



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
FEBRUARY 25, 2025
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the February 11, 2025 Work Session and Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications – Central Dispatch Meeting Minutes, Central Dispatch Financial Statements, WMSRSDC Annual Report
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. Old Business
7. New Business
 - Resolution 25-07 Speed Signs
8. Public Comment *
9. Adjournment

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

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



WHITEHALL
CITY COUNCIL
WORK SESSION MINUTES
Council Chambers
February 11, 2025

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

ABSENT None

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

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

DISCUSSION ITEMS

Performance Reviews

Ziemer emphasized the importance of conducting annual performance reviews that include goal setting, with Brown and Hillebrand in agreement. Sikkenga felt that department heads should have input as to how/when reviews should occur, while Holmstrom and Salter maintained that those decisions should fall under the manager's authority rather than the council's.

Ziemer also proposed additional updates to the employee manual, but others felt those discussions should wait until a new city manager is in place or be asked as interview questions. Cabala suggested reviewing MML's best practices for employee manuals as a reference.

INFORMATIONAL ITEMS

None

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the work session at 5:27 pm

Respectfully submitted,
Brenda Bourdon, City Clerk



WHITEHALL

CITY COUNCIL

MEETING MINUTES

Council Chambers

February 11, 2025

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

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

APPROVAL OF THE AGENDA

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

Voice Vote: All yeses

MOTION CARRIED

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the January 28, 2025 Council Meeting Minutes
- B. Accounts Payable \$230,737.12
- C. Communications: Muskegon County Public Works Board Meeting Minutes, Muskegon County Solid Waste Planning Committee Meeting Minutes, Planning Commission Annual Report, Planning Commission Meeting Minutes, Playhouse Monthly Income Statement, Quarterly Financial Update and Investment Report, WMSRDC Quarterly Newsletter

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

Voice Vote: All yeses

MOTION CARRIED

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Messages were received from Council members.

PUBLIC COMMENT

Kim Cyr provided the new Pure Michigan visitors guide.

OLD BUSINESS

None

NEW BUSINESS

A. Tag Day Request – Knights of Columbus

Motion by Brown, seconded by Holmstrom to approve the tag day request for the Knights of Columbus on Saturday, April 26, 2025.

Voice Vote: All yeses

MOTION CARRIED

B. Resolution 25-06 Zone Change

Motion by Sikkenga, seconded by Holmstrom to approve rezoning the former parent parcel 22-220-017-0023-00 from Open Space to Industrial.

Motion by Cabala, seconded by Brown to amend the resolution to add: providing there is no less than a fifty-foot wooded buffer along the north edge of the properties, adjacent to Benston Road, and that no vehicle access be allowed to or from Benston Road.

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

Motion by Sikkenga, seconded by Holmstrom to approve rezoning the former parent parcel 22-220-017-0023-00 from Open Space to Industrial providing there is no less than a fifty-foot wooded buffer along the north edge of the properties, adjacent to Benston Road, and that no vehicle access be allowed to or from Benston Road.

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

MOTION CARRIED

PUBLIC COMMENT

None

Mayor Salter shared city accomplishments and expressed his opinion about the City Manager's contract.

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:20 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
February 25, 2025

February 2025 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$51,268.83	Transfer
IRS	Payroll	\$17,972.25	EFT
Alerus Financial	Payroll	\$7,004.32	EFT
MISDU	Payroll	\$61.84	9355

Total Prepaids:

\$76,307.24

Accounts Payable:

\$140,648.91

TOTAL ACCOUNTS PAYABLE

\$216,956.15

Vendor Code	Vendor Name	Description	Amount
ACTIO	ACTION FLAG CO		
	AF2412	FLAGS - USA / POW/MIA / MICHIGAN	458.69
TOTAL FOR: ACTION FLAG CO			458.69
AFLAC	AFLAC		
	054730	PREMIUM - FEB-2025	572.02
TOTAL FOR: AFLAC			572.02
ALLUTS	ALLIED UNIVERSAL TECHNOLOGY SERVICE		
	IN1-910243113	ANNUAL MONITORING - FY 22/23	300.00
	IN1-910389362	ANNUAL MONITORING - FY 24/25	330.00
TOTAL FOR: ALLIED UNIVERSAL TECHNOLOGY SERVICE			630.00
SEAV	ALYSSA SEAVER		
	FLEX - FEB25	FLEX- FEBRUARY 2025	254.80
TOTAL FOR: ALYSSA SEAVER			254.80
ARKEMA	ANDREW ARKEMA		
	REIMBURSEMENT	BOOT REIMBURSEMENT - ARKEMA	180.19
TOTAL FOR: ANDREW ARKEMA			180.19
MISC	APCOM ELECTRIC & POWER SYSTEMS		
	CR#94402	REFUND - CANCELED EP/MP - 406 N COTTAGE	166.40
TOTAL FOR: APCOM ELECTRIC & POWER SYSTEMS			166.40
AQUAT	AQUATIC DOCTORS LAKE MGT INC		
	26111	ALGAE/WEED TREATMENT	910.00
TOTAL FOR: AQUATIC DOCTORS LAKE MGT INC			910.00
TWISS	ASHLEY TWISS		
	FLEX - FEB25	FLEX- FEBRUARY 2025	75.87
TOTAL FOR: ASHLEY TWISS			75.87
ARMST	BRIAN ARMSTRONG		
	FLEX - FEB25	FLEX- FEBRUARY 2025	130.19
TOTAL FOR: BRIAN ARMSTRONG			130.19
SCHILLER	BROOK SCHILLER		
	FLEX - FEB25	FLEX- FEBRUARY 2025	36.72
TOTAL FOR: BROOK SCHILLER			36.72
CATCHMARK	CATCHMARK TECHNOLOGIES		
	15765	LIVESTREAM COUNCIL - FEBRUARY - 2025	300.00
	STATEMENT	LIVESTREAM PLAYHOUSE MTG - 2.13.25	150.00
TOTAL FOR: CATCHMARK TECHNOLOGIES			450.00
CHART	CHARTER COMMUNICATIONS		
	5048701021425	INTERNET - MARINA/DPW/PH	534.95
TOTAL FOR: CHARTER COMMUNICATIONS			534.95
MAHOC	CHRIS MAHONEY		
	FLEX - FEB-25	FLEX - FEBRUARY-2025	1,300.00
TOTAL FOR: CHRIS MAHONEY			1,300.00

Vendor Code	Vendor Name	Invoice	Description	Amount
CONCORD	CONCORD THEATRICALS CORP			
	11148991		SCRIPTS - NOISES OFF - SUMMER-2025/FY26	133.63
	2381978		ROYALTIES - SUM25 - TECHNICOLOR DREAMCOAT (58	4,448.88
	2394454		ROYALTIES - NOISES OFF - SUM25 (580.000.818.6	1,560.00
TOTAL FOR: CONCORD THEATRICALS CORP				6,142.51
ETNA	ETNA SUPPLY INC			
	S105792486.001		METER YOKE VALVE (12)	752.40
	S105792786.002		METER YOKE VALVES (11)	933.90
TOTAL FOR: ETNA SUPPLY INC				1,686.30
FRONT	FRONTIER			
	STATEMENT		TELEPHONE 231-894-6937	92.76
	STATEMENT		TELEPHONE 231-893-1801	40.78
	STATEMENT		TELEPHONE 231-894-9689	84.17
TOTAL FOR: FRONTIER				217.71
KERK	KERKSTRA PORTABLE RESTROOM SERV			
	264503		PORTABLE RESTROOMS - GOODRICH WINTER	115.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOM SERV				115.00
KUER	KUERTH'S DISPOSAL INC.			
	60677		WASTE REMOVAL & RECYCLING - CH/DPW/PH - JANUA	303.00
TOTAL FOR: KUERTH'S DISPOSAL INC.				303.00
WLBEA	LUDINGTON DAILY NEWS			
	99196718		PUBLISHING - BENSTON REZONE HEARING	227.47
TOTAL FOR: LUDINGTON DAILY NEWS				227.47
METL	MET LIFE			
	5399644-		MARCH- LIFE & DISABILITY INS - MARCH-2025	907.26
TOTAL FOR: MET LIFE				907.26
MISSION	MISSION COMMUNICATIONS, LLC			
	2004801		RENEWAL - ANNUAL CONTRACT	1,081.80
TOTAL FOR: MISSION COMMUNICATIONS, LLC				1,081.80
MOWHI	MONTAGUE-WHITEHALL ROTARY CLUB			
	450 / 540		1ST & 3RD QTR DUES - HUEBLER	300.00
	CONTRACT		NIGHT ON THE TOWN - PASS THRU	463.00
TOTAL FOR: MONTAGUE-WHITEHALL ROTARY CLUB				763.00
MUCTR	MUSKEGON CENTRAL DISPATCH			
	2500002422		CENTRAL DISPATCH FEES -MARCH-2025	4,016.92
TOTAL FOR: MUSKEGON CENTRAL DISPATCH				4,016.92
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO			
	6770		SALT/SAND/BRINE - 991 TONS	9,447.69
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO				9,447.69
MUTRE	MUSKEGON COUNTY TREASURER'S			
	WWUB123500		WASTE WATER & BONDS	75,000.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S				75,000.00

User: BROOK

POST DATES 02/21/2025 - 02/21/2025

DB: Whitehall

UNJOURNALIZED

OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE

COUNCIL MEETING OF FEBRUARY 25, 2025

Vendor Code	Vendor Name	Description	Amount
ED	OGBORN ENTERPRISES, INC.		
	WCH & WDPW-25-0	CLEANING SERVICES - CH & DPW - JAN-25	665.00
TOTAL FOR: OGBORN ENTERPRISES, INC.			665.00
PARM	PARMENTER LAW		
	287619 / 287774	ATTORNEY FEES - GENERAL/PROSECUTION	3,103.64
TOTAL FOR: PARMENTER LAW			3,103.64
PREIN	PREIN & NEWHOF, PC		
	86787/92/93/94	ENGINEERING SERVICES-W COLBY/WARNER/DWAM/COLB	4,977.50
TOTAL FOR: PREIN & NEWHOF, PC			4,977.50
RAVHY	RAVENNA HYDRAULICS		
	32311	CLAM BUCKET REPAIR/PARTS/DELIVERY - 70-01	645.73
TOTAL FOR: RAVENNA HYDRAULICS			645.73
REEMAN	REEMAN FARM EQUIPMENT		
	49657R	PLOW WING REPAIR/PARTS/HEADLIGHT - TRUCK 12-0	781.68
TOTAL FOR: REEMAN FARM EQUIPMENT			781.68
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	700404880/11234	PACKING TAPE (6)/DUST SPRAY (2PK)/HANGING STR	387.34
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			387.34
HUGH	TAYLOR HUGHES		
	CONTRACT	MAGIC SHOW 6.1.25 - PMT 1 OF 2	7,500.00
TOTAL FOR: TAYLOR HUGHES			7,500.00
LOOMIS	THE LOOMIS COMPANY		
	C011269100	WRAP PLAN - MARCH 2025	5,452.94
TOTAL FOR: THE LOOMIS COMPANY			5,452.94
TRUCK	TRUCK & TRAILER SPECIALTIES		
	DSO015652	REMOTE PAUSE BLAST CABLE/BLAST BRACKET - TRUC	204.27
TOTAL FOR: TRUCK & TRAILER SPECIALTIES			204.27
QUINN	TYLER J QUINN		
	CONTRACT	SOUND DESIGNER - STAGE & SAVOR 2.22.25	125.00
TOTAL FOR: TYLER J QUINN			125.00
USBANK	US BANK		
	2810673	PLAYHOUSE BOND - INTEREST	5,270.50
TOTAL FOR: US BANK			5,270.50
WHIVE	WHITEHALL VENTURES INC		
	LEASE - FEB-202	LEASE - FEBRUARY-2025 - DOWNTOWN RESTROOMS	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00
WIND	WINDEMULLER		
	241188	ELECTRICAL SERVICE/LIGHT REPAIR - FISH SCULPT	1,339.99
TOTAL FOR: WINDEMULLER			1,339.99

PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A

User: BROOK

POST DATES 02/21/2025 - 02/21/2025

DB: Whitehall

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CITY OF WHITEHALL ACCOUNTS PAYABLE

COUNCIL MEETING OF FEBRUARY 25, 2025

Vendor Code	Vendor Name	Description	Amount
MISC	AMAZON.COM		
	1130880341-7858	15 PK LARGE EVIDENCE BAGS (2)	65.98
	113-5491593-689	COFFEE FILTERS/PAGE PROTECTORS/SHOP VAC FILTE	48.02
TOTAL FOR: AMAZON.COM			114.00
MISC	CHEDDAR'S		
	13877	MEAL - MMTA WINTER WORKSHOP - SEAVER/SCHILLER	29.99
TOTAL FOR: CHEDDAR'S			29.99
MISC	HILTON GARDEN INN		
	3169737236	MMTA WINTER WORKSHOP HOTEL - SEAVER/SCHILLER	131.44
TOTAL FOR: HILTON GARDEN INN			131.44
MISC	JETS PIZZA		
	STATEMENT	MEAL - PD TRAINING	16.42
TOTAL FOR: JETS PIZZA			16.42
MACP	MI ASSOC OF CHIEFS OF POLICE		
	200014184	WINTER CONFERENCE 2025 - SQUIERS	280.00
	200014191	WINTER CONFERENCE 2025 - B.MAHONEY	330.00
	300011520	MEMBERSHIP RENEWAL - SQUIERS	115.00
	300011627	MEMBERSHIP RENEWAL - B.MAHONEY	100.00
	715079271	MANAGER TRAINING (2) - 2.20.25	50.00
TOTAL FOR: MI ASSOC OF CHIEFS OF POLICE			875.00
MAMC	MI ASSOC OF MUNICIPAL CLERKS		
	STATEMENT	MEMBERSHIP RENEWAL - BOURDON	100.00
TOTAL FOR: MI ASSOC OF MUNICIPAL CLERKS			100.00
MDEQ	MI DEPT EGLE		
	60612G	CERTIFICATION EXAMINATION FEE - THRONE	70.00
TOTAL FOR: MI DEPT EGLE			70.00
MMTA	MI MUNICIPAL TREASURERS ASSOC		
	11589	2025 BASIC INSTITUTE TRAINING - SCHILLER	599.00
TOTAL FOR: MI MUNICIPAL TREASURERS ASSOC			599.00
MRWA	MRWA		
	2020-13136	WATER CLASS REGISTRATION - BOND/SILK	830.00
TOTAL FOR: MRWA			830.00
MISC	NARDO'S PIZZA		
	STATEMENT	MEAL - PD TRAINING	20.74
TOTAL FOR: NARDO'S PIZZA			20.74
ORKIN	ORKIN, LLC		
	JANUARY-2025	PEST TREATMENT- JAN-2025	138.00
TOTAL FOR: ORKIN, LLC			138.00
MISC	PAYPAL		
	11734668WU88359	SEPLA TRAINING - BOLLES	365.00
TOTAL FOR: PAYPAL			365.00

Vendor Code	Vendor Name	Description	Amount
MISC	SAM'S CLUB		
	2651364	MEMBERSHIP RENEWAL - SQUIERS (DUE FROM)	155.00
TOTAL FOR: SAM'S CLUB			155.00
MISC	SPOTIFY		
	249468848512610	SUBSCRIPTION - MONTHLY FEE- FEBRUARY 2025	11.99
TOTAL FOR: SPOTIFY			11.99
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	9927688032	ADOBE LICENSE	380.33
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			380.33
MI	STATE OF MICHIGAN		
	RENEWAL	PLATE RENEWAL	26.54
TOTAL FOR: STATE OF MICHIGAN			26.54
MISC	SUBWAY		
	STATEMENT	MEAL - BLT MEETING	98.59
TOTAL FOR: SUBWAY			98.59
MISC	THE INN - HARBOR SHORES		
	242736	ACCOMODATIONS FOR TRAINING - PARSONS	306.00
TOTAL FOR: THE INN - HARBOR SHORES			306.00
USPOS	UNITED STATES POSTMASTER		
	138	POSTAGE	6.45
	STATEMENT	POSTAGE - ROLL(100) 73 CENT STAMPS	73.00
TOTAL FOR: UNITED STATES POSTMASTER			79.45
MISC	UPS		
	STATEMENT	STAGE AND SAVOR EVENT (JAN/FEB/MARCH) POSTERS	94.34
TOTAL FOR: UPS			94.34
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			4,441.83

TOTAL - ALL VENDORS 140,648.91

FUND TOTALS:

Fund 101 - GENERAL OPERATING FUND	21,843.12
Fund 202 - MAJOR STREET FUND	4,723.85
Fund 203 - LOCAL STREET FUND	4,723.84
Fund 247 - TAX INCREMENT FINANCE AUTHORITY #1	2,111.97
Fund 249 - BUILDING INSPECTION DEPARTMENT	166.40
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND	443.17
Fund 401 - CAPITAL PROJECTS FUND	3,174.50
Fund 580 - PLAYHOUSE	20,119.32
Fund 590 - SEWER FUND	76,559.57
Fund 591 - WATER FUND	2,824.69
Fund 594 - MARINA FUND	1,089.16
Fund 661 - MOTOR POOL FUND	2,869.32

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 25, 2025

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 247					
101-000-082.000	MEMBERSHIP RENEWAL - SQUIERS (D	SAM'S CLUB	02/02/25	2651364	155.00
101-000-082.000	CREDIT DUE - YOUNG	THE LOOMIS COMPANY	02/12/25	C011269100	223.40
101-000-082.000	FLEX- FEBRUARY 2025	ALYSSA SEAYER	02/01/25	FLEX - FEB25	254.80
101-000-231.017	FLEX- FEBRUARY 2025	ASHLEY TWISS	02/01/25	FLEX - FEB25	75.87
101-000-231.017	FLEX- FEBRUARY 2025	BRIAN ARMSTRONG	02/01/25	FLEX - FEB25	130.19
101-000-231.017	FLEX- FEBRUARY 2025	BROOK SCHILLER	02/01/25	FLEX - FEB25	36.72
101-000-231.017	FLEX- FEBRUARY-2025	CHRIS MAHONEY	02/01/25	FLEX - FEB-25	1,300.00
101-000-231.018	PREMIUM - FEB-2025	AFLAC	02/12/25	054730	572.02
101-000-238.000	LIGHT REPAIR - FISH SCULPTURE	WINDMULLER	01/31/25	241188	284.44
	Total For Dept 000 247				3,032.44
Dept 101 CITY COUNCIL					
101-101-962.000	LIVESTREAM COUNCIL - FEBRUARY-2	CATCHMARK TECHNOLOGIES	02/01/25	15765	300.00
101-101-962.000	LIVESTREAM PLAYHOUSE MTG - 2.13	CATCHMARK TECHNOLOGIES	02/01/25	STATEMENT	150.00
	Total For Dept 101 CITY COUNCIL				450.00
Dept 172 ADMINISTRATION					
101-172-727.000	HANGING STRIPS (16PK)	STAPLES CONTRACT & COMME	02/07/25	700404880/112340/53	11.99
101-172-728.000	POSTAGE - ROLL(100) 73 CENT STA	UNITED STATES POSTMASTER	01/15/25	STATEMENT	73.00
101-172-760.000	MMTA WKSHR HOTEL - SEAYER/SCHI	HILTON GARDEN INN	01/16/25	3169737236	131.44
101-172-760.100	2025 BASIC INSTITUTE TRAINING -	MI MUNICIPAL TREASURERS	01/06/25	11589	599.00
101-172-770.000	MEMBERSHIPS & DUES-Q1 HUBBLER	MONTAGUE-WHITEHALL ROTAR	03/31/24	450 / 540	300.00
101-172-880.000	MEAL-MMTA WORKSHOP - SEAYER/SCH	CHEDDAR'S	01/16/25	13877	29.99
101-172-976.000	PAPER SHREDDER	STAPLES CONTRACT & COMME	02/07/25	700404880/112340/53	261.11
	Total For Dept 172 ADMINISTRATION				1,406.53
Dept 203 ATTORNEY					
101-203-826.100	ATTORNEY FEES - GENERAL	PARMENTER LAW	02/11/25	287619 / 287774	3,008.64
	Total For Dept 203 ATTORNEY				3,008.64
Dept 215 CITY CLERK					
101-215-727.000	BLACK PRINTER INK - EPSON	STAPLES CONTRACT & COMME	02/07/25	700404880/112340/53	80.95
101-215-770.000	MEMBERSHIP RENEWAL - BOURDON	MI ASSOC OF MUNICIPAL CL	01/13/25	STATEMENT	100.00
101-215-905.000	PUBLISHING - BENSTON REZONE HEA	LUDDINGTON DAILY NEWS	01/31/25	99196718	227.47
	Total For Dept 215 CITY CLERK				408.42
Dept 253 TREASURER					
101-253-727.000	BINDER	STAPLES CONTRACT & COMME	02/07/25	700404880/112340/53	15.71
	Total For Dept 253 TREASURER				15.71
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	COFFEE FILTERS	AMAZON.COM	01/15/25	113-5491593-6898867	29.14
101-265-818.700	CLEANING SERVICES - CH - JAN-25	OGBORN ENTERPRISES, INC.	02/01/25	WCH & WDPW-25-02	380.00
	Total For Dept 265 CITY HALL BLDG & GROUNDS				409.14
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	02/11/25	287619 / 287774	95.00
	Total For Dept 266 DISTRICT COURT				95.00
Dept 270 FRINGE BENEFITS					
101-270-719.450	BOOT REIMBURSEMENT - ARKEMA	ANDREW ARKEMA	02/11/25	REIMBURSEMENT	180.19
101-270-719.603	WRAP PLAN - MARCH 2025	THE LOOMIS COMPANY	02/12/25	C011269100	5,229.54

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 POST DATES 02/21/2025 - 02/21/2025
 UNJOURNALIZED
 OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 25, 2025

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 270 FRINGE BENEFITS					
101-270-719.680	FRINGE-LIFE INS MARCH-25	MET LIFE	02/13/25	5399644- MARCH-25	306.18
101-270-719.690	FRINGE-DISABILITY INS MARCH-25	MET LIFE	02/13/25	5399644- MARCH-25	601.08
			Total For Dept 270 FRINGE BENEFITS		6,316.99
Dept 301 POLICE					
101-301-727.000	DUST SPRAY (2PK)	STAPLES CONTRACT & COMME	02/07/25	700404880/112340/53	9.18
101-301-727.000	ADOBE LICENSE	STAPLES CONTRACT & COMME	01/17/25	9927688032	380.33
101-301-727.000	POSTAGE	UNITED STATES POSTMASTER	01/10/25	138	6.45
101-301-757.000	15 PK LARGE EVIDENCE BAGS (2)	AMAZON.COM	01/15/25	1130880341-7858630	65.98
101-301-757.000	PLATE RENEWAL (2)	STATE OF MICHIGAN	01/15/25	RENEWAL	26.54
101-301-760.000	CONFERENCE 2025 - SQUIERS	MI ASSOC OF CHIEFS OF PO	01/08/25	200014184	280.00
101-301-760.000	MEMBERSHIP RENEWAL - SQUIERS	MI ASSOC OF CHIEFS OF PO	12/16/24	300011520	115.00
101-301-760.000	MEMBERSHIP RENEWAL - B.MAHONEY	MI ASSOC OF CHIEFS OF PO	01/09/25	300011627	100.00
101-301-760.000	CONFERENCE 2025 - B.MAHONEY	MI ASSOC OF CHIEFS OF PO	01/09/25	200014191	330.00
101-301-760.100	MANAGER TRAINING (2) - 2.20.25	MI ASSOC OF CHIEFS OF PO	01/23/25	715079271	50.00
101-301-760.200	SEPLA TRAINING - BOLLES	PAYPAL	01/14/25	11734668WU883593B	365.00
101-301-760.300	MEAL - PD TRAINING	JETS PIZZA	01/28/25	STATEMENT	16.42
101-301-760.300	MEAL - PD TRAINING	NARDO'S PIZZA	01/29/25	STATEMENT	20.74
101-301-760.300	ACCOMODATIONS FOR TRAINING - PA	THE INN - HARBOR SHORES	01/27/25	242736	306.00
101-301-850.000	CENTRAL DISPATCH FEES -MARCH-20	MUSKEGON CENTRAL DISPATCH	02/13/25	2500002422	4,016.92
			Total For Dept 301 POLICE		6,088.56
Dept 521 SANITATION					
101-521-818.000	WASTE REMOVAL & RECYCLING	KUERTH'S DISPOSAL INC.	01/10/25	60677	38.00
			Total For Dept 521 SANITATION		38.00
Dept 751 PARKS DEPARTMENT					
101-751-757.000	FLAGS - USA / POW/MIA / MICHIGA	ACTION FLAG CO	01/28/25	AF2412	458.69
101-751-818.000	PORTABLE RESTROOMS - GOODRICH W	KERKSTRA PORTABLE RESTRO	02/11/25	264503	115.00
			Total For Dept 751 PARKS DEPARTMENT		573.69
			Total For Fund 101 GENERAL OPERATING FUND		21,843.12
Fund 202 MAJOR STREET FUND					
Dept 478 WINTER MAINT					
202-478-757.000	SALT/SAND/BRINE - 495.5 TONS	MUSKEGON COUNTY ROAD COM	02/13/25	6770	4,723.85
			Total For Dept 478 WINTER MAINT		4,723.85
			Total For Fund 202 MAJOR STREET FUND		4,723.85
Fund 203 LOCAL STREET FUND					
Dept 478 WINTER MAINT					
203-478-757.000	SALT/SAND/BRINE - 495.5 TONS	MUSKEGON COUNTY ROAD COM	02/13/25	6770	4,723.84
			Total For Dept 478 WINTER MAINT		4,723.84
			Total For Fund 203 LOCAL STREET FUND		4,723.84
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 247					
247-000-818.400	LEASE - FEB-2025 - DOWNTOWN RES	WHITEHALL VENTURES INC	02/01/25	LEASE - FEB-2025	145.00
247-000-818.600-D22	ENGINEERING FEES - WEST COLBY P	PREIN & NEWHOF, PC	02/06/25	86787/92/93/94	1,256.00
247-000-962.000	MEAL - BLT MEETING	SUBWAY	01/09/25	STATEMENT	98.59

Invoice Line Desc Vendor Invoice Date Invoice Amount

Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 247					
Dept 525 DOWNTOWN STREETSCAPE					
247-525-818.000	ELECTRIC 0FLAG - VET MEMORIAL W WINDMULLER	01/31/25	241188		612.38
		Total For Dept	525 DOWNTOWN STREETSCAPE		612.38
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 247					
249-000-627.000	REFUND- CANCELED EP - 406 N CO APCOM ELECTRIC & POWER S	02/07/25	CR#94402		166.40
		Total For Dept	000 247		166.40
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 247					
250-000-818.000	LIGHT REPAIR - INDUSTRIAL PARK WINDMULLER	01/31/25	241188		443.17
		Total For Dept	000 247		443.17
Fund 401 CAPITAL PROJECTS FUND					
Dept 000 247					
401-000-820.000-E22	ENGINEERING FEES - WARNER CLOSE PREIN & NEWHOF, PC	02/06/25	86787/92/93/94		3,174.50
		Total For Dept	000 247		3,174.50
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-123.000	SCRIPTS SUM25 (580-000-818.670)	01/10/25	11148991		133.63
580-000-123.000	ROYALTIES- DREAMCOAT (580.000.8	02/13/25	2381978		4,448.88
580-000-123.000	ROYALTIES- NOISES OFF (580.000.	01/14/25	2394454		1,560.00
580-000-238.000	ALCOHOL/CONCESS PASS THRU - ROT	02/15/25	CONTRACT		463.00
580-000-805.000	STAGE AND SAVOR EVENT POSTERS	01/02/25	STATEMENT		94.34
580-000-818.000	WASTE REMOVAL & RECYCLING	01/10/25	60677		54.00
580-000-818.600	SUBSCRIPTION - MONTHLY FEE- FEB	01/30/25	2494688485126107-1-7		11.99
580-000-818.600	SOUND DESIGNER - STAGE & SAVOR	01/10/25	CONTRACT		125.00
580-000-818.700	MAGIC SHOW 6.1.25 - PMT 1 OF 2	01/17/25	CONTRACT		7,500.00
580-000-850.000	INTERNET - PH	02/14/25	5048701021425		319.98
580-000-931.000	PEST TREATMENT - JAN-2025	01/13/25	JANUARY-2025		138.00
580-000-994.000	PLAYHOUSE BOND - INTEREST	02/10/25	2810673		5,270.50
		Total For Dept	000 247		20,119.32
Fund 590 SEWER FUND					
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-850.000	INTERNET - DPW	02/14/25	5048701021425		59.99
		Total For Dept	552 SEWER CUSTOMER ACCOUNTS		59.99

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 590 SEWER FUND					
Dept 554 SEWER PUMPING					
590-554-818.000	RENEWAL - ANNUAL CONTRACT	MISSION COMMUNICATIONS,	02/13/25	2004801	1,081.80
590-554-920.000	TELEPHONE - 231.893.1801	FRONTIER	02/01/25	STATEMENT	40.78
	Total For Dept 554 SEWER PUMPING				1,122.58
Dept 556 WASTEWATER SYSTEM-GALLONAGE					
590-556-959.900	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURE	02/15/25	WWUB123500	49,104.18
590-556-959.950	WASTEWATER SYS-GALLONAGE - BOND	MUSKEGON COUNTY TREASURE	02/15/25	WWUB123500	25,895.82
	Total For Dept 556 WASTEWATER SYSTEM-GALLONAGE				75,000.00
Dept 559 SEWER CONSTRUCTION					
590-559-820.000-E23	ENGINEERING FEES - COLBY STREET	PREIN & NEWHOF, PC	02/06/25	86787/92/93/94	377.00
	Total For Dept 559 SEWER CONSTRUCTION				377.00
	Total For Fund 590 SEWER FUND				76,559.57
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-760.000	CERTIFICATION EXAM FEE- THRONE	MI DEPT EGLE	01/15/25	60612G	70.00
591-540-760.000	WATER CLASS REGISTRATION - BOND	MRWA	01/23/25	2020-13136	830.00
591-540-820.000	ENGINEERING FEES - DWAM	PREIN & NEWHOF, PC	02/06/25	86787/92/93/94	170.00
	Total For Dept 540 WATER ADMINISTRATION				1,070.00
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	02/14/25	5048701021425	59.99
	Total For Dept 542 WATER CUSTOMER ACCOUNTS				59.99
Dept 548 WATER T & D					
591-548-757.000	PACKING TAPE (6 ROLLS)	STAPLES CONTRACT & COMME	02/07/25	700404880/112340/53	8.40
	Total For Dept 548 WATER T & D				8.40
Dept 549 WATER CONSTRUCTION					
591-549-757.000	METER YOKE VALVES (11)	ETNA SUPPLY INC	02/18/25	S105792786.002	933.90
591-549-757.000	METER YOKE VALVE (12)	ETNA SUPPLY INC	02/07/25	S105792486.001	752.40
	Total For Dept 549 WATER CONSTRUCTION				1,686.30
	Total For Fund 591 WATER FUND				2,824.69
Fund 594 MARINA FUND					
Dept 000 247					
594-000-818.000	ALGAE/WEED TREATMENT - 8.27.24	AQUATIC DOCTORS LAKE MGT	08/27/24	26111	910.00
594-000-850.000	INTERNET - MARINA	CHARTER COMMUNICATIONS	02/14/25	5048701021425	94.99
594-000-850.000	TELEPHONE 231-894-9689	FRONTIER	02/10/25	STATEMENT	84.17
	Total For Dept 000 247				1,089.16
	Total For Fund 594 MARINA FUND				1,089.16
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-757.000	SHOP VAC FILTER	AMAZON.COM	01/15/25	113-5491593-6898867	18.88
661-000-781.000	CLAM BUCKET REPAIR/PARTS/DELIVE	RAVENNA HYDRAULICS	02/18/25	32311	645.73
661-000-818.000	WASTE REMOVAL	KUERTH'S DISPOSAL INC.	01/10/25	60677	211.00
661-000-818.700	CLEANING SERVICES - DPW - AN-25	OGBORN ENTERPRISES, INC.	02/01/25	WCH & WDPW-25-02	285.00

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 25, 2025

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-850.000	TELEPHONE - 231.894.6937	FRONTIER	02/04/24	STATEMENT	92.76
661-000-931.000	ANNUAL MONITORING - FY 22/23	ALLIED UNIVERSAL TECHNOL	11/18/22	IN1-910243113	300.00
661-000-931.000	ANNUAL MONITORING - FY 24/25	ALLIED UNIVERSAL TECHNOL	11/18/24	IN1-910389362	330.00
661-000-933.000	FLOW WING REPAIR/HEADLIGHT- TRK	REEMAN FARM EQUIPMENT	01/21/25	49657R	781.68
661-000-933.000	REMOTE BLAST CABLE/BLAST BRACKE	TRUCK & TRAILER SPECIALT	02/04/25	DS0015652	204.27
			Total For Dept 000 247		2,869.32
			Total For Fund 661 MOTOR POOL FUND		2,869.32

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 POST DATES 02/21/2025 - 02/21/2025
 UNJOURNALIZED
 OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 25, 2025

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
	Fund Totals:				
	Fund 101 GENERAL OPERATING FUND				21,843.12
	Fund 202 MAJOR STREET FUND				4,723.85
	Fund 203 LOCAL STREET FUND				4,723.84
	Fund 247 TAX INCREMENT FINANCE				2,111.97
	Fund 249 BUILDING INSPECTION DE				166.40
	Fund 250 LOCAL DEVELOPMENT FINA				443.17
	Fund 401 CAPITAL PROJECTS FUND				3,174.50
	Fund 580 PLAYHOUSE				20,119.32
	Fund 590 SEWER FUND				76,559.57
	Fund 591 WATER FUND				2,824.69
	Fund 594 MARINA FUND				1,089.16
	Fund 661 MOTOR POOL FUND				2,869.32
	Total For All Funds:				140,648.91

Muskegon Central Dispatch 9-1-1
BOARD OF DIRECTORS
December 11, 2024

The December 11, 2024 Muskegon Central Dispatch 9-1-1 Board of Directors meeting held at the Muskegon Central Fire Community Room was called to order at 1:34 pm by Vice-Chairman Janson.

Members present: Anthony Chandler, Administrator, City of Norton Shores
Sam Janson, City Manager, City of North Muskegon
Mark Eisenbarth, Administrator, Muskegon County
Scott Huebler, City Manager, City of Whitehall
Jennifer Hodges, Supervisor, Muskegon Charter Township
Chief Roberson, Muskegon Heights Fire Department
Nicole McGhee, Post Commander, Michigan State Police
Tim Kozal, Public Safety Director, City of Muskegon

Absent: Jeff Auch, City Manager, City of Montague
Brian Michelli, Public Safety Director, Fruitport Township
Jared Olson, City Manager, City of Roosevelt Park

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

Others present: Ed Viverette, Chief of Police, City of North Muskegon
Shawn Bride, Roosevelt Park Police Department
Bill Irwin, Prepared Line

APPROVAL OF THE AGENDA

Moved by Mr. Kozal, seconded by Ms. Hodges, to approve the December 11, 2024 agenda, as presented. Motion carried.

PRESENTATION – PREPARED LINE

Software presentation by Bill Irwin, Prepared Line.

MINUTES OF NOVEMBER 13, 2024 MEETING

Moved by Mr. Huebler, seconded by Mr. Kozal, to approve the November 13, 2024 meeting minutes. Motion carried.

REPORTS

COORDINATING COMMITTEE MINUTES – December 3, 2024

Informational.

SEPTEMBER, 2024 MONTHLY FINANCIALS – PRELIMINARY

Informational.

DIRECTOR'S REPORT

Audit fieldwork ongoing this week. Rehire Andrew Josefowicz. Staff and hiring update. Employee review system forthcoming. Director Wolford appointed secretary of MCDA. Technology Director Rensberger presented analytics interface.

800 MHz IMPLEMENTATION COMMITTEE

School radios network in progress. Train the Trainer possible for February.

CAD / RMS / JMS COMMITTEE

RMS group continues to meet weekly. Go Live possible in March to transition back to One Solution.

FIRE RMS / MCT COMMITTEE

Martin provided update on interface issues.

OLD BUSINESS

None.

NEW BUSINESS

PREPARED LIVE CONTRACT

Mr. Janson asked about screen real estate. Ms. Hodges asked about dispatcher opinion. No dissent. Mr. Chandler asked about Chief's support. Wolford explained there has been no negative concerns.

Moved by Mr. Huebler, seconded by Mr. Janson, to enter into contract with Prepared Live, as presented. Motion carried.

2025 BOD MEETING SCHEDULE

Moved by Ms. Hodges, seconded by Mr. Eisenbarth, to approve the 2025 Board Meeting Schedule, as presented. Motion carried.

COMMENTS

ADMINISTRATIVE

None.

PUBLIC

None.

NEXT MEETING

The next meeting will be held on January 15, 2025 at 1:30pm in the Muskegon Central Fire Community Room.

ADJOURNMENT

Moved by Mr. Janson, seconded by Ms. Hodges, to adjourn. Meeting adjourned at 2:24 pm.

Respectfully submitted,

Rebecca Injerd, Office Administrator Date

Anthony Chandler, Chairman Date

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

REPORT ON FINANCIAL STATEMENTS
(with required supplementary information)

September 30, 2024



MUSKEGON CENTRAL DISPATCH 9-1-1

Management's Discussion and Analysis

As management of Muskegon Central Dispatch 9-1-1, we present to the readers of the Organization's financial statements this overview and analysis of the financial activities of Muskegon Central Dispatch 9-1-1 for the fiscal year ended September 30, 2024. We encourage you to consider the information presented in these financial statements along with the additional information that has been furnished in this letter.

FINANCIAL HIGHLIGHTS

- At the close of the fiscal year, the Organization had total assets/deferred outflows of resources of \$26,850,008 and total liabilities/deferred inflows of \$21,480,985, leaving net position of \$5,369,023.

OVERVIEW OF THE FINANCIAL STATEMENTS

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

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

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

Government-wide Financial Analysis

The first table presented below is a summary of the government-wide statement of net position for the Organization. The net position may be used as an indicator of a government's financial health. As of September 30, 2024, the Organization's net position totaled \$5,369,023.

In examining the composition of net position, the reader should note that a portion of governmental activities' net position is invested in capital assets (i.e., equipment). These assets are used to provide services to the Organization's members, and they are not available to pay salaries, operational expenses or fund capital projects. Certain other net position is shown as restricted, meaning that it is subject to external restrictions on how it may be used. The unrestricted net position for governmental activities actually depicts a balance of \$3,233,888. This represents the amount of discretionary resources that can be used for general governmental operations.

Capital assets decreased due to regular depreciation. Noncurrent liabilities decreased due to regular payments on long-term debt and leases. Deferred outflows and inflows changed due to pension and other postemployment benefits related items. See Notes I and J of the "Notes to Financial Statements" of this report for additional information.

MUSKEGON CENTRAL DISPATCH 9-1-1

Management's Discussion and Analysis

Net Position

	<u>2024</u>	<u>2023</u>
Current assets and other assets	\$ 6,707,172	\$ 6,728,334
Capital assets, net	18,694,141	20,545,991
Total assets	<u>25,401,313</u>	<u>27,274,325</u>
Deferred outflows of resources	1,448,695	1,974,256
Total assets and deferred outflows of resources	<u>26,850,008</u>	<u>29,248,581</u>
Current liabilities	2,865,649	2,816,124
Noncurrent liabilities	18,294,046	20,490,955
Total liabilities	<u>21,159,695</u>	<u>23,307,079</u>
Deferred inflows of resources	321,290	245,386
Total liabilities and deferred inflows of resources	<u>21,480,985</u>	<u>23,552,465</u>
Net position		
Net investment in capital assets	2,088,849	1,961,679
Restricted	46,286	35,500
Unrestricted	<u>3,233,888</u>	<u>3,698,937</u>
Total net position	<u><u>\$ 5,369,023</u></u>	<u><u>\$ 5,696,116</u></u>

Change in Net Position

	<u>2024</u>	<u>2023</u>
Revenues		
Property taxes	\$ 1,649,811	\$ 1,512,787
Member assessments	1,330,519	1,290,459
Emergency telephone surcharge	4,900,787	4,770,271
Wireless surcharge	371,623	370,153
Wireless surcharge training	43,022	41,290
Intergovernmental revenues - State	98,124	104,790
Charges for services	298,334	293,028
Investment earnings	251,784	161,719
Total revenues	<u>8,944,004</u>	<u>8,544,497</u>
Expenses		
Personnel	4,644,903	4,207,817
Maintenance and operations	1,500,567	1,675,656
Interest and fees	713,129	642,893
Depreciation and amortization	2,412,498	2,200,133
Total expenses	<u>9,271,097</u>	<u>8,726,499</u>
Change in net position	(327,093)	(182,002)
Net position at beginning of year	<u>5,696,116</u>	<u>5,878,118</u>
Net position at end of year	<u><u>\$ 5,369,023</u></u>	<u><u>\$ 5,696,116</u></u>

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

Personnel expenses increased due to inflationary increases in wages. Interest expenses increased due to additional interest from lease agreements. Depreciation and amortization increased due to additional fixed assets placed into service.

Financial Analysis of the Government's Funds

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

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

At the end of the 2024 fiscal year, the General Fund reported a fund balance of \$6,414,373, a decrease of \$56,177. Fund balance restricted for wireless surcharge training costs was \$46,286, and fund balance assigned for capital purchases was \$5,089,166. The unassigned fund balance was \$1,037,249. Unassigned fund balance represents approximately 12 percent of General Fund expenditures, and total fund balance represents approximately 71 percent of General Fund expenditures.

General Fund Budget

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

- The budget for salaries and wages was amended from \$2,283,280 to \$2,663,077, as staffing needs were greater than initially anticipated.
- The budget for payroll benefits was amended from \$862,513 to \$1,045,243 to reflect the increased staffing needs mentioned above.
- The budget for contractual services was amended from \$700,000 to \$825,000 due to additional projects being planned.
- The budget for equipment maintenance was amended from \$14,500 to \$85,500 due to tower maintenance projects required by the State of Michigan.
- The budget for capital outlay was amended from \$1,020,000 to \$2,049,702 as certain capital projects were planned but not completed.

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

- Investment earnings were over budget by \$231,784 due to conservative budgeting and good market performance during the year.
- Contractual services expenditures were over budget by \$98,531 due to the timing of long-term projects.
- Capital outlay was under budget by \$1,455,623 as certain capital projects were planned but not completed.
- Interest and fees were over budget by \$133,716 due to debt service for the building lease being budgeted elsewhere.

Capital Assets

Muskegon Central Dispatch 9-1-1's investment in capital assets as of September 30, 2024 totaled \$18,694,141 (net of accumulated depreciation/amortization). This investment in capital assets includes equipment and furniture.

Capital Assets

	Governmental Activities	
	2024	2023
Capital assets, not being depreciated/amortized		
Land	\$ 1,111	\$ 1,111
Construction in progress	298,053	387,074
Total capital assets, not being depreciated/amortized	299,164	388,185
Capital assets being depreciated/amortized		
Communications equipment	18,213,833	18,732,668
Computer equipment	5,608,747	6,905,368
Office equipment and furniture	700,950	533,172
Right-to-use assets	4,225,713	4,225,713
Intangibles	353,643	-
Total capital assets, being depreciated/amortized	29,102,886	30,396,921
Less accumulated depreciation/amortization	(10,707,909)	(10,239,115)
Total capital assets, being depreciated/amortized, net	18,394,977	20,157,806
 Total capital assets, net	 \$ 18,694,141	 \$ 20,545,991

Significant construction in progress was placed into service during the year and significant new projects were also in progress at the end of the year. Computer equipment assets were also replaced during the year.

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

Long-Term Debt

At the end of the fiscal year, the Organization had total long-term debt outstanding of \$16,928,951 consisting of a note payable, installment agreements, lease and SBITA obligations, and compensated absences.

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

In addition, the Organization also had a long-term net pension liability of \$3,375,229 and a net other postemployment benefits liability of \$138,216. Additional information on the Organization's and OPEB liabilities can be found in Notes I and J of the "Notes to the Financial Statements" of this report.

General Economic Overview

The Organization's revenues are comprised primarily of property taxes, member assessments from local units of government, and emergency telephone wire-line and wireless surcharges. For fiscal year 2024-2025, the Organization has budgeted member assessments to increase about 3 percent. Local surcharges are expected to increase by less than 1 percent as opposed to a customary 3 percent increase in recent years. Property taxable value in the County have risen in value significantly which has led to a projected 12 percent increase in millage revenue.

The personnel budget for fiscal year 2024-2025 includes a slight increase in salaries, wages, and fringe benefits in an attempt to reflect the trend of increased personnel costs. The maintenance and operations portion of the budget is expected to be comparable to the prior fiscal year.

The capital outlay budget of \$620,000 for fiscal year 2024-2025 includes costs to complete the backup server room project in progress at the end of the current fiscal year.

The debt service budget for fiscal year 2024-2025 is comparable to the prior year as debt payments are expected to follow regular amortization schedules going forward.

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

Requests for Information

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

annual report

2024

 **WEST MI
SHORELINE**
Regional Development Commission

photo credit: GEI Consultants

mission statement

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

Why/How/What Statements

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

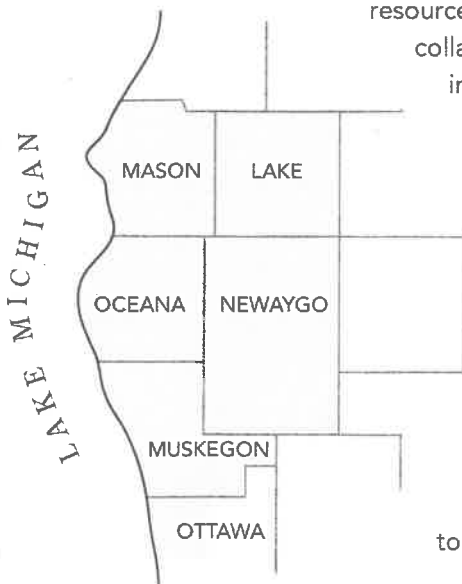
"We" in the statements refer to the Commission and its staff.

WHY do we do what we do?

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

HOW do we do it?

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



WHAT do we do?

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

equity statement

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

The Commission recognizes structural racism and other forms of oppression have contributed to persistent disparities which the Commission seeks to dismantle within its region. The Commission strives to engage community members, especially those whose voices have traditionally been marginalized. The Commission works with local governments, residents, and public and private partners to provide resources, support, and opportunities that create prosperous and thriving communities for all citizens.

The Commission also strives to provide a work environment that recognizes individual differences, is free from discrimination, and is respectful of the rights and dignity of all individuals. The Commission has built its reputation on the foundations of excellence and integrity, and expects its employees to exhibit behaviors consistent with these standards.

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

director's message

2024, a year of new adventures

During 2024, WMSRDC began new adventures in all our program areas including Economic Development, Transportation, Environmental, and Local Government Services. I find this exciting because we are discovering new ways to serve our 120 local governments in innovative ways.

Below is a brief overview of some of these projects that you can learn more about as you read through our annual report.

Economic Development:

- In February, WMSRDC as a host agency welcomed Annika Gacnik, Economic Recovery Corps (ERC) Fellow to West Michigan. She is one of 62 Fellows placed around the country and is helping West Michigan advance the agriculture and food processing industries.
- In September, WMSRDC was awarded an EDA grant to conduct a West Michigan Agriculture Cluster Analysis. The study will provide valuable data and direction to the ERC Fellow, economic developers, and the private sector.

Transportation:

- This year, the transportation program kicked off a Trails & Greenways Plan for the West Plan MPO region. The plan will focus on existing and planned trails; trail improvements, connections, and gaps; as well as an action plan.

Environmental:

- During the spring of 2024, WMSRDC and project partners planted a Micro Forest in the City of Muskegon. The Micro Forest is the first of its kind in the State of Michigan and has very unique and specific environmental benefits to urban communities.
- WMSRDC, on behalf of the City of Muskegon, successfully secured a grant to conduct a tree inventory, create a database of existing trees, remove dangerous trees, plant new trees, as well as prepare a tree management and maintenance plan.

Local Government Services:

- WMSRDC staff is working with the five counties to prepare multi-county Materials Management Plans. Once completed and approved, these plans will replace the existing Solid Waste Management Plans.

These projects are all examples of how WMSRDC is using existing programs in new and unique ways to continue serving our region. I am always amazed at the creativity and ability of the WMSRDC staff to think outside the box and remain relevant in meeting the needs of the communities we serve. I am also thankful for the strong support of the WMSRDC Board in allowing us to take on these opportunities. I'm looking forward to what opportunities 2025 will bring!

Erin Kuhn, Executive Director



Montague bike path

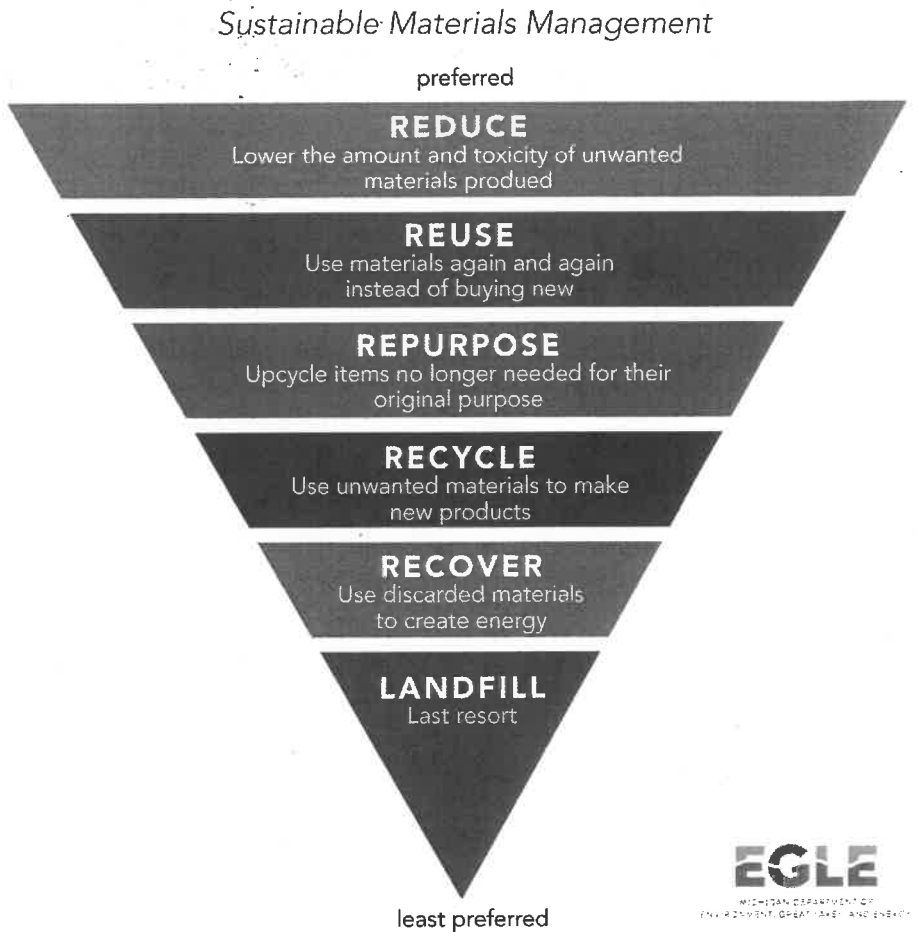
materials management planning

Materials Management Planning

In 2024, WMSRDC began working with our five counties regarding state legislation requiring all counties in the State of Michigan to develop Materials Management Plans. This came about based on amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451. Once approved, the MMP will replace the existing county solid waste plans. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) is implementing the law as well as providing guidance, resources, and funding to counties as they embark on the development of MMPs.

MMPs are to focus on comprehensive materials management, including recycling, composting, disposal, and other diversion activities. These plans will establish goals with measurable objectives to divert recyclables and organics from disposal while also increasing recycling access and education. Counties will have 36 months (three years) to complete the planning process. Per section 11587 of the amendment, a grant program has been established for the duration of the planning process to assist counties with the formation and initial implementation of the plan. Additional funding for ongoing implementation and maintenance of the plan will be available by request and approval through EGLE beyond the first three years.

EGLE initiated the planning process beginning January 8, 2024, through



a formal initiation letter to each county and regional planning agency in the state. Now that the process has begun, a series of activities are required to be completed. To date, the counties and WMSRDC have accomplished a number of tasks including the counties agreeing to serve as the County Approval Agency (CAA), identifying WMSRDC as their Designated Planning Agency (DPA), determining to prepare a multi-county plan, filing a Notice of Intent to EGLE, and establishing a Materials Management Planning Committee (MMPC).

On December 2, 2024, the newly minted MMPC for the WMSRDC region held its inaugural session at the WMSRDC office in Muskegon.

With a quorum in attendance, important steps were accomplished, such as approval of MMPC by-laws, election of committee officers, and establishment of a framework for regular meetings.

A significant amount of work by the counties and WMSRDC made these accomplishments happen. However, the real work is just beginning.

Preparation of the MMPs is a new and unique planning process being undertaken in the state. The shift away from Solid Waste Planning to a comprehensive Materials Management Planning process is a practice that has not been done in Michigan. WMSRDC is excited to be partnering with the five counties in our region in navigating this new process together.

economic development

West Michigan Agriculture Cluster Impact Analysis

When the regional economy, especially the greater Muskegon area, suffered a blow with the 2016 BC Cobb coal-fired power plant closure, studies identified agriculture and food processing as a potential source of economic recovery. This came as no surprise to those connected with the sector, as Michigan agriculture is second only to California in agricultural diversity. Since then, a meaningful stream of progress has taken place through a variety of public and private means. Still, it seems more could be done to align efforts and help West Michigan agriculture “level up.”

In September 2024, WMSRDC was awarded a grant from the US Department of Commerce, Economic Development Administration (EDA) to help bolster the region’s agriculture and food processing industries. The project, entitled West Michigan Agriculture Cluster Impact Analysis, is intended to inform and empower public officials, economic development organizations, and agriculture producers and processors to make strategic and sustainable investments towards increased efficiency, productivity, and long-term resilience and sustainability of the region’s agricultural economy. Through agriculture sector research and analysis, data mapping, and stakeholder engagement, the analysis will quantify existing assets, identify key economic and infrastructure gaps, and highlight opportunities to strategically grow and sustain the agricultural sector. It will help stakeholders pinpoint key growth areas and barriers within the local agricultural economy and address essential needs such as infrastructure improvements, workforce development, and facility expansion.

To conduct various aspects of the analysis, WMSRDC teamed up with the Michigan State University Product Center, MSU RS&GIS, and Highland Economics, a firm based in the Pacific Northwest. In addition, the analysis will support the ongoing work of Annika Gacnik, the Economic Recovery Corps Fellow placed at WMSRDC for three years through June 2026. Her role is to be a catalyst for positive change by fostering triple bottom-line benefits and addressing priority needs in economic development, education, logistics, entrepreneurship, and sustainability. The analysis will equip Annika with current data, verified opportunities, and stakeholder-supported priorities that will help maximize her placement in West Michigan.

Regional support shown for the West Michigan Agriculture Cluster Impact Analysis has been strong, from initial conception of the project through the kickoff in October 2024. For example, by the end of the calendar year, WMSRDC was awarded funds to lessen the local match burden of the EDA grant from the Fremont Area Community Foundation and the Community Foundation for Muskegon County. The Making It In Michigan Competitiveness Fund, a federal grant matching program sponsored by the Michigan Infrastructure Office, also provided substantial match funding. The analysis, along with a report and interactive asset map, is expected to be complete and available to the public by September 2025.



Farmland in Newaygo County

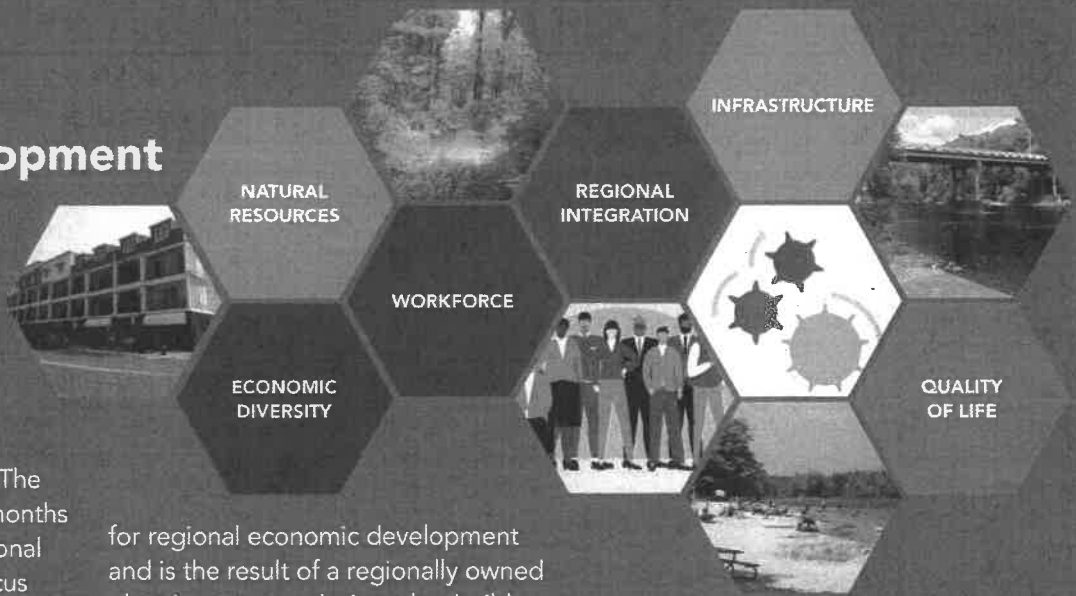
economic development

Comprehensive Economic Development Strategy

The five-year update of the WMSRDC region's economic development plan, the Comprehensive Economic Development Strategy (CEDS), was completed in March 2024. The process, which took about 14 months to complete, began with a regional SWOT analysis consisting of focus groups in each of the district's five member counties.

The updated CEDS follows guidelines issued by the US Department of Commerce, Economic Development Administration (EDA) in April 2023. Notable revisions of this edition include updated demographics, incorporation of the WMSRDC Pandemic Response and Recovery Plan, and an overhauled action plan chapter. Per EDA guidance, there is also an increased emphasis on climate resilience, equity, workforce development, and broadband.

The CEDS is a strategy-driven plan



for regional economic development and is the result of a regionally owned planning process designed to build capacity and guide the economic prosperity and resiliency of a region. Development of the CEDS is led by WMSRDC, overseen by the CEDS Strategy Committee, and approved by the WMSRDC Board. The CEDS Strategy Committee meets quarterly and includes representatives from throughout the WMSRDC region.

The CEDS is required to maintain the region's designation as an Economic Development District (EDD) by the EDA. This designation enables communities and other eligible entities within the district to remain eligible for EDA assistance.

In 2024, there were seven different EDA grants active within the region at different stages of implementation, totaling over \$6.4 million in federal investment. These projects included: City of Hart Wastewater System Upgrades (awarded 2022), Lake County Economic Diversification and Capacity Building (2023), Muskegon County Broadband Gap Analysis (2022), Muskegon Heights Industrial Parks Master Plan (2021), Oceana County Workforce and Economic Diversification Study (2022), and the West Michigan Agriculture Cluster Impact Analysis (2024).

Economic Recovery Corps

Fellow Update from Annika Gacnik

Nearly one year after packing up my belongings in a U-Haul and hightailing it from Oklahoma to Michigan ahead of a blizzard, I am admiring a peaceful snowfall from my apartment as I prepare to enjoy my first Christmas in the Mitten State. Reflecting on this past year, I can't help but marvel at the changes a year can bring.

Working with WMSRDC as my Economic Recovery Corps host has given me the opportunity to dig deep into the beauty of West Michigan's agricultural heritage. From Mycopia's mouth-watering mushrooms in Scottville to Swanson Pickle's delightfully briny cucumbers

in Ravenna, the region is brimming with delicious food that contributes to the health of not only us on the Fresh Coast, but to the health of families across the country and the world.

Though the agricultural industry faces its fair share of challenges, I have been amazed by the passion and perseverance of individuals and organizations who are committed to solving these challenges. To protect the region's fresh fruit and vegetable economy, the Protect Our Produce Coalition is fighting for sustainable labor costs for Michigan's specialty crop farmers. On the consumer side, the nonprofit grocery store Lakeshore Food Club provides dignified access to locally grown produce and other nutritious food. With a goal to create

a vibrant and inclusive food system, Lakeshore Flavor provides bilingual training and business development services to ensure all food entrepreneurs have access to the resources they need.

Looking to the year ahead, I am excited to further support West Michigan's promise of agricultural innovation, equity, and accessibility for all. The sky's the limit for what this region can accomplish, from prioritizing circular economy principles like utilizing agricultural waste for bioenergy production, to championing regenerative business practices that improve the community and protect natural assets. This beautiful, complex, and historic agricultural powerhouse deserves to be celebrated. In 2025, I am proud to call it home..

local government services

Blue Lake Township Planning Assistance

About twenty years ago, Blue Lake Township in Muskegon County faced a daunting possibility. A privately owned and operated camp, covering over 4,000 acres, was for sale and being marketed as a development opportunity. This possibility elicited strong emotions from residents in the small community of about 2,000 residents. Questions circulated, such as “What type and density of development could the undeveloped land handle?” and “What financial burdens would be required to ensure proper public safety, services, and utilities to a large development?”

For many residents and community leaders, this was a nightmare scenario. To over-simplify the sequence of events: Blue Lake Township denied a request to re-zone the camp property, the

property owner sued, Blue Lake’s denial was upheld in a local court, and the property owner halted designs of selling. The community’s decision prevailed for many reasons, including the fact that the proposed zoning change was not supported by the township’s master plan, the Blue Lake Township Comprehensive Development Plan.

Master plans are rooted in the synthesis of many components, including the needs and desires of the citizenry as well as the physical and social characteristics of the area. In addition, master plans provide the legal rationale for a community to practice and enforce local zoning.

WMSRDC helped develop the Blue Lake Comprehensive Development Plan, which was adopted in 2006, and assisted the township with an update in 2019. In 2024, WMSRDC

returned to Blue Lake Township to lead the process to update the community’s master plan and recreation plan, both of which are required to be updated every five years.

The mission of the WMSRDC Local Government Services program is to support local communities by providing technical assistance to communities that do not have planning expertise in-house, or the resources necessary to hire a private consultant. The experience of Blue Lake Township 20 years past provides a lasting example of the potential impact of this work, and provides motivation for WMSRDC to continue this mission to support local governments in the region.



View of Blue Lake from
Blue Lake County Park

environmental

Lake Michigan Rivers and Coastal Wetlands Regional Partnership

In 2020, WMSRDC entered the Lake Michigan Rivers and Coastal Wetlands Regional Partnership with the National Oceanic and Atmospheric Administration (NOAA). This partnership offers up to \$14 million for fish passage and stream habitat restoration projects through 2025. In 2021, three projects were selected for funding. 2024 saw the completion of all construction and habitat restoration efforts under NOAA funding and the beginning post-restoration monitoring.

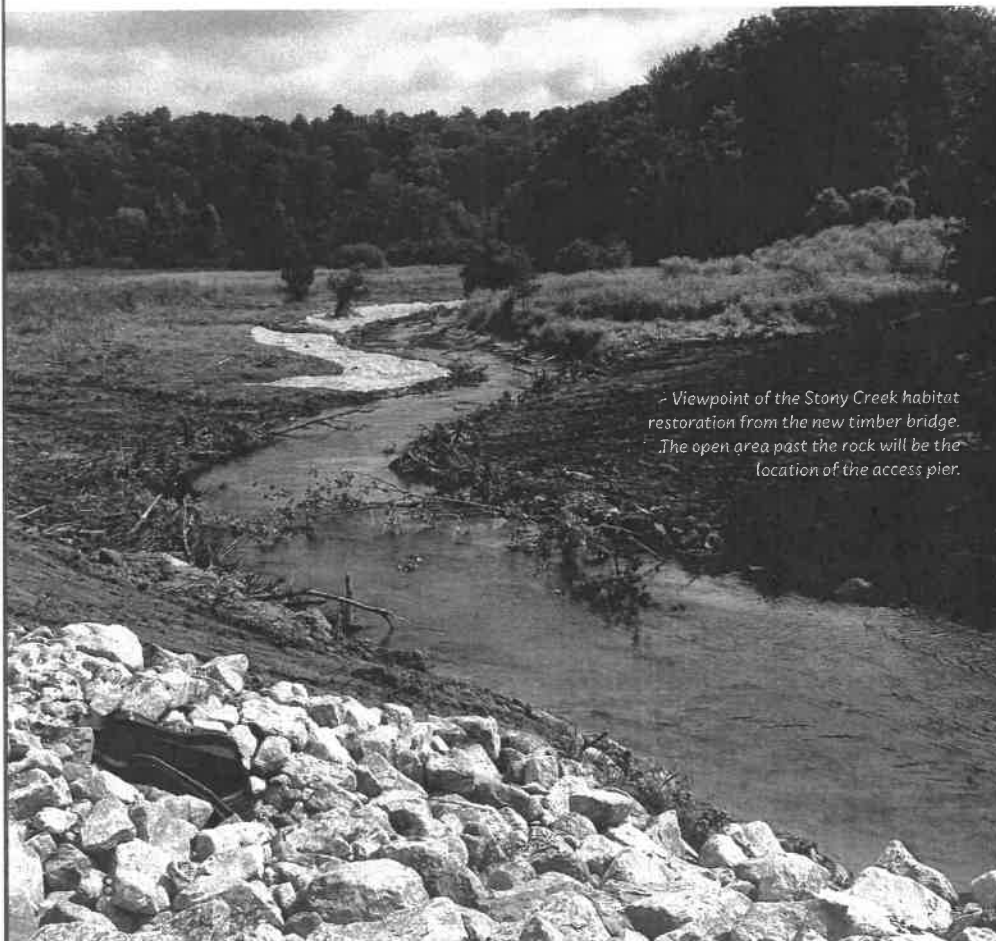
At Marshville Dam Road and Stony Creek, Oceana County Road Commission and Scott Civil Engineering supervised JE Kloote Contracting as they tore down two old foot bridges, removed the three inadequate culverts, and installed a beautiful open span timber bridge along Marsh-

ville Dam Road. Catskill Remedial and Kanouse Outdoor Restoration then implemented the designs by GEI Consultants to remove the old dam and install 500 feet of instream habitat. Thanks to additional funding secured by Conservation Resource Alliance, Stony Creek saw an additional 2,000 feet of instream habitat upstream of the WMSRDC project footprint, and in 2025 a recreational access platform will be constructed. WMSRDC would also like to thank Oceana County Parks and private landowners, who have not only allowed the project and utilization of resources on their land but have also been instrumental in communicating the progress and success of the project to the community.

In the White River Watershed, Oceana County Road Commission

and their subcontractors replaced inadequate road stream crossings at Swinton Creek and Buchanan Road as well as Cushman Creek and Roosevelt Road with open span timber bridges. Catskill Remedial and Kanouse Outdoor Restoration also constructed the designs by GEI Consultants to provide 1,000 feet of instream habitat restoration in Swinton Creek.

Grand Valley State University Annis Water Resources Institute (GVSU) conducted post-restoration monitoring at the project sites that were completed prior to 2024. These sites include two road stream crossings on Little Cedar Creek in Muskegon County, and two road stream crossings in Swinton Creek. In 2025, GVSU will conduct post-restoration monitoring at the sites completed in 2024.



Viewpoint of the Stony Creek habitat restoration from the new timber bridge. The open area past the rock will be the location of the access pier.




Swinton Creek x Buchanan Road completed



environmental

Boys Club: The restored
Muskegon Lake Shoreline
at the Boys and Girls Club.



AOC-Wetland Habitat

Muskegon Lake Area of Concern

By the end of 2024, all Beneficial Use Impairments (BUIs) were delisted for the Muskegon Lake Area of Concern (AOC). Other actions in 2024 included education signage installed at the Muskegon Lake Nature Preserve, long-term monitoring of previous restoration efforts at the former Amoco site along the Lakeshore Trail, and implementation of approximately 500 feet of shoreline restoration at the Boys and Girls Club.

The Muskegon Lake Boys and Girls Club shoreline restoration project was the final project under a Great Lakes Commission (GLC) and National Oceanic and Atmospheric Administration (NOAA) Regional Partnership funded by the Great Lakes Restoration Initiative (GLRI). Taplin Enterprises implemented designs by GEI Consultants to remove unnatural fill and protect the shoreline from erosive forces.

Although environmental work will continue within the Muskegon Lake Watershed, the final official AOC act will be complete delisting in 2025.

environmental

Reforestation for Restoration, Resilience, and Recreation

Developed in partnership with the City of Muskegon, Muskegon Rotary Club, United Way of the Lakeshore, and WMSRDC, Muskegon has its first micro forest! Located in the Marquette neighborhood west of US-31, this multi-species forest was designed and planted to grow quickly and provide environmental benefits such as reduction of noise pollution, storm water runoff, and access to public greenspace.

The Marquette Micro Forest was generously funded by the Marquette Neighborhood Association, the Muskegon Rotary Club, and the Community Foundation for Muskegon County. Long-term maintenance is being provided by the City of Muskegon, the Muskegon Rotary Club, and other dedicated community members. Additional support and partnerships included Muskegon Lake Watershed Partnership, Muskegon Conservation District, Subaru of Muskegon, Reeths-Puffer Central Elementary, and local greenhouses and nurseries.



Ready to plant.



Micro-forest: Volunteers planting trees during one of the many micro forest's volunteer events.

Rural and Regional Transportation

Asset Management

Each year, WMSRDC staff, in collaboration with MDOT and county road commission representatives, gather data on the condition of federal aid roads within the region as well as those in northern Ottawa County. This data collection includes three main criteria: road condition ratings, surface type, and the number of lanes. In 2024, WMSRDC successfully completed ratings for 100% of the federal aid-eligible roads across Lake, Mason, Oceana, Newaygo, Muskegon, and northern Ottawa counties. Additionally, WMSRDC received extra funding to rate local roads. Muskegon and Ottawa counties handled their own local road ratings while WMSRDC contracted with an external consultant to rate Newaygo County's roads.

WMSRDC staff also participated in asset management training courses throughout the year, including attendance at the Integrated Infrastructure Conference held in Grand Rapids on August 13 and 14.

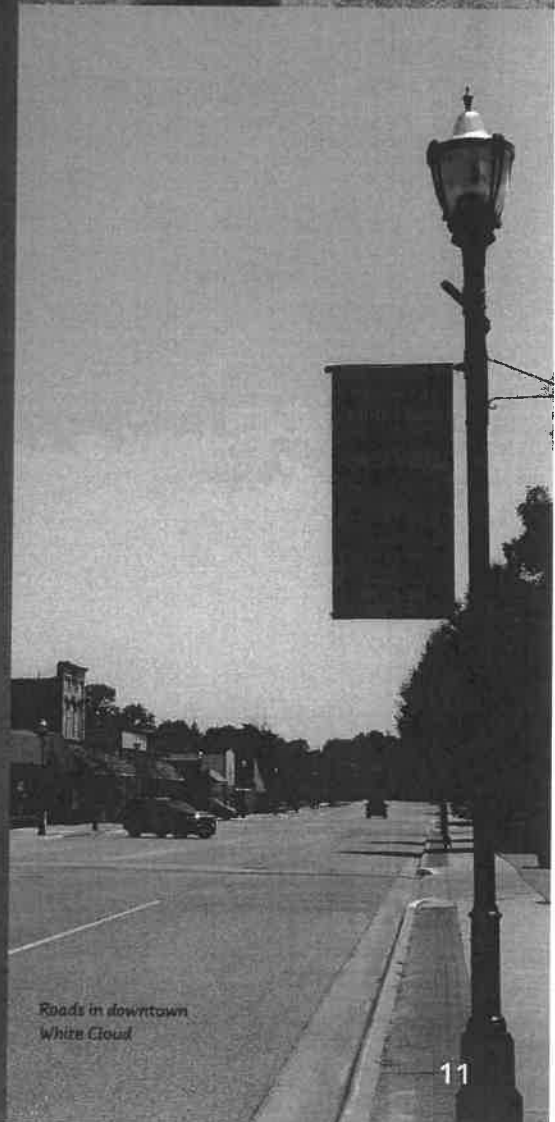
Rural Task Force and Small Urban Program Update

The West Michigan Shoreline Regional Development Commission (WMSRDC) plays a key role in managing the Rural Transportation Task Force (RTF) for Muskegon, Oceana, Newaygo, Lake, and Mason counties. The full five-county rural task force committee convened twice in 2024: once in April and again in December. In the fall, the individual county task forces met to select projects for the FY2026-2029 Transportation Improvement Program (TIP). After these local meetings, the full committee gathered in December to finalize the list of approved projects. These projects typically involve road construction, road maintenance, and the purchase of transit capital equipment. Staff participated in the monthly Statewide Rural Transportation Fund (RTF) meetings and, in 2024, supported the Michigan Department of Transportation (MDOT) by providing in-person training sessions in Saginaw, Lansing, and Kalamazoo.

In January 2024, the Fremont Small Urban Area restructured its committee after being redesignated following the 2020 Census. This updated Fremont Small Urban Area, along with the Small Urban Areas in Ludington and Whitehall, will choose projects for upcoming years in the fall of 2025. Each of these Small Urban Areas is allocated \$385,000 every two years. Local road agencies and transit providers make project selections through a committee process.



Roads in need of repair



Roads in downtown
White Cloud

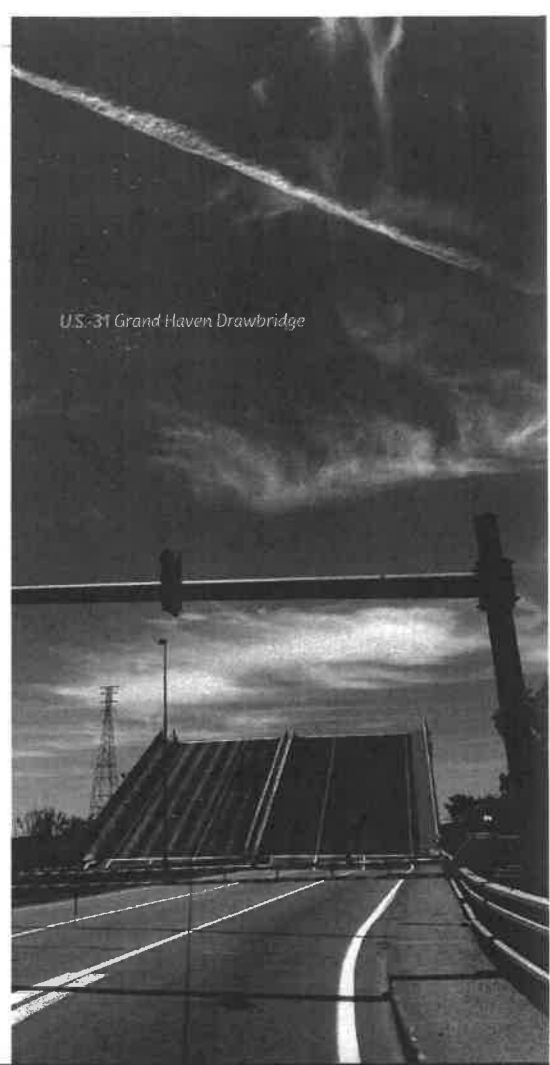
metropolitan planning organization

2024 Metropolitan Planning Organization Annual Report

The West Michigan Metropolitan Transportation Planning Program (WestPlan) is the federally designated Metropolitan Planning Organization (MPO) for Muskegon County and parts of Northern Ottawa County. The MPO is responsible for the planning and programming of projects and studies throughout the MPO area and administers a comprehensive transportation planning program to assist in planning for state and federal transportation funding for road and transit improvements. Formed under federal legislation in 1973, the MPO continues to exist under ever changing federal transportation bills. Member road and transit agencies are represented through the MPO

Technical and Policy Committees, which make up the structure of the MPO while WMSRDC serves as staff to these committees. Through these committees, along with valuable input from the public, the MPO develops long- and short-range planning documents that help to guide the transportation network investment in the region and beyond to neighboring MPO's. These plans are crucial for allocating federal transportation dollars into projects. MPO meetings are open to the public and are attended by representatives from all road and transit agencies in the MPO area. State and federal agencies also have seats on the committees and participate in the development of all documents.

U.S.-31 Grand Haven Drawbridge



Pere Marquette #1221 Steam Locomotive in Grand Haven, Michigan



2023-2026 Transportation Improvement Program

In FY2024, the MPO continued to use the FY2023-2026 Transportation Improvement Program (TIP) as a guide for planning state, local, and transit projects. The TIP is used to identify programs and projects to be funded with federal aid, in accordance with federal law and the regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) during a four-year period.

An estimated investment of \$23,696,230 was programmed for highway, transit, planning, and non-motorized projects in the MPO area in FY2024. Throughout the process, changes and modifications are sometimes needed, and these changes are handled in the form of TIP amendments. The MPO committees review the amendment requests and act on them at their monthly meetings. The MPO committees amended the TIP nine times in FY2024. The most common need for amendments is cost increases and changes to the scope of the project. Over the four-year span of the FY2023-2026 TIP, it is estimated that over \$146,000,000 will be invested in the Muskegon/Northern Ottawa area for federally funded transit, highway, and non-motorized projects. Projects identified in the TIP are primarily road construction type projects, which are generally either reconstruction or resurface projects. There are also transit, planning, and marketing projects, as well as non-motorized and Congestion Mitigation Air Quality (CMAQ) projects that include signal projects, bus purchases, and trail projects.



metropolitan planning organization


P.J. Hoffmaster State Park off
of Lake Harbor Drive

2050 Metropolitan Transportation Plan

The 2050 MPO Metropolitan Transportation Plan (MTP) was officially adopted by the MPO in FY2024. The MTP is a federally required document that provides a long term, multi-jurisdictional look at the Muskegon and Northern Ottawa area and the future transportation system. Used as a guide for investment of public funds, the document plans for 20+ years of strategy and capital improvements to the transportation system within the MPO area. The next update to the MTP is expected to begin in FY2026.

2026-2029 Transportation Improvement Program

WMSRDC staff started the process of developing the next TIP document for the MPO program. The FY2026-2029 TIP will be adopted by the MPO committees in April and sent to MDOT and FHWA for approval in June of 2025. Working with the road and transit agency MPO members, a prioritized project list was developed that identifies where federally funded investments will happen in the next four years. The committees were able to identify and select 116 projects to be funded and implemented during the FY2026-2029 TIP cycle. It is expected that this list will increase as new funding is identified and other statewide competitive funding is secured. The approved project list will be analyzed for Air Quality implications as well as an Environmental Justice and Mitigation analysis to ensure there are no adverse impacts to areas of minority or low-income populations. The approved document will be available for viewing on the WMSRDC website.



Construction begins in 2024 on
Broadway Avenue in the
City of Muskegon Heights

air quality

Clean Air Action

WMSRDC continued to be an active partner of the West Michigan Clean Air Coalition (WMCAC). The WMCAC was formed over 25 years ago and remains a strong partnership of government agencies, academic institutions, businesses, and non-profit organizations in Muskegon, Kent, and Ottawa counties. These partners work together to achieve and maintain cleaner air quality in the region through educational materials and promotional items on voluntary emission reduction activities. Among other outreach activities, an extensive radio and television public education campaign continued in 2024 bringing attention to the goals of the WMCAC and announcing Clean Air Action days. During the 2024 season, a new PSA commercial was filmed with WZZM TV 13, featuring original and new cast members of all ages, including members of the WMCAC. The updated PSA will air on local news stations, streaming television, social media, and other information outlets during the 2025 season to promote actions that should be taken during Clean Air Action days.

The annual Clean Air Action kick-off picnic was held at Johnson Park in Grand Rapids on May 9, featuring an opening welcome from chairperson Kathryn Ross, presentations from EGLE on wildfire smoke and PM2.5s, and Macatawa Area Coordinating Council (MACC) and Grand Valley Metro Council (GVMC)'s presentation on the 2023 season. Additionally, staff at WMSRDC continued active participation in the planning of WMCAC Steering Committee meetings and activities. These activities included informational display rotations throughout the Muskegon and Northern Ottawa area, attending public concerts in various parks, and participating in Science, Technology, Engineering, Arts, and Math (STEAM) Along the Lakeshore.

During the summer of 2024, there were five Clean Air Action days called, spread throughout the season. Without the Canadian wildfires, the region saw a drastic decrease in action days. With this in mind, the WMCAC submitted a letter of support to EGLE to consider the fires an exceptional event to remove the data from consideration when determining attainment status in West Michigan.



WMCAC presenting to a crowd of nearly 50 people, including WMSRDC staff, on the Clean Air Action program and recapping the 2023 season.

GIS

Cemetery Projects

WMSRDC's GIS department undertook large cemetery mapping projects within Shelby and Leavitt townships, both located in Oceana County.

Shelby Township has three cemeteries under its care: Oceana Center, New Era, and Mt. Hope Cemeteries. Combined, the three cemeteries contain roughly 8,760 graves within 24 acres.

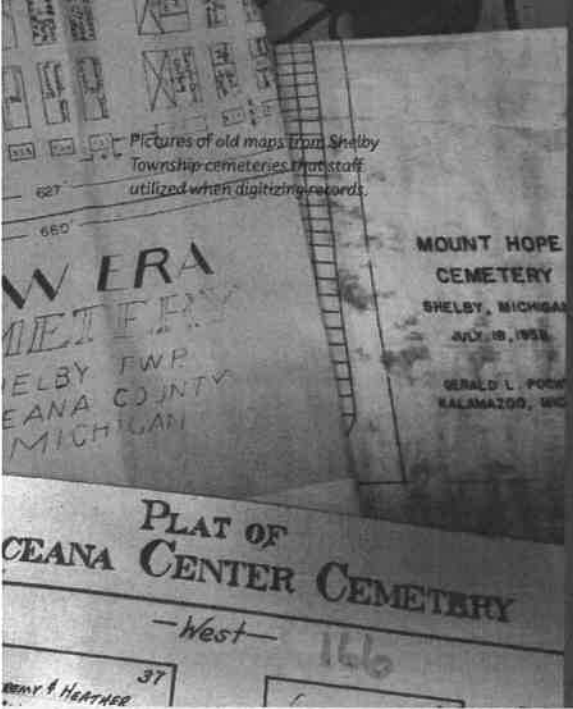
Leavitt Township also has three cemeteries: Abson, Carpenter, and Goodrich Cemeteries. All three cemeteries are located within seven miles of one another. These cemeteries have graves dating back to the early 1800s. At project kick-off, the cemeteries only had paper registers and death certificates.

For both projects, electronic databases of the cemetery were created. A master database was provided to the townships for their use. Additionally, online maps were created and hosted on WMSRDC's website, fully accessible to the public. The maps are searchable by the name of the deceased and will show the location of individual graves, birth and death dates, military history, and family relations. For Leavitt Township, pictures of the headstones are also attached.

Electronic databases and digital maps along with online, searchable maps will preserve irreplaceable historical records and help the public and township officials more easily maintain records going forward. Cemeteries are important pieces of history, and WMSRDC is proud to assist in preserving the information for many years to come.

Additionally, the GIS department continued to support all WMSRDC's programs. Maps and analytical information were provided to support grant applications, reports, and presentations. WMSRDC's GIS staff are a great resource to its region and are excited to expand the program in future years.

Military Monument in Carpenter Cemetery in Leavitt Township



financials

REVENUES	2023	2024
Intergovernmental revenues		
Federal	1,831,789	3,177,425
State	178,596	167,702
Local	345,871	333,892
Investment Earnings		
	-	7,467
TOTAL REVENUES	2,356,256	3,686,486

EXPENDITURES	2023	2024
Current		
Land use planning	143,927	83,936
Regional initiatives	8,108	67,333
Economic development	129,876	82,033
Transportation planning	786,439	780,768
Environmental clean-up	1,165,345	2,576,573
Administration	15,719	8,960
Capital outlay		
	29,931	-
Debit service		
Principal	39,389	42,983
Interest and fees	10,711	8,455
TOTAL EXPENDITURES	2,329,445	3,651,041

Net change in fund balance	26,811	35,445
Fund balance at beginning of year	413,305	440,116
Fund balance at end of year	440,116	475,561

2024 regional commission board

- Jennifer Hodges**, Muskegon Charter Township Supervisor – *Chairperson*
- Kathy Winczewski**, City of Ludington Councilperson – *Vice Chairperson*
- James Rynberg**, City of Fremont Mayor Secretary
- Tim Beggs**, Oceana County Commissioner
- Kim Cyr**, Muskegon County Commissioner
- Rachel Gorman**, City of Muskegon At Large Commissioner
- Michelle Hazekamp**, Muskegon County Commissioner
- Marcia Hovey Wright**, Muskegon County Commissioner

- Les Johnson**, Mason County Commissioner
- James Kelly**, MSU Extension, WMSRDC Appointee
- Mark Kinney**, West Shore Community College, Vice President of Academics & Student Services
- Bryan Kolk**, Newaygo County Commissioner
- Andrea Large**, Community Foundation for Mason County, WMSRDC Appointee
- Joel McCormick**, Oceana County Commissioner

- Bonnie McGlothin**, City of Muskegon Heights Mayor
- Paul Mellema**, Newaygo County Commissioner
- Roger Morgenstern**, City of Norton Shores Councilperson
- Beth Dick**, Muskegon Community College, Vice President of Finance & CFO
- Lewis Squires**, Mason County Commissioner
- Clyde Welford**, Lake County Commissioner
- Jonathan Wilson**, DTE, WMSRDC Appointee

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WMSRDC Staff

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

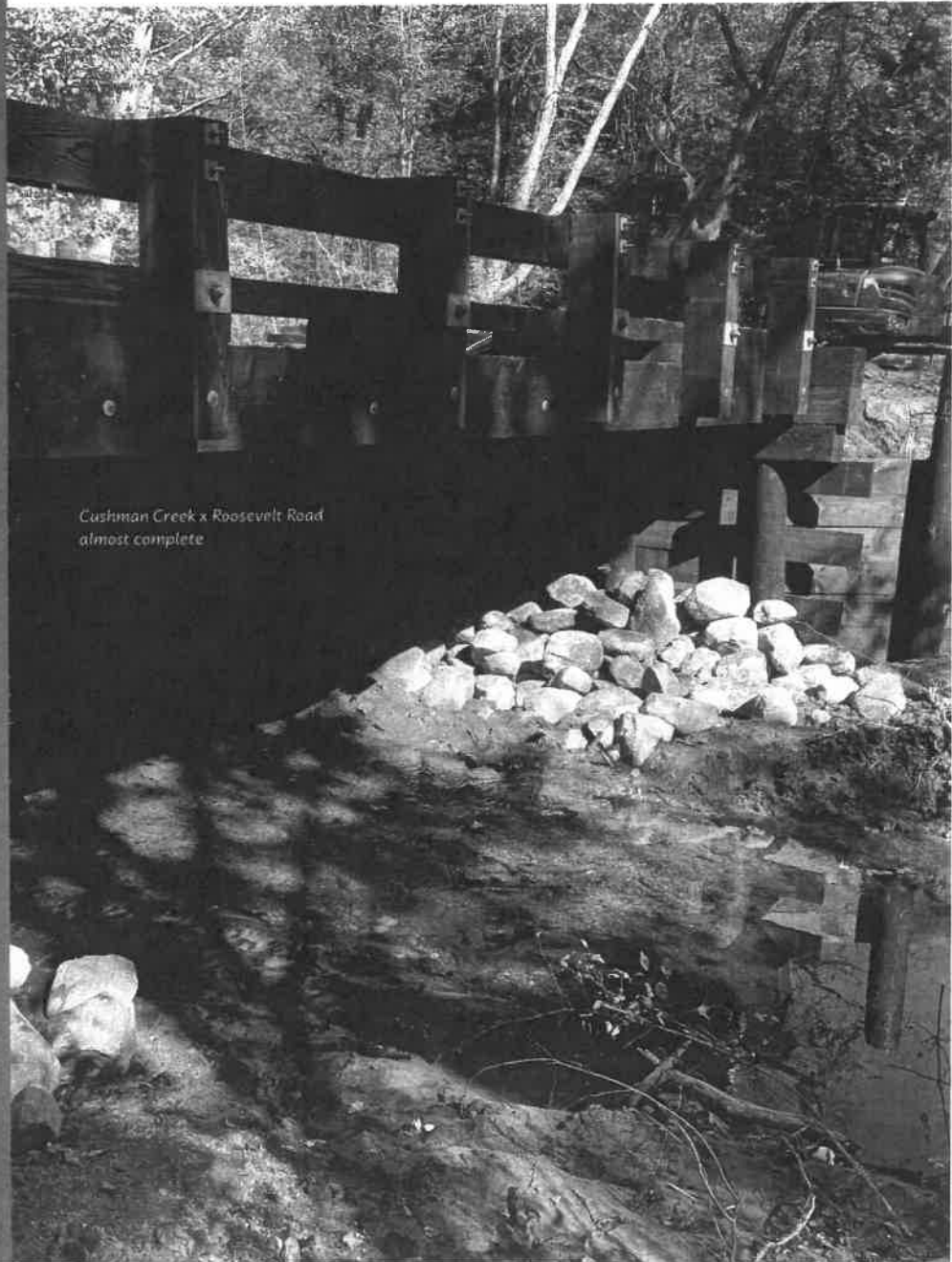
**Economic Development,
Community Development,
and Local Government Services**
Stephen Carlson, Program Manager

Environmental Planning
Fallon Chabala, Program Manager

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

B7 T2 S192
*****AUTO**SCH 3-DIGIT 493

Steve Salter
405 E Colby St
Whitehall, MI 49461-1101



*Cushman Creek x Roosevelt Road
almost complete*

 **WEST MI
SHORELINE**
Regional Development Commission

316 Morris Avenue, Suite 340
Muskegon, MI 49440

231-722-7878
WMSRDC.org

CITY OF WHITEHALL
RESOLUTION 25-07
Speed Signs

WHEREAS, the City solicited bids for two LED display speed signs, one mobile and one stationary.

WHEREAS, the following bids were received;

radarsign (Marietta, GA)	\$6,707.00
All Traffic Solutions (State College (PA)	\$10,090.42

WHEREAS, \$6,000 is budgeted in the FY24/25 Major Street Fund.

WHEREAS, the Major Street Fund has a budgeted fund balance of \$80,989 with a targeted fund balance of \$69,780.

WHEREAS, staff is recommending the purchase of the speed signs from radarsign.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby award the speed signs bid to radarsign for the low, qualified bid of \$6,707 and approves a budget amendment to cover the \$707 excess from the Major Street Fund Balance.

Moved by _____, seconded by _____ and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held February 25, 2025 at 6:00 p.m.

(__ yes; __ no; __ absent)

Steve Salter, Mayor

Brenda Bourdon, City Clerk