



October 17, 2019

TO: Mayor and City Council

FROM: Mark C. Meyers, City Administrator *MCM*

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.

MCM/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

M&A Awards: Muskegon Area First transitions to private-sector model

BY MARLA R. MILLER Sunday, October 13, 2019 05:37pm



With former CEO Jim Edmonson back at the helm and a new board of directors, **Muskegon Area First** has positioned itself for fiscal and programmatic growth to support Muskegon County's economic development into the next decade.

WINNER:

MUSKEGON AREA FIRST

Top executive: Jim Edmonson, CEO

Annual budget: \$923,000

Total full-time employees: 8

Brief business description: Economic development organization serving Muskegon County. MAF serves 13 counties for Procurement Technical Assistance Center and seven counties for the West Michigan Food Processing Initiative.

Transition board members: Nichols Paper Co. CEO Mike Olthoff, chair; Northern Machine Tool General Manager Steve Olsen, vice chair; Hazekamp Premier Foods President Dave Hazekamp; Challenge Machinery Co. President and CEO Tom Zant; Hemisphere Design COO Katie Wierengo; Consumers Energy Community Affairs Manager Rich Houtteman

Key goals of reorganization: Change from public-sector board to private-sector control; restructure sources of funding; redesign array of services; take on new economic development responsibilities; reinvigorated marketing strategy; aggressive performance standards; new branding and possible name change

Muskegon Area First's directors spent the last year or so restructuring the countywide economic development organization into a private-sector-led model. The successful transition garnered recognition as the winner in the economic development category of the 2019 MiBiz Deals of the Year Awards.

Since its founding in 1999 by area business and government leaders, Muskegon Area First has been largely led and funded by the public sector. The reorganization included hiring Edmonson's consulting firm, Baton Rouge-based Edmonson Associates, to help restructure and transition the nonprofit economic development corporation.

Under the prior structure, Muskegon Area First's primary financial support came from service fees and memberships paid by cities, villages and townships in Muskegon County. The 20-member board of directors also consisted of mostly public sector representatives.

"The reason they needed to do something different was funding," Edmonson told *MiBiz*. "Funding was declining in the public sector and manufacturing is changing."

Now, the 18-member board has 15 members from the private sector and three from the public sector. The new board consists of representatives from Muskegon County's manufacturing and business sector, DTE Energy, Consumers Energy, Muskegon Area Intermediate School District, Muskegon Community College, Muskegon County, the City of Norton Shores and a township representative.

"That's a big change, obviously," said Edmonson, a part-time resident of West Michigan who previously ran Muskegon Area First from 2004 to 2007. "Manufacturers are better served if they are coming up with the programs and strategies to move the agency forward."

The former board of directors also boldly voted themselves out of office after appointing a seven-member transition board last spring to define a strategy and a path forward. The transition board was charged with raising money for the organization and appointed the new board of directors in September.

"Today, with the new board, we have doubled, close to tripled the amount of money coming in and only 25 percent is public funding," Edmonson said.

Edmonson said there is a nationwide trend for the private sector to take the lead in guiding local economic development organizations. Muskegon County has a long history of business leaders who were willing to step up and lend their expertise on community boards and organizations, which helped with the transition.

Under the new model, Muskegon Area First has lofty three-year benchmarks: Obtain \$500 million for infrastructure; 12,000 new and retained jobs; \$90 million in new capital investment; \$75 million in new annual payroll; and maintain an unemployment rate below that of the state and nation.

Over the last year, in the middle of the transition, Muskegon Area First helped 11 companies expand or attracted new companies that led to \$52.1 million in new capital investment and the projected creation of more than 300 new jobs. The organization also helped local companies secure \$153.6 million in government contracts, Edmonson said.

Some of Muskegon Area First's key initiatives going forward will focus on workforce and talent development, business retention and attraction, a new marketing and branding campaign and possible name change, small business growth and development, and strategic infrastructure projects. In particular, the organization wants to retain a portion of the 34,000 workers who leave the county every day, as well as work with local manufacturers to determine their health and needs and assist with expansion and talent retention. Other efforts include lead generation and targeted recruitment of new companies to the county.

Muskegon Area First's current pipeline includes 52 projects that have the potential to result in \$127.1 million in new investment, a minimum of 575 new jobs and more than \$13.5 million in new annual payroll, Edmonson said.

Muskegon Area First also plans to ramp up small business support services, offering assistance with development projects, customized market research reports, and a business connect portal for minority and disadvantaged businesses.

Additionally, MAF will focus on capacity building in rural communities through infrastructure improvements.

WEST MICHIGAN REGIONAL WATER AUTHORITY
Minutes of July 10, 2019 Board Meeting

An annual organizational meeting of the West Michigan Regional Water Authority was called to order on Wednesday, July 10, 2019 at 10:02 a.m. in the Large Conference Room, Norton Shores City Hall, 4814 Henry Street.

Members Present: Board Members Jerry Bartoszek, Mike Huston, Steve Biesiada and Heidi Tice

Members Absent:

Adoption of Agenda

The adoption of the agenda was accepted by consensus.

Adoption of Minutes

Vice Chair Heidi Tice moved to adopt the minutes from the scheduled meeting of June 18, 2019. The motion was seconded by Chair Jerry Bartoszek. The motion was carried unanimously.

Old/New Business:

1. Election of Chair

Vice Chair Heidi Tice moved to elect Chair Jerry Bartoszek to the chair position. The motion was seconded by Treasurer Mike Huston. The motion was carried unanimously.

2. Election of Vice-Chair

Treasurer Mike Huston moved to elect Vice Chair Heidi Tice to the vice chair position. The motion was seconded by Secretary Steve Biesiada. The motion was carried unanimously.

3. Election of Secretary

Chair Jerry Bartoszek moved to elect Steve Biesiada to the secretary position. The motion was seconded by Treasurer Mike Huston. The motion was carried unanimously.

4. Election/Appoint Treasurer

Vice Chair Heidi Tice moved to elect Treasurer Mike Huston to the treasurer position. The motion was seconded by Chair Jerry Bartoszek. The motion was carried unanimously.

5. Set meeting dates for fiscal year 2020

Secretary Steve Biesiada moved to set the meeting dates for the next year on the third Tuesday of every even month at 1:30 p.m. The motion was seconded by Vice Chair Heidi Tice. The motion was carried unanimously.

Comments from the Board

None

The meeting adjourned at 10:09 a.m.

A handwritten signature in black ink, appearing to read "Steve Biesiada", written over a horizontal line.

Steve Biesiada, Secretary



West Michigan Regional Water Authority

4814 Henry Street

Norton Shores, MI 49441

WEST MICHIGAN REGIONAL WATER AUTHORITY - MEETING SCHEDULE

All meetings are scheduled to be held at 1:30 p.m. in the Norton Shores City Hall Conference Room

August 20, 2019

October 15, 2019

December 17, 2019

February 18, 2020

April 21, 2020

June 16, 2020

The Wastewater Department exists to improve the public health of Muskegon County citizens by receiving polluted wastewater, cleaning it up, and returning it the environment for reuse and enjoyment. We recognize the weight of our responsibility as stewards both of the environment and of our system infrastructure which enables us to do our job. Our goal is to offer our service to the people of Muskegon County at the best possible rate without compromising our stewardships.

~David Johnson, Director

FINANCIAL REPORT

Christine Morris / Administrative Analyst

AUGUST FINANCIAL REPORT

Operating expenditures through the eleventh month of the 2019 fiscal year are \$12,981,247, or 81% of the FY2019 budget. Revenues for the same period are \$18,667,673, or 85% of the budget.

FARM REPORT

Ted Costigan / Farm Manager

THE 2019 GROWING SEASON

The rain throughout the second week of September left us with some saturated fields, but we were still able to lower lagoon levels by running plenty of irrigation rigs. At the current pace, we expect to run irrigation through the second week of October.

Soybeans are maturing quickly. We anticipate harvesting early to mid-October. The 2018 soybean crop has been sold. We were able to capitalize on some nice local margin pricing due to a soybean plant looking for beans. We began shipping them the middle of this month to clear some room for harvest this fall.

INFRASTRUCTURE MAINTENANCE AND IMPROVEMENT PROJECTS

Vic Singh / Engineer & Dave Johnson / Director

SWANSON ROAD PAVING

Progress: Work on the Swanson Road Paving project began this month. Windemuller moved the power lines from the west side of the road to the east side so that the lines would no longer be directly in front of the maintenance building. That will improve the safety of those who operate tall equipment. Prein&Newhof staked out the area of

the concrete approaches of the maintenance building. Jackson-Merkey will be putting in the concrete approaches yet this fall. Then the project will be put on hold until spring. One other aspect of the project that we hope to have completed this fall is an extension of the natural gas line from the grain center to the farm. However, we haven't yet secured a contractor to do it.

LAB RENOVATION

A Lab Renovation pre-construction meeting was held on September 5 to make sure everyone was on the same page before Phase 1 construction begins on October 1. Phase 1 encompasses the eastern half of the lab. Our lab staff has been busy relocating equipment from the Phase 1 area to other parts of the building. Some of the equipment was moved to the Phase 2 area, which is the west side of the lab, where it will continue to be used for analysis during the Phase 1 construction. Other equipment is simply being mothballed till the end of Phase 1. Some analyses will be subcontracted to commercial laboratories during the renovation. Phase 1 is scheduled to be completed by December 31. If everything stays on schedule, the Phase 1 area should have an occupancy permit by then, and the equipment can be moved back and regular testing resumed. But then the equipment from the Phase 2 area will be relocated, and some of it will be set up on the completed Phase 1 side so that it can remain operational during Phase 2 construction. If everything goes without a hitch, the Phase 2 area will be ready for occupancy by March 31, 2020.

D STATION AUTOMATIC TRANSFER SWITCH

Newkirk Electric completed the installation of the new automatic transfer switch at D Station this month. Except that thunderstorms delayed the start of the work by one week, the project went

smoothly. Newkirk completed the installation in three days.

SPECIAL REPORTS

Dave Johnson / Director

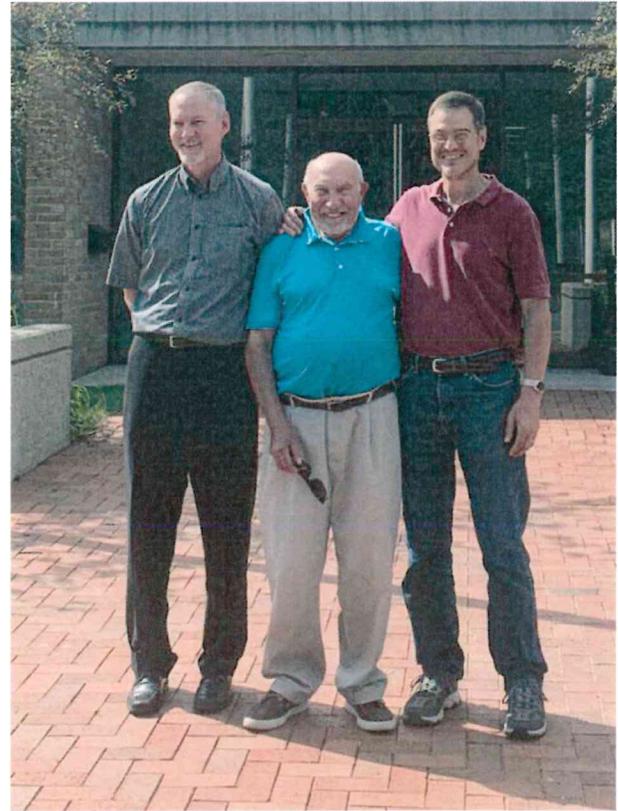
TIMBER SALES

The Wastewater has two current timber sale contracts, though the harvests will not begin until late fall or winter. Both contracts are for areas west of Maple Island Road. See the map on page 6. One of the contracts is with Atwood Timber & Lumber of Cedar Springs, Michigan, for \$50,875.00. The harvest is for 942 trees on 110 acres of land. The other contract is with Habitat Management of Michigan, Inc., of Muskegon. That harvest will take place on a 40-acre tract that contains pockets of red pine to be clear cut and other areas of timber that are designated for a shelterwood harvest. A shelterwood harvest is a timber stand improvement technique in which the best of the mature, seed-bearing oaks and white pine will be left evenly spaced throughout the tract. You can think of this technique as “weeding the garden” - removing the worthless and leaving the best. New seedlings will grow from the seeds of the mature standing trees. Habitat Management of Michigan will be paying \$40.00/cord for red pine, \$60.00/cord for oak logs, \$30.00/cord for oak scrag, and \$10.00/cord for firewood.

A SPECIAL VISIT

Back on August 16, the Wastewater had a special visitor. The original director of the Wastewater, Dr. Yervant A. Demirjian, came out to the treatment plant with his wife, daughter, and two grandchildren. He was anxious to show his grandchildren the place where he had invested so much of his life. He was also curious to see the changes that had occurred since he had vacated the director’s chair. At 84 years of age, he’s still full of enthusiasm and vigor. He had no shortage of stories to tell us about the way things used to be, with all the challenges of starting up an innovative, experimental wastewater treatment plant that has successfully recovered the wonderful resource of water for 46 years. County Administrator Mark Eisenbarth, himself a former Wastewater director,

came out to the plant to meet the founder.



A three-generation picture of Wastewater directors. County Administrator Mark Eisenbarth poses with founding director Dr. Yervant A. Demirjian and the current director.

STATISTICAL COMPARISONS

Dave Johnson / Director

FLOWS AND LAGOON LEVELS

Average daily wastewater flow (Fig. 1) received at the WWTP in September was 12.2 MGD, 11% lower than the same period last year. Hauled waste flow for September (Fig. 2) was 3.6 MG, 7.7% lower than the same period last year. The volume of water in the storage lagoons (Fig. 3) near the end of September was 1,877 MG, 8.1% lower than this time last year.

Figure 1

2017 - 2019 Total Wastewater Monthly Flow in MGD

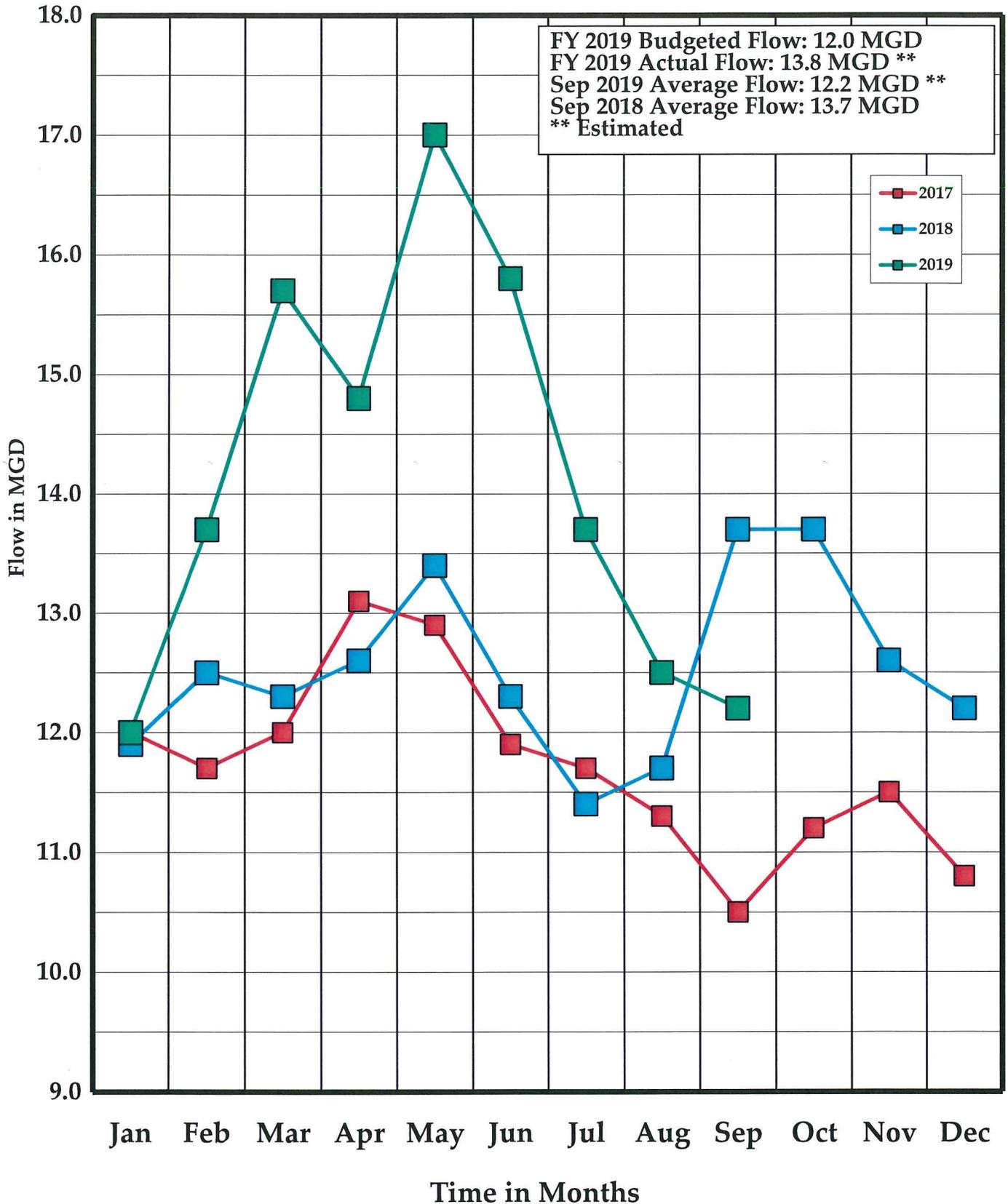


Figure 2

2017 - 2019 Hauled Waste Monthly Volume in Gallons

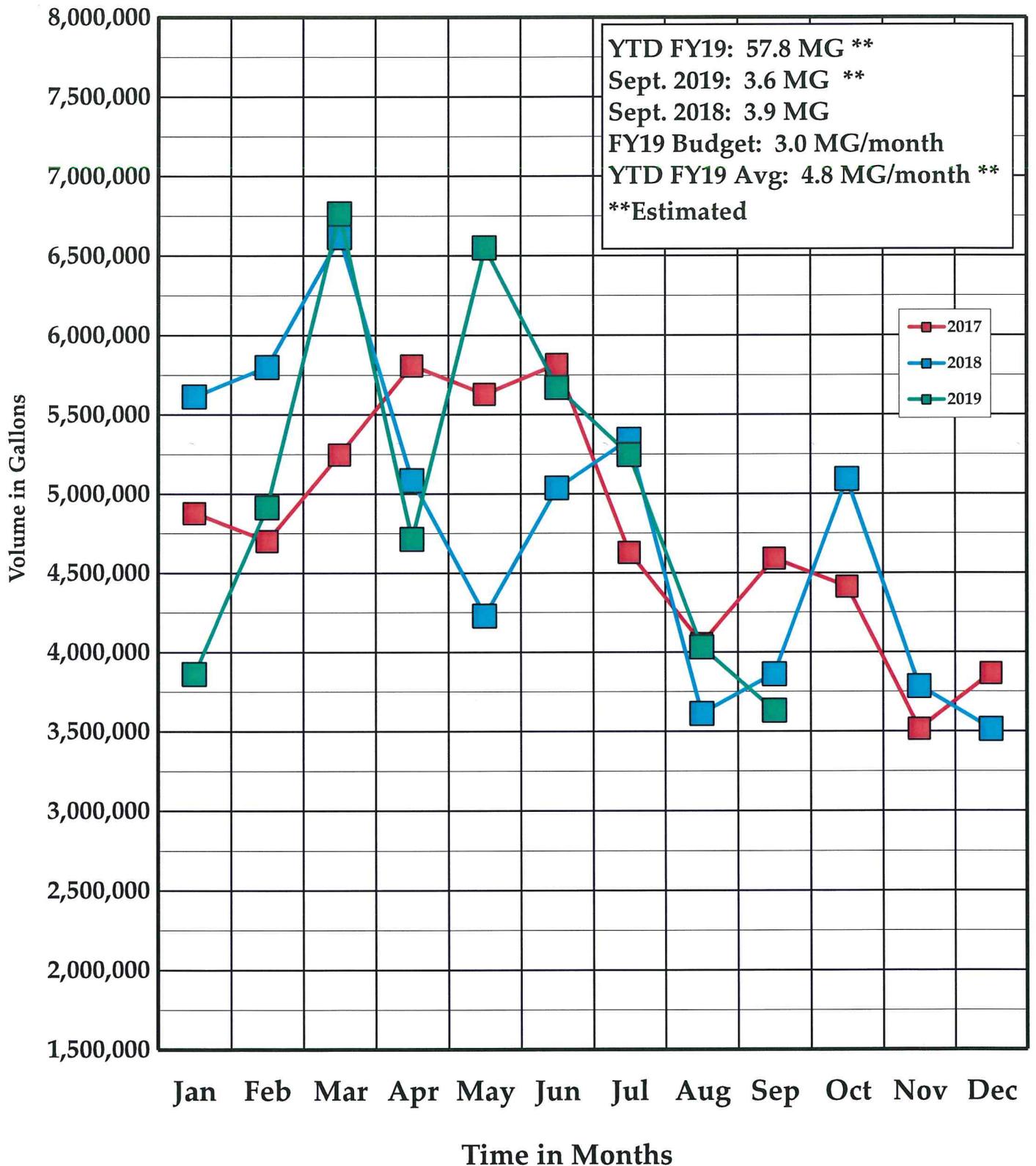
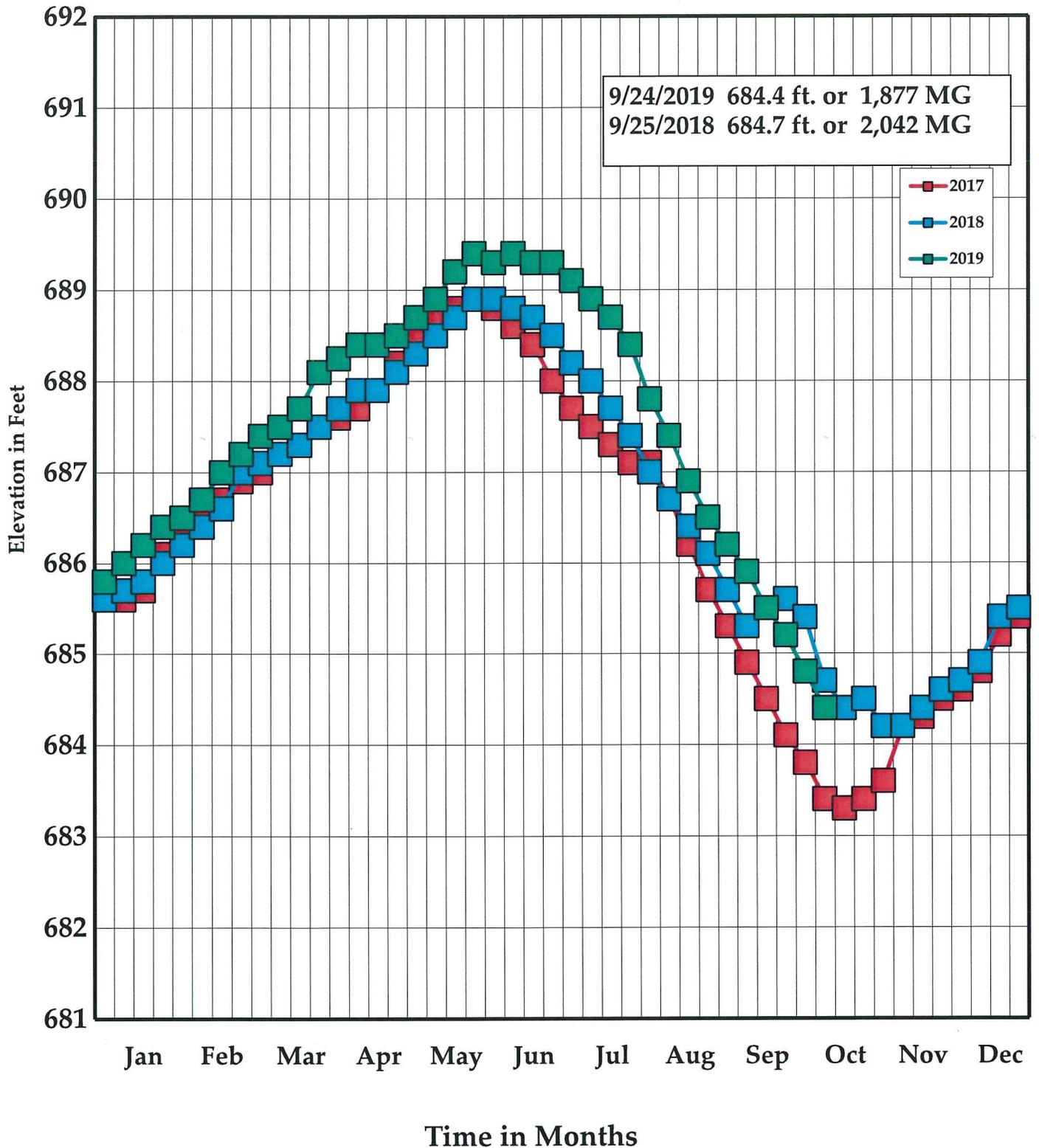


Figure 3

2017 - 2019 Metro Lagoon Average Elevation in Feet



Mark Meyers

From: Deb Mogdis <debmogdis@gmail.com>

Date: October 16, 2019 at 12:08:30 PM EDT

To: "aanderson@fruitporttownship.com" <aanderson@fruitporttownship.com>, "Jeremy@fruitportvillage.org" <Jeremy@fruitportvillage.org>, Kim Arter <karter@laketon.org>, "Frank.Peterson@shorelinecity.org" <Frank.Peterson@shorelinecity.org>, "AOakes@muskegonwp.org" <AOakes@muskegonwp.org>, "DKieft@muskegonwp.org" <DKieft@muskegonwp.org>, Shelly Stibitz <SStibitz@NortonShores.org>, "Roger.Squiers@mcd911.net" <Roger.Squiers@mcd911.net>

Subject: OLD NEWSIES GOODFELLOWS OF MUSKEGON COUNTY

Good Afternoon Municipality Leaders,

In case you are wondering why we have not sent a SAles Day request in yet, it is because we will not be holding one for 2019.

Is is with sadness that I inform you that 2019 will be the last Christmas we pack bags for the children of Muskegon County. Our membership has dwindled and donations from the community have been lacking over the last five years. We cannot continue to fill the need of 4,000 plus children.

We will fill bags this year with the money still available to us and donated to our organization through November 1, 2019. In March 2020, we will file the necessary paperwork to close our organization.

Thank you for all your support throughout the past 83 years and especially during the 20 years since I have been heading this organization.

Debbie Mogdis

President

Old Newsies Goodfellows of Muskegon County

1934 E. Apple Avenue, #143

Muskegon, MI 49442