WHITEHALL

CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
NOVEMBER 26, 2024
6:00 p.m.

AGENDA

1. Meeting called to Order
    - Pledge of Allegiance
2. Approval of Agenda
3. Special Presentation – Annual Audit Presentation, Matthew Vredeveld
4. Consent Agenda
    - Approval of the November 12, 2024 Work Session & Council Meeting
    - Approval of Accounts Payable
    - Communications – Central Dispatch Minutes, Energy Efficiency & Sustainability Report, TIFA Special Meeting Minutes, WESTPLAN Policy Meeting Minutes
5. Messages from the Mayor, Council, and City Manager
6. Public Comment *
7. Old Business
8. New Business
    - Howmet IFT Public Hearing
    - Resolution 24-40 Meeting Schedule
    - Resolution 24-41 Police Cruiser
    - Resolution 24-42 Playhouse Finances
    - Resolution 24-43 Climate Mobilization Action Plan
9. Public Comment *
10. Adjournment

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

WHITEHALL

CITY COUNCIL
WORK SESSION MINUTES
Council Chambers
November 12, 2024

PRESENT Scott Brown, Tanya Cabala, Debi Hillebrand, Stephen Sikkenga, Steve Salter, and Tom Ziemer

ABSENT Jeff Holmstrom

ALSO PRESENT Scott Huebler, Brook Schiller, Will Meier, Roger Squiers

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

DISCUSSION ITEMS

E-Bike Regulations (Brown)
Council Member Brown discussed the possibility of creating an ordinance to regulate e-bikes on City sidewalks. All other council members and City Manager Huebler did not feel that an ordinance is required at this time.

Leaf Millage (Brown)
Council Member Brown would like to keep the leaf pick-up service for residents and would like Council to consider a millage increase to provide funding should the current budgeted amounts prove to be insufficient for continued service. City Manager Huebler shared that the current amounts should cover the service unless weather causes difficulty in removing all leaves within the allotted time period. Additional costs that could arise would be equipment replacement/repair and overtime pay.

Appointments (Brown, Ziemer)
Council Member Ziemer expressed that the current appointment policy does not clarify what might happen should the Mayoral nomination of an appointment not pass Council approval. City Attorney Meier let Council know that a change to the City Charter would be required to change the Mayor's powers on the topic. The majority of the Council agreed that there did not need to be any additional changes to the current appointment policy or the City Charter.

Country Club Walkway (Huebler)
City Manager Huebler discussed the sidewalk and stairway through the Country Club subdivision and that adjacent property owners have requested that the City either repair/replace or relinquish ownership. City Attorney Meier let the Council know that he will have to look into the current ownership as no deeded records have been found. The topic was tabled for further discussion at a later date.

INFORMATIONAL ITEMS

None

PUBLIC COMMENT

Tristen Sanchez asked the City Council about the possibility of working with Whitehall School District to inform students about local government. Mayor Salter agreed, and mentioned that he would like to see the Student Representative program return.

ADJOURNMENT

Mayor Salter adjourned the work session at 6:00 pm

Respectfully submitted,
Brook Schiller, Deputy City Clerk

WHITEHALL

CITY COUNCIL
MEETING MINUTES
Council Chambers
November 12, 2024

PRESENT Scott Brown, Tanya Cabala, Debra Hillebrand, Steve Salter, Steve Sikkenga and Tom Ziemer

ABSENT Jeff Holmstrom

ALSO PRESENT Scott Huebler, Brook Schiller, Will Meier, Roger Squiers

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

APPROVAL OF THE AGENDA

Motion by Cabala, seconded by Sikkenga to approve the agenda.

Voice Vote: All yeses (Holmstrom absent) **MOTION CARRIED**

APPROVAL OF THE CONSENT AGENDA

A. Approval of the October 22, 2024 Council Meeting Minutes and November 1, 2024 Special Meeting Minutes
B. Accounts Payable $460,438.34
C. Communications: Arts Council Thank You, County DPW Minutes, Quarterly Financials

Motion by Brown, seconded by Sikkenga to approve the Consent Agenda.

Voice Vote: All yeses (Holmstrom absent) **MOTION CARRIED**

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Messages were received from Council members, and the City Manager.

Council Members expressed that the DPW is doing a wonderful job with leaf pickup.

PUBLIC COMMENT

Comments were received from Mark Nienhouse concerning trees from the June storm.

OLD BUSINESS

None

NEW BUSINESS

A. Resolution 24-37 – TIFA Public Hearing

Motion by Sikkenga, seconded by Brown to approve the date of the TIFA Public Hearing to Tuesday, December 10, 2024 at 6:00pm.

Roll Call Vote: Yes – Sikkenga, Brown, Ziemer, Hillebrand, Cabala, and Salter;
No – None; Absent – Holmstrom **MOTION CARRIED**

B. Resolution 24-38 – LDFA Public Hearing

Motion by Brown, seconded by Hillebrand to approve the date of the LDFA Public Hearing to Tuesday, December 10, 2024 at 6:00pm.

Roll Call Vote: Yes –Brown, Hillebrand, Sikkenga, Ziemer, Cabala, and Salter;
No – None; Absent – Holmstrom **MOTION CARRIED**

C. Resolution 24-39 – Zellar Road Bids

Motion by Sikkenga, seconded by Hillebrand to approve Resolution 24-39 Zellar Road Bids as presented.

Roll Call Vote: Yes – Sikkenga, Hillebrand, Brown, Ziemer, Cabala, and Salter;
No – None; Absent – Holmstrom **MOTION CARRIED**

D. School Resource Officer

Motion by Hillebrand, seconded by Brown– to approve the School Resource Officer Program Memorandum of Understanding as presented.

Voice Vote: All yeses (Holmstrom absent)

PUBLIC COMMENT

5 Students from Mr. Brunson's class at Montague High School introduced themselves.

Tristen Sanchez asked the Council how the School Resource Officer is appointed.

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:25 pm.

Respectfully submitted,
Brook Schiller, Deputy City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
November 26, 2024

November 2024 Prepaids

VENDOR NAME	DESCRIPTION	AMOUNT	Check No.
City of Whitehall-Common Cash	Payroll	$49,924.28	Transfer
IRS	Payroll	$17,240.14	EFT
Alerus Financial	Payroll	$6,896.72	EFT
MISDU	Payroll	$61.84	9326
Mi Dept Natural Resources	Void #27608 - Reissue #27733	$67.46	27733

Total Prepaids:	$74,190.44	
Accounts Payable:	$157,596.61	
TOTAL ACCOUNTS PAYABLE		$231,787.05

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Vendor Code	Vendor Name / Invoice	Description	Amount
AMBANK	AMERICAN BANK & TRUST		
	AGREEMENT 1071	LEASE PAYMENT #2 - 2024 EQUINOX	10,424.00
TOTAL FOR: AMERICAN BANK & TRUST			10,424.00
ASPHA	ASPHALT PAVING INC		
	API-004470	COLD PATCH - 18.14 TONS	2,721.00
TOTAL FOR: ASPHALT PAVING INC			2,721.00
MISC	BOB HAGUE		
	REFUND	REFUND - YARROW TICKETS (4) CANCELLED	140.00
TOTAL FOR: BOB HAGUE			140.00
BOU	BRENDA BOURDON		
	FLEX - NOV-2024	FLEX - NOV -2024	345.74
TOTAL FOR: BRENDA BOURDON			345.74
SCHILLER	BROOK SCHILLER		
	REIMBURSEMENT	MILAGE REIMBURSEMENT - ELECTION TO COUNTY	22.78
TOTAL FOR: BROOK SCHILLER			22.78
CATCHMARK	CATCHMARK TECHNOLOGIES		
	15336	LIVESTREAM COUNCIL - NOVEMBER-2024	300.00
TOTAL FOR: CATCHMARK TECHNOLOGIES			300.00
CHART	CHARTER COMMUNICATIONS		
	005038701111424	INTERNET - MARINA/DPW/PH	534.95
TOTAL FOR: CHARTER COMMUNICATIONS			534.95
CHR	CHRISTMAS CREATIONS LLC		
	4331	POWER PLUGS (25) FOR CHRISTMAS LIGHT	125.00
TOTAL FOR: CHRISTMAS CREATIONS LLC			125.00
CITY	CITY OF WHITEHALL		
	WIN-TAXES	WINTER TAXES - 104 N THOMPSON ST	3,091.70
TOTAL FOR: CITY OF WHITEHALL			3,091.70
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	11,168.39
	STATEMENTS	PUBLIC UTILITIES	90.58
TOTAL FOR: CONSUMER'S ENERGY			11,258.97
DAVI	CYNTHIA DAVIS-DYKEMA		
	HOBBIT	REIMBURSE MILEAGE/HOBBIT	703.50
TOTAL FOR: CYNTHIA DAVIS-DYKEMA			703.50
DELTA	DELTA DENTAL		
	RIS0006077380	DENTAL - DEC-2024	2,224.25
TOTAL FOR: DELTA DENTAL			2,224.25
BOND	DONALD BOND		
	FLEX - NOV-2024	FLEX - NOV-2024	275.47
TOTAL FOR: DONALD BOND			275.47

Vendor Code	Vendor Name / Invoice	Description	Amount
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	1,706.04
TOTAL FOR: DTE ENERGY			1,706.04
ETNA	ETNA SUPPLY INC		
	S105935946.005	METER PARTS	5,707.96
TOTAL FOR: ETNA SUPPLY INC			5,707.96
FFARM	FAMILY FARM AND HOME		
	676	EXTENSION CORDS - (9)	158.91
TOTAL FOR: FAMILY FARM AND HOME			158.91
FRONT	FRONTIER		
	STATEMENT	TELEPHONE 231-894-6937	92.60
	STATEMENT	TELEPHONE 231-893-0406	40.89
	STATEMENT	TELEPHONE 231-894-9689	83.92
TOTAL FOR: FRONTIER			217.41
FUL	FULL CORD, LLC		
	CONTRACT	TICKET PASS THUR 80% FFRI CONCERT - 11.1.2024	540.00
TOTAL FOR: FULL CORD, LLC			540.00
HOR	HORIZON PROPERTY MANAGEMENT		
	1722	MOWING - ORDINANCE VIOLATIONS	150.00
TOTAL FOR: HORIZON PROPERTY MANAGEMENT			150.00
IMPACT	IMPACT ENTERTAINMENT SERVICES LLC		
	CONTRACT	TICKET PASS THROUGH (70%) - BUBBLE SHOW	2,183.44
TOTAL FOR: IMPACT ENTERTAINMENT SERVICES LLC			2,183.44
JAEK	JAEKEL CONSTRUCTION LLC		
	10342	ADA MAT/SIDEWALK @MEARS & DIVISION	3,800.00
TOTAL FOR: JAEKEL CONSTRUCTION LLC			3,800.00
PEZ	JEANNE PEZET		
	CONTRACT	ELECTIONS COORDINATOR - 11/8-11/11/24	150.00
TOTAL FOR: JEANNE PEZET			150.00
MYAIR	JOSEPH E EMORY		
	PASS THRU	TICKET SALES PASS THRU - DRAGON PUPPET SHOW	543.60
TOTAL FOR: JOSEPH E EMORY			543.60
KENNE	KENNEDY INDUSTRIES INC		
	644042	LABOR/SERVICE -REPLACE DOOR LATCH SCREW/REMOV	1,005.00
TOTAL FOR: KENNEDY INDUSTRIES INC			1,005.00
KERK	KERKSTRA PORTABLE RESTROOM SERV		
	260276	PORTABLE RESTROOMS - GOODRICH WINTER	115.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOM SERV			115.00
NUMM	KEVIN NUMMERDOR		
	REIMBURSEMENT	BOOTS REIMBURSEMENT	199.28
TOTAL FOR: KEVIN NUMMERDOR			199.28

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KUER	KUERTH'S DISPOSAL INC.		
	57246	WASTE REMOVAL & RECYCLING - CH/DPW/PH - OCT 2	408.00
TOTAL FOR: KUERTH'S DISPOSAL INC.			408.00
LA	LAKE MICHIGAN CARPET CLEANING		
	20144840	CARPET CLEANING	500.00
TOTAL FOR: LAKE MICHIGAN CARPET CLEANING			500.00
MENAR	MENARDS-MUSKEGON		
	44788 /44965	PUSH PLATE/INSERTS/CAT CABLE	72.70
TOTAL FOR: MENARDS-MUSKEGON			72.70
MISC	MERLE BERNHARDT		
	LZUOY7X8SH9WLOE	REFUND - PETER YARROW TICKETS (2)	70.00
TOTAL FOR: MERLE BERNHARDT			70.00
METL	MET LIFE		
	5399644- DEC-20	LIFE & DISABILITY INS - DEC-2024	854.89
TOTAL FOR: MET LIFE			854.89
MDEQ	MI DEPT EGLE		
	761-11286545	WATER SAMPLE TESTING	128.00
TOTAL FOR: MI DEPT EGLE			128.00
MUTRE	MUSKEGON COUNTY TREASURER'S		
	206700	DOG TAGS - OCTOBER-2024	116.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			116.00
ED	OGBORN ENTERPRISES, INC.		
	WCH & WDPW-24-1	CLEANING SERVICES - CH & DPW	665.00
TOTAL FOR: OGBORN ENTERPRISES, INC.			665.00
PREIN	PREIN & NEWHOF, PC		
	STATEMENTS	ENGINEERING SERVICES-W COLBY/TANNERY PH2/WARN	17,388.15
TOTAL FOR: PREIN & NEWHOF, PC			17,388.15
MISC	RICHARD MILLER		
	REFUND	REFUND - YARROW TICKETS (3) CANCELLED	105.00
TOTAL FOR: RICHARD MILLER			105.00
MISC	SPECTRUM PRINTERS		
	83648	ELECTION TEST DECK - NOV 5 ELECTION	117.87
TOTAL FOR: SPECTRUM PRINTERS			117.87
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	7002918968	FILE BOXES/TP/MULTIFOLD TOWELS	165.91
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			165.91
MICH	STATE OF MICHIGAN		
	MDOT00342-591:A	CONSTRUCTION CONTRACT - WARNER PAY #13	82,570.28
TOTAL FOR: STATE OF MICHIGAN			82,570.28

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HELTAY	TAYLOR HELLEWELL		
	11092024	CLEANING SERVICE - PH 11.09.24	100.00
TOTAL FOR: TAYLOR HELLEWELL			100.00
LOOMIS	THE LOOMIS COMPANY		
	C007892600	WRAP PLAN- DEC-2024	5,386.60
TOTAL FOR: THE LOOMIS COMPANY			5,386.60
WHIVE	WHITEHALL VENTURES INC		
	LEASE - NOV2024	LEASE - NOVEMBER2024 - DOWNTOWN RESTROOMS	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00
WORKP	WORKPLACE HEALTH MUSKEGON		
	302391	POST ACCCIDENT CHECK	159.21
TOTAL FOR: WORKPLACE HEALTH MUSKEGON			159.21
TOTAL - ALL VENDORS			157,596.61

FUND TOTALS:

Fund 101 - GENERAL OPERATING FUND	26,619.14
Fund 202 - MAJOR STREET FUND	6,961.00
Fund 203 - LOCAL STREET FUND	1,360.50
Fund 247 - TAX INCREMENT FINANCE AUTHORITY #1	8,166.56
Fund 249 - BUILDING INSPECTION DEPARTMENT	150.00
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND	60.76
Fund 401 - CAPITAL PROJECTS FUND	83,926.53
Fund 580 - PLAYHOUSE	6,576.51
Fund 590 - SEWER FUND	2,610.17
Fund 591 - WATER FUND	19,294.06
Fund 594 - MARINA FUND	534.00
Fund 661 - MOTOR POOL FUND	1,337.38

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL OPERATING FUND							
Dept 000 247							
101-000-222.100	DUE TO COUNTY-DOG TAGS	MUSKEGON COUNTY TREAS	DOG TAGS - OCTOBER-2024	206700	11/27/24	116.00	
101-000-231.017	DUE TO FLEX FUND	BRENDA BOURDON	FLEX - NOV -2024	FLEX - NOV-2024	11/27/24	345.74	
101-000-231.017	DUE TO FLEX FUND	DONALD BOND	FLEX - NOV-2024	FLEX - NOV-2024	11/27/24	275.47	
			Total For Dept 000 247			737.21	
Dept 101 CITY COUNCIL							
101-101-962.000	OTHER EXPENSES	CATCHMARK TECHNOLOGIE	LIVESTREAM COUNCIL - NOVEMBER-2024	15336	11/27/24	300.00	
			Total For Dept 101 CITY COUNCIL			300.00	
Dept 262 ELECTIONS							
101-262-727.000	OFFICE SUPPLIES	SPECTRUM PRINTERS	ELECTION TEST DECK - NOV 5 ELECTIO	83648	11/27/24	117.87	
101-262-818.000	CONTRACTUAL SERVICES	JEANNE PEZET	ELECTIONS COORDINATOR - 11/8-11/11	CONTRACT	11/27/24	150.00	
101-262-962.000	OTHER EXPENSES	BROOK SCHILLER	MILAGE REIMBURSEMENT - ELECTION TO	REIMBURSEMENT	11/27/24	22.78	
			Total For Dept 262 ELECTIONS			290.65	
Dept 265 CITY HALL BLDG & GROUNDS							
101-265-757.000	OPERATING SUPPLIES	STAPLES CONTRACT & CO	FILE BOXES/TP/MULTIFOLD TOWELS	7002918968	11/27/24	54.22	
101-265-757.000	OPERATING SUPPLIES	STAPLES CONTRACT & CO	FILE BOXES/TP/MULTIFOLD TOWELS	7002918968	11/27/24	50.99	
101-265-818.700	CONTRACTUAL SERVICES-CLE	OGBORN ENTERPRISES, I	CLEANING SERVICES - CH & DPW	WCH & WDPW-24-1	11/27/24	380.00	
101-265-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	773.00	
101-265-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	305.79	
			Total For Dept 265 CITY HALL BLDG & GROUNDS			1,564.00	
Dept 270 FRINGE BENEFITS							
101-270-719.603	FRINGE-HEALTH INS WRAP	THE LOOMIS COMPANY	WRAP PLAN- DEC-2024	C007892600	11/27/24	5,209.12	
101-270-719.603	FRINGE-HEALTH INS WRAP	THE LOOMIS COMPANY	WRAP PLAN- DEC-2024	C007892600	11/27/24	177.48	
101-270-719.605	DENTAL INSURANCE	DELTA DENTAL	DENTAL - DEC-2024	RIS0006077380	11/27/24	2,224.25	
101-270-719.680	FRINGE-LIFE INS	MET LIFE	LIFE & DISABILITY INS - DEC-2024	5399644- DEC-20	11/27/24	260.56	
101-270-719.690	FRINGE-DISABILITY INS	MET LIFE	LIFE & DISABILITY INS - DEC-2024	5399644- DEC-20	11/27/24	594.33	
			Total For Dept 270 FRINGE BENEFITS			8,465.74	
Dept 301 POLICE							
101-301-757.000	OPERATING SUPPLIES	MENARDS-MUSKEGON	PUSH PLATE/INSERTS/CAT CABLE	44788 /44965	11/27/24	84.68	
101-301-757.000	OPERATING SUPPLIES	MENARDS-MUSKEGON	PUSH PLATE/INSERTS/CAT CABLE	44788 /44965	11/27/24	(11.98)	
101-301-759.000	UNIFORMS, LAUNDRY, CLEAN	KEVIN NUMMERDOR	BOOTS REIMBURSEMENT	REIMBURSEMENT	11/27/24	199.28	
101-301-835.000	MEDICAL	WORKPLACE HEALTH MUSK	POST ACCCIDENT CHECK	302391	11/27/24	159.21	
101-301-982.000	LEASE	AMERICAN BANK & TRUST	LEASE PAYMENT #2 - 2024 EQUINOX	AGREEMENT 1071	11/27/24	8,953.95	
101-301-994.000	INTEREST	AMERICAN BANK & TRUST	LEASE PAYMENT #2 - 2024 EQUINOX	AGREEMENT 1071	11/27/24	1,470.05	
			Total For Dept 301 POLICE			10,855.19	
Dept 444 SIDEWALKS							
101-444-818.000	CONTRACTUAL SERVICES	JAEKEL CONSTRUCTION L	ADA MAT/SIDEWALK @MEARS & DIVISION	10342	11/27/24	3,800.00	
			Total For Dept 444 SIDEWALKS			3,800.00	
Dept 448 STREET LIGHTING							
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	47.99	
			Total For Dept 448 STREET LIGHTING			47.99	
Dept 521 SANITATION							
101-521-818.000	CONTRACTUAL SERVICES	KUERTH'S DISPOSAL INC	WASTE REMOVAL & RECYCLING - CH/DPW	57246	11/27/24	38.00	
			Total For Dept 521 SANITATION			38.00	

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Fund 101 GENERAL OPERATING FUND							
Dept 567 CEMETERY							
101-567-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	63.80	
			Total For Dept 567 CEMETERY			63.80	
Dept 751 PARKS DEPARTMENT							
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	47.98	
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	30.68	
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	39.27	
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	33.94	
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	40.91	
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	32.07	
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	39.45	
			Total For Dept 751 PARKS DEPARTMENT			264.30	
Dept 756 119 S BALDWIN ST							
101-756-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	70.67	
101-756-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	29.94	
101-756-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	30.38	
101-756-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	61.27	
			Total For Dept 756 119 S BALDWIN ST			192.26	
			Total For Fund 101 GENERAL OPERATING FUND			26,619.14	
Fund 202 MAJOR STREET FUND							
Dept 451 CONSTRUCTION							
202-451-820.000-D24	ENGINEERING FEES	PREIN & NEWHOF, PC	ENGINEERING SERVICES-W COLBY/TANNE	STATEMENTS	11/27/24	5,600.50	
			Total For Dept 451 CONSTRUCTION			5,600.50	
Dept 478 WINTER MAINT							
202-478-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	COLD PATCH - 18.14 TONS	API-004470	11/27/24	1,360.50	
			Total For Dept 478 WINTER MAINT			1,360.50	
			Total For Fund 202 MAJOR STREET FUND			6,961.00	
Fund 203 LOCAL STREET FUND							
Dept 478 WINTER MAINT							
203-478-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	COLD PATCH - 18.14 TONS	API-004470	11/27/24	1,360.50	
			Total For Dept 478 WINTER MAINT			1,360.50	
			Total For Fund 203 LOCAL STREET FUND			1,360.50	
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1							
Dept 000 247							
247-000-818.400	CONTRACTUAL SERVICES-DOW	WHITEHALL VENTURES IN	LEASE - NOVEMBER2024 - DOWNTOWN RE	LEASE - NOV2024	11/27/24	145.00	
247-000-818.600-D22	CONTRACTUAL SERVICES-202	PREIN & NEWHOF, PC	ENGINEERING SERVICES-W COLBY/TANNE	STATEMENTS	11/27/24	3,460.70	
247-000-820.200	ENGINEERING-P&N-TANNERY	PREIN & NEWHOF, PC	ENGINEERING SERVICES-W COLBY/TANNE	STATEMENTS	11/27/24	328.00	
247-000-962.000-D22	OTHER EXPENSES	CITY OF WHITEHALL	WINTER TAXES - 104 N THOMPSON ST	WIN-TAXES	11/27/24	3,091.70	
			Total For Dept 000 247			7,025.40	
Dept 525 DOWNTOWN STREETSCAPE							
247-525-757.000	OPERATING SUPPLIES	FAMILY FARM AND HOME	EXTENSION CORDS - (9)	676	11/27/24	158.91	
247-525-818.000	CONTRACTUAL SERVICES	KERKSTRA PORTABLE RES	PORTABLE RESTROOMS - GOODRICH WINT	260276	11/27/24	115.00	
247-525-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	154.33	
247-525-921.000	ELECTRICAL-PEDESTRIAN LI	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENTS	11/27/24	61.82	

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Fund 247 TAX INCREMENT FINANCE AUTHORITY #1							
Dept 525 DOWNTOWN STREETSCAPE							
247-525-921.000	ELECTRICAL-PEDESTRIAN LI	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	366.25	
247-525-921.000	ELECTRICAL-PEDESTRIAN LI	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	16.79	
247-525-921.000	ELECTRICAL-PEDESTRIAN LI	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	143.06	
247-525-974.000	CAPITAL IMPROVEMENTS	CHRISTMAS CREATIONS L	POWER PLUGS (25) FOR CHRISTMAS LIG	4331	11/27/24	125.00	
			Total For Dept 525 DOWNTOWN STREETSCAPE			1,141.16	
			Total For Fund 247 TAX INCREMENT FINANCE AUTHORI			8,166.56	
Fund 249 BUILDING INSPECTION DEPARTMENT							
Dept 000 247							
249-000-082.000	DUE FROM OTHER SOURCES	HORIZON PROPERTY MANA	MOWING - ORDINANCE VIOLATIONS	1722	11/27/24	75.00	
249-000-082.000	DUE FROM OTHER SOURCES	HORIZON PROPERTY MANA	MOWING - ORDINANCE VIOLATIONS	1722	11/27/24	75.00	
			Total For Dept 000 247			150.00	
			Total For Fund 249 BUILDING INSPECTION DEPARTMEN			150.00	
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND							
Dept 000 247							
250-000-818.100	C/S-INDUSTRIAL PARK MAR	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	30.38	
250-000-818.100	C/S-INDUSTRIAL PARK MAR	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	30.38	
			Total For Dept 000 247			60.76	
			Total For Fund 250 LOCAL DEVELOPMENT FINANCE AUT			60.76	
Fund 401 CAPITAL PROJECTS FUND							
Dept 000 247							
401-000-818.000-E22	CONTRACTUAL SERVICES	STATE OF MICHIGAN	CONSTRUCTION CONTRACT - WARNER PAY	MDOT00342-591:A	11/27/24	82,570.28	
401-000-820.000-E22	ENGINEERING FEES	PREIN & NEWHOF, PC	ENGINEERING SERVICES-W COLBY/TANNE	STATEMENTS	11/27/24	1,356.25	
			Total For Dept 000 247			83,926.53	
			Total For Fund 401 CAPITAL PROJECTS FUND			83,926.53	
Fund 580 PLAYHOUSE							
Dept 000 247							
580-000-645.300	TICKETS-OTHER EVENTS	BOB HAGUE	REFUND - YARROW TICKETS (4) CANCEL	REFUND	11/27/24	140.00	
580-000-645.300	TICKETS-OTHER EVENTS	MERLE BERNHARDT	REFUND - PETER YARROW TICKETS (2)	LZUOY7X8SH9WLOE	11/27/24	70.00	
580-000-645.300	TICKETS-OTHER EVENTS	RICHARD MILLER	REFUND - YARROW TICKETS (3) CANCEL	REFUND	11/27/24	105.00	
580-000-757.410	WLYT OPERATING	CYNTHIA DAVIS-DYKEMA	REIMBURSE MILEAGE/HOBBIT	HOBBIT	11/27/24	703.50	
580-000-818.000	CONTRACTUAL SERVICES-	KUERTH'S DISPOSAL INC	WASTE REMOVAL & RECYCLING - CH/DPW	57246	11/27/24	54.00	
580-000-818.500	CONTRACTUAL SERVICES-TK	FULL CORD, LLC	TICKET PASS THUR 80% FFRI CONCERT	CONTRACT	11/27/24	540.00	
580-000-818.500	CONTRACTUAL SERVICES-TK	IMPACT ENTERTAINMENT	TICKET PASS THROUGH (70%) - BUBBL	CONTRACT	11/27/24	2,183.44	
580-000-818.500	CONTRACTUAL SERVICES-TK	JOSEPH E EMORY	TICKET SALES PASS THRU - DRAGON PU	PASS THRU	11/27/24	543.60	
580-000-818.800	CONTRACTUAL SERVICES-CLE	LAKE MICHIGAN CARPET	CARPET CLEANING	20144840	11/27/24	500.00	
580-000-818.800	CONTRACTUAL SERVICES-CLE	TAYLOR HELLEWELL	CLEANING SERVICE - PH 11.09.24	11092024	11/27/24	100.00	
580-000-850.000	TELEPHONE	CHARTER COMMUNICATION	INTERNET - MARINA/DPW/PH	0050387011114 24	11/27/24	319.98	
580-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	714.39	
580-000-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	602.60	
			Total For Dept 000 247			6,576.51	
			Total For Fund 580 PLAYHOUSE			6,576.51	
Fund 590 SEWER FUND							
Dept 552 SEWER CUSTOMER ACCOUNTS							

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Fund 590 SEWER FUND							
Dept 552 SEWER CUSTOMER ACCOUNTS							
590-552-850.000	TELEPHONE	CHARTER COMMUNICATION	INTERNET - MARINA/DPW/PH	005038701111424	11/27/24	59.99	
			Total For Dept 552 SEWER CUSTOMER ACCOUNTS			59.99	
Dept 554 SEWER PUMPING							
590-554-818.000	CONTRACTUAL SERVICES	KENNEDY INDUSTRIES IN	LABOR/SERVICE -REPLACE DOOR LATCH	644042	11/27/24	1,005.00	
590-554-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENTS	11/27/24	28.76	
590-554-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	40.46	
590-554-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	587.76	
590-554-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	647.00	
590-554-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	33.94	
590-554-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	66.53	
590-554-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	58.73	
			Total For Dept 554 SEWER PUMPING			2,468.18	
Dept 559 SEWER CONSTRUCTION							
590-559-820.000-E23	ENGINEERING FEES	PREIN & NEWHOF, PC	ENGINEERING SERVICES-W COLBY/TANNE	STATEMENTS	11/27/24	82.00	
			Total For Dept 559 SEWER CONSTRUCTION			82.00	
			Total For Fund 590 SEWER FUND			2,610.17	
Fund 591 WATER FUND							
Dept 540 WATER ADMINISTRATION							
591-540-820.000	ENGINEERING FEES	PREIN & NEWHOF, PC	ENGINEERING SERVICES-W COLBY/TANNE	STATEMENTS	11/27/24	2,068.00	
591-540-820.000	ENGINEERING FEES	PREIN & NEWHOF, PC	ENGINEERING SERVICES-W COLBY/TANNE	STATEMENTS	11/27/24	4,492.70	
			Total For Dept 540 WATER ADMINISTRATION			6,560.70	
Dept 542 WATER CUSTOMER ACCOUNTS							
591-542-850.000	TELEPHONE	CHARTER COMMUNICATION	INTERNET - MARINA/DPW/PH	005038701111424	11/27/24	59.99	
			Total For Dept 542 WATER CUSTOMER ACCOUNTS			59.99	
Dept 546 WATER SOURCE PLANT							
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	1,366.22	
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	3,909.29	
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	1,073.33	
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	323.46	
591-546-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	67.17	
591-546-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	57.05	
591-546-920.000	PUBLIC UTILITIES	FRONTIER	TELEPHONE 231-893-0406	STATEMENT	11/27/24	40.89	
			Total For Dept 546 WATER SOURCE PLANT			6,837.41	
Dept 548 WATER T & D							
591-548-818.000	CONTRACTUAL SERVICES	MI DEPT EGLE	WATER SAMPLE TESTING	761-11286545	11/27/24	128.00	
			Total For Dept 548 WATER T & D			128.00	
Dept 549 WATER CONSTRUCTION							
591-549-976.000-C24	CAPITAL OUTLAY-METERS &	ETNA SUPPLY INC	METER PARTS	S105935946.005	11/27/24	1,388.98	
591-549-976.000-C24	CAPITAL OUTLAY-METERS &	ETNA SUPPLY INC	METER PARTS	S105935946.005	11/27/24	4,318.98	
			Total For Dept 549 WATER CONSTRUCTION			5,707.96	
			Total For Fund 591 WATER FUND			19,294.06	
Fund 594 MARINA FUND							
Dept 000 247							

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Fund 594 MARINA FUND							
Dept 000 247							
594-000-850.000	TELEPHONE	CHARTER COMMUNICATION	INTERNET - MARINA/DPW/PH	005038701111424	11/27/24	94.99	
594-000-850.000	TELEPHONE	FRONTIER	TELEPHONE 231-894-9689	STATEMENT	11/27/24	83.92	
594-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	355.09	
			Total For Dept 000 247			534.00	
			Total For Fund 594 MARINA FUND			534.00	
Fund 661 MOTOR POOL FUND							
Dept 000 247							
661-000-727.000	OFFICE SUPPLIES	STAPLES CONTRACT & CO	FILE BOXES/TP/MULTIFOLD TOWELS	7002918968	11/27/24	9.71	
661-000-757.000	OPERATING SUPPLIES	STAPLES CONTRACT & CO	FILE BOXES/TP/MULTIFOLD TOWELS	7002918968	11/27/24	50.99	
661-000-818.000	CONTRACTUAL SERVICES	KUERTH'S DISPOSAL INC	WASTE REMOVAL & RECYCLING - CH/DPW	57246	11/27/24	316.00	
661-000-818.700	CONTRACTUAL SERVICES-CLE	OGBORN ENTERPRISES, I	CLEANING SERVICES - CH & DPW	WCH & WDPW-24-1	11/27/24	285.00	
661-000-850.000	TELEPHONE	FRONTIER	TELEPHONE 231-894-6937	STATEMENT	11/27/24	92.60	
661-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	247.78	
661-000-920.000	PUBLIC UTILITIES	DTE ENERGY	PUBLIC UTILITIES	STATEMENT	11/27/24	335.30	
			Total For Dept 000 247			1,337.38	
			Total For Fund 661 MOTOR POOL FUND			1,337.38	

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		Fund Totals:					
			Fund 101 GENERAL OPERATING FUND			26,619.14	
			Fund 202 MAJOR STREET FUND			6,961.00	
			Fund 203 LOCAL STREET FUND			1,360.50	
			Fund 247 TAX INCREMENT FINANCE AUTHO			8,166.56	
			Fund 249 BUILDING INSPECTION DEPARTM			150.00	
			Fund 250 LOCAL DEVELOPMENT FINANCE A			60.76	
			Fund 401 CAPITAL PROJECTS FUND			83,926.53	
			Fund 580 PLAYHOUSE			6,576.51	
			Fund 590 SEWER FUND			2,610.17	
			Fund 591 WATER FUND			19,294.06	
			Fund 594 MARINA FUND			534.00	
			Fund 661 MOTOR POOL FUND			1,337.38	
			Total For All Funds:			157,596.61	

Muskegon Central Dispatch 9-1-1
BOARD OF DIRECTORS
October 9, 2024

The October 9, 2024 Muskegon Central Dispatch 9-1-1 Board of Directors meeting held at the Muskegon Central Fire Community Room was called to order at 1:30 pm by Chairman Chandler.

Members present:	Anthony Chandler, Dir. Admin Services, City of Norton Shores Ed Viverette, Chief of Police, City of North Muskegon Tim Kozal, Public Safety Director, City of Muskegon Mark Eisenbarth, County Administrator, County of Muskegon Scott Huebler, City Manager, City of Whitehall Tim Thielbar, Chief of Police, Muskegon Charter Township Jeff Auch, City Manager, City of Montague Chief Roberson, Muskegon Heights Fire Department Nicole McGhee, Post Commander, Michigan State Police Brian Michelli, Public Safety Director, Fruitport Township
Absent:	Jared Olson, City Manager, City of Roosevelt Park
Staff present:	Jason Wolford, Executive Director, Muskegon Central Dispatch 9-1-1 Nick Martin, Deputy Director, Muskegon Central Dispatch 9-1-1 Bill Rensberger, Technology Director, Muskegon Central Dispatch 9-1-1 Drew Roesler, Operations Manager, Muskegon Central Dispatch 9-1-1 MiSu Peltoniemi-Kozal, QI, Muskegon Central Dispatch 9-1-1 Rebecca Injerd, Muskegon Central Dispatch 9-1-1
Others present:	Renee Gavin, Emergency Manager, Muskegon County

APPROVAL OF THE AGENDA

Moved by Mr. Eisenbarth, seconded by Mr. Viverette, to approve the October 9, 2024 agenda, as presented. Motion carried.

MINUTES OF SEPTEMBER 11, 2024 MEETING

Moved by Mr. Auch, seconded by Mr. Eisenbarth, to approve the September 11, 2024 meeting minutes. Motion carried.

REPORTS

COORDINATING COMMITTEE MINUTES

The October 1, 2024 Coordinating Committee meeting minutes were provided to the Board for information.

DIRECTOR'S REPORT

As presented. Director Wolford discussed upcoming shift bids with 19 employees. Record number of 14 Fire Prevention open houses this year. Deputy Director Martin was appointed to the Advisory Council for Career Tech Center.

800 MHz IMPLEMENTATION COMMITTEE

Talk groups approved for school safety radios.

CAD / RMS / JMS COMMITTEE

No report, discussed in Old Business.

FIRE RMS / MCT COMMITTEE

Brief update by Deputy Director Martin.

OLD BUSINESS

CENTRAL SQUARE CONTRACT

Admin is expecting to revert back to CAD One Solution. Met last week to work through contract, anticipated delivery by end of week.

NEW BUSINESS

IMPRIVATA IDENTITY MANAGEMENT

Mr. Rensberger discussed two-factor authorization to comply with upcoming CJIS guidelines. He explained roll-out plan.

Moved by Mr. Huebler, seconded by Mr. Eisenbarth, to approve the Imprivata Identity Management contract, as presented. Motion carried.

COMMENTS

ADMINISTRATIVE

None.

PUBLIC

None.

NEXT MEETING

The next meeting will be held on November 13, 2024 at 1:30pm in the Muskegon Central Fire Community Room.

ADJOURNMENT

Moved by Mr. Kozal, seconded by Mr. Michelli, to adjourn the meeting. Motion carried.

The meeting adjourned at 1:48 pm.

Respectfully submitted,

Rebecca Injerd, Office Administrator Date

Anthony Chandler, Chairman Date

ENERGY EFFICIENCY & SUSTAINABILITY REPORT

RESTART Assessment #156

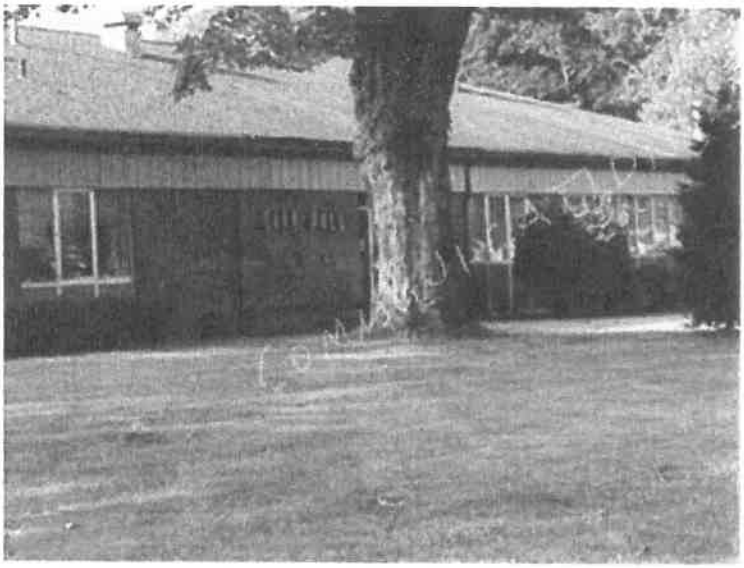
City of Whitehall, Michigan
City Hall
405 E. Colby Street, Whitehall, MI 49461

Prepared by

RESTART @ LTU

RETIRED ENGINEERS, SCIENTISTS, TECHNICIANS, ADMINISTRATORS,
RESEARCHERS, TEACHERS PROGRAM
at LAWRENCE TECHNOLOGICAL UNIVERSITY

On behalf of the
Michigan Department of Environment, Great Lakes, and Energy (EGLE)



Report Date: October 5, 2024

RESTART Team: Diane Mills

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IV. Current Utility Use and Costs 11

V. Recommendations for Improvement 14

VI. Funding Sources and Additional Tools 21

VII. Conclusion 22

VIII. Feedback 23

Attachments N/A

ACKNOWLEDGEMENT

This report is made possible by the State of Michigan through funds appropriated in support of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) energy and sustainability activities (including pollution prevention and recycling) of the Retired Engineers, Scientists, Technicians, Administrators, Researchers, and Teachers Program (RESTART) at Lawrence Technological University (LTU).

DISCLAIMER

This report is mainly based on information provided by the client. The quality of the analysis is only as valid as the quality of the information received. The contents of this report are offered as guidance. RESTART@LTU does not make any warranty or representation, expressed or implied, (a) concerning the accuracy, completeness, or usefulness of the information contained in this report or (b) that the use of any information, apparatus, method, or process disclosed in this report may not infringe on privately owned rights. The RESTART@LTU Program does not assume any liabilities concerning the use of, or for damages resulting from, any information, apparatus, method, or process disclosed in this report. The mentioning of trade names or commercial products is for informational purposes only and does not constitute endorsement or recommendation.

CONFIDENTIALITY POLICY

RESTART@LTU services are confidential. This report has been generated for a client, and any information that can be used to identify the assessed facility will only be shared with others upon the client's written preauthorization.

PURPOSE AND OBJECTIVE

The State of Michigan established the RESTART@LTU Program to help Michigan businesses and institutions prevent pollution, reduce waste, and conserve energy. The Michigan Department of Environment, Great Lakes, and Energy's Materials Management Division administers the program. RESTART@LTU provides these technical services through a contract with the State of Michigan. RESTART@LTU assessment teams are made up of retirement-aged professionals from various Michigan industries willing to apply their skills, expertise, and time to identify and assess potential pollution prevention and energy efficiency opportunities and provide recommendations for improvement.

The program does not involve compliance with or enforcement of regulations. Implementation of the recommendations is entirely voluntary and at the discretion of the Client's facility management. Accepting the offered assistance is evidence of a reasonable faith effort to improve energy efficiency and reduce waste.

This report represents the findings and recommendations of a RESTART@LTU consultant following his/her on-site assessment and review of the client's data.

EXECUTIVE SUMMARY

A RESTART team assessed the City Hall Building in the City of Whitehall, Michigan to identify energy efficiency and sustainability improvement opportunities. Some recommendations cost less than $10,000 to implement. Several others can be implemented by in-house staff with simple changes to building operating and maintenance procedures.

Table 1. Current and Potential Energy Use and Costs

Resource	Current Situation		Potential with Recommendations	
	Current Annual Usage	Current Annual Cost	Estimated Annual Energy Use with No-Cost & Low-Cost Measures[1]	Estimated Annual Cost with No-Cost & Low-Cost Measures[1]
Electricity	60815 kWh	$10,886	53213 kWh	$5,038
Natural Gas	6548 CCF	$6,089	4747 CCF	$4,414
Total		**$16,975**		**$9,452**

1.No-cost and low-costs measures are those having an implementation cost of $10,000 or less.

The significant recommendations identified by the team are summarized in Table 3 below. The team was able to estimate the energy and cost savings for some of the recommendations. This information is also listed in Table 3.

Where quantifiable, Table 3 also shows each recommendation's estimated reductions in Scope 1 and Scope 2 emissions. These are the reductions in greenhouse gas emissions resulting from the avoided use of fuel and electricity, respectively. The no-cost and low-cost measures can prevent the equivalent of about 3.81 metric tons of carbon dioxide ($MTCO_2e$) annually.

Estimated implementation costs and simple payback periods for the quantified recommendations are also included in Table 3. For equipment replacements where a minimum efficiency is required by code or law, the listed energy savings estimate assumes the installed equipment performance will exceed the minimum criteria. Where appropriate, differential costs between minimally efficient and high-efficiency equipment are shown in addition to the total project implementation cost. Also, where applicable, the incremental cost is used to determine the simple payback period, where a payback time is indicated as "Immediate," savings start accruing upon implementation of the recommendation without significant capital or labor expense other than existing O&M staff salaries.

Implementing some recommendations may require system re-design, material and equipment purchase, and a construction professional's services. All estimated implementation costs are based on practitioner judgment and general historical data. City personnel can access the best cost figures specific to the facility through engineering, equipment, and construction service providers. The [insert Client Name] is encouraged to seek the advice and counsel of such professionals before implementing recommendations that require system re-design and equipment purchases and installation.

For more recommendations, please refer to Section V of this report. The Reference Numbers identify recommendations. The terminology used throughout this report is as shown in Table 2 below:

Table 2. Nomenclature Key

Recommendation Categories		Symbols and Abbreviations:	
APL	Appliances and Plug Loads	Btu	British thermal unit
BE	Building Envelope	Ccf	Hundred cubic feet
BMS	Building Management System	CO_2	Carbon Dioxide
CA	Compressed Air	EEM	Energy Efficiency Measure
DER	Distributed Energy and Renewables	HID	High Intensity Discharge Lighting
DHW	Domestic Hot Water	kWh	Kilowatt-Hours
HVAC	Heating, Ventilating and Air-Conditioning	LED	Lighting Emitting Diode
		MH	Metal Halide
HW	Hazardous/Universal Waste, Handling, and Disposal	MMBtu	Million Btu
		$MTCO_2e$	Metric tons of CO_2 equivalent
LT	Lighting	PP	Pollution Prevention
LW	Liquid Waste, Handling, & Disposal	PCB	Polychlorinated Biphenyls
OTH	Other	RH	Relative Humidity
POM	Policies, Operations, & Maintenance	TBD-BO	To be determined by others
PRC	Process Related Measures		
SW	Solid Waste, Handling, and Disposal		
W	Water		
WS	Waste & Sewer		

Note: Each recommendation is numbered. For example, LT-1 is Lighting Recommendation 1 and so on. Where numbers are followed by letters, the recommendations are optional versions of the same general recommendation and only one of the options should be taken.

Table 3 - Summary of Significant Recommendations for City Hall

Ref. No.	Recommendation Description	Estimated Annual Avoided Energy & Scope 1 and Scope 2 Emissions			Estimated Annual Cost Savings[2] $	Estimated Cost to Implement[3] $	Potential Rebate Available	Estimated Payback Time[4] Yrs.
		Electricity kWh	Natural Gas Ccf	Emissions $MTCO_2e$				
POM-01	Establish Energy Manager	18,245	1,964	19.54	3,087	0	No	0
LT-01	De-lamp new LED	7602		3.80	1361	0	No	0
HVAC-02	Upgrade HVAC equipment and convert to electric heat pumps		6089	32.27	6089	47,000	Yes	7.7

No-Cost and Low-Cost Energy Efficiency Measures Identified

Implementing low-cost energy-saving measures in public buildings can significantly reduce operational costs and improve energy efficiency. Low-cost measures in similarly sized buildings typically cost less than $500.

No-Cost to Low-Cost Energy Efficiency Improvements

Ref. No.	Recommendation Description	Estimated Cost to Implement	Potential Rebate	Potential Energy Savings	Estimated Payback Time (Years)	Savings kWh	Savings (CCF)	Savings $
POM-01	Establish Energy Manager	$0 to low cost	N	10-30%	0	9122	982	$ 3,395.00
APL-01	Install Smart power strips	$0 to low cost	N	1%	2 mos - 2 years	108		$ 108.86
APL-02	Remove portable heater and fans	$0 to low cost	N					
BE-01	Install foam seal kits on wall outlets	$0 to low cost	N	NA	NA			
BE-02	Weatherization (Caulking, weather strips, ...)	$0 to low cost	N	2-3%	1-2 years			$ 121.78
BMS-01	Program thermostats with setback temperatures	$0 to low cost	N	10-15%	0		819	$ 761.13
LT-01	Reduce number of lamps in LED fixtures	$0 to low cost	N	10-15%	0	7602		$ 1,360.75
TOTALS						7602	1801	$ 5,747.52

These no-cost to low-cost measures can provide a cost savings of over $5,869, a reduction of approximately 35%: a reduction in approximately 7,602 kWh of electricity and a reduction of approximately 1,932 CCF of natural gas.

An important step is to appoint an Energy Manager responsible for tracking energy consumption and identifying energy efficiency opportunities. The Energy Manager tracks energy consumption monthly and can readily identify spikes in energy consumption that might indicate failed equipment.

Further, the Energy Manager can provide periodic energy assessments to ensure energy policy and procedures are being adhered to.

Additional Upgrades Which Improve Energy Efficiency, Safety, Health, IAQ

The following table identifies improvements recommended to provide additional energy savings or improve safety, health, or Indoor Air Quality (IAQ).

APL-03	Replace appliances with newer Energy Star models	$1,000	Y		5 years			$ 100.00
BE-03	Replace windows with damaged seals	$10,000	Y		20+ years			
BE-04	Add window film on entry "hall of windows"	$4,900-$10,500			10 years			$ 300.00
BMS-02	Install BMS system and monitor for CO_2 and RH	$41,250-$115,500	Y	10-13%	20+ years			$ 700.24
DWH-01	Replace hot water heater and downsize capacity, convert natural gas to electric	$2,000-$4,500	Y		4-10 years			$ 700.00
HVAC-02	Upgrade anitquated natural gas HVAC equipment (4 furnaces and air conditioning units) to electric heat pumps	$38,000-$56,000	Y	10%	10-12 years			$ 3,000.00
HVAC-03	Redesign HVAC system to accommodate zone heating and cooling	$25,000-$60,000	Y		15+ years			
LT-02	Install occupancy sensors for interior lighting	$2,000	Y	10-15%	4-5 years			$ 1,360.75
RE-01	Install Solar and Batteries	$40,000			7 years			$ 5,746.50
Totals		$164,150-$299,500						$ 11,907.49

The estimated total cost of these additional improvements is **$164,150 - $299,500**.

Please note:

- It is critical to hire an electrical and mechanical engineer to adequately size mechanical equipment and electrical equipment
- Installing the occupancy sensors requires an electrician
- Installation costs may vary based on the cost of local labor and the source of the materials. These price estimates were obtained online and didn't consider any special installation requirements that may be needed. Engineers and architects should design the upgrades, and those fees were not included. With submetering, it is easier to estimate savings.
- Electrical supplies currently need shorter lead times, sometimes as much as 56 weeks or more.

Electrification

The mechanical equipment and domestic hot water equipment included in the estimates above include converting from natural gas to electric because:

- It maximizes the City's ability to reduce its carbon footprint
- Many of the existing grants target natural gas to electric conversions
- It offers the City the ability to eliminate most of its energy costs by installing solar, batteries, and a generator generating electricity onsite and minimizing the amount purchased from the utility companies.

Solar

Installing solar could provide significant cost savings. The City could also utilize the Investment Tax Credit (ITC) rebate check to install solar panels (and batteries and generators). Recent legislation allows for non-profit and public entities to receive the ITC as a rebate check, significantly lowering the net cost of installing solar. The base ITC is 30% plus an incremental 10% bonus for "Made in America" products and an

additional 10% bonus for "Disadvantaged Communities" (rural), providing the location meets the IRS criteria, and the IRS cap has not been exceeded.

I. INTRODUCTION

A RESTART team member conducted an energy efficiency and sustainability assessment at the City of Whitehall, Michigan City Hall building.

Participating in the Energy Assessment were:

- Scott K. Huebler, City Manager
- Brian Armstrong

II. FACILITY PROFILE

Building Occupancy

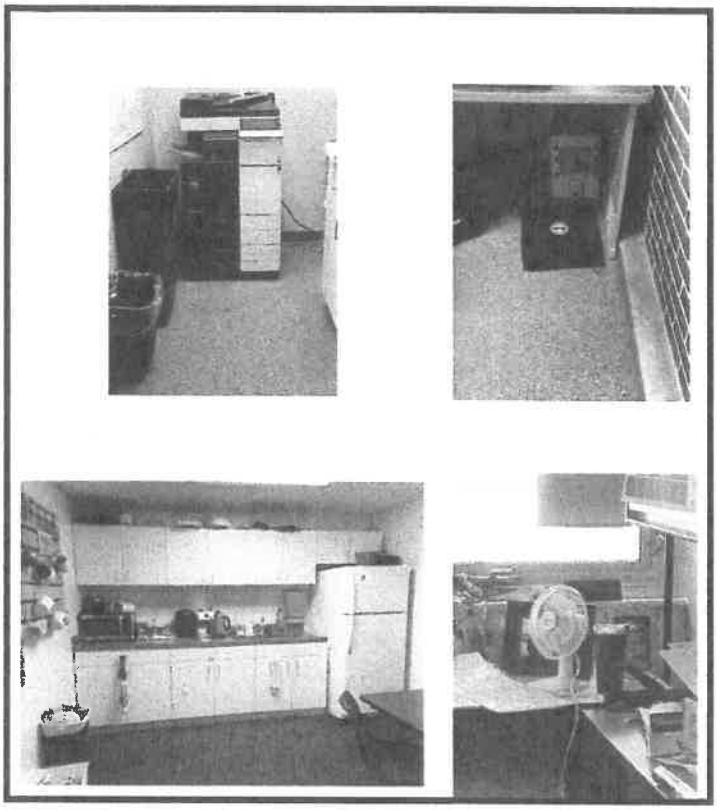
The public offices are open Monday through Friday 8 am – 5 pm and typically support 6 employees. The offices are closed on weekends and holidays. A portion of the building houses the Police Department, with staff onsite 24/7, typically 4 staff during the day and 2-3 staff during the night shift.

Type of Facility	Public Office Bldg.	Percent Heated	100%
Year Built/Addition	1957/1997	Type of Heating	Natural gas
Floor Area, ft²	Approx. 16,500	Percent Cooled	100%
Footprint, ft²		Type of Cooling	Electric
Irrigated Area, ft²	Not available	Electricity Provider	Consumers Energy
Parking Area, ft²	Not available	Gas Provider	DTE

The building exterior is brick and wood construction. Most of the building provides staff with office space. A portion of the building includes a heated garage used by the Police Department to house some vehicles.

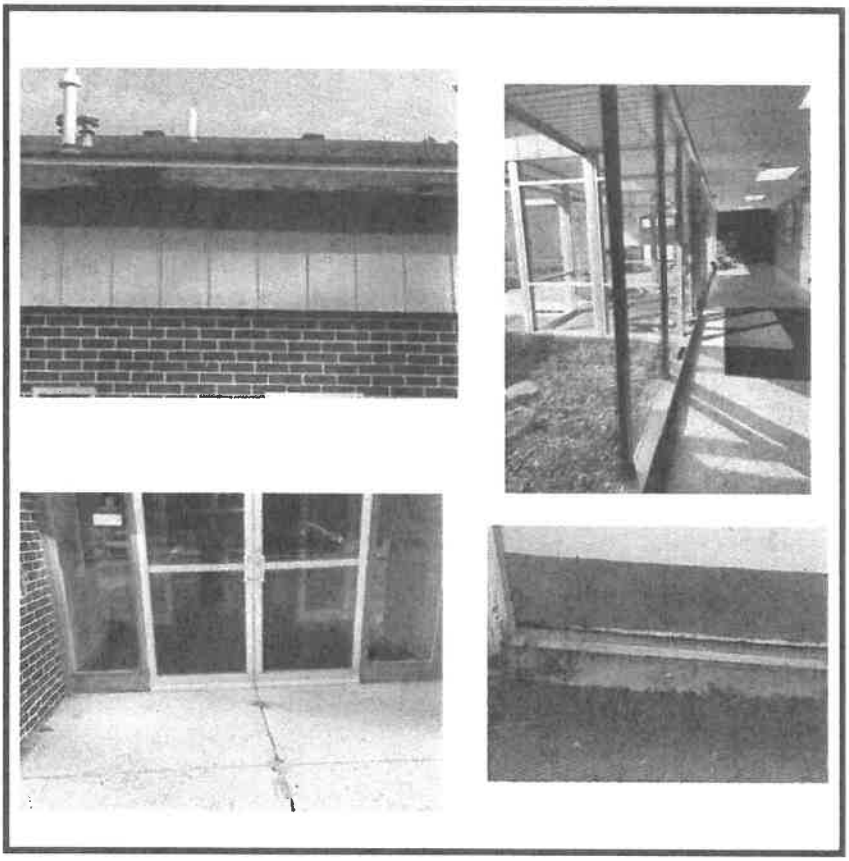
III. OBSERVATIONS

Appliance and Plug Load



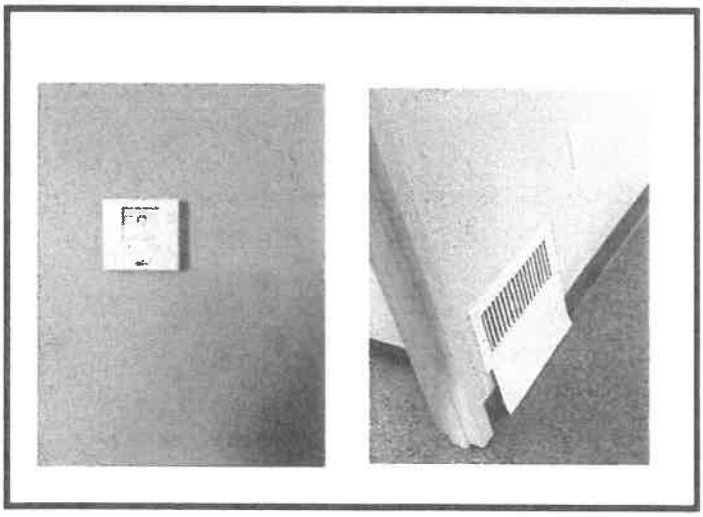
- Not all appliances were updated and Energy Star-rated
- No power strips
- Portable heating devices
- Portable fans

Building Envelope



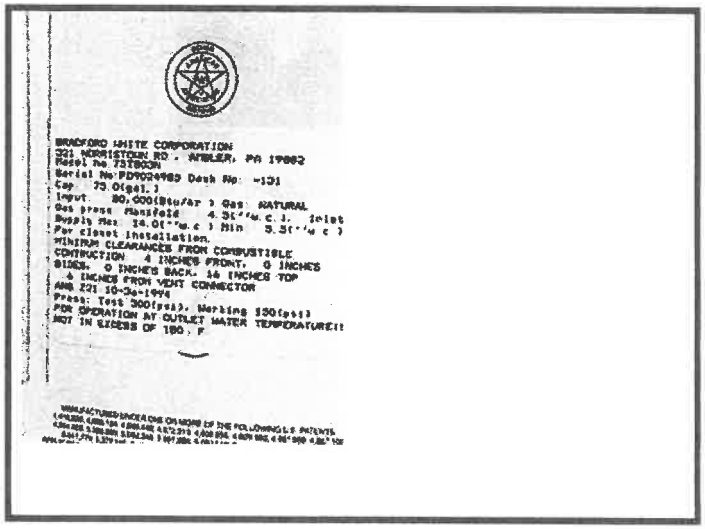
- Shingle roof was replaced in about 2015
- Some wood facia needs to be replaced
- A few windows have broken seals
- A "wall of windows" in the entrance area could use energy improvement
- A few of the steel doors are rusting
- Some weatherization is needed

Building Management System



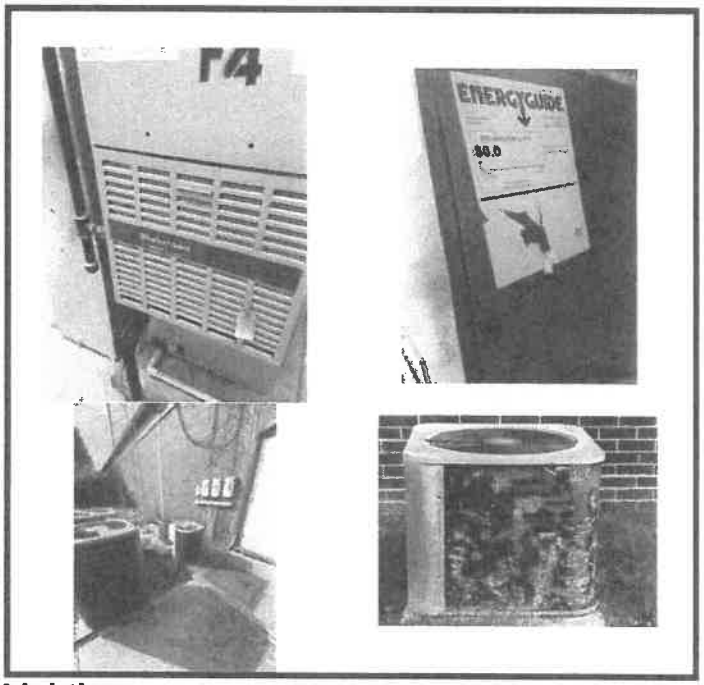
- There is no Building Management System
- There are two programmable thermostats controlling the entire office area
- Thermostats are not utilizing the programmability to setback temperatures
- There space is lacking in zone heating, cooling, and ventilation

Domestic Hot Water



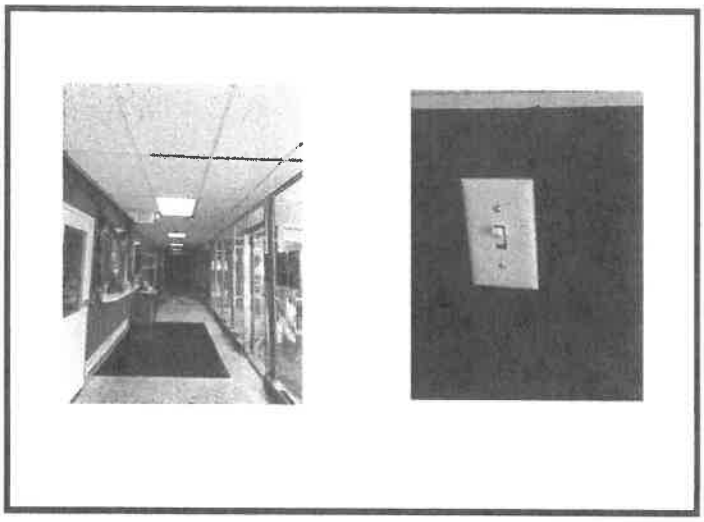
- The domestic hot water heater is a 75-gallon natural gas hot water heater.

HVAC



- 4 furnaces are located in the office space, 1 was replaced in 2024 and the other 3 are original (1997), beyond their average useful life, and offer only 80% efficiency
- 4 condensers are used to cool the office space, 2 have been updated and 2 are failing and beyond their average useful life
- The garage has its own furnace and condenser which are visibly antiquated

Lighting



- 100% of the interior lighting has been upgraded to LED
- There are no occupancy sensors on interior lighting
- 100% of the exterior lighting has been upgraded to LED
- Exterior lighting is controlled using photocells
- Some of the office fixtures were covered to reduce the level of light

Renewable Energy

- There is no renewable energy for the electricity generation on-site

IV. CURRENT Utility Use and Costs

A summary of your utility data is as follows:

Electricity

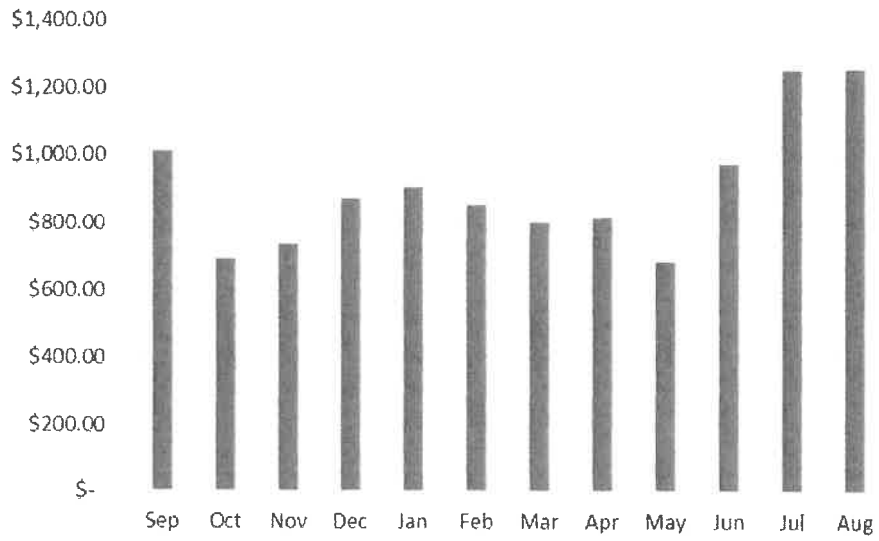
Consumers Energy provides the building with electricity. The twelve-month cost for electricity during **the period of September 2023 through August 2024 was $10,885.65**. Consumption for that same twelve-month period was **60,815 kWh**.

Consumers Energy provides electricity for the facility. The summary of electric invoices for the period of September 2023 to August 2024 are as follows:

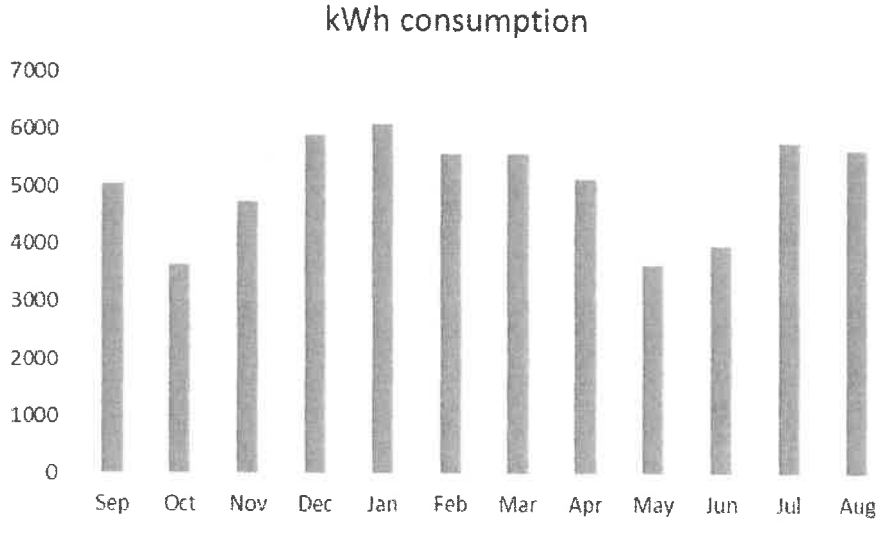
Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Invoice Total	$1,014.38	$ 693.34	$ 735.54	$ 873.49	$ 908.66	$ 854.93	$ 802.20	$ 819.28	$ 685.23	$ 977.45	$1,259.55	$1,261.60	$10,885.65
kWh consumption	5052	3644	4750	5920	6097	5587	5581	5131	3641	3973	5790	5649	60815
kW Demand	21	16	14	15	16	16	13	14	13	17	21	27	203
Demand Cost	$ 527.10	$ 283.68	$ 248.22	$ 265.95	$ 283.68	$ 283.68	$ 208.18	$ 231.70	$ 215.15	$ 469.20	$ 579.60	$ 607.20	$ 4,203.34

The blended rate of electricity was $0.18/kWh. The blended rate is an average rate over the annual period, and it includes all of the fees and costs divided by the annual consumption. Electricity costs and energy consumption for 2023 were as follows:

Electricity Cost



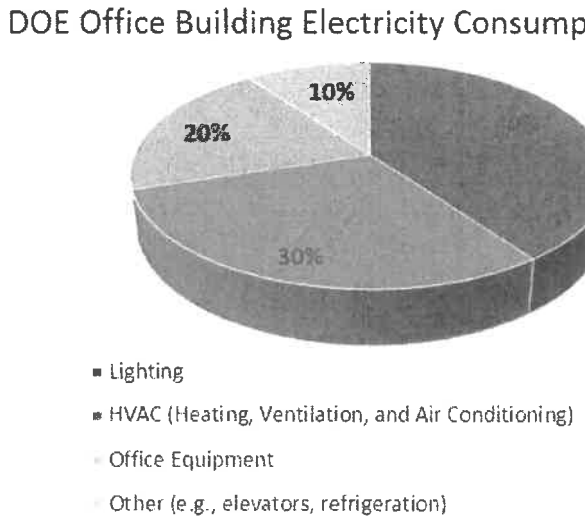
Electricity Consumption



An opportunity to reduce electricity costs is to better manage demand charges which for the City Hall was $4,203, or about 39% of the total twelve-

month cost of electricity. Installing solar can have a significant impact on reducing demand charges.

Electric demand charges are based on the maximum amount of power a customer uses in a specified period (usually 15 or 30 minutes) during the billing cycle. These charges represent the high costs electric companies have to pay for transmission and generating capacity, that for the most part, sits idle.



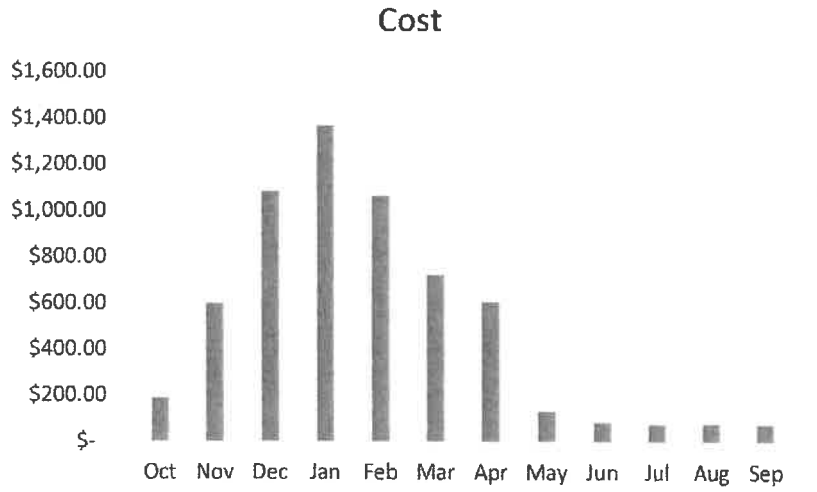
While energy efficiency improvements will reduce energy consumption and reduce costs, a further evaluation of solar is recommended. At a high level, a 25-kW solar system would generate about 31,924 kWh per year at your location. The cost for 25-kW solar and 15-kWh of battery is about $80,000 in the current marketplace in your location. Assuming a 50% rebate check, the net cost would be approximately $40,000. The energy savings would be approximately $5,747.00 – not including the reduced demand charges of as much as $4,203, which could further reduce the payback period to about 4 years.

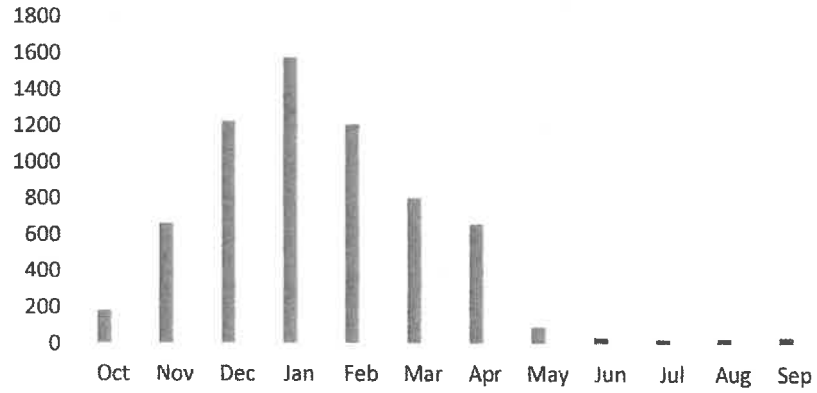
Natural Gas

DTE provides the site with natural gas. During the twelve-month period of September 2023 through August 2024, the cost of natural gas was $6,089 and the consumption was 6,548 CCF.

DTE provides natural gas for the facility. The summary of natural gas invoices for the period of September 2023 to August 2024 are as follows:

Month	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Cost	$ 189.27	$ 598.31	$1,083.25	$1,369.49	$1,064.44	$ 724.49	$ 606.47	$ 132.83	$ 84.88	$ 78.14	$ 80.66	$ 77.10	$6,089.33
CCF	183	664	1229	1579	1212	803	661	94	33	25	28	37	6548





The Department of Energy estimates that 77% of natural gas is used for heating offices and 23% is used for other (such as heating domestic hot water and cooking).

V. RECOMMENDATIONS FOR IMPROVEMENT

The following recommendations aim to promote sustainability and conserve energy by reducing energy waste and implementing energy-saving practices. These recommendations not only help reduce costs but also improve the overall operations of a facility. These estimates are calculated using simple engineering and scientific relationships and assumptions. It is important to note that each quantitative or qualitative estimate should be viewed as a reasonable order of magnitude of the savings, costs, and payback time. The best estimates can only be made by the client's personnel, who can access the best cost figures for materials and labor costs directly applicable to their facility and operations.

The RESTART team has identified several improvement opportunities to reduce waste streams, prevent pollution, and enhance energy efficiency. These opportunities are discussed below.

Appliances and Plug Loads

APL-01 Install Smart Power Strips

Install smart power strips for use with office equipment. Like regular power strips, smart power strips protect sensitive devices from dangerous changes in current, which can happen during storms. Smart power strips also turn off electricity when devices aren't being used by placing them in standby mode. Many devices consume a considerable amount of electricity even when turned off. Energy vampires continue to power as long as they are plugged in. Coffee makers, laptop chargers, and phone chargers are examples of devices with phantom loads in an office.

APL-02 Remove portable/space heating devices and fans

When the temperatures drop, it may be tempting to reach for a space heater to provide some additional warmth. While these appliances are convenient, it's essential to consider their energy consumption and cost. An energy and cost savings calculator is available at Space Heater Energy Calculator (Cost and kWh Usage) - SlashPlan.

APL-03 Replace appliances with Energy Star-rated appliances

Replace old appliances with Energy Star appliances. New ENERGY STAR appliances typically use 20-25% less energy than conventional models. Consumers Energy provides a service for picking up and disposing of certain appliances.

Building Envelope

BE-01 Install foam seal kits on wall outlets

Foam kits for electrical outlets are a great way to improve energy efficiency in your building. These kits typically include foam gaskets that fit behind the outlet or switch cover plates, helping to reduce drafts and heat loss.

BE-02 Weatherization

Weatherization helps reduce energy consumption by improving insulation and sealing leaks. This can lead to significant savings on heating and cooling costs. By reducing drafts and maintaining a more consistent indoor temperature, weatherization enhances the comfort of the building's occupants. Weatherization often includes measures to improve ventilation and reduce moisture, which can help prevent mold growth and improve indoor air quality.

BE-03 Replace windows with broken seals

Broken seals allow air and moisture to enter between the panes, reducing the window's insulating properties. Replacing these windows can help maintain a consistent indoor temperature, reducing heating and cooling costs. New windows with intact seals prevent drafts and cold spots, making your building more comfortable year-round. Sealed windows help keep out moisture, which can prevent mold growth and improve indoor air quality.

BE-04 Install film on exterior windows

Installing solar film on office windows can offer several benefits:

- Energy Efficiency: Solar film helps reduce heat gain during the summer and heat loss during the winter, which can lower energy bills by reducing the need for air conditioning and heating by as much as 30-55%.
- Comfort: Solar film creates a more comfortable working environment by blocking out excessive heat and glare. This can help improve employee productivity and satisfaction.
- UV Protection: Solar film blocks up to 99% of harmful UV rays, protecting office furniture, flooring, and equipment from fading and damage.
- Glare Reduction: It reduces glare on computer screens and other electronic devices, making it easier for employees to work without straining their eyes.
- Heat and UV protection benefits.
- Security: Some solar films also offer added security by holding glass fragments together in case of breakage, which can deter break-ins and reduce the risk of injury.

Building Management System

BMS-01 Temperature sets backs

Existing thermostats feature programmable temperature settings. Adjusting the thermostat during non-working hours can significantly reduce energy consumption, leading to lower utility bills. Maintaining optimal temperatures during working hours can enhance employee comfort, which can lead to increased productivity and job satisfaction. Comfortable temperatures can reduce mistakes and improve cognitive performance, making it easier for employees to focus and perform their tasks efficiently. Better control of indoor temperatures can help prevent symptoms associated with sick-building syndrome, such as headaches and respiratory issues.

BMS-02 Install zone heating in the office area

Zone control in heating and cooling systems allows an office space to be divided into different areas, or "zones," each with its temperature settings. Some key benefits and functions of zone control include:

- Customized Comfort: Different areas of an office can have different temperature preferences. For example, conference rooms, individual offices, and common areas can each be set to a temperature that suits their specific use and occupancy.
- Energy Efficiency: Zone control systems can significantly reduce energy consumption by heating or cooling only the areas that are in use. This can lead to lower utility bills and a smaller carbon footprint.
- Improved Air Quality: Proper ventilation is crucial in commercial buildings. Zone control systems can help ensure that each area receives appropriate ventilation, improving indoor air quality and reducing allergens and pollutants.
- Enhanced Control: With independent thermostats and motorized dampers, zone control systems allow for precise control over the heating and cooling in each zone. This can be particularly useful in buildings with varying occupancy levels and functional areas.
- Cost Savings: By optimizing the use of heating and cooling resources, zone control systems can lead to significant cost savings over time. This is especially beneficial in office buildings where energy costs can be substantial.

Building Management System

BMS-03 Install BMS system and monitor CO_2 and RH (Relative Humidity)

Benefits of installing a building management system (BMS) include:

- Cost savings: Tracking and streamlining electrical and water usage can help reduce utility bills sometimes by as much as 15% or greater.
- Sustainability: Provides the ability to measure and verify sustainability goals and achievements.

- Maintenance: Tracking data, monitoring trends, and automated alerts can assist in indicating when equipment requires maintenance or replacement *before* it impacts fails. Proactive maintenance is always better than reactive maintenance, which often results in increased replacement costs and a lack of engineering.

- Add CO_2 sensing and control and RH sensing. Installing CO_2 sensing and control systems offers several key benefits:
    - *Improved Air Quality: CO_2 sensors help maintain optimal indoor air quality by monitoring and adjusting ventilation based on CO_2 levels. $_2$ and other pollutants.*
    - *Enhanced Productivity: High levels of CO_2 can negatively impact cognitive functions, causing drowsiness and reducing concentration. By keeping CO_2 levels in check, these systems can help improve productivity and overall well-being.*
    - *Energy Efficiency: CO_2 sensors enable demand-controlled ventilation (DCV), which adjusts ventilation rates based on occupancy. This can lead to significant energy savings by reducing the need for constant ventilation when spaces are unoccupied or have fewer occupants.*
    - *Cost Savings: By optimizing ventilation, CO_2 sensors can help lower energy costs associated with heating, cooling, and ventilation systems.*
    - *Compliance and Safety: Maintaining CO_2 levels within recommended limits ensures compliance with health and safety regulations, providing a safer environment for occupants.*

The optimum range of relative humidity (RH) to help fight the spread of viruses is 40-60. Sensing RH better ensures an optimal level is being achieved. Further too much or too little RH can reduce IAQ and cause damage to building systems and equipment.

Domestic Water Heater

DWH Replace and downsize domestic water heater

Replacing, downsizing, and converting to an electric domestic water heater can offer several benefits. Modern electric water heaters are often more energy-efficient than older models, which can lead to lower energy bills. Downsizing to a smaller domestic hot water heat pump or tankless water heater saves energy because less energy is required to heat a smaller amount of hot water. Electric water heaters generally require less maintenance compared to gas models, as they have fewer components that can wear out. Electric water heaters eliminate the risk of gas leaks and carbon monoxide poisoning, making them a safer option for your office. Electric water heaters can be powered by renewable energy sources, reducing your carbon footprint. While the initial cost of converting to an electric domestic hot water heat pump or tankless can be higher, the long-term benefits may often outweigh the higher cost.

Heating, Ventilation, and Air Conditioning (HVAC)

HVAC-01 Upgrade furnaces and air conditioning upon failure with heat pumps

Heat pumps can provide both heating and cooling, eliminating the need for separate systems. This can simplify HVAC setup and reduce maintenance costs. Since heat pumps do not burn fuel, they do not produce combustion byproducts like carbon monoxide, which can improve indoor air quality and safety. Although the initial installation cost of a heat pump can be higher, the long-term savings on energy bills and maintenance can make it a cost-effective option. Heat pumps provide a more consistent and even heating and cooling experience, enhancing overall comfort in buildings. Electric heat pumps eliminate the risks associated with gas leaks and combustion, making them a safer option for heating.

Lighting

LT-01 De-lamping in the office area

De-lamping is the process of removing or disabling some of the light bulbs in a fixture to reduce the overall brightness in a space. This is often done in office areas where LED lighting is too intense, causing discomfort or glare for employees. The main goal is to create a more comfortable and productive work environment by reducing excessive lighting. Overly bright lighting can cause eye strain, headaches, and general discomfort.

By reducing the number of active bulbs, de-lamping can also lead to significant energy savings. This not only lowers electricity bills but can also contribute to an organization's sustainability goals.

Studies have shown that employees are more productive in environments with appropriate lighting levels. Natural light or well-balanced artificial light can enhance mood and efficiency.

De-lamping can be as simple as removing bulbs from fixtures. It's important to ensure that the remaining lighting is evenly distributed to avoid creating dark spots or uneven lighting. When de-lamping, it's crucial to consider the type of work being done in the space.

LT-02 Install occupancy sensors

Occupancy sensors can lead to significant energy savings, especially in areas that are often unoccupied such as restrooms, conference rooms, and break rooms. On average, these sensors can reduce lighting energy use by about 24%.

Policies, Operations, and Maintenance

POM-01 Designate an Energy Manager

An energy manager can oversee and implement energy-saving measures, leading to reduced energy consumption and lower utility bills. By tracking energy consumption monthly, the energy manager can identify spikes in energy consumption and can work to understand the cause of the spike and correct it. By conducting periodic energy audits, the energy manager can ensure the City's energy policies are intact.

Renewable Energy

RE-01 Install solar

Installing solar panels can offer several benefits, especially when it comes to eliminating electricity energy (kWh) and demand (kW) charges:

- Cost Savings: Solar panels generate electricity during the day, which is often when demand charges are highest. By using solar energy during these times, you can significantly reduce or even eliminate these charges.
- Energy Independence: With solar panels, you rely less on the grid, which means you're less affected by fluctuating electricity prices and peak demand charges.
- Environmental Impact: Solar energy is a clean, renewable resource. By using solar power, you reduce your carbon footprint and contribute to a more sustainable future.

VI. Funding Sources and Additional Tools

Various funding sources may be available for any measures you elect to implement. Please note that all funding is subject to change with or without notice from the funding provider. One or more of the following sources may be useful for energy conservation projects at your facility:

- Michigan Saves is a nonprofit dedicated to making energy improvements more accessible for all Michigan energy consumers. To accomplish this, Michigan Saves makes affordable financing and other incentives available through grants and partnerships with private-sector lenders. Michigan Saves offers business financing ranging from $2,000 to $250,000 with financing structured so the savings are equal to or greater than the business' monthly savings. See www.michigansaves.org.

- Lean & Green Michigan™ is one of America's first statewide Property Assessed Clean Energy (PACE) initiatives. Lean & Green Michigan™ helps commercial, industrial, and multi-family property owners finance energy projects, eliminate waste, and save money through innovative financing solutions that make

energy projects profitable for all parties – property owners, contractors, financial institutions, and even municipalities that experience a growing tax base. See www.leanandgreenmi.com.

- 179D Commercial Building Energy Efficiency Tax Deduction is a federal tax deduction for installing qualifying systems that improve your energy efficiency. For complete details, see www.irs.gov/credits-deductions/energy-efficient-commercial-buildings-deduction. The deduction is available to:

  - Owners of qualified commercial buildings
  - Designers of qualified energy efficiency improvements installed in buildings owned by specified tax-exempt entities, including certain government entities, Indian tribal governments, and other tax-exempt organizations

  The savings per square foot are calculated as:

  - $0.50/ft^2 for a building with 25% energy savings
  - Plus $0.02/ft^2 for each percentage point of energy savings above 25%
  - Up to a maximum of $1.00/ft^2 for a building with 50% energy savings

- Federal Solar Tax Credits for Businesses is a federal tax deduction for installing solar photovoltaic systems to serve your commercial building. Available deduction is up to 50% of the total project cost. For complete details, see www.energy.gov/eere/solar/federal-solar-tax-credits-businesses.

- Utility Rebates may be available from your utility provider for specific measures. Visit DTE and Consumers Energy websites for complete details including eligibility, measure criteria, and rebate amount.

To assist with your ongoing energy management, consider the following FREE tools:

- ENERGY STAR Portfolio Manager®

  The U.S. Environmental Protection Agency's ENERGY STAR Portfolio Manager® is a FREE tool that can be used to track energy and water usage and costs over time. This would allow you to compare usage for different periods (e.g., the current month's usage compared to the same month 12 months prior) and better manage usage and cost. Details on how to use Portfolio Manager can be found at: https://www.energystar.gov/buildings/benchmark.

  Additionally, ENERGY STAR scores building's energy use and recognizes businesses with the best scores through the ENERGY STAR certification for buildings. Complete details of this recognition can be reviewed at the website: https://www.energystar.gov/buildings/building-recognition

- EPA Greenhouse Gas Calculator and Waste Reduction Model

The EPA has several Microsoft Excel spreadsheet calculators that assist with tracking reductions in greenhouse gas (GHG) emissions and waste. These can be found at: https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator and at https://www.epa.gov/p2.

VII. CONCLUSION

The RESTART team appreciates the opportunity to provide this assessment of The City of Whitehall City Hall. The team thanks Scott and Brian for providing information about the church's operations and answering the team's questions. These inputs were essential in completing the assessment and preparing this report.

The comments and recommendations in this report are intended to assist the church in reducing waste, conserving energy, and improving operations. This report does not address opportunities to improve indoor air quality.

Additional sources of information that may be helpful are provided in the Attachments.

VIII. FEEDBACK

The RESTART truly values your feedback. Your comments and testimonials are critical to our efforts to:

- Improve program services and capabilities.
- Demonstrate program value.
- Strengthen program support.
- Secure future funding

Please email your comments, testimonials, letters, or other feedback to Diane Mills or mail them to:

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ATTN: RESTART
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Suite 100
Southfield, MI 48076
RESTARTinfo@ltu.edu

Respectfully submitted,
Diane E. Mills CEM | NABCEP Assoc.

ENERGY EFFICIENCY & SUSTAINABILITY REPORT

RESTART Assessment #158

City of Whitehall, Michigan
DPW Garage
2055 Warner, Whitehall, MI 49461

Prepared by

RESTART @ LTU

RETIRED ENGINEERS, SCIENTISTS, TECHNICIANS, ADMINISTRATORS,
RESEARCHERS, TEACHERS PROGRAM at
LAWRENCE TECHNOLOGICAL UNIVERSITY

On behalf of the
Michigan Department of Environment, Great Lakes, and Energy (EGLE)

Assessment Date: October 3, 2024
Report Date: October 9, 2024
Report Team: Diane Mills, RESTART

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IX. Attachments ..... NA

ACKNOWLEDGEMENT

This report is made possible by the State of Michigan through funds appropriated in support of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) energy and sustainability (including pollution prevention and recycling) activities of the Retired Engineers, Scientists, Technicians, Administrators, Researchers, and Teachers Program (RESTART) at Lawrence Technological University (LTU).

DISCLAIMER

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Nomenclature Key

Recommendation Reference:		Symbols and Abbreviations:	
APL	Appliances and Plug Loads	Btu	British thermal unit
BE	Building Envelope	Ccf	Hundred cubic feet
BMS	Building Management System		
CA	Compressed Air	CO_2	Carbon Dioxide
DHW	Domestic Hot Water	EEM	Energy Efficiency Measure
EQP	Equipment (processing)	IAQ	Indoor Air Quality
HVAC	Heating, Ventilating and Air-conditioning	kWh	Kilowatt-Hours
LT	Lighting	LED	Lighting Emitting Diode
PIP	Piping	MH	Metal Halide
POM	Policies, Operations & Maintenance	MMBtu	Million Btu
RE	Renewable Energy	$MTCO_2e$	Metric tons of CO_2 equivalent
RH	Heat Recovery	PP	Pollution Prevention
SUB	Submetering	PCB	Polychlorinated Biphenyls
W	Water	RH	Relative Humidity
WS	Waste, Handling, and Disposal	BMS	Building Management System

Note: Each recommendation is numbered. For example, LT-1 is Lighting Recommendation 1, and so on. Where numbers are followed by letters, the recommendations are optional versions of the same general recommendation and only one of the options should be taken.

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Participating in the Assessment included:

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No-Cost and Low-Cost Energy Efficiency Measures Identified

Implementing low-cost energy-saving measures in public buildings can significantly reduce operational costs and improve efficiency. Low-cost measures in similarly sized buildings typically cost less than $500.

No-Cost to Low-Cost Energy Efficiency Improvements

Ref. No.	Recommendation Description	Estimated Cost to Implement	Potential Rebate	Potential Energy Savings	Estimated Payback Time (Years)	Savings kWh	Savings (CCF)	Savings $
POM-01	Establish Energy Manager	$0 to low cost	N	10-30%	0	4514	901	$ 1,950.22
APL-01	Install Smart power strips	$0 to low cost	N	1%	2 mos - 2 years	108		$ 41.13
BE-01	Install foam seal kits on wall outlets	$0 to low cost	N	NA	NA			
BE-02	Weatherization (Caulking, weather strips, ...)	$0 to low cost	N	5-15%	1-2 years			$ 563.81
TOTALS						4622	901	$ 2,555.16

These no-cost to low-cost measures can provide energy cost savings of over $2,555: a reduction of approximately 15% - a reduction of approximately 4,622 kWh of electricity and a reduction of approximately 901 CCF of natural gas.

An important step is to appoint an Energy Manager responsible for tracking energy consumption and identifying energy efficiency opportunities. The Energy Manager tracks energy consumption monthly and can readily identify spikes in energy consumption that might indicate failed equipment.

Further, the Energy Manager can provide periodic energy assessments to ensure energy policy and procedures are being adhered to.

Additional Upgrades to Improve Energy Efficiency, Safety, Health, IAQ

The following table identifies improvements recommended to provide additional energy savings or improve safety, health, or Indoor Air Quality (IAQ).

Ref. No.	Recommendation Description	Estimated Cost to Implement	Potential Rebate	Potential Energy Savings	Estimated Payback Time (Years)	Savings kWh	Savings (CCF)	Savings $
APL-02	Replace appliances with newer Energy Star models	$1,000	Y		5 years			$ 100.00
BE-03	Replace windows with damaged seals	$10,000	Y		20+ years			
HVAC-01	Upgrade 1999 installed furnace to high efficiency furnace	$7,000.00	Y	10-20%	10-12 years			$ 845.70
HVAC-02	Improve ventilation in offices	$15,000	N		15+ years			
LT-01	Install occupancy sensors for interior office lighting	$2,000	Y	10-15%	4-5 years			$ 1,360.75
RE-01	Install Solar and Batteries	$33,000	Y		7 years			$ 3,575.00
Totals		$ 68,000						$ 10,991.77

The estimated total cost of these additional improvements is **$68,000.**

Please note:

- It is critical to hire an electrical and mechanical engineer to adequately size mechanical equipment and electrical equipment
- Installing the occupancy sensors requires an electrician
- Installation costs may vary based on the cost of local labor and the source of the materials. These price estimates were obtained online and didn't consider any special installation requirements that may be needed. Engineers and architects may be involved in the design and/or evaluation of the upgrades, and their fees were not included.
- Electrical supplies currently need long lead times, sometimes as much as 56 weeks or more.

Solar

Installing solar could provide significant energy cost savings. The City could also utilize the Investment Tax Credit (ITC) Rebate Check to help fund the installation of solar panels (and batteries and generators). Recent legislation allows for non-profit and public entities to receive the ITC as a rebate check, significantly lowering the net cost of

installing solar. The base ITC is 30% of the total project cost, plus an incremental 10% bonus for "Made in America" products, and an additional 10% bonus for "Disadvantaged Communities" (rural), providing the location meets the IRS criteria, the IRS cap has not been exceeded.

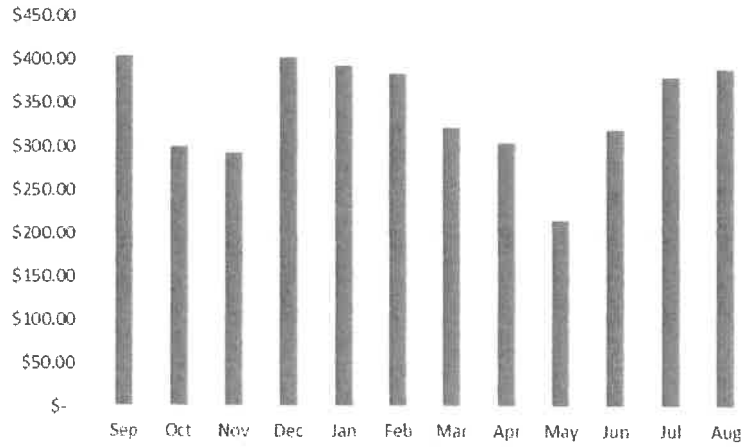
UTILITY DATA

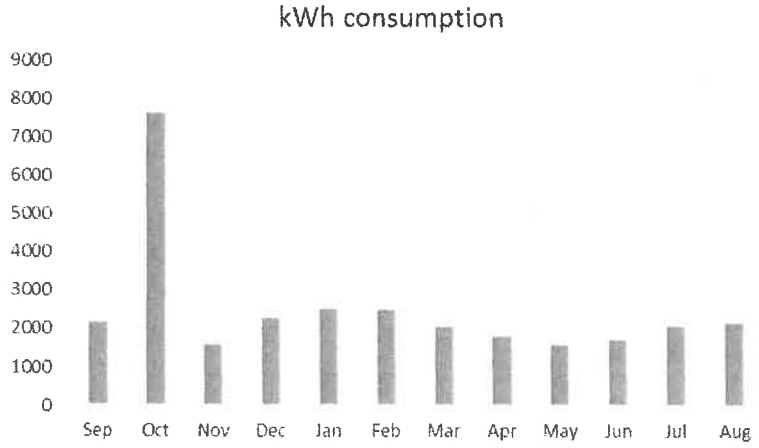
A summary of your utility data is as follows:

Electricity

Consumers Energy provides the building with electricity. The twelve-month cost for electricity during **the period of September 2023 through August 2024 was $4,113.06**. Electric consumption for that same twelve-month period was **30,093 kWh.**

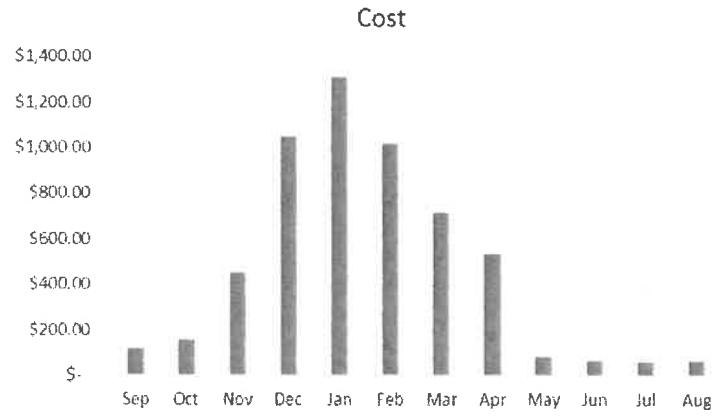
The blended rate of electricity was $0.14/kWh. The blended rate is an average rate over the annual period, and it includes all of the fees and costs divided by the annual consumption. Electricity costs and energy consumption for 2023 were as follows:

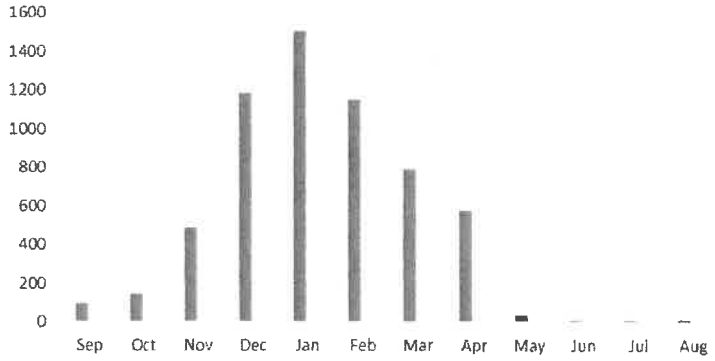




Natural Gas

DTE provides the site with natural gas. During the twelve-month period of **September 2023 through August 2024**, the cost of natural gas was **$5,638.06** and the consumption was **6,008 CCF**.





While energy efficiency improvements reduce energy consumption and reduce costs, a further evaluation of solar is recommended. At a high level, a 20-kW solar system would generate approximately 25,539 kWh per year at your location. The cost for 20-kW solar and 10-kWh battery is approximately $66,000 in the current marketplace in your location. Assuming a 50% rebate check, the net cost would be approximately $33,000. The energy savings would be approximately $3,575 and the payback period to about 7 years.

I. INTRODUCTION

A RESTART team member conducted an energy efficiency and sustainability assessment at the City of Whitehall, Michigan DPW Garage building. Participating in the Energy Assessment was:

- Scott K. Huebler, City Manager
- Brian Armstrong, Facility Manager

II. FACILITY PROFILE

Type of Facility	DPW Offices/Garage	Percent Heated	100%
Year Built/Addition	1987/1997	Type of Heating	Natural gas
Floor Area, ft²	Approx. 13,100	Percent Cooled	100% offices
Footprint, ft²		Type of Cooling	Electric
Irrigated Area, ft²	Not available	Electricity Provider	Consumers Energy
Parking Area, ft²	Not available	Gas Provider	DTE

The building exterior is brick and concrete. A large portion of the building includes a heated garage used by the DPW to house, wash, and service city DPW vehicles.

Building Occupancy Rates

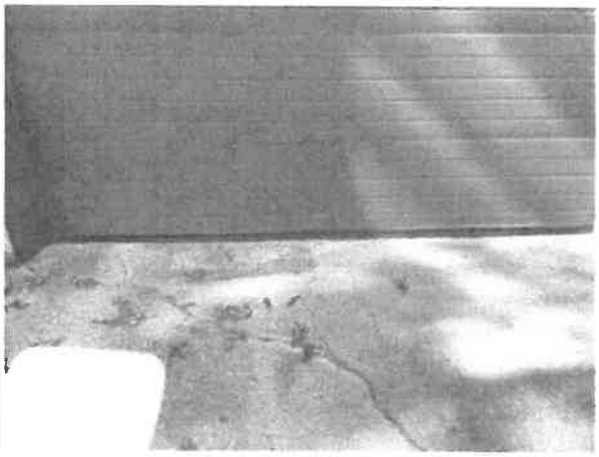
The offices are open Monday through Friday 7:30 am – 4 pm and typically support 9 employees. The offices are closed on weekends and holidays.

III. OBSERVATIONS

Appliance and Plug Load

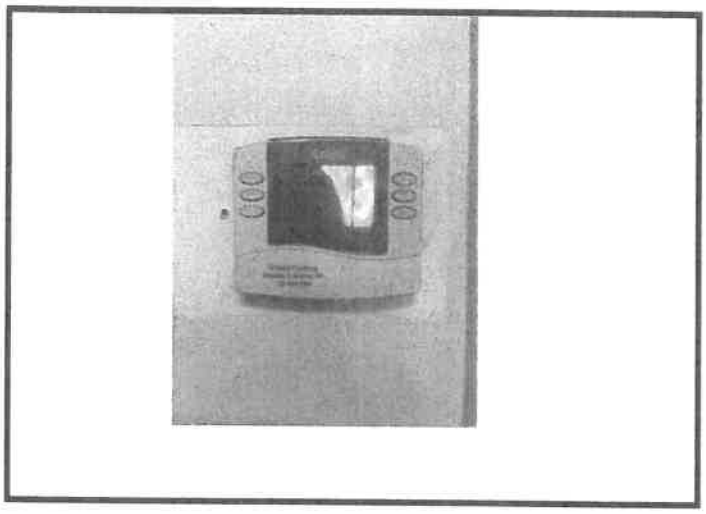
- Not all appliances were updated and Energy Star-rated
- No power strips
- No sleep mode enabled

Building Envelope



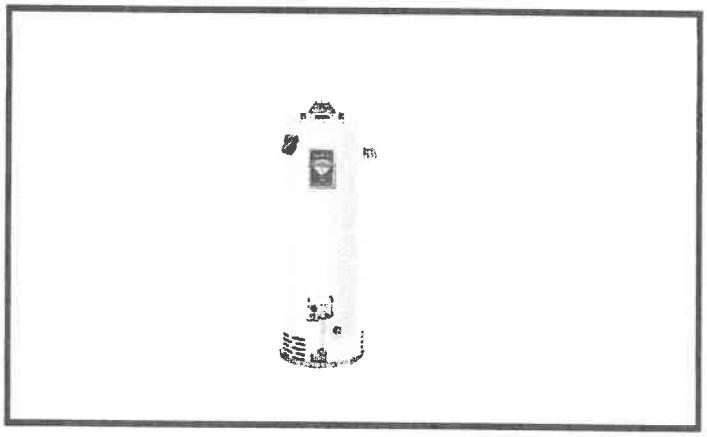
- Roof was replaced in about 2005
- A few windows have broken seals
- A few of the steel doors are rusting
- Weatherization is needed
- Garage doors are original and are causing excessive heat loss
- Damaged cement doesn't provide for tight garage door closure

Building Management System



- There is no Building Management System
- Programmable thermostats controlling the office area
- Thermostats are not utilizing the programmability to setback temperatures
- The office space is lacking in ventilation

Domestic Hot Water



- The domestic hot water heater is a new natural gas hot water heater.

HVAC

- 1 natural gas furnace was replaced in 2023
- 1 natural gas furnace was instlled in 1999
- The garage has its own furnace

Lighting

- 100% of the interior lighting has been upgraded to LED
- There are occupancy sensors in the garage
- There are no occupancy sensors on interior lighting in offices
- 99% of the exterior lighting has been upgraded to LED
- Exterior lighting is controlled using photocells

Renewable Energy

- There is no renewable energy for the electricity generation on-site.

IV. CURRENT UTILITY USE AND COSTS

Electricity

Consumers Energy provides electricity for the facility. The summary of electric invoices for the period of September 2023 to August 2024 is as follows:

Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Invoice Total	$ 404.43	$ 300.22	$ 293.07	$ 402.83	$ 393.29	$ 384.48	$ 322.11	$ 305.26	$ 215.63	$ 319.78	$ 381.23	$ 390.73	$ 4,113.06
kWh consumption	2151	7651	1590	2276	2522	2507	2063	1803	1573	1729	2076	2152	30093

The data provided was used to create the charts and information listed in the Executive Summary.

Natural Gas

DTE provides natural gas for the facility. The summary of natural gas invoices for the period of September 2023 to August 2024 is as follows:

Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Cost	$ 119.48	$ 157.32	$ 453.83	$1,047.94	$1,312.13	$1,017.90	$ 717.85	$ 534.99	$ 82.85	$ 66.34	$ 62.95	$ 64.48	$5,638.06
CCF	95	141	489	1187	1510	1156	795	575	32	11	7	10	6008

The data provided was used to create the charts and information listed in the Executive Summary.

V. RECOMMENDATIONS FOR IMPROVEMENT

The following recommendations aim to promote sustainability and conserve energy by reducing energy waste and implementing energy-saving practices. These recommendations not only help reduce costs but also improve the overall operations of a facility. These estimates are calculated using simple engineering and scientific relationships and assumptions. It is important to note that each quantitative or qualitative estimate should be viewed as a reasonable order of magnitude of the savings, costs, and payback time. The best estimates can only be made by the client's personnel, who can access the best cost figures for materials and labor costs directly applicable to their facility and operations.

The RESTART team has identified several improvement opportunities to reduce waste streams, prevent pollution, and enhance energy efficiency. These opportunities are discussed below.

Appliances and Plug Loads

APL-01 Install Smart Power Strips

Install smart power strips for use with office equipment. Like regular power strips, smart power strips protect sensitive devices from dangerous changes in current, which can happen during storms. Smart power strips also turn off electricity when devices aren't being used by placing them in standby mode. Many devices consume a considerable amount of electricity even when turned off. Energy vampires continue to power as long as they are plugged in. Coffee makers, laptop chargers, and phone chargers are examples of devices with phantom loads in an office.

APL-02 Replace appliances with Energy Star-rated appliances

Replace old appliances with Energy Star appliances. New ENERGY STAR appliances typically use 20-25% less energy than conventional models. Consumers Energy provides a service for picking up and disposing of certain appliances.

Building Envelope

BE-01 Install foam seal kits on wall outlets

Foam kits for electrical outlets are a great way to improve energy efficiency in your building. These kits typically include foam gaskets that fit behind the outlet or switch cover plates, helping to reduce drafts and heat loss.

BE-02 Weatherization

Weatherization helps reduce energy consumption by improving insulation and sealing leaks. This can lead to significant savings on heating and cooling costs. By reducing drafts and maintaining a more consistent indoor temperature, weatherization enhances the comfort of the building's occupants. Weatherization often includes measures to improve ventilation and reduce moisture, which can help prevent mold growth and improve indoor air quality.

BE-03 Replace windows with broken seals

Broken seals allow air and moisture to enter between the panes, reducing the window's insulating properties. Replacing these windows can help maintain a consistent indoor

temperature, reducing heating and cooling costs. New windows with intact seals prevent drafts and cold spots, making your building more comfortable year-round. Sealed windows help keep out moisture, which can prevent mold growth and improve indoor air quality.

Heating, Ventilation, and Air Conditioning (HVAC)

HVAC-01 Upgrade furnaces with high-efficiency furnace

High-efficiency furnaces provide more consistent and effective heating compared to standard models. These furnaces use less energy to produce the same amount of heat, which can significantly lower your energy bills. They often come with advanced features that allow for better temperature control and improved indoor air quality. By consuming less fuel, high-efficiency furnaces reduce greenhouse gas emissions, making them a more environmentally friendly option. With proper maintenance, high-efficiency furnaces tend to last longer due to their advanced technology and better build quality.

HVAC-02 Evaluate ventilation in the office area

Ventilation equipment was not observed in the office area. Due to the levels of carbon dioxide possibly leaking from the garage, it is recommended the City install data loggers to check $C0_2$ levels in the office area.

Lighting

LT-01 Install occupancy sensors

Occupancy sensors can lead to significant energy savings, especially in areas that are often unoccupied such as restrooms, conference rooms, and break rooms. On average, these sensors can reduce lighting energy use by about 24%.

Policies, Operations, and Maintenance

POM-01 Designate an Energy Manager

An energy manager can oversee and implement energy-saving measures, leading to reduced energy consumption and lower utility bills. By tracking energy consumption monthly, the energy manager can identify spikes in energy consumption and can work to understand the cause of the spike and correct it. By conducting periodic energy audits, the energy manager can ensure the City's energy policies are intact.

Renewable Energy

RE-01 Install solar

Installing solar panels, with or without batteries, can offer several benefits, especially when it comes to reducing or eliminating electricity energy (kWh) and demand (kW) charges:

- Cost Savings: Solar panels generate electricity during the day, which is often when demand charges are highest. By using solar energy during these times, you can significantly reduce or even eliminate these charges.
- Energy Independence: With solar panels, you rely less on the grid, which means you're less affected by fluctuating electricity prices and peak demand charges.
- Environmental Impact: Solar energy is a clean, renewable resource. By using solar power, you reduce your carbon footprint and contribute to a more sustainable future.

VI. Funding Sources and Additional Tools

Various funding sources may be available for any measures you elect to implement. Please note that all funding is subject to change with or without notice from the funding provider. One or more of the following sources may be helpful for energy conservation projects at your facility:

- Michigan Saves is a nonprofit dedicated to making energy improvements more accessible for all Michigan energy consumers. Michigan Saves offers financing ranging from $2,00 to $250,000.

- Federal Grants provide funds for energy efficiency and/or renewable energy projects. Visit federal agency websites such as DOE, EPA, and USDA for possible funding opportunities.

- State Grants provide funds for energy efficiency and/or renewable energy projects. Visit state agency websites such as EGLE and MPSC for possible funding opportunities.

- Utility Rebates may be available from your utility provider for specific measures.

  For available rebates and requirements, visit your utilities' websites:

Visit the Consumers Energy website at:

https://www.consumersenergy.com/business/rebates-and-discounts

Visit DTE's website at:

https://rebates.dteenergy.com/Rebate/Eligibility/Check/6741b65d-6a91-4687-8e39-fc40ecb1af6b

The websites contain complete details, including eligibility, measure criteria, and rebate amounts and offers. *Be sure to check their preinstallation requirements*.

To assist with your ongoing energy management, consider the following FREE tools:

- **ENERGY STAR Portfolio Manager®** The U.S. Environmental Protection Agency's ENERGY STAR Portfolio Manager®, is a FREE tool that can be used to track energy and water usage and costs over time. This would allow you to compare usage for different periods (e.g., the current month's usage compared to the same month 12 months prior) and better manage usage and cost.

  Details on how to use Portfolio Manager can be found at:
  https://www.energystar.gov/buildings/benchmark

Additionally, ENERGY STAR scores building's energy use and recognizes businesses with the best scores through the ENERGY STAR certification for buildings. Complete details of this recognition can be reviewed at the website:
https://www.energystar.gov/buildings/building-recognition

- **EPA Greenhouse Gas Calculator and Waste Reduction Model**

The EPA has several Microsoft Excel spreadsheet calculators that assist with tracking reductions in greenhouse gas (GHG) emissions and waste. These can be found at:

https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator and

https://www.epa.gov/p2.

VII. CONCLUSION

The RESTART team appreciates the opportunity to provide this Energy Assessment of your facility. Thank you for providing the information necessary to complete the Energy Assessment report, including information about your operations and answering the team's questions. These inputs were essential in completing the Energy Assessment and preparing this report.

The comments and recommendations in this report are intended to assist you in reducing waste, conserving energy, and improving operations. This report does address some opportunities to improve indoor air quality.

VIII. FEEDBACK

The RESTART truly values your feedback. Your comments and testimonials are critical to our efforts to:

- Improve program services and capabilities.
- Demonstrate program value.
- Strengthen program support.
- Secure future funding

Please email your comments, testimonials, letters, or other feedback to Diane Mills or mail them to:

RESTART@LTU
ATTN: RESTART
21415 Civic Center Drive
Building 18 South
Suite 100
Southfield, MI 48076
RESTARTinfo@ltu.edu

Respectfully submitted,

Diane Mills CEM, RESTART

ENERGY EFFICIENCY & SUSTAINABILITY REPORT

RESTART Assessment #159

City of Whitehall, Michigan
Playhouse
304 S. Mears Avenue, Whitehall, MI 49461

Prepared by

RESTART @ LTU

RETIRED ENGINEERS, SCIENTISTS, TECHNICIANS, ADMINISTRATORS,
RESEARCHERS, TEACHERS PROGRAM at
LAWRENCE TECHNOLOGICAL UNIVERSITY

On behalf of the
Michigan Department of Environment, Great Lakes, and Energy (EGLE)

Assessment Date: October 3, 2024
Report Date: October 7, 2024
Report Team: Diane Mills, RESTART

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IX. Attachments ..... NA

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- Brian Armstrong, Facility Manager
- Beth Beaman, Managing Director

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No-Cost to Low-Cost Energy Efficiency Improvements

Ref. No.	Recommendation Description	Estimated Cost to Implement	Potential Rebate	Potential Energy Savings	Estimated Payback Time (Years)	Savings kWh	Savings (CCF)	Savings $
POM-01	Establish Energy Manager	$0 to low cost	N	10-30%	0	9122	982	$ 3,935.60
BMS-01	Program thermostats with setback temperatures	$0 to low cost	N	10-15%	0		819	$ 1,196.38
TOTALS							1801	$ 5,131.98

These no-cost to low-cost measures can provide a cost savings of over $5,132, resulting in a reduction of approximately 26% of energy consumption: a reduction of approximately 7,602 kWh of electricity and a reduction of approximately 1,801 CCF of natural gas.

An important step is to appoint an Energy Manager responsible for tracking energy consumption and identifying energy efficiency opportunities. The Energy Manager tracks energy consumption every month and can readily identify spikes in energy consumption that might indicate failed equipment.

Further, the Energy Manager can provide periodic energy assessments to ensure energy policy and procedures are being adhered to.

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The following table identifies improvements recommended to provide additional energy savings or improve safety, health, or Indoor Air Quality (IAQ).

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APL-03	Replace appliances with newer Energy Star models	$1,000	Y		5 years			$ 100.00
BMS-02	Install BMS system and monitor for CO_2 and RH	$41,250-$115,500	Y	10-13%	20+ years			$ 1,100.71
RE-01	Install 40 kW Solar and 20 kWh Batteries	$61,000			6.6 years			$ 9,194.04
Totals		$103,250-$177,500						$ 10,394.75

The estimated total cost of these additional improvements is **$103,250 – $177,500.** The net cost for solar was used (the 50% ITC rebate check was deducted from the estimated cost to implement). It does not include any electrical upgrades that may be required to install the solar and it does not include a new roof, if needed.

Please note:

- It is critical to hire an electrical engineer to adequately assess and size the electrical equipment that may be needed to add solar
- The roof should be evaluated before adding solar
- Installation costs may vary based on the cost of local labor and the source of the materials. These price estimates were obtained online and didn't consider any special installation requirements that may be needed. Engineers and architects may be involved in the evaluation of upgrades, and their fees were not included. Electrical supplies currently have long lead times, sometimes as much as 56 weeks or more.

Electrification

Since the mechanical equipment and domestic hot water equipment are fueled with natural gas and are only about five years old, estimates were not provided to convert the mechanical equipment from natural gas to electric. Many sustainability plans are now including a plan to further reduce carbon emissions by converting energy consumption to electricity. Should the City decide to incorporate Electrification into its plan, this Energy Assessment recommends the evaluation of converting HVAC and hot water heating equipment to electric.

Solar

Installing solar can provide significant energy cost savings. The City could also utilize the Investment Tax Credit (ITC) Rebate Check to install solar panels (and batteries and generators). Recent legislation allows for non-profit and public entities to receive the ITC as a rebate check, significantly lowering the net cost of installing solar. The base ITC is based on 30% of the project cost, plus an incremental 10% bonus for "Made in

America" products, and an additional 10% bonus for "Disadvantaged Communities" (rural), providing the location meets the IRS criteria, and the IRS cap has not been exceeded.

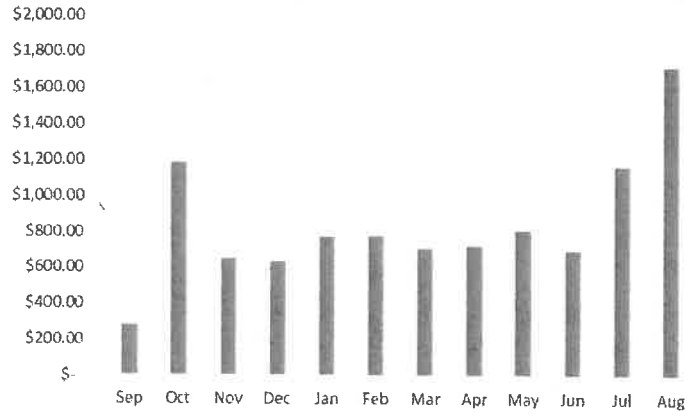
UTILITY DATA

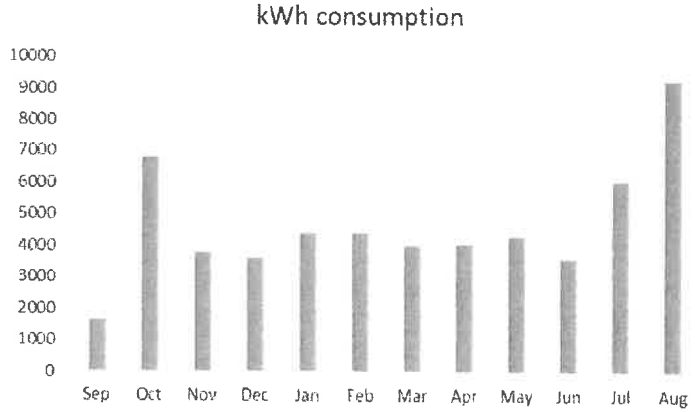
A summary of your utility data is as follows:

Electricity

Consumers Energy provides the building with electricity. The twelve-month cost for electricity during **the period of September 2023 through August 2024** was **$10,137.27**. Electric consumption for that same twelve-month period was **55,997 kWh**.

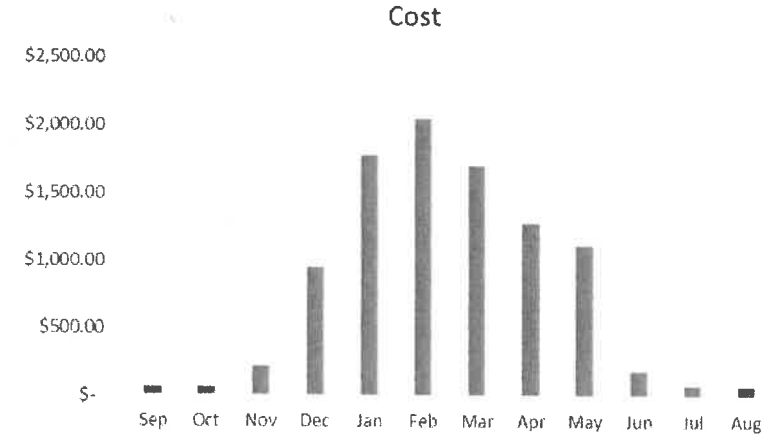
The **blended rate for electricity was $0.18/kWh.** The blended rate is an average rate over the annual period, and it includes all of the fees and costs divided by the annual consumption. Electricity costs and energy consumption for 2023 were as follows:

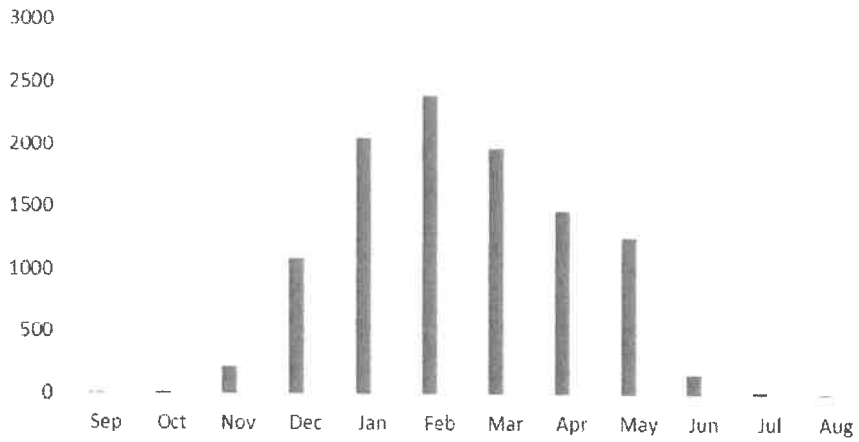




Natural Gas

DTE provides the site with natural gas. During the **twelve-month period of September 2023 through August 2024**, the **cost of natural gas was $9,571.36** and natural gas consumption was **10,745 CCF**.





While energy efficiency improvements reduce energy consumption and reduce costs, a further evaluation of solar is recommended. At a high level, a 40-kW solar system would generate about 51,078 kWh per year at your location. The cost for 40-kW solar and 20-kWh of battery is about $122,000 in the current marketplace in your location. Assuming a 50% ITC rebate check, the net cost would be approximately $61,000. The

energy savings could be about $9,914. The simple payback period is approximately 6.6 years.

I. INTRODUCTION

A RESTART team member conducted an energy efficiency and sustainability assessment at the City of Whitehall, Michigan Playhouse building. Participating in the Energy Assessment were:

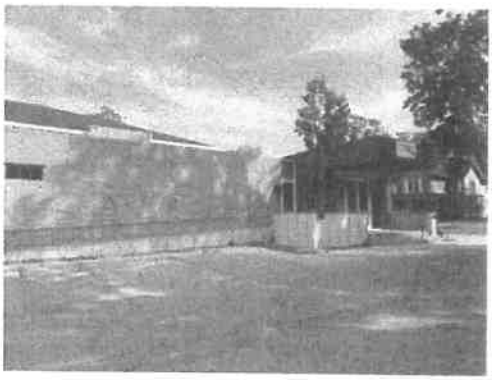
- Scott Huebler, City Manager
- Brian Armstrong, Facility Manager
- Beth Beaman, Managing Director

II. FACILITY PROFILE

Type of Facility	Performing Arts Theater	Percent Heated	100%
Year Built/Addition	1916/2018	Type of Heating	Natural gas
Floor Area, ft²	Approx. 16,500	Percent Cooled	100%
Last renovation	2018	Type of Cooling	Electric
Irrigated Area, ft²	Not available	Electricity Provider	Consumers Energy
Parking Area, ft²	Not available	Gas Provider	DTE

The building is primarily used for performing arts. The theater seats 367 guests. Last year, there were 21 performances. The building is also a venue used to hold church services, weddings, and other events.

The new building exterior is comprised of cement material which surrounds the older building interior, leaving many of the original architectural features intact. The roof has 15 inches of insulation above the wood ceiling and below the membrane and shingle roof.



A snowmelt system is in place and is heated with a dedicated, stand-alone boiler.

Known deferred maintenance includes:

- Some leaking water still pools in the basement periodically due to a natural spring located below the building.
- A cold air return drips onto the stage during the summer on days experiencing high humidity levels.

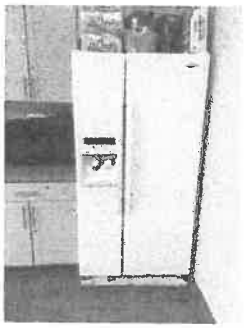
Building Occupancy Rates

There are vast fluctuations in occupancy rates. During performances, occupancy can exceed 375 people. Many times, the building has only 1-3 staff working in the building.

III. OBSERVATIONS

Appliance and Plug Load

The software already manages load and appliance power and utilizes sleep mode. Appliances are mostly up to date, other than specialty appliances such as popcorn makers. A few of the appliances could be upgraded to newer and higher Energy Star-rated appliances, such as the refrigerator.

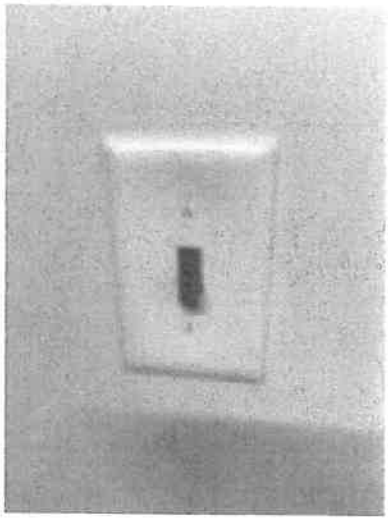


Building Envelope

The building has regular weatherization assessments and upgrades implemented as the weatherization service is outsourced to Orkin.

Building Management System

- There is no Building Management System
- Programmable thermostats are installed but are not being utilized for programmed temperature setbacks.
- Thermostats are not utilizing the programmability to setback temperatures
- Backstage green rooms have a master off switch to conserve energy and for safety



Domestic Hot Water

The 60-gallon Bradford White domestic water heater is five years old and is fueled with natural gas. The pipes are well insulated. The domestic hot water is mostly used for the washing machine, 1 shower, and 15 sinks, all updated with the 2019 renovation.

HVAC

The HVAC system is five years old (2019). There are 5 rooftop units, 3 air-handling units, and one boiler (for the snowmelt). There are no known issues with ventilation. The equipment receives regular service, which is mostly outsourced.

Lighting

The interior lighting has all been upgraded to LED (except some specialty stage lighting). Occupancy sensors are installed. Exterior lighting is LED and is controlled by photocells.

Renewable Energy

There is no renewable energy generation on-site.

IV. CURRENT UTILITY USE AND COSTS

Electricity

Consumers Energy provides electricity for the facility. The blended rate for electricity is $0.18. The summary of electric invoices for the period of September 2023 to August 2024 is as follows:

Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Invoice Total	$ 282.29	$1,183.41	$ 653.12	$ 633.94	$ 773.27	$ 777.27	$ 708.93	$ 726.02	$ 808.25	$ 700.39	$1,169.11	$1,721.27	$10,137.27
kWh consumption	1647	6800	3790	3600	4400	4400	4000	4080	4320	3600	6080	9280	55997

The data provided was used to create the charts and information listed in the Executive Summary.

Natural Gas

DTE provides natural gas for the facility. The summary of natural gas invoices for the period of September 2023 to August 2024 is as follows:

Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Cost	$ 63.18	$ 65.40	$ 215.13	$ 953.34	$1,783.52	$2,053.55	$1,701.97	$1,284.71	$1,109.32	$ 190.87	$ 80.66	$ 69.71	$9,571.36
CCF	18	21	217	1094	2062	2402	1979	1477	1266	166	28	15	10745

The data provided was used to create the charts and information listed in the Executive Summary.

V. RECOMMENDATIONS FOR IMPROVEMENT

The following recommendations aim to promote sustainability and conserve energy by reducing energy waste and implementing energy-saving practices. These recommendations not only help reduce costs but also improve the overall operations of a facility. These estimates are calculated using simple engineering and scientific relationships and assumptions. It is important to note that each quantitative or qualitative estimate should be viewed as a reasonable order of magnitude of the savings, costs, and payback time. The best estimates can only be made by the client's personnel, who can access the best cost figures for materials and labor costs directly applicable to their facility and operations.

The RESTART team has identified several improvement opportunities to reduce waste streams, prevent pollution, and enhance energy efficiency. These opportunities are discussed below.

Appliances and Plug Loads

APL-01 Replace older appliances with Energy Star-rated appliances

Replace old appliances with Energy Star appliances. New ENERGY STAR appliances typically use 20-25% less energy than conventional models. Consumers Energy provides a service for picking up and disposing of certain appliances.

Building Management System

BMS-01 Temperature sets backs

Existing thermostats feature programmable temperature settings. Adjusting the thermostat during non-working hours can significantly reduce energy consumption, leading to lower utility bills. Maintaining optimal temperatures during working hours can enhance employee comfort, which can lead to increased productivity and job satisfaction. Comfortable temperatures can reduce mistakes and improve cognitive performance, making it easier for employees to focus and perform their tasks efficiently. Better control of indoor temperatures can help prevent symptoms associated with sick-building syndrome, such as headaches and respiratory issues.

BMS-2 Install a BMS system and monitor and control CO_2 and monitor RH (Relative Humidity)

Benefits of installing a building management system (BMS) include:

- Automation: Controlling and monitoring HVAC equipment based on factors such as time of day and temperature can reduce energy consumption.
- Cost savings: Tracking electric and natural gas usage can help reduce utility bills sometimes by as much as 15% or greater.
- Sustainability: Provides the ability to measure and verify sustainability goals and achievements.
- Maintenance: Tracking data, monitoring trends, and automated alerts can assist in indicating when equipment requires maintenance or replacement *before* it impacts fails. Proactive maintenance is always better than reactive maintenance, which often results in increased replacement costs and a lack of engineering.
- Add CO_2 sensing and control and RH sensing. Installing CO_2 sensing and control systems offers several key benefits:

- *Improved Air Quality: CO_2 sensors help maintain optimal indoor air quality by monitoring and adjusting ventilation based on CO_2 levels. This ensures a $_2$ and other pollutants.*

- *Enhanced Productivity: High levels of CO_2 can negatively impact cognitive functions, causing drowsiness and reducing concentration. By keeping CO_2 levels in check, these systems can help improve productivity and overall well-being.*

- *Energy Efficiency: CO_2 sensors enable demand-controlled ventilation (DCV), which adjusts ventilation rates based on occupancy. This can lead to significant energy savings by reducing the need for constant ventilation when spaces are unoccupied or have fewer occupants.*

- *Cost Savings: By optimizing ventilation, CO_2 sensors can help lower energy costs associated with heating, cooling, and ventilation systems.*

- *Compliance and Safety: Maintaining CO_2 levels within recommended limits ensures compliance with health and safety regulations, providing a safer environment for occupants.*

The optimum range of relative humidity (RH) to help fight the spread of viruses is 40-60. Sensing RH better ensures an optimal level is being achieved. Further too much or too little RH can reduce IAQ and cause damage to building systems and equipment.

Policies, Operations, and Maintenance

POM-01 Designate an Energy Manager

An energy manager can oversee and implement energy-saving measures, leading to reduced energy consumption and lower utility bills. By tracking energy consumption monthly, the energy manager can identify spikes in energy consumption and can work to understand the cause of the spike and correct it. By conducting periodic energy audits, the energy manager can ensure the City's energy policies are intact and new opportunities to reduce energy are noted and implemented.

Renewable Energy

RE-01 Install solar

Installing solar panels, with or without batteries, can offer several benefits, especially when it comes to reducing or eliminating electricity energy (kWh) and demand (kW) charges:

- Cost Savings: Solar panels generate electricity during the day, which is often when demand charges are highest. By using solar energy to power your buildings during these times, you can significantly reduce or nearly eliminate these charges.
  Energy Independence: With solar panels, you rely less on the grid, which means you're less affected by fluctuating electricity prices and peak demand charges. Adding batteries provides further less reliance on the grid, and adding a generator provides even greater reliance on the grid.
- Environmental Impact: Solar energy is a clean, renewable resource. By using solar power, you reduce your carbon footprint and contribute to a more sustainable future.

VI. Funding Sources and Additional Tools

Various funding sources may be available for any measures you elect to implement. Please note that all funding is subject to change with or without notice from the funding provider. One or more of the following sources may be helpful for energy conservation projects at your facility:

- Michigan Saves is a nonprofit dedicated to making energy improvements more accessible for all Michigan energy consumers. Michigan Saves offers financing ranging from $2,00 to $250,000.
-
- Federal Grants provide funds for energy efficiency and/or renewable energy projects. Visit federal agency websites such as DOE, EPA, and USDA for possible funding opportunities.

- State Grants provide funds for energy efficiency and/or renewable energy projects. Visit state agency websites such as EGLE and MPSC for possible funding opportunities.

- Utility Rebates may be available from your utility provider for specific measures.

  For available rebates and requirements, please visit your utility's website:

- Visit the Consumers Energy website at:

  https://www.consumersenergy.com/business/rebates-and-discounts

- Visit DTE's website:

  https://rebates.dteenergy.com/Rebate/Eligibility/Check/6741b65d-6a91-4687-8e39-fc40ecb1af6b

The websites contain complete details, including eligibility, measure criteria, and rebate amounts and offers. *Be sure to check their preinstallation requirements*.

To assist with your ongoing energy management, consider the following FREE tools:

- **ENERGY STAR Portfolio Manager®** The U.S. Environmental Protection Agency's ENERGY STAR Portfolio Manager®, is a FREE tool that can be used to track energy and water usage and costs over time. This would allow you to compare usage for different periods (e.g., the current month's usage compared to the same month 12 months prior) and better manage usage and cost.

  Details on how to use Portfolio Manager can be found at:
  https://www.energystar.gov/buildings/benchmark

Additionally, ENERGY STAR scores building's energy use and recognizes businesses with the best scores through the ENERGY STAR certification for buildings. Complete details of this recognition can be reviewed at the website:
https://www.energystar.gov/buildings/building-recognition

- **EPA Greenhouse Gas Calculator and Waste Reduction Model**

The EPA has several Microsoft Excel spreadsheet calculators that assist with tracking reductions in greenhouse gas (GHG) emissions and waste. These can be found at:

https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator and

https://www.epa.gov/p2.

VII. CONCLUSION

The RESTART team appreciates the opportunity to provide this Energy Assessment of your facility. Thank you for providing the information necessary to complete the Energy Assessment report, including information about your operations and answering the

team's questions. These inputs were essential in completing the Energy Assessment and preparing this report.

The comments and recommendations in this report are intended to assist you in reducing waste, conserving energy, and improving operations. This report does address some opportunities to improve indoor air quality.

VIII. FEEDBACK

The RESTART truly values your feedback. Your comments and testimonials are critical to our efforts to:

- Improve program services and capabilities.
- Demonstrate program value.
- Strengthen program support.
- Secure future funding

Please email your comments, testimonials, letters, or other feedback to Diane Mills or mail them to:

RESTART@LTU
ATTN: RESTART
21415 Civic Center Drive
Building 18 South
Suite 100
Southfield, MI 48076
RESTARTinfo@ltu.edu

Respectfully submitted,

Diane Mills CEM, RESTART

CITY OF WHITEHALL
TAX INCREMENT FINANCE AUTHORITY
November 22, 2024

PRESENT
M. Guinon, G. Langlois, J. McDowell S. Salter

ABSENT
M. Byam, D. Copley, E. Peyer

ALSO PRESENT
Director/Secretary Huebler, Treasurer Seaver, J. Dillivan, C.J. Van Wieren

Vice Chair Salter called the special meeting to order at 12:01 p.m.

APPROVAL OF AGENDA
Motion by Guinon, second by McDowell, CARRIED, to approve the agenda as presented. All voted yes.

UNFINISHED BUSINESS
Resolution 15 – Demolition Bids
Motion by McDowell, second by Guinon, CARRIED, to adopt Resolution 24-15 awarding the 114 North Thompson demolition project as recommended. Roll Call Vote - 4 yes, 3 absent.

NEW BUSINESS
Resolution 16 – Britton Façade Application
Motion by Guinon, second by Salter, CARRIED, to adopt Resolution 24-16 approving the Britton façade grant request as requested. Roll Call Vote – 4 yes, 3 absent.

PUBLIC COMMENT

ADJOURNMENT
There being no further business, Salter adjourned the meeting at 1:15 p.m.

ATTACHMENT I

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

MEETING MINUTES
October 16, 2024

I. CALL TO ORDER

Ms. Kim Arter called the meeting to order at 1:32 p.m.

II. ATTENDENCE (ROLL CALL)

A. Members Present
Kim Arter, Laketon Township, Chairperson
Heather Bowden, MDOT
Richard Carlson, Mayor of Ferrysburg
Arnie Erb, Whitehall Township
Diane Goodman, City of Roosevelt Park
Michelle Hazekamp, Muskegon County Board of Commissioners
Bob Hires, City of Montague
Ron Jenkins, City of Muskegon Heights
Ryan Kelly, Crockery Township
Jack Kennedy, Muskegon County Road Commission
James Koens, for MATS
Kevin Mclaughlin, Harbor Transit
Bill Mogren, City of North Muskegon
William Montgomery, for the City of Ferrysburg
Field Reichardt, Ottawa County Road Commission
Steven Salter, City of Whitehall
Roger Vanderstelt, Village of Fruitport
Blake Wright, MDOT – Grand Region

B. Members Not Present
Roger Belknap, Ottawa County
Wally Delameter, Village Spring Lake
Rachel Gorman, City of Muskegon
Robert Monetza, City of Grand Haven
Roger Morgenstern, City of Norton Shores
Christina Nicolaides, FHWA

C. Others Present
Dana Appel, Harbor Transit
Scott Borg, Harbor Transit
Marc Frederickson, MDOT

D. Staff Present
Lauryn Blake, WMSRDC

Brian Mulnix, WMSRDC

III. APPROVAL OF THE PREVIOUS MINUTES (SEPTEMBER 18, 2024)

The minutes were reviewed from the September 18, 2024, meeting. A motion was made and supported to approve the minutes of the September 18, 2024, meeting. Motion approved. *M/S Mogren/Mclaughlin*

IV. PUBLIC COMMENT (AGENDA ITEMS)

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

V. TRANSPORTATION IMPROVEMENT PROGRAM

C. FY2023-2026 TIP AMENDMENT 19 – Mr. Brian Mulnix presented on the FY2023-2026 TIP Amendment 19. The amendment was presented to the Technical Committee and was recommended for approval by Policy committee members. Mr. Mulnix elaborated on the phases being added and abandoned. A motion was made and supported to approve the FY2023-2026 TIP Amendment 19. Motion approved. *M/S: Reichardt/Salter*

D. FY2026-2029 TIP DEVELOPMENT – Mr. Brian Mulnix informed the committee that the Call for Projects (CFP) for the new TIP went out in early September and was due to WestPlan by September 30th. Mr. Mulnix confirmed that staff will be compiling state, local, and trunkline jobs into a spreadsheet for project organization. Work sessions will be held in November where a prioritized project list will be made and presented to the committee in December. Approval of this project list will occur in January and programming these projects will occur y February 1, 2025. WestPlan will be requiring a resolution from submitting agencies.

VI. 2050 METROPOLITAN TRANSPORTATION PLAN (MTP)

Mr. Brian Mulnix informed the committee that the 2050 MTP has previously been approved, but there are no present updates. The monitoring of the plan will resume.

VII. NEW BUSINESS/MPO ROUNDTABLE

C. PUBLIC TRANSPORTATION

a. Mr. Scott Borg with Harbor Transit discussed their ridership numbers disclosed on their Total Ridership Through August and September 2024 report distributed to the committee. Total ridership from when they stopped collecting fares in 2019 to present is down 46%. Total ridership for On-Demand rides is at 117,651 for 2024 so far.
b. Mr. Jim Koens presented for MATS to the committee. Mr. Koens informed the committee that ridership on fixed routes is up for September from last year by 6%, but down for Go2. The demand for Go2 is higher than ride availability. Their busiest routes are route 1, which covers Apple Avenue corridor, and route 2 which covers the Henry Street corridor. Mr. Koens also discussed the status of the transit authority upon request. The work group is working on the articles of incorporation. Muskegon Heights and the city of Muskegon have approved the articles thus far; Roosevelt Park and Norton Shores will be meeting within the next two weeks for approval.

D. MDOT UPDATES

a. Mr. Marc Frederickson announced to the committee that a press release regarding the culvert replacement project along I-96 was sent out. Closures for

westbound I-96 will begin Friday, October 18 at 7 p.m., where additional pavement fixes will occur until Monday, October 21 around 2–3 p.m. Eastbound closures of I-96 will begin Thursday at 7 p.m., where addition pavement resurfacing will occur until Sunday at noon. The release stated the detour will be along M-104 to US-31 for westbound closures and US-31 to M-104 for eastbound closures.

b. Ms. Heather Bowden disclosed that the end of FY2024 and the beginning of FY2025 have taken priority. An update on JobNet for improved Air Quality documentation has been released and training for that has occurred. She is currently helping people with their TIP processes and the STIP.

E. 2025 MEETING SCHEDULE – No changes to the schedule handout were made.

VIII. PUBLIC COMMENT

The WestPlan Public Participation Plan procedure was followed to achieve public participation for this meeting. Mr. Field Reichardt discussed the new air service coming to Muskegon airport starting November 1, 2024. He praised the airline for it's 99% flight completion rate and for it being #2 in the country for on-time flight completion. Flights will occur in the early morning and late evening, ideal for business travel, as well as hold flights mid-afternoon. The airport will have free parking as well as free baggage. Mr. Reichardt requests the committee to share the news of this to encourage the continued cooperation of Denver Air Connection. Ms. Michelle Hazekamp praised the efforts that went into the process of bringing the airline to Muskegon.

IX. ADJOURNMENT – The meeting adjourned at 2:07 p.m.

Whitehall City Council
Agenda Report – Howmet Aerospace

Howmet Aerospace is constructing a 111,500 square foot facility off of White Lake Drive with an estimated real and personal investment of $100,000,000 and the creation of 300 new full-time jobs. Staff is asking that Council schedule the required public hearing.

RECOMMENDATION

Schedule a public hearing on the Howmet application for Industrial Facilities Tax Exemption Certificate (IFT) for Tuesday, December 10, 2024 at 6 pm.

CITY OF WHITEHALL
RESOLUTION 24-40
COUNCIL MEETING SCHEDULE

WHEREAS, the Charter for the City of Whitehall states the Council shall at its first meeting held following each regular city election...shall, by resolution, set the times for holding regular meetings of the Council.

WHEREAS, the Charter requires that regular council meetings be held at least twice a month.

WHEREAS, the Whitehall City Council meets on the second and fourth Tuesday of each month providing no conflicts exist with other official meetings or events commencing at 6:00 p.m.

WHEREAS, the Whitehall City Council meets on the second Tuesday of each month at 5 pm for work sessions.

NOW, THEREFORE, LET IT BE RESOLVED

That the attached meeting schedule be adopted and considered a part of this resolution, setting the meeting time for 6:00 p.m. and the meeting dates for the second and fourth Tuesday of each month.

Moved by Sikkenga, seconded by Brown, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, November 26, 2024 at 6:00 p.m. (__ yes, __ no, ____ absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk

WHITEHALL

2024/2025
Work Session and Council Meeting Schedule
At 405 E. Colby Street, Whitehall, MI

2nd Tuesday of the Month	4th Tuesday of the Month
Work Session @ 5 pm, Council Chambers followed by Council Meeting at 6 pm	Council Meeting @ 6 pm, Council Chambers
December 10, 2024	December 17, 2024
January 14, 2025	January 28, 2025
February 11, 2025	February 25, 2025
March 11, 2025	March 25, 2025
April 8, 2025	April 22, 2025
May 13, 2025	May 27, 2025
June 10, 2025	June 24, 2025
July 8, 2025	July 22, 2025
August 12, 2025	August 26, 2025
September 9, 2025	September 23, 2025
October 14, 2025	October 28, 2025
November 11, 2025	November 25, 2025

CITY OF WHITEHALL
RESOLUTION 24-41
Police Cruiser Bids

WHEREAS, the 2020 Police Interceptor was recently involved in an accident.

WHEREAS, our insurance carrier, Michigan Municipal Risk Management Authority, has totaled the vehicle with a settlement payout of $15,950.

WHEREAS, City Ordinance §22.05C allows the acquisition of equipment through federal and state extended purchasing programs without the required local bidding procedure.

WHEREAS, Chief Squiers has received quotes from the following vendors for a Ford Police Interceptor, acquired through the State of Michigan;

Emergency Services of Muskegon	$46,760 (2024 model)
Fremont Ford	$48,299 (2025 model)

WHEREAS, Chief Squiers is recommending the purchase of the 2024 Interceptor as the upfit costs would be less and the vehicle would be road ready in a month versus no sooner than three months for the 2025 Interceptor.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby authorize the purchase of a 2024 Ford Police Interceptor from Emergency Services for $46,760 and further approves a budget amendment to cover the remaining $30,810 along with upfit costs from the General Fund fund balance.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held November 26, 2024 at 6:00 p.m. (__ yes, __ no, __ absent).

_____
Steve Salter, Mayor

_____
Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 24-42
Playhouse Finances

WHEREAS, the City owns and operates the Playhouse at White Lake and as a department of the City, is obligated to make reasonable efforts to ensure its financial integrity.

WHEREAS, according to the New York Times, live entertainment venues continue to struggle with post-CoVid19 recovery – Broadway ticket sales are down 17%; attendance at the Guggenheim Museum is down 26%; and 12% of movie theatres nationwide have permanently closed.

WHEREAS, a 2023 Forbes Magazine study concluded that the average ticket holder spends $38.46 beyond the price of the ticket within the local community directly as a result of the event attended which at 4,760 tickets sold over the last twelve months, the Playhouse has generated over $183,000 to the local economy outside the box office.

WHEREAS, the City funds events and venues that are neither revenue generating or profitable for the health, safety, and welfare of the community and for enhanced quality of life to encourage residential, commercial, and industrial growth along with an active tourism economy; such as fireworks, fishing decks, parades, parks, playgrounds, social districts, splashpads, walkways, and wetland preserves.

WHEREAS, the Playhouse has a negative cash balance of $76,600.

WHEREAS, while staff works towards a deficit reduction plan, the City Council is being asked to provide a loan to maintain Playhouse operations and provide for appropriate financial accounting for both the Playhouse and the General Fund.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby authorize a ten-year, $100,000 loan at 5% interest from the General Fund to the Playhouse Fund with annual payments made no later than June 30 of each year.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held November 26, 2024 at 6:00 p.m. (__ yes, __ no, __ absent).

_____
Steve Salter, Mayor

_____
Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 24-43
Climate Mobilization Action Plan

WHEREAS, the City has adopted a Climate Emergency Resolution and a Climate Mobilization Action Plan with the goal of reducing our energy usage and resulting carbon footprint.

WHEREAS, the City has received Energy Efficiency and Sustainability Reports from Lawrence Technological University's Retired Engineers, Scientist, Technicians, Administrators, Researchers, Teachers Program; a State of Michigan Department of Environment, Great Lakes, and Energy funded initiative.

WHEREAS, the reports indicate the ability to reduce kWh usage by 15% and CCF by 19% with no-cost to low-cost improvements; thus eliminating 3.81 metric tons of carbon dioxide annually from city hall alone.

WHEREAS, major improvements can reduce usage another 15%; these along with the no-cost to low-cost improvements can save the City $51,053 per year in energy costs.

WHEREAS, the Plans recommend appointing an Energy Manager to implement the Plans and track energy consumption to verify results.

WHEREAS, in an effort to keep the Energy Manager position in-house and lacking adequate availability by current full-time staff, the City Manager is recommending that the position be assigned to part-time Assistant Playhouse Manager Cindy Beth Davis-Dykema with a temporary pay increase of $5,000 per year with costs proportionately allocated, thus reducing overall wage costs to the Playhouse.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby appoint Cindy Beth Davis-Dykema as the Energy Manager for 2025 with an annual salary of $30,000 and further approves a budget amendment allocation as noted on the attached.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held November 26, 2024 at 6:00 p.m. (__ yes, __ no, __ absent).

_____
Steve Salter, Mayor

_____
Brenda Bourdon, City Clerk

City of Whitehall Energy Manager

	Playhouse	Motor Pool	City Hall
Cindy Beth Davis- Dykema Asst Playhouse Mgr	$25,000		
Energy Manager	$ 9,000	$ 8,100	$12,900

Estimated Savings	City Hall	$21,979	43%
	Motor Pool	$13,547	27%
	Playhouse	$15,527	30%
		$51,053	