



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

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Special Presentation: Community Garden, Amber Marks
4. Consent Agenda
 - Approval of the March 11, 2025 Work Session and Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications – Energy Audit Memo, Great Lakes and St. Lawrence Thank You, Muskegon County Public Works Meeting Minutes, Playhouse Financials
5. Messages from the Mayor, Council, and City Manager
6. Public Comment *
7. Old Business
8. New Business
 - Resolution 25-09 Senior Millage
 - Resolution 25-10 Search Consultant
9. Public Comment *
10. 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.



Community Garden Proposal

Prepared for the City of Whitehall

Created by Amber Marks

Contact Information: 574-596-4393

amber4barnosky@gmail.com

3/11/25

My background

Leading a community garden requires a diverse skill set, and my background uniquely positions me for success. My professional background is in marketing and design, which provides a foundation that will be instrumental in creating a visually appealing and functional garden space. I will utilize my skills to develop clear signage, engaging marketing materials, and a well-designed garden layout that maximizes accessibility and aesthetic appeal. Complementing this, I have spent time working on an organic farm, which has instilled a respect for sustainable practices and a practical understanding of cultivating healthy, vibrant gardens. I bring not just a passion for gardening, but a proven ability to organize, communicate, and execute projects effectively.

1. Project Goals

- Create a shared space that encourages interaction and builds relationships among community members
- Provide a resource to cultivate local, nourishing food for the people of Whitehall
- Transform underutilized spaces into biodiverse pockets that improve local ecology and community well-being

2. Community Engagement Strategies

Recognizing that past community garden initiatives faced engagement challenges, I propose a proactive and multifaceted approach to ensure sustained participation. My strategies include:

- Establishing the location of the garden in a highly accessible, walkable location
- Adding clear and engaging signage
- Handing out flyers to all surrounding houses/neighborhoods informing them of the new community garden
- Hosting gardening workshops for beginners
- Potentially host events such as planting events, harvest celebration events, or potlucks
- Considering community partnerships (schools, senior centers, etc.)

3. Budget

This proposal presents a diverse range of garden concepts, sizes, and locations, that can accommodate various budgetary considerations. I recommend prioritizing the selection of a specific location and garden concept before finalizing a detailed budget.

4. How it Will Work

I propose that we adapt a hybrid approach for this community garden, balancing individual plot ownership with shared communal responsibilities. This approach fosters both personal investment and a sense of collective ownership.

- **Plot Allocation:**
 - Plots will be assigned through an application process, prioritizing residents within walking distance of the garden and those with demonstrated commitment
 - A lottery system may be used if demand exceeds available plots
 - Plot sizes will be standardized to ensure fairness and efficient use of space
 - A waiting list will be maintained for future plot availability
- **Membership and Participation:**
 - All plot holders will be considered garden members and expected to contribute to the garden's upkeep
 - A small annual membership fee may be implemented to cover operational costs (seeds, tools, etc.)
- **Communal Maintenance:**
 - Shared responsibilities will include maintaining pathways, compost bins, and any common areas
 - A rotating schedule or sign-up system will be used to ensure equitable distribution of tasks
 - Workshops and demonstrations will be offered to educate members on gardening techniques and communal maintenance
- **Rules and Guidelines:**
 - Clear guidelines will be established regarding:
 - Acceptable planting practices (e.g., no invasive species)
 - Water usage and conservation
 - Composting and waste management
 - Harvesting and sharing surplus produce
 - Garden rules will be posted clearly
- **Water Management:**
 - Where possible, existing water spigots will be used. If not, rain barrels will be installed
 - Watering schedules will be created to conserve water
- **Harvesting and Sharing:**
 - Plot holders are responsible for harvesting their own produce
 - Surplus produce may be shared among members or donated to local food banks

5. Sustainability

This community garden will model sustainable urban agriculture, prioritizing ecological health through the following principles:

- **Organic Practices:** Cultivate a healthy ecosystem by adhering to organic gardening methods. This includes emphasizing natural solutions like composting, crop rotation, and beneficial insect attraction
- **Resource Conservation:** We will prioritize the efficient use of resources, specifically focusing on water and soil. Water-efficient irrigation, rainwater harvesting, and mulching will be employed to conserve water. Soil health will be maintained through composting and regenerative gardening practices
- **Biodiversity Enhancement:** The garden will promote a diverse ecosystem by encouraging the planting of a variety of crops, flowers, and native plants. This will support pollinators, beneficial insects, and contribute to the overall ecological resilience of the area

5. Location Suggestions

I have compiled 3 overall concepts within the following location suggestions: partnering with a local school, a traditional community garden that is within walking distance of downtown and/or residential areas, or an alley/alcove garden with planter boxes. I am open to any and all suggestions as well



Location Suggestion #1

Open lot near City Hall

- Within easy walking distance of a lot of homes
- Right next to a tennis court, opportunity to revitalize the tennis court and increase community engagement through a combined garden and recreation space



Location Suggestion #2

Open lot near downtown, Hanson Hill, and the Lions Park

- Within easy walking distance of both downtown and a lot of homes
- Proximity to the social district and Hanson Hill creates a natural flow of people, increasing awareness of the garden
- Lions Park offers potential for integrating the garden with existing recreational activities (picnics, kayaking, etc.), creating a multi-use community space
- Attracts people to downtown, potentially boosting local business



Location Suggestion #3

Open lot by the gazebo, Goodrich park, and the new apartment building

- People living in the new apartments will have access to gardening space that they would otherwise not have
- It adds another layer of activity to an already established community space
- Existing park infrastructure (paths, water access, etc.) can be leveraged
- Within easy walking distance of downtown, potential to boost local business



Location Suggestion #4

Alcove between the Frontier and Miller & Shepherd offices

- Transforms an unused space into a vibrant community asset
- Contributes to the beautification of downtown
- Attracts people to downtown, potentially boosting local business



Location Suggestion #5

Lot next to the law office of Rodger Sweeting

- Transforms an unused space into a vibrant community asset
- Attracts people to downtown, potentially boosting local business



Location Suggestion #6

Lot next to 123 W. Colby Street and the new apartment building

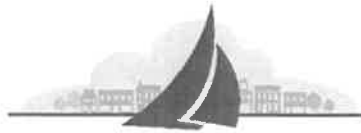
- People living in the new apartments will have access to gardening space that they would otherwise not have
- Attracts people to downtown, potentially boosting local business
- Further enhance the aesthetic appeal and botanical diversity of the already attractive lot



Location Suggestion #7

This open lot near WLACE/The VAC or any other spot near local schools

- Hands-on learning about science, botany, ecology, and nutrition
- Students building a sense of ownership and pride in their community
- Promotes biodiversity



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

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

ABSENT None

ALSO PRESENT Brenda Bourdon, Will Meier

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

DISCUSSION ITEMS

Senior Millage Committee (Cabala)

Tanya reviewed the findings from the Senior Advisory Committee, which led to the following funding recommendations:

White Lake Community Ed	\$9,000
White Lake Senior Center	\$4,800
City Communication	\$1,000
AgeWell Services	\$2,445

The committee may continue to explore additional recommendations for senior services in the future.

City Manager Search Consultants

Council members discussed the three search consultants who submitted proposals—MML, Double Haul, and SGR. While three council members expressed a preference for Double Haul Solutions, others requested additional time for a more thorough review of the materials.

INFORMATIONAL ITEMS

None

PUBLIC COMMENT

Comments were received from Wiley Fry, Val Barnes and Frank Hollister.

ADJOURNMENT

Mayor Salter adjourned the work session at 5:58 pm

Respectfully submitted,
Brenda Bourdon, City Clerk



WHITEHALL

CITY COUNCIL MEETING MINUTES

Council Chambers

March 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, Brandon Mahoney

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

APPROVAL OF THE AGENDA

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

Voice Vote: All yeses

MOTION CARRIED

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the February 25, 2025 Council Meeting Minutes
- B. Accounts Payable \$164,532.18
- C. Communications: Alice Frizzell Letter, June Ullman Letter, Planning Commission Minutes

Motion by Cabala, seconded by Sikkenga 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

Comments were received from Kim Cyr and Steve Crooks.

OLD BUSINESS

Motion by Sikkenga, seconded by Hillebrand, to waive the water/sewer late fee for June Ullman.

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

Absent – None

MOTION CARRIED

NEW BUSINESS

A. Resolution 25-08 Sidewalk Bids

Motion by Holmstrom, seconded by Hillebrand to award the 2025 Sidewalk Bid to Jaekel Construction subject to a negotiated project scope not to exceed \$90,000.

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

MOTION CARRIED

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:29 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
March 25, 2025

March 2025 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$48,838.87	Transfer
IRS	Payroll	\$17,091.94	EFT
Alerus Financial	Payroll	\$7,156.12	EFT
MISDU	Payroll	\$61.84	9361

Total Prepays:

\$73,148.77

Accounts Payable:

\$176,188.53

TOTAL ACCOUNTS PAYABLE

\$249,337.30

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	382706	PREMIUM - MAR-2025	613.78
TOTAL FOR: AFLAC			613.78
SEAV	ALYSSA SEAVER		
	FLEX - MARCH25	FLEX- MARCH 2025	318.53
TOTAL FOR: ALYSSA SEAVER			318.53
ARCHI	ARCHITECTURAL HARDWARE CO		
	69183	LABOR TO REPAIR EXIT DEVICE - PLAYHOUSE	170.00
TOTAL FOR: ARCHITECTURAL HARDWARE CO			170.00
TWISS	ASHLEY TWISS		
	FLEX - MARCH25	FLEX- MARCH 2025	128.59
TOTAL FOR: ASHLEY TWISS			128.59
ASPHA	ASPHALT PAVING INC		
	API-004955	COLD PATCH - 14.12 TONS	2,118.00
TOTAL FOR: ASPHALT PAVING INC			2,118.00
MAHON	BRANDON L MAHONEY		
	FLEX-MARCH25	FLEX- MARCH 2025	174.36
TOTAL FOR: BRANDON L MAHONEY			174.36
BOU	BRENDA BOURDON		
	FLEX-MARCH25	FLEX- MARCH 2025	552.31
	OPTICAL	OPTICAL REIMBURSEMENT - BRENDA	190.00
TOTAL FOR: BRENDA BOURDON			742.31
ARMST	BRIAN ARMSTRONG		
	FLEX - MARCH25	FLEX- MARCH 2025	161.19
TOTAL FOR: BRIAN ARMSTRONG			161.19
SCHILLER	BROOK SCHILLER		
	FLEX - MARCH25	FLEX-MARCH 2025	73.44
TOTAL FOR: BROOK SCHILLER			73.44
CATCHMARK	CATCHMARK TECHNOLOGIES		
	15849	LIVESTREAM PLAYHOUSE MTG- ADDITIONAL HR 2.13.	75.00
	15908	LIVESTREAM COUNCIL - MARCH - 2025	300.00
	15980	LIVESTREAM PLAYHOUSE MTG + ADD HOUR - FEBRUAR	206.25
TOTAL FOR: CATCHMARK TECHNOLOGIES			581.25
CHART	CHARTER COMMUNICATIONS		
	5038701031425	INTERNET - MARINA/DPW/PH	534.98
TOTAL FOR: CHARTER COMMUNICATIONS			534.98
SWI	CHASE SWITANOWSKI		
	REIMBURSEMENT	REIMB - WORKWEAR SHIRTS- SWITANOWSKI	101.73
	REIMBURSEMENT	REIMBURSE - CDL PERMIT - SWITANOWSKI	25.52
TOTAL FOR: CHASE SWITANOWSKI			127.25

Vendor Code	Vendor Name	Description	Amount
CONCORD	CONCORD THEATRICALS CORP 2381977	LICENSING FEES - SUMMER25 - JOSEPH AND THE AM	670.00
TOTAL FOR: CONCORD THEATRICALS CORP			670.00
CONSU	CONSUMER'S ENERGY STATEMENT	PUBLIC UTILITIES	12,697.13
TOTAL FOR: CONSUMER'S ENERGY			12,697.13
DAN	DAN FROST DBA 13140	DAN'S AUTOMOTIVE OIL/FILTERS - CAR 303	64.69
TOTAL FOR: DAN FROST DBA DAN'S AUTOMOTIVE			64.69
BOND	DONALD BOND FLEX - MARCH25	FLEX- MARCH 2025	45.00
TOTAL FOR: DONALD BOND			45.00
ETNA	ETNA SUPPLY INC S106162536.001	WATER METER/TRANSCEIVER UNITS (108) - TANNERY	19,440.00
TOTAL FOR: ETNA SUPPLY INC			19,440.00
FAST	FASTENAL MIMUS313071	PARTS	367.31
TOTAL FOR: FASTENAL			367.31
FRONT	FRONTIER STATEMENT	TELEPHONE 231-894-6937	107.76
	STATEMENT	TELEPHONE 231-893-1801	40.78
	STATEMENT	TELEPHONE 231-893-0406	40.87
	STATEMENT	TELEPHONE 231-894-9689	84.17
TOTAL FOR: FRONTIER			273.58
HAVIL	HAVILAND 532632 / CR5329	QTY 16- 15 GAL DRUM CHLORINE	1,287.88
TOTAL FOR: HAVILAND			1,287.88
I'LL	I'LL LEARN TO FLY PRODUCTIONS CONTRACT	KENNEDY'S KITCHEN - PERFORMANCE 3.15.25	1,839.00
TOTAL FOR: I'LL LEARN TO FLY PRODUCTIONS			1,839.00
JJ'S ELEC	JJ'S ELECTRIC LLC STATEMENT	ANNUAL TRAINING/MILEAGE EXPENSES - ELECTRICAL	350.00
TOTAL FOR: JJ'S ELECTRIC LLC			350.00
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS 295745533	COPIER MAINT - #308 DPW	7.21
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			7.21
KORT	KORTHASE & SONS 11622	REPLACE GENERATOR BATTERY/REPAIR WIRES	2,846.00
TOTAL FOR: KORTHASE & SONS			2,846.00
KUER	KUERTH'S DISPOSAL INC. 61930	WASTE REMOVAL & RECYCLING - CH/DPW/PH - FEBRU	303.00
TOTAL FOR: KUERTH'S DISPOSAL INC.			303.00

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
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Vendor Code	Vendor Name	Description	Amount
WLBEA	LUDINGTON DAILY NEWS		
	99196718	PUBLISHING - BOR MEETINGS/SIDEWALK BIDS	572.90
TOTAL FOR: LUDINGTON DAILY NEWS			572.90
METL	MET LIFE		
	5399644-	APRIL- LIFE & DISABILITY INS - APRIL-2025	886.69
TOTAL FOR: MET LIFE			886.69
MAMC	MI ASSOC OF MUNICIPAL CLERKS		
	STATEMENT	MAMC CONFERENCE REGISTRATION - BOURDON	575.00
TOTAL FOR: MI ASSOC OF MUNICIPAL CLERKS			575.00
MDEQ	MI DEPT EGLE		
	761-11327359	WATER SAMPLE TESTING	128.00
TOTAL FOR: MI DEPT EGLE			128.00
MMLUNEM	MICHIGAN MUNICIPAL LEAGUE		
	801-057	-JAN-MA UNEMPLOYMENT INSURANCE JAN-MAR2025	133.10
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE			133.10
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2500002452	CENTRAL DISPATCH FEES -APRIL-2025	4,016.92
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			4,016.92
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO		
	6783	SALT/SAND/BRINE - 136 TONS	3,979.92
	6784	BLADES (24)	1,732.81
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO			5,712.73
MUTRE	MUSKEGON COUNTY TREASURER'S		
	208496	DEPUTY ID CARDS (6)	30.00
	208713	DOG TAGS - FEB-2025	276.00
	WWUB123500	WASTE WATER & BONDS	75,000.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			75,306.00
PARM	PARMENTER LAW		
	288354	ATTORNEY FEES - GENERAL/PROSECUTION	2,204.00
	288355	ATTORNEY FEES - PROSECUTION	209.00
TOTAL FOR: PARMENTER LAW			2,413.00
PREIN	PREIN & NEWHOF, PC		
	87390/91/92	ENGINEERING SERVICES-W COLBY/WARNER/DWAM	13,158.00
TOTAL FOR: PREIN & NEWHOF, PC			13,158.00
TUFT	ROBERT E TUFTS JR		
	STATEMENT	ANNUAL TRAINING/MILEAGE EXPENSES - BUILDING I	350.00
TOTAL FOR: ROBERT E TUFTS JR			350.00
HUEBL	SCOTT HUEBLER		
	REIMBURSEMENT	REIMBURSEMENT - MUSKEGON CONSERVATION DISTRIC	75.00
TOTAL FOR: SCOTT HUEBLER			75.00

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CITY OF WHITEHALL ACCOUNTS PAYABLE
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Vendor Code	Vendor Name	Description	Amount
SHO	SHORELINE INSPECTION SERVICE LLC		
	STATEMENT	ANNUAL TRAINING/MILEAGE EXPENSES - PLUMBING/M	350.00
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			350.00
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	7004545142	TRASH BAGS (15 BX)/TAPE (12)/LABELS (3PK)/ROL	408.60
	7653613954	BATTERIES/NEWSLETTER PAPER/ADDRESS LABELS/COP	1,364.25
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			1,772.85
HELTAY	TAYLOR HELLEWELL		
	3082025	CLEANING SERVICE - PH 3.08.25	100.00
TOTAL FOR: TAYLOR HELLEWELL			100.00
ACWL	THE ARTS COUNCIL OF WHITE LAKE		
	110	POCKET PARK MURAL SPONSORSHIP	15,000.00
TOTAL FOR: THE ARTS COUNCIL OF WHITE LAKE			15,000.00
LOOMIS	THE LOOMIS COMPANY		
	C012002000	WRAP PLAN - APRIL 2025	5,452.94
TOTAL FOR: THE LOOMIS COMPANY			5,452.94
FOST	THOMAS FOSTER		
	STATEMENT	CONTRACT - AWFUL SHOW 3.8.25	1,182.50
TOTAL FOR: THOMAS FOSTER			1,182.50
TROPW	TROPHY CENTER OF WEST MICHIGAN		
	12419	NAME PLATES - BLT	45.00
TOTAL FOR: TROPHY CENTER OF WEST MICHIGAN			45.00
TWIN	TWIN CITIES AUTO PARTS & SERVICE		
	143452 / 143632	OXYGEN SENSOR - CAR #303/ BRAKES & ROTORS - 2	610.72
TOTAL FOR: TWIN CITIES AUTO PARTS & SERVICE			610.72
QUINN	TYLER J QUINN		
	CONTRACT	SOUND DESIGNER - 3.13.25 COMMITTEE MTG	150.00
	CONTRACT	SOUND DESIGNER - BREWS & BOWLS 3.22.25	250.00
TOTAL FOR: TYLER J QUINN			400.00
USABL	USA BLUE BOOK/HD SUPPLY		
	INV00643475/643	HARD HAT/STEEL-TOE BOOTS	397.58
TOTAL FOR: USA BLUE BOOK/HD SUPPLY			397.58
WESTMI	WEST MICHIGAN INTERNATIONAL		
	X102078221:01	RETRACTOR ASSEMBLY - TRUCK 12-19	275.64
TOTAL FOR: WEST MICHIGAN INTERNATIONAL			275.64
WLEXC	WHITE LAKE EXCAVATING		
	98545	ROAD GRAVEL - 7.82 TONS	156.40
TOTAL FOR: WHITE LAKE EXCAVATING			156.40
WHIVE	WHITEHALL VENTURES INC		
	LEASE - MARCH-2	LEASE - MARCH-2025 - DOWNTOWN RESTROOMS	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00

Vendor Code	Vendor Name	Description	Amount
PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			
MISC	AMAZON.COM		
	113-0801759-714	PAPER TOWELS/CELL PHONE BATTERY - DPW	42.62
TOTAL FOR: AMAZON.COM			42.62
MISC	BRICKS R US		
	120888227358	GAZEBO BRICKS (2)	45.89
TOTAL FOR: BRICKS R US			45.89
CITY	CITY OF WHITEHALL		
	REWARDS	CASHBACK REWARDS - CHOICE ONE VISA	(150.00)
	REWARDS	CASHBACK REWARDS - CHOICE ONE VISA	(200.00)
TOTAL FOR: CITY OF WHITEHALL			(350.00)
MISC	COMFORT INN & SUITES		
	H10360444	HOTEL 2.25 - 2.27.25 - WATER CLASS (N.THRONE)	348.26
TOTAL FOR: COMFORT INN & SUITES			348.26
MISC	DOLLAR GENERAL		
	STATEMENT	COFFEE CREAMER - CH	6.00
TOTAL FOR: DOLLAR GENERAL			6.00
MISC	GOVERNMENT CENTER		
	STATEMENT	PARKING 2.5 - 2.6.25 - MACP CONFERENCE	42.00
TOTAL FOR: GOVERNMENT CENTER			42.00
MISC	HOBO'S TAVERN		
	STATEMENT	MEAL - MAYORS/MANAGERS DINNER - HUEBLER	23.68
TOTAL FOR: HOBO'S TAVERN			23.68
MAMC	MI ASSOC OF MUNICIPAL CLERKS		
	STATEMENT	2025 MAMC MEMBER EDUCATION DAY - BOURDON	50.00
TOTAL FOR: MI ASSOC OF MUNICIPAL CLERKS			50.00
MDEQ	MI DEPT EGLE		
	WKS-3933	WATER CLASS - THRONE	275.00
TOTAL FOR: MI DEPT EGLE			275.00
MISC	MICHIGAN STATE UNIVERSITY		
	6748634	GOV ESSENTIALS WEBINAR (3) - SCHILLER	50.00
TOTAL FOR: MICHIGAN STATE UNIVERSITY			50.00
SAMS	SAM'S CLUB/GECF		
	024014519817410	CONCESSIONS SUPPLIES/TP/PTOWELS/CUPS/GARBAGE	199.84
TOTAL FOR: SAM'S CLUB/GECF			199.84
MISC	SPOTIFY		
	A4C05CFD-424E-4	SUBSCRIPTION - MONTHLY FEE- MARCH 2025	11.99
TOTAL FOR: SPOTIFY			11.99
USPOS	UNITED STATES POSTMASTER		
	840-54930496-2-	POSTAGE 2 ROLLS - POSTCARD STAMPS (200)	87.00
TOTAL FOR: UNITED STATES POSTMASTER			87.00

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING MARCH 25, 2025

Vendor Code	Vendor Name	Description	Amount
MISC	ZOOM		
	INV294516173	ZOOM WORKPLACE PRO - ANNUAL FEE	169.49
TOTAL FOR: ZOOM			169.49
MISC	Z'S BAR & RESTAURANT		
	STATEMENT	MEAL - MACP CONFERENCE - B. MAHONEY	36.31
TOTAL FOR: Z'S BAR & RESTAURANT			36.31
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			1,038.08

TOTAL - ALL VENDORS 176,188.53

FUND TOTALS:

Fund 101 - GENERAL OPERATING FUND	21,247.71
Fund 202 - MAJOR STREET FUND	2,955.76
Fund 203 - LOCAL STREET FUND	2,955.77
Fund 247 - TAX INCREMENT FINANCE AUTHORITY #1	22,563.28
Fund 249 - BUILDING INSPECTION DEPARTMENT	1,050.00
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND	57.38
Fund 401 - CAPITAL PROJECTS FUND	3,936.25
Fund 580 - PLAYHOUSE	5,856.02
Fund 590 - SEWER FUND	81,723.10
Fund 591 - WATER FUND	31,033.03
Fund 594 - MARINA FUND	1,502.89
Fund 661 - MOTOR POOL FUND	1,307.34

UNJOURNALIZED
 OPEN

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

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 247					
101-000-082.000	CREDIT DUE - YOUNG	THE LOOMIS COMPANY	03/11/25	CO12002000	223.40
101-000-222.100	DOG TAGS - FEB-2025	MUSKEGON COUNTY TREASURE	03/15/25	208713	276.00
101-000-231.017	FLEX- MARCH 2025	ALYSSA SEAVER	03/01/25	FLEX - MARCH25	318.53
101-000-231.017	FLEX- MARCH 2025	ASHLEY TWISS	03/01/25	FLEX - MARCH25	128.59
101-000-231.017	FLEX- MARCH 2025	BRANDON L MAHONEY	03/01/25	FLEX-MARCH25	174.36
101-000-231.017	FLEX- MARCH 2025	BRENDA BOURDON	03/01/25	FLEX-MARCH25	552.31
101-000-231.017	FLEX - MARCH 2025	BRIAN ARMSTRONG	03/01/25	FLEX - MARCH25	161.19
101-000-231.017	FLEX- MARCH 2025	BROOK SCHILLER	03/01/25	FLEX - MARCH25	73.44
101-000-231.017	FLEX- MARCH 2025	DONALD BOND	03/01/25	FLEX - MARCH25	45.00
101-000-231.018	PREMIUM - MAR-2025	AFLAC	03/12/25	382706	613.78
	Total For Dept 000 247				2,566.60
Dept 101 CITY COUNCIL					
101-101-962.000	LIVESTREAM PH MTG- ADDITIONAL H	CATCHMARK TECHNOLOGIES	02/28/25	15849	75.00
101-101-962.000	LIVESTREAM PH MTG - 2.28.25	CATCHMARK TECHNOLOGIES	02/28/25	15980	206.25
101-101-962.000	LIVESTREAM COUNCIL - MARCH-2025	CATCHMARK TECHNOLOGIES	03/01/25	15908	300.00
	Total For Dept 101 CITY COUNCIL				581.25
Dept 172 ADMINISTRATION					
101-172-727.000	ADDRESS LABELS (3)	STAPLES CONTRACT & COMME	03/17/25	7004545142	44.13
101-172-727.000	AA BATTERIES (24PK)	STAPLES CONTRACT & COMME	03/11/25	7653613954	1,339.85
101-172-962.000	MEAL - MAYORS/MANAGERS DINNER -	HOBO'S TAVERN	02/26/25	STATEMENT	23.68
101-172-962.000	REIMB- MUSKEGON CONSERVE DIST A	SCOTT HUEBLER	03/07/25	REIMBURSEMENT	75.00
	Total For Dept 172 ADMINISTRATION				1,482.66
Dept 203 ATTORNEY					
101-203-826.100	ATTORNEY FEES - GENERAL	PARMENTER LAW	03/10/25	288354	2,204.00
	Total For Dept 203 ATTORNEY				2,204.00
Dept 215 CITY CLERK					
101-215-728.000	POSTAGE POSTCARD STAMPS - 2 ROL	UNITED STATES POSTMASTER	02/25/25	840-54930496-2-63943	87.00
101-215-760.000	MAMC CONFERENCE REGISTRATION -	MI ASSOC OF MUNICIPAL CL	03/13/25	STATEMENT	575.00
101-215-760.000	2025 MAMC MEMBER EDUCATION DAY	MI ASSOC OF MUNICIPAL CL	02/26/25	STATEMENT	50.00
101-215-760.000	GOV ESSENTIALS WEBINAR (3) - SC	MICHIGAN STATE UNIVERSIT	02/21/25	6748634	50.00
101-215-905.000	PUBLISHING - MBOR MEETINGS	LUDINGTON DAILY NEWS	02/28/25	99196718	572.90
	Total For Dept 215 CITY CLERK				1,334.90
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	CASHBACK REWARDS - CO VISA	CITY OF WHITEHALL	02/26/25	REWARDS	(150.00)
101-265-757.000	COFFEE CREAMER	DOLLAR GENERAL	02/05/25	STATEMENT	6.00
101-265-757.000	ROLL PAPER TOWELS (6)	STAPLES CONTRACT & COMME	03/17/25	7004545142	27.36
101-265-757.000	MULTI-FOLD PAPER TOWELS	STAPLES CONTRACT & COMME	03/11/25	7653613954	24.40
101-265-920.000	PUBLIC UTILITIES/100017760891	CONSUMER'S ENERGY	03/19/25	STATEMENT	956.91
	Total For Dept 265 CITY HALL BLDG & GROUNDS				864.67
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	03/10/25	288355	209.00
	Total For Dept 266 DISTRICT COURT				209.00
Dept 270 FRINGE BENEFITS					
101-270-719.450	WORKWEAR SHIRTS - SWITANOWSKI	CHASE SWITANOWSKI	03/07/25	REIMBURSEMENT	101.73
101-270-719.603	WRAP PLAN - APRIL 2025	THE LOOMIS COMPANY	03/11/25	CO12002000	5,229.54

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

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 270 FRINGE BENEFITS					
101-270-719.650	FRINGE-OPTICAL	BRENDA BOURDON	03/20/25	OPTICAL	190.00
101-270-719.680	FRINGE-LIFE INS APRIL-25	MET LIFE	03/13/25	5399644- APRIL-25	285.77
101-270-719.685	CDL PERMIT - SWITANOWSKI	CHASE SWITANOWSKI	03/05/25	REIMBURSEMENT	25.52
101-270-719.690	FRINGE-DISABILITY INS APRIL-25	MET LIFE	03/13/25	5399644- APRIL-25	600.92
101-270-719.800	UNEMPLOYMENT INSURANCE JAN-MAR2	MICHIGAN MUNICIPAL LEAGU	03/31/25	801-057 -JAN-MAR2025	133.10
		Total For Dept 270 FRINGE BENEFITS			6,566.58
Dept 301 POLICE					
101-301-727.000	CASHBACK REWARDS - CO VISA	CITY OF WHITEHALL	02/26/25	REWARDS	(200.00)
101-301-727.000	DEPUTY ID CARDS (6)	MUSKOGON COUNTY TREASURE	02/28/25	208496	30.00
101-301-760.000	PARKING - 2.5-2.6.25 - MACP CON	GOVERNMENT CENTER	02/06/25	STATEMENT	42.00
101-301-760.000	MEAL - MACP CONFERENCE - B. MAH	Z'S BAR & RESTAURANT	02/05/25	STATEMENT	36.31
101-301-850.000	CENTRAL DISPATCH FEES -APRIL-20	MUSKOGON CENTRAL DISPATC	03/12/25	2500002452	4,016.92
101-301-933.000	OIL/FILTERS CAR 303	DAN FROST DBA DAN'S AUTO	02/05/25	13140	64.69
101-301-933.000	OXYGEN SENSOR - CAR #303	TWIN CITIES AUTO PARTS &	02/04/25	143452 / 143632	610.72
		Total For Dept 301 POLICE			4,600.64
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES/100017154418	CONSUMER'S ENERGY	03/19/25	STATEMENT	38.93
		Total For Dept 448 STREET LIGHTING			38.93
Dept 521 SANITATION					
101-521-818.000	WASTE REMOVAL & RECYCLING	KUERTH'S DISPOSAL INC.	03/10/25	61930	38.00
		Total For Dept 521 SANITATION			38.00
Dept 567 CEMETERY					
101-567-920.000	PUBLIC UTILITIES/100016180844	CONSUMER'S ENERGY	03/19/25	STATEMENT	58.81
		Total For Dept 567 CEMETERY			58.81
Dept 751 PARKS DEPARTMENT					
101-751-757.000	TRASH BAGS	STABLES CONTRACT & COMME	03/17/25	7004545142	165.75
101-751-920.000	PUBLIC UTILITIES/100017154418	CONSUMER'S ENERGY	03/19/25	STATEMENT	343.66
101-751-962.000	GAZEBO BRICKS (2)	BRICKS R US	02/18/25	120888227358	45.89
		Total For Dept 751 PARKS DEPARTMENT			555.30
Dept 756 119 S BALDWIN ST					
101-756-920.000	PUBLIC UTILITIES/103021521192	CONSUMER'S ENERGY	03/19/25	STATEMENT	146.37
		Total For Dept 756 119 S BALDWIN ST			146.37
		Total For Fund 101 GENERAL OPERATING FUND			21,247.71
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT					
202-463-757.000	HARD HAT/STEEL-TOE BOOTS	USA BLUE BOOK/HD SUPPLY	03/06/25	INV00643475/643482	99.40
		Total For Dept 463 ROUTINE MAINT			99.40
Dept 478 WINTER MAINT					
202-478-757.000	BLADES (12)	MUSKOGON COUNTY ROAD COM	03/13/25	6784	866.40
202-478-757.000	SALT/SAND/BRINE - 68 TONS	MUSKOGON COUNTY ROAD COM	03/13/25	6783	1,989.96
		Total For Dept 478 WINTER MAINT			2,856.36
		Total For Fund 202 MAJOR STREET FUND			2,955.76

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

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 203 LOCAL STREET FUND					
Dept 463 ROUTINE MAINT					
203-463-757.000	STEEL-TOE BOOTS	USA BLUE BOOK/HD SUPPLY	03/06/25	INV00643475/643482	99.40
			Total For Dept	463 ROUTINE MAINT	99.40
Dept 478 WINTER MAINT					
203-478-757.000	BLADES (12)	MUSKEGON COUNTY ROAD COM	03/13/25	6784	866.41
203-478-757.000	SALT/SAND/BRINE - 68 TONS	MUSKEGON COUNTY ROAD COM	03/13/25	6783	1,989.96
			Total For Dept	478 WINTER MAINT	2,856.37
			Total For Fund	203 LOCAL STREET FUND	2,955.77
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 247					
247-000-818.400	LEASE - MARCH-2025 - DOWNTOWN R	WHITEHALL VENTURES INC	03/01/25	LEASE - MARCH-2025	145.00
247-000-818.600-D22	ENGINEERING FEES - WEST COLBY P	PREIN & NEWHOF, PC	03/06/25	87390/91/92	6,926.75
247-000-818.750-D22	POCKET PARK MURAL SPONSORSHIP	THE ARTS COUNCIL OF WHIT	03/04/25	110	15,000.00
247-000-962.000	NAME PLATES - BLT	TROPHY CENTER OF WEST MI	03/11/25	12419	45.00
			Total For Dept	000 247	22,116.75
Dept 525 DOWNTOWN STREETScape					
247-525-757.000	TRASH BAGS	STAPLES CONTRACT & COMME	03/17/25	7004545142	165.75
247-525-921.000	PED LIGHTS/100015232430	CONSUMER'S ENERGY	03/19/25	STATEMENT	280.78
			Total For Dept	525 DOWNTOWN STREETScape	446.53
			Total For Fund	247 TAX INCREMENT FINANCE AUTHOR	22,563.28
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 247					
249-000-818.000	ANNUAL TRAINING/MILEAGE - ELECT	JJ'S ELECTRIC LLC	03/01/25	STATEMENT	350.00
249-000-818.000	ANNUAL TRAINING/MILEAGE EXPENSE	ROBERT E TUFTS JR	03/01/25	STATEMENT	350.00
249-000-818.000	ANNUAL TRAINING/MILEAGE EXPENSE	SHORELINE INSPECTION SER	03/01/25	STATEMENT	350.00
			Total For Dept	000 247	1,050.00
			Total For Fund	249 BUILDING INSPECTION DEPARTME	1,050.00
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 247					
250-000-818.100	C/S-INDUSTRIAL PARK/1000164878	CONSUMER'S ENERGY	03/19/25	STATEMENT	57.38
			Total For Dept	000 247	57.38
			Total For Fund	250 LOCAL DEVELOPMENT FINANCE AU	57.38
Fund 401 CAPITAL PROJECTS FUND					
Dept 000 247					
401-000-820.000-E22	ENGINEERING FEES - WARNER CLOSE	PREIN & NEWHOF, PC	03/06/25	87390/91/92	3,936.25
			Total For Dept	000 247	3,936.25
			Total For Fund	401 CAPITAL PROJECTS FUND	3,936.25
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-123.000	LICENSING FEES - SUM23 (580.000	CONCORD THEATRICALS CORP	12/20/24	2381977	670.00
580-000-238.000	REIMBURSEMENT - FALAFEL	THOMAS FOSTER	03/10/25	STATEMENT	215.00
580-000-727.000	TAPE (12PK)	STAPLES CONTRACT & COMME	03/17/25	7004545142	5.61

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OPEN

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

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-757.000	TP/PAPER TOWEL/CUPS/GARBAGE BAG	SAM'S CLUB/GEFC	02/21/25	02401451981741033630	274.02
580-000-757.500	CONCESSIONS - SODAS	SAM'S CLUB/GEFC	02/21/25	02401451981741033630	(74.18)
580-000-805.000	ZOOM WORKPLACE PRO - ANNUAL FEE	ZOOM	02/26/25	INV294516173	169.49
580-000-818.000	WASTE REMOVAL & RECYCLING	KUERTH'S DISPOSAL INC.	03/10/25	61930	54.00
580-000-818.500	CONTRACT SERVS-TK PASS THRU 60%	I'LL LEARN TO FLY PRODUC	09/03/24	CONTRACT	1,839.00
580-000-818.500	CONTRACT - AWFUL SHOW 3.8.25	THOMAS FOSTER	03/10/25	STATEMENT	967.50
580-000-818.600	SUBSCRIPTION - MONTHLY FEE- MAR	SPOTIFY	02/28/25	A4C05CFD-424E-482D	11.99
580-000-818.600	SOUND DESIGNER - 3.13.25 COMMIT	TYLER J QUINN	03/14/25	CONTRACT	150.00
580-000-818.600	SOUND DESIGNER - BREWS & BOWLS	TYLER J QUINN	01/10/25	CONTRACT	250.00
580-000-818.800	CLEANING SERVICE - PH 3.08.25	TAYLOR HELLEWELL	03/08/25	3082025	100.00
580-000-850.000	INTERNET - PH	CHARTER COMMUNICATIONS	03/14/25	5038701031425	320.00
580-000-920.000	PUBLIC UTILITIES/100015238247	CONSUMER'S ENERGY	03/19/25	STATEMENT	733.59
580-000-931.000	LABOR TO REPAIR EXIT DEVICE	ARCHITECTURAL HARDWARE C	03/04/25	69183	170.00
	Total For Dept 000 247				5,856.02
Fund 590 SEWER FUND					
Dept 550 SEWER ADMINISTRATION					
590-550-727.000	CELL PHONE BATTERY	AMAZON.COM	01/30/25	113-0801759-7145868	7.42
	Total For Dept 550 SEWER ADMINISTRATION				7.42
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	03/14/25	5038701031425	59.99
	Total For Dept 552 SEWER CUSTOMER ACCOUNTS				59.99
Dept 554 SEWER PUMPING					
590-554-818.000	REPLACE GEN BATTERY/REPAIR WIRE	KORTHASE & SONS	03/05/25	11622	2,846.00
590-554-920.000	PUBLIC UTILITIES/100015288960	CONSUMER'S ENERGY	03/19/25	STATEMENT	1,551.51
590-554-920.000	TELEPHONE - 231.893.1801	FRONTIER	03/01/25	STATEMENT	40.78
	Total For Dept 554 SEWER PUMPING				4,438.29
Dept 556 WASTEWATER SYSTEM-GALLONAGE					
590-556-959.900	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURE	03/15/25	WWUB123500	49,104.18
590-556-959.950	WASTEWATER SYS-GALLONAGE - BOND	MUSKEGON COUNTY TREASURE	03/15/25	WWUB123500	25,895.82
	Total For Dept 556 WASTEWATER SYSTEM-GALLONAGE				75,000.00
Dept 558 SEWER T & D					
590-558-757.000	COLD PATCH - 14.12 TONS	ASPHALT PAVING INC	02/28/25	API-004955	2,118.00
590-558-757.000	HARD HAT/STEEL-TOE BOOTS	USA BLUE BOOK/HD SUPPLY	03/06/25	INV00643475/643482	99.40
	Total For Dept 558 SEWER T & D				2,217.40
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-727.000	CELL PHONE BATTERY	AMAZON.COM	01/30/25	113-0801759-7145868	7.43
591-540-760.000	HOTEL 2.25-2.27 - WATER CLASS (COMFORT INN & SUITES	02/05/25	H10360444	348.26
591-540-760.000	WATER CLASS - THRONE	MI DEPT EGLE	02/04/25	WKS-3933	275.00
591-540-820.000	ENGINEERING FEES - DWAM	PREIN & NEWHOF, PC	03/06/25	87390/91/92	2,295.00
	Total For Dept 540 WATER ADMINISTRATION				2,925.69

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

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 591 WATER FUND					
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	03/14/25	5038701031425	60.00
			Total For Dept 542 WATER CUSTOMER ACCOUNTS		60.00
Dept 546 WATER SOURCE PLANT					
591-546-757.000	QTY 16 - 15 GAL DRUM	HAVILLAND	03/16/25	532632 / CR532972	1,287.88
591-546-920.000	PUBLIC UTILITIES/100016430884	CONSUMER'S ENERGY	03/19/25	STATEMENT	6,894.81
591-546-920.000	TELEPHONE - 231.893.0406	FRONTIER	03/16/25	STATEMENT	40.87
			Total For Dept 546 WATER SOURCE PLANT		8,223.56
Dept 548 WATER T & D					
591-548-757.000	STEEL-TOE BOOTS	USA BLUE BOOK/HD SUPPLY	03/06/25	INV00643475/643482	99.38
591-548-775.000	ROAD GRAVEL - 7.82 TONS	WHITE LAKE EXCAVATING	03/14/25	98545	156.40
591-548-818.000	WATER SAMPLE TESTING	MI DEPT EGLE	02/28/25	761-11327359	128.00
			Total For Dept 548 WATER T & D		383.78
Dept 549 WATER CONSTRUCTION					
591-549-976.000	WATER METER/TRANS (108) - TANNE	ETNA SUPPLY INC	03/18/25	S106162536.001	19,440.00
			Total For Dept 549 WATER CONSTRUCTION		19,440.00
			Total For Fund 591 WATER FUND		31,033.03
Fund 594 MARINA FUND					
Dept 000 247					
594-000-850.000	INTERNET - MARINA	CHARTER COMMUNICATIONS	03/14/25	5038701031425	94.99
594-000-850.000	TELEPHONE 231-894-9689	FRONTIER	03/10/25	STATEMENT	84.17
594-000-920.000	PUBLIC UTILITIES/100000353241	CONSUMER'S ENERGY	03/19/25	STATEMENT	1,323.73
			Total For Dept 000 247		1,502.89
			Total For Fund 594 MARINA FUND		1,502.89
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-727.000	PAPER TOWELS	AMAZON.COM	01/30/25	113-0801759-7145868	27.77
661-000-781.000	PARTS	FASTENAL	02/24/25	MIMUS313071	367.31
661-000-818.000	WASTE REMOVAL	KUERTH'S DISPOSAL INC.	03/10/25	61930	211.00
661-000-850.000	TELEPHONE - 231.894.6937	FRONTIER	03/04/24	STATEMENT	107.76
661-000-920.000	PUBLIC UTILITIES/100016488254	CONSUMER'S ENERGY	03/19/25	STATEMENT	310.65
661-000-933.000	COPIER MAINT - #308 DPW	KONICA MINOLTA BUSINESS	09/03/24	295745533	7.21
661-000-933.000	RETRACTOR ASSEMBLY - TRUCK 12-1	WEST MICHIGAN INTERNATIO	03/06/25	X102078221:01	275.64
			Total For Dept 000 247		1,307.34
			Total For Fund 661 MOTOR POOL FUND		1,307.34

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

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
	Fund Totals:				
	Fund 101	GENERAL OPERATING FUND			21,247.71
	Fund 202	MAJOR STREET FUND			2,955.76
	Fund 203	LOCAL STREET FUND			2,955.77
	Fund 247	TAX INCREMENT FINANCE			22,563.28
	Fund 249	BUILDING INSPECTION DE			1,050.00
	Fund 250	LOCAL DEVELOPMENT FINA			57.38
	Fund 401	CAPITAL PROJECTS FUND			3,936.25
	Fund 580	PLAYHOUSE			5,856.02
	Fund 590	SEWER FUND			81,723.10
	Fund 591	WATER FUND			31,033.03
	Fund 594	MARINA FUND			1,502.89
	Fund 661	MOTOR POOL FUND			1,307.34
	Total For All Funds:				176,188.53



Memo

City of Whitehall

To: City Council
Cc: Scott Huebler
From: Alyssa Seaver/Ashley Twiss
Date: 3/11/2025
Re: **Energy Audit**

Comments:

Low-cost Improvements

Thermostats have been programmed and power strips installed. DPW staff will be caulking problem areas at DPW & City Hall. Lighting will be reviewed to reduce # of lamps in LED fixtures.

Capital Improvements

We have received estimates on larger improvements for DPW, City Hall, and the Playhouse that would be added to the budget and/or Capital Improvement Plan.

The estimated total for improvements for DPW is **\$206,646**.

- Appliance replacement: \$1,304
- Vestibule/entry: \$15,000
- Windows with broken seals: \$15,000
- Door replacement/seals: \$8,440
- Attic insulation: \$7,500
- Insulation - main garage: \$16,500
- Ceiling fans - main garage: \$5,000
- Occupancy sensors (lighting): \$1,227
- Install solar (ground mount): \$136,675

The estimated total for capital improvements for City Hall is **\$259,160**.

- Wood fascia and soffit: \$25,000
- Replace windows ("wall of windows"): \$50,000
- Add barrier free door operators (main) - \$6,500
- Replace Garden Room doors: \$7,000
- Add barrier free door operators (garden room) - \$6,500
- Roof ventilation: \$2,500
- Police Garage door seals: \$1,500
- Hot water heater: \$3,195
- Replace furnaces (3): \$25,850
- Parks Garage unit heaters (2): \$9,866



Memo

- Police Garage unit heater: \$5,000
- Occupancy sensors (lighting): \$1,747
- Install solar: \$102,521
- Siding and gutters: \$11,981

The estimated total for capital improvements for the Playhouse is **\$119,552**.

- Appliance replacement: \$2,297
 - Install solar: \$117,255
-



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2024-2025

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SAINT-ANICET (Qc.)

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Jonathan Altenberg
President & CEO

Dear Mayor Salter,

On behalf of the Cities Initiative, I want to personally thank you for attending Great Lakes Day in Washington this past week. Your dedication to the Great Lakes, the St. Lawrence, and the communities we all cherish is truly inspiring.

We live in challenging times, and now more than ever, we need bold leaders like you to stand up for our region. Our voices must be heard—and this week, thanks to your efforts, they echoed through the halls of Congress and across both nations' capitals.

The challenges we face may seem daunting, but together, we are stronger. Our unified approach gives us the power to create real change. I encourage you to keep raising your voice in the months ahead—on the critical issues of trade, environmental protection, and the preservation of our most precious waters.

The Cities Initiative remains committed to this fight, and we will continue providing you with the tools and resources needed to inform your colleagues and constituents about the economic, environmental, and social bonds that define our region. To echo the words of Grand Council Chief Debassige, our work is not just about funding; it is about the well-being of our communities today and the prosperity of the next seven generations. We can only succeed by working together.

With our ongoing collaboration in mind, I also want to take this opportunity to invite you to our upcoming Annual Conference in Milwaukee, WI, May 14-16. The theme of this year's conference is *The Future of Fresh Water*, and the theme could not be timelier. As part of the conference proceedings, we will advance a declaration on the need to maintain a strong U.S.-Canada relationship and take other actions to continue focusing attention on this issue. At a moment of significant turbulence in the relationship, it is essential for our members to continue working together to promote a strong regional economy and protect our shared freshwater resources. The super saver rate is available through March 31, so please register ASAP at <https://glsccities.org/events/annual-meeting/annual-meeting-milwaukee-wi-2025/>.

On behalf of our Board of Directors and our entire team, thank you for your leadership, your advocacy, and your unwavering commitment. We look forward to standing alongside you in the days ahead. See you in Milwaukee!

Sincerely,

Jonathan Altenberg
President/CEO

Great Lakes and St. Lawrence Cities Initiative



Muskegon County
Public Works Board Meeting
Darrell Paige, Chairman
J. Brett Herman, Vice Chairman

February 6, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

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: Water Resources Commissioner Stephanie Barrett
Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Charles Nash
Commissioner Darrell Paige
Ex-Officio Jennifer Hodges

EXCUSED: Ex-Officio Scott Huebler

ALSO PRESENT: Mark Eisenbarth, County Administrator
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
Tracy Vanderlaan, Resource Recovery Center Administrative Secretary
Cody Zok, Information Systems Tech I
Ryan Norman, Web Developer
Michael Homier, Corporate Counsel

3. Approval of Agenda

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

VOICE VOTE: **Passed**

4. Approval of Minutes

A. Move to approve the Minutes of January 9, 2025

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

VOICE VOTE: **Passed**

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

6. Items for Consideration

BPW25/02-006 **(Public Works/Wade VandenBosch)** Move to award the Cell 7 Site Fill project to Kamminga & Roodvoets, Inc. for the low bid price of \$3,421,840.00 with a ten percent contingency and authorize the Chair to sign the Agreement.

Wade VandenBosch stated we currently have 4 permitted cells, referenced as cell 6 through cell 9. Wade VandenBosch stated we have worked with K&R before. The bid price came in lower than the engineer's estimated cost, and it is within the budget.

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

YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash, Darrell Paige

NO: None
Passed 7:0

BPW25/02-007 **(Public Works/Wade VandenBosch)** Move to award Household Hazardous Waste services for calendar years 2025 through 2027 to EQ Industrial Services, Inc. and authorize the Chair to sign the Agreement.

Wade VandenBosch stated twice per month from spring until fall, Muskegon County holds Household Hazardous Waste collection events to keep certain items out of the landfill. We work with a company that packages, contains, delivers, and disposes of the hazardous waste.

ACTION: Moved by Commissioner Charles Nash, supported by Water Resources Commissioner Stephanie Barrett

VOICE VOTE: **Passed**

BPW25/02-008 **(Public Works/Wade VandenBosch)** Move to award PLQ 25-2577 for laboratory analytical services to ALS Environmental for calendar years 2025 and 2026 for a not-to-exceed price of \$40,209 per year, and authorize the chair to sign the agreement.

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

YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash, Darrell Paige

NO: None
Passed 7:0

BPW25/02-009 **(Public Works/Wade VandenBosch)** Move to approve the Agreement to Buy and Sell Real Property between Continental Dairy Facilities, LLC and Muskegon County at the West Randall Lift Station and authorize the Chair to sign the Agreement.

Wade VandenBosch stated a new lift station for the Southeast Regional Force Main is being constructed on property currently owned by Continental Dairy Facilities, LLC. Wade VandenBosch stated the property is just over 1 acre. Continental Dairy Facilities, LLC has agreed to transfer the property to the County of Muskegon.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

BPW25/02-010 **(Resource Recovery Center/David Johnson)** Move to authorize the Resource Recovery Center to draw from the its reserve funds to purchase a GMC Canyon Crew Cab 4WD Elevation Pickup through MiDeal at \$43,739.00, and amend the budget accordingly.

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

YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash, Darrell Paige

NO: None
Passed 7:0

BPW25/02-011 **(Resource Recovery Center/David Johnson)** Move to accept the bid of \$466,401.73 for RFB 25-2566, Irrigation Rigs, from Spring Brook Supply and amend the budget accordingly.

Dave Johnson stated the bids came in a little higher than expected, and they will need to use reserve funds to cover the additional costs.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash, Darrell Paige

NO: None
Passed 7:0

BPW25/02-012 **(Resource Recovery Center/David Johnson)** Move to authorize the sale/disposal of the assets in the Summary of Request per the County's Surplus Disposal Policy & Procedure.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Charles Nash
YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash, Darrell Paige
NO: None
Passed 7:0

BPW25/02-013 **(Resource Recovery Center/David Johnson)** Move to approve the creation of an additional Quality Assurance Supervisor position, at pay grade 23, with the vacant Quality Assurance Supervisor position being eliminated following the retirement of the current supervisor, and adjust the RRC budget accordingly.

Dave Johnson stated the Quality Assurance Supervisor does a lot with the Resource Recovery Center's laboratory information management system. The Quality Assurance Supervisor actually designed and created it. Dave Johnson stated they are asking for four months of overlap because of the learning curve for this position.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman
VOICE VOTE: Passed

7. Informational Items

- A. Public Works Monthly Report, January 2025
- B. Resource Recovery Center Monthly Report, January 2025

8. Unfinished Business

BPW25/01-004 **(Resource Recovery Center/David Johnson)** Move to extend the Agreement with RS Technical Services to provide the Resource Recovery Center with flow meter calibration services at \$38,336.00 per year and flow meter repair services on a time and materials basis at \$150.00 per hour, and authorize the Board Chair to sign the Contract Extension Agreement.

ACTION: Moved by Commissioner Jessica Cook, supported by Water Resources Commissioner Stephanie Barrett
YES: Stephanie Barrett, Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Charles Nash, Darrell Paige
NO: None
Passed 7:0

9. New Business - None

10. Public Comment - None

11. Final Board Comments

Commissioner Cook thanked Dave Johnson for sharing the winter 2024 edition of MWEA Matters, the quarterly periodical of the Michigan Water Environment Association. Commissioner Cook congratulated Dave Johnson for the article on the Muskegon County Resource Recovery Center.

12. Adjournment

There being no further business to come before the Board of Public Works, the meeting was adjourned at 4:17 p.m.

Darrell Paige, Chair

Preliminary Minutes
To be approved at the March 6, 2025 Board of Public Works meeting

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)
Fund 580 - PLAYHOUSE				
Revenues				
Dept 000 - 247				
580-000-566.000	GRANTS	57,000.00	39,901.00	17,099.00
580-000-645.000	SUMMER SEASON TICKET SALES	63,000.00	48,695.02	14,304.98
580-000-645.100	WHITE LAKE YOUTH THEATRE	23,000.00	14,565.65	8,434.35
580-000-645.200	ADVERTISING	6,500.00	150.00	6,350.00
580-000-645.300	TICKETS-OTHER EVENTS	25,900.00	18,982.00	6,918.00
580-000-645.400	CONCESSIONS-ALCOHOL	5,000.00	7,208.00	(2,208.00)
580-000-645.450	CONSESSIONS	3,800.00	4,001.00	(201.00)
580-000-645.500	WHITE LAKE DRAMATIC CLUB EVENTS	6,000.00	0.00	6,000.00
580-000-645.900	RENTAL INCOME	26,000.00	36,996.00	(10,996.00)
580-000-645.950	MERCHANDISE	200.00	33.00	167.00
580-000-654.000	OTHER INCOME	200.00	760.00	(560.00)
580-000-665.000	INTEREST EARNINGS-INVESTMENTS	2,000.00	2,982.52	(982.52)
580-000-674.050	SPONSORSHIP-SUMMER SEASON	40,000.00	22,908.35	17,091.65
580-000-674.060	SPONSORSHIP-OFF SEASON/MUSIC	6,800.00	0.00	6,800.00
580-000-674.100	SPONSORSHIP-OFF SEASON	6,800.00	17,500.00	(10,700.00)
580-000-674.150	DONATIONS	22,000.00	30,530.76	(8,530.76)
580-000-674.160	RESTRICTED DONATIONS	35,000.00	15,000.00	20,000.00
580-000-674.600	FRIENDS OF THE PLAYHOUSE	30,000.00	0.00	30,000.00
Total Dept 000 - 247		359,200.00	260,213.30	98,986.70
TOTAL REVENUES		359,200.00	260,213.30	98,986.70
Expenditures				
Dept 000 - 247				
580-000-702.000	SALARIES-ADMIN/MANAGING DIRECTOR	64,300.00	38,858.77	25,441.23
580-000-705.000	SALARIES-YOUTH EDUCATION DIRECTOR	30,000.00	18,957.59	11,042.41
580-000-706.000	SALARIES & WAGES-DPW	1,000.00	811.75	188.25
580-000-708.000	SALARIES & WAGES-PART TIME EMPLOYEES	25,100.00	22,126.19	2,973.81
580-000-708.001	PRE-SEASON SALARIES & WAGES-PART TIM	3,000.00	0.00	3,000.00
580-000-708.100	SUMMER CONTRACTED EMPLOYEES-W9	24,800.00	27,588.00	(2,788.00)
580-000-719.000	FRINGE BENEFITS	51,800.00	28,931.72	22,868.28
580-000-719.100	FRINGE BENEFITS-WAGES	21,400.00	12,911.57	8,488.43
580-000-727.000	OFFICE SUPPLIES	900.00	201.02	698.98
580-000-757.000	OPERATING SUPPLIES	3,200.00	753.03	2,446.97
580-000-757.001	OPERATING SUPPLIES-LIGHTING	500.00	0.00	500.00
580-000-757.050	SUPPLIES-HOSPITALITY	2,000.00	780.28	1,219.72
580-000-757.100	OPERATING-SUMMER SEASON SET SUPPLIES	1,000.00	1,118.90	(118.90)
580-000-757.200	OPERATING-SUMMER SEASON COSTUMING	1,000.00	784.54	215.46
580-000-757.300	OPERATING-SUMMER SEASON PROPS	500.00	452.70	47.30
580-000-757.310	SUPPLIES-SUMMER SEASON LIGHTS/SOUND	300.00	153.35	146.65
580-000-757.410	WLYT OPERATING	22,000.00	18,881.06	3,118.94
580-000-757.500	OPERATING SUPPLIES-CONCESSIONS	1,800.00	1,858.01	(58.01)
580-000-757.550	OPERATING SUPPLIES - LIQUOR	1,800.00	2,369.22	(569.22)
580-000-757.600	WHITE LAKE DRAMATIC CLUB SUPPLIES	1,500.00	0.00	1,500.00
580-000-757.700	COST OF SALES-MERCHANDISE	200.00	1.87	198.13
580-000-770.000	MEMBERSHIPS & DUES	1,100.00	697.83	402.17
580-000-775.000	REPAIRS & MAINT SUPPLIES	1,800.00	146.17	1,653.83
580-000-801.000	ADMIN FEE/OPERATING-SCENE SHOP	4,500.00	0.00	4,500.00
580-000-803.100	TICKET AGENT FEES	400.00	350.15	49.85
580-000-805.000	MARKETING	10,000.00	4,120.26	5,879.74
580-000-807.000	AUDIT FEE	300.00	259.00	41.00
580-000-815.000	INSURANCE	8,400.00	7,169.00	1,231.00
580-000-818.000	CONTRACTUAL SERVICES-	1,500.00	2,726.88	(1,226.88)
580-000-818.300	CONTRACTUAL SERVICES-LIGHTING	1,200.00	0.00	1,200.00
580-000-818.400	CONTRACTUAL SERVICES-MUSIC	5,000.00	4,650.00	350.00
580-000-818.500	CONTRACTUAL SERVICES-TK PASS THRU	6,000.00	4,516.64	1,483.36
580-000-818.600	CONTRACTUAL SERVICE-SOUND	2,500.00	1,794.92	705.08
580-000-818.650	CONTRACTUAL SERVICES - CMU-SUMMER SE	1,900.00	1,165.00	735.00
580-000-818.670	RIGHTS, RYLTIES, SCRIPTS - SUMMER SE	6,200.00	6,513.06	(313.06)
580-000-818.680	RIGHTS, RYLTIES, SCRIPTS - OFF SEASO	7,200.00	650.00	6,550.00
580-000-818.700	CONTRACTUAL SERVICES-PERFORMER	8,000.00	7,500.00	500.00
580-000-818.750	CONTRACTUAL SERVICES-HOUSE MANAGERS	800.00	650.00	150.00
580-000-818.780	CONTRACTUAL SERVICES-FILMING/EDITING	0.00	850.00	(850.00)
580-000-818.800	CONTRACTUAL SERVICES-CLEANING	1,200.00	1,575.00	(375.00)
580-000-826.000	ATTORNEY FEES	100.00	0.00	100.00
580-000-850.000	TELEPHONE	3,800.00	2,559.84	1,240.16
580-000-920.000	PUBLIC UTILITIES	24,000.00	13,872.68	10,127.32
580-000-931.000	BUILDING MAINTENANCE	5,600.00	5,884.12	(284.12)
580-000-932.000	TECHNOLOGY MAINTENANCE	400.00	0.00	400.00
580-000-943.000	EQUIPMENT RENTAL	600.00	753.72	(153.72)
580-000-962.000	OTHER EXPENSES	1,200.00	0.00	1,200.00
580-000-968.000	DEPRECIATION	83,000.00	0.00	83,000.00
580-000-974.000	CAPITAL IMPROVEMENTS	1,500.00	0.00	1,500.00

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025		AVAILABLE BALANCE	
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 580 - PLAYHOUSE						
Expenditures						
580-000-976.000	EQUIPMENT EXPENSE	3,300.00		545.80		2,754.20
Total Dept 000 - 247		449,600.00		246,489.64		203,110.36
TOTAL EXPENDITURES		449,600.00		246,489.64		203,110.36
Fund 580 - PLAYHOUSE:						
TOTAL REVENUES		359,200.00		260,213.30		98,986.70
TOTAL EXPENDITURES		449,600.00		246,489.64		203,110.36
NET OF REVENUES & EXPENDITURES		(90,400.00)		13,723.66		(104,123.66)

CITY OF WHITEHALL
RESOLUTION 25-09
Senior Millage

WHEREAS, the Muskegon County Board of Commissioners allocate 25% of the annual senior millage to local municipalities to coordinate and provide services, programs, and activities for seniors citizens.

WHEREAS, the City has supported services, programs, and activities for its senior residents by allocating senior millage funds to White Lake Area Community Education and the White Lake Senior Center.

WHEREAS, a citizens committee has reviewed the needs of the local senior population primarily by way of survey and meetings with agencies that provide senior services in the White Lake area.

WHEREAS, the committee is recommending that the 2025 senior millage funds be allocated as follows: AgeWell Services \$2,445; City of Whitehall \$1,000; White Lake Area Community Education \$9,000; and White Lake Senior Center \$4,800.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby approves the application for a senior millage allocation in the amount of \$17,245 to be allocated as noted above.

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

(Yes, No, Absent)

Steve Salter, Mayor

Brenda Bourdon, City Clerk

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

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

The City's allocation of \$17,245 provided by the Municipal Senior Millage will be utilized to support Meals on Wheels and transportation provided by AgeWell; enhance outreach to increase awareness of senior millage funded services by way of a quarterly city newsletter; access to the Viking Athletic Center for walking and other activities coordinated by Community Education; and operations, trips, classes, and two new meal events at the Senior Center.

CITY OF WHITEHALL
RESOLUTION 25-10
Search Consultants

WHEREAS, the city solicited proposals from qualified firms to provide professional services related to the hiring of a new city manager.

WHEREAS, proposals were received from Double Haul Solutions; Michigan Municipal League; and Strategic Government Resources.

WHEREAS, councilmembers expressing an opinion during the most recent work session indicated support for Double Haul.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby retains the services of Double Haul Solutions to provide the Strong Start Executive Search services for the hiring of a new city manager as presented in their proposal for a cost not to exceed \$21,495.

BE IT FURTHER RESOLVED

That the Whitehall City Council hereby approves a budget amendment adding \$17,000 under General Fund City Council Contractual Services utilizing Fund Balance to cover this estimated pro-rated cost.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, March 25, 2025 at 6:00 p.m.
(Yes, No, Absent)

Steve Salter, Mayor

Brenda Bourdon, City Clerk

PROPOSED BUDGET FOR PROJECT

PROJECT AND INITIATIVE	COST	INITIAL
EXECUTIVE SEARCH		
• Standard City Executive Search	\$15,495	
• StrongStart City Executive Search	\$21,495	

EXECUTIVE SEARCH BREAKDOWN OPTIONS

Standard Executive Search	StrongStart Executive Search
All Services Outlined Above +	All Services Outlined Above +
Onboarding Plan	Onboarding Plan
Three (3) Months Executive Coaching	12 Months Executive Coaching
Six (6) Month Guarantee	24 Month StrongStart Guarantee
	Relationship Kick-Off Workshop: Mutual Expectations Setting
	Six (6) Month Evaluation/Expectations Check In Support
	Professionally Facilitated First Annual Evaluation