARY 24, 2023
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the January 10 Work Session & Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications: BLT Minutes
4. Messages from the Mayor, Council, and City Manager
 - Appointment for the Viking Athletic Center – Dick Connell
5. Public Comment *
6. Old Business
7. New Business
 - Feet on the Street Request
 - Tag Day Request: Whitehall Band Boosters
 - Ordinance 23-01 Rental Property
 - Resolution 23-03 Parks & Recreation Master Plan
 - Resolution 23-04 Poverty Exemption
 - Resolution 23-05 Residents Right to Protest
 - Resolution 23-06 Board of Review
 - Resolution 23-07 Senior Millage
8. Public Comment *
9. 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 WORK SESSION MINUTES
Council Chambers
January 10, 2023

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

ABSENT: None

ALSO PRESENT: Scott Huebler, Brenda Bourdon, Roger Squiers, and Will Meier

Mayor Salter called the meeting to order at 5:00 p.m.

DISCUSSION ITEMS

Appointments – City Manager Huebler provided background on how appointments are made. Council Member Brown expressed his desire to have the process be more democratic and would like to see advertisements for board openings. City Clerk Bourdon will include an article in the newsletter informing the public on Boards/opportunities and provide a directory list of board members to council.

Parks & Recreation Master Plan – Huebler provided background on Parks & Rec plan and answered questions. Next step is council approval at the January 24th meeting.

Property Maintenance Code – City Attorney Meier provided background on our current ordinances and ways to address nuisance or dangerous buildings. Meier will update the IPMC ordinance to address needs.

INFORMATIONAL ITEMS

None

PUBLIC COMMENT

Lillian Morningstar asked about a shuffleboard court as referenced in the Parks plan.

Brown requested a bid for a more permanent solution to livestreaming.

MEETING ADJOURNED AT 5:49 P.M.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
CITY COUNCIL MEETING MINUTES
Council Chambers
January 10, 2023

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

ABSENT: None

ALSO PRESENT: Scott Huebler, Brenda Bourdon, Roger Squiers, and Will Meier

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

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the December 27 Council Meeting Minutes
- B. Accounts Payable - \$124,938.24
- C. Communications: Chamber Parades Notification, Fire Authority Minutes, Planning Commission Minutes, Public Works Board Meeting Minutes, WMSRDC Minutes

Motion by Connell, seconded by Holmstrom, **CARRIED**, to approve the Consent Agenda. Yes – 6; No – 1, Brown; Absent – None

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Comments were received from the Mayor and Council.

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

- A. Resolution 23-01 Drinking Water Grant

Motion by Holmstrom, seconded by Brown, **CARRIED**, to approve the EGLE Drinking Water Asset Management Grant for \$365,580 and authorize Public Works Director Armstrong to execute the grant.

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

B. Resolution 23-02 Drinking Water Asset Management Engineering

Motion by Holmstrom, seconded by Heidelberg, CARRIED, to approve the professional services agreement with grant money covering Prein&Newhof's fees and authorize City Manager Huebler to execute the Professional Engineering Services Agreement as presented.

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

PUBLIC COMMENT

Ava Pelton introduced herself as a student of Montague's Government class.

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:19 pm.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
January 24, 2023

January 2023 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$53,390.27	Transfer
IRS	Payroll	\$19,714.13	EFT
Alerus Financial	Payroll	\$6,401.63	EFT
MISDU	Payroll	\$90.34	9098
FOP	Union Dues	\$78.60	9099
Teamsters Local 214	Union Dues	\$333.00	9100

Total Prepaids:

\$80,007.97

Accounts Payable:

\$85,293.26

TOTAL ACCOUNTS PAYABLE

\$165,301.23

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	335290	PREMIUM JAN-2023	399.12
TOTAL FOR: AFLAC			<u>399.12</u>
SEAV	ALYSSA SEAVER		
	OPTICAL	OPTICAL - LEIGHA	45.00
TOTAL FOR: ALYSSA SEAVER			<u>45.00</u>
CATCHMARK	CATCHMARK TECHNOLOGIES		
	7761	LIVESTREAM COUNCIL	300.00
TOTAL FOR: CATCHMARK TECHNOLOGIES			<u>300.00</u>
CHART	CHARTER COMMUNICATIONS		
	0031804011823	INTERNET - MARINA/DPW/PH	524.95
TOTAL FOR: CHARTER COMMUNICATIONS			<u>524.95</u>
CITY	CITY OF WHITEHALL		
	Q2 - WATER/SEWE	Q2 - WATER/SEWER	3,395.20
TOTAL FOR: CITY OF WHITEHALL			<u>3,395.20</u>
COBB	COBB COMMUNICATIONS INC		
	201782	AD - WHITE LAKE VISITORS GUIDE	795.00
TOTAL FOR: COBB COMMUNICATIONS INC			<u>795.00</u>
ETNA	ETNA SUPPLY INC		
	S104663927.008/	METER YOKE BARS/COVERS - QTY 3/EA	741.50
TOTAL FOR: ETNA SUPPLY INC			<u>741.50</u>
FRED	FREDRICKSON SUPPLY		
	11974	TRUCK 12-11 - BB HOSE GUIDE	72.26
TOTAL FOR: FREDRICKSON SUPPLY			<u>72.26</u>
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	79.66
	STATEMENT	TELEPHONE	120.63
TOTAL FOR: FRONTIER			<u>200.29</u>
HAVIL	HAVILAND		
	458483 - CR4587	QTY 16 - 15 GAL DRUM CHLORINE	1,163.00
TOTAL FOR: HAVILAND			<u>1,163.00</u>
BRIGGS	IRA A BRIGGS		
	CONTRACT	SOUND ENGINEER - FIRST FRIDAY 1/6	250.00
TOTAL FOR: IRA A BRIGGS			<u>250.00</u>
JJ'S ELEC	JJ'S ELECTRIC LLC		
	DEC-2022	ELECTRICAL PERMITS - DEC-2022	2,177.60
TOTAL FOR: JJ'S ELECTRIC LLC			<u>2,177.60</u>
KENNE	KENNEDY INDUSTRIES INC		
	634656	VARIABLE SPEED DRIVE - LS #3	1,177.25
TOTAL FOR: KENNEDY INDUSTRIES INC			<u>1,177.25</u>

Vendor Code	Vendor Name	Description	Amount
KSSB	KS STATEBANK		
	60691-3-2023	2022 VOLVO LOADER MARCH-2023 PAYMENT	2,857.23
TOTAL FOR: KS STATEBANK			<u>2,857.23</u>
LAKEC	LAKESHORE CHRYSLER		
	229775	TRUCK 12-04 - TRANSMISSION REPLACEMENT	14,022.97
TOTAL FOR: LAKESHORE CHRYSLER			<u>14,022.97</u>
WLBEA	LUDINGTON DAILY NEWS		
	99196718	PUBLISHING	456.00
TOTAL FOR: LUDINGTON DAILY NEWS			<u>456.00</u>
MILL	MILLER'S OIL AND LUBE EXPRESS		
	B-115143	TRUCK 12-06 - OIL CHANGE	45.46
TOTAL FOR: MILLER'S OIL AND LUBE EXPRESS			<u>45.46</u>
MOWHI	MONTAGUE-WHITEHALL ROTARY CLUB		
	251 - 235 - 247 3RD QTR DUES - BEAMAN/HUEBLER/SALTER		450.00
TOTAL FOR: MONTAGUE-WHITEHALL ROTARY CLUB			<u>450.00</u>
MUSTWP	MUSKEGON CHARTER TOWNSHIP		
	DEC-2022	RENTAL INSPECTIONS DEC-2022 - INSPECTIONS/REG	164.00
TOTAL FOR: MUSKEGON CHARTER TOWNSHIP			<u>164.00</u>
MUCCA	MUSKEGON COUNTY CLERK'S ASSOC		
	2023	2023 MCCA ANNUAL MEMBERSHIP RENEWAL - BOURDON	30.00
TOTAL FOR: MUSKEGON COUNTY CLERK'S ASSOC			<u>30.00</u>
MISC	MUSKEGON COUNTY EQUALIZATION		
	BOR - 2023	BOR TRAINING 2023 - VANLOON/MEANS	40.00
TOTAL FOR: MUSKEGON COUNTY EQUALIZATION			<u>40.00</u>
MMA	MUSKEGON MUSEUM OF ART FOUNDATION		
	1-3547	Q2 - CMF MARKETING/SM BIZ DISPLAY	87.00
TOTAL FOR: MUSKEGON MUSEUM OF ART FOUNDATION			<u>87.00</u>
PARKW	PARKWAY ELECTRIC		
	132560	SERVICE - VIDEO ROUTING	237.50
TOTAL FOR: PARKWAY ELECTRIC			<u>237.50</u>
PARM	PARMENTER LAW		
	270319 - 270320	ATTORNEY FEES - GENERAL/1410 LAKE/BISHOP/PROS	4,673.50
TOTAL FOR: PARMENTER LAW			<u>4,673.50</u>
PRHLTH	PRIORITY HEALTH		
	797242 - S001	HEALTH INSURANCE - JAN-2023	25,204.24
TOTAL FOR: PRIORITY HEALTH			<u>25,204.24</u>
REP	REPUBLIC SERVICES #240		
	3-0240-0141519	WASTE REMOVAL - DPW/CH/PH	424.55
TOTAL FOR: REPUBLIC SERVICES #240			<u>424.55</u>

Vendor Code	Vendor Name	Description	Amount
TUFT	ROBERT E TUFTS JR		
	DEC-2022	BUILDING PERMITS - DEC-2022	1,816.96
TOTAL FOR: ROBERT E TUFTS JR			1,816.96
SQUI	ROGER SQUIERS		
	JAN-2023	FLEX - JAN-2023	10.77
TOTAL FOR: ROGER SQUIERS			10.77
SCHEI	SCHEID PLUMBING HEATING & COOL		
	I-21371-1	FURNACE SERVICE/REPAIR/PARTS - DPW	570.97
	STATEMENTS	INSTALL WATER LINE - 125 PINECREST/122 JOHANN	13,235.40
TOTAL FOR: SCHEID PLUMBING HEATING & COOL			13,806.37
SHO	SHORELINE INSPECTION SERVICE LLC		
	DEC-2022	MECHANICAL PERMITS - DEC-2022	2,006.04
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			2,006.04
STAND	STANDARD SUPPLY & LUMBER		
	8008810	LUMBER - DPW BREAKROOM	58.86
TOTAL FOR: STANDARD SUPPLY & LUMBER			58.86
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	8068931923	RUBBER BANDS/COFFEE FILTERS/STICKY NOTES/TISS	69.51
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			69.51
STIB	STIBITZ FARMS		
	0437	CHRISTMAS TREE/GARLAND - 100FT	239.00
TOTAL FOR: STIBITZ FARMS			239.00
ACWL	THE ARTS COUNCIL OF WHITE LAKE		
	8544	EVENT POSTER PRINTING - QTY 40	14.00
TOTAL FOR: THE ARTS COUNCIL OF WHITE LAKE			14.00
USABL	USA BLUE BOOK		
	221161	DEEP SOCKET 15/16'	55.91
TOTAL FOR: USA BLUE BOOK			55.91
WMCJT	WEST MICHIGAN CRIMINAL JUSTICE		
	5031	MCOLES - FALL 2022	192.53
TOTAL FOR: WEST MICHIGAN CRIMINAL JUSTICE			192.53
WLFIR	WHITE LAKE FIRE AUTHORITY		
	DEC-2022	MECHANICAL FS PERMITS - DEC-2022	116.60
TOTAL FOR: WHITE LAKE FIRE AUTHORITY			116.60
WHIVE	WHITEHALL VENTURES INC		
	JAN-2023	LEASE - DT RESTROOMS - JAN-2023	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00
WORK	WORKPLACE HEALTH WHITEHALL		
	271102	DOT PHYSICAL/SCREEN - CHURCH	193.00
TOTAL FOR: WORKPLACE HEALTH WHITEHALL			193.00

Vendor Code	Vendor Name	Description	Amount
PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			
MISC	AMA		
	111-4038328-951	WEDGE BAG PUMP & ALIGNMENT TOOL	20.95
TOTAL FOR: AMA			20.95
MISC	DOLLAR GENERAL		
	36503	TOM RETIREMENT PARTY - DECORATIONS/PAPER GOOD	8.48
TOTAL FOR: DOLLAR GENERAL			8.48
MISC	ETSY - TREE RING GOODS		
	2721404669	TOM RETIREMENT - GIFT WATCH	397.50
TOTAL FOR: ETSY - TREE RING GOODS			397.50
MISC	GRAND RAPIDS POPCORN		
	18-37751	POPCORN/COCONUT OIL PACKS - QTY 40	99.90
TOTAL FOR: GRAND RAPIDS POPCORN			99.90
MACP	MI ASSOC OF CHIEFS OF POLICE		
	200010931	CONFERENCE - SQUIERS	280.00
TOTAL FOR: MI ASSOC OF CHIEFS OF POLICE			280.00
MISC	MUSKEGON COUNTY REGISTER OF DEEDS		
	22-27686 / 3723	QUIT CLAIM DEED/ROW EASEMENT - BISHOP PROP	61.50
TOTAL FOR: MUSKEGON COUNTY REGISTER OF DEEDS			61.50
MISC	OH BROTHERS		
	TAKE OUT - 1	TOM RETIREMENT - LUNCH	259.00
TOTAL FOR: OH BROTHERS			259.00
MISC	RING LLC		
	87EC205-0012	YEARLY SERVICE PLAN - 2023	39.99
TOTAL FOR: RING LLC			39.99
SAMS	SAM'S CLUB/GECF		
	10024548854	COFFEE/CUPS/PLATES/SOAP REFILL	52.02
TOTAL FOR: SAM'S CLUB/GECF			52.02
MISC	SHUTTERSTOCK		
	CS-080C3-114D	SUBSCRIPTION - MONTHLY FEE-JAN-2023	29.00
TOTAL FOR: SHUTTERSTOCK			29.00
MISC	SPOTIFY		
	183725231012610	SUBSCRIPTION - MONTHLY FEE-JAN-2023	9.99
TOTAL FOR: SPOTIFY			9.99
MISC	STOPSTICK, LTD.		
	2022-23176	STOPSTICK/SLEEVE/CORD REEL	204.00
TOTAL FOR: STOPSTICK, LTD.			204.00

01/20/2023 09:25 AM
User: BROOK
DB: Whitehall

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 01/20/2023 - 01/20/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF JANUARY 24, 2023

Vendor Code	Vendor Name	Description	Amount
WALMART	WALMART		
	081127170967273	TOM RETIREMENT PARTY - BEVERAGES	42.28
	168961044825660	EMPLOYEE CHRISTMAS PARTY - DECOR/CANDY	12.32
	302346590894076	SHOP W/HERO - GIFT CARDS	1,000.00
	302364659008389	SHOP W/HERO - GIFT CARDS	3,000.00
TOTAL FOR: WALMART			<u>4,054.60</u>
WESCO	WESCO INC		
	783879 / 783850	DIESEL FUEL - 240 GAL	1,118.16
TOTAL FOR: WESCO INC			<u>1,118.16</u>
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			<u>6,635.09</u>
TOTAL - ALL VENDORS			85,293.26

JOURNALIZED

BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 24, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648	DUE TO FLEX FUND	ROGER SOUTERS	01/15/23	JAN-2023	10.77
101-000-231.017	DUE TO ALFAC - JAN-2023	AFLAC	01/01/23	335290	399.12
101-000-231.018	SHOP W/HERO - GIFT CARDS	WALMART	12/12/22	302346590894076	1,000.00
101-000-238.000	SHOP W/HERO - GIFT CARDS	WALMART	12/12/22	3023646590083896	3,000.00
101-000-238.000	RENTAL REGISTRATIONS - DEC-2022	MUSKEGON CHARTER TOWNSHI	01/12/23	DEC-2022	17.00
101-000-654.000					
	Total For Dept 000 648				4,426.89
Dept 101 CITY COUNCIL	3RD QTR DUES - SALTER	MONTAGUE-WHITEHALL ROTAR	01/09/23	251 - 235 - 247	150.00
101-101-770.000	LIVESTREAM COUNCIL	CATCHMARK TECHNOLOGIES	01/01/23	7761	300.00
101-101-962.000					450.00
Dept 172 ADMINISTRATION	RUBBER BANDS/STICKY NOTES/CLIPS	STAPLES CONTRACT & COMME	01/14/23	8068931923	7.25
101-172-727.000	3RD QTR DUES - HUEBLER	MONTAGUE-WHITEHALL ROTAR	01/09/23	251 - 235 - 247	150.00
101-172-770.000					157.25
Dept 203 ATTORNEY	ATTORNEY FEES-1410 LAKE	PARMENTER LAW	01/05/23	270319 - 270320	3,955.50
101-203-826.100					3,955.50
Dept 215 CITY CLERK	2023 MCCA ANNUAL MEMBER RENEW - PUBLISHING	MUSKEGON COUNTY CLERK'S LUDINGTON DAILY NEWS	01/01/23	2023	30.00
101-215-770.000			12/31/22	99196718	456.00
101-215-905.000					486.00
Dept 247 BOARD OF REVIEW	BOR TRAINING 2023 - VANLOON/MEA	MUSKEGON COUNTY EQUALIZA	01/04/23	BOR - 2023	40.00
101-247-962.000					40.00
Dept 265 CITY HALL BLDG & GROUNDS	COFFEE/CUPS/PLATES/SOAP REFILL	SAM'S CLUB/GEFCF	12/16/22	10024548854	52.02
101-265-757.000	TISSUES - 36 CASE	STAPLES CONTRACT & COMME	01/14/23	8068931923	37.50
101-265-757.000	CITY HALL/014-05195-00	CITY OF WHITEHALL	01/10/23	Q2 - WATER/SEWER	89.50
101-265-920.000					179.02
Dept 266 DISTRICT COURT	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	01/05/23	270319 - 270320	648.00
101-266-826.000					648.00
Dept 270 FRINGE BENEFITS	FRINGE-HEALTH INS	PRIORITY HEALTH	01/01/23	797242 - S001	22,535.07
101-270-719.600	FRINGE BENEFITS-RETIREE HEALTH	PRIORITY HEALTH	01/01/23	797242 - S001	2,669.17
101-270-719.601	OPTICAL - LEIGHA	ALYSSA SEEVER	01/05/23	OPTICAL	45.00
101-270-719.650	TOM RETIREMENT PARTY - DECORATI	DOLLAR GENERAL	12/15/22	36503	8.48
101-270-719.685	TOM RETIREMENT - GIFT WATCH	ETSY - TREE RING GOODS	12/12/22	2721404669	397.50
101-270-719.685	TOM RETIREMENT - LUNCH	OH BROTHERS	12/16/22	TAKE OUT - 1	259.00
101-270-719.685	EMPLOYEE CHRISTMAS PARTY - DECO	WALMART	12/18/22	1689610482566042462	12.32
101-270-719.685	TOM RETIREMENT PARTY - BEVERAGE	WALMART	12/15/22	08112717096727321021	42.28
101-270-719.685	DOT PHYSICAL/SCREEN - CHURCH	WORKPLACE HEALTH WHITEHA	01/03/23	271102	193.00
	Total For Dept 270 FRINGE BENEFITS				26,161.82

JOURNALIZED

BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF JANUARY 24, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 301 POLICE					
101-301-727.000	OFFICE SUPPLIES	STAPLES CONTRACT & COMME	01/14/23	8068931923	23.79
101-301-757.000	WEDGE BAG PUMP & ALIGNMENT TOOL	AMA	12/07/22	111-4038328-9519437	20.95
101-301-757.000	YEARLY SERVICE PLAN - 2023	RING LLC	12/17/22	87EC205-0012	39.99
101-301-757.000	STOPSTICK/SLEEVE/CORD REEL	STOPSTICK, LTD.	12/20/22	2022-23176	204.00
101-301-760.000	CONFERENCE - SQUIERS	MI ASSOC OF CHIEFS OF PO	12/19/22	200010931	280.00
101-301-760.200	MCOLES - FALL 2022	WEST MICHIGAN CRIMINAL J	11/30/22	5031	192.53
	Total For Dept 301 POLICE				761.26
Dept 521 SANITATION					
101-521-818.000	WASTE REMOVAL - CH	REPUBLIC SERVICES #240	12/31/22	3-0240-0141519	72.00
	Total For Dept 521 SANITATION				72.00
Dept 751 PARKS DEPARTMENT					
101-751-920.000	COVELL PARK/014-05157-05	CITY OF WHITEHALL	01/10/23	Q2 - WATER/SEWER	2,966.15
101-751-962.000	QUIT CLAIM DEED/ROW EASEMENT -	MUSKEGON COUNTY REGISTER	12/29/22	22-27686 / 37236776	61.50
	Total For Dept 751 PARKS DEPARTMENT				3,027.65
Dept 753 PATHWAY					
101-753-920.000	MAIN-MEARS/013-04530-00	CITY OF WHITEHALL	01/10/23	Q2 - WATER/SEWER	26.95
	Total For Dept 753 PATHWAY				26.95
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 648					
247-000-818.400	LEASE - DT RESTROOMS - JAN-2023	WHITEHALL VENTURES INC	01/01/23	JAN-2023	145.00
	Total For Dept 000 648				145.00
Dept 525 DOWNTOWN STREETScape					
247-525-920.000	N MEARS LOT/014-05175-05	CITY OF WHITEHALL	01/10/23	Q2 - WATER/SEWER	74.38
247-525-974.000	CHRISTMAS TREE/GARLAND - 100FT	STIBITZ FARMS	12/01/22	0437	239.00
	Total For Dept 525 DOWNTOWN STREETScape				313.38
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 648					
249-000-628.000	RENTAL INSPECTION FEES - DEC-20	MUSKEGON CHARTER TOWNSHI	01/12/23	DEC-2022	147.00
249-000-818.000	ELECTRICAL PERMITS - DEC-2022	JJ'S ELECTRIC LLC	12/31/22	DEC-2022	2,177.60
249-000-818.000	BUILDING PERMITS - DEC-2022	ROBERT E TUFTS JR	12/31/22	DEC-2022	1,816.96
249-000-818.000	MECHANICAL PERMITS - DEC-2022	SHORELINE INSPECTION SER	12/31/22	DEC-2022	2,006.04
249-000-818.000	MECHANICAL FS PERMITS - DEC-202	WHITE LAKE FIRE AUTHORIT	12/31/22	DEC-2022	116.60
	Total For Dept 000 648				6,264.20
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 648					
250-000-818.100	AD - WHITE LAKE VISITORS GUIDE	COBB COMMUNICATIONS INC	02/15/23	201782	795.00
	Total For Dept 000 648				795.00
	Total For Fund 250 LOCAL DEVELOPMENT FINANCE AU				795.00
	Total For Fund 249 BUILDING INSPECTION DEPARTME				6,264.20
	Total For Fund 247 TAX INCREMENT FINANCE AUTHOR				458.38

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 01/20/2023 - 01/20/2023

JOURNALIZED

BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 24, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-757.000	SUBSCRIPTION - MONTHLY FEE-JAN-	SHUTTERSTOCK	01/03/23	CS-080C3-114D	29.00
580-000-757.500	POPCORN/COCONUT OIL PACKS - QTY	GRAND RAPIDS POPCORN	12/09/22	18-37751	99.90
580-000-770.000	3RD QTR DUES - BEAMAN	MONTAGUE-WHITEHALL ROTAR	01/09/23	251 - 235 - 247	150.00
580-000-805.000	Q2 - CMF MARKETING/SM BIZ DISPL	MUSKEGON MUSEUM OF ART F	01/05/23	1-3547	87.00
580-000-805.000	EVENT POSTER PRINTING - QTY 40	THE ARTS COUNCIL OF WHIT	01/15/23	8544	14.00
580-000-818.000	SERVICE - VIDEO ROUTING	PARKWAY ELECTRIC	01/11/23	132560	237.50
580-000-818.000	WASTE REMOVAL - PH	REPUBLIC SERVICES #240	12/31/22	3-0240-0141519	60.00
580-000-818.600	SOUND ENGINEER - FIRST FRIDAY 1	IRA A BRIGGS	01/04/23	CONTRACT	250.00
580-000-818.600	SUBSCRIPTION - MONTHLY FEE-JAN-	SPOTIFY	12/29/22	1837252310126101-1-6	9.99
580-000-826.000	ATTORNEY FEES - GENERAL PH	PARMENTER LAW	01/05/23	270319 - 270320	70.00
580-000-850.000	INTERNET - PH	CHARTER COMMUNICATIONS	01/18/23	0031804011823	319.98
580-000-920.000	PLAYHOUSE/005-01400-00	CITY OF WHITEHALL	01/10/23	Q2 - WATER/SEWER	35.18
	Total For Dept 000 648				1,362.55
Fund 590 SEWER FUND					
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	01/18/23	0031804011823	59.99
	Total For Dept 552 SEWER CUSTOMER ACCOUNTS				59.99
Dept 554 SEWER PUMPING					
590-554-775.000	VARIABLE SPEED DRIVE - LS #3	KENNEDY INDUSTRIES INC	01/12/23	634656	1,177.25
590-554-920.000	TELEPHONE	FRONTIER	01/01/23	STATEMENT	39.79
	Total For Dept 554 SEWER PUMPING				1,217.04
Fund 591 WATER FUND					
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	01/18/23	0031804011823	59.99
	Total For Dept 542 WATER CUSTOMER ACCOUNTS				59.99
Dept 546 WATER SOURCE PLANT					
591-546-757.000	QTY 16 - 15 GAL DRUM CHLORINE	HAVILAND	10/08/23	458483 - CR458767	1,163.00
	Total For Dept 546 WATER SOURCE PLANT				1,163.00
Dept 548 WATER T & D					
591-548-757.000	DEEP SOCKET 15/16'	USA BLUE BOOK	01/03/23	221161	55.91
591-548-818.100	LATERAL PER STATE -125 PINECRES	SCHEID PLUMBING HEATING	01/17/23	STATEMENTS	13,235.40
	Total For Dept 548 WATER T & D				13,291.31
Dept 549 WATER CONSTRUCTION					
591-549-757.000	METER YOKE BARS - QTY 3	ETNA SUPPLY INC	01/13/23	S104663927.008/.007	741.50
	Total For Dept 549 WATER CONSTRUCTION				741.50
Fund 594 MARINA FUND					
Dept 000 648					
594-000-850.000	INTERNET - MARINA	CHARTER COMMUNICATIONS	01/18/23	0031804011823	84.99
594-000-850.000	TELEPHONE	FRONTIER	01/10/23	STATEMENT	79.66

BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 24, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 594 MARINA FUND					
Dept 000 648					
594-000-920.000	MARINA/014-05115-00	CITY OF WHITEHALL	01/10/23	Q2 - WATER/SEWER	160.74
			Total For Dept 000 648		325.39
			Total For Fund 594 MARINA FUND		325.39
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-310.000	CONTRACT PMT - MARCH-2023 VOLVO	KS STATEBANK	01/12/23	60691-3-2023	2,300.66
661-000-751.000	DIESEL FUEL - 240 GAL	WESCO INC	12/23/22	783879 / 783850	1,118.16
661-000-757.000	LUMBER - DPW BREAKROOM	STANDARD SUPPLY & LUMBER	11/11/23	8008810	58.86
661-000-757.000	COFFEE FILTERS	STAPLES CONTRACT & COMME	01/14/23	8068931923	0.97
661-000-818.000	WASTE REMOVAL - DPW	REPUBLIC SERVICES #240	12/31/22	3-0240-0141519	292.55
661-000-850.000	TELEPHONE	FRONTIER	01/01/23	STATEMENT	80.84
661-000-920.000	DPW/014-05850-00	CITY OF WHITEHALL	01/10/23	Q2 - WATER/SEWER	42.30
661-000-931.000	FURNACE SERVICE/REPAIR/PARTS -	SCHELD PLUMBING HEATING	10/17/22	I-21371-1	570.97
661-000-933.000	TRUCK 12-06 - OIL CHANGE	MILLER'S OIL AND LUBE EX	01/06/23	B-115143	45.46
661-000-976.000	TRUCK 12-11 - BB HOSE GUIDE	FREDRICKSON SUPPLY	01/16/23	11974	72.26
661-000-976.000	TRUCK 12-04 - TRANSMISSION REPL	LAKESHORE CHRYSLER	01/09/23	229775	14,022.97
661-000-994.000	INTEREST - MARCH-2023 VOLVO LOA	KS STATEBANK	01/12/23	60691-3-2023	556.57
			Total For Dept 000 648		19,162.57
			Total For Fund 661 MOTOR POOL FUND		19,162.57

JOURNALIZED

BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 24, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
	Fund Totals:				
	Fund 101 GENERAL OPERATING FUND				40,392.34
	Fund 247 TAX INCREMENT FINANCE				458.38
	Fund 249 BUILDING INSPECTION DE				6,264.20
	Fund 250 LOCAL DEVELOPMENT FINA				795.00
	Fund 580 PLAYHOUSE				1,362.55
	Fund 590 SEWER FUND				1,277.03
	Fund 591 WATER FUND				15,255.80
	Fund 594 MARINA FUND				325.39
	Fund 661 MOTOR POOL FUND				19,162.57
	Total For All Funds:				85,293.26

**CITY OF WHITEHALL
BROWNFIELD, LDFA, TIFA
January 12, 2023**

PRESENT

D. Copley, K. Cyr, M. Guinon, G. Langlois, M. McDermott, J. McDowell, D. Nordlund

ABSENT

J. Dillivan, D. Hain, T. Moore, S. Salter

ALSO PRESENT

Director/Secretary Huebler, Treasurer Seaver

Chair Copley called the meeting to order at 12:07 p.m.

OATHS OF OFFICE

City Clerk Bourdon administered the oaths of office to Cyr, Guinon, and Langlois.

APPROVAL OF AGENDA

Motion by McDowell, second by Guinon, CARRIED, to approve the amended agenda. All voted yes.

ELECTION OF OFFICERS

Motion by Guinon, second by Langlois, CARRIED, to nominate Copley as Chair, Salter as Vice Chair, Huebler as Director/Secretary, and Seaver as Treasurer. There being no other nominations, all voted Yes.

COMMUNICATIONS

Annual Report, Buffer Strip, Fireworks

Huebler notified the Board that a citizens committee has secured a fireworks display for the 4th of July; all adjacent property owners have expressed a desire to purchase portions of the Benston Road buffer strip

UNFINISHED BUSINESS

Tannery Bay Public Access

Motion by Guinon, second by Langlois, CARRIED, to pursue acquisition of the property at the north end of the Tannery Bay Development for public access to White Lake. All voted yes.

PUBLIC COMMENT

ADJOURNMENT

There being no further business, motion by Guinon, second by Langlois, CARRIED, to adjourn the meeting at 12:54 p.m. All voted yes.



WHITE LAKE AREA

CHAMBER + VISITORS BUREAU

Montague • Whitehall

MICHIGAN

January 9, 2023

City Council
City of Whitehall
405 East Colby Street
Whitehall, MI 49461

Dear Council members,

The White Lake Area Chamber of Commerce requests your support for Feet on the Street on Sunday, June 4, from 2:00-7:00pm, with set up beginning at 1:00pm and ending at 8:00pm. This would be held in the N. Mears parking lot and social district.

The White Lake Area Chamber of Commerce will work with the City of Whitehall in the planning of this event and make sure all participating businesses and food trucks are compliant.

Thank you for your consideration.

Sincerely,

Amy VanLoon, Executive Director
White Lake Area Chamber of Commerce

Agenda Report - Tag Day Requests

Tag Days for community nonprofit organizations require City Council approval subject to coordination with the Police Department. Tag days are limited to one per weekend, two per month, and ten per year. They may not be held on Sundays or national holidays.

Whitehall Band Boosters have requested a tag day for Saturday, May 13, 2023.

May 13

Whitehall Band Boosters

RECOMMENDATION

Approve the tag day as requested.



**APPLICATION TO SOLICIT FUNDS
For a Non-Profit Organization
Within Public Rights-of-Way
"TAG DAYS"**

Organization: Whitehall Music Boosters

Date of Solicitation: Saturday, May 13, 2023

My organization requests permission from the Whitehall City Council to solicit funds within public rights-of-way within the City of Whitehall on the date above. As an officer (President, Chairperson, Vice President or Vice Chairperson) of the organization, I am authorized to make this request and to bind my organization to the acceptance of liability for the above activity; and in making this request, I do in fact bind my organization to accept full responsibility for the safety and well being of the persons soliciting funds on our organizations behalf. Further, our organization accepts total liability and holds the City of Whitehall harmless for accidents, injury, and /or death from this activity to any of our solicitors and/or the general public that may directly or indirectly result from this activity.

Print name Laura Bowyer

Address 3100 White Lake Drive

Signature Laura Bowyer

Whitehall mi 49461

Date 1-19-23

**PERMIT TO SOLICIT FUNDS
For a Non-Profit Organization
Within Public Rights-of-Way**

Organization: _____

Date of Solicitation: _____

Permission is hereby granted by the City Council of Whitehall for the above-named organization to solicit funds in the public rights-of-way on the date indicated. This permit is granted in accordance with the ordinances and policies of the City and the acceptance of the application submitted. Further, your organization is encouraged to read and follow the guidelines established by the City of Whitehall Police Department when engaged in this activity.

Date of Council Approval: _____

City Clerk

cc: Whitehall Police Department

**CITY OF WHITEHALL
MUSKEGON COUNTY, MICHIGAN
ORDINANCE NO. 23-01**

An ordinance to amend Chapter 67: Rental Property.

THE CITY COUNCIL OF THE CITY OF WHITEHALL HEREBY ORDAINS:

That Ordinance §67.02 shall be amended as follows;

"This Article shall apply to any *non-owner-occupied* dwelling or part thereof, or any other structure or part thereof, ~~which is occupied by persons other than the owner and the owner's immediate family~~, pursuant to any oral or written rental or lease agreement, or other valuable compensation for the purpose of residing therein or thereon. Rental units shall include, but not be limited to single family dwellings, multiple family dwellings or any structure, building or property used for residential dwelling purposes."

"This Article shall not apply to hospitals; nursing homes; convalescent homes; foster homes; temporary group shelters provided by legal nonprofit agencies which are inspected, certified, and licensed by the State of Michigan; hotels and motels licensed and inspected by the State of Michigan; ~~or short term rental units defined as a unit with an intended duration of less than thirty consecutive days.~~"

This Ordinance is to become effective ten (10) days after publication.

Ayes:

Nays:

CERTIFICATE

The undersigned, being the duly qualified Clerk of the City of Whitehall, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Council of the City of Whitehall, at a regular meeting of the City Council on the 9th day of November, 2022, at which meeting a quorum was present and remained throughout, and that the meeting was conducted and public notice was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Date:

Brenda Bourdon
City Clerk

Adopted: January 24, 2023
Published: February 5, 2023
Effective: February 15, 2023

CITY OF WHITEHALL
RESOLUTION 23-03
2023 Parks and Recreation Master Plan

- WHEREAS, the City of Whitehall has completed a planning process to determine the parks, recreation, and natural resource conservation needs and desires of its residents for the five year period covering 2023 through 2027.
- WHEREAS, the City's Planning Commission developed a community parks, recreation, and natural resource conservation plan in accordance with the most recent guidelines developed by the Michigan Department of Natural Resources.
- WHEREAS, residents were provided a well-advertised opportunity during the development of the Plan to express opinions, ask questions, and discuss all aspects of the Plan.
- WHEREAS, the public was provided a well-advertised opportunity and reasonable accommodations to review the Plan for no less than a 30 day period.
- WHEREAS, the Planning Commission held a public hearing on January 3, 2023 at city hall to provide opportunity for all residents to express opinions, ask questions, and discuss all aspects of the Plan.
- WHEREAS, the Plan was developed as a guideline for improving parks, recreation, and natural resource conservation.
- WHEREAS, after the public hearing, the City Council voted to adopt the Plan.

NOW, THEREFORE, BE IT RESOLVED

that the Whitehall City Council hereby adopts the 2023 Parks and Recreation Master Plan 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 24, 2023, at 6:00 p.m.

Roll Call Vote (___ yes, ___ no, ___ absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk

2023 Parks & Recreation Master Plan

City of Whitehall, Michigan



Goodrich Park Howmet Splash Pad

COMMUNITY DESCRIPTION

The City of Whitehall is located in northwest quarter of Muskegon County bordered on the west by White Lake and the north by White River. The City shares its eastern boundary with Whitehall Township and the southern boundary with Fruitland Township. The White River widens at the bridge between Whitehall and the City of Montague to form White Lake which flows into Lake Michigan. Whitehall is four miles east of Lake Michigan and eleven miles north of Muskegon.

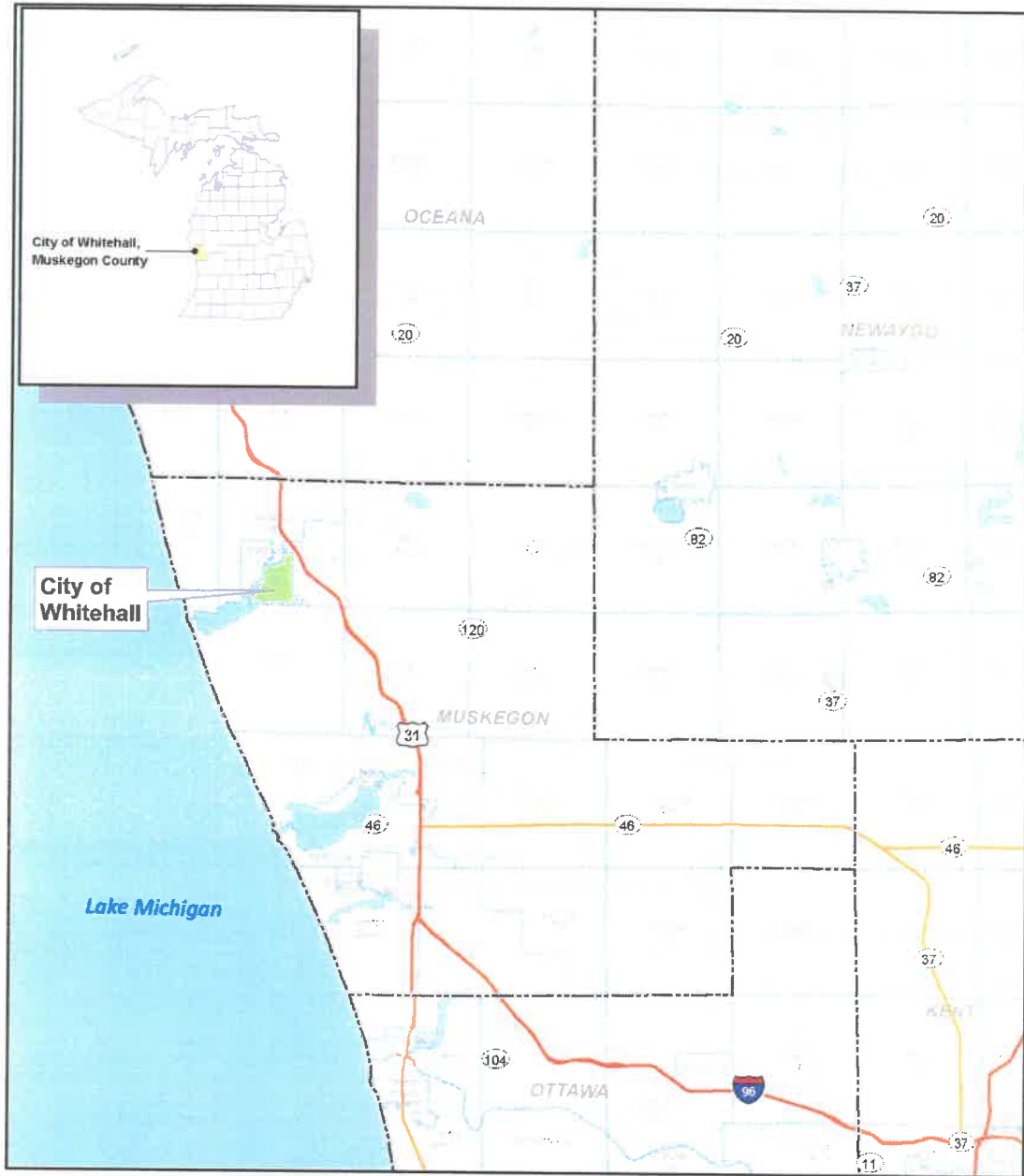
This Recreation Plan was developed for the City of Whitehall encompassing 3.2 square miles with a population of 2,909. The chart below depicts population trends for the City, surrounding communities, and County according to the U.S. Census Bureau.

	1990	2000	2010	2020
City of Whitehall	3,027	2,884	2,706	2,909
City of Montague	2,276	2,407	2,361	2,417
Fruitland Twp.	4,391	5,235	5,543	5,793
Montague Twp.	1,429	1,637	1,600	1,555
Whitehall Twp.	1,464	1,648	1,739	1,768
White River Twp.	1,250	1,338	1,335	1,383
Muskegon County	158,983	170,200	172,188	173,883

The median age of 44.7 years is 10% higher than the State average with the population fairly evenly distributed between residents under the age of 29, those 30 to 59 years old, and residents 60 years of age and older. 54% of the population is female.

Like most of the Midwest, Whitehall has seen some recent extreme weather fluctuations. Over the last ten years we experienced winter temperatures well above average and almost no snowfall resulting in very low lake levels then a return to normal with record cold temperatures and extreme snowstorms bringing the area lakes to normal levels but producing large amounts of runoff and sedimentation but the water continued to rise to record levels swamping adjacent properties and closing major streets. This cycle will need to be taken into consideration when planning any development near bodies of water.

This Master Plan will focus on wide ranging passive to active recreational opportunities within the City's ten parks encompassing 300 acres. The City does not provide organized recreational activities.



June 3, 2014

Map 1
Regional Location Map

City of Whitehall, Michigan

LEGEND

-  Interstates
-  US Highways
-  State Highways
-  Surrounding Counties
-  Surrounding Municipalities
-  City of Whitehall

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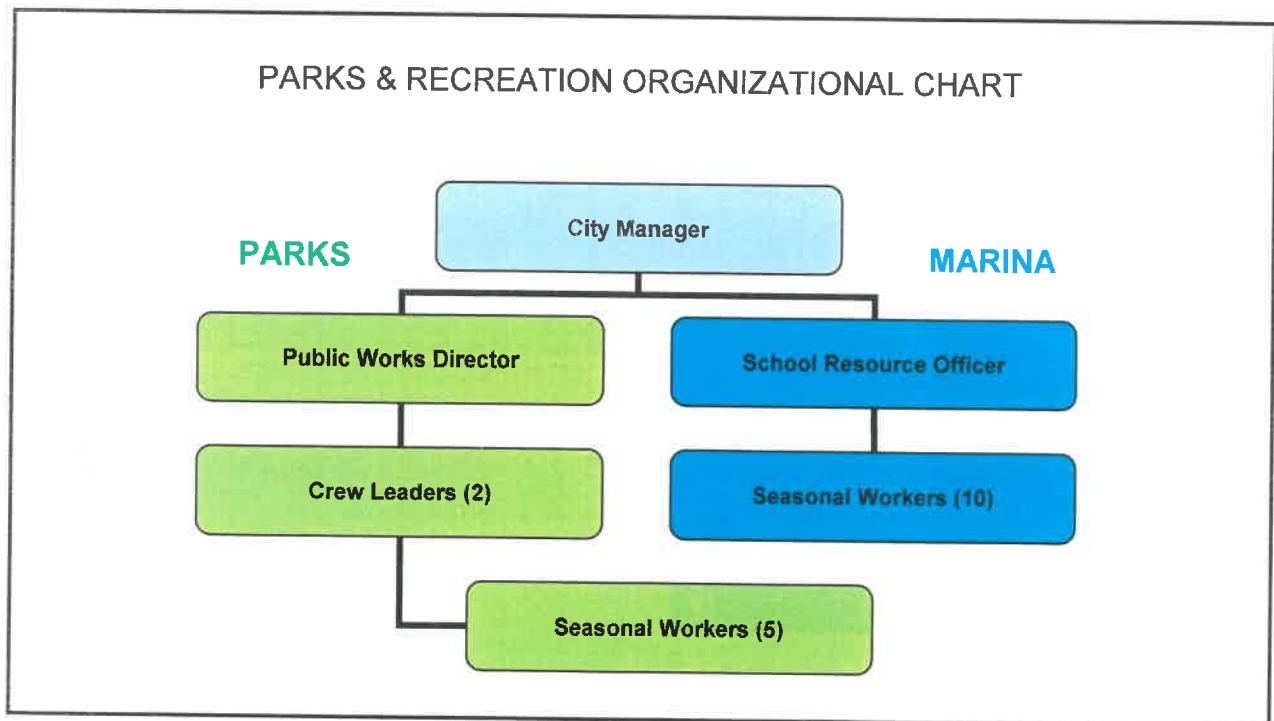
Data Source: Michigan Geographic Framework, Michigan Center for Geographic Information, Version 8a

ADMINISTRATIVE STRUCTURE

The City functions with a weak mayor form of government under the City Charter adopted in 1977. The City Council, acting as the Parks and Recreation Committee, establishes policies for the use, development, and funding of the parks and recreation facilities. They retain the authority to commit funds, accept grants, and purchase property. The Council meets twice a month and consists of seven members. The Planning Commission and Marina Advisory Committee act as advisory boards making recommendations on long term planning and major projects. Planning meets monthly and the Marina Advisory Committee meets twice per year.

The daily administrative functions are carried out under the direction of an appointed City Manager. Park and recreation activities fall directly under the supervision of the Public Works Director. Two full time crew leaders oversee the daily operations and maintenance along with a summer seasonal crew. The Department of Public Works six full time maintenance workers are utilized on an as needed basis for large projects and heavy equipment operation.

The City uses the Police Department School Resource Officer to oversee the operations of the marina. College and high school students are hired on a seasonal basis to run the daily operations.



Current and projected annual budgets are depicted in the charts below. Funding for operations and maintenance for the parks and the pathway come from general property tax levies. Capital expenditures are heavily dependent upon grant funding and the occasional private donation. The City's Tax Increment Finance Authority has provided capital funding and grant match allocations for the marina and parks that are within its district. The marina generates revenue for expenses from boat slip rentals and fuel sales. Seasonal and transient slip rates are regulated through the Waterways Commission.

PARKS DEPARTMENT

	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
O & M	\$175,700	\$183,000	\$190,000	\$198,000	\$206,000
Capital	<u>\$25,000</u>	<u>\$200,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$100,000</u>
	\$200,700	\$383,000	\$290,000	\$298,000	\$306,000

WHITE LAKE PATHWAY

	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
O & M	\$9,900	\$10,300	\$10,700	\$11,100	\$11,600
Capital	<u>\$0</u>	<u>\$3,000</u>	<u>\$0</u>	<u>\$5,000</u>	<u>\$0</u>
	\$9,900	\$13,300	\$10,700	\$16,100	\$11,600

MARINA OPERATING BUDGET

	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18
Revenues	\$168,300	\$175,000	\$182,000	\$189,000	\$197,000
O & M	\$125,300	\$130,000	\$136,000	\$141,000	\$147,000
Capital	<u>\$0</u>	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$50,000</u>
	\$43,000	\$5,000	\$6,000	\$8,000	\$0

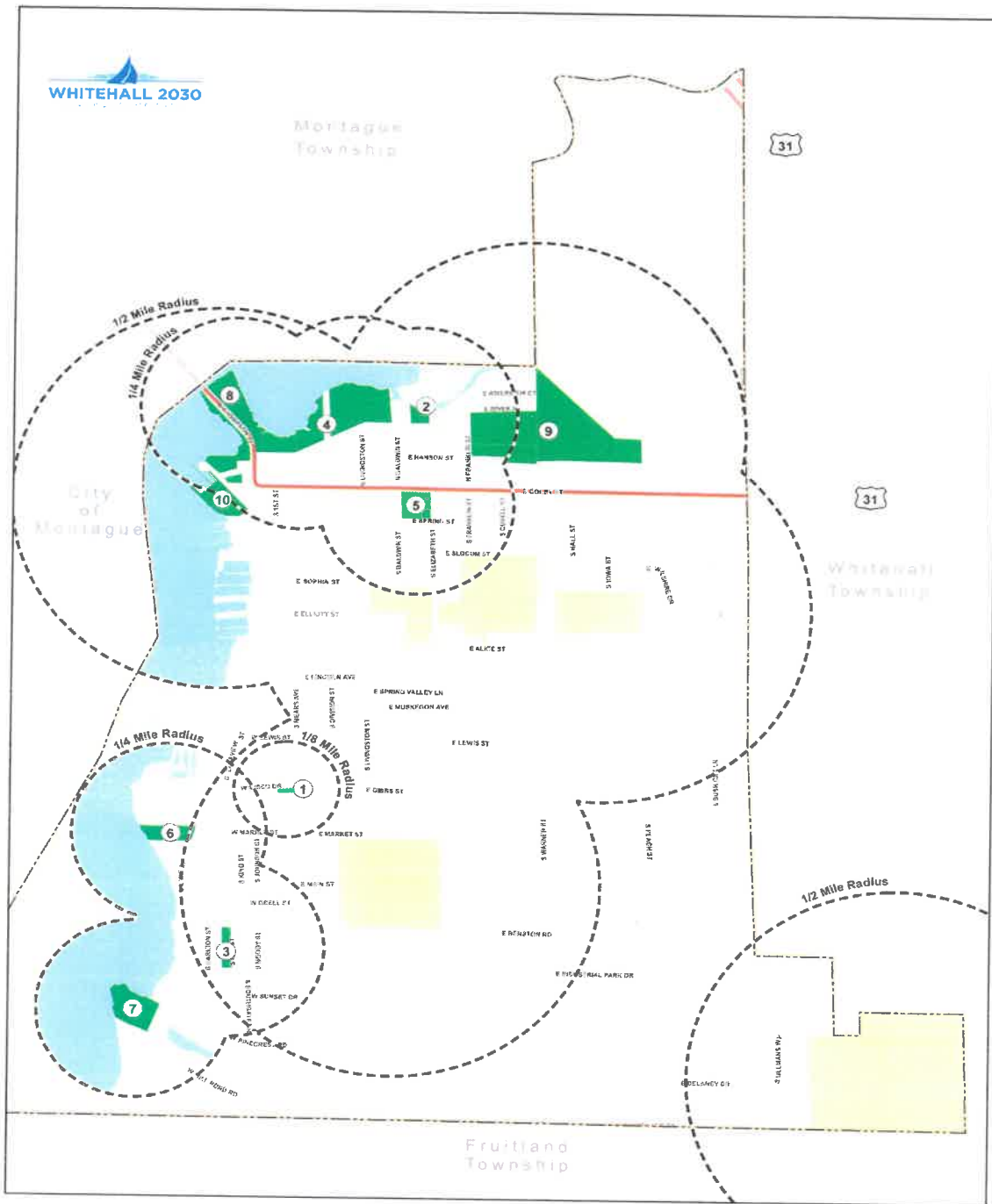
The City coordinates financial and maintenance support for the use of parks and athletic fields with the West Michigan Snowmobile Association, White Lake Area Community Education, White Lake Area Youth Sports Club, White Lake Chamber of Commerce, White Lake Little League, White Lake Snow Farmers, and Whitehall District Schools. Most of these organizations are volunteer run. Community Education provides enhanced recreational services for resident senior citizens with a senior millage pass through from the City.

RECREATION INVENTORY

The City owns and operates nine parks; three paved pathways for use by pedestrians, bicyclist, and snowmobilers; two natural areas; two social gathering areas; and one marina public spaces encompassing 380 acres and 3.5 miles of dedicated paved pathways for use by pedestrians, bicyclist, and snowmobilers. Accessibility will be improved at all parks and facilities in conjunction with any overall development improvements. City staff conducted a physical review of existing parks and facilities by updating a prior list to develop the following:

NAME	TYPE	AMENITIES	SIZE
Covell Park	Community Accessibility-4	Boat launch, boat cleaning station, community art work, fishing deck, paved parking, picnic tables, seasonal port-a-johns, veterans memorial	3.9 acres
Downtown Social District	Community Accessibility-3	Alcohol allowed social district bordering three eating and drinking establishments	1.5 acres
Funnel Field	Regional Accessibility-3	Baseball and softball fields, basketball and tennis courts, paved parking, playground equipment, restrooms, soccer field	14. acres
Gee Park	Neighborhood Accessibility-1	Playground equipment	1.6 acres
Goodrich Park	Regional Accessibility-3	ADA motorized swing, benches, fishing deck, gazebo, grills, paved parking, picnic shelter, picnic tables, playground equipment, restrooms, splash pad	8.5 acres
Lions Park	Neighborhood Accessibility-4	Boardwalk, interpretive station, paved parking, picnic shelter	3.5 acres
Mill Pond	Community Accessibility-1	Fishing, dolomite parking, seasonal port-a-john	4.6 acres

Norman Park	Neighborhood Accessibility-1	Bench swing, picnic table	1 acre
North Mears Promenade	Regional Accessibility-5	Benches, gas operated fire pit, lighted sledding hill, paved parking, restrooms	0.8 acres
Slocum Park	Community Accessibility-2	Benches, city hall complex, paved parking, tennis court	2.4 acres
Slocum Switchback	Neighborhood Accessibility-5	Benches, community artwork, paved pathway	525 feet
Svensson Park	Community Accessibility-2	Bird sanctuary, bridge, hammock pergola, paved parking, picnic tables, playground equipment, small craft launch, wetlands	3.7 acres
Veterans Memorial Park	Neighborhood Accessibility-3	Veterans memorial	.25 acres
White Lake Municipal Marina	Regional Accessibility-3	50 boats slips, fuel sales, paved parking, sewage pump out, restroom, showers	3 acres
White Lake Pathway	Regional Accessibility-4	Benches, community art work, flower gardens, native landscaping, seasonal port-a-johns, wooden bridges	2.2 miles
White River Floodplain	Regional Accessibility-1	Conservation easement, river restoration	330 acres
White River Trail	Community Accessibility-3	Foot bridge, paved pathway	1,600 feet



Map 4
Park Service Radial
 City of Whitehall, Michigan

September 8, 2014

0 500 1,000
 Feet



Base Map Source: Muskegon County GIS, 2014

LEGEND		CITY PARKS	
	Parks	1 Veteran's Memorial	6 Svensson Park
	School Facilities	2 Norman Park	7 Mill Pond Park
	City Boundary	3 Gee Park	8 Covell Park
		4 Lion's Park	9 Funnell Field
		5 Slocum Park	10 Goodrich Park

Whitehall District Schools and White Lake Area Community Education provide recreational activities and facilities including playgrounds, tennis courts, baseball and softball fields, soccer fields, indoor golf, football/soccer field, and outdoor track and field. The Viking Athletic Center provides indoor turf for baseball, softball, and soccer; basketball courts; walking track; and training facilities.

Other nearby regional recreational opportunities can be enjoyed at Duck lake State Park, Hickory Knoll Golf Course, Meinert County Park, Michigan's Adventure, Muskegon Luge Adventure Sports Park, Muskegon State Park, Old Channel Golf Course, Owasippe Boy Scout Camp, Pioneer County Park, Trailway Campground, and White Lake Golf Club.

MDNR RECREATION GRANT INVENTORY

The following recreational sites have been partially or fully funded through the generosity of the Michigan Department of Natural Resources.

PROJECT	DESCRIPTION
<p>White River Marshland Preserve Grant 26-00284</p>	<p>Acquisition - 93 acres of floodplains bordering the south side of the White River and the northern city limits preserved as a natural habitat for flora and fauna. The property abuts other City owned property for a combined 200 acres of preserved marshland. The site is still open to the public. The land is still present. There has been no use conversion.</p>
<p>Goodrich Park Marina Grant 26-0119</p>	<p>Development - 50 slip marina with landscaping, irrigation, parking, sidewalks, bathhouse, utilities, sewage pump-out, play equipment, benches, drinking fountain, picnic tables, and marine radio. The marina is still open to the public. The facilities are still present. There has been no use conversion.</p>
<p>Funnell Field Grant BF93-377</p>	<p>Development - Baseball and softball fields, restroom, paved parking, accessible walk, irrigation, handicap drinking fountains, soccer field, basketball court, removal of deteriorated building. The park is still open to the public. The facilities are still present. There has been no use conversion.</p>
<p>Svensson Park Grant MNRTF 90-009</p>	<p>Development - Parking, boat launch, play structure, grills, picnic tables, footbridge, sand volleyball courts, landscaping. The park is still open to the public. Most of the grant funded facilities are still present. The sand volleyball courts have been removed due to a lack of use and replaced with native species growth. There has been no use conversion.</p>

White Lake Pathway Grant TF 01-081	Development – 7,450 lineal feet of 12’ wide paved path, bridges, board walk. The pathway is still open to the public. The facilities are still present. There has been no use conversion.
Goodrich Park Renovations Grant TF 05-086	Improvements - Play structure and walkways, picnic shelter with restrooms, fishing deck; all barrier-free. The park is still open to the public. The facilities are still present although the fishing deck was severely damaged due to high waters and is under repair and some items were replaced under the Land and Water Conservation Grant 26-01119. There has been no use conversion.
White Lake Pathway South End Grant TF 07-037	Development - 7,655’ lineal feet of 12’ wide paved path, interpretive signs. The pathway is still open to the public. The facilities are still present. There has been no use conversion.

WHITE LAKE MUNICIPAL MARINA

The White Lake Municipal Marina is located in Goodrich Park at 100 Lake Street, adjacent to the downtown on White Lake with direct access to Lake Michigan. The marina has 50 slips offering both transient and seasonal slips. The number of seasonal slips is regulated by the Waterways Commission. The marina has had a waiting list for seasonal slips over the last few years. All slips and the renovated bathhouse are ADA accessible. Site improvements will be included in this Master Plan with detailed drawings developed at a later date. The marina is marketed through the DNR Reservation System, White Lake Visitors Guide, the City’s website and Facebook page, and the occasional trade magazine.

The City does not anticipate any near future dredging needs. The marina was on a ten year cycle having dredged in 1990, 2000, 2012, and again in 2013 with emergency funding from the DNR. A combined 6,060 yards were dredged in 2012 and 2013 with disposal on an adjacent city owned site.

MARINA MAINTENANCE and REPLACEMENT

Annual Maintenance Schedule	
Repairs and Maintenance Building	\$10,500
Annual Supplies Office, Operating, Concessions	\$900
Annual Services Weed Control	\$4,600

Minor Infrastructure Replacement		
Aquasweep Aerators	2022	\$1,100
Dock Posts	2023	\$5,000
ADA Chair Lift	2024	\$7,000
Major Infrastructure Replacement		
West Pier Repairs	2024	\$100,000
Pier and Dock Replacement	2026	\$950,000

COMPARISON TO RECREATION STANDARDS

To identify possible recreational deficiencies, a comparison was made using standards found in the 2022 National Recreation and Park Association Agency Performance Review. Whitehall, with a population of 2,909, was compared to communities with a population of less than 20,000 - the smallest sample group in the Review.

	National Average	Whitehall	Above/Below National Average
Residents per Park	1 for every 1,233	24 for every 2,323	Above
Park Acres per 1,000 Residents	12.9	15.1	Above
Miles of Trails	14	2.6	Below
Park FTEs per 10,000 Residents	8.9	10.3	Above
Expenditures per Capita	\$93.01	\$72.40	Below
Expenditures per Acre	\$7,823	\$4,781	Below

Residents per Playground	1,986	727	Above
Residents per Basketball Court	3,750	1,455	Above
Residents per Youth Baseball Field	3,107	1,455	Above
Residents per Tennis Court	2,723	1,455	Above
Residents per Youth Softball Field	5,399	1,455	Above

Whitehall is below the national average in miles of trails but as a fully developed community with 19 miles of sidewalk and a very active walking population, this is not considered a local deficiency. Whitehall falls below averages for expenditures. Meeting the national average would require increased funding between 22% and 38%. The City does not have a dog park, swimming pool, skating park, ice rink, or dedicated pickle ball court. All are considered beyond local financial capabilities.

PUBLIC INPUT

The Whitehall City Council adopted prioritized goals in December of 2021 following a public brainstorming session led by a professional facilitator. The adopted list included a dozen parks related goals which have been incorporated into this Plan.

The City developed an on line survey asking the same three core questions that were asked as part of the 2015 Master Plan update. This provided insight into the potential changes in opinion on the use, maintenance, and enhancement to the parks.

The public was afforded the opportunity to submit written comments during the 30 day plan availability period. Input was also solicited during public meetings held by the Master Plan Committee held on November 7 and 21. Comments will also be taken during the January 3 Planning Commission public hearing; the January 10 City Council Work Session; and the regular Council meeting scheduled for January 24.

DEVELOPMENT GOALS

The focus of this Master Plan is to repair, maintain, and enhance existing parks and recreation facilities. New, additional, and expanded facilities will be in the secondary tier of goals. The deteriorating, 40 year old wooden signs will be replaced in all of the parks.

LOCATION	SCOPE OF DEVELOPMENT	ESTIMATED COST
Community Pool	Support and coordinate with Whitehall Schools for construction of a pool.	\$10,000,000
Covell Park	Maintain wetlands; add picnic tables and grills; install a vault toilet; build a shelter and a boardwalk along the riverbank.	\$94,300
Downtown Pocket Park	Develop a park utilizing a closed alley with high top tables, landscaping, and restrooms.	\$160,000
Downtown Social District	Continue development of the District with high top tables and viewing binoculars; extend the pedestrian promenade by closing North Mears.	\$328,000
Funnell Field	Replace restrooms and playground equipment; resurface basketball courts; repair and expand parking; develop a dog park, skate park, and a nine hole disc golf course.	\$487,700
Gee Park	Install play structure and a fencing.	\$72,500
Goodrich Park	Replace picnic tables, grills, swing set, and lights; repair drinking fountains, irrigation lines, and fishing deck; add benches, fencing, and shade covering to the splash pad; install game tables and security cameras.	\$139,700
Lions Park	Repair boardwalk, viewing deck, and electrical outlets; develop a small craft launch site.	\$36,500
Mill Pond Park	Maintain natural vegetation; add trash cans and a vault toilet.	\$56,000

Norman Park	Enhance views; install grills; repair staircase.	\$12,400
Sail-away Park	Construct pedestrian friendly park connecting the waterfront to the downtown with benches, picnic tables, game tables, decorative walkways, and landscaping.	\$760,000
Slocum Park	Construct restroom; install fitness trail and pickle ball courts; complete the removal of the tennis and shuffleboard courts.	\$215,000
Svensson Park	Maintain natural vegetation; replace bench swing with a static bench; install a vault toilet.	\$57,000
Veterans Memorial Park	Repair concrete seams in the memorial.	\$20,000
White Lake Municipal Marina	Repair and enhance west pier; replace slip posts; replace static concrete docks with composite floating docks.	\$1,062,000
White Lake Pathway	Replace surface in Covell Park; install vault toilets and art work; add picnic tables.	\$240,000
White River Trail	Maintain pathway surface, landscaping, and viewing corridors.	\$10,000
White River Wetlands	Maintain natural vegetation; connect to White River Trail; install boardwalks.	\$200,000

ACTION PROGRAM

The Action Program for the City provides a timeline for implementing the goals over the next five years as developed by the Master Plan Committee, supported by the public, recommended by the Planning Commission, and approved by the City Council. Actual implementation will be reliant on available funding with a lot of support from outside sources.

	PARK	PROJECT	EST. COST
Summer 2023	Downtown Park	Benches, Decorative Walkway, High Top Tables, Landscaping, Public Restroom	\$160,000
	Goodrich Park	Repair Fishing Deck	\$50,000
	Sail Away Park	Benches, Decorative Walkway, Game Tables, Landscaping, Parking, Picnic Tables	\$760,000
Summer 2024	Funnell Field	Basketball Court, Parking, Play Structure, Restrooms, Signs	\$405,000
Summer 2025	Goodrich Park	Fencing, Grills, Irrigation, Lighting, Security Cameras, Swing, Signs	\$83,700
Summer 2026	Gee Park	Fencing, Play Structure, Signs	\$72,500
Summer 2027	Lions Park	Dock, Electricity, Signs	\$36,500
	Norman Park	Grills, Stair Repairs, Signs	\$12,400
	Svensson Park	Swing, Signs	\$7,000

SUPPORTING DOCUMENTATION

Notice of Draft Plan for 30 Day Public Comment

**CITY OF WHITEHALL
PARKS MASTER PLAN
AVAILABILITY NOTICE**

The City of Whitehall Parks and Recreation Draft Master Plan covering development for the next five years is available for a State required 30-day review period. The Plan can be reviewed at City Hall, 405 East Colby Street, between the hours of 8:00 a.m. and 5:00 p.m. and on the City's website at www.cityofwhitehall.org.

Brenda Bourdon
City Clerk

Publish: December 4, 2022

Notice of Public Hearing

CITY OF WHITEHALL NOTICE OF PUBLIC HEARING

The City of Whitehall Planning Commission will hold public hearings on Tuesday, January 3, 2023 during a regularly scheduled meeting commencing at 6:00 p.m. at City Hall, 405 E. Colby Street, Whitehall, MI 49461. The Commission will review the following during the public hearings:

- The proposed Parks and Recreation Master Plan
- Larger signs in the R1 and R2 Residential Districts for uses requiring special use permits.
- A Special Use Permit Application at 115 E. Colby St. for propane sales.

Persons unable to attend the hearings may submit written comments to the City Clerk at the above address by 4:00 p.m. the date of the hearings.

Brenda Bourdon
City Clerk

Minutes from Public Hearing

**Whitehall Planning Commission
Meeting Minutes
January 3, 2023**

Present

L. Abramson, B. Armstrong, D. Bedau, D. Bowyer, A. Church, C. Mahoney, S. Salter

Absent

J. Dillivan, J. Holmstrom

Also Present

City Manager S. Huebler

Call to Order

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

Oaths of Office

City Clerk Bourdon administered the oaths to Abramson, Bedau, and Church.

Agenda

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

Elections

Motion by Armstrong, second by Salter, CARRIED, to nominate Bedau as Chair and Mahoney as Secretary. There being no other nominations, all voted yes.

Public Hearing - Parks and Recreation Master Plan

Chair Bedau opened the public hearing at 6:03 p.m. There being no comment, the hearing was closed at 6:04 p.m.

Public Hearing - R1 and R2 Large Signs

Chair Bedau opened the public hearing at 6:04 p.m. There being no comment, the hearing was closed at 6:05 p.m.

Public Hearing - Gill-Roy Special Use Permit

Chair Bedau opened the public hearing at 6:05 p.m. There being no comment, the hearing was closed at 6:06 p.m.

Approval of Minutes

Moved by Salter, second by Armstrong, CARRIED, to approve the December 2022 meeting minutes as submitted. All voted yes.

Communications

Public Comment

Unfinished Business

- **Downtown Retail**

Huebler provided language as requested by the Commission that would create greater restrictions on the continuation of nonconforming uses in the downtown. Mahoney suggested a survey to gauge support of the restrictive language and perhaps the City should offer incentives to convert from nonconforming uses to conforming uses. Salter favors the restrictive language in an effort to bring in more retail. Huebler cautioned against incentives that could create an unfair advantage to those businesses that are conforming and noted that 57% of our current downtown businesses would become nonconforming. Bedau is concerned that the restrictive language might create a downtown with activity that fluctuates greatly with the seasons.

Motion by Mahoney, second by Salter, to request a survey of the downtown property owners to be completed in time for discussion at the March meeting. All voted yes.

New Business

- **Resolution 23-01 Parks and Recreation Master Plan**

Motion by Mahoney, second by Salter, CARRIED, to approve Resolution 01 recommending adoption of the Master Plan by the City Council. Roll Call Vote: 7 yes, 2 absent.

- **Resolution 23-02 R1 and R2 Large Signs**

Motion by Salter, second by Armstrong, CARRIED, to approve Resolution 02 recommending adoption of an ordinance amendment to allow large signs for special uses in the R1 and R2 districts. Roll Call Vote: 7 yes, 2 absent.

- **Resolution 23-03 Gill-Roy's Special Use Permit**

Motion by Mahoney, second by Armstrong, CARRIED, to approve Resolution 03 subject to the following conditions - the applicant locate the propane tank above ground providing the smaller shed is removed and an eight foot tall vinyl fence be installed around the entire perimeter of the east side, exterior storage area with some chain link fencing to display bulk goods inside the fence or locate the propane tank underground and replace any old wood fencing with new vinyl fencing. Roll Call Vote: 7 yes, 2 absent.

Adjournment

There being no further business, motion by Armstrong, second by Mahoney, CARRIED, to adjourn at 6:55 p.m. All voted yes.

Minutes from Meeting to Pass Adopting Resolution

Adopting Resolution

CITY OF WHITEHALL
RESOLUTION 23-03
2023 Parks and Recreation Master Plan

- WHEREAS, the City of Whitehall has completed a planning process to determine the parks, recreation, and natural resource conservation needs and desires of its residents for the five year period covering 2023 through 2027.
- WHEREAS, the City's Planning Commission developed a community parks, recreation, and natural resource conservation plan in accordance with the most recent guidelines developed by the Michigan Department of Natural Resources.
- WHEREAS, residents were provided a well-advertised opportunity during the development of the Plan to express opinions, ask questions, and discuss all aspects of the Plan.
- WHEREAS, the public was provided a well-advertised opportunity and reasonable accommodations to review the Plan for no less than a 30 day period.
- WHEREAS, the Planning Commission held a public hearing on January 3, 2023 at city hall to provide opportunity for all residents to express opinions, ask questions, and discuss all aspects of the Plan.
- WHEREAS, the Plan was developed as a guideline for improving parks, recreation, and natural resource conservation.
- WHEREAS, after the public hearing, the City Council voted to adopt the Plan.

NOW, THEREFORE, BE IT RESOLVED

that the Whitehall City Council hereby adopts the 2023 Parks and Recreation Master Plan 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 24, 2023, at 6:00 p.m.

Roll Call Vote (___ yes, ___ no, ___ absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk

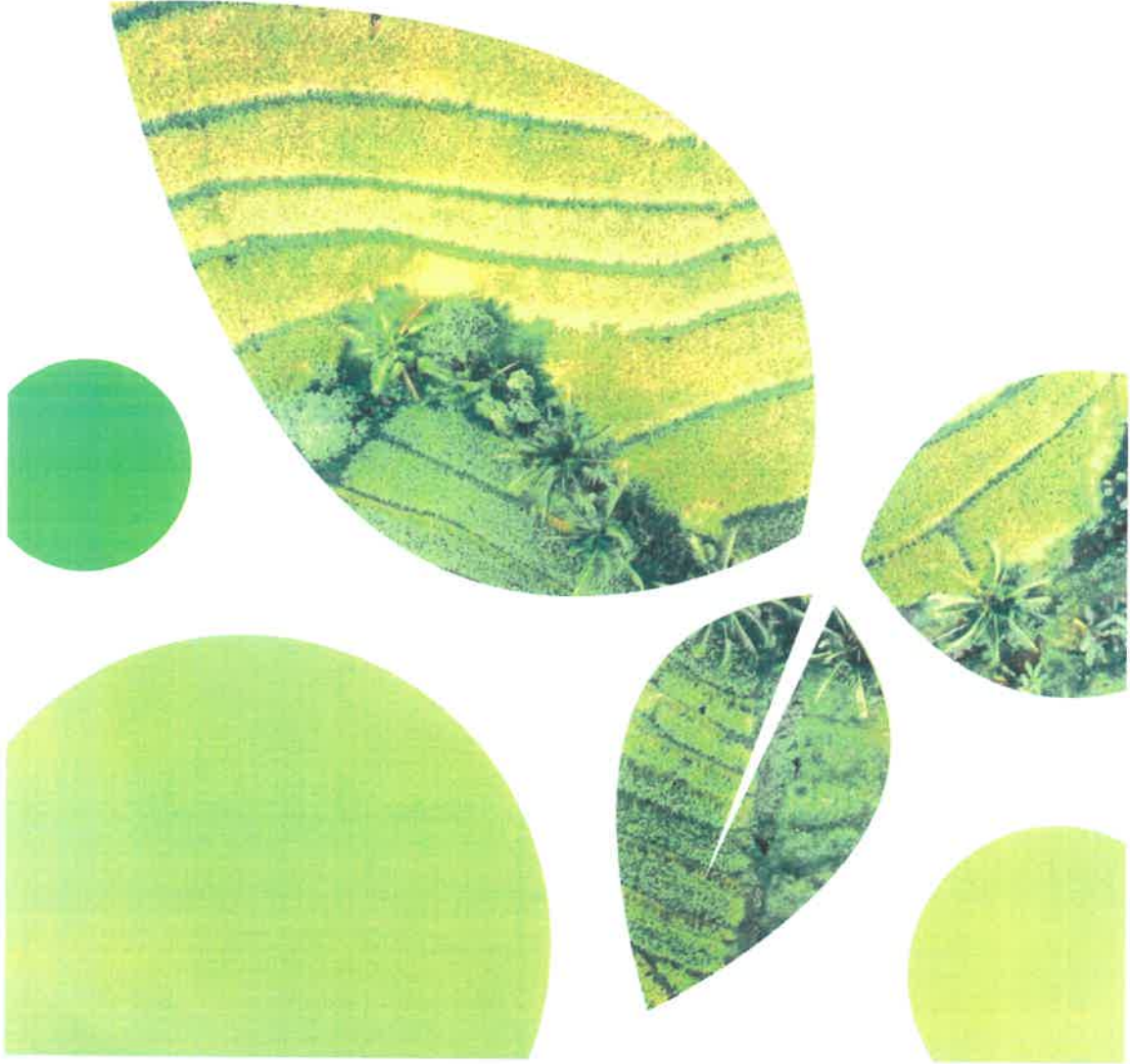
Transmittal Letter to Muskegon County

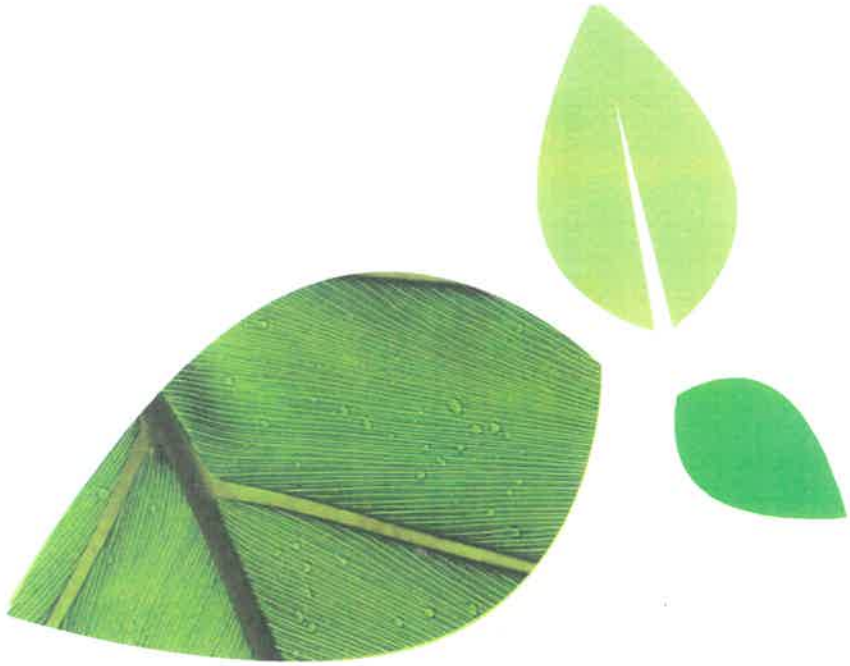
Transmittal Letter to WMSRDC

Community Survey

Parks Master Plan Committee

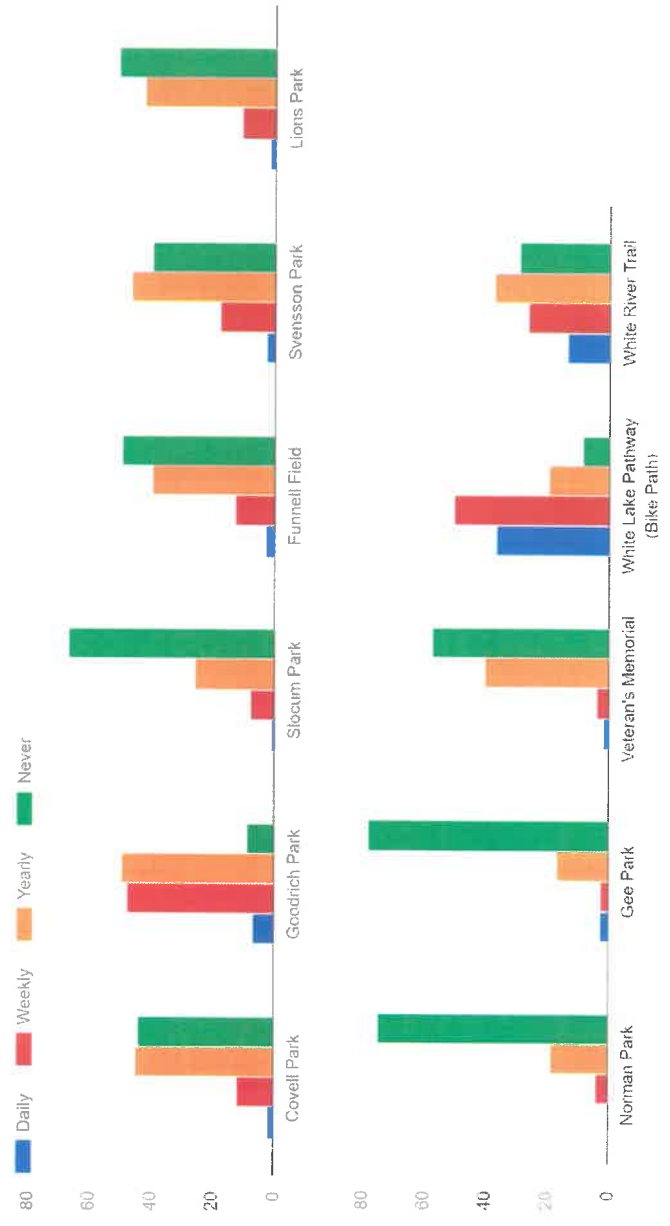
2022 Survey Results
119 Responses





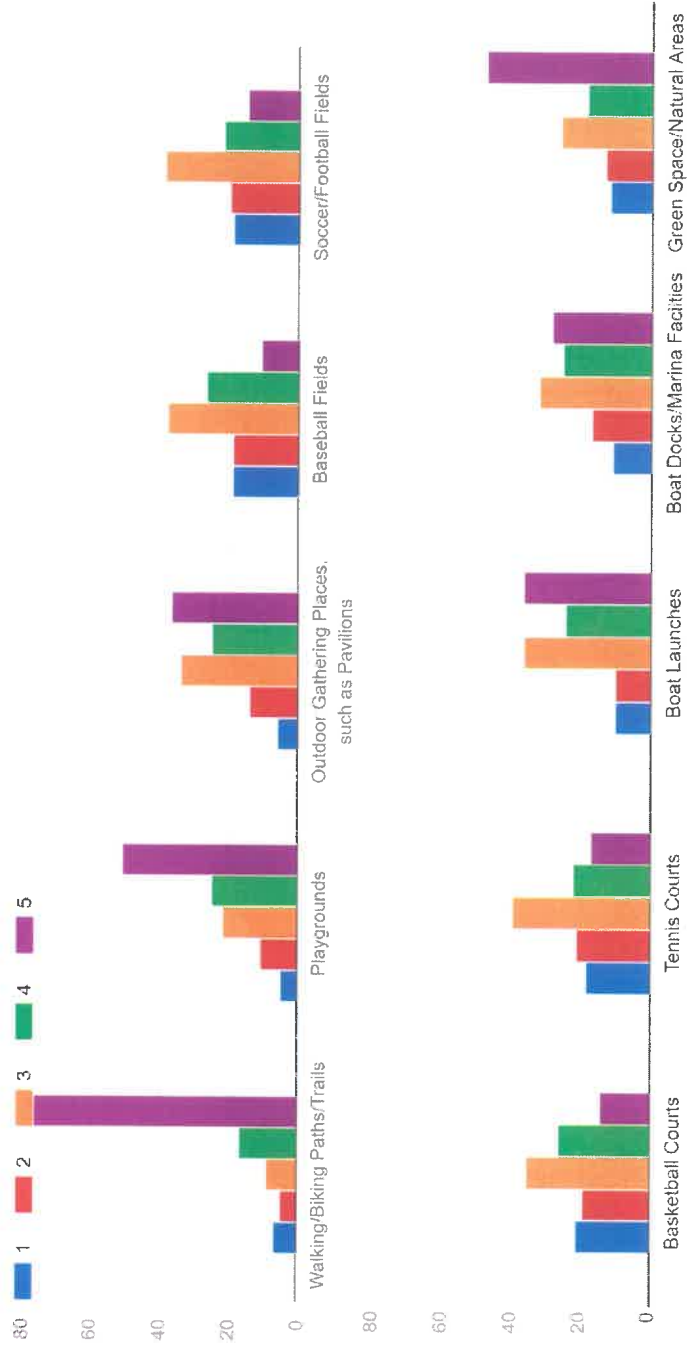
How often do you use the parks

How often do you use each of the following parks and recreational facilities?



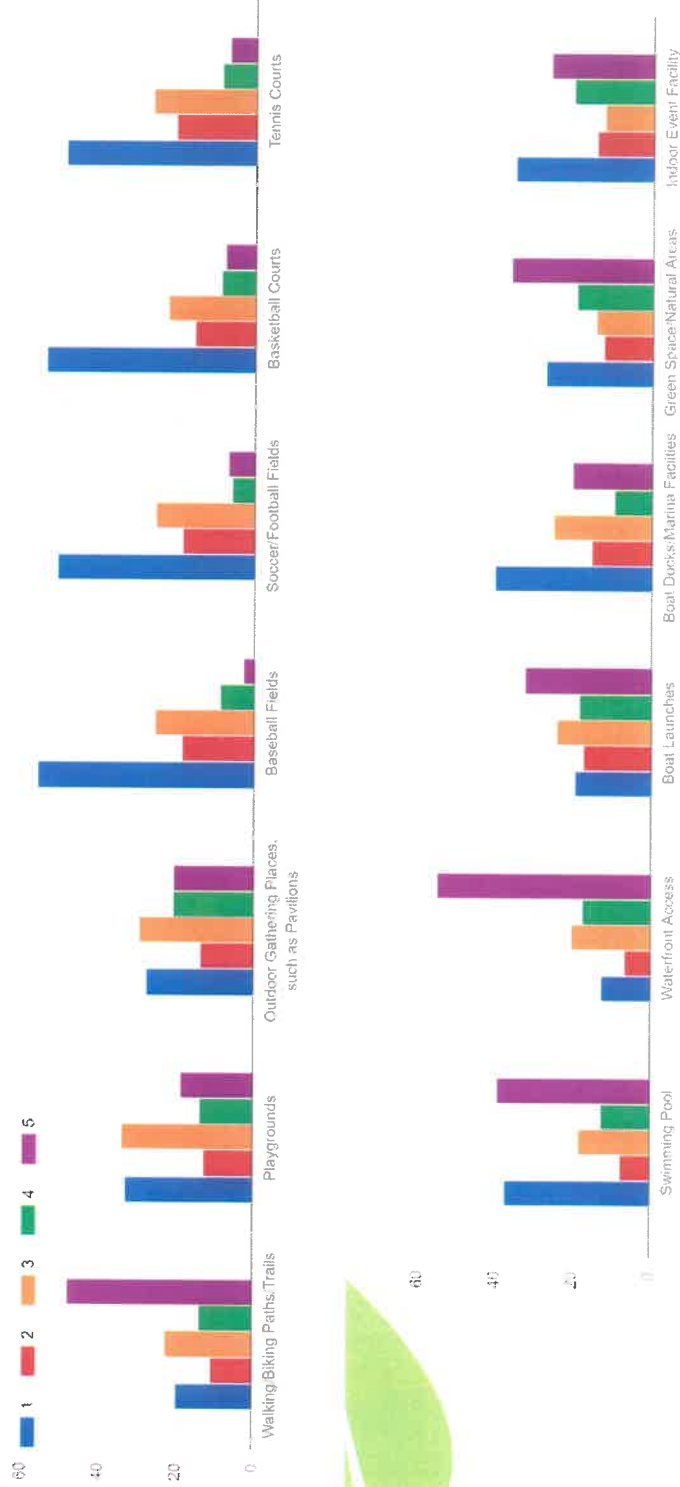
Rate importance of improving EXISTING facilities

Please rate the importance of improving the following EXISTING parks and recreation facilities in or around the City from 1 (not important at all) to 5 (extremely important):



Rate importance of BUILDING MORE facilities

Please rate the importance of BUILDING MORE of the following parks and recreation facilities in or around the City from 1 (not important at all) to 5 (extremely important):



CITY OF WHITEHALL
RESOLUTION 23-04
2023 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 2023 Poverty Exemption Policies and Guidelines attached to and considered a part of this resolution.

Moved by _____, seconded by _____ the City of Whitehall, at a regular meeting held Tuesday, January 24, 2023 at 6:00 p.m.

(__ yes, __ no, __ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

**2023 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 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
	Other real estate owned

4. Applicants must meet the Income Test and Asset Test to be eligible to apply to the Board of Review for an 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.

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)	\$13,590
2	\$18,310
3	\$23,030
4	\$27,750
5	\$32,470
6	\$37,190
7	\$41,910
8	\$46,630
Each additional Person, add	\$4,720

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.

1. 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

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.
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 Board of Review must agree as to the disposition of the poverty claim for the exemption to be granted.

CITY OF WHITEHALL
RESOLUTION 23-05
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 24, 2023 at 6:00 p.m. (yes, no, absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 23-06
Board of Review

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

WHEREAS, our assessor Shannon Long 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 15th from 1:00pm to 4:00pm and 6:00pm to 9:00 pm and Thursday March 16th from 9:00am to 12:00pm and 1:00pm to 4:00pm.

BE IT FURTHER RESOLVED, that the 2023 board of review dates are Wednesday March 15th from 1:00pm to 4:00pm and 6:00pm to 9:00pm and Thursday March 16th 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 24, 2023 at 6 p.m.

(__yes, __ no, __ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 23-07
Senior Millage

- WHEREAS, in 2017 the voters of Muskegon County approved a millage dedicated to improving the lives of residents 60 years of age and older.
- WHEREAS, the Muskegon County Board of Commissioners allocates 25% of the annual senior millage to local municipalities to coordinate and provide services, programs, and activities for seniors in their communities.
- WHEREAS, White Lake Area Community Education and the White Lake Senior Center currently provide services for area senior citizens.
- WHEREAS, staff is recommending the continued financial support of both organizations utilizing the senior millage local allocation.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby approves the application for a senior millage allocation in the amount of \$14,753 with the intent of funding senior activities through White Lake Area Community Education and the White Lake Senior Center by adoption of the attached plan.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, January 24, 2023 at 6:00 p.m.
(Yes, No, Absent)

Steve Salter, Mayor

Brenda Bourdon, City Clerk

**CITY OF WHITEHALL
MUNICIPAL SENIOR MILLAGE FUNDING PLAN**

In 2017, the voters of Muskegon County approved a millage dedicated to improving the lives of County residents 60 years of age and older. The Muskegon County Board of Commissioners serves as the administrative entity of the senior millage. The Commission approved a 25% allocation the annual millage revenues to local municipalities to coordinate and provide services, programs, and activities for seniors within their jurisdiction. Municipalities are encouraged to leverage funds and minimize duplication by working with categorical grantees and each other. Rather than create new and potentially competing services and programs, the City of Whitehall will provide funding assistance and collaborate with White Lake Community Education and the White Lake Senior Center on the continuation of their services and programs.

As a continuation of the City's 2022 Plan, the allocation of \$14,753 provided by the Municipal Senior Millage will be utilized to expand and enhance senior services offered by Community Ed and the Senior Center. The City will allocate \$12,209 to Community Ed and \$2,544 to the Senior Center, a 6% increase from the prior year representative of a like increase in to the allocation to the City. Services provided to our 800 senior residents will include free membership to the Viking Athletic Center with the very popular year-round walking track; adult education; and numerous enrichment and leisure activities, classes, and programs.



Public Health
Prevent. Promote. Protect.

Public Health – Muskegon County • 209 E Apple Ave • Muskegon, MI 49442
Main: 231.724.6246 • Fax: 231.724.6674 • www.muskegonhealth.net

DATE: Wednesday January 18, 2023
TO: Municipalities
RE: FY23 Municipal Senior Millage Funding

On January 17, 2023 the County Board of Commissioners approved the senior millage municipal allocation for FY23 (HS23/01-05). Attached you will find the Allocation Summary and Distribution Table for the FY23 Municipal Senior Millage funding.

The U.S. Census Bureau, 2020 American Community Survey information at the municipality level is not available yet. Therefore, the county has adjusted the allocation to hold harmless the municipalities that may have received less. This ensures the municipalities can still coordinate and provide services, programs and/or activities for seniors in their jurisdiction similar to what was previously provided.

To accept this funding, you must present a 1-2 page plan approved by your governing entity (Council or Board) and endorsed by the jurisdictional County Commissioner(s). If your FY23 plan is a continuation of FY22 activities, please note that in the email.

Please send communications and related documentation (plans, reports, requests, etc.) to:

MuskegonSeniorMillage@co.muskegon.mi.us

We understand that some names and contact information for municipalities may have changed. If you are not the primary contact for this funding, please send us the updated information.

Thank you.

Kathy Moore, Public Health Director



Municipal Allocation Summary

The Muskegon County Board of Commissioners approved allocating up to 25% of the annual senior millage funds to local municipalities (2019-427) to coordinate and provide services, programs, and/or activities for seniors in their jurisdictions. The funding formula includes a \$3,500 base for each municipality plus a pro-rated amount based on the population of seniors in the jurisdiction. Municipalities are encouraged to leverage funds and minimize duplication by working with categorical grantees and/or each other.

Key points:

- 100% optional – submit an annual plan/budget to “opt in” each year.
- It does not prohibit or limit municipalities from applying for and receiving funding via the grant process.
- Municipalities must submit a 1 - 2 page plan approved by the governing entity & endorsed by the jurisdictional County Commissioner.
- Funding will follow the County fiscal year October 1, 2022 – September 30, 2023.
- Quarterly reports required (*financial and participant demographics*) – monthly reports encouraged.
- Please forward all related correspondence to: MuskegonSeniorMillage@co.muskegon.mi.us
- Advance, partial, interim and/or final allocation payments will be processed upon receipt of written request along with required/appropriate documentation.

Population to be served:

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

Correspondence:

All communications and related documentation (plans, reports, requests, etc.) should be sent to:
MuskegonSeniorMillage@co.muskegon.mi.us

**MUSKEGON COUNTY SENIOR MILLAGE
FY23 Municipal Distribution Table**

Municipality	Total Funding	County Commissioner
Blue Lake Township	\$11,396	Cyr
Casnovia Township	\$11,071	Lahring
Casnovia Village	\$4,462	Lahring
Cedar Creek Township	\$14,636	Lahring
Dalton Township	\$28,732	Cyr
Egelston Township	\$32,101	Cook
Fruitland Township	\$26,825	Cyr
Fruitport Village	\$7,489	Hazekamp
Fruitport Charter Township	\$49,331	Hazekamp
Holton Township	\$11,665	Lahring
Laketon Township	\$31,750	Cook
Lakewood Club Township	\$6,459	Cyr
Montague City	\$12,215	Cyr
Montague Township	\$9,665	Cyr
Moorland Township	\$7,875	Lahring
Muskegon City	\$101,234	Hovey-Wright, Nash , Cook, Paige
Muskegon Charter Township	\$57,730	Nash
Muskegon Heights City	\$30,545	Paige
North Muskegon City	\$18,578	Cook
Norton Shores City	\$93,326	Hazekamp, Paige, Hovey-Wright
Ravenna Township	\$10,716	Lahring
Ravenna Village	\$6,600	Lahring
Roosevelt Park City	\$15,489	Hovey-Wright
Sullivan Township	\$12,780	Hazekamp
White River Township	\$10,343	Cyr
Whitehall City	\$14,753	Cyr
Whitehall Township	\$10,600	Cyr
Total Distribution	\$648,366	