



West Michigan Regional Water Authority

4814 Henry Street

Norton Shores, MI 49441

Meeting Agenda

February 19, 2019 – 1:30 p.m.

Location: City Hall – City of Norton Shores

- A) Call to Order by Chair
- B) Adoption of Agenda
- C) Adoption of minutes from the Meeting of December 18, 2018
- D) Public forum/Public input
- E) Committee Reports
- F) Treasurer's Report
- G) Old/New Business
 - 1. Budget FY-2020 (July 1, 2019 – June 30, 2020)
 - 2. FY-2020 Water Rates
 - 3. AT&T Cell Site Lease Amendment Request
- H) Comments from the Board
- I) Adjournment

WEST MICHIGAN REGIONAL WATER AUTHORITY
Minutes of December 18, 2018 Board Meeting

A regular meeting of the West Michigan Regional Water Authority was called to order on Tuesday, December 18, 2018 at 1:37p.m. in the Small Conference Room, Norton Shores City Hall, 4814 Henry Street.

Members Present: Board Members Jerry Bartoszek, Mike Huston, Ron Langlois and Heidi Tice

Also Present: Alternate Board Member Mark Meyers

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 Organizational Meeting of July 11, 2018. The motion was seconded by Secretary Ron Langlois. The motion was carried unanimously.

Old/New Business:

1. Audit 2018

Treasurer Mike Huston gave a summary of the results from the audit. One note from the audit was that the Authority has good internal controls and management.

2. Water Main Break – 4800 Block of Henry St – Emergency Repair Approval

Vice Chair Heidi Tice moved to approve the costs of the repair at \$20,518.51. The motion was seconded by Secretary Ron Langlois. The motion was carried unanimously.

3. Water Main Break – Mt. Garfield at Henry St – Emergency Repair Approval

Vice Chair Heidi Tice moved to approve the costs of the repair at \$8,233.33. The motion was seconded by Treasurer Mike Huston. The motion was carried unanimously.

4. Update on costs of Phase I of Broadway Ave Water Main Upgrade

Chair Jerry Bartoszek presented an updated cost for the project from the City of Norton Shores Engineer Jim Murphy that is roughly \$364,000. This is not the final cost for the project as they are still waiting on final costs from the contractor.

5. Muskegon Water Filtration Plant Capital Improvements – Discuss effect on rate

Treasurer Mike Huston moved to add \$0.17 on the rate as of January 1, 2019 for Capital Improvement projects at the filtration plant for the next 15 years. The motion was seconded by Vice Chair Heidi Tice. The motion was carried unanimously.

6. AT&T Cell Site Lease Amendment Request

Chair Jerry Bartoszek presented the board with the amendments that AT&T provided. The board agreed that there were issues regarding the rent amounts. Treasurer Mike Huston made a motion to reject the amendments. The motion was seconded by Chair Jerry Bartoszek. The motion was carried unanimously.

The meeting adjourned at 2:26 p.m.

Ron Langlois, Secretary

**WEST MICHIGAN REGIONAL WATER AUTHORITY
BUDGET**

FY-2019 - APPROVED (July '18 - June '19)		FY-2019 REVISED	FY-2020 PROPOSED	
Revenues				
1	Water Sales **	\$2,856,000.00	\$2,945,875.00	\$3,094,000.00
2	Adjustment to Water Sales	\$0.00	\$0.00	\$0.00
3	Rate Smoothing **	\$0.00	\$220,500.00	\$518,000.00
4	Interest Income	\$500.00	\$429.00	\$500.00
	Total Revenues	\$2,856,500.00	\$3,166,804.00	\$3,612,500.00
Expenses				
1	Combined Gas & Electricity for Booster Station, Towers, Master Meters	\$7,500.00	\$7,500.00	\$7,800.00
2	Master Meter Testing	\$1,200.00	\$0.00	\$1,200.00
3	Combined Supplies & Materials for Booster Station, Towers, Master Meter maintenance	\$3,000.00	\$3,000.00	\$3,000.00
4	Special Projects FY-19 Altitude Valve, check valve if needed, SCADA; Miscellaneous - throttle valve FY-20 Smiley Tank Wash, Miscellaneous	\$25,000.00	\$35,000.00	\$20,000.00
5	Emergency Repair	\$5,000.00	\$36,752.00	\$15,000.00
6	Misc	\$5,000.00	\$3,000.00	\$3,000.00
7	Auditing	\$4,000.00	\$3,900.00	\$4,000.00
8	Insurance	\$9,800.00	\$9,640.00	\$9,800.00
9	Bond Payment			
	Interest 10-1-18 (2019)	\$266,500.00	\$266,500.00	\$259,500.00
	Principal 4-1-19 (2019)	\$350,000.00	\$350,000.00	\$400,000.00
	Interest 4-1-19 (2019)	\$266,500.00	\$266,500.00	\$259,500.00
	Paying Agent	\$500.00	\$500.00	\$500.00
10	Water Purchases at calculated rate	\$1,610,000.00	\$1,965,892.00	\$2,366,000.00
10a	Water Rate adjustment per contract	\$0.00	\$0.00	\$0.00
11	Legal	\$3,000.00	\$1,500.00	\$2,500.00
12	Capital Contribution to FB	-\$55,500.00	-\$136,433.00	-\$94,300.00
13	Depreciation *	\$355,000.00	\$353,553.00	\$355,000.00
	Total	\$2,856,500.00	\$3,166,804.00	\$3,612,500.00

* CAPITAL IMPROVEMENT PROJECTS

FY-2018/19 Broadway, Bailey to US-31 Water Main \$364,000
FY-2019/20 Broadway, Getty to Bailey Water Main \$450,000

** \$0.17/1,000 gallons will be added to the Muskegon's rate calculated without the Capital Improvement component to cover major Capital Imps from 2019 to 2024. This addition will be for 15 years or until 2034



January 7, 2019

Ron Langlois
Fruitport Township
Muskegon, Michigan 49442

Re: Communications Facility located at 6543 Airline Road, Fruitport, MI 49415
Contract #: 49361 / FA#: 10107835

Dear Ron,

Thank you for responding positively to the letter that was sent to you in regards to the AT&T TOSS Program. AT&T Mobility ("AT&T") has engaged Md7 to work with you to make the above-referenced site better for both parties. The conditions AT&T desires to implement in all new "go forward" leases are referenced in the bullet points below. We look forward to coming to a mutually beneficial agreement.

Criteria for Cellular Site Retention:

AT&T will need the following to secure a longer-term lease with you:

- \$3,533.00 per month, commencing **April 1, 2019**
- 3% rent increase every year, commencing **December 1, 2019**
- Extension of Lease through **August 31, 2045**

This letter of understanding is subject in all respects to the preparation, execution and delivery of a definitive amendment in form and substance mutually agreeable to each of us. This letter will not be legally binding between us with respect to the proposed business relationship, but instead serves as a statement of our mutual intent to work toward entering into such an amendment.

AT&T values its affiliation with you and hopes to continue a long and mutually profitable relationship in the years to come. After having reviewed these options, please contact me. Please keep in mind that AT&T's discussion process has a deadline of 90 days from your initial response. If satisfactory terms and conditions are not agreed upon through a signed amendment within this 90 day period, this will trigger AT&T's review of alternate locations.

Thank you for your consideration.



Roger O'Keefe

Lease Consultant

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San Diego, CA 92130
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Authorized Agent for AT&T Mobility

cc: Gregory D. Ohmer Director-Network Planning, AT&T Mobility

