

Affirmative Action
(231)724-6703
FAX (231)722-1214

Assessor/
Equalization Co.
(231)724-6386
FAX (231)724-1129

Cemetery/Forestry
(231)724-6783
FAX (231)724-4188

City Manager
(231)724-6724
FAX (231)722-1214

Clerk
(231)724-6705
FAX (231)724-4178

Comm. & Neigh.
Services
(231)724-6717
FAX (231)726-2501

Computer Info.
Technology
(231)724-4126
FAX (231)722-4301

Engineering
(231)724-6707
FAX (231)727-6904

Finance
(231)724-6713
FAX (231)726-2325

Fire Department
(231)724-6795
FAX (231)724-6985

Human Resources
Co. (Civil Service)
(231)724-6442
FAX (231)724-6840

Income Tax
(231)724-6770
FAX (231)724-6768

Mayor's Office
(231)724-6701
FAX (231)722-1214

Planning/Zoning
(231)724-6702
FAX (231)724-6790

Police Department
(231)724-6750
FAX (231)722-5140

Public Works
(231)724-4100
FAX (231)722-4188

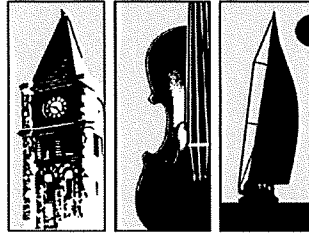
SafeBuilt
(Inspections)
(231)724-6715
FAX (231)728-4371

Treasurer
(231)724-6720
FAX (231)724-6768

Water Billing
(231)724-6718
FAX (231)724-6768

Water Filtration
(231)724-4106
FAX (231)755-5290

MUSKEGON



West Michigan's Shoreline City
www.shorelinecity.com

June 7, 2021

Mayor Stephen Gawron
Muskegon City Hall
933 Terrace Street
Muskegon, MI 49440

Re: Conflict of Interest: Community enCompass

Dear Mayor Gawron:

The City of Muskegon is considering entering into a contract with Bethany Housing Ministries d/b/a Community enCompass ("Community enCompass"). As a City Commissioner for the City of Muskegon, the following letter is provided.

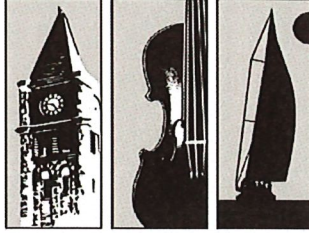
As you are aware, I am employed by Community enCompass. More specifically, I am the Director of Homeless Services, which focuses solely on providing housing services and financial assistance to individuals who are homeless or at risk of becoming homeless, which includes eviction prevention services. I oversee 25 full-time and part-time employees and a budget of approximately \$ 7.9 million, including the COVID Emergency Rental Assistance program.

It is my understanding that the City of Muskegon is seeking to enter into a contract with Community enCompass to help provide the City with seasonal staffing services. The City needs to hire 30-35 seasonal employees. The City currently has a contract with two temporary employment services, but they have been able to fill only 11 of those vacancies as of June 2, 2021. Community enCompass believes it will be able to fill 10-12 vacancies from its Youth Empowerment Program (YEP). The YEP Youth program provides early work experiences for children in low to moderate income households and provides educational opportunities promoting leadership skills. Approximately 21 high school youth are involved, with an anticipated budget of approximately \$100,000.

I receive no direct benefit from the City funding this program. I have no involvement in the YEP Youth Program. The programs I oversee do not receive any monies from the YEP Youth Program. My salary will not change based upon whether the City of Muskegon funds or does not fund the YEP Youth Program.

I do not foresee any indirect benefit from the City funding this program. I have no knowledge as to whether any of the money proposed for this program would go towards general operating expenses of Community enCompass. Further, it would be unlikely that anyone participating in one of my programs would also benefit from the YEP Youth Program.

MUSKEGON



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I have had no involvement or discussions, either with City of Muskegon's staff or Community enCompass' staff, concerning this matter.

If you have any questions, please feel free to contact me.

Very truly yours,

A large, stylized handwritten signature in blue ink, appearing to be 'Michael Ramsey', is written over the signature line and extends upwards and to the right.

Michael Ramsey

C: Ann Meisch
Leo Evans
Frank Peterson