



August 29, 2019

TO: Mayor and City Council

FROM: Anthony D. Chandler, Director of Administrative Services *AC*
Assistant to the City Administrator

SUBJECT: General Information Packet

Attached are general items of information you may find interesting. If you have any questions or comments regarding the information, please contact me.

ADC/co
Attachments

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804



Internal Memo

To: Mark Meyers, City Administrator

From: Mike Huston, Finance/Parks & Recreation Director 

Date: August 26, 2019

Subject: Synopsis of 2019 Arts & Drafts Festival

Events:

1. 5K Run – The Arts & Dash 5k event was coordinated again this year by Becky Biesiada. Becky was very organized and began planning the event during the fall of 2018. The 2019 event eclipsed last year's event by all measures: we had 146 participants (70 in 2018,) Becky had more than twice as many sponsors, and we were able to donate \$2575 to No More Sidelines (\$300 in 2018.) The event was a great success and we look for even better things going forward.

2. Beer Tent/Music Stage: For the third year, the music event was expanded to include a Friday evening live music and beverage area. We had two bands again this year on Friday, with ReFURBUSHed playing from 5 – 7:30 pm and the West Side Soul Surfers playing from 8 – 11 pm. On Friday, the music/beverage area also incorporated the NSPD's annual Ginka Memorial Softball Tournament and Community Picnic. We had a large crowd for the combined Friday evening activities.

On Saturday, we had a line-up of three bands, with the JGJ Band playing from noon – 3 pm, Decades playing from 4 – 7 pm, and Tell Yo Mama playing from 8 – 11:30 pm. Attendance and comments were very good for the JGJ Band, the Decades Band was also well received although that time slot tends to be quite slow in comparison to earlier and later in the day. Attendance for Tell Yo Mama started off quite well, but the combination of the fact that they were from Lansing (not West Michigan) and the fact that the bulk of their second set was comprised of original songs led to disappointing attendance as the evening went by. As usual, attendance and crowd reaction will be taken into consideration when choosing the 2020 bands.

3. Arts & Crafts Fair: The 43rd edition of the Ross Park Art Fair was well attended throughout the day, right up to 4:00 when the event closed. We were slightly up in craft vendors this year, with a total of 87 sites occupied., compared with 80 in 2018. Most vendors reported successful sales and were generally pleased with the event.

4. Car Show: For the fourth year, Jon Cox agreed to put together the Arts & Wheels Car Show. He was energetic in promoting the event and arranging sponsors, and designated The Kids' Food Basket as the charity to benefit once again this year. The event was scheduled to run from 11 am to 3 pm, and cars began arriving already by 9 am. There were 112 cars registered this year (up from 90 in 2018) and there were a good number of people walking through to look at the cars. Jon Cox reported that he was able to donate \$1,553 to The Kids' Food Basket.

5. Children's Area – For the fourth year, our children's area was provided by the Norton Shores Branch of the Muskegon Area District Library, along with their Friends of the Library organization. There were several large inflatables, as well as other activities and crafts. The head librarian, Alison Purgiel, and her staff and volunteers did a wonderful job with the area. Alison reported that they had approximately 250 children participate, so it was once again a very popular spot.

6. Softball – Friday evening featured the Ginka Memorial Softball Tournament, which was well attended. On Saturday, NSA ran a small Men's Slowpitch tournament which began at 11 am and was finished by mid-afternoon.

Promotion:

For 2019, we worked with Cumulus Broadcasting (98.3 WLCS and Sunny 92.5) to do radio promotions running from August 7 through the event on August 17.

We contracted with Lamar Advertising to put up one billboard on US-31, near Pontaluna Road. We also contracted with AMG to run ads on their two digital billboards along Seaway Drive, one facing eastbound traffic and one facing westbound traffic. We also placed banners with Arts & Drafts logo on the Henry Street Bridge as well as 5' x 8' event banners on the lawn in front of City Hall, the Randall/Wellesley corner at Ross Park, and the Pontaluna Road Fire Station.

Financial Summary:

We continued our program of pursuing sponsors either for the event as a whole or for specific activities. For 2019, Bishop Heating and Consumers Energy renewed their sponsorships. We also were pleased that Huntington Bank once again had a sponsorship as well as providing an ATM machine for the event and an ice cream truck for Friday's Community Picnic. In addition, we received a donation again this year from the DTE Foundation, as we have each year of Arts & Drafts. Our total from sponsors and grants was \$4,500.

Other income included craft vendor fees \$6,960, food concessionaire fees \$675, City concession stand receipts \$1,400 and beer ticket sales \$8,200. The total from all these sources was \$21,735 for 2019.



**DEPARTMENT OF PUBLIC WORKS
PRESS RELEASE**

FOR IMMEDIATE RELEASE

August 14, 2019

Contact: Matt Anderson, Water and Sewer Superintendent
231-799-6804

The City of Norton Shores will begin its annual fire hydrant flushing program starting Tuesday, September 3, 2019. The program will last approximately four (4) weeks. During that period service crews will be flushing each of the City's 1,699 fire hydrants. Flushing will take place between the hours of 8:00 p.m. and 12:00 a.m.

Residents are advised that some discoloration of the water could be experienced during this time; however, no health problem exists.



PRESS RELEASE

CITY OF NORTON SHORES
Department of Public Works
Division of Water and Sewer
4814 Henry Street
Norton Shores, Michigan 49441
Telephone: 231-799-6804
Fax: 231-798-7234

DATE: August 14, 2019

PAGES: Including this Sheet: 2

To:

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Norton Shores Streets Division
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FROM: City of Norton Shores

SUBJECT: Fire Hydrant Flushing Program

COMMENTS: The City of Norton Shores will begin its annual fire hydrant flushing program starting Tuesday, September 3, 2019

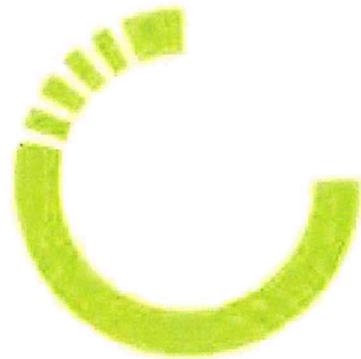
Canteen Vending Services

After nearly 30 years
We are returning to Muskegon County!

Join us

For our Groundbreaking Event
September 13th, 2:00pm

Corner of Judson & Old Grand Haven Rd
Norton Shores, MI 49456



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Fair Housing Rights Training for Senior Advocates in Muskegon County

The Fair Housing Center of West Michigan is pleased to offer a FREE training on fair housing rights for seniors and those serving seniors in Muskegon County. Topics include:

- overview and updates regarding the protections for senior citizens under federal, state and local fair housing laws;
- data on the current state of fair housing for seniors;
- definitions and examples of reasonable accommodations and modifications for seniors with disabilities;
- best practices for making or providing support requests for accommodations and modifications in senior housing.

Attendees will also learn more about the broad implications of housing discrimination for Muskegon County as well as what services the FHCWM offers.

The training is offered *free of charge* through the Muskegon County Senior Millage. Advanced registration is required. This training may appeal to outreach workers, social service agencies, seniors, civil rights/disability rights advocates, those serving seniors or people with disabilities, and others interested in aging in place. Participants must be advocates for seniors in Muskegon County.

Thursday, September 19, 2019
9:00 am to 11:00 am

The training will be held at the Tanglewood Park Training Rooms A&B:
560 Seminole Rd, Norton Shores, MI 49444

Registration Form

Name: _____

Company/Title: _____

Address: _____

Email: _____ Phone: _____

Accommodations: _____

To register, please visit our website or fax completed forms to 616.451.2657. If you have questions, please contact our office by phone (616.451.2980).

