



CITY OF WHITEHALL

CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
CITY COUNCIL CHAMBERS
FEBRUARY 28, 2023
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the February 14 Work Session & Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications: Central Dispatch Audit, Central Dispatch Minutes, West Plan Policy Committee Minutes, WLFA Minutes, WMSRDC Annual Report
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. Old Business
7. New Business
 - Park Improvements
 - Tag Day Request: Knights of Columbus
 - Arts Council Request
 - Resolution 23-08 Budget Amendment #2
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 COUNCIL WORK SESSION
MINUTES

Council Chambers

February 14, 2023

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

ABSENT: None

ALSO PRESENT: Brenda Bourdon and Roger Squiers

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

DISCUSSION ITEMS

Legal Wall – High school student, Avery Jura, presented on his “Legal Wall” proposal. He outlined the benefits of having a legal wall where artists could paint, proposed a location and how he can contribute up until he leaves for college this summer. Consensus was positive from council. They requested that Avery submit a formal proposal outlining specific restrictions for paintings, communication & marketing, and how the project would continue going forward.

INFORMATIONAL ITEMS

Council Member Holmstrom provided some pricing information on a disc golf park.

PUBLIC COMMENT

Jerry Rowe spoke in favor of the legal wall a felt the proposal was impressive.

MEETING ADJOURNED AT 5:40 P.M.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

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: Brenda Bourdon, Roger Squiers, and Alyssa Seaver
Mayor Salter called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the January 24 Council Meeting Minutes
- B. Accounts Payable - \$957,608.84
- C. Communications: Planning Commission Annual Report

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

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

None

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:02 pm.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
February 28, 2023

February 2023 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$44,260.96	Transfer
IRS	Payroll	\$15,638.46	EFT
Alerus Financial	Payroll	\$6,401.63	EFT
MISDU	Payroll	\$90.34	9108

Total Prepaids:

\$66,391.39

Accounts Payable:

\$161,536.85

TOTAL ACCOUNTS PAYABLE

\$227,928.24

JOURNALIZED

BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 28, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648	DOG TAGS - JAN-2023	MUSKEGON COUNTY TREASURE	02/15/23	195342	200.00
101-000-222.100	FLEX - FEB-2023	BRANDON PARSONS	02/01/23	FLEX	1,999.92
101-000-231.017	FLEX - FEB-2023	CHRIS MAHONEY	02/01/23	FEB-2023	1,084.92
101-000-231.017	FLEX - FEB-2023	ROGER SQUIERS	02/01/23	FEB-2023	280.26
101-000-231.017	FLEX - FEB-2023	SCOTT HUEBLER	02/01/23	FEB-2023	155.21
101-000-231.018	DUE TO ALFAC - FEB-2023	AFLAC	02/12/23	720705	399.12
		Total For Dept 000 648			4,119.43
Dept 172 ADMINISTRATION					
101-172-727.000	COPY PAPER, WIPES, PENCILS	STAPLES CONTRACT & COMME	02/10/23	8069220027	58.13
101-172-935.000	METERED COPIES - #368/CITY HALL	KONICA MINOLTA BUSINESS	02/16/23	285376515/285376517	219.88
		Total For Dept 172 ADMINISTRATION			278.01
Dept 215 CITY CLERK					
101-215-727.000	BINDER	STAPLES CONTRACT & COMME	02/10/23	8069220027	13.49
101-215-727.000	TONER	STAPLES CONTRACT & COMME	02/23/23	8069361480	17.98
		Total For Dept 215 CITY CLERK			31.47
Dept 262 ELECTIONS					
101-262-728.000	RETURN ENVELOPE/#9 - QTY 1000	ALPINE PRINTING	02/21/23	6641	58.00
		Total For Dept 262 ELECTIONS			58.00
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	COFFEE FILTERS	STAPLES CONTRACT & COMME	02/23/23	8069361480	0.97
101-265-920.000	PUBLIC UTILITIES/100017760891	CONSUMER'S ENERGY	02/21/23	STATEMENT	1,180.01
101-265-920.000	PUBLIC UTILITIES/910021159454	DTE ENERGY	02/22/23	STATEMENT	1,476.51
		Total For Dept 265 CITY HALL BLDG & GROUNDS			2,657.49
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	02/07/23	271034	886.50
		Total For Dept 266 DISTRICT COURT			886.50
Dept 270 FRINGE BENEFITS					
101-270-719.603	FRINGE-HEALTH INS WRAP - MAR-20	UNITED GROUP PROGRAMS, I	02/20/23	28101 - MAR-2023	4,620.86
101-270-719.605	DENTAL INSURANCE - MAR-2023	DELTA DENTAL	02/22/23	MAR-2023	1,956.15
		Total For Dept 270 FRINGE BENEFITS			6,577.01
Dept 301 POLICE					
101-301-933.000	CRUISER #304- OIL CHANGE/FILTER	DAN FROST DBA DAN'S AUTO	01/11/23	11012	62.65
		Total For Dept 301 POLICE			62.65
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES/100017154418	CONSUMER'S ENERGY	02/21/23	STATEMENT	29.40
		Total For Dept 448 STREET LIGHTING			29.40
Dept 567 CEMETERY					
101-567-757.000	CEMETERY SIGNS - QTY 2	IMAGE PRO	02/02/23	000079	91.04
101-567-920.000	PUBLIC UTILITIES/100016180844	CONSUMER'S ENERGY	02/21/23	STATEMENT	71.22
101-567-920.000	PUBLIC UTILITIES/910021159306	DTE ENERGY	02/22/23	STATEMENT	57.45
		Total For Dept 567 CEMETERY			219.71

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 02/24/2023 - 02/24/2023
 JOURNALIZED
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 COUNCIL MEETING OF FEBRUARY 28, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 751 PARKS DEPARTMENT					
101-751-920.000	PUBLIC UTILITIES/100017154418	CONSUMER'S ENERGY	02/21/23	STATEMENT	163.93
			Total For Dept 751 PARKS DEPARTMENT		163.93
Dept 756 119 S BALDWIN ST					
101-756-920.000	PUBLIC UTILITIES/103021521192	CONSUMER'S ENERGY	02/21/23	STATEMENT	61.73
101-756-920.000	PUBLIC UTILITIES/910021159793	DTE ENERGY	02/22/23	STATEMENT	102.65
			Total For Dept 756 119 S BALDWIN ST		164.38
Fund 202 MAJOR STREET FUND					
Dept 478 WINTER MAINT					
202-478-757.000	SALT/SAND/BRINE	MUSKOGON COUNTY ROAD COM	02/08/23	6550	2,209.85
			Total For Dept 478 WINTER MAINT		2,209.85
Dept 494 TRUNKLINE SURFACE MAINTENANCE					
202-494-920.000	PUBLIC UTILITIES/100086335302	CONSUMER'S ENERGY	02/21/23	STATEMENT	28.81
			Total For Dept 494 TRUNKLINE SURFACE MAINTENANCE		28.81
Fund 203 LOCAL STREET FUND					
Dept 478 WINTER MAINT					
203-478-757.000	SALT/SAND/BRINE	MUSKOGON COUNTY ROAD COM	02/08/23	6550	736.61
			Total For Dept 478 WINTER MAINT		736.61
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 648					
247-000-818.000	MARINA - WIFI UPGRADES	CATCHMARK TECHNOLOGIES	11/30/22	7644	11,540.07
247-000-818.400	LEASE - DT RESTROOMS - FEB-2023	WHITEHALL VENTURES INC	02/01/23	FEB-2023	145.00
247-000-820.000	ENGINEERING FEES-MARINA	PREIN & NEWHOF, PC	02/06/22	772701-699-697-695-7	689.50
247-000-820.300-D22	23 TIFA CAPITAL - PUCT# 2220875	PREIN & NEWHOF, PC	02/06/22	772701-699-697-695-7	9,799.50
			Total For Dept 000 648		22,174.07
Dept 525 DOWNTOWN STREETScape					
247-525-920.000	PUBLIC UTILITIES/920030385842	DTE ENERGY	02/22/23	STATEMENT	166.52
247-525-921.000	FED LIGHTS/100015232430	CONSUMER'S ENERGY	02/21/23	STATEMENT	338.24
			Total For Dept 525 DOWNTOWN STREETScape		504.76
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 648					
249-000-818.000	ELECTRICAL PERMITS - JAN-2023	JJ'S ELECTRIC LLC	01/31/23	JAN-2023	784.80
249-000-818.000	BUILDING PERMITS - JAN-2023	ROBERT E TUFTS JR	01/31/23	JAN-2023	3,352.08
249-000-818.000	MECHANICAL PERMITS - JAN-2023	SHORELINE INSPECTION SER	01/31/23	JAN-2023	1,873.90
249-000-818.100	1611 COLLIER DR - RENTAL INSPEC	MUSKOGON CHARTER TOWNSHI	02/17/23	00004666	70.00
			Total For Dept 000 648		6,080.78
			Total For Fund 249 BUILDING INSPECTION DEPARTMENT		6,080.78
			Total For Fund 247 TAX INCREMENT FINANCE AUTHORITY		22,678.83

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Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 648					60.70
250-000-818.100	C/S-INDUSTRIAL PARK/1000164878	CONSUMER'S ENERGY	02/21/23	STATEMENT	60.70
			Total For Dept 000 648		60.70
Fund 401 CAPITAL PROJECTS FUND					
Dept 000 648					60.70
401-000-820.000-A22	ENGINEERING FEES-LAKEVIEW/LEWIS	PREIN & NEWHOF, PC	02/06/22	772701-699-697-695-7	435.00
401-000-820.000-B22	ENGINEERING FEES-WEARS	PREIN & NEWHOF, PC	02/06/22	772701-699-697-695-7	888.75
401-000-820.000-E22	ENGINEERING FEES - WARNER	PREIN & NEWHOF, PC	02/06/22	772701-699-697-695-7	11,421.48
			Total For Dept 000 648		12,745.23
Fund 580 PLAYHOUSE					
Dept 000 648					12,745.23
580-000-757.410	PLAYHOUSE FLYERS - WLYT	PIXEL GRAFIX STUDIO, LLC	02/01/23	STATEMENT	75.76
580-000-757.550	BEER - NORTH GROVE	NORTH GROVE BREWERS LLC	01/24/23	1.19.2023	175.00
580-000-818.000	LABOR - THIRSTY THIRD/NORTH GRO	NORTH GROVE BREWERS LLC	01/24/23	1.19.2023	100.00
580-000-818.400	MUSIC THIRSTY THIRD/THEISEN - 2	ANNA GRACE THEISEN	02/16/23	MUSIC	300.00
580-000-818.400	MUSIC - THIRSTY THIRD/KOEBEL -	CAROLYN KOEBEL	02/16/23	MUSIC-2.16.23	300.00
580-000-818.400	MUSIC/TRUCK DRIVER BINGO - FIRS	FRANK GALANTE	02/16/23	MUSIC	500.00
580-000-818.400	MUSIC/JESSE RAY & CATFISH-THRST	JESSE CAHUE-FRANKS	02/21/23	CONTRACT	750.00
580-000-818.400	PERFORMANCE/BOOTSTRAP BOYS - 1.	THE BOOTSTRAP BOYS	01/19/23	STATEMENT	600.00
580-000-818.400	MUSIC/TRUCK DRIVER BINGO - FF 3	THE SMOKIN DOBROLELES	02/17/23	STATEMENT	800.00
580-000-818.600	SOUND ENGINEER - THIRSTY THIRD	MORGAN HANER	01/19/23	CONTRACT	500.00
580-000-818.600	SOUND ENGINEER - GNARLY HEIFER	THOMAS FOSTER	02/19/23	CONTRACT	150.00
580-000-920.000	PUBLIC UTILITIES/100015238247	CONSUMER'S ENERGY	02/21/23	STATEMENT	877.51
580-000-920.000	PUBLIC UTILITIES/910021159660	DTE ENERGY	02/22/23	STATEMENT	2,386.26
580-000-994.000	INTEREST	US BANK	02/21/23	2234315	9,487.00
			Total For Dept 000 648		17,001.53
Fund 590 SEWER FUND					
Dept 554 SEWER PUMPING					17,001.53
590-554-818.000	RENEWAL - ANNUAL SERVICE	MISSION COMMUNICATIONS,	02/22/23	1073364	1,054.20
590-554-920.000	PUBLIC UTILITIES/100015288960	CONSUMER'S ENERGY	02/21/23	STATEMENT	1,494.07
590-554-920.000	PUBLIC UTILITIES/910021159892	DTE ENERGY	02/22/23	STATEMENT	50.98
			Total For Dept 554 SEWER PUMPING		2,599.25
Dept 556 WASTEWATER SYSTEM-GALLONAGE					
590-556-959.900	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURE	02/15/23	STATEMENT	39,874.63
590-556-959.950	WASTEWATER SYS-GALLONAGE - BOND	MUSKEGON COUNTY TREASURE	02/15/23	STATEMENT	24,625.37
			Total For Dept 556 WASTEWATER SYSTEM-GALLONAGE		64,500.00
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					67,099.25
591-540-770.000	MEMBERSHIP - ARMSTRONG	AMERICAN WATER WORKS ASS	12/21/22	STATEMENT	400.00
591-540-820.000	ENGINEERING FEES - DWAM	PREIN & NEWHOF, PC	02/06/22	772701-699-697-695-7	3,770.50

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Fund 591 WATER FUND Dept 540 WATER ADMINISTRATION					
Dept 544 METER READING 591-544-757.000	DOOR TAGS - QTY 200	MICR GRAPHICS PRINTING	01/31/23	116788	4,170.50
Dept 546 WATER SOURCE PLANT 591-546-757.000	QTY 16 - 15 GAL DRUM CHLORINE	HAVILAND	02/15/23	462028-CR462535	69.00
591-546-920.000	PUBLIC UTILITIES/100015972811	CONSUMER'S ENERGY	02/21/23	STATEMENT	1,123.00
591-546-920.000	PUBLIC UTILITIES/920017788919	DTE ENERGY	02/22/23	STATEMENT	6,908.83
591-546-920.000	TELEPHONE	FRONTIER	02/04/23	STATEMENT	226.52
					41.37
Dept 548 WATER T & D 591-548-775.000	UPS CHARGES	HOME SERVICES OF WHITE L	02/08/23	30974	8,299.72
Dept 549 WATER CONSTRUCTION 591-549-757.000	QTY 2 - 5/8 METER YOKE BAR	ETNA SUPPLY INC	02/20/23	S104663927.010	16.51
					34.00
Fund 594 MARINA FUND Dept 000 648 594-000-850.000	TELEPHONE	FRONTIER	02/04/23	STATEMENT	34.00
					12,589.73
Fund 661 MOTOR POOL FUND Dept 000 648	CONTRACT PMT - APR-2023 VOLVO L	KS STATEBANK	02/03/23	60691-4-2023	79.66
661-000-310.000	MULTIFOLD PAPER TOWELS	STAPLES CONTRACT & COMME	02/23/23	8069361480	2,308.31
661-000-757.000	CHAIN, EDGE, SHOE	KENT EQUIPMENT, INC.	02/08/23	P47930	25.80
661-000-781.000	TELEPHONE	FRONTIER	02/04/23	STATEMENT	230.58
661-000-850.000	PUBLIC UTILITIES/100016488254	CONSUMER'S ENERGY	02/21/23	STATEMENT	80.84
661-000-920.000	PUBLIC UTILITIES/910021159181	DTE ENERGY	02/22/23	STATEMENT	477.62
661-000-920.000	INTEREST - APR-2023 VOLVO LOADE	KS STATEBANK	02/03/23	60691-4-2023	1,305.82
					548.92
					4,977.89
					4,977.89

Total For Dept 540 WATER ADMINISTRATION

Total For Dept 544 METER READING

Total For Dept 548 WATER T & D

Total For Dept 549 WATER CONSTRUCTION

Total For Fund 591 WATER FUND

Total For Dept 000 648

Total For Fund 594 MARINA FUND

Total For Dept 000 648

Total For Fund 661 MOTOR POOL FUND

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
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Fund Totals:					
	Fund 101	GENERAL OPERATING FUND			15,247.98
	Fund 202	MAJOR STREET FUND			2,238.66
	Fund 203	LOCAL STREET FUND			736.61
	Fund 247	TAX INCREMENT FINANCE			22,678.83
	Fund 249	BUILDING INSPECTION DE			6,080.78
	Fund 250	LOCAL DEVELOPMENT FINA			60.70
	Fund 401	CAPITAL PROJECTS FUND			12,745.23
	Fund 580	PLAYHOUSE			17,001.53
	Fund 590	SEWER FUND			67,099.25
	Fund 591	WATER FUND			12,589.73
	Fund 594	MARINA FUND			79.66
	Fund 661	MOTOR POOL FUND			4,977.89
Total For All Funds:					161,536.85

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
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Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	720705	PREMIUM - FEB-2023	399.12
TOTAL FOR: AFLAC			<u>399.12</u>
MISC	ALPINE PRINTING		
	6641	RETURN ENVELOPE/#9 - QTY 1000	58.00
TOTAL FOR: ALPINE PRINTING			<u>58.00</u>
AMWAT	AMERICAN WATER WORKS ASSOC		
	STATEMENT	MEMBERSHIP RENEWAL - ARMSTRONG	400.00
TOTAL FOR: AMERICAN WATER WORKS ASSOC			<u>400.00</u>
THEI	ANNA GRACE THEISEN		
	MUSIC	MUSIC - THIRSTY THIRD - 2.16.23	300.00
TOTAL FOR: ANNA GRACE THEISEN			<u>300.00</u>
PARSONS	BRANDON PARSONS		
	FLEX	FLEX - FEB-2023	1,999.92
TOTAL FOR: BRANDON PARSONS			<u>1,999.92</u>
KOE	CAROLYN KOEBEL		
	MUSIC-2.16.23	MUSIC - THIRSTY THIRD/KOEBEL - 2.16.23	300.00
TOTAL FOR: CAROLYN KOEBEL			<u>300.00</u>
CATCHMARK	CATCHMARK TECHNOLOGIES		
	7644	MARINA - WIFI UPGRADES	11,540.07
TOTAL FOR: CATCHMARK TECHNOLOGIES			<u>11,540.07</u>
MAHOC	CHRIS MAHONEY		
	FEB-2023	FLEX - FEB-2023	1,084.92
TOTAL FOR: CHRIS MAHONEY			<u>1,084.92</u>
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	11,692.07
TOTAL FOR: CONSUMER'S ENERGY			<u>11,692.07</u>
DAN	DAN FROST DBA DAN'S AUTOMOTIVE		
	11012	CRUISER #304 - OIL CHANGE/FILTER	62.65
TOTAL FOR: DAN FROST DBA DAN'S AUTOMOTIVE			<u>62.65</u>
DELTA	DELTA DENTAL		
	MAR-2023	DENTAL - MAR-2023	1,956.15
TOTAL FOR: DELTA DENTAL			<u>1,956.15</u>
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	5,772.71
TOTAL FOR: DTE ENERGY			<u>5,772.71</u>
ETNA	ETNA SUPPLY INC		
	S104663927.010	QTY 2 - 5/8 METER YOKE BAR	34.00
TOTAL FOR: ETNA SUPPLY INC			<u>34.00</u>

Vendor Code	Vendor Name	Description	Amount
GAL	FRANK GALANTE		
	MUSIC	MUSIC/TRUCK DRIVER BINGO - FIRST FRIDAYS 3.3.	500.00
TOTAL FOR: FRANK GALANTE			<u>500.00</u>
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	201.87
TOTAL FOR: FRONTIER			<u>201.87</u>
HAVIL	HAVILAND		
	462028-CR462535	QTY 16 - 15 GAL DRUM CHLORINE	1,123.00
TOTAL FOR: HAVILAND			<u>1,123.00</u>
HOME	HOME SERVICES OF WHITE LAKE		
	30974	UPS CHARGES	16.51
TOTAL FOR: HOME SERVICES OF WHITE LAKE			<u>16.51</u>
IMAGE	IMAGE PRO		
	000079	SIGNS - CEMETERY QTY 2	91.04
TOTAL FOR: IMAGE PRO			<u>91.04</u>
CAH	JESSE CAHUE-FRANKS		
	CONTRACT	MUSIC/JESSE RAY & THE CAROLINA CATFISH - THIR	750.00
TOTAL FOR: JESSE CAHUE-FRANKS			<u>750.00</u>
JJ'S ELEC	JJ'S ELECTRIC LLC		
	JAN-2023	ELECTRICAL PERMITS - JAN-2023	784.80
TOTAL FOR: JJ'S ELECTRIC LLC			<u>784.80</u>
KENT EQUIP	KENT EQUIPMENT, INC.		
	P47930	CHAIN, EDGE, SHOE	230.58
TOTAL FOR: KENT EQUIPMENT, INC.			<u>230.58</u>
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	285376515/28537	DIGITAL SUPPORT SERVICE/METERED COPIES - #368	219.88
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			<u>219.88</u>
KSSB	KS STATEBANK		
	60691-4-2023	2022 VOLVO LOADER APR-2023 PAYMENT	2,857.23
TOTAL FOR: KS STATEBANK			<u>2,857.23</u>
MICR	MICR GRAPHICS PRINTING		
	116788	DOOR TAGS - QTY 200	69.00
TOTAL FOR: MICR GRAPHICS PRINTING			<u>69.00</u>
MISSION	MISSION COMMUNICATIONS, LLC		
	1073364	RENEWAL - ANNUAL SERVICE	1,054.20
TOTAL FOR: MISSION COMMUNICATIONS, LLC			<u>1,054.20</u>
HAN	MORGAN HANER		
	CONTRACT	SOUND ENGINEER - THIRSTY THIRD 1.19.23 & 2.16	500.00
TOTAL FOR: MORGAN HANER			<u>500.00</u>

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 02/24/2023 - 02/24/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 28, 2023

Vendor Code	Vendor Name	Description	Amount
MUSTWP	MUSKEGON CHARTER TOWNSHIP		
	00004666	1611 COLLIER DR - RENTAL INSPECTION 2/22/22	70.00
TOTAL FOR: MUSKEGON CHARTER TOWNSHIP			70.00
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO		
	6550	SALT/SAND/BRINE - SALT/SAND - 39.2 TONS; BRIN	2,946.46
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO			2,946.46
MUTRE	MUSKEGON COUNTY TREASURER'S		
	195342	DOG TAGS - JAN-2023	200.00
	STATEMENT	WASTE WATER AND BONDS	64,500.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			64,700.00
NORG	NORTH GROVE BREWERS LLC		
	1.19.2023	THIRD THIRSTY - BEER & LABOR - 1.19.23	275.00
TOTAL FOR: NORTH GROVE BREWERS LLC			275.00
PARM	PARMENTER LAW		
	271034	ATTORNEY FEES - PROSECUTION	886.50
TOTAL FOR: PARMENTER LAW			886.50
PIX	PIXEL GRAFIX STUDIO, LLC		
	STATEMENT	PLAYHOUSE FLYERS - WLYT	75.76
TOTAL FOR: PIXEL GRAFIX STUDIO, LLC			75.76
PREIN	PREIN & NEWHOF, PC		
	772701-699-697-	ENGINEERING SERVICES- MARINA/LAKEVIEW/LEWIS/W	27,004.73
TOTAL FOR: PREIN & NEWHOF, PC			27,004.73
TUFT	ROBERT E TUFTS JR		
	JAN-2023	BUILDING PERMITS - JAN-2023	3,352.08
TOTAL FOR: ROBERT E TUFTS JR			3,352.08
SQUI	ROGER SQUIERS		
	FEB-2023	FLEX - FEB-2023	280.26
TOTAL FOR: ROGER SQUIERS			280.26
HUEBL	SCOTT HUEBLER		
	FEB-2023	FLEX - FEB-2023	155.21
TOTAL FOR: SCOTT HUEBLER			155.21
SHO	SHORELINE INSPECTION SERVICE LLC		
	JAN-2023	MECHANICAL & PLUMBING PERMITS - JAN-2023	1,873.90
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			1,873.90
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	8069220027	COPY PAPER, CLEANING WIPES, BINDER, PENCILS	71.62
	8069361480	PTOWEL/FILTERS/TONER	44.75
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			116.37
BOO	THE BOOTSTRAP BOYS		
	STATEMENT	PERFORMANCE/BOOTSTRAP BOYS - 1.19.23	600.00
TOTAL FOR: THE BOOTSTRAP BOYS			600.00

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 02/24/2023 - 02/24/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF FEBRUARY 28, 2023

Vendor Code	Vendor Name	Description	Amount
SMO	THE SMOKIN DOBROLELES		
	STATEMENT	MUSIC/TRUCK DRIVER BINGO - FIRST FRIDAY 3.3.2	800.00
TOTAL FOR: THE SMOKIN DOBROLELES			<u>800.00</u>
FOSTER	THOMAS FOSTER		
	CONTRACT	SOUND ENGINEER - GNARLY HEIFER 2.25.23	150.00
TOTAL FOR: THOMAS FOSTER			<u>150.00</u>
UNI	UNITED GROUP PROGRAMS, INC.		
	28101 - MAR-202 WRAP - MAR-2023		4,620.86
TOTAL FOR: UNITED GROUP PROGRAMS, INC.			<u>4,620.86</u>
USBANK	US BANK		
	2234315	BOND INTEREST	9,487.00
TOTAL FOR: US BANK			<u>9,487.00</u>
WHIVE	WHITEHALL VENTURES INC		
	FEB-2023	LEASE - DT RESTROOMS - FEB-2023	145.00
TOTAL FOR: WHITEHALL VENTURES INC			<u>145.00</u>
TOTAL - ALL VENDORS			161,536.85

Muskegon Central Dispatch 9-1-1
Muskegon County, Michigan

REPORT ON FINANCIAL STATEMENTS
(with required supplementary information)

September 30, 2022



FULL AUDIT
AVAILABLE FOR
REVIEW AT
CITY HALL.

As management of Muskegon Central Dispatch 9-1-1, we present to the readers of the Organization's financial statements this overview and analysis of the financial activities of Muskegon Central Dispatch 9-1-1 for the fiscal year ended September 30, 2022. We encourage you to consider the information presented in these financial statements along with the additional information that has been furnished in this letter.

FINANCIAL HIGHLIGHTS

- At the close of the fiscal year, the Organization had total assets/deferred outflows of resources of \$30,289,337 and total liabilities/deferred inflows of \$24,482,519, leaving net position of \$5,806,818.

OVERVIEW OF THE FINANCIAL STATEMENTS

This report consists of three parts - *management's discussion and analysis (this section), the basic financial statements, and required supplementary information*. The basic financial statements include information that presents two different views of the Organization.

- The first column of the financial statements includes information on the Organization's General Fund under the modified accrual method. These financial statements focus on current resources and provide a detailed view about the Organization's sources and uses of funds.
- The "Adjustments" column of the financial statements represents adjustments necessary to convert the modified accrual statements to the government-wide financial statements under the full accrual method.
- The third column provides both long-term and short-term information about the Organization's overall financial status. The "Statement of Net Position" and the "Statement of Activities" provide information about the activities of the Organization as a whole and present a longer-term view of the Organization's finances.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements.

Government-wide Financial Analysis

The first table presented below is a summary of the government-wide statement of net position for the Organization. The net position may be used as an indicator of a government's financial health. As of September 30, 2022, the Organization's net position totaled \$5,806,818.

In examining the composition of net position, the reader should note that a portion of governmental activities' net position is invested in capital assets (i.e., equipment). These assets are used to provide services to the Organization's members, and they are not available to pay salaries, operational expenses or fund capital projects. Certain other net position is shown as restricted, meaning that it is subject to external restrictions on how it may be used. The unrestricted net position for governmental activities actually depicts a balance of \$3,914,317. This represents the amount of discretionary resources that can be used for general governmental operations.

Current assets and other assets increased due to the increase in net position. Capital assets increased due to significant computer and communication equipment upgrades and improvements that were begun during the year, as well as additional amounts recorded during the implementation of GASB Statement 87, *Leases*. Deferred outflows and inflows changed due to pension and other postemployment benefits related items. See Notes H and I of the "Notes to Financial Statements" of this report for additional information. Noncurrent liabilities increased due to debt associated with the computer and communications equipment upgrades and improvements, as well as additional amounts recorded during the implementation of GASB Statement 87, *Leases*.

Net Position

	<u>2022</u>	<u>2021</u>
Current assets and other assets	\$ 6,464,441	\$ 6,573,485
Capital assets	22,384,039	19,928,691
Total assets	<u>28,848,480</u>	<u>26,502,176</u>
Deferred outflows of resources	1,440,857	1,212,473
Total assets and deferred outflows of resources	<u>30,289,337</u>	<u>27,714,649</u>
Current liabilities	2,719,540	2,697,541
Noncurrent liabilities	20,992,841	19,218,087
Total liabilities	<u>23,712,381</u>	<u>21,915,628</u>
Deferred inflows of resources	770,138	351,333
Total liabilities and deferred inflows of resources	<u>24,482,519</u>	<u>22,266,961</u>
Net position		
Net investment in capital assets	1,892,480	1,686,194
Restricted	21	9,818
Unrestricted	3,914,317	3,751,676
Total net position	<u>\$ 5,806,818</u>	<u>\$ 5,447,688</u>

Change in Net Position

	<u>2022</u>	<u>2021</u>
Revenues		
Property taxes	\$ 1,468,991	\$ 1,428,634
Member assessments	1,254,157	1,217,624
Emergency telephone surcharge	4,745,088	4,588,555
Wireless surcharge	368,026	367,328
Wireless surcharge training	36,370	31,986
Intergovernmental revenues - State	42,037	112,648
Charges for services	255,734	289,919
Investment earnings	33,649	4,241
Other	4,074	4,081
Total revenues	<u>8,208,126</u>	<u>8,045,016</u>
Expenses		
Personnel	3,643,014	3,325,872
Maintenance and operations	1,168,142	1,134,218
Interest and fees	856,300	997,466
Depreciation and amortization	2,181,540	1,699,655
Total expenses	<u>7,848,996</u>	<u>7,157,211</u>
Change in net position	359,130	887,805
Net position at beginning of year	<u>5,447,688</u>	<u>4,559,883</u>
Net position at end of year	<u>\$ 5,806,818</u>	<u>\$ 5,447,688</u>

Property tax revenues increased slightly due to an increase in taxable values. Member assessments are based on population, taxable value and calls for service. They are charged to members' police and fire agencies in Muskegon County. For the current fiscal year, member assessments increased by approximately 3 percent. Individual member contributions are annually adjusted according to updated information applied to the formula noted above.

Emergency telephone surcharge revenues increased slightly due to a prior year voter-approved increase in the monthly surcharge. Intergovernmental revenues – State decreased due to less funding from the State of Michigan.

Personnel expenses increased due to inflationary increases in wages, additional overtime related to staffing shortage, and increased pension expense. Interest expenses decreased due to regularly scheduled debt payments. Depreciation and amortization increased due to additional fixed assets placed into service.

Financial Analysis of the Government's Funds

As stated earlier in this discussion and analysis, the Organization uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Organization has only one governmental fund, the General Fund.

The focus of the Organization's fund is to provide information on near-term inflows, outflows, and balances in spendable resources. Such information is useful in assessing the Organization's financing requirements. In particular, unassigned fund balances or the lack thereof, may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the 2022 fiscal year, the General Fund reported a fund balance of \$6,282,341, an increase of \$193,820. Fund balance restricted for wireless surcharge training costs was \$21 and fund balance assigned for capital purchases was \$5,084,221. The unassigned fund balance was \$1,100,000. Unassigned fund balance represents approximately 14 percent of General Fund expenditures and total fund balance represents approximately 78 percent of General Fund expenditures.

General Fund Budget

During the current fiscal year, the Organization made several amendments to its original budget. The most significant of those are listed below:

- The budget for overtime wages was amended from \$65,000 to \$332,000 to reflect the need for additional overtime as a result of high employee turnover.
- The budget for utilities was amended from \$20,000 to \$40,000 to reflect the use of the Organization's additional leased office space for the entire year.
- The budget for equipment rental was amended from \$70,000 to \$17,000 as there were not as many repairs needed as expected for the year.
- The budget for capital outlay was amended from \$681,250 to \$610,050 as certain capital projects were planned but not completed.

The following comments summarize the major variations from the final budget to actual revenues and expenditures.

- The emergency telephone surcharge was over budget by \$243,909 due to the growth in surcharge payments being higher than expected.
- Charges for services were under budget by \$95,725 due to reimbursements for capital purchases being included in the final budget.
- Salaries and wages was over budget by \$47,800 due to payroll expenditures accrued at year end not being included in the final budget.
- Building rental was over budget by \$38,346, as payments outside the regular amortization schedule, such as CAM and utilities, were not included in the final budget.
- Proceeds from long-term debt was over budget by \$88,720 as it was related to long-term software license obligations that were not identified until after year end.

Capital Assets

Muskegon Central Dispatch 9-1-1's investment in capital assets as of September 30, 2022 totaled \$22,384,039 (net of accumulated depreciation). This investment in capital assets includes equipment and furniture.

Capital Assets

	Governmental Activities	
	2022	2021
Capital assets, not being depreciated		
Land	\$ 1,111	\$ 1,111
Construction in progress	241,922	186,564
Total capital assets, not being depreciated	243,033	187,675
Capital assets being depreciated		
Communications equipment	18,744,235	19,984,995
Computer equipment	6,959,048	6,841,707
Office equipment and furniture	518,515	233,173
Right-to-use assets	4,025,945	-
Total capital assets, being depreciated	30,247,743	27,059,875
Less accumulated depreciation	(8,106,737)	(7,318,859)
Total capital assets, being depreciated, net	22,141,006	19,741,016
 Total capital assets, net	 \$ 22,384,039	 \$ 19,928,691

Significant projects for computer and communication equipment upgrades and improvements were completed during the year and related older assets were retired.

Additional information on the Organization's capital assets can be found in Note E of the "Notes to Financial Statements" of this report.

Long-Term Debt

At the end of the fiscal year, the Organization had total long-term debt outstanding of \$20,726,746 consisting of a note payable, installment agreements, lease obligations, and compensated absences.

Additional information on the Organization's long-term debt can be found in Note F of the "Notes to the Financial Statements" of this report.

In addition, the Organization also had a long-term net pension liability of \$2,003,517 and a net other postemployment benefits liability of \$287,418. Additional information on the Organization's and OPEB liabilities can be found in Notes H and I of the "Notes to the Financial Statements" of this report.

General Economic Overview

The Organization's revenues are comprised primarily of property taxes, member assessments from local units of government, and emergency telephone wire-line and wireless surcharges. For fiscal year 2022-2023, the Organization has budgeted member assessments to increase about 3 percent. Emergency telephone wire-line and wireless surcharges are budgeted to be approximately the same.

The personnel budget for fiscal year 2022-2023 includes an increase in salaries, wages, and fringe benefits in accordance with union contracts and an expected increase in required staffing. Overtime is budgeted to be approximately the same due to continuing issues with remaining fully staffed. The maintenance and operations portion of the budget is expected to be comparable to the prior fiscal year.

The capital outlay budget of \$1,200,000 for fiscal year 2022-2023 includes further improvements to the Organization's communication equipment and relocation and retrofitting of the backup dispatch center.

The debt service budget for fiscal year 2022-2023 is comparable to the prior year as debt payments are expected to follow regular amortization schedules going forward.

There are no other significant planned changes anticipated for the operation of the Organization.

Requests for Information

This financial report is designed to provide a general overview of Muskegon Central Dispatch 9-1-1's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Executive Director's Office at Muskegon Central Dispatch 9-1-1, 770 Terrace Street, Muskegon, MI 49440-1121 or by phone at (231) 722-3524.

Muskegon Central Dispatch 9-1-1
BALANCE SHEET—STATEMENT OF NET POSITION
September 30, 2022

	Balance Sheet - Modified Accrual	Adjustments	Statement of Net Position - Full Accrual
ASSETS			
Cash and investments	\$ 5,090,082	\$ -	\$ 5,090,082
Accounts receivable	1,167,035	-	1,167,035
Due from other governmental units	109,225	-	109,225
Prepaid items	98,099	-	98,099
Capital assets, net			
Nondepreciable	-	243,033	243,033
Depreciable	-	22,141,006	22,141,006
Total assets	6,464,441	22,384,039	28,848,480
DEFERRED OUTFLOWS OF RESOURCES			
Related to pension	-	1,042,159	1,042,159
Related to other postemployment benefits	-	398,698	398,698
Total deferred outflows of resources	-	1,440,857	1,440,857
Total assets and deferred outflows of resources	\$ 6,464,441	23,824,896	30,289,337
LIABILITIES			
Accounts payable	\$ 97,797	-	97,797
Accrued liabilities	54,729	512,600	567,329
Unearned revenues - prepaid member assessments	29,574	-	29,574
Noncurrent liabilities			
Due within one year			
Notes payable and other obligations	-	1,907,247	1,907,247
Compensated absences	-	117,593	117,593
Due in more than one year			
Notes payable and other obligations	-	18,584,312	18,584,312
Compensated absences	-	117,594	117,594
Net pension liability	-	2,003,517	2,003,517
Net other postemployment benefits liability	-	287,418	287,418
Total liabilities	182,100	23,530,281	23,712,381
DEFERRED INFLOWS OF RESOURCES			
Related to pension	-	577,234	577,234
Related to other postemployment benefits	-	192,904	192,904
Total deferred inflows of resources	-	770,138	770,138
Total liabilities and deferred inflows of resources			24,482,519
FUND BALANCE			
Nonspendable - prepaid items	98,099	(98,099)	-
Restricted for wireless surcharge training costs	21	(21)	-
Assigned for capital purchases	5,084,221	(5,084,221)	-
Unassigned	1,100,000	(1,100,000)	-
Total fund balance	6,282,341	(6,282,341)	-
Total liabilities, deferred inflows of resources, and fund balance	\$ 6,464,441		
NET POSITION			
Net investment in capital assets		1,892,480	1,892,480
Restricted for wireless surcharge training costs		21	21
Unrestricted		3,914,317	3,914,317
Total net position		\$ 5,806,818	\$ 5,806,818

The accompanying notes are an integral part of this statement.

Muskegon Central Dispatch 9-1-1
**STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE—STATEMENT OF ACTIVITIES**
 For the year ended September 30, 2022

	Revenues and Expenditures - Modified		Statement of Activities - Full Accrual
	Accrual	Adjustments	
REVENUES			
Property taxes	\$ 1,468,991	\$ -	\$ 1,468,991
Member assessments	1,254,157	-	1,254,157
Emergency telephone surcharge	4,745,088	-	4,745,088
Wireless surcharge	368,026	-	368,026
Wireless surcharge training	36,370	-	36,370
Intergovernmental revenues - State	42,037	-	42,037
Charges for services	255,734	-	255,734
Investment earnings	33,649	-	33,649
Other	4,074	-	4,074
Total revenues	8,208,126	-	8,208,126
EXPENDITURES/EXPENSES			
Current			
Personnel	3,560,638	82,376	3,643,014
Maintenance and operations	1,168,142	-	1,168,142
Debt service			
Principal	1,865,603	(1,865,603)	-
Interest and fees	897,700	(41,400)	856,300
Capital outlay	610,943	(610,943)	-
Depreciation and amortization	-	2,181,540	2,181,540
Total expenditures/expenses	8,103,026	(254,030)	7,848,996
Excess of revenues over (under) expenditures— change in net position	105,100	254,030	359,130
OTHER FINANCING SOURCES			
Long-term debt issued	88,720	(88,720)	-
Change in fund balance—net position	193,820	165,310	359,130
Fund balance—net position at beginning of year	6,088,521	(640,833)	5,447,688
Fund balance—net position at end of year	\$6,282,341	\$ (475,523)	\$5,806,818

The accompanying notes are an integral part of this statement.

Muskegon Central Dispatch 9-1-1
BOARD OF DIRECTORS
MEETING MINUTES
November 9, 2022

The November 9, 2022 Muskegon Central Dispatch 9-1-1 Board of Directors meeting held in the Community Room at Muskegon Central Fire was called to order at 13:32 by Mr. Chandler.

Members present: Anthony Chandler, Dir. Admin Services/Asst to City Admin, City of Norton Shores
Ed Viverette, Chief of Police, City of North Muskegon
Jennifer Hodges, Supervisor, Muskegon Charter Township
Tim Kozal, Public Safety Director, City of Muskegon
Scott Huebler, City Manager, City of Whitehall
Jared Olson, City Manager, City of Roosevelt Park
Mark Eisenbarth, Administrator, County of Muskegon
Jeff Auch, City Manager, City of Montague

Absent: Todd Dunham, Supervisor, Fruitport Charter Township
Troy Bell, City Manager, City of Muskegon Heights

Staff present: Jason Wolford, Executive Director, Muskegon Central Dispatch 9-1-1
Nick Martin, Deputy Director, Muskegon Central Dispatch 9-1-1
Drew Roesler, Operations Manager, Muskegon Central Dispatch 9-1-1
Bill Rensberger, Technology Director, Muskegon Central Dispatch 9-1-1

Others present: None

APPROVAL OF THE AGENDA

Moved by Mr. Eisenbarth, seconded by Mr. Auch, to approve the November 9, 2022 agenda. Motion carried.

MINUTES OF THE OCTOBER 12, 2022 MEETING

Moved by Mr. Olson, seconded by Ms. Hodges to approve the October 12, 2022 meeting minutes. Motion carried.

REPORTS

SEPTEMBER, 2022 FINANCIAL REPORTS

Not available at time of meeting. Staff working on year-end reports for the audit. Report will be presented at December meeting.

COORDINATING COMMITTEE MINUTES

Minutes were provided for information from the November 1, 2022 meeting.

DIRECTOR'S REPORT

As presented. Director Wolford reported that Text-to-911 went live this week. Notification to end users will be made soon after functionality has been proven. It was also reported that VoIP bills will be going out soon, with some of the revenues anticipated to go toward some equipment upgrades. Staff also experienced some radio interference issues recently that were tracked down to some faulty equipment involved in the BDA unit at the jail. MCD staff and county staff continue to investigate. Mr. Eisenbarth asked about warranty or service arrangements, and staff will be looking into that.

Technology Director also reported on the state of the shared services environment. We have been in discussions with several entities about joining the network, including Ravenna, Casnovia, and Blue Lake Township.

800 MHz PROJECT

Still finalizing VHF decommissioning.

SOFTWARE / MCT COMMITTEE

There was a brief discussion regarding the purchasing of some new printer units soon.

OLD BUSINESS

MPDS ProQa EMD PROJECT

Deputy Director Martin provided an update on the project after going live on the new system at the end of October. Meetings continue to verify configuration. Everything is going as anticipated, and staff is becoming more comfortable as the system gets more use.

BACKUP DISPATCH / DATA CENTER PROJECT

Draft lease agreement was presented. Mr. Huebler asked about the 3% fixed increase and the option for a CPI increase. Mr. Eisenbarth agreed to 3% fixed. Edits will be made. Director Wolford did mention there was money allotted in the FY2023 budget for this project.

Moved by Mr. Huebler, seconded by Mr. Auch to approve the proposed lease agreement with edits with Muskegon County, as presented with an initial amount not to exceed \$3600. Motion Carried.

NEW BUSINESS

UNION LETTER OF UNDERSTANDINGS

Director Wolford presented staffing study he compiled. After discussion, the Letter of Understandings were presented. Comparable's were discussed for both wages and call volume, as well as staffing trends over the past several years.

Moved by Mr. Huebler, seconded by Mr. Olson to approve proceeding with the ratification of the Telecommunicator and Supervisor Union letters of understanding, as presented. Motion carried.

COMMENTS

ADMINISTRATIVE

Director Wolford thanked the Board for their support for staff during these times. He advised we are all working hard to recruit, preserve, and recognize staff at MCD.

PUBLIC

None

NEXT MEETING

The next meeting will be held on Wednesday, December 14, 2022 at 1:30pm in the Muskegon Central Fire Community Room.

ADJOURNMENT

The meeting adjourned at 2:23 pm.

Respectfully submitted,

Nicholas Martin, Deputy Director

Date

Anthony Chandler, Chairman

Date

ATTACHMENT I

**WEST MICHIGAN METROPOLITAN TRANSPORTATION PLANNING PROGRAM
(WESTPLAN) POLICY COMMITTEE MEETING**

MEETING MINUTES

December 21, 2022

I. CALL TO ORDER

Chairperson Arter called the meeting to order at 1:30 p.m. A roll call was taken, and a quorum was present.

ATTENDANCE (Roll call)

A. Members Present

Kim Arter, Laketon Township, Chairperson
Susie Hughes, MATS
Jack Kennedy, Muskegon County Road Commission
Noah Crossno, City of Roosevelt Park
Luke Walters, MDOT
Scott Blease, Ferrysburg
Ryan Kelly Ottawa County- Township Rep
Kathy McNally, City of Grand Haven
Steven Salter, City of Whitehall
Roger Vanderstelt, Village of Fruitport
Bob Hires, City of Montague
Roger Bergman, Ottawa County
Brett Laughlin, Ottawa County Road Commission
Bonnie McGlothin, City of Muskegon Heights
Rachel Gorman, City of Muskegon

B. Members Not Present

Bill Mogren, City of North Muskegon
Roger Morgenstern, City of Norton Shores
Elmer Hoyle, Ravenna Township
Kevin McLaughlin, Harbor Transit
Wally Delamater, Village of Spring Lake (Non-Voting)
Andrew Sibold, FHWA (Non-Voting)
Rillastine Wilkins, Muskegon County Commissioner

C. Others Present

Ryan Gladding, MDOT
Jeff Marcinkowski, Fruitland Township

D. Staff Present

Brian Mulnix, WMSRDC
Joel Fitzpatrick, WMSRDC

I. APPROVAL OF PREVIOUS MINUTES

A motion was made and supported to approve the minutes from the October 2022 meeting. Motion approved. *M/S Salter/Hughes*

II. PUBLIC COMMENT

The WestPlan Public Participation Plan procedure was followed to achieve public participation for this meeting. No members of the public spoke.

III. TRANSPORTATION IMPROVEMENT PROGRAM

- A. FY2023-2026 TIP (Amendment 4)** - Mr. Brian Mulnix presented the proposed 2023-2026 TIP Amendment 4 as shown on the following page. A motion was made and supported to approve the amendment. Motion approved. *M/S Hughes/Blease*

IV. 2045 LONG RANGE PLAN UPDATE

- A.** Mr. Ryan Gladding gave an update on the LRTP process. A motion was made and seconded to approve the socio-economic data for the 2050 Long Range Transportation Plan. *M/S Bergman/Hughes*

V. NEW BUSINESS

- A.** Ms. Kim Arter and Mr. Jeff Marcinkowski spoke about seeking support for efforts to have paved shoulders added to Scenic Drive between Fenner Rd and Duck Lake Road. Staff will work with Ms. Arter and Mr. Marcinkowski to present a packet of information for the January Policy meeting.

VI. MPO ROUNDTABLE

- Ms Arter thanked Ms Susie Hughes for her years of public service.

VII. PUBLIC PARTICIPATION

The WestPlan Public Participation Plan procedure was followed to achieve public participation for this meeting. No members of the public spoke.

VIII. ADJOURN- Meeting adjourned at 1:57 p.m.

WHITE LAKE FIRE AUTHORITY
White Lake Fire Authority Station #1
1300 Delaney, Whitehall, MI 49461
January 17th, 2023 at 7:00 p.m.
MEETING MINUTES

The meeting was called to order at 7:00 p.m. by Board Member Beegle.

Present: Jeff Holmstrom, Denny Kroll, Melissa Beegle, Norm Kittleson, Jeff Marcinkowski, Jim Konieczny

Absent: None

Also Present: Chief Pete McCarthy, Administrative Assistant Hailey Blohm, and members of the department

AGENDA

Motion by Board Member Kroll, seconded by Board Member Holmstrom to approve the agenda. Motion Carried.

CONSENT AGENDA

- a. **Minutes – December 18th Meeting**
- b. **December Financial Report- Equipment- 15,997.66 General- 27,1820.86**

Motion by Board Member Holmstrom, seconded by Board Member Kroll to approve the Consent Agenda as submitted.

ROLL CALL VOTE:

Ayes: Holmstrom, Kroll, Kittleson, Beegle, Marcinkowski, Konieczny

Nays: None

Absent: None

Motion Carried

NEW BUSINESS

- a. **Insurance Opt Out-** Chief McCarthy advised the board that a new full-time member of the authority opted out of insurance and wanted clarifications regarding that.
- b. **Meeting Date Changes-** Chief McCarthy advised that there was no longer a meeting date change. The issue was resolved.
- c. **Paid On Call FF Coverage-** Chief McCarthy advised that he looked into what the fire department's insurance covered for Paid On Call Firefighters responding to and from the station and calls in their personal vehicles. He advised the board that there is coverage to protect them.

OLD BUSINESS

- a. **ISO Question-** Chief McCarthy responded to a board members question regarding a word in the ISO document, as he had gotten an explanation and relayed that to the board.
- b. **BS&A Update-** Chief McCarthy advised that BS&A 's timeline was longer than expected. Due to the authority's size, the timeline can hopefully be decreased.
- c. **Election of officers-** Chief McCarthy advised that the issue would need to be postponed until a resolution could be agreed upon.

Motion by Board Member Beegle to open the election of officers at 7:33 p.m.

ROLL CALL VOTE:

Ayes: Holmstrom, Kroll, Beegle, Kittleson, Marcinkowski, Konieczny
Nays: None
Absent: None
Motion Carried

Motion by Board Member Kroll, seconded by Board Member Konieczny to appoint Board Member Marcinkowski as Chair.

ROLL CALL VOTE:

Ayes: Kroll, Marcinkowski, Konieczny
Nays: Holmstrom, Beegle, Kittleson
Absent: None
Motion Not Carried

Motion by Board Member Holmstrom, seconded by Board Member Kittleson to appoint Board Member Beegle as Chair.

ROLL CALL VOTE:

Ayes: Holmstrom, Beegle, Kittleson
Nays: Kroll, Marcinkowski, Konieczny
Absent: None
Motion Not Carried

Motion by Board Member Beegle to close the election of officers at 7:34 p.m.

Motion by Board Member Kroll, seconded by Board Member Konieczny to postpone the conversation about appointing a Board Member as Chair.

ROLL CALL VOTE:

Ayes: Kroll, Marcinkowski, Konieczny, Holmstrom, Beegle, Kittleson
Nays: None
Absent: None
Motion Carried

- d. **Capital Apparatus Update-** Chief McCarthy advised that there was a date for the mini pumper. It is expected May 9th.

- e. **Audit Update-** Chief McCarthy advised that the audit would begin at the end of January, earlier than previous years due to Brickley DeLong's workload. Chief McCarthy prefers that to be completed sooner than later, so he saw this as a positive change.
- f. **Self-Contained Breathing Apparatus-**
 - i. New packs are in service.
 - ii. Old air packs have been donated to 3 different departments. One locally and two in the UP. Chief McCarthy is working with the UP departments on transport.
- g. **Work Sessions**
 - i. Articles of Incorporation will be being discussed over the next several board meetings.

Motion by Board Member Beegle, seconded by Board Member Holmstrom to update the Articles of Incorporation language and solidify 15 years instead of 30 years.

ROLL CALL VOTE:

Ayes: Holmstrom, Kroll, Beegle, Kittleson, Marcinkowski, Konieczny
Nays: None
Absent: None
Motion Carried

- ii. Millage/Equipment Replacement

Motion by Board Member Holmstrom, seconded by Board Member Beegle for the millage renewal.

ROLL CALL VOTE:

Ayes: Holmstrom, Kroll, Beegle, Kittleson, Marcinkowski, Konieczny
Nays: None
Absent: None
Motion Carried

BOARD COMMENTS

General comments.

ADJOURNMENT

Board Member Kroll motioned, seconded by Board Member Beegle to adjourn the meeting at 8:37 p.m. Motion Carried.

Respectfully Submitted,

Peter C. McCarthy, Fire Chief

annual report

2022



The Commission's mission is to "promote and foster regional development in West Michigan through cooperation amongst local governments and regional partners."

Why/How/What Statements

The following statements were developed by the Commission staff in the spring of 2020 as an organization-wide project to expand upon the Commission's mission statement. "We" in the statements refer to the Commission and its staff.

WHY do we do what we do?

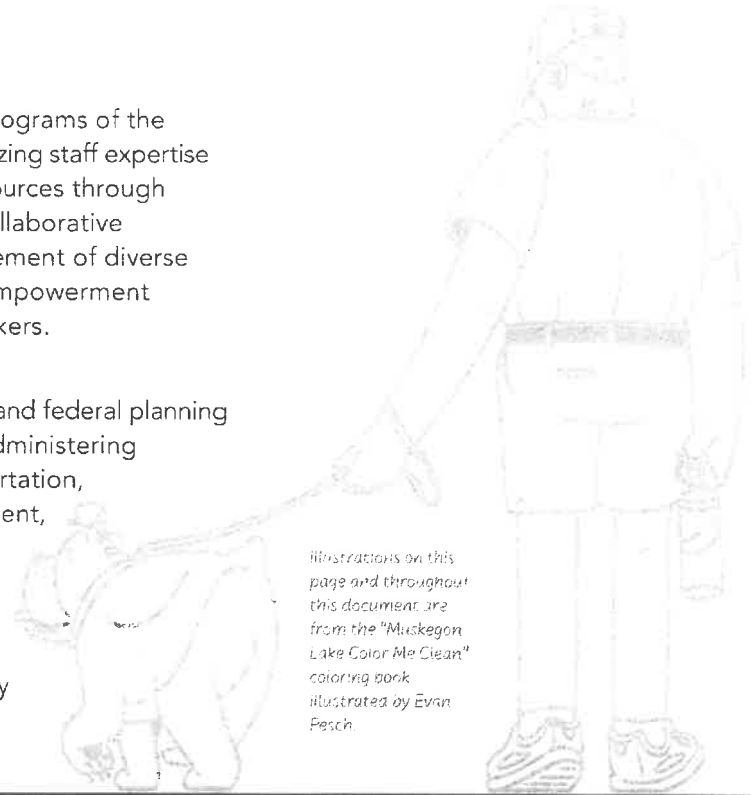
We believe that West Michigan is an amazing place with tremendous opportunity, and that regional planning improves the quality of life for all West Michigan residents. Therefore, we are passionate about helping the region reach its full potential and committed to do our part to make a difference in the place we call "home."

HOW do we do it?

By leveraging the programs of the Commission and utilizing staff expertise to provide local resources through cross jurisdictional collaborative partnerships, involvement of diverse stakeholders, and empowerment of local decision makers.

WHAT do we do?

Perform local, state, and federal planning functions through administering programs in transportation, economic development, environmental, and local government services that provides funding and project eligibility to our region.



illustrations on this page and throughout this document are from the "Muskegon Lake Color Me Clean" coloring book illustrated by Evan Pesch.

equity statement

The Commission defines equity as the intentional inclusion of everyone in society. Equity is achieved when systemic, institutional, and historical barriers based on race, gender, sexual orientation, and other identities and abilities are dismantled and no longer predict socioeconomic, education, and health outcomes.

The Commission recognizes structural racism and other forms of oppression have contributed to persistent disparities which the Commission seeks to dismantle within its region. The Commission strives to engage community members, especially

those whose voices have traditionally been marginalized. The Commission works with local governments, residents, and public and private partners to provide resources, support, and opportunities that create prosperous and thriving communities for all citizens.

The Commission also strives to provide a work environment that recognizes individual differences, is free from discrimination, and is respectful of the rights and dignity of all individuals. The Commission has built its reputation on the

foundations of excellence and integrity, and expects its employees to exhibit behaviors consistent with these standards.

Therefore, the Commission commits to leveraging our resources and assets to create more equitable communities through the programs it administers, as well as to develop racially conscious partnerships and processes that anticipate unintended outcomes to ensure the inclusion of all people in the region and organization.

Director's message

Dear Friends,

It is a pleasure to share with you the progress of the National Park Service's efforts to protect and restore the natural resources of our national parks and monuments. The Service has made significant progress in the past year, and we are committed to continuing our work in the future.

The Service has been successful in protecting the natural resources of our national parks and monuments. We have been able to protect the natural resources of our national parks and monuments from the effects of climate change, air pollution, and other threats.

We have also been successful in restoring the natural resources of our national parks and monuments. We have been able to restore the natural resources of our national parks and monuments to their original state, and we are committed to continuing our work in the future.

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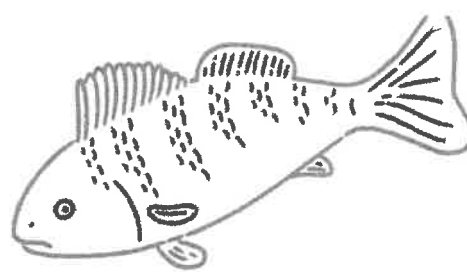
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environmental



Lake Michigan Rivers and Coastal Wetlands Regional Partnership

In 2020, WMSRDC entered the Lake Michigan Rivers and Coastal Wetlands Regional Partnership with the National Oceanic and Atmospheric Administration (NOAA). This partnership offers up to \$14 million for fish passage and stream habitat restoration projects through 2025.

In 2021, three projects were selected for funding. 2022 saw each of the projects move forward towards the end of the engineering and design phase. The Little Cedar Creek implementation phase will replace two road stream crossings in the Little Cedar Creek watershed and has already restored 500 feet of in-stream habitat. The White River project will replace three road stream crossings in Swinton Creek and one in Cushman Creek and restore 1,000 feet of in-stream habitat in Swinton Creek.

The Stony Creek project at Marshville Dam Park includes dam remnant removal, removal of two old bridges and three culverts, a bridge replacement, and 500 feet of in-stream habitat replacement. Project partners for the three projects include Muskegon County Road Commission, Oceana County Road Commission, Grand Valley State University Annis Water Resources Institute, Conservation Resource Alliance,

Oceana County Parks, watershed groups, and private landowners.

Muskegon Lake Area of Concern

All the hard work and dedication that has gone into the Muskegon Lake AOC was highlighted at the Annual Great Lakes Area of Concern Conference held in Muskegon in May. The conference was a huge success and allowed WMSRDC to share the efforts taken to restore important aquatic resources.

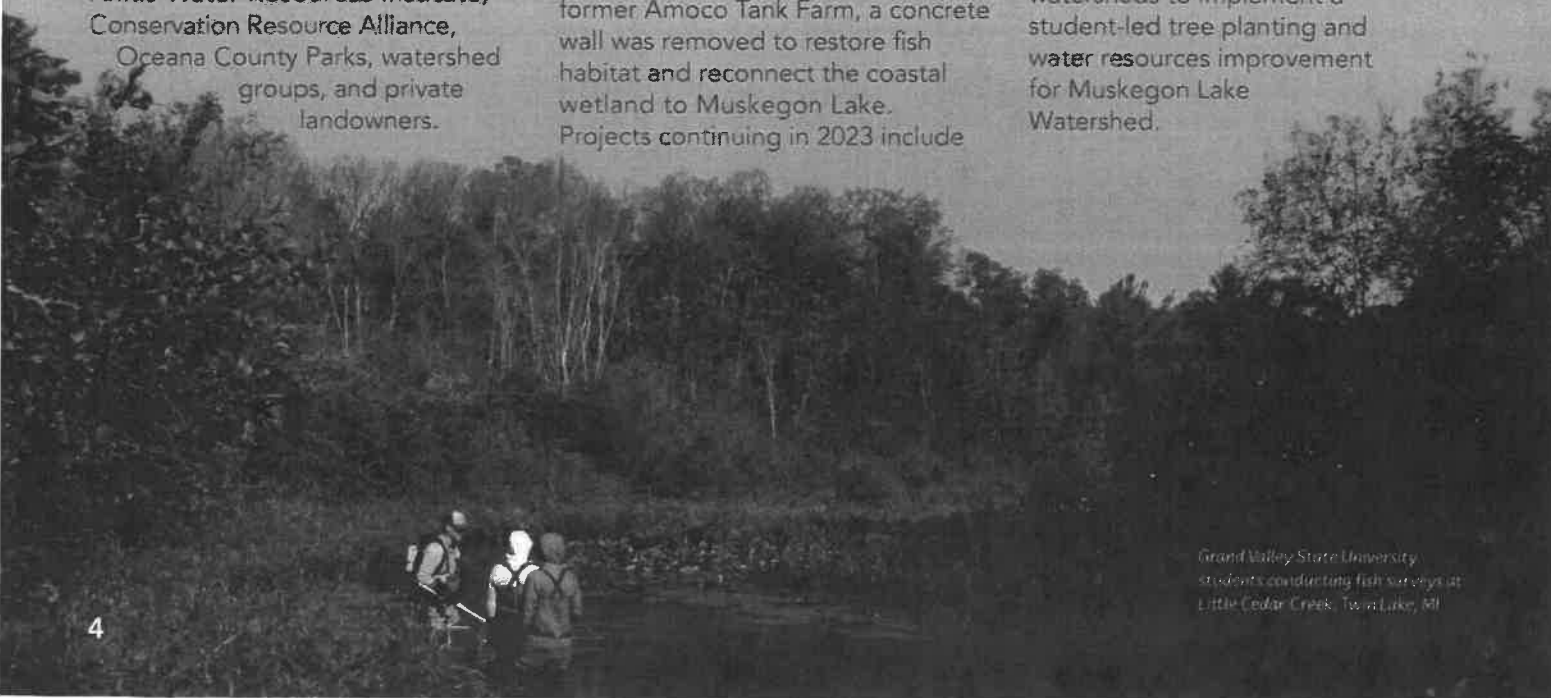
2022 saw the close and final reporting for six projects under WMSRDC's partnership with the Great Lakes Commission and NOAA through funding from the Great Lakes Restoration Initiative (GLRI). These projects included ecological monitoring at previously restored sites around Muskegon Lake, the development of a fluid long term maintenance plan for Muskegon Lake on the Muskegon Lake Watershed Partnership website, restoration at Heritage Landing to repair erosion damage completed in 2020, restoration at Vets Park for fish habitat and hydrologic reconnection completed in 2020, and the Lower Muskegon River (LMR) and Amoco restoration projects completed in 2022. At LMR, an old celery farm was restored to wetland habitat, then reconnected to the river restoring 53 acres of lost riparian wetland. At the former Amoco Tank Farm, a concrete wall was removed to restore fish habitat and reconnect the coastal wetland to Muskegon Lake. Projects continuing in 2023 include

long term monitoring of the Amoco site, a shoreline restoration project at the Boys and Girls Club, and the wrap up of efforts at the Muskegon Lake Nature Preserve, which included over 17 acres of habitat restoration and enhancement for the benefit of the public and to meet the needs of the AOC.

Reforestation for Restoration, Resilience, and Recreation

WMSRDC completed a grant with the Muskegon River Watershed Assembly and the USFS to plant about 400 trees and 40 seedlings within the Muskegon River Watershed. WMSRDC partnered with the cities of Roosevelt Park, Fremont, and Muskegon along with Cedar Creek and Dalton Township to select locations for the plantings. The trees will control up to 28,000 gallons of stormwater within the Muskegon River Watershed.

As a partnering member of the MLWP, WMSRDC has been awarded funding for Muskegon Lake Watershed Partnership Student & Neighborhood Engagement from EGLE under Watershed Council Support. The project will include partnering with schools and neighborhood associations in the Ryerson and Four Mile Creek watersheds to implement a student-led tree planting and water resources improvement for Muskegon Lake Watershed.



Grand Valley State University students conducting fish surveys at Little Cedar Creek, Twin Lake, MI

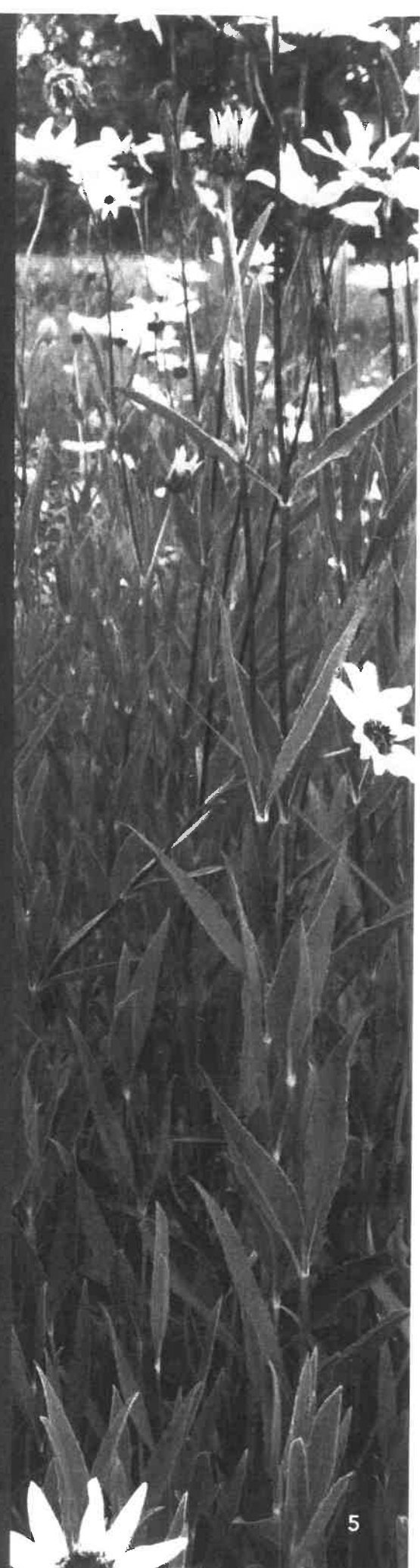
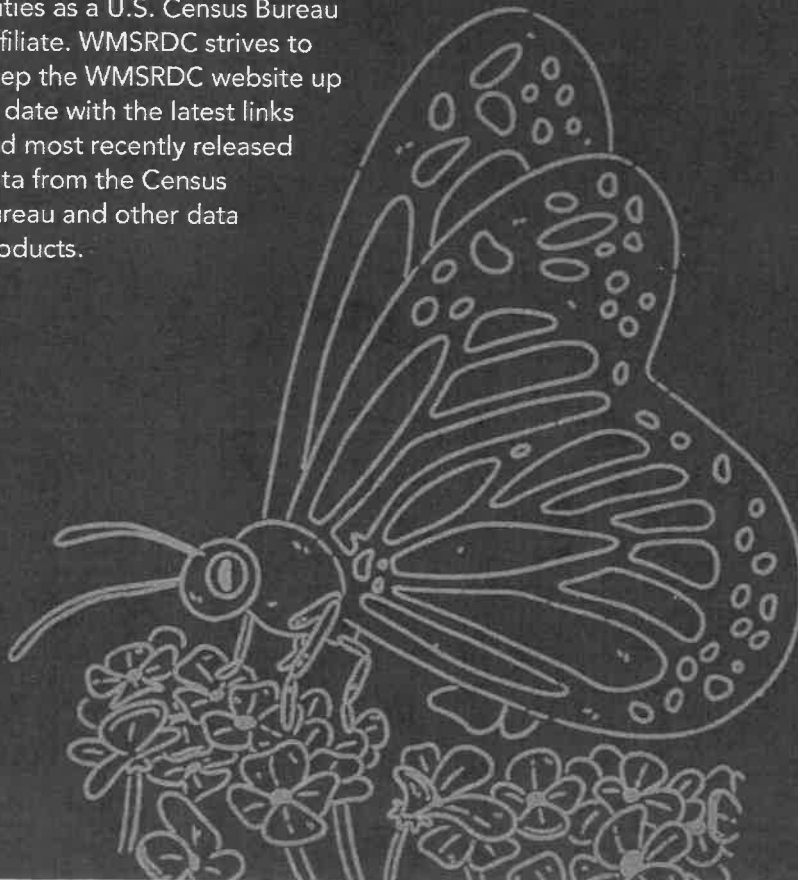
air quality and communications

Clean Air Action

WMSRDC continued to be an active partner of the West Michigan Clean Air Coalition (WMCAC). Formed over twenty-five years ago, the WMCAC remains a strong partnership of business, academic institutions, government agencies, industry, and non-profit organizations in Muskegon, Kent, and Ottawa counties. These partners work together to achieve cleaner air in the region through the education and promotion of voluntary emission reduction activities. Among other outreach activities, an extensive television public education campaign continued in 2022 highlighting voluntary actions people can take on Clean Air Action days. During the 2022 season actions were taken to produce a commercial with meteorologists from each local television station network (WZZM TV 13, WOOD TV 8, and WXMI Fox 17) in the West Michigan viewing area. WMSRDC staff came up with the concept, wrote the script, and garnered participation from the three television stations. This commercial will be used to promote the actions that should be taken during Clean Air Action days and aired on each station involved, streaming television, and social media, etc. The annual Clean Air Action kick-off picnic was held at Johnson Park in Grand Rapids on June 23. Staff at WMSRDC also contributed to help plan WMCAC Steering Committee meetings and served as President of the Muskegon County Environmental Coordinating Council. Longtime Air Quality and Communications Program Manager, Amy Haack retired from her position at WMSRDC at the end of 2022 after nearly 29 years of service.

U.S. Census Affiliate

WMSRDC continued to fulfill its duties as a U.S. Census Bureau Affiliate. WMSRDC strives to keep the WMSRDC website up to date with the latest links and most recently released data from the Census Bureau and other data products.



economic development

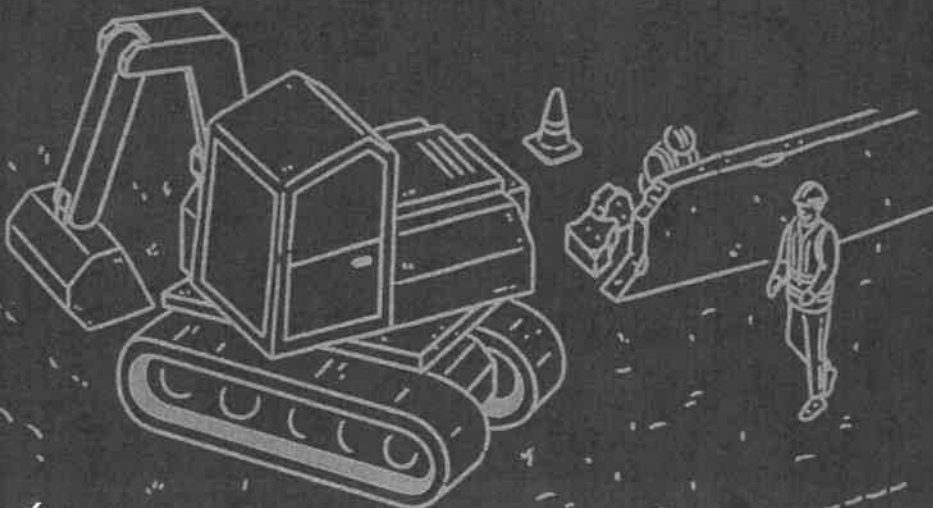
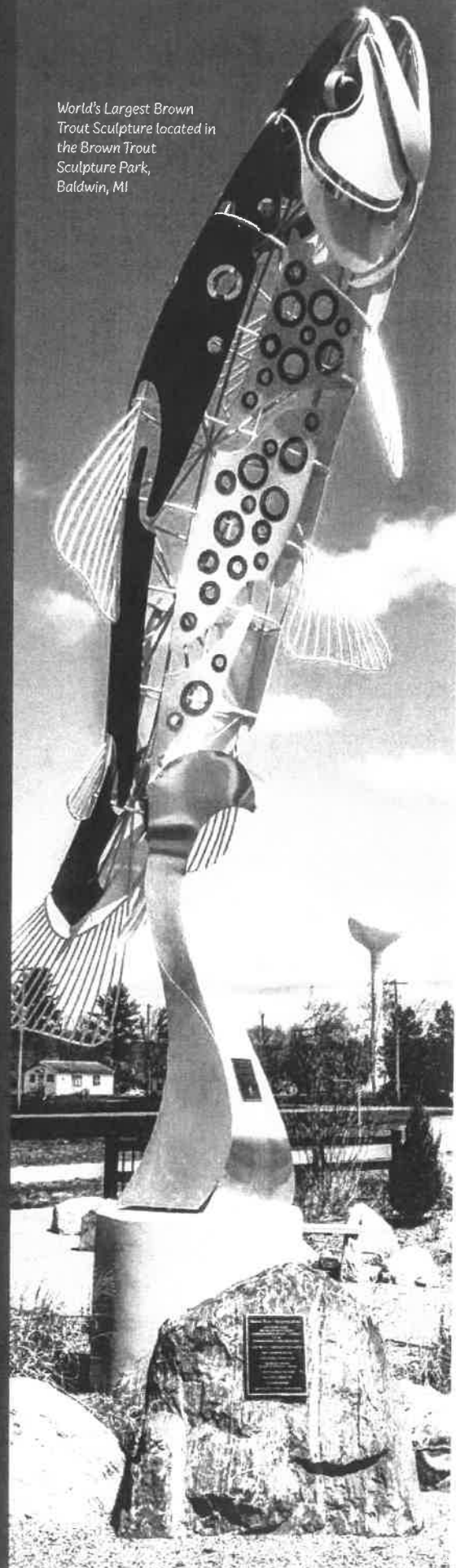
The WMSRDC economic development program exists to promote and foster regional economic prosperity and resilience through the preparation, maintenance and implementation of the region's Comprehensive Economic Development Strategy (CEDS). In 2022, WMSRDC continued its mission through implementation of the CEDS. The CEDS Strategy Committee convened quarterly to share economic news and events throughout the region, and WMSRDC staff also utilized the CEDS Committee to distribute information regarding potential funding opportunities and resources.

A core component of the WMSRDC economic development program is to provide economic development technical assistance to local communities. This includes helping communities navigate the EDA grant application process; from vetting ideas, to crafting applications, to accepting and managing grants. WMSRDC assisted numerous communities in pursuit of EDA funding opportunities in 2022. Success was found in helping the City of Hart receive an EDA award to improve wastewater infrastructure, and in helping Oceana County receive a grant to study the Oceana County workforce training and economic diversification. With additional project applications nearing submittal at the end of 2022, WMSRDC will continue providing economic development assistance to local communities in 2023 and beyond.

CARES Act Planning Grant

In 2020, WMSRDC accepted a special EDA planning grant to help the region respond and recover from the COVID-19 pandemic. Efforts under this grant concluded at the end of 2022. The following accomplishments were reached through this funding: office upgrades to help adapt to working conditions resulting from the pandemic; a regional economic pandemic response and recovery plan; hire additional staff, and initiate broadband planning and technical assistance efforts. More specifically, WMSRDC made a concerted effort to coordinate and facilitate broadband planning throughout the WMSRDC region. County-level broadband representatives were identified, and an ad-hoc regional broadband committee was organized to encourage local networking between counterparts and facilitate the exchange of information regarding broadband opportunities and resources as they become available. WMSRDC will carry forward broadband planning and facilitation into 2023 under the Commission's usual economic development planning and technical assistance activities.

World's Largest Brown Trout Sculpture located in the Brown Trout Sculpture Park, Baldwin, MI



rural transportation

Asset Management

In a typical year, WMSRDC staff, along with MDOT and a county road commission employee, collects condition information for approximately half of all the federal aid roads within Region 14 as well as northern Ottawa County. The data collection effort requires the collection of three items: road condition rating, surface type, and the number of lanes.

After two years of disruptions caused by COVID-19 restrictions, the data collection process returned to a more normal manner in 2022. WMSRDC staff successfully completed ratings on 100% of the federal aid eligible roads within Lake, Mason, Oceana, Newaygo, Muskegon, and northern Ottawa Counties.

In addition to rating the Federal Aid roads, WMSRDC staff also rated several municipality's local roads.

During 2022, staff rated local roads for the City of Whitehall, City of Montague, City of Grand Haven, and the City of Roosevelt Park.

Four staff members attended the fall Asset Management Conference which was held in Traverse City on September 28. Highlights included presentations on asset management best practices as well as discussions on using asset management for sustainability and resiliency.

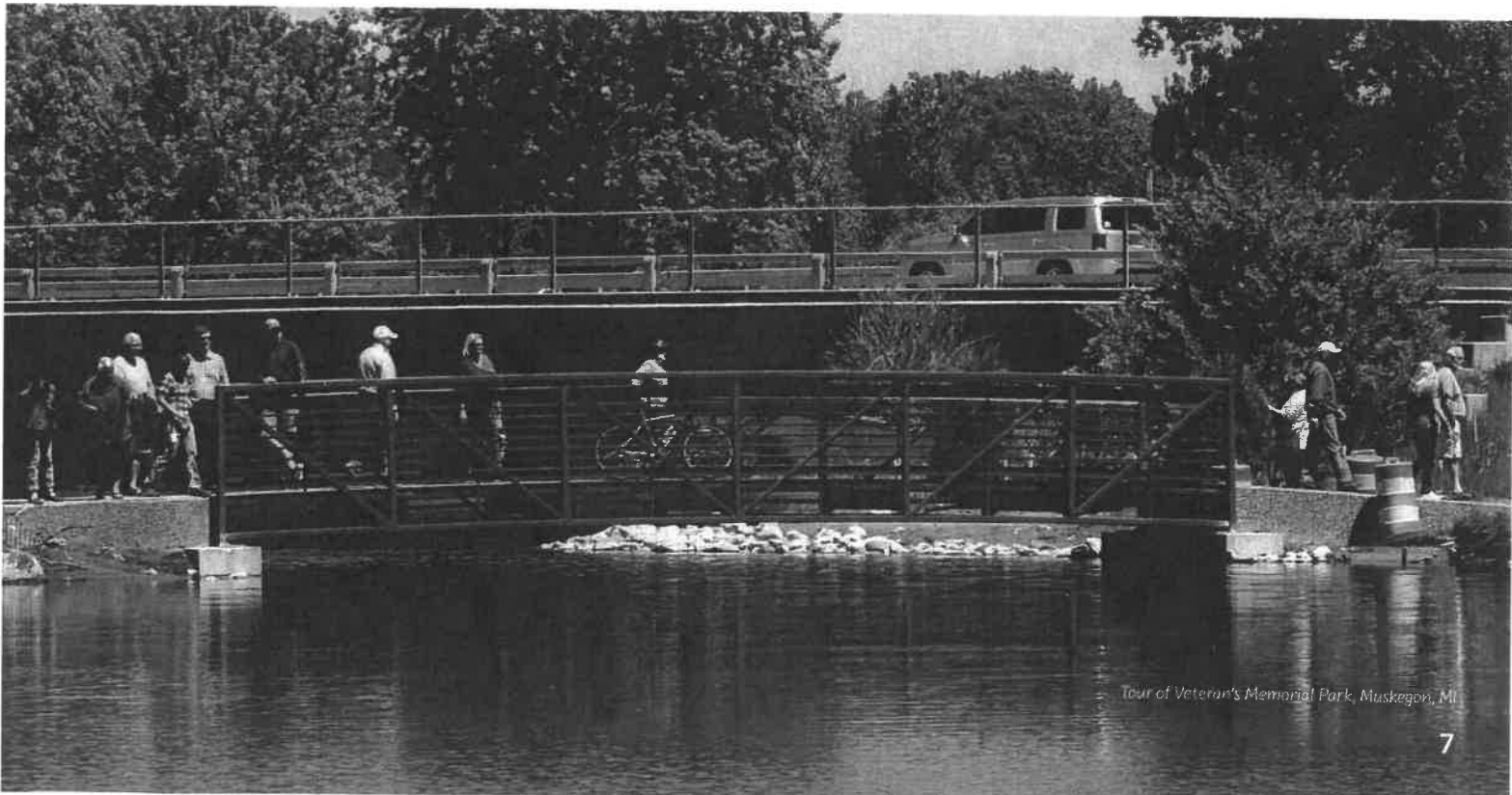
Rural Task Force Update

2022 was a busy year for the Region 14 Rural Transportation Task Force. The committee had met in December of 2021 to choose projects for fiscal years 2023-2026. These projects totaled approximately \$3.5 million of federal and state funding that the committee receives each year. With the passage of the Bipartisan Infrastructure Law (BIL), the committee received significantly

more funding. Committee members met multiple times in the spring to allocate this money to important transportation projects.

The Region 14 Rural Transportation Task Force met once again in December 2022 to finalize projects for FY2023. With the new funding provided through the BIL the Task Force receives approximately \$5 million in combined federal and state funding per year.

Typical projects include road construction, road maintenance, and transit capital purchases. The West Michigan Shoreline Regional Development Commission (WMSRDC) assists in the administration of the Rural Transportation Task Force for the counties of Muskegon, Oceana, Newaygo, Lake, and Mason.



Tour of Veteran's Memorial Park, Muskegon, MI

metropolitan planning organization

2022 Metropolitan Transportation Planning Program

The West Michigan Metropolitan Transportation Planning Program (WestPlan) is the federally designated Metropolitan Planning Organization (MPO) for Muskegon County and parts of Northern Ottawa County. The MPO is responsible for the planning and programming of projects and studies throughout the MPO area and administers a comprehensive transportation planning program to assist in planning for state and federal transportation funding for road and transit improvements. Formed under federal legislation in 1973, the MPO continues to exist under ever changing federal transportation bills. Member road and transit agencies are represented through the MPO Technical and Policy Committees, which make up the structure of the MPO while WMSRDC serves as staff to these committees. Through these committees, along with valuable input from the public, the MPO develops long and short range plans that improve and enhance the transportation network in the region and beyond to neighboring MPO's. These plans are crucial for allocating federal transportation dollars into local projects.

2023-2026 Transportation Improvement Program

In FY2022, the MPO adopted the FY2023-2026 Transportation Improvement Program (TIP). Approval came at the local level as well as from the Michigan Department of Transportation (MDOT) and the Federal Highway Administration (FHWA). With this approval, federal and state agencies have concurred that the plan is in compliance with requirements outlined in federal transportation legislation. Throughout the process of developing the plan, commission staff worked closely with the WestPlan Technical and Policy Committees, as well as state and federal partners. The TIP covers a four-year span of project programming for the WestPlan area. The TIP includes federally funded transportation projects that will be completed in Muskegon County and Northern Ottawa County. Projects identified in the TIP are primarily road construction type projects, which are generally either reconstruction or resurface projects. There are also transit and marketing projects, as well as non-motorized and Congestion Mitigation Air Quality (CMAQ) projects that include signal projects, bus purchases, and trail projects. Projects in the plan are constantly updated and amended through the MPO process. The MPO brings the changes to the Technical and Policy Committees who meet monthly to approve the requests. MPO meetings are open to the public and are attended by representatives from all road and transit agencies in the MPO area. State and federal agencies also have seats on the committees and review all amendments. The current TIP lists over 160 projects with well over \$100,000,000 of planned investments in Muskegon and Northern Ottawa Counties.

2050 Long Range Plan Development

MPO staff started the process of developing the 2050 Transportation Long Range Plan (LRP) for the MPO. The current plan (2045) and is set to expire in 2024. Baseline population and employment data was updated and approved by MPO committees in FY2022. This data will serve as a basis for modeling the new plan. The Long Range Plan is a federally mandated document that provides for a multi-jurisdictional, multi-year look at the Muskegon and Northern Ottawa area and the future transportation system. Used as a guide for investment of public funds, the document plans for 20+ years of strategy and capital improvements to the transportation system within the MPO area.



Citizen enjoying the Hart Montague Bicycle Trail beginning in Whitehall and ending in Hart, MI.

local government services

One role of WMSRDC is to support the planning responsibilities of local governments. Doing so in a respectable and affordable manner helps foster local support for the commission. It also helps promote a regional mindset and collaborative environment. In 2022, WMSRDC had a full slate of local government activities:

Oceana County Planning:

WMSRDC was engaged in a wide range of initiatives in Oceana County, including economic development technical assistance, transportation planning, environmental planning, and community development. WMSRDC began working with Oceana County's planning commission and parks and recreation commission to update the county's master and recreation plans, both of which are expected to be completed in fall of 2023.

Newaygo County

Recreation Plan:

WMSRDC guided the Newaygo County Parks and Recreation Commission through the process of conducting a five-year update of the county's recreation plan.

White River Economic Impact

Assessment: WMSRDC is the fiduciary for an effort, led by a subcommittee of the White River Watershed Collaborative, to assess the value of the White River to communities it touches in the counties of Oceana, Newaygo, and Muskegon. In this role, WMSRDC staff applied for and received three community foundation grants to fund the assessment. This effort began in 2022 and is expected to come to fruition in July 2023.

Hazard Mitigation:

WMSRDC is updating the Hazard Mitigation Plans for the counties of Oceana, Lake, and Mason. These plans are required to be updated every five years and are required for communities to access certain types of pre-disaster and post-disaster hazard mitigation funding. The plan updates will be completed in the fall of 2023.

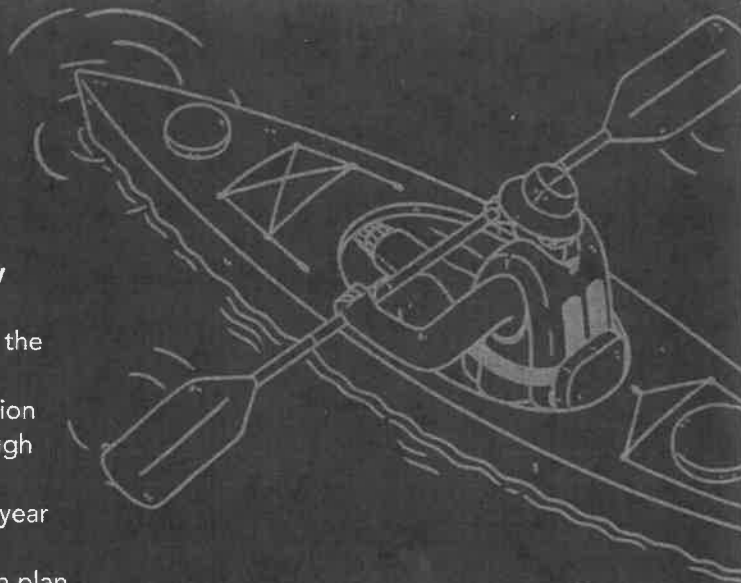


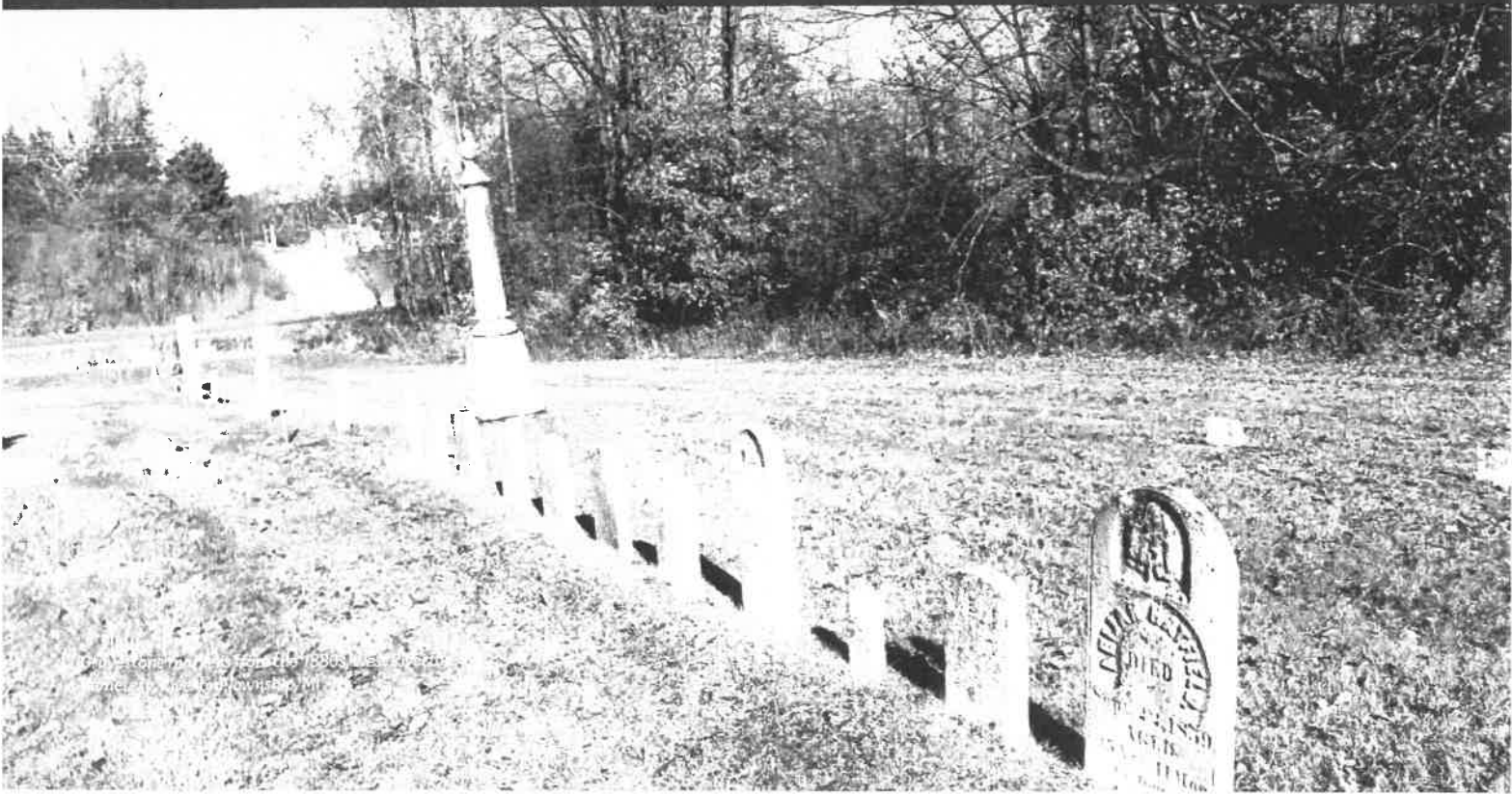
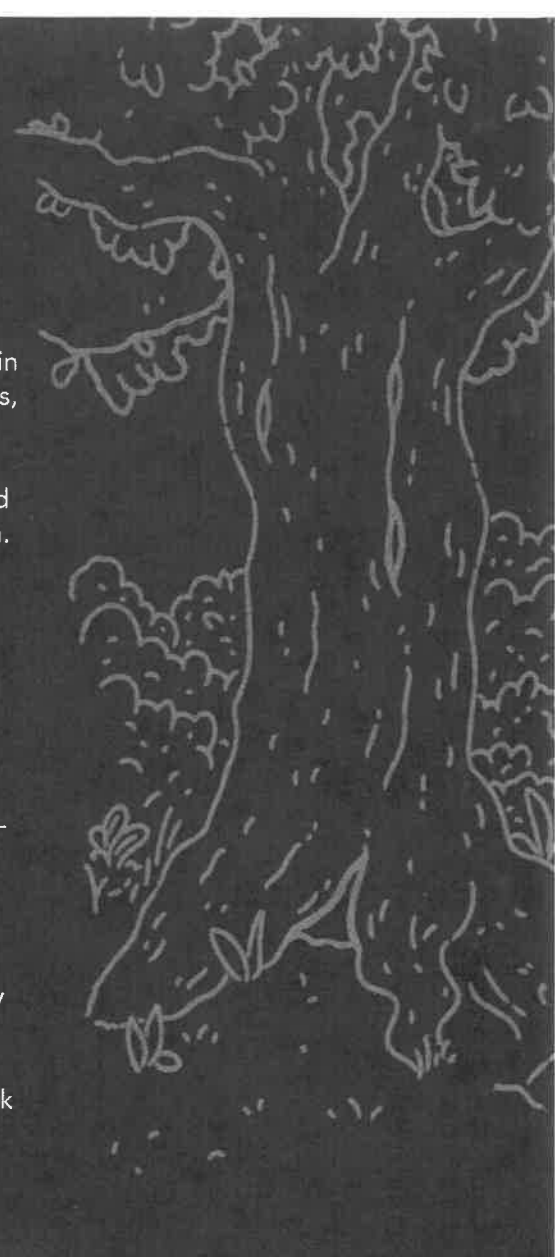
Photo by Desola Larre-Ologun on Unsplash

GIS (geographic information systems)

WMSRDC's GIS (Geographic Information Systems) program saw several new projects in 2022. Work is finishing up on a project for the Oceana County Drain Commission. WMSRDC updated and corrected the county's drain lines and drain districts. Some of these were drawn from descriptions written in the early 1900's, while others were gathered from consultants who have worked to certify the correct and current districts and drainage routes. The accuracy of this data can affect drain maintenance and figuring taxation for drain upkeep. The completed layers will be used by the Drain Commission's office and the County GIS system. Oceana County has approximately 111 separate drains and drain districts.

Cemeteries

The GIS department has also worked to map two cemeteries in Mason County. The townships of Free Soil and Riverton in Mason County have contracted with WMSRDC to digitize all of their existing paper documents and death records and create an accurate map of the cemeteries' locations, roads, lots, and graves. Pictures were also taken of all the headstones and an online map was created for township officials and the general public to access names, dates, images of headstones, and locations of graves within each cemetery. These maps will not only assist the office with maintaining grave information and locations but digitizing the data will preserve the records from water or fire damage and make it easier for future generations to search for relatives, update genealogical records, and search and view unique headstones. Free Soil Township's Maple Grove Cemetery is located just northeast of Ludington and has roughly 2,500 graves. Riverton Township has two cemeteries, West and Center Riverton Cemeteries containing roughly 3,400 graves. All the cemeteries have graves and headstones dating back to the early 1800's and the township's are relieved to know that the precious information of the past will be preserved and passed on.



Maple Grove Cemetery, Mason County, Michigan

financials

REVENUES	2021	2022
Intergovernmental revenues		
Federal	5,473,996	1,961,084
State	122,597	286,517
Local	237,372	249,282
TOTAL REVENUES	5,833,965	2,496,883

EXPENDITURES

Current		
Land use planning	37,450	101,248
Regional initiatives	10,330	81,727
Economic development	331,146	238,495
Transportation planning	654,605	769,356
Environmental clean-up	4,758,837	1,249,117
Administration	3,670	3,112
Capital outlay	-	228,322
Debit service		
Principal	-	15,792
Interest and fees	-	2,360
TOTAL EXPENDITURES	5,796,038	2,689,529
Excess of revenues over (under) expenditures		(192,646)

OTHER FINANCING SOURCES

Proceeds from lease obligations	-	228,322
Net change in fund balance	37,927	35,676
Fund balance at beginning of year	339,702	377,629
Fund balance at end of year	\$377,629	\$413,305

Bonnie McGlothin, Chairperson
Councilperson, City of Muskegon Heights

Jennifer Hodges, Vice Chairperson
Supervisor, Muskegon Charter Township

James Maike, Secretary
Commissioner, Newaygo County

Ron Bacon, Commissioner, Mason County

Ron Christians, Commissioner,
Oceana County

Kim Cyr, Commissioner, Muskegon County

Rachel Gorman, At-Large Commissioner,
City of Muskegon

Richard Houtteman, WMSRDC Appointee,
CMS Energy

Marcia Hovey-Wright, Commissioner,
Muskegon County

James Kelly, WMSRDC Appointee
MSU Extension

Bryan Kolk, Commissioner, Newaygo County

Andrea Large, WMSRDC Appointee,
Community Foundation for Mason County

Roger Morgenstern, Councilperson,
City of Norton Shores

Phil Morse, Commissioner, Oceana County

James Rynberg, Mayor, City of Fremont

John Selmon, President,
Muskegon Community

Lewis Squires, Commissioner,
Mason County

Len Todd, Commissioner, Lake County

Rillastine Wilkins, Commissioner,
Muskegon County

Wendy Wells, Talent Pipeline Coordinator,
West Shore Community College

Kathy Winczewski, Councilperson,
City of Ludington



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WMSRDC Staff

Erin Kuhn, Executive Director
Amanda Snyder, Finance Manager
Syndi Copeland, Office Manager

**Air Quality and Information
& Communications**
Amy Haack, Program Manager

**Economic Development,
Community Development and
Local Government Services**
Stephen Carlson, Program Manager
Robert Johnson, Planning Aide

Transportation Planning
Joel Fitzpatrick, Planning Director
Brian Mulnix, Program Manager
Jamie Way, GIS Specialist

Environmental Planning
Fallon Chabala, Program Manager
Gale Nobes, Planner



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Mr. Scott Huebler
City Manager
City of Whitehall
405 E Colby St
Whitehall, MI 49461-1101



Heritage Landing, formerly "Scrap Bay"
post-restoration, Muskegon, MI



Heritage Landing, formerly "Scrap Bay"
pre-restoration, Muskegon, MI

 **WEST MI
SHORELINE**
Regional Development Commission

316 Morris Avenue, Suite 340
Muskegon, MI 49440

231-722-7878
WMSRDC.org

Agenda Report - Tag Day Request

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.

Knights of Columbus have requested a tag day for Saturday, April 29, 2023.

April 29

May 13

Knights of Columbus

Whitehall Band Boosters

RECOMMENDATION

Approve the tag day as requested.

Brenda J. Bourdon

From: Elie Ghazal <eghazal99@yahoo.com>
Sent: Thursday, February 23, 2023 1:39 PM
To: Brenda J. Bourdon
Cc: Van VanGuilder; GK 12985; Mike Beyer
Subject: 2023 Knights of Columbus annual MI (Tootsie Roll) Drive

Hello City of Whitehall Team,

My name is Elie Ghazal I represent the Knights of Columbus from the Whitelake area, Council 12985. I am writing you today to let you know that we would like to hold our Annual Tootsie Roll Drive which will take place on Saturday April 29, I am asking for permission as in the past to allow us to stand at the intersection of Mears and Colby from 8 AM to 2 PM collecting from drivers any donations for this well worthy cause. 100% of all donations goes toward supporting local charities that work with individuals with Intellectual needs.

The Knights of Columbus of Michigan carry out an insurance policy for all K of C members who participate in this event.

Please let me know what else you need from me to allow us to do this that day.

Thanks

Elie Ghazal
248-346-1514

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

NUVEEN CENTER

ACWL

arts council of white lake

106 E. Colby

Whitehall, MI 49461

231-893-2524 • www.artswritelake.org

February 18, 2023

Dear Scott and City Council Members:

For 36 years, the Arts Council of White Lake-Nuveen Center has reached thousands of local residents and tourists through our popular Free Summer Concert Series. The concert series is our cornerstone program and embodies the ACWL-Nuveen's mission to offer accessible and engaging opportunities in the arts to the White Lake community. Our signature cultural program not only provides a platform for professional musicians to play live music for the community, it also helps to boost the local economy when concertgoers patronize local businesses. We could not produce this concert series without local financial support. We are grateful for the support we have received from the City of Whitehall for summer concerts in the past and hope that you would consider helping us celebrate our 37th season in 2023 by sponsoring a concert this year!

For the 2023 Free Summer Concert Series lineup we are proud to share that we will once again host quality and diverse performers, who will draw both families and larger multi-generational crowds from West Michigan. Concerts will be held Tuesday evenings starting June 13 and run through August 15 at the Montague-Whitehall Rotary Bandshell. Our overall budget for 2023 is \$18,000. We are requesting \$500 from the City of Whitehall to sponsor the Americana husband and wife duo – Plain Jane Glory, performing on Tuesday, August 1st.

Our promise to you is that the City of Whitehall will be included on every piece of printed, spoken, and electronic advertising used to promote Plain Jane Glory. This includes concert posters, the ACWL-Nuveen website, social media, and e-newsletters that will be delivered to our 2,000+ subscribers. In addition, a City of Whitehall representative is welcome to join ACWL-Nuveen staff for introductions and announcements on stage before the Plain Jane Glory concert. We look forward to your continued sponsorship!

Contributions can be mailed to ACWL-Nuveen Center, 106 E. Colby St. Whitehall, MI 49461. Should you need further information, please do not hesitate to contact me at (231)893-2524 or nuveen@artswritelake.org.

Thank you for your support!



Erin Peyer, ACWL-Nuveen Director

CITY OF WHITEHALL
RESOLUTION 23-08
Budget Amendment #2

WHEREAS, the City Council adopted a budget for Fiscal Year 2022/23.

WHEREAS, the following budget adjustments are required to be compliant with State law and generally accepted accounting principles.

WHEREAS, a review of the revenues and expenditures indicate that certain budget adjustments are necessary and need City Council approval.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council hereby approves the budget amendments as described and identified as Exhibit "A."

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held February 28, 2023 at 6:00 p.m.
(___ Yes, ___ No, ___ Absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk

EXHIBIT A

**CITY OF WHITEHALL
FISCAL YEAR 2022/2023 BUDGET AMENDMENT**

FUND: 101 GENERAL OPERATING - EXPENDITURES

Total Dept 172 – ADMINISTRATION	\$4,200
Total Dept 203 – ATTORNEY	\$10,000
Total Dept 261 – OTHER EXPENSES	\$4,300
Total Dept 265 – CITY HALL	\$5,900
Total Dept 266 – ATTORNEY	\$10,000
Total Dept 444 – SIDEWALKS (WINTER SNOWPLOWING)	\$13,400
Total Dept 521/CONTRACTUAL – SANITATION (CHANGE BUDGET LINES)	\$5,000
Total Dept 521/OTHER EXPENSES – SANITATION (CHANGE BUDGET LINES)	(\$5,000)
Total Dept 567 – CEMETERY (WAGES)	\$18,000
Total Dept 751 – PARKS (BISHOP LAND ACQUISITION)	\$81,000
Total Dept 753 – PATHWAY (EQUIPMENT RENTAL + WAGES)	\$11,300
Total Dept 966 – TRANSFERS (PLAYHOUSE BOILER LOAN)	\$30,837
	<u>\$188,937</u>

FUND: 202 MAJOR STREETS – EXPENDITURES

Total Dept 474 – TRAFFIC SERVICES	<u>\$3,000</u>
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FUND: 211 SALVAGE VEHICLE INSPECTIONS (NEW FUND)

Total Dept 000 – CHARGES FOR SALV VEH INS/REVENUE	\$1,000
Total Dept 000 – WAGES & FRINGE BENEFITS/EXPENDITURES	\$600
	<u>\$1,600</u>

FUND: 247 TIFA – REVENUES

Total Dept 000/441 – LOCAL COMM STAB (CHANGE BUDGET LINES)	(\$971,800)
Total Dept 000/573 – LOCAL COMM STAB (CHANGE BUDGET LINES)	\$971,800

\$0

FUND: 247 TIFA - EXPENDITURES

Total Dept 000/818.000 – CONTRACTUAL SVCS (MARINA WIFI)	\$11,550
Total Dept 000/818.500 – CONTRACTUAL SVCS (CHANGE BUDGET LINES)	(\$590,000)
Total Dept 000/818.600-D22 – CONTRACTUAL SVCS	\$590,000
Total Dept 000/820.300 – ENGINEERING (CHANGE BUDGET LINES)	(\$88,500)
Total Dept 000/820.300-D22 – ENGINEERING (CHANGE BUDGET LINES)	\$88,500
Total Dept 000/962 – OTHER EXPENSES	\$1,000
Total Dept 525 – STREETScape (WAGES)	\$20,000

\$32,550

FUND: 250 LDFA - REVENUES

Total Dept 000/441 – LOCAL COMM STAB (CHANGE BUDGET LINES)	(\$264,600)
Total Dept 000/573 – LOCAL COMM STAB (CHANGE BUDGET LINES)	\$264,600

\$0

FUND: 401 – CAPITAL PROJECTS - REVENUES

Total Dept 000 – GRANT-B22 – MDOT/MEARS AVE

\$58,000

Total Dept 000 – TRANSFERS FROM SEWER FUND

(\$75,000)

(\$17,000)

FUND: 401 – CAPITAL PROJECTS - EXPENDITURES

Total Dept 000 – ENGINEERING & OTHER (WARNER STREET)

\$36,400

FUND: 580 – PLAYHOUSE – REVENUE

Total Dept 000 – TRANSFER FROM GENERAL FUND (BOILER LOAN)

\$30,837

FUND: 590 – SEWER – EXPENDITURES

Total Dept 550 – SEWER ADMINISTRATION

(\$75,000)

Total Dept 554 – SEWER PUMPING

\$1,500

Total Dept 559 – SEWER CONSTRUCTION

(\$75,000)

(\$148,500)

FUND: 591 - WATER - EXPENDITURES

Total Dept 548 – WATER T & D (LEAD LATERALS, HYDRANT REPAIRS)

\$33,000

\$33,000

FUND: 594 - MARINA – EXPENDITURES

Total Dept 000 – SALARIES/BENEFITS, REPAIRS (AQUASWEEP, FLOOD, WAGES)

\$49,900

FUND: 661 – MOTOR POOL – EXPENDITURES

Total Dept 000 – CLEANING, TELEPHONE, EQUIP (REPAIRS)

\$15,050

TOTAL REVENUE AMENDMENTS:

\$14,837

TOTAL EXPENDITURE AMENDMENTS:

\$210,937