



Internal Memo

March 3, 2016

TO: Mayor and City Council

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

SUBJECT: March 2016 Information Update

1. Muskegon County District Meetings – Recreational Partnerships – Please be reminded that Muskegon County is holding a meeting for Commission District 4 to discuss recreational partnerships on Thursday, March 10, 2016 at 7 p.m. in the community room of the Norton Branch Library (see attached press release).
2. Tanglewood Park Open House – Please be reminded that an Open House of the new expansion at Tanglewood Park is scheduled for Thursday, March 10, 2016 from 4 – 6 p.m.
3. MML Capital Conference – This is the last call for those interested in attending the Michigan Municipal League Capital Conference being held Wednesday, March 23, 2016 at the Lansing Center in Lansing, MI. Please contact Shelly Stibitz to register.
4. Good Friday Holiday – City Hall and non-emergency offices will be closed on Friday, March 25, 2016 in observance of Good Friday.
5. WMRWA Receives Award – The West Michigan Regional Water Authority (WMRWA) has received an award from the Michigan Chapter of the American Public Works Association (MAPWA). Attached is a letter regarding the award which will be presented at the MAPWA Annual Conference in Traverse City, Michigan in May. Congratulations to both Norton Shores and Fruitport Township officials as well as project engineers AECOM Great Lakes, Inc., and general contractor Jackson-Merkey for a successful project!

Also, attached is a memo from Public Works Director Jerry Bartoszek conveying the approved Fiscal Year 2017 budget for the WMRWA. He notes that wholesale water rates remain the same as last year.

6. Henry Street Sidewalk Update - MDOT informed staff yesterday that funding has been released by the Federal government for the Safety Grant that will help fund sidewalk construction on Henry Street between Seminole Road and Forest Park Road.
7. City Council Requests' List – Attached is the current list for City Council's information.

MCM/ss
Attachments



FOR IMMEDIATE RELEASE
February 12, 2016

Contacts: **Connie Maxim-Sparrow**
 Grants Coordinator
 Muskegon County
 231- 724-6808

County Commissioners to Host District Meetings on Recreational Partnership
 Muskegon County Commissioners holding district meetings for public input

Muskegon, MI – Better together! The Muskegon County Board of Commissioners will be facilitating meetings throughout the County in March. Commissioners are interested in public feedback on potential recreational partnerships that could be formed between the County and local municipalities. Last summer, County officials reached out across all of Muskegon County requesting recreational projects from all municipalities. The need for recreational development was overwhelming, with over \$43 million dollars in projects submitted from 23 municipalities.



With demand for recreational development evident, the Board of Commissioners has requested that a district meeting be held in all 9 districts of Muskegon County. These meetings will provide both residents and local elected leaders the ability to learn about innovative ideas to help foster collective community recreational development. Both Commissioners and County officials will be there to answer questions.

Below is a list of all district meetings, locations, and times. Residents and local elected officials are strongly encouraged to attend these informational meetings, take the opportunity to get engaged with community recreational planning. Commissioners and Staff look forward to the ability to engage the local community in the planning process.

Meeting Dates and Times:

District 1 – Facilitated by Commissioner Rillastine Wilkins March 21, 2016, 7:00 PM MATS Conference Center 2624 6 th St. Muskegon Heights, Michigan 49444	District 2 – Facilitated by Commissioner Benjamin Cross March 14, 2016, 7:00 pm Roosevelt Park Community Center 900 Oak Ridge Muskegon, Michigan 49441	District 3 – Facilitated by Commissioner Susie Hughes March 24, 2016, 7:00 PM Muskegon Township Hall 1990 Apple Ave Muskegon, MI 49442
District 4 – Facilitated by Commissioner Bob Scolnik March 10, 2016, 7:00 PM Norton Shores Library Community Center 705 Seminole Road Norton Shores, MI 49441	District 5 – Facilitated by Commissioner Marv Engle March 16, 2016, 7:00 PM The Village Inn 340 N. 3 rd Ave Fruitport, MI 49415	District 6 – Facilitated by Commissioner Charles Nash March 1, 2016, 7:00 PM Muskegon Fire Department Central Station Community Room 770 Terrace St. Muskegon, MI 49442
District 7 - Facilitated by Commissioner Jeff Lohman March 3, 2016, 7:00 PM Egelston Township Hall 5380 E. Apple Ave Muskegon, MI 49444	District 8 – Facilitated by Commissioner Terry Sabo March 29, 2016, 7:00 PM Laketon Township Hall 2735 W. Giles Road Muskegon, MI 49445	District 9 – Facilitated by Commissioner Ken Mahoney March 28, 2016, 7:00 PM Whitehall City Hall 405 E. Colby Whitehall, MI 49461

***About Muskegon County:** Muskegon County is located in West Michigan, bordering the shores of Lake Michigan at the terminus of Interstate 96. With a population of over 170,000, Muskegon County offers West Michigan's largest deep water port and is a logistical hub located in the fast-growing Muskegon/Holland/Grand Rapids Combined Statistical Area (CSA), the second largest CSA in the State of Michigan and the 39th largest CSA in the United States with a population of over 1.4 million.*



February 29, 2016

Jerry Bartoszek, PE
Vice Chairman
West Michigan Regional Water Authority
4814 Henry Street
Norton Shores, MI 49441

RE: 2016 Project of the Year
APWA - Michigan Chapter

Dear Mr. Bartoszek:

Congratulations!

The Michigan Chapter of the American Public Works Association is very pleased to announce that your project:

WMRWA Regional Water System

Has been awarded Project of the Year in the category of:
ENVIRONMENT \$5 MILLION TO \$25 MILLION

At the Michigan Chapter Great Lakes Expo, the Michigan Chapter will recognize this project as an award winner. In addition, your project will be forwarded to the APWA National office for competition at that level.

The Michigan Chapter of American Public Works Association will be holding its Annual Conference at the Grand Traverse Resort in Acme, Michigan. The Awards Banquet will be held on Thursday, May 26, 2016, beginning at 6:00 pm. For those attending the Awards Banquet, the cost is \$50.00 per person. Registration information regarding the Conference can be found on the Chapter website at <http://michigan.apwa.net/>.

Plaque wording will be:

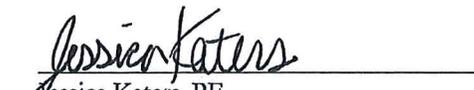
WMRWA Regional Water System
West Michigan Regional Water Authority
AECOM Great Lakes, Inc.
Jackson-Merkey Contractors, Inc.

Three plaques will be provided at no cost. In the event you have any changes or special requests regarding your plaques, please contact Jessica Katers by April 4, 2016 ((734) 522-6711, ext. 4599 or jessica.katers@ohm-advisors.com.)

Sincerely,



Don Rohraff
Chapter President
APWA – Michigan Chapter



Jessica Katers, PE
Awards Chairperson
APWA – Michigan Chapter

cc: Phil Vogelsang, PE, AECOM Great Lakes, Inc., 3950 Sparks Drive SE, Grand Rapids, MI 48546 (via e-mail)
Gary Merkey, Jackson-Merkey Contractors, Inc., 3430 Lund Avenue, Muskegon, MI 49442 (via e-mail)



Internal Memo

February 25, 2016

TO: Mark C. Meyers, City Administrator

FROM: Gerald Bartoszek, Director of Public Works *GAB*

SUBJECT: WMRWA Budget

As required by the Articles of Incorporation of the West Michigan Regional Water Authority, I am submitting to you the approved budget for FY-2016-2017. I would like to point out to you that the water rate of \$1.74/1,000 gallons remains the same as the previous year.

GAB/ts

c: Mike Huston, Finance Director
Derek Gajdos, Water & Sewer Superintendent

WMRWA FY-2016/2017 Budget

Revenues		
1	Water Sales	\$2,433,136.00
	Total Revenues	\$2,433,136.00
Expenses		
1	Booster Station	
	Electricity	\$6,000.00
	Gas	\$400.00
	Supplies & Materials	\$1,500.00
2	Towers	
	Electricity	\$1,800.00
	Gas	\$200.00
	Supplies & Materials	\$200.00
3	Master Meters	
	Electricity	\$2,160.00
	Testing	\$2,000.00
	Supplies & Materials	\$500.00
4	Special Projects	
	???	\$70,000.00
5	Emergency Repair	\$5,000.00
6	Misc	\$15,000.00
7	Auditing	\$1,000.00
8	Insurance	\$8,500.00
9	Bond Payment	
	Interest 10-1-16	\$272,500.00
	Principal 4-1-17	\$100,000.00
	Interest 4-1-17	\$272,500.00
	Paying Agent	\$560.00
10	Water Purchases	\$1,628,316.00
11	Legal	\$25,000.00
12	Capital Contribution to FB	\$20,000.00
	Total	\$2,433,136.00

Billable Gallons	1,400,000
Rate per 1,000 gallons	\$1.74

City Council Requests – March 2016

Date Requested	Requested By	Received Via	Request	Action Taken	Date Completed	Completed By
03/25/14	Council Member Jurkas	Email	Reconsideration of Rental Inspection Program.	<p>The City Attorney was asked to research and render a legal opinion. He presented options to the City Council at the April 22, 2014 work session. At the September 22, 2015 work session Council Member Martines requested the subject be brought back for reconsideration. It was placed on the October 2015 work session agenda and City Council directed staff to research it further. Muskegon Township staff presented their experience with implementing a rental inspection program at the January 26, 2016 work session. City Council had questions that staff will follow up on and this item will be placed on a future work session agenda for further discussion. Staff will first meet with landlords to discuss a potential program.</p>	Pending	City Administrator
05/26/15	Council Member Ostrom	Email	Explore opportunities to assist the City of Muskegon Heights with their boat launch facility.	Initial contact has been made with Muskegon Heights staff who appear willing to discuss the topic. Our staff will schedule a meeting with the new City Manager when one is hired.	Pending	City Administrator and Parks & Rec Director

***Revisions since the last update are highlighted**