



**WORK SESSION**  
405 E. COLBY STREET, WHITEHALL, MI  
COUNCIL CHAMBERS  
DECEMBER 10, 2024  
5:00 p.m.

**AGENDA**

1. Meeting Called to Order
2. Discussion Items
  - Playhouse Committee
3. Informational Items
4. Public Comment \*
5. Meeting Adjourned

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

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



**CITY COUNCIL MEETING**  
405 E. COLBY STREET, WHITEHALL, MI  
COUNCIL CHAMBERS  
DECEMBER 10, 2024  
6:00 p.m.

**AGENDA**

1. Meeting called to Order
  - Pledge of Allegiance
2. Approval of Agenda
3. Public Hearing – LDFA Amendments
4. Public Hearing – TIFA Amendments
5. Public Hearing – Howmet Industrial Facilities Exemption Certificate
6. Consent Agenda
  - Approval of the November 26, 2024 Council Meeting Minutes
  - Approval of Accounts Payable
  - Communications – Maggie Derby Project Update, Muskegon County Public Works Board Meeting Minutes, WestPlan 2026-2029 Proposed MDOT Projects, WestPlan Transportation Technical Committee Minutes
7. Messages from the Mayor, Council, and City Manager
8. Public Comment \*
9. Old Business
10. New Business
  - Resolution 24-44 TIFA Amended Plans
  - Resolution 25-45 LDFA Amended Plans
  - Resolution 24-46 Industrial Facilities Exemption Certificate
  - Resolution 24-47 Automated Clearing House Policy
11. Public Comment \*
12. Adjournment

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

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# WHITEHALL

## CITY COUNCIL MEETING MINUTES

Council Chambers  
November 26, 2024

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

**ABSENT** None

**ALSO PRESENT** Scott Huebler, Brenda Bourdon, 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 Hillebrand to approve the agenda.

Voice Vote: All yeses

**MOTION CARRIED**

### SPECIAL PRESENTATION, ANNUAL AUDIT, MATTHEW VREDEVELD

Matthew Vredevelde, of Vredevelde Haefner, reviewed the 2024 Fiscal Year audit noting that a clean or unmodified opinion was issued. Matthew also provided highlights of several financial statements.

Motion by Sikkenga, seconded by Holmstrom, CARRIED, to accept the 2024 Fiscal Year audit as presented.

Voice Vote: All yeses

**MOTION CARRIED**

### APPROVAL OF THE CONSENT AGENDA

- A. Approval of the November 12, 2024 Work Session and Council Meeting Minutes
- B. Accounts Payable \$231,787.05
- C. Communications: Central Dispatch Minutes, Energy Efficiency & Sustainability Report, TIFA Special Meeting Minutes, WESTPLAN Policy Meeting Minutes

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

Voice Vote: Yes – 6; No – 1, Brown

**MOTION CARRIED**

### MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

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

**PUBLIC COMMENT**

The public comments on the proposed loan to the Playhouse reflected a mix of support and opposition. Supporters emphasized the Playhouse's contributions to the community through classes, workshops, and cultural enrichment, describing it as a valuable and unique local asset. They noted its potential to nurture and mentor children and highlighted its financial goals to remain sustainable.

Opponents raised concerns about the Playhouse's ability to repay the loan and questioned its long-term sustainability. Suggestions included improving marketing efforts and ensuring oversight to maintain fiscal responsibility.

**OLD BUSINESS**

None

**NEW BUSINESS****A. Howmet IFT Public Hearing**

Motion by Sikkenga, seconded by Holmstrom, to schedule a public hearing on the Howmet application for industrial Facilities Tax Exemption Certificate (IFT) for Tuesday, December 10, 2024 at 6 pm.

Voice Vote: All yeses

**MOTION CARRIED**

**B. Resolution 24-40 Meeting Schedule**

Motion by Hillebrand, seconded by Ziemer, to approve the 24/25 Council Meeting schedule as presented.

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

**MOTION CARRIED**

**C. Resolution 24-41 Police Cruiser**

Motion by Holmstrom, seconded by Ziemer, to 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 the upfit costs from the General Fund fund balance.

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

**MOTION CARRIED**

**D. Resolution 24-42 Playhouse Finances**

Motion by Cabala, seconded by Hillebrand, to refer playhouse finances to a special committee made up of council members, staff, community members, and outside experts, to provide recommendations for different funding options.

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

**MOTION CARRIED**

**E. Resolution 24-43 Climate Mobilization Action Plan**

Motion to proceed was withdrawn by Sikkenga as was the support by Cabala.

Consensus was that an energy manager was not needed; Cabala wants to see a schedule on how it will get done.

**NO ACTION TAKEN**

**PUBLIC COMMENT**

Three students from Mr. Brunson's class at Montague High School introduced themselves for class credit.

**ADJOURNMENT**

Mayor Salter adjourned the Council Meeting at 7:25 pm.

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Respectfully submitted,  
Brenda Bourdon, City Clerk

DRAFT

CITY OF WHITEHALL  
ACCOUNTS PAYABLE  
December 10, 2024

**November & December 2024 Prepaids**

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$50,792.01	Transfer
IRS	Payroll	\$18,033.03	EFT
Alerus Financial	Payroll	\$6,896.72	EFT
MISDU	Payroll	\$61.84	9329
Aflac	Accounts Payable	\$572.02	EFT
DTE	Cut & Cap Service - 104 N Thompson	\$720.00	EFT
City of Whitehall-Common Cash	Payroll - Longevity/Insurance Opt Out	\$12,532.41	Transfer
IRS	Payroll - Longevity/Insurance Opt Out	\$2,562.30	EFT

**Total Prepaids:**

\$92,170.33

**Accounts Payable:**

\$251,831.25

**TOTAL ACCOUNTS PAYABLE**

\$344,001.58

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	050028	PREMIUM - NOV-2024	858.03
TOTAL FOR: AFLAC			858.03
ALPLHAF	ALPHAFISH, LLC		
	2110	ANNUAL WEB HOSTING/DOMAIN - PLAYHOUSE	348.88
TOTAL FOR: ALPHAFISH, LLC			348.88
ASPHA	ASPHALT PAVING INC		
	API-004907	COLD PATCH - 13 TONS	337.60
TOTAL FOR: ASPHALT PAVING INC			337.60
MAHON	BRANDON L MAHONEY		
	STATEMENT	REIMBURSEMENT - WORK SHOES	74.19
TOTAL FOR: BRANDON L MAHONEY			74.19
CONSU	CONSUMER'S ENERGY		
	STATEMENTS	PUBLIC UTILITIES	7,213.99
TOTAL FOR: CONSUMER'S ENERGY			7,213.99
EJ	EJ USA INC		
	1758382	PARTS - HYDRANT REPAIRS	1,288.18
TOTAL FOR: EJ USA INC			1,288.18
FRONT	FRONTIER		
	STATEMENT	TELEPHONE 231-893-4708	112.73
TOTAL FOR: FRONTIER			112.73
GALLS	GALL'S, LLC		
	29554555	UNIFORM PANTS	70.79
TOTAL FOR: GALL'S, LLC			70.79
GILLROY	GILL-ROY'S HARDWARE		
	STATEMENT	HARDWARE/SUPPLIES/TOOLS	713.34
TOTAL FOR: GILL-ROY'S HARDWARE			713.34
TAYLO	H.O. TAYLOR ENT.		
	352864	CLEANER/PENETRATING OIL	192.00
TOTAL FOR: H.O. TAYLOR ENT.			192.00
HAVIL	HAVILAND		
	523920/CR524145	QTY 16 - 15 GAL DRUM CHLORINE	1,087.88
TOTAL FOR: HAVILAND			1,087.88
HOME	HOME SERVICES OF WHITE LAKE		
	34338	UPS CHARGES	13.25
TOTAL FOR: HOME SERVICES OF WHITE LAKE			13.25
HYDCO	HYDROCORP METER SALES		
	CI-03525	BI-ANNUAL SERVICE PROGRAM -NOV-2024- CROSS C	970.00
TOTAL FOR: HYDROCORP METER SALES			970.00

Vendor Code	Vendor Name	Description	Amount
BRIGGS	IRA A BRIGGS		
	CONTRACT	SOUND ENGINEER - VANLOON RETIREMENT	300.00
TOTAL FOR: IRA A BRIGGS			300.00
KENNE	KENNEDY INDUSTRIES INC		
	644196	LABOR/SERVICE -LS #2 REPLACE (2) CHECK VALVES	8,461.00
TOTAL FOR: KENNEDY INDUSTRIES INC			8,461.00
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	296971168/29697	DIGITAL SUPPORT SERVICE & QTR MAINT - #368/CI	286.19
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			286.19
MLIVE	MLIVE MEDIA GROUP		
	001938413/00109	PUBLISHING - PUBLIC HEARINGS	450.70
TOTAL FOR: MLIVE MEDIA GROUP			450.70
MODEL	MODEL COVERALL SERVICE INC		
	STATEMENT	UNIFORMS - NOVEMBER 2024	263.08
TOTAL FOR: MODEL COVERALL SERVICE INC			263.08
MONTF	MONTAGUE FOODS		
	7100-34	HOLIDAY TURKEYS - STAFF	775.71
TOTAL FOR: MONTAGUE FOODS			775.71
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2400002320	CENTRAL DISPATCH FEES - DEC-2024	4,016.92
	2400002340	VIRTUAL SERVER & SUPPORT - DECEMBER 2024	527.37
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			4,544.29
MUCCA	MUSKEGON COUNTY CLERK'S ASSOC		
	2025	2025 MUCCA MEMBERSHIP RENEWAL - BOURDON/SCHILL	60.00
TOTAL FOR: MUSKEGON COUNTY CLERK'S ASSOC			60.00
MUTRE	MUSKEGON COUNTY TREASURER'S		
	206749	HAULED WASTE - 1213 GALLONS	71.57
	WWUB123500	WASTE WATER & BONDS	69,100.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			69,171.57
MISC	MUSKEGON LAKESHORE CHAMBER		
	101389	MEMBERSHIP RENEWAL 2025	375.00
TOTAL FOR: MUSKEGON LAKESHORE CHAMBER			375.00
PETRO	PETRO TANK & LINE TESTING LLC		
	224951-224952	FUEL TANK TESTING - MARINA/DPW	2,468.70
TOTAL FOR: PETRO TANK & LINE TESTING LLC			2,468.70
PLUMM	PLUMMER'S ENVIRONMENTAL SERV		
	24189191	WATER JET &TV STORM SEWER - S MEARS/ZELLAR	24,000.00
TOTAL FOR: PLUMMER'S ENVIRONMENTAL SERV			24,000.00
PSI	PRINTING SYSTEMS INC		
	236689	CHECK STOCK - COMMON CASH	267.05
TOTAL FOR: PRINTING SYSTEMS INC			267.05



Vendor Code	Vendor Name	Description	Amount
PRHLTH	PRIORITY HEALTH		
	243210142750	HEALTH INSURANCE - DEC-2024	28,133.48
TOTAL FOR: PRIORITY HEALTH			28,133.48
ROTHB	RIVERS ACE		
	STATEMENT	EXTENSION CORDS/PAINT/ZIP TIES/THERMOSTAT/MAR	358.64
TOTAL FOR: RIVERS ACE			358.64
RIVERS	RIVERS RENTAL & EQUIPMENT		
	STATEMENT	PLUG TERMINAL	14.30
TOTAL FOR: RIVERS RENTAL & EQUIPMENT			14.30
STAND	STANDARD SUPPLY & LUMBER		
	2879693/2880461	LUMBER - CHRISTMAS DISPLAY	424.98
TOTAL FOR: STANDARD SUPPLY & LUMBER			424.98
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	7003076366	DESK CALENDAR (3)/COLORED PAPER/STAPLES	77.04
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			77.04
STIB	STIBITZ FARMS		
	0476	10FT TREE & 4-25FT GARLAND	240.00
TOTAL FOR: STIBITZ FARMS			240.00
TRACE	TRACE ANALYTICAL LABS		
	4111033	WATER SAMPLE TESTING	201.00
TOTAL FOR: TRACE ANALYTICAL LABS			201.00
TRICO	TRI-COUNTY FEED SERVICE INC		
	71800 /2	STRAW (66) BALES - SLEDDING HILL	560.34
TOTAL FOR: TRI-COUNTY FEED SERVICE INC			560.34
TWIN	TWIN CITIES AUTO PARTS & SERVICE		
	STATEMENT	INSPECTION/OIL - LEAF TRUCK & FUEL/WATER/THER	1,650.31
TOTAL FOR: TWIN CITIES AUTO PARTS & SERVICE			1,650.31
USABL	USA BLUE BOOK		
	252456	MISS DIG FLAGS	524.00
TOTAL FOR: USA BLUE BOOK			524.00
VERIZ	VERIZON WIRELESS		
	9979877815	ON CALL CELL / IPAD SVC PLAN	43.19
TOTAL FOR: VERIZON WIRELESS			43.19
VIK	VIKING SIGN SOLUTIONS		
	50359	CEMETERY SIGN - BALANCE	9,125.60
TOTAL FOR: VIKING SIGN SOLUTIONS			9,125.60
VRE	VREDEVELD HAEFNER LLC		
	6610	FINANCIAL STMNTS COMPLETION- AUDIT 23/24	2,950.00
TOTAL FOR: VREDEVELD HAEFNER LLC			2,950.00

Vendor Code	Vendor Name	Description	Amount
	Invoice		
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENT	SUPPLIES/PARTS/TOOLS	614.52
TOTAL FOR: WHITE LAKE AUTOMOTIVE			614.52
WLEXC	WHITE LAKE EXCAVATING		
	2240806	MEARS/ZELLAR - CULVERT REPAIRS	77,109.70
TOTAL FOR: WHITE LAKE EXCAVATING			77,109.70
WLCHA	WHITE LAKE FIRE WORKS COMMITTEE		
	2025	FIREWORKS (4TH OF JULY) DONATION - 2025	5,000.00
TOTAL FOR: WHITE LAKE FIRE WORKS COMMITTEE			5,000.00
WORK	WORKPLACE HEALTH WHITEHALL		
	303199	DOT PHYSICAL - SILK	100.00
TOTAL FOR: WORKPLACE HEALTH WHITEHALL			100.00
TOTAL - ALL VENDORS			251,831.25
<b>FUND TOTALS:</b>			
Fund 101 - GENERAL OPERATING FUND			58,370.02
Fund 202 - MAJOR STREET FUND			101,400.00
Fund 203 - LOCAL STREET FUND			290.30
Fund 247 - TAX INCREMENT FINANCE AUTHORITY #1			2,173.21
Fund 580 - PLAYHOUSE			769.94
Fund 590 - SEWER FUND			78,961.50
Fund 591 - WATER FUND			4,575.91
Fund 594 - MARINA FUND			1,293.35
Fund 661 - MOTOR POOL FUND			3,997.02

UNJOURNALIZED  
 OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE  
 COUNCIL MEETING OF DECEMBER 10, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
<b>Fund 101 GENERAL OPERATING FUND</b>					
Dept 000 247					
101-000-123.000	FIREWORKS DONATION 2025 101-261	WHITE LAKE FIRE WORKS CO	11/25/24	2025	5,000.00
101-000-231.018	PREMIUM - NOV-2024	AFLAC	11/12/24	050028	858.03
		Total For Dept 000 247			5,858.03
<b>Dept 172 ADMINISTRATION</b>					
101-172-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	93.09
101-172-727.000	COLORER PAPER(6) - JAN NEWSLETT	STAPLES CONTRACT & COMME	11/22/24	7003076366	49.41
101-172-770.000	MEMBERSHIP RENEWAL 2025	MUSKEGON LAKESHORE CHAMB	12/01/24	101389	375.00
101-172-807.000	FINANCIAL STMTS COMPLETION- AU	VREDEVELD HAEFNER LLC	11/30/24	6610	1,003.00
101-172-818.000	VIRTUAL SERVER & SUPPORT - DECE	MUSKEGON CENTRAL DISPATC	12/01/24	2400002340	527.37
101-172-850.000	TELEPHONE - 231.893.4708	FRONTIER	11/20/24	STATEMENT	56.37
101-172-904.000	CHECK STOCK - COMMON CASH	PRINTING SYSTEMS INC	12/03/24	236689	267.05
101-172-935.000	DIGITAL SUPPORT SERVICE - #368/	KONICA MINOLTA BUSINESS	11/16/24	296971168/296971167	286.19
		Total For Dept 172 ADMINISTRATION			2,657.48
<b>Dept 215 CITY CLERK</b>					
101-215-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	31.03
101-215-770.000	2025 MCCA MEMBERSHIP RENEWAL -	MUSKEGON COUNTY CLERK'S	11/01/24	2025	60.00
101-215-905.000	PUBLISHING - PUBLIC HEARING	MLIVE MEDIA GROUP	11/21/24	001938413/0010937224	450.70
		Total For Dept 215 CITY CLERK			541.73
<b>Dept 253 TREASURER</b>					
101-253-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	31.03
		Total For Dept 253 TREASURER			31.03
<b>Dept 265 CITY HALL BLDG &amp; GROUNDS</b>					
101-265-931.000	ROLLER COVERS/PAINT	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	49.76
		Total For Dept 265 CITY HALL BLDG & GROUNDS			49.76
<b>Dept 270 FRINGE BENEFITS</b>					
101-270-719.450	UNIFORMS - NOV-2024	MODEL COVERALL SERVICE I	12/03/24	STATEMENT	232.60
101-270-719.600	FRINGE-HEALTH INS	PRIORITY HEALTH	11/16/24	243210142750	27,204.44
101-270-719.601	FRINGE BENEFITS-RETIREE HEALTH	PRIORITY HEALTH	11/16/24	243210142750	929.04
101-270-719.685	DOT PHYSICAL - SILK	WORKPLACE HEALTH WHITEHA	11/25/24	303199	100.00
		Total For Dept 270 FRINGE BENEFITS			28,466.08
<b>Dept 301 POLICE</b>					
101-301-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	279.24
101-301-759.000	REIMBURSEMENT - WORK SHOES	BRANDON L MAHONEY	11/26/24	STATEMENT	74.19
101-301-759.000	UNIFORM PANTS	GALL'S, LLC	11/05/24	29554555	70.79
101-301-850.000	TELEPHONE - 231.893.4708	FRONTIER	11/20/24	STATEMENT	56.36
101-301-850.000	CENTRAL DISPATCH FEES - DEC-202	MUSKEGON CENTRAL DISPATC	11/15/24	2400002320	4,016.92
101-301-933.000	NUTS/BOLTS/WASHERS	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	13.54
		Total For Dept 301 POLICE			4,511.04
<b>Dept 448 STREET LIGHTING</b>					
101-448-920.000	PUBLIC UTILITIES/103033655079	CONSUMER'S ENERGY	12/03/24	STATEMENTS	7,054.47
		Total For Dept 448 STREET LIGHTING			7,054.47
<b>Dept 567 CEMETERY</b>					
101-567-931.000	ANTI-FREEZE	WHITE LAKE AUTOMOTIVE	12/01/24	STATEMENT	5.39
101-567-974.000	CEMETERY SIGN - DOWNPAYMENT	VIKING SIGN SOLUTIONS	07/17/24	50359	9,125.60

CITY OF WHITEHALL ACCOUNTS PAYABLE  
 COUNCIL MEETING OF DECEMBER 10, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 567 CEMETERY					
Total For Dept 567 CEMETERY					
9,130.99					
Fund 751 PARKS DEPARTMENT					
101-751-757.000	DRIVEWAY MARKERS	RIVERS ACE	11/30/24	STATEMENT	38.77
101-751-775.000	PAINTING SUPPLIES - PICNIC TABL	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	30.64
Total For Dept 751 PARKS DEPARTMENT					
69.41					
Fund 202 MAJOR STREET FUND					
Dept 451 CONSTRUCTION					
Total For Fund 101 GENERAL OPERATING FUND					
58,370.02					
Fund 202 MAJOR STREET FUND					
202-451-818.000-D24	WATER JET &TV STORM SEWER - S M	PLUMMER'S ENVIRONMENTAL	12/02/24	24189191	24,000.00
202-451-818.000-D24	MEARS/ZELLAR - CULVERT REPAIRS	WHITE LAKE EXCAVATING	11/23/24	2240806	77,109.70
Total For Dept 451 CONSTRUCTION					
101,109.70					
Fund 463 ROUTINE MAINT					
202-463-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	54.30
Total For Dept 463 ROUTINE MAINT					
54.30					
Fund 482 ADMINISTRATION					
202-482-807.000	FINANCIAL STMNTS COMPLETION- AU	VREDEVELD HAEFNER LLC	11/30/24	6610	236.00
Total For Dept 482 ADMINISTRATION					
236.00					
Fund 203 LOCAL STREET FUND					
247-463-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	54.30
Total For Dept 463 ROUTINE MAINT					
54.30					
Fund 482 ADMINISTRATION					
203-482-807.000	FINANCIAL STMNTS COMPLETION- AU	VREDEVELD HAEFNER LLC	11/30/24	6610	236.00
Total For Dept 482 ADMINISTRATION					
236.00					
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 525 DOWNTOWN STREETScape					
Total For Fund 203 LOCAL STREET FUND					
290.30					
Fund 525 DOWNTOWN STREETScape					
247-525-757.000	PAINT BRUSH	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	7.91
247-525-757.000	STRAW (66) BALES - SLEDDING HIL	TRI-COUNTY FEED SERVICE	12/02/24	71800 /2	560.34
247-525-921.000	PED LIGHTS/103051591602	CONSUMER'S ENERGY	12/03/24	STATEMENTS	159.52
247-525-974.000	SCREWS/CLAMPS/BIT/DRIVER -CHRIS	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	470.58
247-525-974.000	ZIP TIES - CHRISTMAS DECOR	RIVERS ACE	11/30/24	STATEMENT	295.58
247-525-974.000	PLUG TERMINAL - CHRISTMAS	RIVERS RENTAL & EQUIPMEN	11/30/24	STATEMENT	14.30
247-525-974.000	PLYWOOD (4) - CHRISTMAS SLEIGH	STANDARD SUPPLY & LUMBER	11/18/24	2879693/2880461/1840	424.98
247-525-974.000	10FT TREE & 4-25FT GARLAND	STIBITZ FARMS	11/13/24	0476	240.00
Total For Dept 525 DOWNTOWN STREETScape					
2,173.21					
Fund 580 PLAYHOUSE					
Dept 000 247					
Total For Fund 247 TAX INCREMENT FINANCE AUTHOR					
2,173.21					
Fund 580-000-719.000					
Total For Dept 463 ROUTINE MAINT					
62.06					

CITY OF WHITEHALL ACCOUNTS PAYABLE  
 COUNCIL MEETING OF DECEMBER 10, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-807.000	FINANCIAL STMTS COMPLETION- AU VREDEVELD HAEFNER LLC		11/30/24	6610	59.00
580-000-818.000	ANNUAL WEB HOSTING/DOMAIN - PLA ALPHAFISH, LLC		12/01/24	2110	348.88
580-000-818.600	SOUND ENGINEER - VANLOON RETIRE IRA A BRIGGS		12/01/24	CONTRACT	300.00
	Total For Dept 000 247				769.94
	Total For Fund 580 PLAYHOUSE				769.94
Fund 590 SEWER FUND					
Dept 550 SEWER ADMINISTRATION					
590-550-807.000	FINANCIAL STMTS COMPLETION- AU VREDEVELD HAEFNER LLC		11/30/24	6610	649.00
	Total For Dept 550 SEWER ADMINISTRATION				649.00
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-727.000	COLORER PAPER - SHUT OFF NOTIC	STAPLES CONTRACT & COMME	11/22/24	7003076366	4.43
590-552-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	11/28/24	9979877815	19.01
	Total For Dept 552 SEWER CUSTOMER ACCOUNTS				23.44
Dept 554 SEWER PUMPING					
590-554-818.000	LABOR/SVC -LS #2 REPLACE (2) CH	KENNEDY INDUSTRIES INC	11/07/24	644196	8,461.00
590-554-818.000	HAULED WASTE - 1213 GALLONS	MUSKEGON COUNTY TREASURE	11/30/24	206749	71.57
	Total For Dept 554 SEWER PUMPING				8,532.57
Dept 556 WASTEWATER SYSTEM-GALLONAGE					
590-556-959.900	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURE	11/15/24	WWUB123500	44,268.26
590-556-959.950	WASTEWATER SYS-GALLONAGE - BOND	MUSKEGON COUNTY TREASURE	11/15/24	WWUB123500	24,831.74
	Total For Dept 556 WASTEWATER SYSTEM-GALLONAGE				69,100.00
Dept 558 SEWER T & D					
590-558-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	54.30
590-558-757.000	COLD PATCH - 13 TONS	ASPHALT PAVING INC	11/22/24	API-004907	337.60
590-558-757.000	MISS DIG FLAGS	USA BLUE BOOK	12/05/24	252456	262.00
590-558-850.000	ON CALL CELL	VERIZON WIRELESS	11/28/24	9979877815	2.59
	Total For Dept 558 SEWER T & D				656.49
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-807.000	FINANCIAL STMTS COMPLETION- AU VREDEVELD HAEFNER LLC		11/30/24	6610	78,961.50
	Total For Fund 590 SEWER FUND				78,961.50
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-727.000	COLORER PAPER - SHUT OFF NOTIC	STAPLES CONTRACT & COMME	11/22/24	7003076366	4.43
591-542-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	11/28/24	9979877815	19.00
	Total For Dept 542 WATER CUSTOMER ACCOUNTS				23.43
Dept 546 WATER SOURCE PLANT					
591-546-757.000	QTY 16 - 15 GAL DRUM	HAVILAND	11/26/24	523920/CR524145	1,087.88
591-546-818.100	UPS CHARGES	HOME SERVICES OF WHITE L	12/03/24	34338	13.25
	Total For Dept 546 WATER SOURCE PLANT				1,101.13

CITY OF WHITEHALL ACCOUNTS PAYABLE  
 COUNCIL MEETING OF DECEMBER 10, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 591 WATER FUND					
Dept 548 WATER T & D					
591-548-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	54.30
591-548-757.000	AA BATTERIES (24PK)	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	24.28
591-548-757.000	MISS DIG FLAGS	USA BLUE BOOK	12/05/24	252456	262.00
591-548-775.000	PARTS - HYDRANT REPAIR	EJ USA INC	11/07/24	1758382	1,288.18
591-548-818.000	BI-ANNUAL SERVICE PROGRAM - NO	HYDROCORP METER SALES	11/27/24	CI-03525	970.00
591-548-850.000	ON CALL CELL	VERIZON WIRELESS	11/28/24	9979877815	2.59
		Total For Dept 548 WATER T & D			2,601.35
Dept 549 WATER CONSTRUCTION					
591-549-818.000	WATER SAMPLE TESTING	TRACE ANALYTICAL LABS	11/30/24	4111033	201.00
		Total For Dept 549 WATER CONSTRUCTION			201.00
Fund 594 MARINA FUND					
Dept 000 247					
594-000-757.800	TANK TESTING/SETUP-MARINA	PETRO TANK & LINE TESTIN	11/25/24	224951-224952	1,234.35
594-000-807.000	FINANCIAL STMTS COMPLETION- AU	VREDEVELD HAEFNER LLC	11/30/24	6610	59.00
		Total For Dept 000 247			1,293.35
		Total For Fund 594 MARINA FUND			1,293.35
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-719.000	TURKEYS	MONTAGUE FOODS	11/25/24	7100-34	62.06
661-000-727.000	COLOR PAPER - WORK ORDERS	STAPLES CONTRACT & COMME	11/22/24	7003076366	18.77
661-000-751.000	TANK TESTING/SETUP - DPW	PETRO TANK & LINE TESTIN	11/25/24	224951-224952	1,234.35
661-000-757.000	10" AVIATION SNIP TOOL	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	26.24
661-000-757.000	CLEANER/PENETRATING OIL	H.O. TAYLOR ENT.	11/12/24	352864	192.00
661-000-781.000	HOSE NOZZLE	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	86.01
661-000-807.000	FINANCIAL STMTS COMPLETION- AU	VREDEVELD HAEFNER LLC	11/30/24	6610	59.00
661-000-818.000	SHOP TOWELS	MODEL COVERALL SERVICE I	12/03/24	STATEMENT	30.48
661-000-931.000	THERMOSTAT - POLE BLDG	RIVERS ACE	11/30/24	STATEMENT	24.29
661-000-933.000	CONNECTORS/ELBOW - TRUCK 12-18	GILL-ROY'S HARDWARE	12/01/24	STATEMENT	4.38
661-000-933.000	INSPECT CLUTCH/OIL - LEAF TRUCK	TWIN CITIES AUTO PARTS &	12/02/24	STATEMENT	1,650.31
661-000-933.000	BATTERY (3) 12-16	WHITE LAKE AUTOMOTIVE	12/01/24	STATEMENT	609.13
		Total For Dept 000 247			3,997.02
		Total For Fund 661 MOTOR POOL FUND			3,997.02

UNJOURNALIZED  
OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE  
COUNCIL MEETING OF DECEMBER 10, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
	Fund 101	GENERAL OPERATING FUND			58,370.02
	Fund 202	MAJOR STREET FUND			101,400.00
	Fund 203	LOCAL STREET FUND			290.30
	Fund 247	TAX INCREMENT FINANCE			2,173.21
	Fund 580	PLAYHOUSE			769.94
	Fund 590	SEWER FUND			78,961.50
	Fund 591	WATER FUND			4,575.91
	Fund 594	MARINA FUND			1,293.35
	Fund 661	MOTOR POOL FUND			3,997.02
Total For All Funds:					251,831.25

City Council Members,

Thank you for your continued support of my project! I am proud to announce that I have finished the staircase project at the library. This project took one weekend to fulfill, and the overwhelming support from the community has been absolutely incredible.

In addition to the support through Facebook and other social media, I also received donations of every building material that I needed from local businesses. I estimate these donations to be close to \$400 in railroad ties, woodchips, rebar, and transportation of materials.

Once the weather becomes more tolerable again, I hope that you all will be able to take a walk on the brand-new path to visit the Library. Enclosed are several pictures showing both work days and the final project.

Thank you for your time!

Margaret Derby

Troop 1048G







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Muskegon County  
Public Works Board Meeting  
Darrell Paige, Chairman  
Kim Cyr, Vice Chairman

November 7, 2024 at 4:00 PM  
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,  
Muskegon, MI 49442

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## MINUTES

1. **Call To Order**

The Board of Public Works was called to order by Chair Paige at 4:00 p.m.

2. **Roll Call**

PRESENT: Commissioner Jessica Cook  
Commissioner Kim Cyr  
Commissioner Michelle Hazekamp  
Commissioner Marcia Hovey-Wright [arrived at 4:02 p.m.]  
Water Resources Commissioner Brenda Moore  
Commissioner Charles Nash  
Commissioner Darrell Paige  
Ex-Officio Jennifer Hodges  
Ex-Officio Scott Huebler

ALSO

PRESENT: Matthew Farrar, Deputy County Administrator  
Wade VandenBosch, Public Works Director  
Tina Nash, Public Works Coordinator  
Dave Johnson, Resource Recovery Center Director  
Christine Morris, Resource Recovery Center Administrative Analyst  
Angela Gasiewski, Finance Director  
Cody Zok, Information Systems Tech I  
Anne M. Scurynck, Corporate Counsel

3. **Approval of Agenda**

**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

**VOICE VOTE:** Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of October 3, 2024

**ACTION:** Moved by Commissioner Charles Nash, supported by Water Resources Commissioner Brenda Moore

**VOICE VOTE:** Passed

**5. Public Comment (on an agenda item) - None**

**6. Items for Consideration**

BPW24/11-107 **(Public Works/Wade VandenBosch)** Move to authorize staff to apply for and accept the 2025 Tire Recycling Grant from EGLE and authorize the Board Chair to sign the grant agreement.

**ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Kim Cyr

**VOICE VOTE:** **Passed**

BPW24/11-108 **(Public Works/Wade VandenBosch)** Move to approve the Caterpillar Certified Rebuild and associated equipment and repairs in the amount of \$417,468.15 per the Michigan CAT Quote Number 36843 and also approve a 10% contingency.

Wade VandenBosch stated the cost of a new machine would be approximately \$1.1 million.

**ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

**NO:** None

**Passed 7:0**

BPW24/11-109 **(Public Works/Wade VandenBosch)** Move to approve the Change Order No. 1 for the West Randall Lift Station Construction Contract with Grand River Construction for the amount of \$946,317.67 and authorize the Board Chair to sign the Change Order.

Wade VandenBosch stated a signed agreement states fairlife will pay up to \$1.5 million, which will cover this change order and the engineering fees. The additional capacity requested by fairlife is needed for additional production lines.

**ACTION:** Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

**NO:** None

**Passed 7:0**

**BPW24/11-110 (Public Works/Wade VandenBosch)** Move to approve Amendment 1 to the Professional Engineering Services Agreement with Prein & Newhof for the Southeast Regional Force Main.

Wade VandenBosch stated the monies were spent on design work and construction engineering work. Wade VandenBosch stated they needed to move quickly.

**ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

**VOICE VOTE:** Passed

**BPW24/11-111 (Resource Recovery Center/David Johnson)** Move to approve the rate increases of 4.2% for municipalities and directly connected industrial users effective December 1, 2024 and direct staff to perform a cost of service study for BOD and TSS Surcharge Rates and Hauled Waste rates.

Dave Johnson stated that the Muskegon Municipal Wastewater Management Committee approved the rate increase. An updated cost of service study will also be done. Scott Huebler stated the rate increase will help pay towards the costs of capital improvement projects.

**ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

**VOICE VOTE:** Passed

**BPW24/11-112 (Resource Recovery Center/David Johnson)** Move to approve the Prein&Newhof proposal for engineering services for the Underground Improvement Projects at a cost not to exceed \$120,000.00.

Dave Johnson stated this is partially budgeted, and the remaining funds will be paid from reserve funds. Dave Johnson stated the pipe would be ductile iron pipe. Dave Johnson stated the pipe will be strong enough to withstand the reconstruction of White Road.

**ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

**NO:** None

**Passed 7:0**

**BPW24/11-113 (Resource Recovery Center/David Johnson)** Move to approve the Prein&Newhof proposal for engineering services for the RRC Administration Building HVAC and Associated Improvements at a cost not to exceed \$98,000.00.

Dave Johnson stated an engineer is involved because this project includes transformers, generators, combining power, and automatic transfer switches.

**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright  
**NO:** None  
**Passed 7:0**

BPW24/11-114 **(Resource Recovery Center/David Johnson)** Move to approve the Prein&Newhof proposal for engineering services for the White Road Reconstruction at a cost not to exceed \$135,000.00.

Dave Johnson stated Prein&Newhof was selected per the agreement by the board.

**ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright  
**YES:** Jessica Cook, Kim Cyr, Michelle Hazekamp, Charles Nash, Darrell Paige, Marcia Hovey-Wright  
**NO:** Brenda Moore  
**Passed 6:1**

**7. Informational Items**

- A. Public Works Monthly Report, October 2024
- B. Resource Recovery Center Monthly Report, October 2024

**8. Unfinished Business - None**

**9. New Business - None**

**10. Public Comment - None**

**11. Final Board Comments**

Commissioner Jessica Cook thanked the staff for the monthly reports and appreciated the pictures of the courthouse that were included.

**12. Adjournment**

There being no further business to come before the Board of Public Works, the meeting was adjourned to 4:34 p.m.

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Darrell Paige

Preliminary Minutes  
To be approved at the December 5, 2024 Board of Public Works meeting

## **WestPlan Fiscal Year 2026-2029 Transportation Improvement Program: Proposed MDOT Illustrative/Unfunded Projects**

### **M-104 Between Spring Lake and M-231:**

- Work Type: Road reconstruction; operational and safety improvements.
- Status: Unfunded. Road Safety Audit completed about 4 years ago. Project funding would need to be identified to pursue Early Preliminary Engineering activities and complete environmental classification processes.

### **US-31 Business Route Bridge over White River:**

- Work Type: Bridge replacement and associated road approach work.
- Status: Early Preliminary Engineering activities are already programmed in Fiscal Year 2023-2026 Transportation Improvement Program and commenced in 2024. Construction is unfunded.

### **US-31 at Sherman Boulevard:**

- Work Type: Bridge replacement and interchange modernization. May include pavement improvement work on mainline US-31 freeway.
- Status: Illustrative (unfunded). Interchange and bridge study required, along with identification of funding sources.

### **US-31 at M-46 (Apple Avenue):**

- Work Type: Bridge replacement and interchange modernization. May include pavement improvement work on mainline US-31 freeway.
- Status: Unfunded. Interchange and bridge study required, along with identification of funding sources.

### **US-31 between M-120 and US-31 Business Route (Whitehall):**

- Work Type: Freeway mainline pavement rehabilitation.
- Status: Unfunded.

# TRANSPORTATION TECHNICAL COMMITTEE

## AGENDA December 5, 2024

- I. CALL TO ORDER
- II. APPROVAL OF THE PREVIOUS MINUTES (NOVEMBER 7, 2024) - **(ATTACHMENT I) (ACTION)**
- III. PUBLIC COMMENT **(AGENDA ITEMS)**
- IV. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
  - A. FY2023-2026 TIP AMENDMENT 21 **(ATTACHMENT II) (ACTION)**
  - B. FY2026-2029 TIP DEVELOPMENT **(INFORMATION)**
- V. 2050 METROPOLITAN TRANSPORTATION PLAN (MTP) **(INFORMATION)**
- VI. MPO ROUNDTABLE
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT



## Attachment I

### WEST MICHIGAN METROPOLITAN TRANSPORTATION PLANNING PROGRAM (WESTPLAN) TECHNICAL COMMITTEE MEETING

#### MEETING MINUTES

November 7, 2024

**Members Present:** Brett Laughlin, Ottawa County Road Commission, Chairperson  
Derek Gajdos, City of Grand Haven  
Paul Bouman, MCRC  
Luke Walters, MDOT Lansing  
Mark Disselkoen, City of North Muskegon  
Khi Guy, City of Muskegon Heights  
Craig Bessinger, City of Ferrysburg  
Ben VanHoeven, City of Roosevelt Park  
Jim Koens, MATS  
Jim Murphy, City of Norton Shores  
Wally Delamater, Village of Spring Lake

**Members Absent:** Christina Nicolaides, FHWA (Non-Voting)  
Amy Haack, Village of Fruitport (Excused)  
Scott Beishuizen, City of Montague  
Brian Armstrong, City of Whitehall  
Steve Biesiada, Muskegon Urban Township Rep  
Dan VanderHeide, City of Muskegon  
Jeff Marcinkowski, Rural Township Rep  
Dana Appel, Harbor Transit  
Todd Myers, City of Muskegon  
Wade Vandenbosch, Muskegon County DPW

**Others Present:** Blake Wright, MDOT Grand Region  
Tyler Kent, MDOT Grand Region  
Cathy Brubaker-Clarke, GMED

**Staff Present:** Joel Fitzpatrick, WMSRDC  
Lauryn Blake, WMSRDC

#### I. CALL TO ORDER

The meeting was called to order at 1:31 p.m. A quorum was present. Attendance taken via roll call.

#### II. APPROVAL OF THE PREVIOUS MINUTES (SEPTEMBER 5, 2024)

A motion was made and supported to approve the previous meeting minutes. Motion carried.  
*M/S VanHoeven/Murphy*

### III. PUBLIC COMMENT

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

### IV. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

#### A. FY2023-2026 TIP AMENDMENT 19

Mr. Joel Fitzpatrick presented TIP Amendment 19 to the committee for approval. Mr. Fitzpatrick informed the committee that job number 214053 should be omitted from this amendment, Mr. Jim Koens clarified that this job will be reviewed during CMAQ discussions to follow. Mr. Tyler Kent also informed the committee that the new trunkline jobs on this amendment are for bridge maintenance along M-231. MDOT requests a threshold amendment for these jobs. *M/S VanHoeven/Bessinger*

#### B. FY2026-2029 TIP DEVELOPMENT

Mr. Joel Fitzpatrick announced that all projects minus Spring Lake, whom are opting out of project submittal. He informed the committee that a list of these projects have been made, and a date for the work session meeting will be set. The likely date will be December 5, prior to the next TIP meeting.

Mr. Luke Walters noted on the TIP timeline that submittals occur in the spring, CMAQ projects occur sooner as approval takes more time.

### V. 2050 METROPOLITAN TRANSPORTATION PLAN (MTP)

Mr. Joel Fitzpatrick stated that there are no updates, but the MPO is waiting for updates from Harbor Transit to determine if there is a need for an amendment regarding their facility job.

### VI. MPO ROUNDTABLE

- Mr. Tyler Kent informed the committee that the trunkline bridge jobs in Amendment 19 were approved by Lansing prior to the start of the meeting. He is hoping to discuss MDOT's 5-year plan during the TIP development process.
- Mr. Luke Walters reminded the committee that there will soon be a period of time when changes cannot be made to FY 2026 projects and to make any changes promptly. Any additional items for early FY 2026 can be submitted now, so waiting until after that period is not necessary. Changes made to the 2026 jobs won't affect the NEPA process.
- Mr. Joel Fitzpatrick announced that bids for the MPO Non-Motorized plan have been received; a meeting to review these bids will be held and selection will occur by December 1. This plan will be completed by September 30, 2025.
- Mr. Fitzpatrick informed the committee that Ms. Cathy Brubaker-Clarke will be

assisting in the submittal of the RAISE grant for Muskegon Heights and continued on to remind the committee that MIO offers technical assistance for grants.

VII. PUBLIC COMMENT

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

VIII. ADJOURNMENT

The meeting adjourned at 1:47 p.m.

CITY OF WHITEHALL  
RESOLUTION 24-44  
TIFA Amended Plans

- WHEREAS, pursuant to Michigan Public Act 450 of 1980, the City Council established the Whitehall Tax Increment Finance Authority (TIFA) and approved a Development Plan and a Tax Increment Financing Plan on September 25, 1984.
- WHEREAS, the City Council has approved plan amendments in 1985, 1988, 1989, and 1992.
- WHEREAS, in compliance with Michigan Public Act 57 of 2018, TIFA has prepared amendments to the development plan and tax increment financing plan.
- WHEREAS, the City Council held a public hearing on December 10, 2024.
- WHEREAS, prior to the public hearing, the City provided reasonable opportunity to the taxing jurisdictions in which the development is located, to express their views and recommendations regarding the plans.

NOW, THEREFORE, BE IT RESOLVED,

the City Council hereby determines that the Development Plan and Tax Increment Financing Plan constitute a public purpose.

BE IT FURTHER RESOLVED,

the City Council hereby approves the plan based upon the following considerations – the Development Pan meets the requirements set forth in §316(2) and the Tax Increment Financing Plan meets the requirements set forth in §313(1) of Public Act 57; the method of financing is feasible and the Authority has the ability to arrange financing; the development is reasonable and necessary to carry out the purposes of the Act; the amount of captured assessed value estimate to result from adoption of the plan is reasonable; land to be acquired within the development area is reasonably necessary to carry out the purposes of the plan and the purposes of the Act; the Development Plan is in reasonable accord with the approved master plan of the City; public services, such as fire and police protection and utilities, are or will be adequate to service the development area; and changes in zoning, streets, street levels, intersections, and utilities are reasonably necessary for the project and the City.

Moved by \_\_\_\_, seconded by \_\_\_\_, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, December 10, 2024, at 6:00 p.m. Yes \_\_, No \_\_, Absent \_\_

\_\_\_\_\_  
Steven Salter, Mayor

\_\_\_\_\_  
Brenda Bourdon, City Clerk

**CERTIFICATION**

I, the undersigned, duly qualified Clerk of the City of Whitehall, Muskegon County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on December 10, 2024, the original of which is on file. Public notice of the meeting was given pursuant to and in compliance with Michigan Public Act 267 of 1976, as amended, and Michigan Public Act 57 of 2018, as amended.

IN WITNESS WHEREOF, I have affixed my official signature on December 11, 2024.

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Brenda Bourdon, City Clerk  
City of Whitehall, Michigan

CITY OF WHITEHALL, MICHIGAN  
TAX INCREMENT FINANCE AUTHORITY  
TAX INCREMENT FINANCING PLAN  
and  
DEVELOPMENT PLAN AMENDMENT  
Development Area Number Three

Approved by the TIFA Board on October 10, 2024

  
\_\_\_\_\_  
Scott K. Huebler, Secretary

Approved by the City Council on December 10, 2024

\_\_\_\_\_  
Brenda Bourdon, City Clerk

## PURPOSE

The purpose of the Recodified Tax Increment Financing Act, Michigan Public Act 57 of 2018 Part 3 Tax Increment Finance Authorities is to halt the decline in property values, increase property tax valuation, eliminate the causes of the decline in property values, and to promote growth in a designated area of the city.

The City of Whitehall Tax Increment Finance Authority was created by resolution of the City Council on September 25, 1984 in accordance with Michigan Public Act 450 of 1980. A tax increment financing plan and development plan was adopted for Development Area Number One as a single plan in the same year. An amendment in 1985 created Development Area Number Two. The Plan was amended in 1988, twice in 1989, and again in 1992. Development Areas Number One and Number Two were combined by amendment in 1999 to create Development Area Number Three.

The intent of this amendment is to continue efforts to halt the decline of property values, increase property tax values, eliminate the causes of the decline in property values, and promote growth within Development Area Number Three. All tax increment revenues will be based upon the initial assessed values as established in the tax increment financing and development plans for Development Areas One and Two. The Plans for both development areas will continue in effect as amended.

This Plan reflects public and private improvements considered necessary to support and enhance the commercial, industrial, and waterfront areas; to stimulate private development; and to encourage multi-government and public/private partnerships. Since the Authority's inception it has actively pursued development by improving streets, parking lots, streetscape design, utilities, and public gathering spaces.

The approval of this Plan was done in accordance with required notice, hearing, disclosure, and approval provisions. Only one hearing and approval procedure was necessary since the tax increment finance plan and development plan were combined into a single plan. Prior to the public hearing, reasonable opportunity was provided to all taxing jurisdictions to express their views and recommendations. The Authority fully informed the taxing jurisdictions about the fiscal and economic implications of the Plan.

## GENERAL

### BOARD OF DIRECTORS

The Authority shall be under the supervision and control of an eleven-member board. Seven members shall be appointed by the mayor subject to City Council confirmation. Each member shall be appointed for a term of four years. An equal number, as near as practicable, shall be appointed to overlapping terms. Before assuming office, members shall take and subscribe to a constitutional oath of office. Members shall hold office until their successor is appointed. An appointment to fill a vacancy shall be made by the mayor for the unexpired term.

Members shall serve without compensation, but shall be reimbursed for actual and necessary expenses. The Chair and Vice-chair shall be elected by the Board. The Board shall adopt rules governing its procedures and the holding of regular meetings, subject to approval of the City Council. Special meetings may be held when called in the manner provided in the rules. Meetings shall be open to the public in accordance with the Open Meetings Act, PA 267 of 1976.

Pursuant to notice and an opportunity to be heard, a member of the Board may be removed for cause by the City Council. Removal of a member is subject to review by the circuit court.

Expenses of the Authority shall be published and the financial records shall be open to the public pursuant to the Freedom of Information Act, PA 442 of 1976.

### AUTHORITY EMPLOYEES

The Board may appoint or employ a **DIRECTOR** and fix the compensation subject to approval by the City Council. The Director shall serve at the pleasure of the Board. Board members are not eligible to hold the position of Director. Before assuming office, the Director shall take and subscribe to a constitutional oath of office. The Director shall supervise and be responsible for the preparation of plans and the performance the Authority. The Director shall attend the meetings of the Board; provide an annual report covering the activities and financial condition of the Authority; and furnish information or reports as directed by the Board.

The Director shall serve as **SECRETARY** to the Board. The Secretary shall maintain custody of the official seal and records, documents, and other papers not required to be kept by the Treasurer. The Secretary shall keep a record of the meetings of the Board and perform other duties as may be delegated by the Board.



The Board may appoint or employ and fix the compensation of a **TREASURER**. The Treasurer shall keep the financial records of the Authority and shall approve, along with the Director, all expenditures. The Treasurer shall perform other duties as may be delegated by the Board.

The Board may retain **LEGAL COUNSEL** to advise the Board on legal matters and represent the Authority in actions brought by or against the Authority. The Board may employ other personnel considered necessary. Employees of the Authority may be eligible to participate in retirement and insurance programs of the City as if they are employees and on the same basis as other City employees.

### **BOARD POWERS**

The Authority Board of Directors shall have the following general powers:

- A. Prepare an analysis of economic changes taking place in the City as those changes relate to urban deterioration.
- B. Study and analyze the impact of growth upon the Development Area.
- C. Propose, plan, and implement the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of public facilities, existing buildings, or multiple family dwelling units which may be necessary or appropriate to the execution of the Plan which, in the opinion of the Board, aids in the revitalization and growth of the development area. *Public facility* is defined as a street, plaza or pedestrian mall, and any improvements to a street, plaza, boulevard, alley or pedestrian mall, including street furniture and beautification, park, parking facility, recreation facility, playground, school, library, public institution or administrative building, right of way, structure, waterway, bridge, lake, pond, canal, utility line or pipeline, transit oriented development, transit oriented facility, and other similar facilities and necessary easements for these facilities and dedicated for use by the public generally or used by a public agency. Public institution or administration building includes, but is not limited to, a police station, fire station, court building, or other public safety facility.
- D. Propose, plan, and implement an improvement to a public facility to comply with the barrier free design requirements of the state construction code.
- E. Develop long range plans in cooperation with the Whitehall Planning Commission to halt the decline of property values and promote growth in the Development Area and take steps necessary to implement the Plan.

- F. Implement any plan in the development area necessary to achieve the purposes of this Plan.
- G. Make and enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties.
- H. Acquire by purchase or otherwise, on terms and conditions and in a manner the Board considers proper, own, convey, demolish, relocate, rehabilitate, or otherwise dispose of, or lease as lessor or lessee, land and other property, real or personal, or rights or interests in real or personal property, which the Board determines is reasonably necessary, and to grant or acquire licenses, easements, and options.
- I. Improve land, prepare building sites, including the demolition of existing structures and construct, reconstruct, rehabilitate, restore, preserve, equip, improve, maintain, repair, and operate any building, including any type of housing and any necessary or desirable appurtenances, within the Development Area for the use, in whole or in part, of any public or private person or corporation, or any combination.
- J. Fix, charge, and collect fees, rents, and charges for the use of any building or property or any part of a building or property under its control, or a facility in the building or on the property, and pledge the fees, rents, and charges for the payment of revenue bonds issued by the Authority.
- K. Lease any building or property or part of a building or property under the Board's control.
- L. Accept grants and donations of property, labor, or other things of value from a public or private source.
- M. Acquire and construct public facilities.
- N. Incur costs in connection with the performance of the Board's authorized functions, including but not limited to, administrative costs, architects, engineers, legal, and accounting fees.

### **PRIVATE PROPERTY**

The City may take private property under the provisions of Public Act 87 of 1980 for the purpose of transfer to the Authority, and may transfer property to the Authority for uses as authorized in the Development Plan, on terms and conditions it considers appropriate. The taking, transfer, and use shall be considered necessary for public purposes and for the benefit of the public.

### **FINANCING**

The activities of the Authority shall be financed from one or any combination of contributions; revenues from any property, building, or facility owned, leased,

licensed, or operated by the Authority or under its control subject to the limitations imposed by trusts or other agreements; tax increment revenues received pursuant to a tax increment financing plan; proceeds from tax increment bonds; proceeds from revenue bonds; money obtained from any other sources approved by the City Council or otherwise authorized by law for use by the Authority or City to finance a development program; or money obtained from the State of Michigan due to insufficient tax revenues for the repayment of an advance or obligation as provided for in PA 57 of 2018 Part 3 Section 312a.

### **BORROWING**

The Authority may borrow money and issue negotiable revenue bonds pursuant to the Revenue Bond Act, Michigan Public Act 94 of 1933. Revenue bonds issued by the Authority shall not, except as provided in PA 57 of 2018, be considered a debt of the City or of the State. The City may pledge its full faith credit limited tax to support the Authority's revenue bonds.

## **TAX INCREMENT FINANCING PLAN**

### **CAPTURED ASSESSED VALUE**

The Financing Plan is established to make possible the funding of public improvements necessary or desirable to maintain the vitality of the City's downtown business district, waterfront, and industrial areas; to stimulate development and redevelopment; to improve the environment; and enhance the quality of life. Vitality will be maintained by planning, designing, financing, and implementing public improvements. Improvements may include, but not limited to, water, sanitary sewer, drainage, streets, sidewalks, lighting, landscaping, and public amenities. Financial incentives may be offered for private investment as allowed by law and approved by the Board and City Council.

Since the inception of the Development Area One and Two Plans in the mid 1980's, the City has been able to stimulate significant private investment and now desires to continue this revitalization and growth. The necessity of this Plan and the projects it describes are directed at making sure improvements are made, making the Area more attractive for retention and growth. Commercial, marina, and industrial growth in the Area confirm that this core of the City's economic well-being will be the foundation of future economic growth for the next two decades.

**ESTIMATE OF CAPTURED ASSESSED VALUE**

The Plan provides for the capture and use of all available captured assessed value. Fiscal Year 2024/25 is used as the base year moving forward into this Plan. A modest 3% annual rate of growth is used for projecting future captured value. The captured assessed value bumps up in Fiscal Year 2033/34 when the \$7M Commercial Rehabilitation Tax for 201 West Colby expires.

**TABLE 1 - CAPTURED ASSESSED VALUE**

FY24/25	\$14,510,000
FY25/26	\$14,945,000
FY26/27	\$15,394,000
FY27/28	\$15,855,000
FY28/29	\$16,331,000
FY29/30	\$16,821,000
FY30/31	\$17,326,000
FY31/32	\$17,845,000
FY32/33	\$18,808,000
FY33/34	\$22,432,000
FY34/35	\$23,105,000
FY35/36	\$23,798,000
FY36/37	\$24,512,000
FY37/38	\$25,248,000
FY38/39	\$26,005,000
FY39/40	\$26,785,000

**ESTIMATE OF TAX INCREMENT REVENUES**

Table 2 provides an estimate of the tax revenues for each year of the Plan along with other major revenue sources to provide a complete picture of the financial capabilities of the Authority. Grant funding has not been included. Tax increment and miscellaneous revenues are increased 3% per year. As noted with captured taxable value, tax increment revenue will jump above the 3% in Fiscal Year

2033/34 with the expiration of the Community Rehabilitation Tax. Community stabilization is increased 6% per year as reflective of the average annual increase over the six years preceding Fiscal Year 2024/25.

**TABLE 2 - TAX INCREMENT REVENUES**

	Tax Increment Revenue	Community Stabilization	Miscellaneous	TOTAL
FY24/25	\$294,300	\$1,059,000	\$95,000	\$1,448,300
FY25/26	\$303,000	\$1,123,000	\$98,000	\$1,524,000
FY26/27	\$312,000	\$1,190,000	\$101,000	\$1,603,000
FY27/28	\$322,000	\$1,261,000	\$104,000	\$1,687,000
FY28/29	\$331,000	\$1,337,000	\$107,000	\$1,775,000
FY29/30	\$341,000	\$1,417,000	\$110,000	\$1,868,000
FY30/31	\$351,000	\$1,502,000	\$113,000	\$1,966,000
FY31/32	\$362,000	\$1,592,000	\$117,000	\$2,071,000
FY32/33	\$373,000	\$1,688,000	\$120,000	\$2,181,000
FY33/34	\$459,000	\$1,789,000	\$124,000	\$2,372,000
FY34/35	\$473,000	\$1,897,000	\$128,000	\$2,498,000
FY35/36	\$487,000	\$2,010,000	\$132,000	\$2,629,000
FY36/37	\$501,000	\$2,131,000	\$135,000	\$2,767,000
FY37/38	\$516,000	\$2,259,000	\$140,000	\$2,915,000
FY38/39	\$532,000	\$2,394,000	\$144,000	\$3,070,000
FY39/40	\$548,000	\$2,538,000	\$148,000	\$3,234,000

**TAX INCREMENT PROCEDURE**

Public Act 57 authorizes and encourages a broad range of activities to halt the decline in property values, increase property tax valuation, eliminate the causes of the decline in property values, and to promote growth in a designated development area. These activities include the adoption and implementation of a development plan to achieve the purposes of the Act. One of the means of implementing a

development plan is tax increment financing. A tax increment financing plan must be approved by resolution of the City Council.

The purpose of tax increment financing is to capture tax revenues attributable to the increased property values within a development area. The increases in property value may be due to new construction, rehabilitation, remodeling, alterations, additions, inflation, or other factors the assessor deems appropriate.

The taxable values of all property located in the development area, based on assessed values as of December 31, at the time the resolution establishing the tax increment financing plan was approved is the *initial assessed value*. Property exempt from taxation is given an initial assessed value of zero. The total taxable value of property in the development area is the *current taxable value*. The difference between the current taxable value and the initial assessed value is the *captured taxable value*.

Local taxing jurisdictions continue to receive the full amount of tax revenue based on the initial taxable value. The captured taxable value is allocated to the authority for use in accordance with the tax increment financing plan and development plan. This allocation is known as *tax increment revenue*.

Tax increment revenue is the tax levied by all taxing jurisdictions, excluding local school districts, paid each year on the captured taxable value of property in the development area. Millage specifically levied for the payment of principal and interest on bonds approved by electors are excluded from tax increment revenue. If the authority returns any portion of the tax increment of revenue, it must be done proportionately to each taxing jurisdiction based upon the respective unit's millage levy as compared to the total millage levied by all jurisdictions that were captured in that fiscal year.

### **MAXIMUM DEBT**

Based upon annual revenue projections and the fifteen-year term of this Plan, bonded indebtedness to be incurred by the Authority will be capped at \$10,000,000. The City may pledge its full faith and credit for the payment of principal and interest on Authority bonds subject to constitutional, statutory, and Charter limitations. The Board anticipates funding all activities with tax increment revenues. This does not preclude the use of bonding, special assessments, special assessment bonds, general obligation bonds, revenue bonds, grants, funds from other governments, and private investment.

### **OPERATING AND PLANNING EXPENDITURES**

The Board budgeted \$124,000 in Fiscal Year 2024/25 for operating and planning expenditures which includes administration, accounting, marketing, auditing, publishing, legal, and façade grants. These expenses will likely grow at 5% annually, requiring a budget of \$130,000 in the first year of this Plan. Engineering is not included as a routine operational expense. These fees are project driven. There are no advances or indebtedness at the time this Plan was adopted.

Costs associated with preparation, adoption, and approval of this Amendment is estimated to be less than \$10,000 and will be paid from the tax increment revenues.

### **DURATION**

This Tax Increment Financing Plan and Development Plan will continue upon expiration of the current Plans, specifically with the Fiscal Year 2025/26 Budget and expire on June 30, 2040 coinciding with the end of Fiscal Year 2039/40.

### **TAXING JURISDICTION IMPACT**

There has been no evidence of any adverse financial impacts on any of the local taxing jurisdictions since the original creation of the Tax Increment Finance Authority in 1989 nor are any anticipated with the adoption of this Amendment. The Authority will not capture any voted debt millage and cannot by law capture the operating millage for Whitehall District Schools.

### **SURPLUS FUNDS**

Surplus funds may be retained by the Authority for the payment of principal and interest on outstanding bonds or for other purposes as determined by the Board to further the development program. Surplus funds not used for either purpose or as an annual budgetary item shall revert proportionately to the respective local taxing jurisdictions.

## DEVELOPMENT PLAN

### BOUNDARIES

The boundaries of the District and Development Area are identical and can be described generally and as they relate to highways and streets as the north side of Hanson Street commencing at the intersection of Hanson Street and Livingston Street heading west in a straight line to the water's edge of White Lake then running south along the shoreline of White Lake to a point due west of a straight line from the south side of Lewis Street heading east along that same extended line to the east side of the now vacated alley located east of Lakeview Street then running south to the north side of Misco Drive turning west to the west side of Lake Street then going south to the south side of Market Street running east to the old railroad right of way then turning southeast to run along the western edge of the same railroad right of way then turning due south after crossing Main Street to run along the east side of Mears Avenue to the south side of Benston Road turning east to the west side of Division Street right of way going south as the right of way becomes Zellar Road and continuing south to the north edge of White Lake Drive which then heads east approximately 3,920 feet before turning north and matching up with the east side of Peach Street to the north side of Benston Road at which point the boundary heads to the west from the west side of Division Street then turning north and running to the north side of Market Street turning west to the east side of Mears Avenue going north to Misco Drive at which point it turns west to the east side of the old railroad right of way turning to the north to the south side of Alice Street continuing north but now along the east side of Lake Street turning east along the south side of Spring Street then north along the east side of Livingston Street back to the point of beginning.

The Development Area is large and beyond the scope of a legal description. The boundaries are depicted on Map 4 located in the Appendix. When describing an avenue, road, or street, the description is inclusive of the public right of way and not limited by paved surfaces.

### STREETS, PUBLIC FACILITIES, and LAND USE

The Development Area includes Benston Road, Colby Street, Division Street, First Street, Hanson Street, Industrial Park Drive, Johannah Street, Lake Street, Lakeview Street, Lewis Street, Lincoln Street, Market Street, Mears Avenue, Misco Street, Muskegon Avenue, Peach Street, River Street, Spring Street, Thompson Street, Warner Street, White Lake Drive, and Zellar Road. Appendix Map 5 depicts the Road System.



Communication, electric, natural gas, sanitary sewer, storm sewer, and water utilities exist throughout the Development Area within public rights of way and private easements. The City was in the process of updating its sewer and water asset plans with associated maps identifying the location of these systems at the time of this Amendment adoption. These maps are nooen included in the Appendix.

Existing land use on the northern end of the Development Area is a mix of commercial, recreational, and waterfront. Industrial and multi-family residential share the middle section while the southern end is predominantly industrial. Existing land uses are depicted on Map 6 in the Appendix. Map 8 shows that there is very little change from existing to proposed land uses.

The North Mears Promenade is the focal point of pedestrian gathering in the downtown. It features a winter sledding hill, firepit, seating accommodations, WIFI, electronics charging station, and an adult beverage social district. The Promenade hosts numerous community events, year-round. A soon to be completed pocket park will complement the Promenade with additional seating, landscaping, a public restroom, and public art. The West Colby Connector is scheduled for completion in 2025. This converted street will connect the downtown with the waterfront for pedestrian use only. The Connector will include a community stage, seating, landscaping, game tables, and a public restroom.

While the City maintains a large and robust park system, Goodrich Park and the city-owned White Lake Municipal Marina are the only two recreational public facilities within the Development Area. Park and school facilities are shown on Appendix Map 7.

### **CAPITAL IMPROVEMENTS**

Sidewalk replacement and repairs will be in the neighborhood of \$40,000 per year on an as needed basis. The Board anticipates \$24.8M in capital improvements over the next 15 years as listed below in prioritized order. These have been adjusted to include 5% annual inflation up to the construction year.

#### **FY 2025/26**

- **Lake Street Sanitary Sewer Lift Station** - Relocate and replace Lift Station #2 and 5,860 feet of sewer main from the lift station to County M Station. Purchase two backup generator units. The Sewer Fund will cover half of the estimated cost. \$2,435,000

**FY 2027/28**

- **Benston Road Improvements** - Reconstruct Benston with curb and gutter from Mears Avenue to Peach Street to include the replacement of the sanitary sewer force main. \$2,080,000

**FY 2028/29**

- **Industrial Park Drive and Peach Street** - Reconstruct Industrial Park and Peach. \$1,220,000

**FY 2029/30**

- **Downtown Street Improvements** - Reconstruct Livingston and Division streets from Hanson Street to Spring Street. \$1,060,000
- **White Lake Pathway Restroom** - Construct a public restroom and bicycle repair station adjacent to the White Lake Community Library. \$320,000

**FY 2031/32**

- **White Lake Pathway Resurfacing** - Resurface 2.2 miles from Hanson Street to Delaney Drive. \$2,450,000

**FY 2033/34**

- **White Lake Municipal Marina Docks** - Replace 1,670 feet of concrete docks with floating docks. Install culvert in southwest corner to provide flow through to eliminate algae buildup. \$4,660,000

**FY 2036/37**

- **Public Works Facility** - Construct a new single building for vehicle and equipment storage. \$8,560,000

**FY 2037/38**

- **White Lake Pathway Bridge** - Replace and raise the span crossing Lake Street at Bush Creek to allow two lanes of traffic and large vehicle access under the bridge. \$570,000
- **Muskegon Avenue Pedestrian Bridge** - Remove the existing pedestrian bridge. \$190,000

## **FY 2038/39**

- **Goodrich Park Expansion** - Acquire 120 North Thompson. \$754,000
- **First Street Parking Lot Stairs** - Construct stairs connecting the parking lot to Lake Street and the waterfront. \$500,000

### **OPEN SPACES**

Goodrich Park along with the soon to be completed West Colby Connector and Downtown Pocket Park will be left as open spaces for passive recreation, public gathering and events, shoreline walkways, public restrooms, and the municipal marina. The North Mears Promenade will be left open as a public gathering location complete with a firepit, public restrooms, winter sledding hill, and designated social district. Bush Creek from Lake Street to White Lake will remain an open space with marsh and wetlands. Near future plans include using this area as a passive public access to White Lake. The former C&O Railroad that has been converted to the White Lake Pathway will remain an open space. The 17 acre, privately owned Howmet Park will likely remain an open space that includes a ball diamond, basketball court, picnic shelter, restrooms, tennis court, and walking trails.

### **MUNICIPAL PROPERTY**

The Authority reserves the right to sell, donate, exchange, or lease property to or from the City that will further the goals of the Plan. Specific terms will be drafted as the needs arise and projects are better defined. The Authority may explore leasing or management responsibilities for the White Lake Municipal Marina.

### **ZONING and STREETS**

There are no contemplated changes in zoning. Colby Street between US BR31 and Lake Street will be converted to a pedestrian only walkway and gathering space. Outside of routine maintenance, reconstruction, and replacement, there are no desired changes to any other streets, street levels, intersections, or utilities.

### **COST OF DEVELOPMENT**

The estimated cost for public improvements is \$24.8M. Annual expenditures over the fifteen-year term will be approximately \$5.2M for a combined cost of this Plan landing at \$30M. Tax increment revenues will generate \$34M, covering all anticipated costs associated with this Plan. This does not preclude the use of bonds, grants, private investment, donations, or assistance from other City funds.

### TIFA PROPERTY

The Authority has no plans to lease, sell, or convey any property. Should a lease, sell, or conveyance develop during the term of this Plan, it will be done in accordance with established competitive bidding policies and ordinances as adopted by the City Council.

### DISPLACEMENT

There are 59 residential units in the Development Area. An average household size of 2.19 according to the 2020 U.S. Census equates to an estimated number of 130 persons residing within the Development Area. The Plan does not call for the displacement of any families. The Board may decide to purchase residential property as they become vacant or when an owner decides to sell.

A plan establishing priority for relocation, provisions for the costs of relocating, and financial assistance and reimbursement of expenses are not applicable.

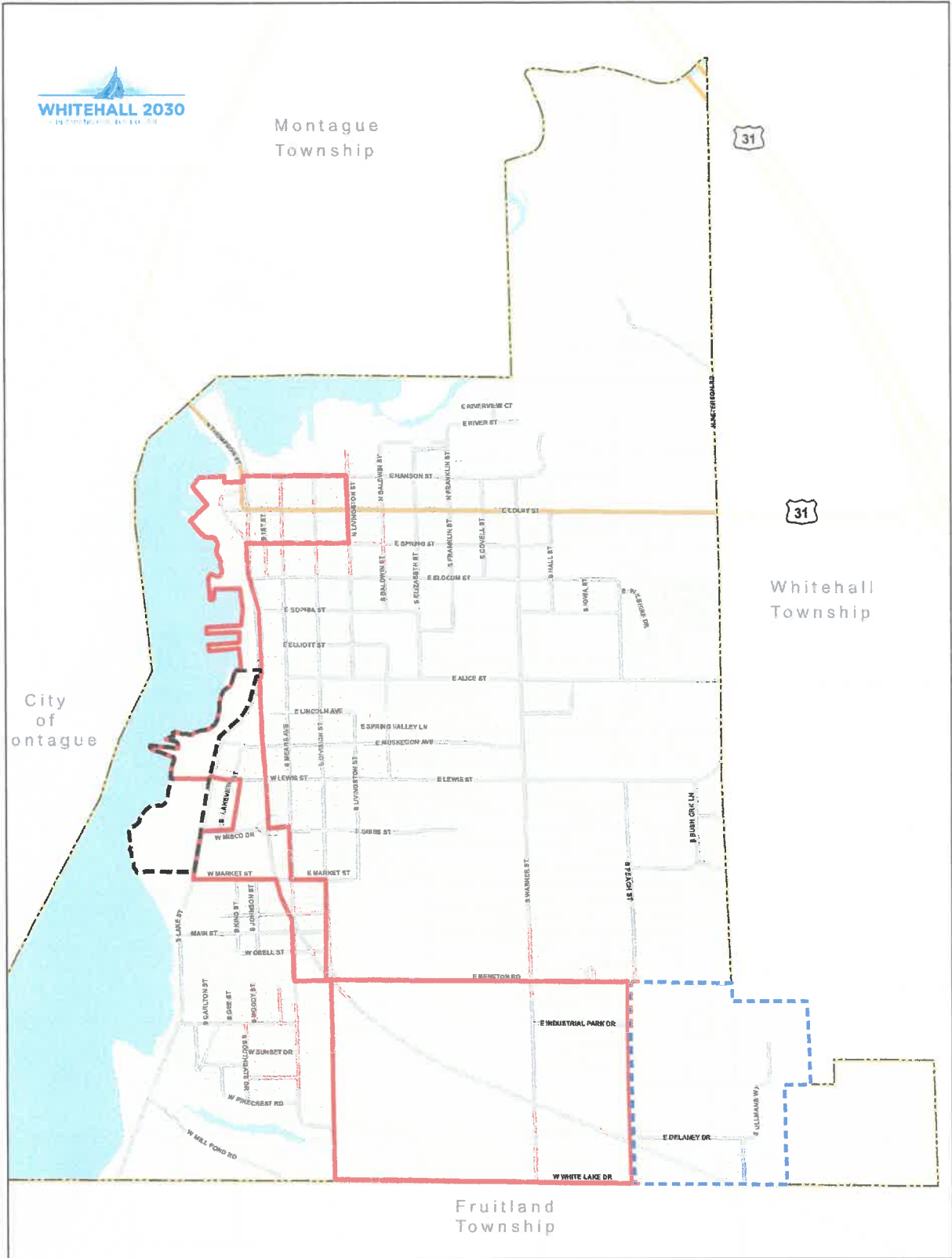
### OTHER PERTINENT MATERIAL

There is no other pertinent material or information to add at this time.

### CITIZEN COUNCIL

Despite more than 100 persons living within the Development District, there are no anticipated zoning changes or eminent domain takings that would require the establishment of a citizen council.

# APPENDIX



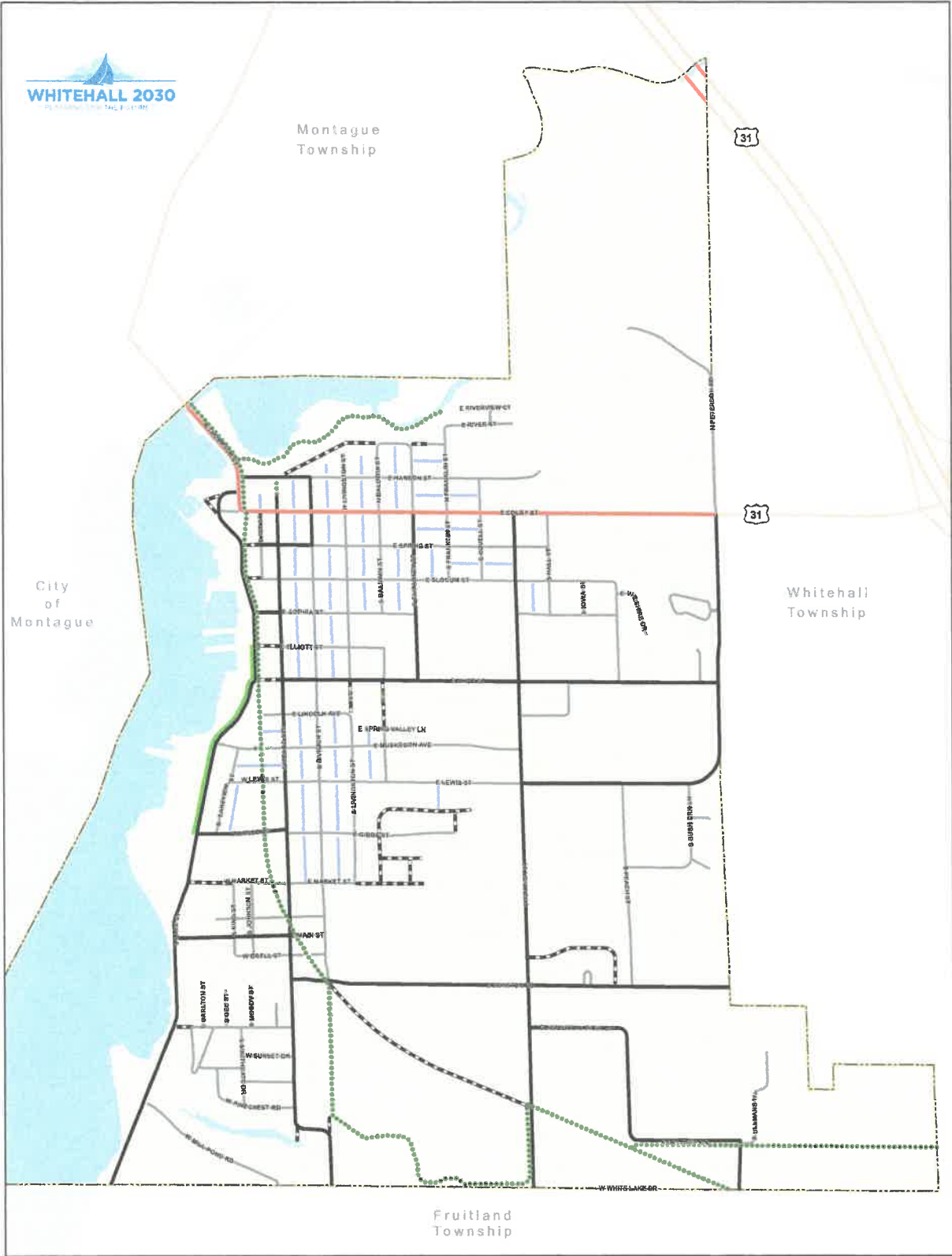
**Map 4**  
**TIF Districts**  
City of Whitehall, Michigan  
March 12, 2015

0 500 1,000  
Feet



Base Map Source: Muskegen County GIS, 2014

- LEGEND**
- BRA District
  - LDFA District
  - TIFA District
  - City Boundary



**Map 5**  
**Road System**  
City of Whitehall, Michigan  
September 25, 2014

0 500 1,000  
Feet

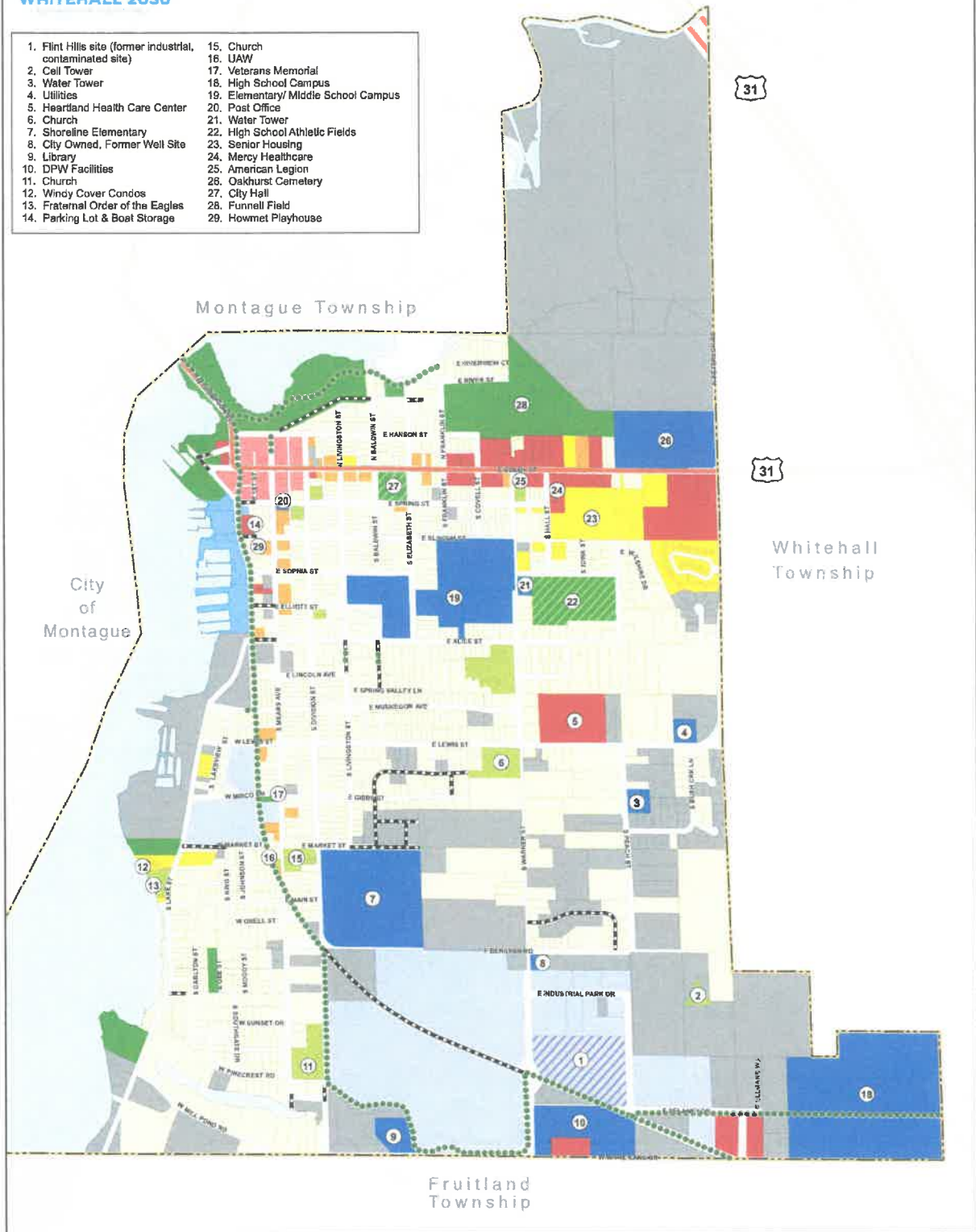


Base Map Source: Muskegon County GIS, 2014

**LEGEND**

Green Road	Local City Street	Bike Path / Walkway / Foot Bridge
State Highway (BUS-31)	Alley	City Boundary
Major City Street	Unimproved ROW	

- |  |                                      |
|--|--------------------------------------|
| 1. Flint Hills site (former industrial, contaminated site) | 15. Church                           |
| 2. Cell Tower  | 16. UAW                              |
| 3. Water Tower   | 17. Veterans Memorial                |
| 4. Utilities   | 18. High School Campus               |
| 5. Heartland Health Care Center                            | 19. Elementary/ Middle School Campus |
| 6. Church  | 20. Post Office                      |
| 7. Shoreline Elementary                                    | 21. Water Tower                      |
| 8. City Owned, Former Well Site                            | 22. High School Athletic Fields      |
| 9. Library   | 23. Senior Housing                   |
| 10. DPW Facilities   | 24. Mercy Healthcare                 |
| 11. Church   | 25. American Legion                  |
| 12. Windy Cover Condos                                     | 26. Oakhurst Cemetery                |
| 13. Fraternal Order of the Eagles                          | 27. City Hall                        |
| 14. Parking Lot & Boat Storage                             | 28. Funnell Field                    |
|  | 29. Howmet Playhouse                 |



**Map 6**  
**Existing Land Use**  
 City of Whitehall, Michigan  
 November 11, 2014

0 500 1,000  
 Feet

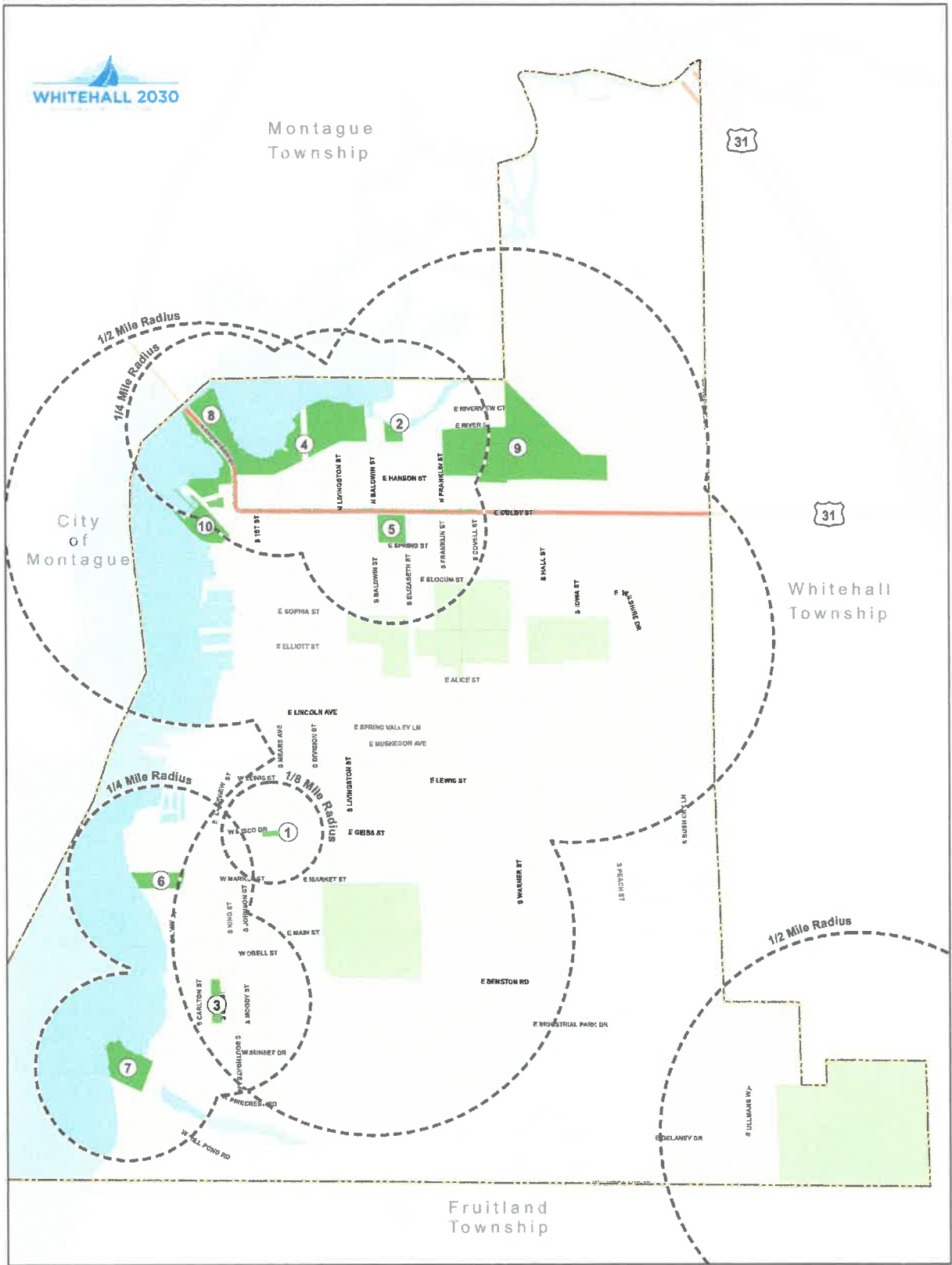


Base Map Source: Muskegen County GIS, 2014

**LEGEND**

- |                           |                    |              |               |                                   |
|---------------------------|--------------------|--------------|---------------|-----------------------------------|
| Single Family Residential | City Core          | Industrial   | Recreation    | Unimproved ROW                    |
| Multi-Family Residential  | General Commercial | Public       | Vacant        | Bike Path / Walkway / Foot Bridge |
| Neighborhood Commercial   | Marina Commercial  | Quasi-Public | City Boundary |                                   |





**Map 7**  
**Park Service Radii**  
 City of Whitehall, Michigan

September 8, 2014

0 500 1,000  
 Feet



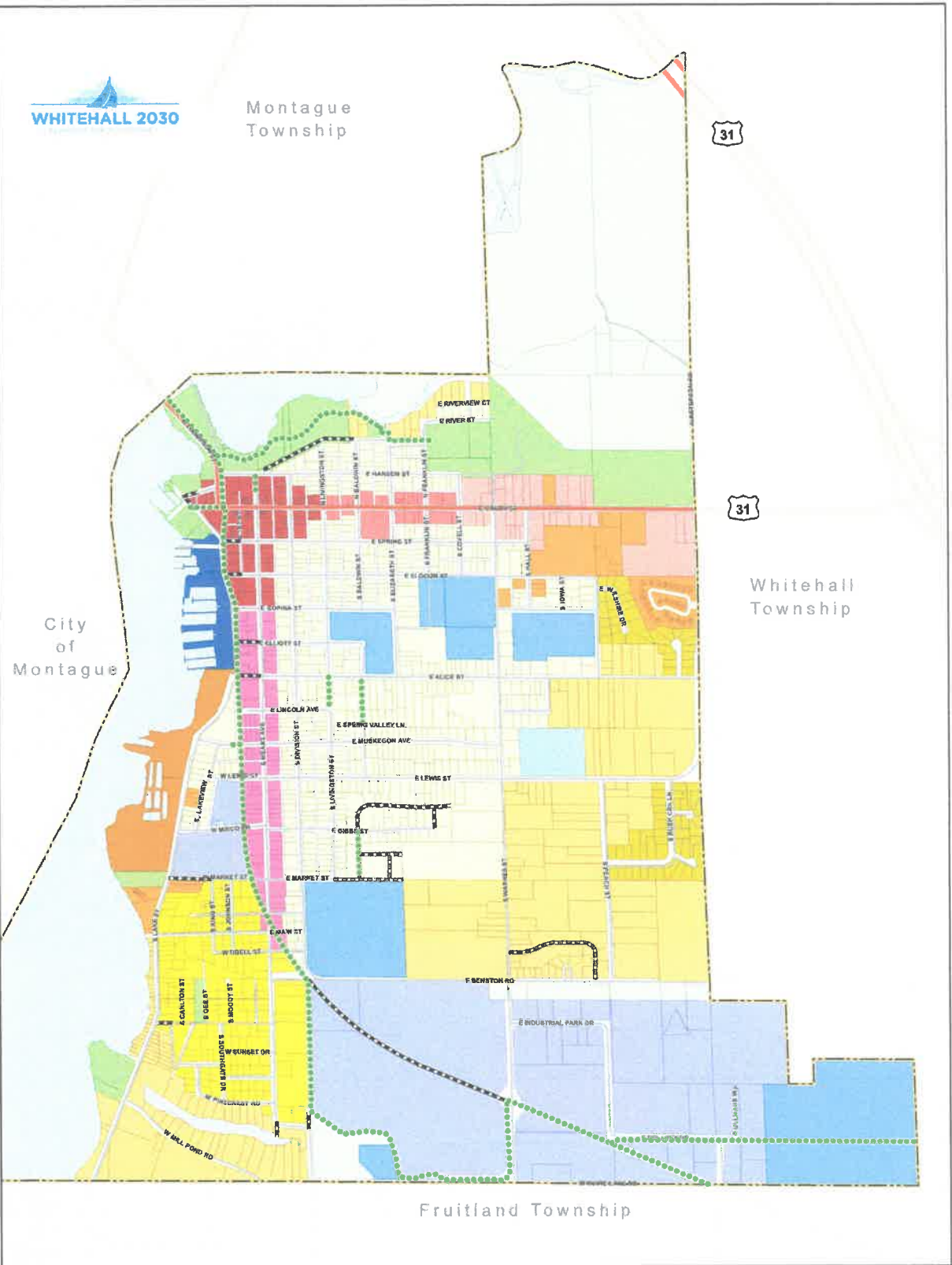
Base Map Source: Muskegon County GIS, 2014

**LEGEND**

- Parks
- School Facilities
- City Boundary

**CITY PARKS**

- |                      |                  |
|----------------------|------------------|
| 1 Veteran's Memorial | 6 Svensson Park  |
| 2 Norman Park        | 7 Mill Pond Park |
| 3 Gee Park           | 8 Covell Park    |
| 4 Lion's Park        | 9 Funnell Field  |
| 5 Slocum Park        | 10 Goodrich Park |



**Map 8**  
**Future Land Use**  
 City of Whitehall, Michigan  
 September 25, 2014

0 500 1,000  
 Feet



Base Map Source: Muskegon County GIS, 2014

**LEGEND**

- |                          |                          |                             |                                  |  |
|--------------------------|--------------------------|-----------------------------|----------------------------------|--|
| City Residential         | Multi-Family Residential | City Core                   | Private Marina                   | Unimproved ROW                                 |
| Hamlet Residential       | Mears Ave Mixed Use      | School / Library Facilities | Waterfront Redevelopment         | Non-Motorized Pathways (Existing and Proposed) |
| Suburban Residential     | Regional Commercial      | Industrial                  | Parks / Public Marina / Cemetery | Conservation / Agriculture                     |
| Preservation Residential | East Colby Corridor      | Medical Center              |                                  |  |

CITY OF WHITEHALL  
RESOLUTION 24-45  
LDFA Amended Plans

- WHEREAS, pursuant to Michigan Public Act 281 of 1986, the City Council established the Whitehall Local Development Finance Authority (LDFA) and approved a Development Plan and a Tax Increment Financing Plan on January 24, 1989.
- WHEREAS, the City Council has approved plan amendments in 1992, 2001, 2003, and 2004.
- WHEREAS, in compliance with Michigan Public Act 57 of 2018, LDFA has prepared amendments to the development plan and tax increment financing plan.
- WHEREAS, the City Council held a public hearing on December 10, 2024.
- WHEREAS, prior to the public hearing, the City provided reasonable opportunity to the taxing jurisdictions in which the development is located, to express their views and recommendations regarding the plans.

NOW, THEREFORE, BE IT RESOLVED,

the City Council hereby determines that the Development Plan and Tax Increment Financing Plan constitute a public purpose.

BE IT FURTHER RESOLVED,

the City Council hereby approves the plan based upon the following considerations – the Development Pan meets the requirements set forth in §415(2) and the Tax Increment Financing Plan meets the requirements set forth in §412(1), (2), and (3) of Public Act 57; the method of financing is feasible and the Authority has the ability to arrange financing; the development is reasonable and necessary to carry out the purposes of the Act; the amount of captured assessed value estimate to result from adoption of the plan is reasonable; land to be acquired within the development area is reasonably necessary to carry out the purposes of the plan and the purposes of the Act; the Development Plan is in reasonable accord with the approved master plan of the City; public services, such as fire and police protection and utilities, are or will be adequate to service the development area; and changes in zoning, streets, street levels, intersections, and utilities are reasonably necessary for the project and the City.

Moved by \_\_\_\_, seconded by \_\_\_\_, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, December 10, 2024, at 6:00 p.m. Yes \_\_, No \_\_, Absent \_\_

\_\_\_\_\_  
Steven Salter, Mayor

\_\_\_\_\_  
Brenda Bourdon, City Clerk

**CERTIFICATION**

I, the undersigned, duly qualified Clerk of the City of Whitehall, Muskegon County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on December 10, 2024, the original of which is on file. Public notice of the meeting was given pursuant to and in compliance with Michigan Public Act 267 of 1976, as amended, and Michigan Public Act 57 of 2018, as amended.

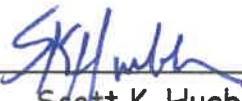
IN WITNESS WHEREOF, I have affixed my official signature on December 11, 2024.

---

Brenda Bourdon, City Clerk  
City of Whitehall, Michigan

CITY OF WHITEHALL, MICHIGAN  
LOCAL DEVELOPMENT FINANCE AUTHORITY  
TAX INCREMENT FINANCING PLAN  
and  
DEVELOPMENT PLAN AMENDMENT

Approved by the TIFA Board on October 10, 2024

  
\_\_\_\_\_  
Scott K. Huebler, Secretary

Approved by the City Council on December 10, 2024

\_\_\_\_\_  
Brenda Bourdon, City Clerk

## PURPOSE

The purpose of the Recodified Tax Increment Financing Act, Michigan Public Act 57 of 2018 Part 4 Local Development Finance Authorities is to eliminate the causes of unemployment, underemployment, and joblessness and to promote economic growth and development.

The City of Whitehall Local Development Finance Authority was created by resolution of the City Council in 1989 in accordance with Michigan Public Act 281 of 1986. A tax increment financing plan and development plan were approved as well. Amendments were adopted in 1992, 2001, 2003, and 2004 to address changing economic conditions.

The intent of this amendment is to continue the efforts to eliminate the causes of unemployment, underemployment, and joblessness and to promote economic growth and development. All tax increment revenues will be based upon the initial assessed values as established in the tax increment financing and development plans adopted in 1989. The plans for both development areas will continue in effect as amended.

This Plan reflects public and private improvements considered necessary to support and enhance the city owned industrial park; to stimulate private development; and to encourage multi-government and public/private partnerships. Since the Authority's inception it has actively pursued development by improving buildable lots, streets, streetscape design, and utilities.

The approval of this Plan was done in accordance with required notice, hearing, disclosure, and approval provisions. Only one hearing and approval procedure was necessary since the tax increment finance plan and development plan are combined into a single plan. Prior to the public hearing, reasonable opportunity was provided to all taxing jurisdictions to express their views and recommendations. The Authority fully informed the taxing jurisdictions about the fiscal and economic implications of the Plan.

## GENERAL

### BOARD OF DIRECTORS

The Authority shall be under the supervision and control of an eleven-member board. Seven members shall be appointed by the mayor subject to City Council confirmation; one member appointed by the Muskegon County Board of Commissioners; one member appointed by the chief executive officer of Muskegon Community College; and two members appointed by the Whitehall District Schools.

Each member shall be appointed for a term of four years. An equal number, as near as practicable, shall be appointed to overlapping terms. Before assuming office, members shall take and subscribe to a constitutional oath of office. Members shall hold office until their successor is appointed. An appointment to fill a vacancy shall be made in the same manner as the original appointment. An appointment to fill an unexpired term shall be for the unexpired portion of the term only.

Members shall serve without compensation, but shall be reimbursed for actual and necessary expenses. The Chairperson shall be elected by the Board. The Board shall adopt rules governing its procedures and the holding of regular meetings, subject to approval of the City Council. Special meetings may be held when called in the manner provided in the rules. Meetings shall be open to the public in accordance with the Open Meetings Act, PA 267 of 1976.

Pursuant to notice and an opportunity to be heard, a member of the Board may be removed for cause by the City Council. Removal of a member is subject to review by the circuit court.

Expenses of the Authority shall be published and the financial records shall be open to the public pursuant to the Freedom of Information Act, PA 442 of 1976.

### AUTHORITY EMPLOYEES

The Board may appoint or employ a **DIRECTOR** and fix the compensation subject to approval by the City Council. The Director shall serve at the pleasure of the Board. Board members are not eligible to hold the position of Director. Before assuming office, the Director shall take and subscribe to a constitutional oath of office. The Director shall supervise and be responsible for the preparation of plans and the performance the Authority. The Director shall attend the meetings of the Board; provide an annual report covering the activities and financial condition of the Authority; and furnish information or reports as directed by the Board.

The Director shall serve as **SECRETARY** to the Board. The Secretary shall maintain custody of the official seal and records, documents, and other papers not required to be kept by the Treasurer. The Secretary shall keep a record of the meetings of the Board and perform other duties as may be delegated by the Board.

The Board may appoint or employ and fix the compensation of a **TREASURER**. The Treasurer shall keep the financial records of the Authority and shall approve, along with the Director, all expenditures. The Treasurer shall perform other duties as may be delegated by the Board.

The Board may retain **LEGAL COUNSEL** to advise the Board on legal matters and represent the Authority in actions brought by or against the Authority. The Board may employ other personnel considered necessary. Employees of the Authority may be eligible to participate in retirement and insurance programs of the City as if they are employees and on the same basis as other City employees.

### **BOARD POWERS**

The Authority Board of Directors shall have the following general powers:

- A. Study and analyze unemployment, underemployment, joblessness, and the impact of growth on the District.
- B. Propose, plan, and implement the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility.
- C. Develop long range plans in cooperation with the Whitehall Planning Commission to promote the growth of the District, take steps that are necessary to implement the Plan to the fullest extent possible to create jobs, and promote economic growth.
- D. Implement any plan of development necessary to achieve the purposes of this Plan.
- E. Make and enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties.
- F. Acquire by purchase or otherwise on terms and conditions and in a manner the Board considers proper, own or lease as lessor or lessee, convey, demolish, relocate, rehabilitate, or otherwise dispose of real or personal property, or rights or interests in that property, which the Board determines is reasonably necessary, and to grant or acquire licenses, easements, and options with respect to property.



- G. Improve land; prepare building sites including the demolition of existing structures; and construct, reconstruct, rehabilitate, restore, preserve, equip, improve, maintain, repair, or operate any building and any necessary or desirable appurtenances for the use, in whole or in part, of any public or private person, corporation, or any combination.
- H. Fix, charge, and collect fees, rents, and charges for the use of a building or property or any part of a building or property under the Boards control, or a facility in the building or on the property, and pledge the fees, rents, and charges for the payment of revenue bonds issued by the Authority.
- I. Lease a building or property or part of a building or property.
- J. Accept grants and donations of property, labor, or other things of value from a public or private source.
- K. Acquire and construct public facilities.
- L. Incur costs in connection with the performance of the Board's authorized functions, including but not limited to, administrative, architects, engineers, legal, and accounting fees.
- M. Propose, plan, and implement an improvement to a public facility on eligible property to comply with barrier free design requirements.

### **PRIVATE PROPERTY**

The City may take private property under the provisions of Public Act 87 of 1980 for the purpose of transfer to the Authority, and may transfer property to the Authority for uses as authorized in the Development Plan, on terms and conditions it considers appropriate. The taking, transfer, and use shall be considered necessary for public purposes and for the benefit of the public.

### **FINANCING**

The activities of the Authority shall be financed from one or any combination of contributions; revenues from any property, building, or facility owned, leased, licensed, or operated by the Authority or under its control subject to the limitations imposed by trusts or other agreements; tax increment revenues received pursuant to the tax increment financing plan; proceeds from tax increment bonds; proceeds from revenue bonds; money obtained from any other legal source approved by the City Council or otherwise authorized by law for use by the Authority or City to finance a development program; money obtained from the State of Michigan due to insufficient tax revenues for the repayment of an advance or obligation as provided for in PA 57 of 2018 Part 3 Section 312a; or loans from the Michigan Strategic Fund or Michigan Economic Development Corporation.

## **BORROWING**

The Authority may borrow money and issue negotiable revenue bonds pursuant to the Revenue Bond Act, Michigan Public Act 94 of 1933. Revenue bonds issued by the Authority shall not, except as provided in PA 57 of 2018, be considered a debt of the City or of the State. The City may pledge its full faith credit limited tax to support the Authority's revenue bonds.

## **TAX INCREMENT FINANCING PLAN**

### **CAPTURED ASSESSED VALUE**

The Financing Plan is established to make possible the funding of public improvements necessary or desirable to maintain the vitality of the City's industrial park; to stimulate development and redevelopment; to improve the environment; and enhance the quality of life. Vitality will be maintained by planning, designing, financing, and implementing public improvements. Improvements may include, but not limited to, water, sanitary sewer, drainage, streets, sidewalks, lighting, landscaping, and public amenities. Financial incentives may be offered for private investment as allowed by law and approved by the Board and City Council.

The City has been able to stimulate significant private investment and now desires to continue this revitalization and growth. The necessity of this Amendment and the projects it describes are directed at making sure improvements are made, making the District attractive for retention and growth. Industrial growth is a vital component to the economic well-being of the City.

### **ESTIMATE OF CAPTURED ASSESSED VALUE**

The Plan provides for the capture and use of all available captured assessed value. Fiscal Year 2024/25 is used as the base year moving forward into this Plan. A modest 3% annual rate of growth is used for projecting future captured value. The sale and development of vacant sites along with the expansion of current tenants will increase the estimated value and revenue. Estimated captured assessed values for each year of the Plan as shown on Table 1.

**TABLE 1 - CAPTURED ASSESSED VALUE**

FY24/25	\$3,709,000
FY25/26	\$3,820,000
FY26/27	\$3,934,000
FY27/28	\$4,052,000
FY28/29	\$4,174,000
FY29/30	\$4,299,000
FY30/31	\$4,428,000
FY31/32	\$4,561,000
FY32/33	\$4,698,000
FY33/34	\$4,839,000
FY34/35	\$4,984,000
FY35/36	\$5,133,000
FY36/37	\$5,287,000
FY37/38	\$5,446,000
FY38/39	\$5,609,000
FY39/40	\$5,778,000

**ESTIMATE OF TAX INCREMENT REVENUES**

Table 2 depicts the estimated tax revenues and community stabilization funds to provide a solid picture of the financial capabilities of the Authority. Grant funding has not been included. Tax increment revenues are increased 3% per year. Community stabilization is increased 7% per year as reflective of the average annual increase over the six years preceding Fiscal Year 2024/25. Miscellaneous income is minimal and has not been included.

**TABLE 2 - TAX INCREMENT REVENUES**

	Tax Increment Revenue	Community Stabilization	TOTAL
FY24/25	\$95,000	\$282,000	\$377,300
FY25/26	\$98,000	\$302,000	\$400,000
FY26/27	\$101,000	\$323,000	\$424,000
FY27/28	\$104,000	\$345,000	\$449,000
FY28/29	\$107,000	\$370,000	\$477,000
FY29/30	\$110,000	\$396,000	\$506,000
FY30/31	\$114,000	\$423,000	\$537,000
FY31/32	\$117,000	\$453,000	\$570,000
FY32/33	\$121,000	\$485,000	\$606,000
FY33/34	\$124,000	\$518,000	\$642,000
FY34/35	\$128,000	\$555,000	\$683,000
FY35/36	\$132,000	\$593,000	\$725,000
FY36/37	\$136,000	\$635,000	\$771,000
FY37/38	\$140,000	\$680,000	\$820,000
FY38/39	\$144,000	\$727,000	\$871,000
FY39/40	\$148,000	\$778,000	\$926,000

**TAX INCREMENT PROCEDURE**

Public Act 57 authorizes and encourages a broad range of activities is to eliminate the causes of unemployment, underemployment, and joblessness and to promote economic growth and development. These activities include the adoption and implementation of a development plan to achieve the purposes of the Act. One of the means of implementing a development plan is tax increment financing. A tax increment financing plan must be approved by resolution of the City Council.

The purpose of tax increment financing is to capture tax revenues attributable to the increased property values within a development area. The increases in property value may be due to new construction, rehabilitation, remodeling, alterations, additions, inflation, or other factors the assessor deems appropriate.

The taxable values of all property located in the development area, based on assessed values as of December 31, at the time the resolution establishing the tax increment financing plan was approved is the *initial assessed value*. Property exempt from taxation is given an initial assessed value of zero. The total taxable value of property in the development area is the *current taxable value*. The difference between the current taxable value and the initial assessed value is the *captured taxable value*.

Local taxing jurisdictions continue to receive the full amount of tax revenue based on the initial taxable value. The captured taxable value is allocated to the authority for use in accordance with the tax increment financing plan and development plan. This allocation is known as *tax increment revenue*.

Tax increment revenue is the tax levied by all taxing jurisdictions, excluding local school districts, paid each year on the captured taxable value of property in the development area. Millage specifically levied for the payment of principal and interest on bonds approved by electors are excluded from tax increment revenue. If the authority returns any portion of the tax increment of revenue, it must be done proportionately to each taxing jurisdiction based upon the respective unit's millage levy as compared to the total millage levied by all jurisdictions that were captured in that fiscal year.

### **MAXIMUM DEBT**

Based upon annual revenue projections and the fifteen-year term of this Plan, less operational costs, the maximum bonded indebtedness to be incurred by the Authority is \$3,300,000. The City may pledge its full faith and credit for the payment of principal and interest on Authority bonds subject to constitutional, statutory, and Charter limitations. The Board anticipates funding all activities with tax increment revenues. This does not preclude the use of bonding, special assessments, special assessment bonds, general obligation bonds, revenue bonds, grants, funds from other governments, and private investment.

### **OPERATING AND PLANNING EXPENDITURES**

The Board budgeted \$39,000 in Fiscal Year 2024/25 for operating and planning expenditures which includes administration, accounting, marketing, auditing, publishing, legal, and façade grants. These expenses will likely grow at 5% annually, Engineering is not included as a routine operational expense. These fees are

project driven. There are no advances or indebtedness at the time this Plan was adopted.

Costs associated with preparation, adoption, and approval of this Amendment is estimated at less than \$10,000 and will be paid from the tax increment revenues.

### DURATION

This Tax Increment Financing Plan and Development Plan will continue upon expiration of the current Plans, specifically with the Fiscal Year 2025/26 Budget and expire on June 30, 2040 coinciding with the end of Fiscal Year 2039/40.

### TAXING JURISDICTION IMPACT

There has been no evidence of any adverse financial impacts on any of the local taxing jurisdictions since the original creation of the Local Development Finance Authority in 1989 nor are any anticipated with the adoption of this Amendment. The Authority will not capture any voted debt millage and cannot by law capture the operating millage for Whitehall District Schools.

### LEGAL DESCRIPTION

The legal description of the District, as amended, is described as follows:

*The East half of the Southwest quarter of Section 34, Town 12 North, Range 17 West, except the Railroad Right-of-Way as evidenced by instrument recorded April 6, 1984, in Liber 27, Page 202, City of Whitehall, County of Muskegon, State of Michigan.*

*The East half of the West half of the Southwest quarter of the Southeast quarter of Section 34, Town 12 North, Range 17 West; except the West 331.06 feet of the South 329.67 feet thereof. Together with the West quarter of the Southwest quarter of the Southeast quarter Section 34, Town 12 North, Range 17 West.*

*The West half of the Southwest quarter of the Southeast quarter of Section 34, Town 12, Range 17 West.*

*The West three quarters of the Northwest quarter of the Southeast quarter of Section 34, Town 12, Range 17 West except the North 233.00 feet thereof.*

## **JOB CREATION**

With four pending projects dependent upon the passage of this Amendment, it is estimated that the tax increment financing and development plans will result in the creation of 150 full time jobs.

## **DEVELOPMENT PLAN**

### **BOUNDARIES**

The Development Plan applies to the entire District which is approximately 116 acres in size. Map 4 depicts the boundaries of the District. A legal description can be found on page 9 of this Plan.

The District is bordered on the south by White Lake Drive, the east by Peach Street, and the north by Benston Road. There are no adjacent or nearby roads on the east side. Whitehall High School borders the District on the east side.

### **STREETS**

The District was originally vacant land. Delaney Drive, off of Peach Street; Cogswell Avenue with access onto White Lake Drive, and Ullmans Way were built to provide vehicle traffic to and within the District. The street system for the entire City can be found on Map 5.

### **LAND USE**

Existing public and private land use includes commercial, private communications, vacant, and industrial. Map 6 depicts land use as of 2015. It has not been updated to reflect the conversion of a significant portion of vacant land to active industrial use. Map 8 shows that future land use in the District to be used primarily for industry. Given the proximity of the District to Whitehall High School and prior plans to incorporate a skilled training facility into the District, future occupational and educational uses will be considered by the Board. There are no residential, recreational, or educational uses in the District.

### **PUBLIC FACILITIES**

The original street construction included a 12" water main, 12" sanitary sewer, and a 30" storm sewer with a retention pond. Communication, electric, and natural gas are also available within the District. There are no plans contemplated for the acquisition of additional land or for the construction of new public facilities thus negating the need for cost estimates, construction stages, and time of completion.

## CAPITAL IMPROVEMENTS

Major annual non-capital expenses will include marketing, operating, and planning at \$89,000 and surplus fund reversion at \$200,000. The Board anticipates \$3.8M in capital improvements over the next 15 years as listed below in prioritized order. These were adjusted to include 5% annual inflation up to the construction year.

### **FY 2028/29**

- **Street Resurfacing** - Cold mill Delaney Drive, Cogswell Avenue, and Ullmans Way. \$300,000

### **FY 2039/40**

- **Street and Utility Replacement** - Reconstruct Delaney Drive, Cogswell Avenue and Ullmans Way along with water and sewer main replacement. \$3,500,000

## MUNICIPAL PROPERTY

The Authority has no plans to sell, donate, exchange, or lease property to or from the City but reserves the right to do so should the need arise to further the goals of the Plan. Specific terms will be drafted as the needs arise and projects are defined.

## ZONING and STREETS

There are no contemplated changes in zoning. There are no planned changes to any streets, street levels, intersections, or utilities. Routine maintenance and replacement are contemplated.

## COST OF DEVELOPMENT

The estimated cost for public improvements is \$3.8M. Annual operating expenditures, over the fifteen-year term will be approximately \$5.5M for a combined cost of this Plan landing at \$9.3M. Tax increment revenues will generate \$9.4M. This along with a starting fund balance of \$350,000 will be adequate to cover anticipated costs associated with this Plan. This does not preclude the use of bonds, grants, private investment, donations, or assistance from other City funds.

## LDFA PROPERTY

No portion of a public facility consisting of sanitary sewer, storm sewer, water, or streets will be leased, sold, or conveyed to any person, natural or corporate. Sanitary, storm, and water utilities are available to serve current and future development in the District on the same terms, conditions, and fee schedule that



are available to all customers in the City. Property owned by the LDFA is intended for resale to private developers and public entities. Land sales will be negotiated between the buyer and Director, under guidance from the Board, on terms and conditions in the best interest of the Authority that meet the purposes of this Amendment, address the findings of the State legislature, and benefit the entire community. Any other lease, sale, or conveyance will be done in accordance with established competitive bidding polices and ordinance as adopted by the City Council.

**DISPLACEMENT**

There no persons residing within the Development Area. A plan establishing priority for relocation, provisions for the costs of relocating, and financial assistance and reimbursement of expenses are not applicable.

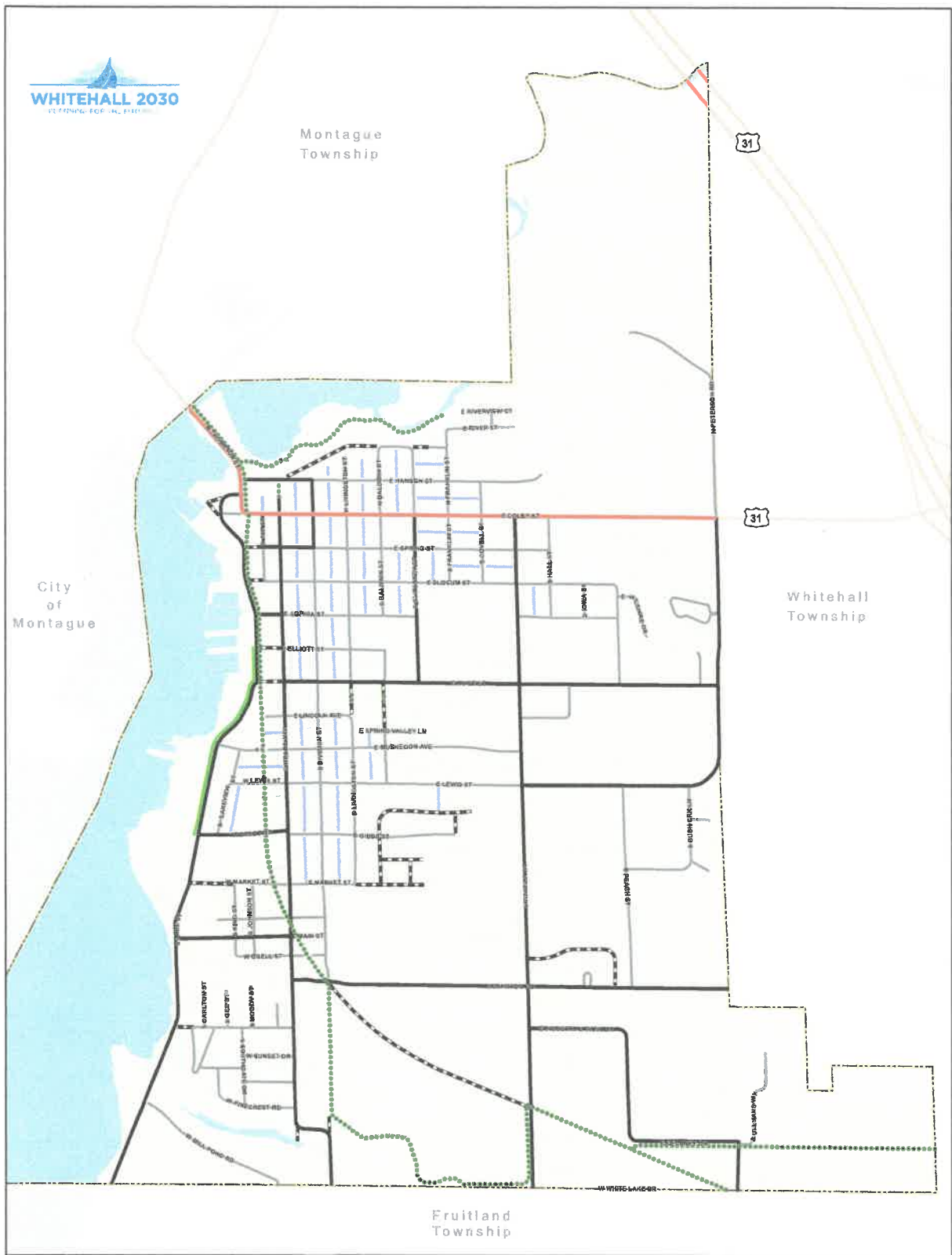
**OTHER PERTINENT MATERIAL**

There is no other pertinent material or information to add at this time.

# APPENDIX

MAP 1  
LOCAL DEVELOPMENT FINANCE AUTHORITY DISTRICT





## Map 5 Road System

City of Whitehall, Michigan

September 25, 2014

0 500 1,000  
 Feet



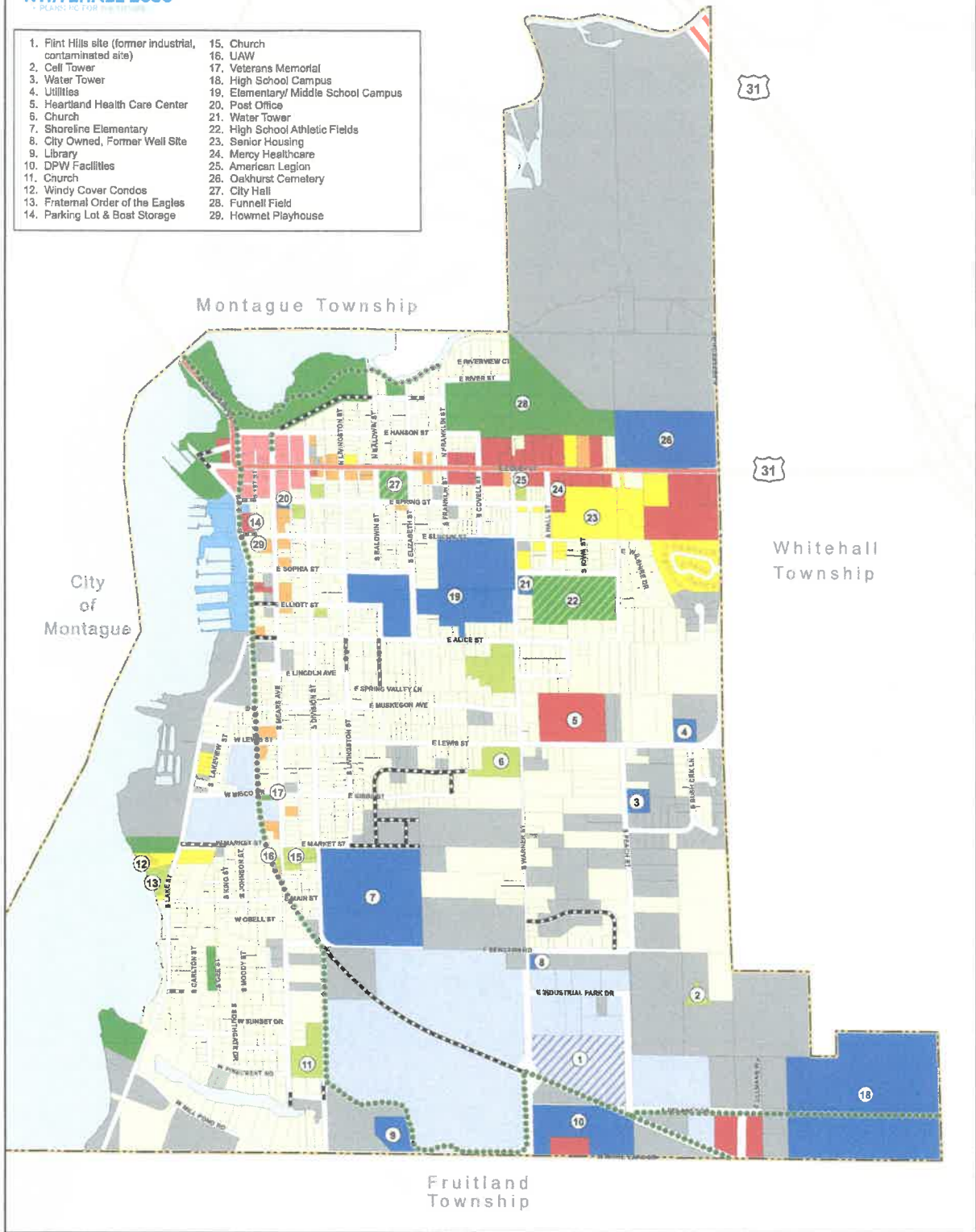
**MCKenna**  
 ASSOCIATES

Base Map Source: Muskegon County GIS, 2014

**LEGEND**

- Green Road
- State Highway (BUS-31)
- Major City Street
- Local City Street
- Alley
- - - Unimproved ROW
- ⋯ Bike Path / Walkway / Foot Bridge
- City Boundary

- |  |                                      |
|--|--------------------------------------|
| 1. Flint Hills site (former industrial, contaminated site) | 15. Church                           |
| 2. Cell Tower  | 16. UAW                              |
| 3. Water Tower   | 17. Veterans Memorial                |
| 4. Utilities   | 18. High School Campus               |
| 5. Heartland Health Care Center                            | 19. Elementary/ Middle School Campus |
| 6. Church  | 20. Post Office                      |
| 7. Shoreline Elementary                                    | 21. Water Tower                      |
| 8. City Owned, Former Well Site                            | 22. High School Athletic Fields      |
| 9. Library   | 23. Senior Housing                   |
| 10. DPW Facilities   | 24. Mercy Healthcare                 |
| 11. Church   | 25. American Legion                  |
| 12. Windy Cover Condos                                     | 26. Oakhurst Cemetery                |
| 13. Fraternal Order of the Eagles                          | 27. City Hall                        |
| 14. Parking Lot & Boat Storage                             | 28. Funnell Field                    |
|  | 29. Howmet Playhouse                 |



**Map 6**  
**Existing Land Use**  
 City of Whitehall, Michigan  
 November 11, 2014

0 500 1,000  
 Feet

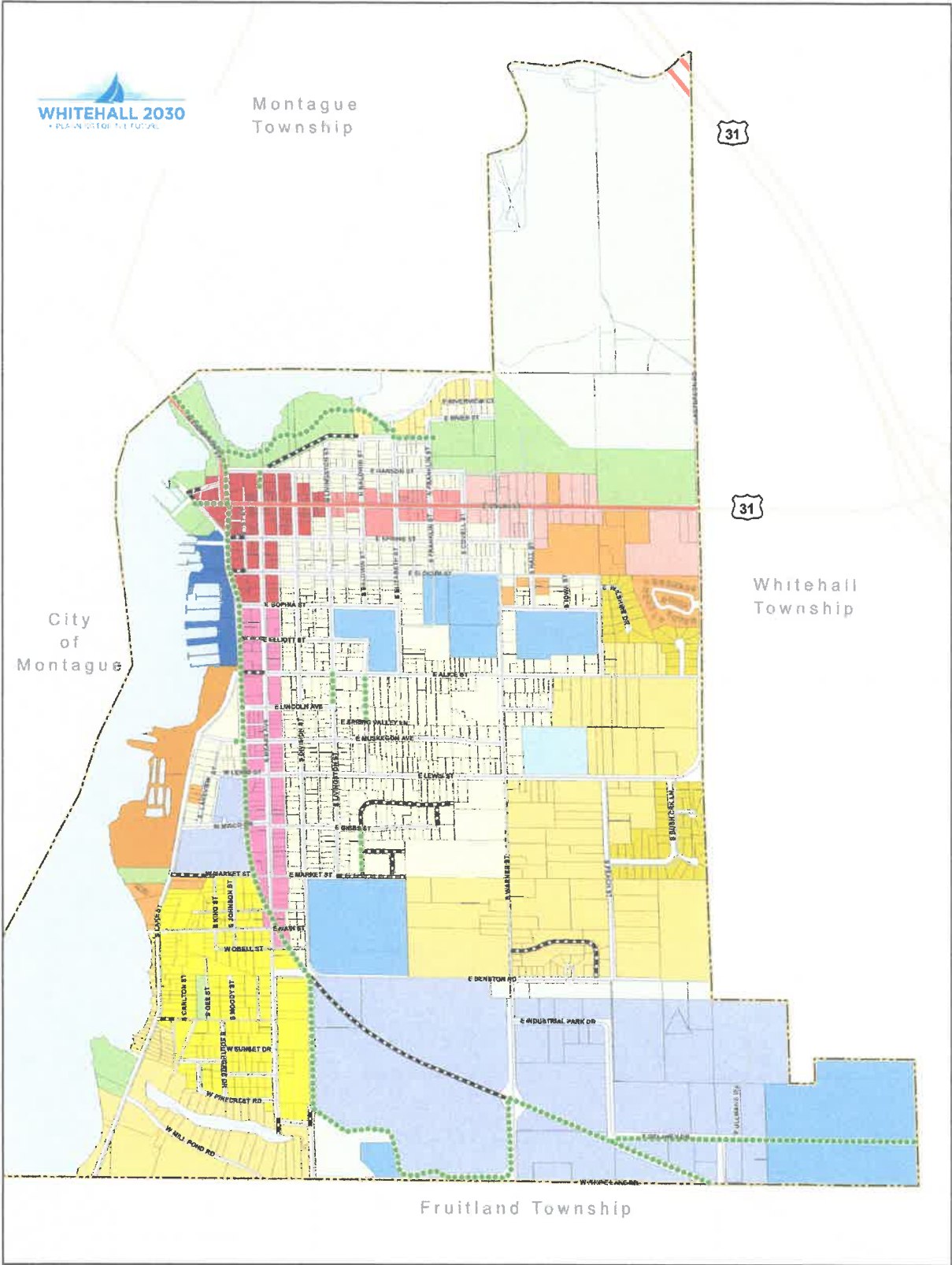


Base Map Source: Muskegon County GIS, 2014

**LEGEND**

- |                           |                    |              |               |                                   |
|---------------------------|--------------------|--------------|---------------|-----------------------------------|
| Single Family Residential | City Core          | Industrial   | Recreation    | Unimproved ROW                    |
| Multi-Family Residential  | General Commercial | Public       | Vacant        | Bike Path / Walkway / Foot Bridge |
| Neighborhood Commercial   | Marina Commercial  | Quasi-Public | City Boundary |                                   |





**Map 8**  
**Future Land Use**  
 City of Whitehall, Michigan  
 September 25, 2014



Base Map Source: Muskegon County GIS, 2014

**LEGEND**

- |                          |                          |                             |                                  |  |
|--------------------------|--------------------------|-----------------------------|----------------------------------|--|
| City Residential         | Multi-Family Residential | City Core                   | Private Marina                   | Unimproved ROW                                 |
| Hamlet Residential       | Mears Ave Mixed Use      | School / Library Facilities | Waterfront Redevelopment         | Non-Motorized Pathways (Existing and Proposed) |
| Suburban Residential     | Regional Commercial      | Industrial                  | Parks / Public Marina / Cemetery | Conservation / Agriculture                     |
| Preservation Residential | East Colby Corridor      | Medical Center              |                                  |  |

CITY OF WHITEHALL  
RESOLUTION 24-46  
Industrial Facilities Exemption Certificate

WHEREAS, Howmet Corporation has applied for an Industrial Facilities Tax Exemption Certificate for \$40,000,000 on land and building improvements that will create 300 new jobs along with a \$60,000,000 investment in personal property.

WHEREAS, the assessor and each local unit that levies ad valorem property taxes in the City have been duly notified of the filing and the date of the public hearing.

WHEREAS, installation will occur wholly in the City and shall not transfer employment from any other local governmental units within the State.

WHEREAS, while the taxable value of this request plus the taxable value of previously approved exemptions exceeds 5% of the total taxable value of the City, the granting of this exemption will not impede the operation nor impair the financial soundness of the City or any other unit of local government.

WHEREAS, the City Council has determined that the investment will have the reasonable likelihood of creating, retaining, or preventing the loss of employment and generate an estimated \$610,000 of new taxes in the first year.

NOW, THEREFORE, BE IT RESOLVED,

That the Whitehall City Council does hereby award a Real Property Industrial Facilities Exemption Certificate to Howmet Corporation in the amount of \$40,000,000 for twelve years subject to execution of an Exemption Agreement.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, December 10, 2024, at 6:00 p.m. (\_\_\_ yes; \_\_\_ no; \_\_\_ absent).

\_\_\_\_\_  
Steven Salter, Mayor

\_\_\_\_\_  
Brenda Bourdon, City Clerk

CERTIFICATION

I, the undersigned, duly qualified Clerk of the City of Whitehall, Muskegon County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on December 10, 2024, the original of which is on file. Public notice of the meeting was given pursuant to and in compliance with Michigan Public Act 267 of 1976, as amended.

IN WITNESS WHEREOF, I have affixed my official signature on December 10, 2024.

---

Brenda Bourdon, City Clerk  
City of Whitehall, Michigan



CITY OF WHITEHALL  
RESOLUTION 24-47  
Automated Clearing House Policy

- WHEREAS, Michigan Public Act 738 of 2002 authorizes the use of electronic transactions by local units of government.
- WHEREAS, the Act authorizes a designated electronic transactions officer of a local unit of government to enter into Automated Clearing House (ACH) arrangements following the adoption of an ACH Policy.
- WHEREAS, staff is recommending that the City Council adopt an ACH Policy that will allow our customers to sign up for automatic withdraw to make electronic payment, debit, or credit transfers to cover amounts owed to the City.

NOW, THEREFORE, LET IT BE RESOLVED

that the Whitehall City Council hereby adopts the Automated Clearing House and Electronic Transactions Policy attached to and considered a part of this Resolution.

BE IT FURTHER RESOLEVED

That the Whitehall City Council hereby designates the Finance Officer/Treasurer as the Electronic Transaction Officer.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, and thereafter adopted by the Whitehall City Council at a regular meeting held December 10<sup>th</sup>, 2024 at 6:00 p.m. (\_\_\_ Yes; \_\_\_ No; \_\_\_ Absent).

\_\_\_\_\_  
Steven Salter, Mayor

\_\_\_\_\_  
Brenda Bourdon, City Clerk

# **AUTOMATED CLEARING HOUSE AND ELECTRONIC TRANSACTIONS POLICY**

**December 2024**

The purpose of this policy is to provide for and govern the use of automated clearing house and electronic transactions for the City.

## **DEFINITIONS**

An "ACH arrangement" means the agreement between the originator of the ACH transactions and the receiver of the ACH transaction.

An "ACH policy" means the procedures and internal controls as determined under a written policy developed by the treasurer or the electronic transaction officer and adopted by the local unit of government.

An "ACH transaction" means an electronic payment, debit or credit transfer processed through an automated clearing house.

"Automated Clearing House" or "ACH" means a national and governmental organization that has the authority to process electronic payments, including, but not limited to, the national automated clearing house association and the federal reserve system.

"Electronic Transactions Officer" or "ETO" means the person designated under PA 738 of 2002 by charter or by the governing body of the local unit of government other than a township or county.

An "Electronic Transfer" means the electronic exchange or "transfer" of money from one bank account to another either within a single financial institution or across multiple institutions, through computer-based systems.

"Treasurer" means the elected treasurer in a township or county.

## **AUTHORITY**

The City Treasurer/Finance Officer has been designated as the ETO and may enter into ACH arrangements as provided by PA 738 of 2002.

## **RESPONSIBILITY**

The ETO is responsible for the City's ACH agreements including payment approval, accounting, reporting, and oversight compliance with this Policy. The ETO may designate the Assistant Finance Officer to perform the duties of the ETO as assigned or serve as the ETO in the ETO's absence. The Assistant Finance Officer will submit an accounts payable listing to the City Council that details goods or services purchased, the cost of the goods or services, the date of the payment, and the departments serviced by each payment. This report can be contained in the electronic general ledger software or in a separate report to the City Council.

## **ACCOUNTING**

The ETO will maintain and monitor a list of vendors authorized to be paid by ACH transaction or electronic transfer.

Upon receipt of an invoice for payment for accounts to be paid by ACH or electronic transfer, the responsible department head shall approve the payment and submit it to the ETO to initiate the transaction. These payments shall be included on the accounts payable listing to the City Council. Invoices approved and payable by ACH or electronic transfer may be paid prior to City Council review and approval if deemed in the best interest of the City, such as routine utility payments, to avoid late fees, or to take advantage of discounts.

For payment of Federal or State payroll taxes, the ETO shall initiate payment to the proper authority using the established electronic transfer and state program.

For deposits from Federal, State, or County authorities or from third-party payment processors the ETO shall obtain the amount of the deposit for the proper record of cash receipting.

Electronic transactions can only be initiated by the ETO.

The ETO shall retain all ACH transaction documents for audit purposes.

#### **UTILITY PAYMENTS**

Utility customers may authorize the City to debit their bank accounts via ACH to pay utility bills. Customers must complete, sign, and return a City approved application form to enroll. A separate application form shall be required for each utility account. Forms will be available at City Hall or on the City's website.

Once an ACH debit agreement has been entered into, the agreement shall remain in effect until cancelled by the customer or by the ETO due to repeated lack of funds/returns.

ACH payments that fail because of non-sufficient funds (NSF) will incur a NSF fee in amount as adopted by the City Council.

#### **VALIDITY**

PA 738 of 2002 does not affect the validity of any ACH arrangement or electronic transfers entered into by the City before the effective date of this act.