



December 19, 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

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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

December 16, 2019

TO: Mark C. Meyers, City Administrator  
FROM: Jon Gale, Chief of Police  
SUBJECT: Collaborative Stop Violence against Women Grant Award

This memo is to inform the City Council that the funding opportunity to participate in a collaborative investigative team with the Muskegon County Prosecutor's office and the City of Muskegon has been awarded.

The State of Michigan released a \$89,930 grant to the Norton Shores Police Department with a goal of providing victim-centered services when dealing with criminal sexual conduct, domestic violence, intimate partner violence and stalking cases. In conjunction with the Muskegon County Prosecutors office and the Muskegon Police Department, there will be a team of highly skilled and experienced investigators to address these crimes. This team will also provide victims of these senseless crimes a supportive and individualized system. Also, the victims will have a specialized detective follow their case all the way through the criminal justice system.

This funding will cover the cost of one detective's wages with benefits for one year with two extensions available. The funding will also cover administrative costs and equipment costs, therefore will remain budget neutral.

This information was presented to the Mayor and City Council at the November 26, 2019 work session with positive comments. I will seek an amendment to the FY2020 budget to cover the reimbursed costs of the new added detective position. The position would begin January 2020.



MICHIGAN SENATE

**JIM STAMAS**

APPROPRIATIONS CHAIRMAN

December 11, 2019

Gretchen Whitmer, Governor  
State of Michigan  
111 South Capitol Avenue  
Lansing, Michigan 48909

Dear Governor Whitmer,

We are writing to request that a State of Emergency is declared for the entirety of Michigan's Great Lakes shorelines, including Lake Michigan, Lake Superior, and Lake Huron. A combination of heavy rainfall and high winds have led to high water levels and extensive shoreline erosion along all of our Great Lakes.

We have heard from both municipalities and private residents about the extent of the damage caused by high water levels and shoreline erosion. Homes and businesses have been destroyed, roads and docks are underwater, and extensive damage has been done at state parks. With the onset of winter weather, these issues are expected to worsen. Tens of thousands of Michigan residents have been affected by this weather-driven water, and are in need of assistance from both the state and federal government.

If a State of Emergency is declared, it will open up state resources to address the hardships facing our friends and neighbors that live and work along Michigan's coastlines. In addition to the help the state can provide, the federal government can be petitioned to do the same, which will allow impacted citizens to access further resources to help strengthen, rebuild, or relocate their homes and businesses.

Again, we respectfully request that a State of Emergency is declared for all Great Lakes shoreline in our state, and that you work with the federal government to do the same. Thank you for your consideration and please let us know if you have any questions.

Sincerely,

Jim Stamas  
State Senator  
36<sup>th</sup> District

Kim LaSata  
State Senator  
21<sup>st</sup> District

Aric Nesbitt  
State Senator  
26<sup>th</sup> District

Roger Victory  
State Senator  
30<sup>th</sup> District

Jon Bumstead  
State Senator  
34<sup>th</sup> District

Curt VanderWal  
State Senator  
35<sup>th</sup> District

Wayne Schmidt  
State Senator  
37<sup>th</sup> District

Ed McBroom  
State Senator  
38<sup>th</sup> District

Kevin Daley  
State Senator  
31<sup>st</sup> District

Dan Lauwers  
State Senator  
25<sup>th</sup> District

STATE CAPITOL P.O. BOX 30036 LANSING, MI 48909-7536

## V. President's Report



### PRESIDENT/CEO REPORT

December 17, 2019

#### 1. Administrative –

- a. We received grant funds for two projects from the Community Foundation. The first was \$20,000. MAF will use the funds to support rural townships and small business. The second was \$10,000 for Muskegon Heights Vision Plan Process. An additional \$10,000 is being provided by Muskegon Heights and \$27,500 from MEDC. MAF will receive \$7,500 to administer the project.
- b. In November the staff created the West Michigan Food Processing Association (501c6), filed with the IRS and LARA, and opened a bank account.
- c. MAF registered the Muskegon Chamber of Commerce Foundation with the Federal SAM system in order to receive a \$300,000 EPA Brownfield grant. MAF will administer the grant. If awarded in the Spring, MAF will receive \$7,000 to oversee the fund.
- d. The Fiscal Year 2018-19 Annual Report is done and ready for distribution (See Handout)

#### 2. Strategic Partnership Initiatives Update –

##### Workforce and Talent Development –

- ReThink Muskegon was held November 28. Fifty-five registered, 42 attended including 17 walk-ins. Weather hampered attendees at all West Michigan locations.
- Workforce Training provider asset mapping project update. (See Attachment A)
- Working with MCC, MSU, and the FARM program on curriculum marketing.
- Current program engagements include: ReThink West Michigan; Thrive 3A; Muskegon Made Job Fair; Discover Manufacturing.

##### Community Capacity Building –

- Began meetings with small towns and townships to assess township and small business needs. We will prepare community capacity assessments with townships and village; offer mentoring to small business.
- Assisting Muskegon Township with IFT application preparation
- Received funding for Muskegon Heights Business Association and DDA on visioning and DDA plan update. See above under Administrative.
- Continue to assist Roosevelt Park on land assembly issues on the former Marathon properties.
- Assisting Brunswick and Camcar on land assembly issues.

##### Strategic Infrastructure Projects –

- Site selected made and ground lease signed between MCC and CFMC for FARM (See Attachment B)
- Created the 501c6 West Michigan Food Processing Association. Fundraising underway.

- Brightmark Energy agrees to pay for \$30 million wastewater extension into S.E. Muskegon County and Northern Ottawa. (See Attachment C)
- Profile prepared for Muskegon's 3<sup>rd</sup> Street Wharf project. (See Handout)

### 3. Economic Development –

#### a. Business Retention / Expansion (BRE) Visits and Assistance –

MAF staff met with 19 industries in October & November including: H and S Companies; AIM; Pacific Floor Care; EPS Industries; A.B. Electric; Erdman Machine; Manpower; Ajax Imaging & Graphics; ASC Muskegon LLC/All Speed Custom; Scott Meats, Inc.; Link2Launch Product Development; SAF Holland; Industrial Metal Cleaning; Park Street Machine; Anderson Global; Kaydon; Knoll; BASF; Pratt and Whitney; Mercy Health

MAF staff also held a quarterly meeting for the Whitehall Township Tooling Coalition.

PTAC staff met with 13 Muskegon County companies in October & November including: Webb Chemical; Fomcore; ERG; Seabrook Plastics; Viability LLC; West MI Power Cleaning Systems; White Lake Quality Lawn Service; Muskegon Lakeshore Chamber Foundation; Anderson Global; Bauer Sheet Metal and Fabrication; C.W. Marsh; Phoenix Group, LLC; A.C.E. Tooling.

A new Top Muskegon County Employers was recently prepared. (See Attachment D)

#### b. Business Attraction/Expansion –

Announcements – Two in October/November:

- LaColombe – Expansion - \$1.5 million investment, 50,000 square feet, 10 new employees
- Blue Water Development – New, \$7 million investment, 175,000 square feet, 30 new employees

Projects-in-the-Pipeline – We are working on or monitoring 35 projects that represent the potential to create over 676 new jobs, \$162.4 million in new investment. (See Handout)

### 4. Marketing –

- Completed upload of available properties onto the website, community data now available too.
- Received a list of 194 food processing prospects from ROI, list of targets under review.
- Chamber and MAF continued work on rebranding and name change

## MUSKEGON AREA DISTRICT LIBRARY

A meeting of the Muskegon Area District Library Board was held on Monday, November 18, 2019, at 4:00 p.m. at the Muskegon Area District Library Administration Building, 4845 Airline Road, Muskegon. Staff present: J. Anderson, B. Hall, K. Richards, A. Susalla, A. Varela, J. Wonders. M. Anderson, Legal Counsel was also present. Members of the public in attendance: B. Reynolds.

D. Hughes called the meeting to order at 4:05 p.m.

### ROLL CALL

Present: Hughes, Hodges, King, Muncie, Holter, Scolnik

Excused: Sims

### Approval of Agenda

**Motion by Hodges, Second by Holter**

**That the MADL Board approves the Agenda as presented.**

**Motion Carried**

### Public Comment

B. Reynolds noted that the Friends of Walker Memorial Library have gift baskets available for purchase.

M. Anderson distributed information regarding proposed amendment to The Library Privacy Act. Depending on its outcome, MADL's records policy may need to be updated.

### MADL Board Development

None

### Consent Agenda

**Motion by Hodges, Second by Holter**

**That the MADL Board approves the Consent Agenda items 6.a. through 6.c.**

**Motion Carried**

### Vouchers

**Motion by Scolnik, Second by Holter**

**That the Vouchers for October 2019 be approved as presented.**

### ROLL CALL

**Ayes: King, Holter, Scolnik, Hodges, Hughes, Muncie**

**Nays: None**

**Motion Carried**

Independence Day – Friday, July 3, 2020 (Administration Closed)  
Independence Day – Saturday, July 4, 2020 (Branches Closed)  
Labor Day – Monday, September 7, 2020  
Veteran’s Day – Wednesday, November 11, 2020  
Thanksgiving Day – Thursday, November 26, 2020  
Day after Thanksgiving – Friday, November 27, 2020  
Christmas Eve – Thursday, December 24, 2020  
Christmas Day – Friday, December 25, 2020  
New Year’s Eve – Thursday, December 31, 2020  
New Year’s Day – Friday, January 1, 2021

**Motion Carried**

**Public Comment**

None

**Board Comment**

J. King clarified that the Director Performance Review discussion will occur at January’s Board Meeting.

**Adjournment**

**Motion by Hodges, Second by Holter**

**That the MADL Board adjourns at 4:36 p.m.**

**Motion Carried**

**Reviewed and Approved By**

**John Holter, Secretary**

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

### OCTOBER FINANCIAL REPORT

Operating expenditures for the first month of the 2020 fiscal year were \$592,005, or 3.8% of the FY2020 budget. Revenues for the same period were \$1,620,875, or 8.3% of the budget.

## FARM REPORT

Ted Costigan / Farm Manager

### THE 2019 GROWING SEASON

**Progress:** So far, the 2019 Harvest has been one that we would like to forget. The weather has fought us every step of the way. We began harvesting soybeans in mid-October, and at this time we still have 40% left to harvest. We need freezing temperatures and no snow on the ground to complete these beans. We hope to harvest them and ship them immediately when the weather allows. Corn harvest is progressing slowly. Between the weather and breakdowns of the combine, we've been getting only a day or two per week to get the corn hauled in. At this time, we need 9 good days to complete corn. We are staying ready at all times to run out and harvest as much as we can whenever the weather is favorable. The work will all get done, eventually.

## INFRASTRUCTURE MAINTENANCE AND IMPROVEMENT PROJECTS

Vic Singh / Engineer & Dave Johnson / Director

### C STATION ODOR CONTROL

**Progress:** This month one of our 2019 projects, the repair of the C Station odor control system, went out for bid. The existing odor control system seems to have experienced a structural failure of

the concrete beams that support it. This may in turn have resulted from a failure of the protective coating that shields the beams from the harsh internal environment, which contains hydrogen sulfide gas. We hope to determine more precisely the cause of the failure when the old system is removed. Bids are due in early December. The project will be awarded in January, and the work will commence this spring, with substantial completion required by June 1.

## STATISTICAL COMPARISONS

Dave Johnson / Director

### FLOWS AND LAGOON LEVELS

Average daily wastewater flow (Fig. 1) received at the WWTP in November was 14.7 MGD, 17% higher than the same period last year. Hauled waste flow for November (Fig. 2) was 3.8 MG, equal to what was received during this period last year. The volume of water in the storage lagoons (Fig. 3) near the end of November was 2,042 MG, equal to what it was at this same time last year.



This month we were both honored and humbled to have been given this beautiful sculpture from one of our bird watchers, David Raymond.

Figure 1

## 2017 - 2019 Total Wastewater Monthly Flow in MGD

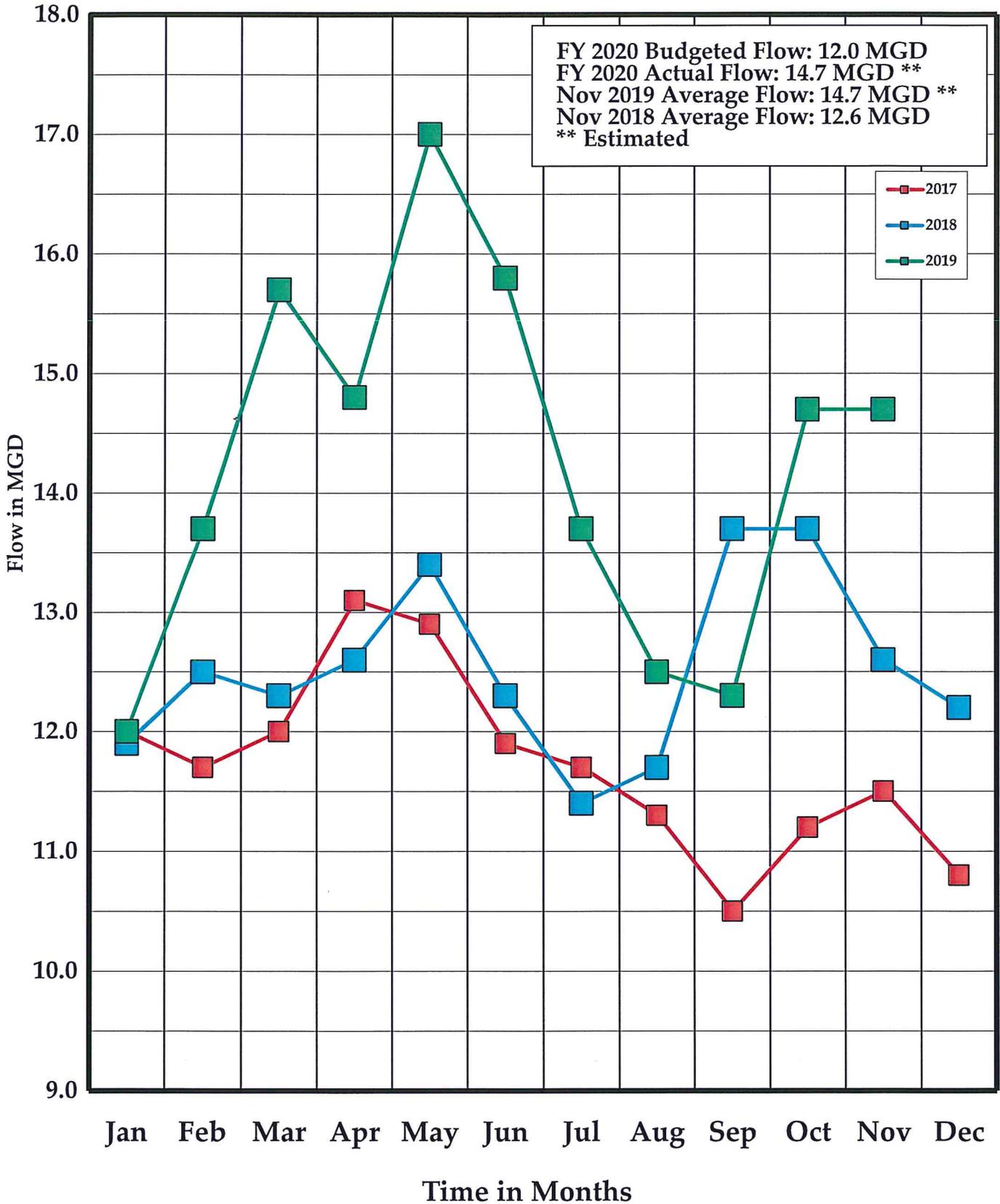


Figure 2

## 2017 - 2019 Hauled Waste Monthly Volume in Gallons

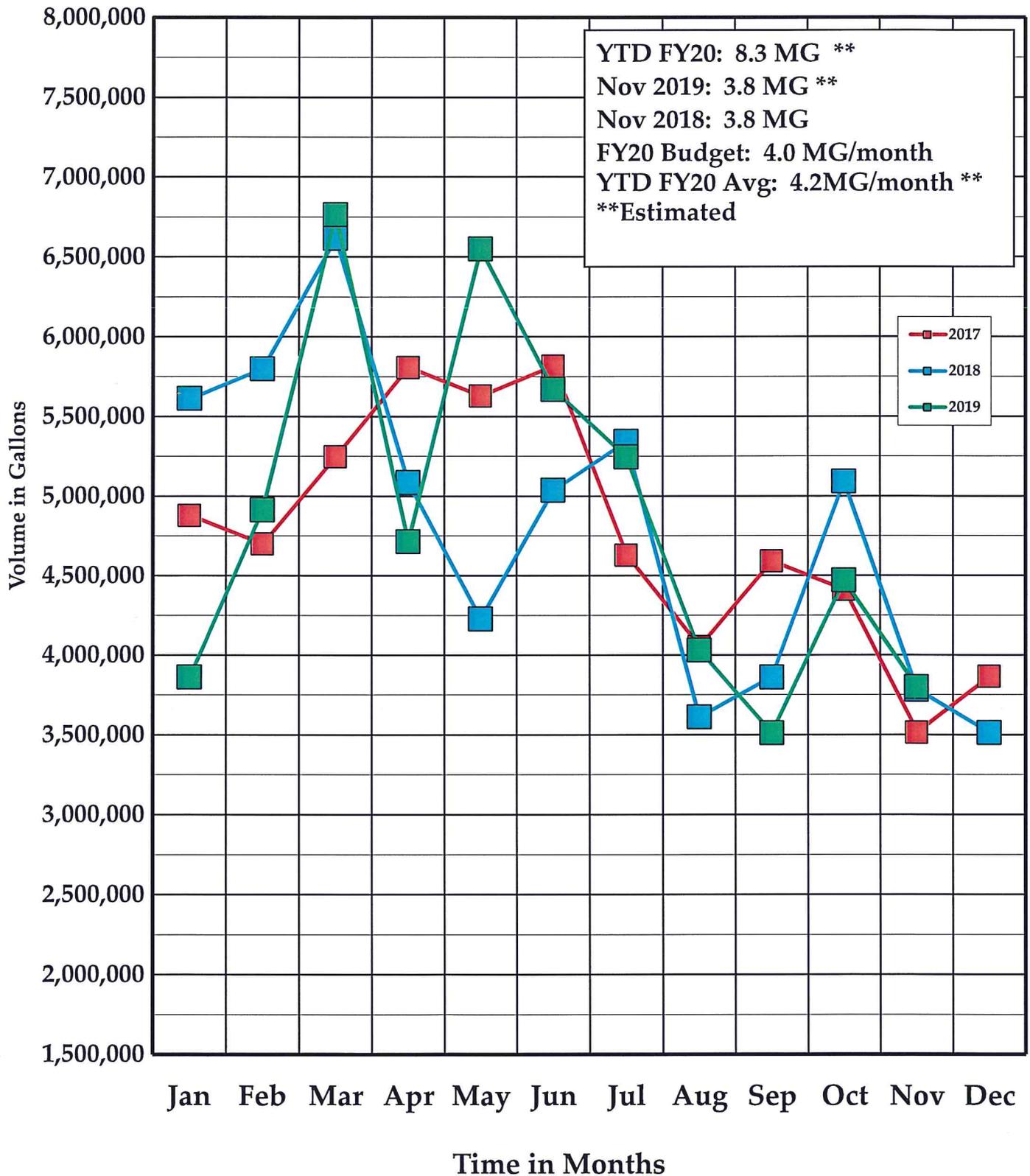


Figure 3

### 2017 - 2019 Metro Lagoon Average Elevation in Feet

