



## Internal Memo

September 5, 2019

TO: Mayor and City Council

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

SUBJECT: September 2019 Information Update

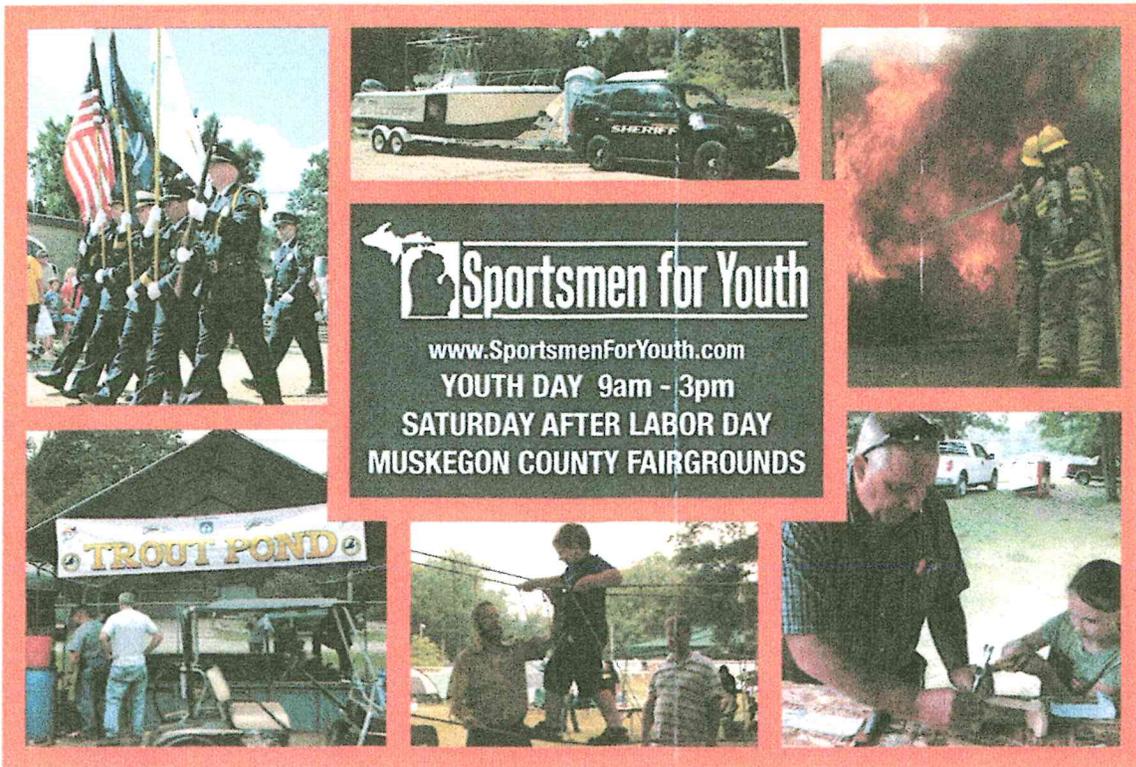
1. Sportsman for Youth Day 2019 – The annual Sportsman for Youth Day will take place this Saturday, September 7, 2019 from 9 am to 3 pm at the Muskegon County Fairgrounds. Police and Fire staff will introduce and educate youth on a number of outdoor activities. This is a very popular event attracting over 2,500 youth under 17 years of age. Please see the attached press release for more information.
2. Canteen Services Groundbreaking – Please be reminded that Canteen Vending Services will be holding a groundbreaking ceremony on Thursday, September 13, 2019 at 2 pm on the corner of Judson and Grand Haven Roads where their new facility will be located.
3. Employee Picnic – The City is holding the annual employee picnic on Friday, September 13, 2019 from 11:30 am to 1:00 pm at City Hall. City Council members are invited and encouraged to attend and enjoy good food and fellowship while showing appreciation for our hardworking employees.
4. Flu Clinic – The annual Flu Clinic is scheduled for Wednesday, September 18, 2019 from 3:30 pm to 5:30 pm in the City Hall Conference Room. Employees and elected officials, along with family members living in the same household, are eligible to participate. Please contact Programs Assistant Cheryl Ortquist at 2231-798-4391 ext. 1377 by September 11<sup>th</sup> to sign up.
5. OPEB Actuarial Report – The City recently received its Actuarial Valuation of Other Post-Employment Benefits (OPEB) for the fiscal year ending June 30, 2019. I am pleased to report that, overall, the City's OPEB liability was reduced by \$3,312,804 from the year prior and is now \$21,114,128 as of June 30, 2019. Clearly, our efforts to reduce unfunded liabilities related to retiree health insurance are producing tangible results.
6. Fall Leaf Site Schedule – The Wood Road and Martin Road leaf sites will open daily beginning Saturday, September 21, 2019 through Sunday, December 1, 2019. Hours of operation remain 11 am to 7 pm.
7. ICS Data – ICS Data is celebrating 30 years of business and their one-year anniversary at their new location at 6470 Grand Haven Road. An Open House is scheduled for Thursday, September 26, 2019 from 3:30 to 6:30 pm. It will include tours of the facility

and an opportunity to meet their staff and enjoy appetizers. A ribbon cutting ceremony will take place at 4:00 pm. Also, it should be noted that this event is being sponsored by The Chamber of Grand Haven, Spring Lake, Ferrysburg since ICS is one of their long-time members. The Chamber reached out to Mayor Nelund inviting Norton Shores Council Members to participate.

8. Public Safety Open House – Please be reminded that the annual Public Safety Open House will be held on Saturday, September 28, 2019 from 10 am to 3 pm at Fire Station #3. This well-attended event will include a number of public displays, demonstrations and fun activities for children. Attached is a flyer with more details.
  
9. Streets Improvement Update – Streets being resurfaced through the hot-in-place recycling process are scheduled to receive the top course of asphalt this week. Also, Lake Harbor Road between Henry Street and Ridgeview Drive has been striped. The only item that remains is for the shoulder-line along the curve to be ground with rumble strips similar to those that were introduced a few years ago through Lake Harbor Park. Lastly, reconstruction of Broadway Avenue, including replacement of water main is progressing on schedule. The old water main has been removed from the ground, storm drainage pipe and structures are installed and this week gravel will be delivered for placement in the south lane. Road construction with new curbs, driveway approaches and sidewalk will be completed in mid to late September with painting and restoration at the end of September, weather permitting. One lane remains open on the north side for accessing homes and businesses on Broadway Avenue within the construction zone.

/ss

Attachments



 **Sportsmen for Youth**  
[www.SportsmenForYouth.com](http://www.SportsmenForYouth.com)  
**YOUTH DAY 9am - 3pm**  
**SATURDAY AFTER LABOR DAY**  
**MUSKEGON COUNTY FAIRGROUNDS**

Sportsmen for Youth

and

Muskegon Area Fire Chiefs

are proud to present

**YOUTH DAY FREE** for 17 and under

Youth Day is designed to introduce youth to the great joy of everything outdoors. Educational and fun for the whole family! Multiple activities and demonstrations all day long.

Promoting the safe pursuit of outdoor activities

and

Fire Safety

all in one venue for one day and no charge.

Lunch, t-shirts, door prizes, and goody bags for the first 2500 youth

17 and under attending the event is provided absolutely FREE.

Along with multiple drawings from exhibitors throughout the day.



# Employee Appreciation Lunch

City Hall

Friday, September 13th

11:30—1:00

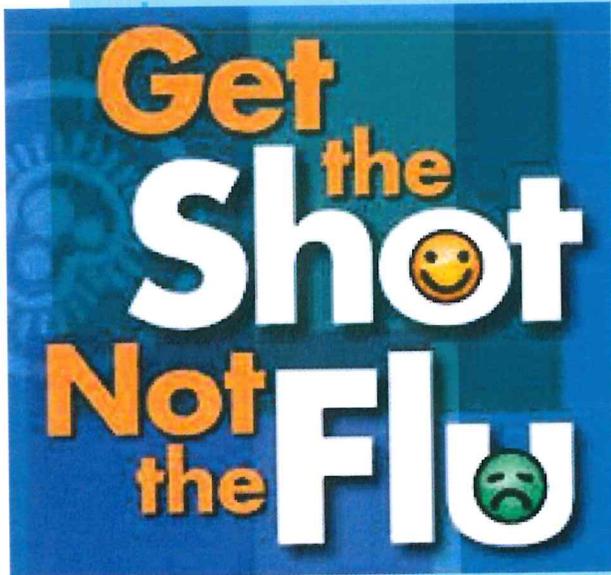
Please Join Everyone for Lunch



# City of Norton Shores Employees

DATE: WEDNESDAY, SEPT. 18

TIME: 3:30 P.M.—5:30 P.M.



*City Hall*

*Small Conference Room*

**PLEASE CALL & SIGN-UP  
BY WEDNESDAY SEPT. 11**

**EXT. 1377**

\*Vouchers will be available after September 18th  
for those who cannot make it to the on-site clinic.  
They can be used at any Rite Aid location.

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Join Us  
At Our

2019

City of Norton Shores  
**PUBLIC SAFETY  
OPEN HOUSE**

**Saturday, September 28, 2019**

**10 am - 3 pm**

**Fire Station #3**

**1100 E. Pontaluna Rd.**

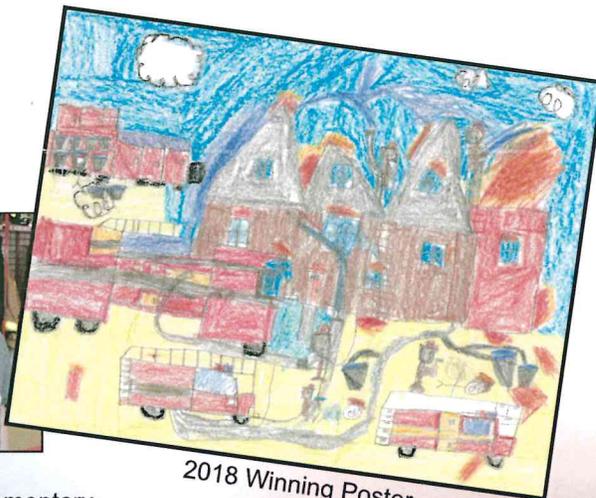
PARKING IS BEHIND  
STATION #3 ON  
NORTON CENTER DR.

**FREE!**  
**Carabiner**

WITH EVERY  
REGISTERED  
CHILD



Isaac Sass  
Churchill Elementary



2018 Winning Poster



*Safety  
First!*

**NEW THIS YEAR! LIVE FIRE DEMO!**

Meet Firefighters & Police Officers

Firetruck Rides • Bounce House

Seatbelt Convincer • Fire Obstacle Course

Police Obstacle Course

Children's ID Cards

Fire Extinguisher Instruction

Honor Guard Presentation along  
with Mona Shores Elementary Choir

**KIDS  
DOOR  
PRIZES**

**FAMILY FUN  
PACKAGE  
PRIZE**



*Dedicated To Excellence*

*Protecting Your Future*