CITY OF MUSKEGON

CITY COMMISSION MEETING

DECEMBER 11, 2012

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- **CALL TO ORDER:**
- **PRAYER:**
- **PLEDGE OF ALLEGIANCE:**
- **ROLL CALL:**
- **HONORS AND AWARDS:**
- **INTRODUCTIONS/PRESENTATION:**
- **CONSENT AGENDA:**

  A. **Approval of Minutes.** CITY CLERK

  B. **Marsh Field Management Agreement.** PUBLIC WORKS

  C. **Truck Mounted Jet Rodder (Jet Truck).** PUBLIC WORKS

  D. **Request to Deny & Accept Properties that did not Sell During the Tax Sale for 2012.** PLANNING & ECONOMIC DEVELOPMENT

  E. **Approval of Purchase of 1282 Fleming and Sign a Memorandum of Understanding with Trinity Housing Non-Profit Corporation for the Transfer.** COMMUNITY & NEIGHBORHOOD SERVICES

  F. **Approval of the Bid Proposal of Blackberry Window and Door Systems at 1500 Leahy.** COMMUNITY & NEIGHBORHOOD SERVICES

  G. **Fleet Vehicle Replacement.** PUBLIC WORKS

  H. **Fireworks Delegation of Authority Authorization.** PUBLIC SAFETY

- **PUBLIC HEARINGS:**
- **COMMUNICATIONS:**
- **CITY MANAGER'S REPORT:**
- **UNFINISHED BUSINESS:**

  A. **Rezoning Request for the Property Located at 137 E. Laketon Avenue – SECOND READING.** PLANNING & ECONOMIC DEVELOPMENT

- **NEW BUSINESS:**

  A. **Approval of Sale of City-Owned Home at 451 E. Isabella.** COMMUNITY & NEIGHBORHOOD SERVICES

  B. **Approval of Sale of City-Owned Home at 605 Jackson.** COMMUNITY & NEIGHBORHOOD SERVICES

  C. **Approval of Sale of City-Owned Home at 1733 Manz.** COMMUNITY & NEIGHBORHOOD SERVICES

  D. **Appointment to County of Muskegon Port Advisory Committee.** MANAGER

  E. **Wheel Loader.** PUBLIC WORKS

  F. **User Fees.** FINANCE

- **ANY OTHER BUSINESS:**

- **PUBLIC PARTICIPATION:**

- ***Reminder: Individuals who would like to address the City Commission shall do the following:***
- Fill out a request to speak form attached to the agenda or located in the back of the room.
- Submit the form to the City Clerk.
- Be recognized by the Chair.
- Step forward to the microphone.
- State name and address.
- Limit of 3 minutes to address the Commission.
- (Speaker representing a group may be allowed 10 minutes if previously registered with City Clerk.)

- **CLOSED SESSION:**

- **ADJOURNMENT:**

ADA POLICY: The City of Muskegon will provide necessary auxiliary aids and services to individuals who want to attend the meeting upon twenty four hour notice to the City of Muskegon. Please contact Ann Marie Cummings, City Clerk, 933 Terrace Street, Muskegon, MI 49440 or by calling (231) 724-6705 or TTY/TDD dial 7-1-1 to request a representative to dial (231) 724-6705.

Date: December 11, 2012

To: Honorable Mayor and City Commissioners

From: Ann Marie Cummings, City Clerk

RE: Approval of Minutes

SUMMARY OF REQUEST: To approve minutes of the November 27th City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

CITY OF MUSKEGON

CITY COMMISSION MEETING

NOVEMBER 27, 2012

CITY COMMISSION CHAMBERS @ 5:30 P.M.

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, November 27, 2012.

Mayor Gawron opened the meeting with a prayer from Reverend Bill Freeman from the Harbor Unitarian Universalist Congregation after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Gawron, Vice Mayor Lawrence Spataro, Commissioners: Byron Turnquist, Lea Markowski, and Eric Hood: City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Ann Cummings. Excused: Commissioners Sue Wierengo and Willie German

2012-86 HONORS AND AWARDS:

A. <u>Recognition JAAR Partnerships Participation in the "GOOD BUDDY BUCKS" Program.</u> PUBLIC SAFETY

Chief Jeffrey Lewis presented a Resolution for Recognition of JAAR Partnerships participation in the "Good Buddy Bucks" Program

B. <u>Recognition of Fall 2012 Citizen's Academy Graduates.</u> PUBLIC SAFETY

Chief Jeffrey Lewis presented a Resolution for Recognition of fall 2012 Citizen's Academy Graduates.

2012-87 CONSENT AGENDA:

A. <u>Approval of Minutes.</u> CITY CLERK

SUMMARY OF REQUEST: To approve minutes of the November 13th City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. <u>State of Michigan Resource Management Fees.</u> PUBLIC WORKS/WATER FILTRATION

SUMMARY OF REQUEST: Staff is requesting Commission to authorize payment to Michigan Department of Environmental Quality $9,994.43 for State of Michigan

Resource Management Fees.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To authorize payment to the State of Michigan for $9,994.43 used to cover the Michigan Public Water Supply fee.

C. **Moratorium on Fees for 2013 Vacant Buildings.** PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Request to approve a moratorium on fees charged to owners of vacant buildings that are entering their fifth year billing cycle in 2013. Eligibility requirements for the moratorium of fees charged are proposed to remain the same as the 2012. Moratoriums would be determined based on the criteria included on the Vacant Building Registration Moratorium (this remains unchanged from last year).

FINANCIAL IMPACT: Exact amount unknown but should be minimal.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of a fee moratorium for vacant building invoices meeting the approved criteria.

D. **Extension of Vinyl Siding Supplier and Installer Contract for Fiscal Year 2012.** COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To authorize the Community and Neighborhood Services Department to extend the contract through June 30, 2013 to Keene Lumber, located at 346 W. Laketon Avenue, Muskegon, MI, for the balance of 2012 fiscal year.

To authorize Community and Neighborhood Services to extend the contract through June 30, 2013 to Mark N. Tucker, LLC, 9121 Holton Road, Holton, MI, to install vinyl siding for the balance of 2012 fiscal year.

FINANCIAL IMPACT: Funding will be disbursed from the 2012 Community Development Block Grant Vinyl Siding fund.

BUDGET ACTION REQUIRED: FY 2012 Balance remaining $45, 749.

STAFF RECOMMENDATION: To approve the request.

COMMITTEE RECOMMENDATION: The funding for the Vinyl Siding Program was approved by the Commission during the 2011-2012 allocation period, which would end November 2012; our request is to extend this agreement until June 30, 2013.

E. **To Impose a Ten-Year Limit on Applying for Priority Housing Repairs and Approve Clerical Changes to Citizen Participation Plan.** COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To authorize Community and Neighborhood Services to impose a ten-year limit on applying for a Priority Housing Repair project and Vinyl Siding being a one-time activity. In addition, approve the clerical changes to the Citizen Participation Plan per CDC approval.

FINANCIAL IMPACT: This will stretch our CDBG Funding for the Priority Housing Repair program to include families with housing needs.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To approve the request.

COMMITTEE RECOMMENDATION: The proposal has already been approved by the Citizen's District Council at their November 8, 2012 meeting.

F. <u>Rezoning Request for the Property Located at 137 E. Laketon Avenue.</u> PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Request to rezone the property at 137 E. Laketon Avenue from B-2, Convenience and Comparison Business District to B-4, General Business District, by Jack Kennedy.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the rezoning.

COMMITTEE RECOMMENDATION: The Planning Commission unanimously recommended approval of the request at their November 15th meeting.

Motion by Commissioner Turnquist, second by Vice Mayor Spataro to accept the Consent Agenda as presented.

ROLL VOTE: Ayes: Hood, Gawron, Spataro, Turnquist, and Markowski

Nays: None

Excused: German and Wierengo

MOTION PASSES

2012-88 NEW BUSINESS:

A. <u>Temporary Employment Services Provider RFP.</u> AFFIRMATIVE ACTION

SUMMARY OF REQUEST: Approval to allow staff to negotiate the 2013-2015 temporary employment services provider contract with the lowest responsible bidder, Elwood Staffing Services, contingent upon working out agreement terms acceptable to the City Manager and City Attorney.

RFP solicitation resulted in four proposals, due on October 30, 2012 at 2:00 p.m. Proposals were received from:

P.I.E. Management, LLC; 120 N. Washington Square, Suite 805, Lansing, MI 48933
Elwood Staffing Services, 230 North River, Suite B, Holland, MI 49424
Phoenix Personnel, 1910 E. Apple Avenue, Muskegon, MI 49442
Trillium Staffing Solutions, 1478 E. Ellis Road, Norton Shores, MI 49444

A committee consisting of managers and users reviewed proposals, listened to presentations, and interviewed the following two lowest bids:

P.I.E. Management, LLC. While the low bidder, P.I.E. Management, LLC has no presence in West Michigan, and lacks the experience filling many of the needed positions listed in the RFP. The company did not provide adequate verification that their insurance company would not deny any of the positions at the rates he quoted, and did not follow up with staff regarding said questions.

Elwood Staffing Services (formerly Beacon Staffing) has been the City's temporary services provider for the past four years. The company has established an excellent working relationship with City staff and has provided exceptional service throughout their contract in terms of flexibility, responsiveness, hiring, orientation process, reporting, and commitment to equal employment opportunity. Elwood remains fully prepared to handle all of the City's temporary employment staffing needs except the optional position of part-time police officer.

FINANCIAL IMPACT: The 2013 projected temporary staffing services cost is approximately $875,000.

BUDGET ACTION REQUIRED: The 2013 budget allowed for the financial resources.

STAFF RECOMMENDATION: Staff recommends and requests approval to negotiate the 2013-2015 temporary employment staffing services contract with the lowest responsible bidder, Elwood Staffing Services, contingent upon working out agreement terms acceptable to the City Manager and City Attorney.

COMMITTEE RECOMMENDATION: The committee unanimously recommends granting approval to negotiate the 2013-2015 temporary employment staffing services contract with Elwood Staffing Services.

Motion by Vice Mayor Spataro, second by Commissioner Hood to approve staff to negotiate the 2013-2015 temporary employment staffing services contract with Elwood Staffing Services, contingent upon working out agreement terms acceptable to the City Manager and City Attorney.

ROLL VOTE: Ayes: Spataro, Turnquist, Markowski, Gawron, and Hood

Nays: None

Excused: German and Wierengo

MOTION PASSES

B. <u>Former Central Fire Station – Purchase Agreement Between the City of Muskegon and Parkland Muskegon.</u> PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Jon Rooks of Parkland Muskegon would like to purchase the former Central Fire Station at 75 W. Walton from the City of Muskegon. Mr. Rooks plans to make at lease $100,000 in improvements to the facility within the first 24 months of ownership. He agrees to move his corporate headquarters into the building by June 1, 2013. In addition, he will be leasing out commercial space for other users within the facility.

FINANCIAL IMPACT: Although the purchase price for the building is minimal, the building and its occupants will generate taxes for the City in the future.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the Purchase Agreement between the City of Muskegon and Parkland Muskegon and authorize the Mayor and Clerk to sign all necessary documents, including closing documents at the time of sale.

Motion by Vice Mayor Spataro, second by Commissioner Turnquist to approve the Purchase Agreement between the City of Muskegon and Parkland Muskegon and authorize the Mayor and Clerk to sign all necessary documents, including closing documents ant the time of sale.

ROLL VOTE: Ayes: Turnquist, Markowski, Gawron, Hood, and Spataro

Nays: None

Excused: German and Wierengo

MOTION PASSES

2012-89 ANY OTHER BUSINESS:

Motion by Commissioner Turnquist second by Commissioner Hood to continue Senior Transit through June 30, 2013.

Discussion ensued.

Motion by Vice Mayor Spataro, second by Commissioner Markowski to table discussion until the December 10, 2012 Worksession.

ROLL VOTE: Ayes: Turnquist, Markowski, Gawron, Hood, and Spataro

Nays: None

Excused: German and Wierengo

MOTION PASSES

PUBLIC PARTICIPATION: Public comments were received.

ADJOURNMENT: The City Commission Meeting adjourned at 7:17pm.

Respectfully submitted

Ann Marie Cummings, MMC
City Clerk

AGENDA ITEM NO.____________

CITY COMMISSION MEETING __________________

TO: Honorable Mayor and City Commission

FROM: Department of Public Works

DATE: December 11, 2012

SUBJECT: Marsh Field Management Agreement

SUMMARY OF REQUEST:
Authorize the Mayor and City Clerk to execute the attached "Marsh Field Baseball Facility Management Agreement" with Lakeshore Baseball Club.

FINANCIAL IMPACT:
Lakeshore Baseball Club will expand the operations of this facility and will invest in improvements to the facility.

BUDGET ACTION REQUIRED:
None. The contract will offer savings in maintenance costs for the City and create opportunities for capital improvements by LBC that the City is unable to accomplish at this time.

STAFF RECOMMENDATION:
Approve request.

COMMITTEE RECOMMENDATION:

To: Honorable Mayor and City Commission

From: DPW Staff

Date: 12/4/2012

Re: Marsh Field Management Agreement

The Department of Public Works Staff is requesting permission to enter into a three (3) year contractual agreement, with an annual one (1) year extension, thus creating a perpetual three (3) year contract, with Lakeshore Baseball Club, LLC, of Muskegon MI.

LBC has had a previous contract with the City since 2010 which has proven to be not only a cost savings to the City, through reduced maintenance and utility costs, but has also realized major improvements to the facility. Those improvements include but are not limited to field improvements, seating, gate and fencing upgrades, scoreboard replacement, flag pole replacement, PA system and backstop netting/padding installations.

Staff has met with LBC and has negotiated a proposed new contract for your review.

Changes to the proposed contract referenced in individual sections include:

- Under **Definition** the term "Stadium" is added to define an area within the park. This area includes the fenced area surrounding the baseball field inclusive of the perimeter fencing, outfield lighting, dugouts, and spectator seating areas, concession, maintenance/storage buildings and permanent restrooms.

- LBC and City responsibilities under **Maintenance** are redefined. LBC, in the previous contract, was maintaining the entire park during the "Season" with occasional help from the Parks Department.

  LBC will, in the proposed contract, only be responsible for mowing of the grass and maintenance in the "Stadium" area. LBC also will now be providing trash bags, paper products and cleaning supplies for the "Stadium" area. LBC will also be controlling the usage of the permanent restrooms in the "Stadium" area, at the sole discretion of the "City".

The "City" will be responsible for mowing of the grass and maintenance of the areas outside the "Stadium" area within the park. The "City" will also be providing a portable restroom from on or around April 1st to September 30th of each contract year. Also through the end of the 2015 "Season" unless terminated sooner, the "City" shall provide an electric or gas cart and access to a riding mower.

- LBC responsibility for permits is explained under **Improvements**. LBC shall apply for all necessary permits associated with such improvements through the City or its designated contractor.

- LBC responsibility under **Electrical Utilities** has been redefined. The City shall pay and LBC shall reimburse the City for the cost of electrical service for the "Stadium" area including but not limited to the concessions, outfield lights, maintenance/storage buildings and permanent restrooms within the MFBF facility during the "Season".

- LBC billing, for costs incurred, under **Muskegon Public Schools** is explained. LBC shall accommodate Muskegon Public Schools' schedule for games and practices, when practical, including preparation of the field on game days. The costs of scheduling practices, scheduling games and preparation of the field on game days will be billed to Muskegon Public Schools by/through LBC. All scheduling and game cancellations shall be handled directly between the Muskegon Public Schools System and LBC.

  The City may act as a liaison between LBC and the Muskegon Public School System to resolve any conflicts or disagreement that may arise. LBC and the City may require proof of insurance related to Muskegon Public Schools' use of the field for practices and games in an amount to be determined by the City. The City and LBC shall be named as additional assureds.

- **Use of Other City Facilities**, by LBC, is redefined. The City shall assist LBC whenever practical to use additional City of Muskegon baseball/softball facilities such as Beukema, Reese, McCrea and Campbell Fields, at cost to LBC as specified in the City User Fee Schedule. The use of these facilities will be subject to scheduling and availability. The modification of these facilities to accommodate little league play will be at the expense of LBC.

- LBS responsibility under **Portable Restrooms** is redefined. LBC will provide additional portable restrooms at MFBF and at any other City facilities if needed.

City staff has contacted Muskegon Public Schools' Athletic Director, Keith Guy and explained the changes in the proposed contract. He was also given 2 copies of the contract for review. Staff had also met with the Muskegon Public Schools' AD earlier in the year and given him contact numbers for LBC staff for scheduling purposes.

After review by the DPW Director, City Manager and the City Attorney we are recommending to the Commission to approve the request to enter into the contractual agreement with Lakeshore Baseball Club, LLC.

MARSH FIELD BASEBALL FACILITY MANAGEMENT AGREEMENT

This Agreement is made this ____ day of _________ 20__ by and between the City of Muskegon, a Michigan municipal corporation, 933 Terrace Street, Muskegon, Michigan 49443-0536 ("the City") and Lakeshore Baseball Club, LLC, a Michigan limited liability company, of Muskegon, Michigan ("LBC").

Background

WHEREAS, Marsh Field Baseball Facility (MFBF) is a baseball field located in Marsh Field Park within the park system of the City and is located at 1800 Peck Street, Muskegon, Michigan, at the intersection of Peck Street and Laketon Avenue;

WHEREAS, Marsh Field consists of a baseball facility, a playground, picnic equipment, and surrounding walking trails;

WHEREAS, the City owns the MFBF and LBC wishes to operate and maintain the MFBF for eight months of the year;

In consideration of the mutual promises of the parties set forth in this Agreement and other valuable consideration, the receipt and adequacy of which are acknowledged, the parties agree as follows:

Definitions. The "Season" shall be defined as the period beginning on March 1st of any given year and ending on October 31st of the same year.

The "Stadium" shall be defined as the fenced area surrounding the baseball field inclusive of the perimeter fencing, outfield lighting, dugouts, and spectator seating areas, concession, maintenance/storage buildings areas and permanent restrooms.

Term. This Agreement shall be for a period of three (3) years. At the end of each "Season" during the term of the agreement, the parties may agree to extend the life of the agreement by one (1) year, thus creating a perpetual three (3) year contract. Both parties must agree in writing to the extension of the term of the contract. In the event that the results of operations, for any year during the term, are insufficient to allow LBC to fulfill its obligations hereunder, LBC shall be permitted to terminate this Agreement upon ninety (90) days advance written notice. In the event that LBC fails to provide the services, as outlined on page 2, under "Maintenance", in the sole discretion of the City, the City shall be permitted to terminate this Agreement upon ninety (90) days advance written notice.

Maintenance. LBC shall operate and maintain the MFBF in an efficient and competent manner, reflecting the standards and expectations of the City as provided and outlined in the City of Muskegon's' Vision/Value/Mission Statement, throughout the "Season". During the off-Season period, from November 1 until March 1 of the following year, the LBC may use the MFBF only with prior approval and permission from the City, which approval and permission shall not be unreasonably withheld or delayed. During the "Season", LBC shall have the exclusive right to control the use of and have sole responsibility for maintaining the schedule for use of the MFBF.

LBC shall be responsible for the following during the "Season":

Repair or replace as needed all bases, home plate, pitching rubbers, chalk, diamond dry, stone dust, clay bricks, or any other baseball related items pertaining to the playing surface (i.e. outfield lighting).

Maintenance of the MFBF, including but not limited to, picking up trash/emptying garbage cans within the "Stadium" and the maintenance of the permanent restrooms. The usage/control of permanent restrooms is at the sole discretion of the City.

Performance of mowing of grass and maintenance within the baseball "Stadium" is to be done by LBC staff or designee.

Providing an adequate supply of trash bags, paper products, and cleaning supplies for the permanent restrooms and "Stadium" area.

Through the end of the 2015 "Season", unless terminated sooner, the City shall provide an Electric or gas cart and access to a Riding lawnmower.

The City shall be responsible for the following year-round, including during the "Season":

Provide dumpster service.

Maintain walking trail, playground equipment, and all trees and bushes.

Mowing and maintenance outside of the "Stadium" area and surrounding facility.

Provide a "current ADA standard" portable restroom, to be located at a mutually agreed upon location between the City and LBC, from on or around April 1st to September 30th of each contract year.

Concessions. LBC shall control all concessions directly or through its designated vendor or licensee and receive any profits from these concessions. LBC or its designated vendor or licensee will be responsible for all sales tax reports and remittance. LBC shall be responsible for maintenance and cleaning of concessions areas.

Improvements. LBC may upgrade the assets of the MFBF to make the facility more desirable for future tournaments and leagues, in a manner subject to review and approval of the City, which shall not be unreasonably withheld or delayed. All such improvements must comply with all current laws and ordinances, including but not limited to the Americans with Disabilities Act. LBC shall apply for all necessary permits associated with such improvements through the City or its designated contractor.

ADA Compliance. LBC shall insure that reasonable accommodations will be met as required by the Americans with Disabilities Act. To that end, the LBC shall unlock the elevator for use upon request and shall assist persons in wheelchairs with use of the entrance ramp.

Entrance and Parking Fees. LBC may charge a gate entrance fee or other use fee, for spectators attending events within the MFBF. All parking shall be free of charge to accommodate trail walkers and non-baseball related activities.

Historic Character and Marsh Field Name. LBC shall protect and promote the unique history, character and charm of the MFBF, including the "Marsh Field" name. The name of the facility shall not be changed, but LBC shall be permitted a license to use and promote the name in any of its advertising, promotions, fundraising and other activities as it may conduct from time to time at the MFBF.

Electrical Utilities. The City shall pay and LBC shall reimburse the City for the cost of electrical service for the "Stadium" area including but not limited to the concessions, outfield lights, maintenance/storage buildings and permanent restrooms within the MFBF facility during the "Season".

Water and Sewer. LBC shall reimburse the City for the cost of water and sewer service for the restrooms and concession stand during the operational period covered by this contract. Irrigation water is separately metered and the City shall pay for all sprinkling/irrigation.

Improvements. During the term of this contract, LBC may make the following improvements, subject to site and other environmental conditions:

Infield upgrades (Immediately upon approval of this contract)
Reseeding, fertilizing, weed control, as needed
Re-netting of backstop
Dugout upgrades
Field lighting upgrades and improvement
Grandstand and seating improvement
Scoreboard improvement
Landscaping improvements

LBC will retain possession of any "portable" improvements and the City shall retain possession of any "attached" improvements.

The City shall seek grants and donations to assist LBC in funding MFBF improvements and upgrades.

Promotions, advertising, fund-raising. LBC may operate and promote baseball leagues and tournaments and events to increase use of MFBF and provide activities for our residents and guests, for which it may charge a fee. LBC shall promote participation of local City of Muskegon youth in tournaments. The City shall assist LBC in recruiting City of Muskegon youth to participate in existing leagues or programs offered by or through baseball organizations using the MFBF. The City's Events Committee shall assist LBC in the promotion of baseball leagues and tournaments.

LBC may advertise and obtain sponsors for a fee. Non-permanent banners may be displayed inside the MFBF on the fences for the duration of the "Season", subject to the City's right to approve or disapprove the material, size and content of banners. The City shall not unreasonably withhold approval.

LBC may charge team fees, entry fees, and tournament fees to provide funds for MFBF operating expenses and to provide funds for future upgrades of the MFBF facility.

Muskegon Public Schools. LBC shall accommodate Muskegon Public Schools' schedule for games and practices, when practical, including preparation of the field on game days. The costs of scheduling practices, scheduling games and preparation of the field on game days will be billed to Muskegon Public Schools by/through LBC. All scheduling and game cancellations shall be handled directly between the Muskegon Public School System and LBC.

The City may act as liaison between the LBC and the Muskegon Public School System to resolve any conflicts or disagreements that may arise. LBC and the City may require proof of insurance related to Muskegon Public School's use of the field for practices and games in an amount to be determined by the City. The City and LBC shall be named additional assureds.

Programs. LBC will continue to provide recreational baseball opportunities similar to those previously provided by the City of Muskegon, and to expand and promote additional opportunities whenever possible.

LBC will allow the opportunity of one all-star team from the East Little League and one all-star team from the West Little League to participate in tournaments free of entry fee. LBC will make such offer to each local Little League group far enough in advance that the league can put together a roster and respond in a timely manner.

LBC, either directly or through a third party, may at times conduct summer baseball/softball camps. LBC will waive registrations fees for City of Muskegon youth upon proof of residency. LBC shall coordinate with the City for the promotion of these events.

LBC will cooperate with the City for the scheduling of any special non-baseball event that may need to use the MFBF. The City shall pay all extraordinary expenses incurred for such non-baseball events and LBC shall have no liability with respect thereto.

Use of Other City Facilities. The City shall assist LBC whenever practical to use additional City of Muskegon baseball/softball facilities such as Beukema, Reese, McCrea and Campbell Fields, at cost to LBC as specified in the City User Fee Schedule. The use of these facilities will be subject to scheduling and availability. The modification of these additional facilities to accommodate little league play will be at the expense of LBC.

Reports. LBC shall provide an annual report of participation and demographics to the City. LBC shall provide an annual financial report showing revenues and expenses and the amounts invested in the facility to the City.

Portable Restrooms. LBC will provide additional portable restrooms at MFBF and at any other City facilities if needed.

Notice of Schedule. LBC will notify the City of any scheduled events as far in advance as possible so that the City can assist in answering questions and to assist in promotion both through its Events Committee and through its website.

Insurance. LBC shall obtain the following types of insurance with the minimum coverage amounts as follows:

> Comprehensive General Liability Insurance. LBC shall obtain a comprehensive liability policy acceptable to the City carrying limits of at least $1,000,000, single limit.
>
> Automobile Liability. LBC shall obtain automobile liability insurance in an amount not less than minimum state requirements.
>
> Workers Compensation insurance. LBC shall carry workers' compensation insurance in the amounts required by law for any of its employees.

The City shall be named as additional insured on the Comprehensive General Liability Insurance and Automobile Liability policies. Each policy shall carry the commitment by the company that no cancellation shall be effective against the City with less than thirty (30) days written notice to the City.

Liens. LBC shall be responsible for protecting the City from any and all liens, mortgages, and security interests or claims for any interest in any property owned by the City relating to LBC's use thereof..

This Agreement was entered into on the date set forth above.

BY:

City of Muskegon, a Michigan municipal corporation

By: ____________________________________
Stephen Gawron, Mayor

By: ____________________________________
Ann Marie Cummings, MMC, Clerk

AND:

Lakeshore Baseball Club, a Michigan corporation

By: ____________________________________

Leonard Piasecki Its: President

Date: 12/11/12

To: Honorable Mayor and City Commission

From: DPW

RE: Truck Mounted Jet Rodder (Jet Truck)

SUMMARY OF REQUEST:

Authorize staff to purchase one truck mounted jet rodder, model 800HPR Series III ECO Sewer Equipment Company of America, from Jack Doheny Supplies, Inc. for $201,500.00. Doheny was the lowest responsible bidder out of the two bids received for this piece of equipment with the other company being AIS Equipment company who submitted a bid on compatible piece of equipment for $204,000.

This piece of equipment is used primarily for sewer main cleaning and will replace the 1999 model we currently have in service.

FINANCIAL IMPACT:

$201,500.00

BUDGET ACTION REQUIRED:

None. This item was in our 2012/2013 Budget.

STAFF RECOMMENDATION:

Authorize staff to purchase truck mounted Jet rodder from Jack Doheny Supplies for $201,500.00

Commission Meeting Date: December 11, 2012

Date:	**December 4, 2012**
To:	**Honorable Mayor & City Commission**
From:	**Planning & Economic Development Department**
RE:	**Request to Deny & Accept Properties that did not Sell During the Tax sale for 2012**

SUMMARY OF REQUEST:

The County of Muskegon held two delinquent tax auctions during 2012. There were nineteen properties left after the last auction. According to the State's new tax laws, the City must state that they are not interested in obtaining them, otherwise the City will automatically receive them. From the list that was provided, the properties are all vacant lots. Community & Neighborhood Services would like to obtain two of the vacant lots Planning would like to obtain four vacant lots with the remaining parcels being denied.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

To deny thirteen parcels and accept six parcels and authorize both the Mayor and the Clerk to sign said resolution.

COMMITTEE RECOMMENDATION:

None.

Resolution No. 2012-_____

MUSKEGON CITY COMMISSION

RESOLUTION TO DENY ACCEPTANCE OF TAX REVERTED PROPERTY FROM THE COUNTY TREASURER.

WHEREAS, The City may not accept the properties available under the urban homestead act, 1999 PA 127, MCL 125.2701 to 125.2709, PA 123 of 1999, MCL 211.78M(6) or for any other lawful purpose, and;

WHEREAS, the City of Muskegon does not want to acquire thirteen parcels;

WHEREAS, the City of Muskegon will accept the remaining six parcels;

NOW THEREFORE BE IT RESOLVED, that the City of Muskegon shall not accept thirteen parcels that were remaining from the tax sale but will accept the remaining six.

Legal Descriptions that will not be Accepted are as Follows:

CITY OF MUSKEGON REVISED PLAT OF 1903 PRT LOT 9 BLK 87 DESC AS FOL COM @ NW COR LOT 9 TH S 30D 24M 47S W ALG WLY LN LOT 9 47.95 FT TO POB TH S 21D 23M 38S W 43.28 FT TO POINT ON S LN LOT 9 TH N 57D 04M 27S W 6.84 FT TO SW COR LOT 9 TH N 30D 24M 47S E ALG WLY LN LOT 9 43.51 FT TO POB
Parcel # 24-205-087-0009-00
655.5 Evanston

CITY OF MUSKEGON REVISED PLAT 1903 W 1 FT OF S 50 FT LOT 4 BLK 480
Parcel # 24-205-480-0004-10
Washington

CITY OF MUSKEGON REVISED PLAT OF 1903 W ½ LOT 19 BLK 189
Parcel # 24-205-189-0019-00
60 E Walton

CITY OF MUSKEGON POMONA PARK ADD LOT 14 BLK 6
Parcel # 24-685-006-0014-00
1213 Francis Ave.

CITY OF MUSKEGON URBAN RENEWAL PLAT NO 2 E 25 FT LOT 340
Parcel # 24-611-000-0340-10
James Ave.

CITY OF MUSKEGON CASTENHOLZ SUB DIV OF BLKS 100 101 & 103 TO 120 INCL LOT 14 BLK 116
Parcel # 24-185-116-0014-00
1751 Elwood

CITY OF MUSKEGON SUB DIV OF PART OF LOT 1 BLK 1 R P EASTONS 2ND SUB DIV PART OF SEC 32 T10N R16W LOT 20 BLK1
Parcel # 24-762-001-0020-00
1878 Smith

CITY OF MUSKEGON REVISED PLAT OF 1903 S 33 FT LOT 4 & N 33 FT OF W 66 FT LOT 5 BLK 53
Parcel # 24-205-053-0004-10
914 Scott

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 15 BLK 49
Parcel # 24-205-049-0015-00
553 Oak

CITY OF MUSKEGON REVISED PLAT OF 1903 W ½ LOT 9 BLK 367
Parcel # 24-205-367-0009-00
250 Monroe

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 13 BLK 393
Parcel # 24-205-393-0013-00
167 Mason

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 8 & LOT 7 EXC E 90 FT BLK 383
Parcel # 24-205-383-0007-00
1249 Peck

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 7 BLK 417
Parcel # 24-205-417-0007-00
450 W Southern

Legal Descriptions that will be Accepted are as Follows:

CITY OF MUSKEGON REVISED PLAT OF 1903 NELY ½ LOT 6 BLK 228
Parcel # 24-205-228-0006-00
28 Delaware (for CNS)

CITY OF MUSKEGON REVISED PLAT OF 1903 N ½ LOT 1 BLK 78
Parcel # 24-205-078-0001-00
1113 Williams (for CNS)

CITY OF MUSKEGON REVISED PLAT 1903 E 32 FT LOT 3 BLK 208
Parcel # 24-205-208-0003-10
163 Amity

CITY OF MUSKEGON CONTINENTAL ADD LOT 23 BLK 7
Parcel # 24-215-007-0023-00
1943 Continental

CITY OF MUSKEGON REVISED PLAT OF 1903 N 42 FT LOT 15 BLK 47
Parcel # 24-205-047-0015-00
881 Scott

CITY OF MUSKEGON REVISED PLAT OF 1903 E 86 FT LOT 10 BLK 258
Parcel # 24-205-258-0010-00
1325 Terrace

Adopted this 11th day of December, 2012

Ayes:

Nays:

Absent:

By: ________________________
Stephen Gawron, Mayor

Attest: ________________________
Ann Marie Cummings, MMC
Clerk

CERTIFICATION

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Commission of the City of Muskegon, County of Muskegon, Michigan at a regular meeting held on December 11, 2012.

By: ___________________________

Ann Marie Cummings, MMC

Clerk

Commission Meeting Date: December 11, 2012

Date: December 3, 2012

To: Honorable Mayor and City Commission

From: Community and Neighborhood Services Department

RE: Approval of Purchase of 1282 Fleming and Sign a Memorandum of Understanding with Trinity Village Non-Profit Housing Corporation for the Transfer

---

SUMMARY OF REQUEST: To authorize Community and Neighborhood Services office to purchase the HUD home at 1282 Fleming in the Oakview Neighborhood for our partner, Trinity Village Non-Profit Housing Corporation. A Memorandum of Understanding will be signed to transfer the home to Trinity after closing.

Trinity is the approved agent for the County's NSP3 HUD Grant Award. Oakview Neighborhood is the target neighborhood.

FINANCIAL IMPACT: The home will be rehabilitated with Muskegon County NSP3 funds through Trinity Village Non-Profit Housing Corporation. No financial obligation is required of the City of Muskegon.

STAFF RECOMMENDATION: To approve Community and Neighborhood Services 1282 Fleming purchase and enter into a Memorandum of Understanding with Trinity Village Non-Profit Housing Corporation for the transfer of property.

COMMITTEE RECOMMENDATION: None

Commission Meeting Date: December 11, 2012

Date: **December 3, 2012**

To: **Honorable Mayor & City Commission**

From: **Community and Neighborhood Services Department**

RE: **Approval of the Bid Proposal of Blackberry Window and Door Systems at 1500 Leahy**

SUMMARY OF REQUEST: To accept the bid from Blackberry Window and Door Systems to restore the existing metal windows at 1500 Leahy Street, our last NSP 1 project. The proposed price for this is $33,545.00

FINANCIAL IMPACT: Funding for the project has been approved in our NSP 1 allocatiaon and will be supported with Program Income from the sales of other NSP projects.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve for the Community and Neighborhood Services office to sign the contract to hire Blackberry Window and Door Systems as required by the State of Michigan Historic Preservation Office.

COMMITTEE RECOMMENDATION: None.

BlackBerry

www.blackberrysystems.com

Corporate Office: 6477 West KL Avenue • Kalamazoo, MI 49009 • 269.353.8844 • 800.732.9400 • fax.269.353.8843

November 27, 2012

Community and Neighborhood Service
City of Muskegon
Attn: Liz Parker
933 Terrace, P.O. Box 536
Muskegon, MI 49443
Phone: 231-724-6717
Fax: 231-726-2501

Job Name: 1500 Leahy
Job Location: Muskegon, MI

COMMERCIAL SALES PROPOSAL:

Blackberry Systems Proposes to: Restore existing steel windows at 1500 Leahy, Muskegon, MI.
Steel Window Restoration: This includes the restoration of (10) openings with (19) window units. All windows will be removed, openings boarded up with 1/2" OSB, all material will be shop restored and returned to the site and installed. Our restoration includes deglazing of all glass, metal stripping, prime and two coat paint finish, new glass (1/8" clear annealed), exterior wet glazing and hardware refinishing. All windows will be reinstalled, adjusted, cleaned and perimeter caulked on both the interior and exterior surfaces. Pricing does not include any masonry, steel lintel or plaster repair.

Total Price $33,545.00

Allow 6 weeks for restoration.
Pricing includes all material, tax on material, labor (non-prevailing wage), employment costs, insurance, disposal and supervision.

Blackberry Systems propose hereby to furnish product in accordance with the above description for the sum of: *See Above Pricing. Terms are net 30 days from date of delivery.*. Late payment 1.5% finance charge per month after 30 days. This contract may be withdrawn if not accepted within 30 business days.

ACCEPTANCE OF PROPOSAL: By signing, you hereby accept the above prices, quantities, specifications and conditions as satisfactory and authorize Blackberry Systems Inc. to provide as specified. You accept responsibility for checking and approving all quantities and specifications; and will provide payment in full as outlines. ***Work may not proceed nor may materials be ordered without signed contract and down payment (if required.)***

Jeffrey T. Mann
Blackberry Systems, Inc.

Date

Accepted By

Date

Revised 11/27/12

Date: **12/11/2012**

To: **Honorable Mayor and City Commission**

From: **DPW**

RE: **Fleet Vehicle Replacement**

SUMMARY OF REQUEST:

Authorize staff to purchase FOUR (4) full size Ford F-150 4X4 pick-up trucks for fleet replacement from Gorno Ford/Mi Deal (state's lowest bidder for Ford). These will replace fleet vehicles that will be handed down to various departments as seasonal vehicles.

FINANCIAL IMPACT:

$ 93,983.00 Equipment Fund

BUDGET ACTION REQUIRED:

None: The price of this purchase is within the amount budgeted.

STAFF RECOMMENDATION:

Authorize staff to purchase FOUR (4) Ford F-150 4X4 pick-ups from **GORNO FORD/MIDEAL**.

Date: December 6th, 2012

To: Honorable Mayor and City Commissioners

From: Director of Public Safety Jeffrey Lewis

RE: Fireworks Delegation of Authority Authorization

SUMMARY OF REQUEST:

The Director of Public Safety requests that the City Commission review and authorize the "Fireworks Delegation of Authority Authorization Pursuant to PA 256".

The Bureau of Fire Services is seeking for departs that are interested in applying for inspection delegation for consumer fireworks sales facilities (CFRS) under Section 19 of 2011 PA 256. The delegation is for one (1) year. The fire department would be responsible to conduct inspections of the permanent & temporary CFRS location within its jurisdiction (City of Muskegon). Entities (MUFD) that elect to have delegation will receive 80 % of the application fee paid for the consumer fireworks certificate ($800.00 for permanent & $480.00 for temporary).

Currently MUFD has two (2) trained "certified fire inspectors" that are qualified to perform this job task. Application will be made upon the acceptance by City Commission.

FINANCIAL IMPACT:

Positive financial impact as fees are paid to conduct inspections

BUDGET ACTION REQUIRED:

N/A

STAFF RECOMMENDATION:

Staff recommends approval to perform delegation inspections.

CITY OF MUSKEGON
RESOLUTION

WHEREAS, the City of Muskegon finds it necessary to conduct Fireworks delegation of Authority Authorization Pursuant to PA 256; and

WHEREAS, the City of Muskegon will conduct fireworks inspections within its jurisdiction and/or perform said inspection(s) upon request(s) per mutual aid; and

WHEREAS, the inspections will generate fees to the City of Muskegon ($800.00 permanent structure - $480.00 temporary)

NOW THEREFORE BE IT RESOLVED that the City Commission authorizes the Muskegon Fire Department certified inspectors to perform Fireworks Delegation Inspections as stated.

Signed this 11th day of December 2012.

____

Stephen J. Garwon
Mayor

2nd
Reading

Commission Meeting Date: November 27, 2012

Date: November 20, 2012

To: Honorable Mayor and City Commissioners

From: Planning & Economic Development

RE: Rezoning request for the property located at 137 E. Laketon Ave.

SUMMARY OF REQUEST:

Request to rezone the property at 137 E Laketon Ave from B-2, Convenience and Comparison Business District to B-4, General Business District, by Jack Kennedy.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends approval of the rezoning.

COMMITTEE RECOMMENDATION:

The Planning Commission unanimously recommended approval of the request at their 11/15 meeting.

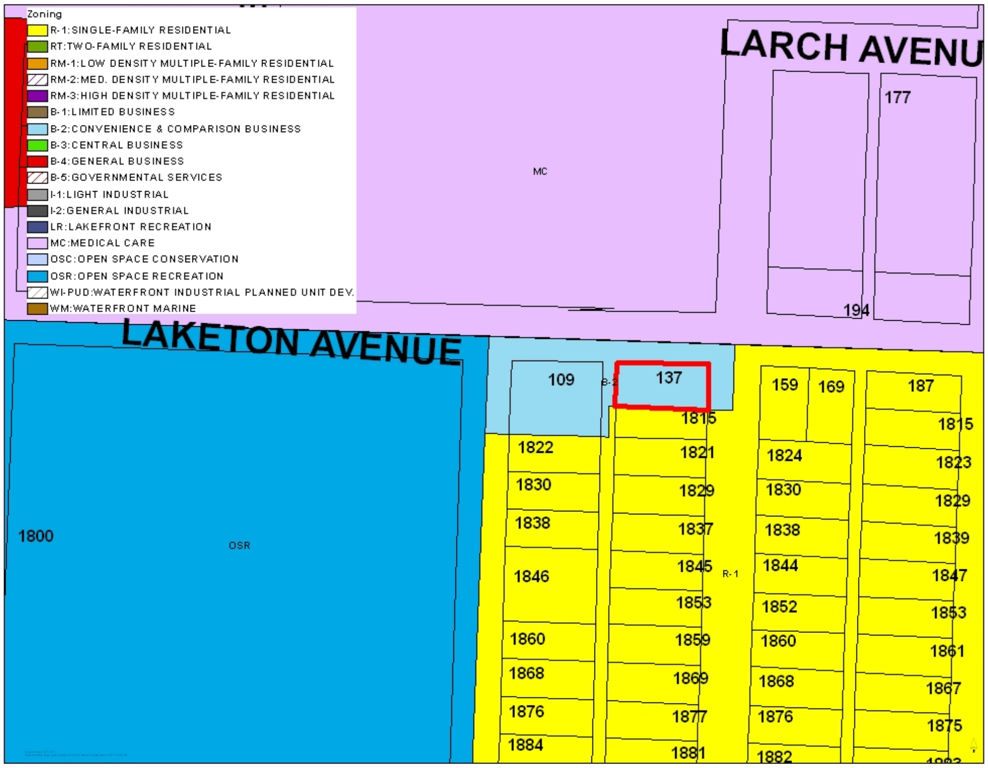
Planning Commission packet excerpt:

BACKGROUND

1. The applicant will be purchasing 109 and 137 E Laketon Ave. Both properties are zoned B-2, Convenience and Comparison Business District. He would like to rezone the property at 137 E Laketon Ave to B-4 General Business district so that it may be used for a funeral home. There currently any plans for the building at 109 E Laketon Ave.
2. The property at 137 E Laketon Ave was last used as a physical therapy office. Before that, it was used as a funeral home.
3. This case is only for the rezoning of the property to B-4, General Business District. If approved, the property would be allowed to all of the uses in that district, which includes funeral homes. However, because it will be a change of use from office to funeral home, it will require a minor site plan review from staff. Parking may become an issue during the review. Funeral homes require one parking space for every 25 sqft of usable floor area of chapels and assembly rooms. The building measures roughly 2,900 sqft. The applicant has stated that the two properties will share parking and will be able to have 32 parking spaces.
4. The hospital is located to the north of the property. Residential is to the east and south. Marsh field is located to the west of 1009 E Laketon Ave.
5. A notice letter was sent to all properties within 300 feet of this property. Staff has received one message in opposition of the rezoning from Maria Avila, owner of 1847 Hoyt. She would not like a funeral home that close to her house.

137 E Laketon Ave looking east

Zoning Map



Aerial Map

CITY OF MUSKEGON

MUSKEGON COUNTY, MICHIGAN

ORDINANCE NO.________

An ordinance to amend the zoning map of the City to provide for a zone change for a property from B-2, Convenience and Comparison Business District to B-4, General Business District.

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

The zoning map of the City of Muskegon is hereby amended to change the zoning for the following described property from B-2, Convenience and Comparison Business District to B-4, General Business District.

CITY OF MUSKEGON PLAT A MUSKEGON HTS LOT 1 & N 10 FT LOT 2 BLK 4

This ordinance adopted:

Ayes:____

Nayes:____

Adoption Date:______________________________

Effective Date:______________________________

First Reading:_______________________________

Second Reading:_____________________________

CITY OF MUSKEGON

By: ___________________________
Ann Cummings, MMC
City Clerk

CERTIFICATE (Rezoning of 137 E Laketon Ave from B-2 to B-4)

The undersigned, being the duly qualified clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the 27th day of November, 2012, at which meeting a quorum was present and remained throughout, and that the original of said ordinance is on file in the records of the City of Muskegon. I further certify that the meeting was conducted and public notice was given pursuant to and in full compliance with the Michigan Zoning Enabling Act, Public Acts of Michigan No. 33 of 2008, and that minutes were kept and will be or have been made available as required thereby.

DATED: ___________________, 2012. ________________________________

Ann Cummings, MMC
Clerk, City of Muskegon

Publish: Notice of Adoption to be published once within ten (10) days of final adoption.

CITY OF MUSKEGON
NOTICE OF ADOPTION

Please take notice that on November 27, 2012, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning for the property from B-2, Convenience and Comparison Business District to B-4, General Business District:

CITY OF MUSKEGON PLAT A MUSKEGON HTS LOT 1 & N 10 FT LOT 2 BLK 4

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the City Clerk in the City Hall, 933 Terrace Street, Muskegon, Michigan, during regular business hours.

This ordinance amendment is effective ten days from the date of this publication.

Published ____________________, 2012 CITY OF MUSKEGON

By ___________________________
Ann Cummings, MMC
City Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE.

Account No. 101-80400-5354

Commission Meeting Date: December 11, 2012

Date: December 3, 2012

To: Honorable Mayor & City Commission

From: Community and Neighborhood Services Department

RE: Approval of Sale of City-owned home at 451 E Isabella

SUMMARY OF REQUEST: To approve the attached resolution and instruct the Community and Neighborhood Services department to complete the sales transaction between Mr. Joseph R Kieft, for the totally rehabilitated home at 451 E Isabella. Mr. Kieft will purchase it for $37,500.

This is a property that was under the Lease with Option to Buy Program 5 years ago.

FINANCIAL IMPACT: The proceeds from the sale will be used against the HOME Program deficit.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the resolution and direct the CNS staff to complete the sale.

COMMITTEE RECOMMENDATION: None.

MUSKEGON CITY COMMISSION

RESOLUTION TO APPROVE THE PURCHASE OF
CURRENTLY CITY-OWNED PROPERTY AT 451 E ISABELLA AVE.

WHEREAS, the City of Muskegon is dedicated to the redevelopment of its neighborhoods and;

WHEREAS, the City of Muskegon is dedicated to promoting high quality affordable single-family housing in the community and;

WHEREAS, the City of Muskegon is dedicated to promoting homeownership throughout its neighborhoods;

NOW THEREFORE, BE IT RESOLVED that the City Commission hereby approves the sale of 451 E Isabella Avenue to Mr. Joseph R Kieft. Mr. Kieft will purchase the house as an owner-occupied structure.

Adopted this 11th day of December, 2012.

Ayes:

Nays:

By ______________________________
Stephen Gawron, Mayor

By ______________________________
Ann Marie Cummings, MMC City Clerk

Commission Meeting Date: December 11, 2012

Date: December 3, 2012

To: Honorable Mayor & City Commission

From: Community and Neighborhood Services Department

RE: Approval of Sale of City-owned home at 605 Jackson

SUMMARY OF REQUEST: To approve the attached resolution and instruct the Community and Neighborhood Services department to complete the sales transaction between Madra Bolden for the newly constructed home at 605 Jackson, which is part of the City's Neighborhood Stabilization Program (NSP) through the Michigan State Housing Development Authority Office of Community Development and Leverage funds with the HOME Program by HUD. Ms. Bolden is expected to receive a VA Loan for $65,000.

FINANCIAL IMPACT: The proceeds from the sale will be used to complete the rehabilitation of 1500 Leahy St., our final NSP 1 project.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the resolution and direct the CNS staff to complete the sale.

COMMITTEE RECOMMENDATION: None.

MUSKEGON CITY COMMISSION

RESOLUTION TO APPROVE THE PURCHASE OF
CURRENTLY CITY-OWNED PROPERTY AT 605 JACKSON AVE.

WHEREAS, the City of Muskegon is dedicated to the redevelopment of its neighborhoods and;

WHEREAS, the City of Muskegon is dedicated to promoting high quality affordable single-family housing in the community and;

WHEREAS, the City of Muskegon is dedicated to promoting homeownership throughout its neighborhoods;

NOW THEREFORE, BE IT RESOLVED that the City Commission hereby approves the sale of 605 Jackson Avenue to Madra Bolden. Ms. Bolden will purchase the house as an owner-occupied structure.

Adopted this 11th day of December, 2012.

Ayes:

Nays:

By ______________________________
Stephen Gawron, Mayor

By ______________________________
Ann Marie Cummings, MMC City Clerk

Commission Meeting Date: December 11, 2012

Date: December 3, 2012

To: Honorable Mayor & City Commission

From: Community and Neighborhood Services Department

RE: Approval of Sale of City-owned home at 1733 Manz

SUMMARY OF REQUEST: To approve the attached resolution and instruct the Community and Neighborhood Services department to complete the sales transaction between Eddie & Tanesha Blake for the newly rehabbed home at 1733 Manz Street, which is part of the City's Neighborhood Stabilization Program (NSP) through the Michigan State Housing Development Authority Office of Community Development. Mr. and Mrs. Blake's purchase price is $37,500.

FINANCIAL IMPACT: The proceeds from the sale will be used to complete the remaining NSP project at 1500 Leahy St.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the resolution and direct the CNS staff to complete the sale.

COMMITTEE RECOMMENDATION: None.

MUSKEGON CITY COMMISSION

RESOLUTION TO APPROVE THE PURCHASE OF
CURRENTLY CITY-OWNED PROPERTY AT 1733 MANZ STREET

WHEREAS, the City of Muskegon is dedicated to the redevelopment of its neighborhoods and;

WHEREAS, the City of Muskegon is dedicated to promoting high quality affordable single-family housing in the community and;

WHEREAS, the City of Muskegon is dedicated to promoting homeownership throughout its neighborhoods;

NOW THEREFORE, BE IT RESOLVED that the City Commission hereby approves the sale of 1733 Manz Street to Eddie and Tanesha Blake. Mr. and Mrs. Blake will purchase the house as an owner-occupied structure.

Adopted this 11th day of December, 2012.

Ayes:

Nays:

By ______________________________
Stephen Gawron, Mayor

By ______________________________
Ann Marie Cummings, MMC City Clerk

AGENDA ITEM NO. ____________

CITY COMMISSION MEETING ___________________

TO: Honorable Mayor and City Commissioners

FROM: Bryon L. Mazade, City Manager

DATE: November 30, 2012

RE: Appointment to County of Muskegon Port Advisory Committee

SUMMARY OF REQUEST:
The County of Muskegon has established the Port Advisory Committee. The bylaws of the Committee call for a member from the City of Muskegon. It is requested that the City Manager serve as the City's representative on this Committee.

FINANCIAL IMPACT:
None.

BUDGET ACTION REQUIRED:
None.

STAFF RECOMMENDATION:
To appoint the City Manager as the City's designee to the Muskegon County Port Advisory Committee.

COMMITTEE RECOMMENDATION:
None.

pb\AGENDA\APPT TO CO MUSK PORT ADVSRY CMTEE113012

MUSKEGON COUNTY

M I C H I G A N

RECEIVED

NOV 30 2012

MUSKEGON
CITY MANAGER'S OFFICE

November 26, 2012

Mr. Bryon Mazade, Manager
City of Muskegon
PO Box 536
Muskegon, MI 49443

Dear Mr. Mazade:

On November 8, 2012, the Muskegon County Board of Commissioners approved the By-Laws of the Port Advisory Committee, a sub-committee of the Port/Rail/Transportation Strategic Planning Committee. The attached motion dated November 1, 2012, provides specific details regarding recommendations made to the Muskegon County Board of Commissioners. The By-Laws approved by the Board are also attached.

As you will note in the By-Laws, the membership, (Business & Industry Groups) or (Local Government) requires your participation. We request at this time that you submit the name of the individual you would like to be appointed to this Port Advisory Committee. Please provide the information to Ms. Judy Kell, Grants Coordinator, prior to December 13, 2012. Ms. Kell can be reached via telephone at 231-724-6808 or kellju@co.muskegon.mi.us.

Please contact Ms. Kell if further information is required.

Sincerely,

Marvin Engle

Marvin Engle, Commissioner
Public Works Board Chair
Muskegon County Board of Commissioners

/lec

Attachments

ADMINISTRATION • 990 TERRACE STREET • MUSKEGON, MI 49442 • (231) 724-6520 • FAX (231) 724-6673

2012-506 **APPROVE THE BY-LAWS OF THE PORT ADVISORY COMMITTEE, ADVERTISE THE POSITIONS ON THE COMMITTEE AND MAKE THE APPOINTMENTS PURSUANT TO THE BY-LAWS**

WM12/11-142 The Ways and Means Committee recommends, moved by Collins, seconded by Engle, to approve the By-Laws of the Port Advisory Committee, advertise the positions on the Committee and make the appointments pursuant to the By-Laws.

Roll Call
Yes: Lewis Collins, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins, Chairman Mahoney

No: None

Absent: Benjamin Cross

Motion Carried

2012-507 **AUTHORIZE A $700 LUMP SUM PAYMENT FOR FULL-TIME EMPLOYEES $350 FOR PART-TIME AND $250 FOR HOURLY EMPLOYEES IN THE NON-BARGAINING CLASS DESIGNATIONS OF BD, EE, ND, NF, NH, NT, NU, NV, NW, NX, XF, XH, XT, XU, XV, XW, AND XX (EXCLUDING COUNTY COMMISSIONERS) AND THE BROOKHAVEN AFSCME, CMH AIDE, DISTRICT COURT, GENERAL EMPLOYEES, MICHIGAN NURSES ASSOCIATION, SEIU BROOKHAVEN LPN, SHERIFF COMMAND BARGAINING AND SHERIFF DEPUTY UNITS EFFECTIVE OCTOBER 1, 2012**

WM12/11-143 The Ways and Means Committee recommends, moved by Collins, seconded by Engle, to authorize a $700 lump sum payment for full-time employees $350 for part-time and $250 for hourly employees in the non-bargaining class designations of BD, EE, ND, NF, NH, NT, NU, NV, NW, NX, XF, XH, XT, XU, XV, XW, and XX (excluding County Commissioners) and the Brookhaven AFSCME, CMH Aide, District Court, General Employees, Michigan Nurses Association, SEIU Brookhaven LPN, Sheriff Command Bargaining and Sheriff Deputy Units effective October 1, 2012.

Roll Call
Yes: Lewis Collins, James Derezinski, Marvin Engle, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins, Chairman Mahoney

No: Alan Jager

Absent: Benjamin Cross

Motion Carried

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE	BUDGETED	NON-BUDGETED	PARTIALLY BUDGETED
Waye and Means		X	

REQUESTING DEPARTMENT	COMMITTEE DATE	REQUESTOR SIGNATURE
Administration	November 1, 2012	Judith Kell

SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

The Port/Rail/Transportation Strategic Planning Committee held several meetings to determine the role of the County of Muskegon in the further development of the port. As a result of the initial strategic planning process, the Port/Rail/Transportation Committee made several recommendations to the County Board of Commissioners for actions to be taken. These recommendations were: 1) the County of Muskegon will be the leader in the development of the port; 2) the County of Muskegon will develop and implement a website dedicated to the port as well as other public relations efforts; 3) the County of Muskegon will facilitate regional cooperation in the development of the port through the recently formed West Michigan Economic Development Corporation and by seeking out and building strong regional, private/public partnership as well as other resources; 4) the County of Muskegon will evaluate the assets and liabilities that impede or support port development (infrastructure: education, roads, rail, environmental issues, utilities, etc.); 5) the County of Muskegon will join port associations such as the Michigan Port Collaborative and the Seaway Task Force; and 6) the County of Muskegon will continue to seek public input for future port development activities. The County Board of Commissioners accepted and approved the recommendations at its August 14, 2012 meeting. The website is under development and the County of Muskegon has joined the port associations. The Port/Rail/Transportation Strategic Planning Committee recently developed and approved By-Laws that codify the activities of a Port Advisory Committee which would be a sub-committee of the Public Works Board. The Port/Rail/Transportation Committee is respectfully requesting that the Muskegon County Board of Commissioners approve the By-Laws, advertise the positions on the Committee and make the appointments pursuant to the By-Laws.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

I move to approve the By-Laws of the Port Advisory Committee, advertise the positions on the Committee and make the appointments pursuant to the By-Laws.

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

HUMAN RESOURCES ANALYSIS:	FINANCE & MANAGEMENT ANALYSIS: Recommend Approval
CORPORATE COUNSEL ANALYSIS:	**ADMINISTRATOR RECOMMENDATION:** approval BBA

AGENDA DATE:	AGENDA NO.:	BOARD DATE:	PAGE NO.
11/1/12	WM 12/11-142	1/8/12	

BY-LAWS
COUNTY OF MUSKEGON PORT/RAIL/TRANSPORTATION STEERING COMMITTEE

ARTICLE I – NAME, AUTHORITY, PURPOSES

Section 101. Name

The name of the Committee is the County of Muskegon Port/Rail/Transportation Steering Committee and is hereinafter referred to as the "Committee."

Section 102. Authority

The Committee is established as a standing Advisory Committee to the Public Works Board of the Muskegon County Board of Commissioners. The organization, structure and membership were approved by actions of the Muskegon County Board of Commissioners at its regular meetings of November 1, 2012 and November 8, 2012. As a standing Advisory Committee of the Public Works Board of the Muskegon County Board of Commissioners, the Advisory Committee shall make recommendations only to the Public Works Board and only on those issues properly before the Committee as provided herein.

Section 103. Purposes

The purposes of the Committee are: 1) to assess the impact of possible port developments on the Muskegon area communities; 2) to assist port operators and other interested parties in mutually beneficial port developments; and 3) to provide a public forum and to make recommendations to the Public Works Board to assist port operators and other interested parties in mutually beneficial port developments.

ARTICLE II – MEMBERSHIP

Section 201. Voting Members

201.1 Business and Industry Groups

One member from each of the private port operators, a representative of the Michigan railroads, the Grand Valley State University, Consumers Energy and the West Michigan Economic Development Partnership.

201. 2 Local Government

A City of Muskegon designee, the Chairman of the Muskegon County Board of Commissioners, the Chairman of the Public Works Board, a Muskegon County Road Commission designee, a County Commissioner representing the northern area of Muskegon Lake and a County Commissioner representing the southern area of Muskegon Lake.

201.3 Terms of Membership

The voting members shall serve two year terms and will be appointed by the Muskegon County Board of Commissioners.

201.4 Replacement of Voting Members

Individual voting members shall be subject to replacement by their respective organizations and appointing authorities should they have three un-excused absences from convened meetings of the Committee. Members may be replaced by the Muskegon County Board of Commissioners.

202. Outside Resources

On an ad-hoc basis, a majority of the voting members may request the Board of Commissioners to provide outside experts to assist the Committee in achieving its purposes. Experts in such fields as environmental sciences, engineering, urban planning, port development, port operations, law and others may be requested as appropriate to the matters before the Committee at any given time.

203. Ad Hoc Members

Individuals representing various regulatory and/or resource agencies may serve on the Committee on an ad hoc basis and shall serve as resources to the Committee.

ARTICLE III – OFFICERS, SUB-COMMITTEES

Section 301. Co-Chairs

The Committee shall be jointly chaired by two individuals. The first Co-Chair shall be the Chairman of the Public Works Board. Said Co-Chair shall present recommendations made by the Committee of the Public Works Board at that body's regular or special meetings. In the absence of the Co-Chair at a meeting, the Public Works Board may appoint another of its members to serve as the Committee's Co-Chair on a temporary basis.

The second Co-Chair shall initially be appointed by the Muskegon County Board of Commissioners for a six-month period. This individual shall be one of the voting members of the Committee. The voting member Co-Chair shall subsequently be elected by the membership for a term of eighteen months.

Section 302. Secretary

The Muskegon County Board of Commissioners will provide an individual from its or the administrative offices to perform the duties of the Secretary. Said duties shall generally include: preparing minutes of each meeting, making the opening statement, maintaining the current roster of membership in all categories, conducting roll call, preparing Committee correspondence for signature by the Co-Chairs and preparing and distributing notices.

Section 303. Parliamentarian

The Public Works Board Co-Chair shall appoint a voting member to serve as Parliamentarian for the first six month term. A voting member shall subsequently be elected to the office of Parliamentarian on an annual basis.

Section 304. Sub-Committee

The Director of the Wastewater Management System, Community Development Director and Grant Coordinator will be appointed as a standing sub-committee to provide staff support to the Committee. The Committee may, from time to time, establish issue or project-related sub-committees. The members of such sub-committees shall be appointed by the Co-Chairs from among the voting and/or ad hoc members, as appropriate. Chairs of such sub-committees shall be voting members of the Committee.

ARTICLE IV – MEETINGS, AGENDAS, NOTIFICATIONS

Section 401. Regular Meetings

Regular quarterly meetings of the Committee shall be held from 3:00 to 5:00 pm on the fourth Wednesday of the month. Said meetings shall be held at a suitable meeting room in the County of Muskegon offices.

Regular monthly meetings of the Staff Sub-Committee shall be held from 10:00 am to 12:00 pm on the third Wednesday of the month. Said meetings shall be held at a suitable meeting room in the County of Muskegon offices.

Section 402. Special Meetings

Special meetings of the Committee may be called by the Public Works Board Co-Chair or by majority vote of the voting memberships. Times and places for such meetings shall be appropriate to the matters to be considered at such meetings.

Section 403. Agendas

A typical agenda at a regular or special meeting of the Committee shall include some or all of the following:

A. Welcome and opening remarks by the Co-Chairs;
B. Roll call by the Secretary, determination of a quorum;
C. Review and approval of the minutes of the previous meeting(s);
D. Scheduled briefing(s) on pertinent port background, legal, environmental, regulatory and other topics related to the Committee's purpose;
E. Report on Muskegon County Board of Commissioner actions taken relative to the Committee recommendations;
F. Sub-committee reports and/or recommendations for Committee consideration;
G. Scheduled presentations and discussion of any port projects and related issues;

H. Voting on Committee recommendations;
I. Two opportunities for Public comments on non-agenda items;
J. Establishment of agenda item(s) for next meeting(s); and
K. Adjournment

Section 404. Meeting Procedures

Each voting member present may speak to and discuss each agenda item when that item is properly before the Committee. Each voting member shall represent their organization or appointing authority in these discussions. The co-Chairs may also ask the ex-officio members and ad-hoc members present to participate in these discussions as appropriate. As a result of these discussions, the Committee may vote on and prepare specific recommendations to the Muskegon County Board of Commissioners on matters consistent with the purposes addressed in Section 103. During the public comment portion of each meeting, members of the audience and voting members may speak as individuals on issues not on the agenda, provided they first fill out and turn in a speaker card to the Secretary. Following the 2nd public comment period, the Co-Chairs will propose a preliminary agenda for the next meeting.

Section 405. Notification

All meetings of the Committee, regular and special, shall be publicized in the regular fashion by the Muskegon County Board of Commissioners to interested citizens.

406. Open Meetings Act

All meetings of the Committee shall be held in compliance with the Open Meetings Act, Public Act 267 of 1976.

ARTICLE V – QUORUM, VOTING, PARLIAMENTARIAN AUTHORITY

Section 501. Quorum

A minimum of fifty percent (50%) of the current number of voting members of the Committee shall constitute a quorum for the purposes of conducting the business of the Committee at regular or special meetings.

Section 502. Voting

All Committee actions, unless otherwise stated in these by-laws, shall be a majority vote of the members present at a regular or special meeting at which a quorum is present. The Board Member Co-Chair shall not vote on any recommendations or actions taken by the Committee. Alternates shall not vote when their designated voting member is present at the meeting. No proxy votes shall be allowed. From time to time issues may be presented to the Committee for discussion or action by the Committee in which a voting member may have a conflict of interest as defined under State of Michigan or local law. Should a conflict arise, the affected member is prohibited by law from participating in the discussion or in any decision of the Committee on the issue. The Corporate Counsel will review conflict issues on a case by case basis and shall advise the affected member and Committee.

Section 503. Parliamentary Authority

The current edition of Roberts Rules of Order shall be the parliamentary authority at all meetings of the Committee. The Co-Chairs shall call upon the Parliamentarian for interpretation of such rules when and as necessary.

ARTICLE VI – AMENDMENTS

Amendments to these by-laws shall be made upon two-thirds (2/3) vote of the Committee members present at any property convened meeting.

These By-Laws approved by the Muskegon County Board of Commissioners as of________________________.

Date: 12/11/12

To: Honorable Mayor and City Commission

From: DPW

RE: Wheel Loader

SUMMARY OF REQUEST:

Authorize staff to purchase one Cat 930K wheel loader from Michigan Cat for $160,848.00 minus the trade in value of $37,000 for our Case 521D for a net purchase price of $123,848.00. This price is off of the state web site Mi Deal. This will replace the trade in machine which is a 2001.

FINANCIAL IMPACT:

$123,848.00

BUDGET ACTION REQUIRED:

None. We budgeted $150,000.00. This item was in our 2012/2013 Budget.

STAFF RECOMMENDATION:

Authorize staff to purchase Cat 930K Wheel Loader for $123,848.00 after trade in.

Date: December 11, 2012

To: Honorable Mayor and City Commissioners

From: Finance

RE: 2013 User Fee Update

SUMMARY OF REQUEST: City departments have reviewed and updated their user fees and these have been incorporated into the Master Fee Resolution that is attached for your consideration.

The new fees and fee changes that are being proposed are highlighted on the attached spreadsheet and include the following:

- Eliminating the current "cleaning deposit" for picnic shelter rentals and replacing it with a cleaning fee to be imposed if facility is not left in clean condition;
- New fee for vacant building administrative appeals that are late;
- Reducing Hartshorn Marina slip rentals to hopefully increase the number of rentals;
- Increase catamaran storage fees that have not changed in several years;
- Increase storm water cross-connection fees reflecting higher wastewater treatment costs;
- Replacing current planned unit development (PUD) processing fee with separate fees for preliminary and final PUD processing.

FINANCIAL IMPACT: Increased revenue for fee supported activities.

BUDGET ACTION REQUIRED: None at this time. Adoption of the Master Fee Resolution will help the City attain its budgeted revenue estimates.

STAFF RECOMMENDATION: Approval.

COMMITTEE RECOMMENDATION: None.

City of Muskegon

RESOLUTION

A resolution adopting fees for services in the City entitled "Master Fee Resolution".

The City of Muskegon hereby RESOLVES:

1. The City of Muskegon has in the past adopted resolutions from time to time which set fees for various services in the City.

2. That in addition to the specifically adopted resolution fees, there are fees which are charged pursuant to ordinances and codes as well the fees which are charged in the exercise of various other functions of the City which serve the public.

3. That the City Commission has reviewed all of the fees which are charged from time to time pursuant to resolution, ordinance and in the affording of services to and for the public, and has determined to adopt the resolution a comprehensive schedule of fees by this resolution which is hereby called the "Master Fee Resolution".

4. That the City Commission and its committees, with the advice of the staff of the City, have carefully investigated and examined the fees set forth in this Master Resolution and have determined that they are reasonably related to the actual cost of affording the services involved.

NOW, THEREFORE, THE CITY COMMISSION HEREBY RESOLVES:

1. That the schedule of fees attached to this resolution is hereby adopted and shall be charged for the services set forth in the schedule and under the conditions set forth therein.

2. That any fees listed which are also listed in specific resolutions, rules or regulations, shall be charged in accordance with those resolutions, rules and regulations, and with the practices of the City in affording the appropriate services.

3. That the adoption of this resolution does not amend or change previous specific resolutions for the charging of fees for services, and does not preclude the existence of previous or future resolutions setting forth fees which are not included herein.

This resolution adopted.

Ayes
Nays

____
CITY OF MUSKEGON

____Ann Marie Becker, Clerk

CERTIFICATE

This Resolution was adopted at a meeting of the City Commission of the City of Muskegon, held on December 11, 2012. The meeting was properly held and noticed pursuant to the Open Meetings Act of the State of Michigan, Act 267 of the Public Acts of 1976.

Ann Marie Becker, City Clerk

CITY OF MUSKEGON

Master Fee Resolution - Schedule of Fees

(Effective 1/1/2013)

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
1	ALL	ADMINISTRATIVE OVERHEAD ON SALES TO OUTSIDE PARTIES	TOTAL BALANCE DUE	15.00%	15.00%	15.00%		
2	ALL	COPIES FOR PUBLIC (STANDARD SIZES)	PER COPY	0.25	0.25	0.25		
3	ALL	FAX CHARGE FOR INFORMATION REQUESTS	PER PAGE	0.50	0.50	0.50		
4	ALL	LATE FEE ON CITY RECEIVABLES (EXCEPT TAXES)	PAST DUE BALANCE	1.00%	1.00%	1.00%	PER MO./IMPOSED AFTER 30 DAYS	
5	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS A-B)	EACH	1,339.00	1,339.00	1,339.00		
6	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS A-B) NR *	EACH	1,664.00	1,664.00	1,664.00		
7	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS C-F)	EACH	1,533.00	1,533.00	1,533.00		
8	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS C-F) NR *	EACH	1,906.00	1,906.00	1,906.00		
9	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN)	ONE GRAVE	700.00	700.00	700.00	50% GOES TO PERPETUAL CARE	
10	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN)	TWO GRAVES	1,300.00	1,300.00	1,300.00	50% GOES TO PERPETUAL CARE	
11	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN) NR *	TWO GRAVES	1,599.00	1,599.00	1,599.00	50% GOES TO PERPETUAL CARE	
12	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN) NR *	ONE GRAVE	827.00	827.00	827.00	50% GOES TO PERPETUAL CARE	
13	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE)	ONE GRAVE	700.00	700.00	700.00	50% GOES TO PERPETUAL CARE	
14	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE)	TWO GRAVES	1,300.00	1,300.00	1,300.00	50% GOES TO PERPETUAL CARE	
15	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE) NR *	ONE GRAVE	827.00	827.00	827.00	50% GOES TO PERPETUAL CARE	
16	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE) NR *	TWO GRAVES	1,599.00	1,599.00	1,599.00	50% GOES TO PERPETUAL CARE	
17	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD)	ONE GRAVE	700.00	700.00	700.00	50% GOES TO PERPETUAL CARE	
18	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD)	TWO GRAVES	1,300.00	1,300.00	1,300.00	50% GOES TO PERPETUAL CARE	
19	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD) NR *	TWO GRAVES	1,599.00	1,599.00	1,599.00	50% GOES TO PERPETUAL CARE	
20	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD) NR *	ONE GRAVE	827.00	827.00	827.00	50% GOES TO PERPETUAL CARE	
21	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER)	ONE GRAVE	650.00	650.00	650.00	50% GOES TO PERPETUAL CARE	
22	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER)	TWO GRAVES	1,200.00	1,200.00	1,200.00	50% GOES TO PERPETUAL CARE	
23	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER) NR *	ONE GRAVE	717.00	717.00	717.00	50% GOES TO PERPETUAL CARE	

CITY OF MUSKEGON
Master Fee Resolution - Schedule of Fees
(Effective 1/1/2013)

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
24	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER) NR *	TWO GRAVES	1,423.00	1,423.00	1,423.00	50% GOES TO PERPETUAL CARE	
25	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER)	ONE GRAVE	700.00	700.00	700.00	50% GOES TO PERPETUAL CARE	
26	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER)	TWO GRAVES	1,300.00	1,300.00	1,300.00	50% GOES TO PERPETUAL CARE	
27	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER) NR *	ONE GRAVE	827.00	827.00	827.00	50% GOES TO PERPETUAL CARE	
28	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER) NR *	TWO GRAVES	1,599.00	1,599.00	1,599.00	50% GOES TO PERPETUAL CARE	
29	CEMETERIES	CEMETERIES IN-GOUND SPACE FOR CREMAINS (RESTLAWN)	EACH	289.00	289.00	289.00		
30	CEMETERIES	CEMETERIES IN-GOUND SPACE FOR CREMAINS (RESTLAWN) NR*	EACH	347.00	347.00	347.00		
31	CEMETERIES	CEMETERIES GRAVE PRICES (1/2 GRAVE--ALL CEMETERIES)	EACH	462.00	462.00	462.00		
32	CEMETERIES	CEMETERIES GRAVE PRICES (1/2 GRAVE--ALL CEMETERIES) NR *	EACH	578.00	578.00	578.00		
33	CEMETERIES	CEMETERIES OPENING (1/2 GRAVE)	EACH	260.00	260.00	260.00		
34	CEMETERIES	CEMETERIES OPENING (1/2 GRAVE) NR	EACH	318.00	318.00	318.00		
35	CEMETERIES	CEMETERIES OPENING (CREMATION)	EACH	300.00	300.00	300.00		
36	CEMETERIES	CEMETERIES OPENING (CREMATION) NR	EACH	312.00	312.00	312.00		
37	CEMETERIES	CEMETERIES OPENING (CREMATION, GRASS, CHAIRS)	EACH	330.00	330.00	330.00		
38	CEMETERIES	CEMETERIES OPENING (CREMATION, GRASS, CHAIRS) NR	EACH	370.00	370.00	370.00		
39	CEMETERIES	CEMETERIES OPENING (CREMATION, TENT, GRASS, CHAIRS)	EACH	370.00	370.00	370.00		
40	CEMETERIES	CEMETERIES OPENING (CREMATION, TENT, GRASS, CHAIRS) NR	EACH	404.00	404.00	404.00		
41	CEMETERIES	CEMETERIES SECOND CREMAINS (OPEN GRAVESITE)	EACH	58.00	58.00	58.00	FOR ADDITIONAL ASHES	
42	CEMETERIES	CEMETERIES OPENING	EACH	500.00	500.00	500.00		
43	CEMETERIES	CEMETERIES OPENING (DEVICE) NR	EACH	607.00	607.00	607.00		
44	CEMETERIES	CEMETERIES OPENING (STILLBORN IN BABYLAND)	EACH	145.00	145.00	145.00		
45	CEMETERIES	CEMETERIES OPENING (STILLBORN IN BABYLAND) NR	EACH	173.00	173.00	173.00		
46	CEMETERIES	CEMETERIES OPENING (STILLBORN NOT IN BABYLAND)	EACH	260.00	260.00	260.00		

CITY OF MUSKEGON
Master Fee Resolution - Schedule of Fees
(Effective 1/1/2013)

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
47	CEMETERIES	CEMETERIES OPENING (STILLBORN NOT IN BABYLAND) NR	EACH	318.00	318.00	318.00		
48	CEMETERIES	CEMETERIES OVERTIME (MON-FRI AFTER 2:30PM)	EACH	200.00	200.00	200.00		
49	CEMETERIES	CEMETERIES OVERTIME (SATURDAYS & HOLIDAYS)	EACH	300.00	300.00	300.00		
50	CEMETERIES	CEMETERIES OVERTIME (SUNDAYS)	EACH	450.00	450.00	450.00		
51	CEMETERIES	CEMETERIES NICHES COLUMBARIUUM	EACH	800.00	800.00	800.00		
52	CEMETERIES	CEMETERIES NICHES COLUMBARIUM NR	EACH	850.00	850.00	850.00		
53	CEMETERIES	CEMETERIES NICHES (OPEN/CLOSING)	EACH	125.00	125.00	125.00		
54	CEMETERIES	CEMETERIES NICHES (OPEN/CLOSING) NR	EACH	175.00	175.00	175.00		
55	CEMETERIES	CEMETERIES HEADSTONE SERVICE	PER SQUARE INCH	0.55	0.55	0.55	MINIMUM $60.00	
56	CEMETERIES	CEMETERIES SERVICE (GOVERNMENT MARKERS)	EACH	60.00	60.00	60.00		
57	CEMETERIES	CEMETERIES SERVICE (MAUSOLEUM VASES)	EACH	75.00	75.00	75.00		
58	CEMETERIES	CEMETERIES SERVICE HEADSTONE PRE-PLACEMENT	EACH	25.00	25.00	25.00		
59	CEMETERIES	CEMETERIES SERVICE (SMALL VASES) RESTLAWN	EACH	40.00	40.00	40.00		
60	CEMETERIES	ENTOMBMENT - EVERGREEN MAUSOLEM	EACH	173.00	173.00	173.00		
61	CEMETERIES	ENTOMBMENT NR - EVERGREEN MAUSOLEUM	EACH	231.00	231.00	231.00		
62	CEMETERIES	TRANSFER & AFFIDAVIT FEE PER GRAVE SPACE	EACH	50.00	50.00	50.00		
63	CEMETERIES	CHAPEL FUNERAL SERVICE	EACH	50.00	50.00	50.00		
64	CEMETERIES	FAMILY TREE SEARCH	SINGLE SEARCH	3.00	3.00	3.00		
65	CEMETERIES	FAMILY TREE SEARCH	FIVE SEARCHES	10.00	10.00	10.00		
66	CLERK	ADDRESS LABELS - VOTER REGISTRATION	EACH	0.05	0.05	0.05		
67	CLERK	BUSINESS REGISTRATION	EACH	30.00	30.00	30.00		
68	CLERK	BUSINESS TRANSIENT/PEDDLER	PER DAY	25.00	30.00	30.00		
69	CLERK	BUSINESS AUCTIONEER LICENSE (INDIVIDUAL EVENT)	PER DAY	10.00	10.00	10.00		

CITY OF MUSKEGON
Master Fee Resolution - Schedule of Fees
(Effective 1/1/2013)

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
70	CLERK	BUSINESS AUCTIONEER LICENSE (REGULAR)	PER YEAR	100.00	100.00	100.00		
71	CLERK	AUCTION FEE	PER DAY	30.00	30.00	30.00		
72	CLERK	BUSINESS COMMERCIAL GARBAGE HAULER	PER YEAR	100.00	100.00	100.00		
73	CLERK	BUSINESS ENTERTAINMENT OCCUPANCY	PER YEAR	125.00	125.00	125.00		
74	CLERK	GAMING LICENSE REQUEST/PERMIT (30 DAYS OR MORE ADVANCE NOTICE)	EACH	50.00	75.00	75.00		
75	CLERK	GAMING LICENSE REQUEST (LESS THAN 30 DAYS ADVANCE NOTICE)	EACH	0.00	100.00	100.00		
76	CLERK	CITY HALL CONFERENCE ROOM RENTAL	PER HOUR	25.00	25.00	25.00	CHARGED TO LAW FIRMS AND OTHER FOR PROFIT ORGANIZATIONS WISHING TO USE FACILITIES FOR NON-CITY RELATED BUSINESS	
77	CLERK	ENCROACHMENT PERMIT APPLICATION FEE	EACH	100.00	100.00	100.00		
78	CLERK	ENCROACHMENT PERMIT CERTIFICATE FEE	EACH LOCATION	50.00	50.00	50.00	SAME AS RENEWAL FEE	
79	CLERK	ENCROACHMENT/RENTAL FEE (BUS BENCHES)	PER BENCH/PERMONTH	5.00	5.00	5.00		
80	CLERK	ENCROACHMENT 1-YEAR RENEWAL	EACH	10.00	25.00	25.00		
81	CLERK	ENCROACHMENT 1-YEAR RENEWAL (INSPECTION REQ'D)	EACH	0.00	50.00	50.00		
82	CLERK	ENCROACHMENT PERMIT TO WORK IN R-O-W	PER UNIT	10.00	10.00	10.00	OR ACTUAL COSTS (WHICHEVER IS GREATER)	
83	CLERK	FIREWORKS DISPLAY PERMIT PROCESSING FEE (30 OR MORE DAYS ADVANCE NOTICE)	EACH	50.00	75.00	75.00		
84	CLERK	FIREWORKS DISPLAY PERMIT PROCESSING FEE (LESS THAN 30 DAYS ADVANCE NOTICE)	EACH	100.00	150.00	150.00		
85	CLERK	LIQUOR LICENSE RENEWAL	EACH	100.00	100.00	100.00		
86	CLERK	LIQUOR LICENSE TRANSFER OF OWNERSHIP OR LOCATION	EACH	250.00	250.00	250.00		
87	CLERK	DEVELOPMENT DISTRICT AREA CLASS-C ON-PREMISES LIQUOR LICENSE (FORMERLY DOWNTOWN DEV AUTH LICENSE)	EACH	2,500.00	2,500.00	2,500.00	SAME REVIEW PROCESS AS FOR RENEWAL	
88	CLERK	LIQUOR LICENSE NEW CLASS C LICENSE	EACH	2,500.00	2,500.00	2,500.00	IF LICENSE AVAILABLE	
89	CLERK	LIQUOR LICENSE NEW SDD OR SDM	EACH	250.00	250.00	250.00		
90	CLERK	GOING OUT OF BUSINESS SALE	EACH	50.00	50.00	50.00	UP TO ONE MONTH - RENEWABLE	
91	CLERK	LIQUOR LICENSE (EXPANSION OF EXISTING LICENSE)	EACH	25.00	25.00	25.00		

CITY OF MUSKEGON
Master Fee Resolution - Schedule of Fees
(Effective 1/1/2013)

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
92	CLERK	ORDINANCE BOOK	EACH	250.00	250.00	250.00		
93	CLERK	ORDINANCE BOOK ON CD-ROM	EACH	250.00	250.00	250.00		
94	CLERK	ORDINANCE BOOK SUBSCRIPTION SERVICE (BI-ANNUAL UPDATES)	PER YEAR	50.00	50.00	50.00	IN ADDITION TO BASE FEE	
95	CLERK	PASSPORT APPLICATION FEE	EACH	25.00	25.00	25.00	FEDERAL LAW CHANGE	
96	CLERK	PASSPORT PHOTO FEE	2 PHOTOS	10.00	10.00	10.00		
97	CLERK	PRECINCT MAPS (SMALL)	EACH	2.00	2.00	2.00		
98	CLERK	PUBLIC NOTARY FEE	EACH	5.00	5.00	5.00	CONSISTENT WITH COUNTY FEE	
99	CLERK	TELECOMMUNICATIONS ACT NEW PROVIDER FEE	EACH	500.00	500.00	500.00	PER NEW STATE TELECOMMUNICATIONS ACT	
100	CLERK	VOTER INFORMATION - ON DISK	EACH	25.00	25.00	25.00		
101	CLERK	VOTER REGISTRATION - HARDCOPY LIST	PER LISTING	0.01	0.01	0.01		
102	CLERK	VOTER REGISTRATION - MAILING LABELS	PER LABEL	0.05	0.05	0.05		
103	CNS	MORTGAGE REFINANCE FEE	EACH	50.00	50.00	50.00		
104	CNS	REHAB LOAN APPLICATION FEE	EACH	200.00	200.00	200.00		
105	CNS	RENTAL REHAB APPLICATION FEE FEE	PER LOAN	100.00	100.00	100.00		
106	DPW	ADDITIONAL GARBAGE SERVICE (1 TOTER)	PER MONTH	13.00	13.00	13.00		
107	DPW	APPLIANCE STICKER	EACH	25.00	25.00	25.00		
108	DPW	GARBAGE CART REPLACEMENT - DAMAGED BY USER	EACH	55.00	55.00	55.00		
109	DPW	GARBAGE SERVICE - SMALL BUSINESS	PER MONTH	16.00	16.00	16.00	INCLUDES CHURCHES AND NON-PROFITS	
110	DPW	GARBAGE SERVICE - UNAUTORIZED USE OF CARTS	PER INCIDENT	30.00	30.00	30.00		
111	DPW	GARBAGE SERVICE - REPLACE LOST/STOLEN CART	EACH	55.00	55.00	55.00		
112	DPW	GARBAGE SERVICE - NEW SERVICE STARTUP	EACH	55.00	55.00	55.00		
113	DPW	GARBAGE SERVICE - MIXED REFUSE STICKER	EACH	2.00	2.00	2.00	BUY 6 FOR $10.00 - UNIT PRICE $1.67	
114	DPW	FEE FOR SPECIAL COLLECTION OF ILLIEGAL MATERIALS	EACH	50.00	50.00	50.00	OR ACTUAL COSTS (WHICHEVER IS GREATER)	

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
115	DPW	FEE FOR BULK YARD WASTE DROP OFF (DURING REGULAR HOURS) - BY APPOINTMENT ONLY	EACH	25.00	25.00	25.00		
116	DPW	SENIOR TRANSIT	PER RIDE	1.50	1.50	3.00	PER RIDE - EACH WAY - APPROVED EARLIER BY COMMISSION	100.00%
117	DPW	REPLACE EMPLOYEE ID/ACCESS TKC CARD	PER LOST CARD	50.00	50.00	50.00	NO CHARGE FOR FIRST REPLACEMENT	
118	DPW	STORM SEWER CONNECTION FEE	EACH	800.00	800.00	800.00	STUB FEE	
119	DPW	TREE REPLACEMENT PLANTING FEE	EACH	200.00	200.00	200.00		
120	DPW	TREE REMOVAL FEE (12" AND UNDER DIAMETER)	EACH	200.00	200.00	200.00	TREE MEASURED AT 4' ABOVE GRADE	
121	DPW	TREE REMOVAL FEE (12" - 18" DIAMETER)	EACH	345.00	345.00	345.00	TREE MEASURED AT 4' ABOVE GRADE	
122	DPW	TREE REMOVAL FEE (18" - 24" DIAMETER)	EACH	650.00	650.00	650.00	TREE MEASURED AT 4' ABOVE GRADE	
123	DPW	TREE REMOVAL FEE (24" - 30" DIAMETER)	EACH	750.00	750.00	750.00	TREE MEASURED AT 4' ABOVE GRADE	
124	DPW	TREE REMOVAL FEE (30" - 36" DIAMETER)	EACH	1,000.00	1,000.00	1,000.00	TREE MEASURED AT 4' ABOVE GRADE	
125	DPW	TREE REMOVAL FEE (36" - 42" DIAMETER)	EACH	1,700.00	1,700.00	1,700.00	TREE MEASURED AT 4' ABOVE GRADE	
126	DPW	TREE REMOVAL FEE (42" AND OVER DIAMETER)	EACH	1,900.00	1,900.00	1,900.00	TREE MEASURED AT 4' ABOVE GRADE	
127	DPW	HANG AND/OR REMOVE BANNER	EACH REQUEST	450.00	450.00	450.00	EACH ADDITIONAL BANNER: $50.00	
128	DPW (PARKS)	EXCLUSIVE USE OF HACKLEY PK FOR SPECIAL EVENTS	PER DAY	0.00	125.00	125.00		
129	DPW (PARKS)	EXCLUSIVE USE OF PERE MARQUETTE LARGE OVAL FOR SPECIAL EVENTS	PER DAY	0.00	125.00	125.00		
130	DPW (PARKS)	EXCLUSIVE USE OF MARGARET DRAKE ELLIOTT PK FOR SPECIAL EVENTS	PER DAY	0.00	125.00	125.00		
131	DPW (PARKS)	CLEANING DEPOST FOR EXCLUSIVE USE OF HACKLEY, PERE MARQUETTE OR MARGARET DRAKE ELLIOTT PARKS	EACH	0.00	50.00	50.00		
132	DPW (PARKS)	MC GRAFT PARK BUILDING USE	11:00AM - 4:00PM	100.00	100.00	100.00		
133	DPW (PARKS)	MC GRAFT PARK BUILDING USE	5:00PM - 10:00PM	0.00	100.00	100.00		
134	DPW (PARKS)	MC GRAFT PARK BUILDING USE (RESV. MADE BETWEEN 4/15 - 9/30)	EACH	0.00	25.00	25.00		
135	DPW (PARKS)	MC GRAFT PARK BUILDING USE	PER ADDITIONAL HOUR	25.00	25.00	25.00		
136	DPW (PARKS)	MC GRAFT PARK BUILDING USE (CLEANING/SECURITY DEPOSIT)	EACH	50.00	50.00	50.00		
137	DPW (PARKS)	MC GRAFT PARK MUSIC BOWL	HOUR	45.00	45.00	45.00		

CITY OF MUSKEGON
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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
138	DPW (PARKS)	PARKS (LIGHT COSTS SPORT FIELDS & COURTS)	EACH	40.00	40.00	40.00		
139	DPW (PARKS)	PARKS (WOOD SNOW FENCE RENTAL)	EACH	30.00	30.00	30.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
140	DPW (PARKS)	PARKS (USE OF GARBAGE CANS)	EACH	5.00	5.00	5.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
141	DPW (PARKS)	PARKS (PLASTIC BAGS FOR GARBAGE CANS)	PER CASE	25.00	30.00	30.00	REFLECTS COST INCREASE; REFUND FOR UNOPENED CASES	
142	DPW (PARKS)	SPORTS FIELD & COURT RENTAL (EXLUDES SETUP SERVICES)	2 HOUR RENTAL	25.00	25.00	25.00		
143	DPW (PARKS)	CHANNEL SHELTER RENTAL	EACH	50.00	50.00	50.00		
144	DPW (PARKS)	PICNIC SHELTER RENTAL (MADE BEFORE 4/15 OR AFTER 9/30)	EACH SESSION	100.00	100.00	100.00		
145	DPW (PARKS)	PICNIC SHELTER RENTAL (MADE BETWEEN 4/15 AND 9/30)	EACH SESSION	125.00	125.00	125.00		
146	DPW (PARKS)	PICNIC SHELTER RENTAL RESERVATION CHANGE	EACH	15.00	15.00	15.00		
147	DPW (PARKS)	CLEANING DEPOSIT FOR RENTALS	EACH	50.00	50.00	0.00	REFUNDED IF CLEANUP AND OTHER RULES ADHERED TO	-100.00%
148	DPW (PARKS)	CLEANING FEE FOR RENTALS	EACH	0.00	0.00	75.00	NOT CHARGED IF FACILITY LEFT CLEAN	"NEW FEE"
149	DPW (PARKS)	PICNIC SHELTER RENTAL (KRUSE #4 - 200 PERSON SHELTER)	RESIDENT	125.00	125.00	125.00		
150	DPW (PARKS)	GROUPED TABLES (4) AT DRAKE-ELLIOTT (48 PEOPLE)	EACH	50.00	50.00	50.00		
151	DPW (PARKS)	WEDDING RESERVATIONS IN/ON CITY PARKS/BEACHES	EACH	100.00	125.00	125.00		
152	DPW (PARKS)	KEY DEPOSIT (RESTROOM)	EACH	25.00	25.00	25.00		
153	DPW (PARKS)	CITY SERVICES (55-GAL METAL TRASH CANS)	EACH	5.00	5.00	5.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
154	DPW (PARKS)	CITY SERVICES RENTAL OF POSTS	EACH POST	3.00	3.00	3.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
155	DPW (PARKS)	CITY SERVICES (PICNIC TABLES)	EACH	10.00	10.00	10.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
156	DPW (PARKS)	CITY SERVICES (LABOR PARKS OR DPW STAFF)	PER HOUR	60.00	60.00	60.00		
157	ENGINEERING	CHARGE FOR BLUEPRINTS (PLANS & UTILITY MAPS)	EACH	8.00	8.00	8.00		
158	ENGINEERING	CHARGE FOR BID DOCUMENTS (STANDARD)	EACH	40.00	40.00	40.00		
159	ENGINEERING	CHARGE FOR BID DOCUMENTS (NON-STANDARD)	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS		

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
160	ENGINEERING	STORM WATER MANAGEMENT BILLING FEE	PER BILL	5.00	5.00	5.00		
161	ENGINEERING	STORM WATER MANAGEMENT HOOKUP FEE FOR SYSTEM AVAILABILITY	EACH	175.00	175.00	175.00	5,000 GALLON PER DAY MAXIMUM	
162	ENGINEERING	STORM WATER MANAGEMENT PERMIT APPLICATION FEE	EACH	500.00	500.00	500.00		
163	ENGINEERING	STORM WATER MANAGEMENT SYSTEM USE FEE	PER 1,000 GALLONS	0.20	0.20	0.20		
164	ENGINEERING	PROPERTY OWNER WORKING IN R-O-W FEE	EACH UNIT	20.00	20.00	20.00		
165	ENGINEERING	R-O-W/SIDEWALK CUT PERMIT FEE	APPROACH	20.00	20.00	20.00		
166	ENGINEERING	UTILITY ANNUAL PERMIT FEE	EACH	1,750.00	1,750.00	1,750.00		
167	ENGINEERING	UTILITY CUT PERMIT APPLICATION FEE	EACH	50.00	50.00	50.00		
168	ENGINEERING	UTILITY CUT PERMIT FEE	UNIT	20.00	20.00	20.00		
169	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT <4 YEARSOLD)	SQUARE YARD	100.00	100.00	100.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
170	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT 4-9 YEARSOLD)	SQUARE YARD	75.00	75.00	75.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
171	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT >10 YEARSOLD)	SQUARE YARD	50.00	50.00	50.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
172	ENGINEERING	UTILITY CUT (PROJECT DURATION)	WEEK	27.50	27.50	27.50		
173	ENV SERVICES	ALERT NOTIFICATION - FAX	ANNUAL - LOCAL	20.00	20.00	0.00	SERVICE NOW FREE VIA EMAIL	-100.00%
174	ENV SERVICES	ALERT NOTIFICATION - FAX	ANNUAL - LONG DISTANCE	75.00	75.00	0.00	SERVICE NOW FREE VIA EMAIL	-100.00%
175	ENV SERVICES	TERRACE VIOLATIONS	FIRST VIOLATION	30.00	30.00	30.00	PLUS HOURLY COST FOR WORK PERFORMED.	
176	ENV SERVICES	TERRACE VIOLATIONS (EACH SUBSEQUENT IN YEAR)	EACH SUBSEQUENT	5.00	5.00	5.00	PLUS HOURLY COST FOR WORK PERFORMED. FEE FOR EACH SUBSEQUENT VIOLATIONS INCREMENT $5 (E.G. 2ND VIOLATION = $35; 3RD = $40, ETC	
177	ENV SERVICES	GRASS, TRASH AND LEAF VIOLATIONS	FIRST VIOLATION	70.00	70.00	70.00	PLUS HOURLY COST FOR WORK PERFORMED.	
178	ENV SERVICES	GRASS, TRASH AND LEAF VIOLATIONS (EACH SUBSEQUENT IN YEAR)	EACH SUBSEQUENT	10.00	10.00	10.00	PLUS HOURLY COST FOR WORK PERFORMED. FEE FOR EACH SUBSEQUENT VIOLATIONS INCREMENT $10 (E.G. 2ND VIOLATION = $80; 3RD = $90, ETC	
179	ENV SERVICES	VACANT BUILDING REGISTRATION	VACANT BUILDING	0.00	0.00	0.00	VACANT LESS THAN ONE YEAR	
180	ENV SERVICES	VACANT BUILDING REGISTRATION	VACANT BUILDING	500.00	500.00	500.00	VACANT 1 YEAR BUT LESS THAN 2 YEARS	
181	ENV SERVICES	VACANT BUILDING REGISTRATION	VACANT BUILDING	1,000.00	1,000.00	1,000.00	VACANT 2 YEARS BUT LESS THAN 3 YEARS	
182	ENV SERVICES	VACANT BUILDING REGISTRATION	VACANT BUILDING	2,000.00	2,000.00	2,000.00	VACANT 3 YEARS BUT LESS THAN 5 YEARS	

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
183	ENV SERVICES	VACANT BUILDING REGISTRATION	VACANT BUILDING	3,500.00	3,500.00	3,500.00	VACANT 5 YEARS BUT LESS THAN 10 YEARS	
184	ENV SERVICES	VACANT BUILDING REGISTRATION	VACANT BUILDING	5,000.00	5,000.00	5,000.00	VACANT 10 YEARS	
185	ENV SERVICES	VACANT BUILDING REGISTRATION	VACANT BUILDING	500.00	500.00	500.00	EACH YEAR VACANT BEYOND 10 YEARS	
186	ENV SERVICES	VACANT BUILDING ADMINISTRATIVE APPEAL FEE (31-60 DAYS LATE)	OCCURRENCE	0.00	0.00	25.00	NON-REFUNDABLE FEE	*NEW FEE*
187	ENV SERVICES	VACANT BUILDING ADMINISTRATIVE APPEAL FEE (61-90 DAYS LATE)	OCCURRENCE	0.00	0.00	35.00	NON-REFUNDABLE FEE	*NEW FEE*
188	ENV SERVICES	VACANT BUILDING REGISTRATION - FORMAL APPEAL FEE	OCCURRENCE	50.00	50.00	50.00		
189	ENV SERVICES	RENTAL PROPERTY REGISTRATION (ANNUAL)	SINGLE UNIT	35.00	35.00	35.00	INCLUDES INSPECTION/REINSPECTION ONCE EVERY 4 YEARS	
190	ENV SERVICES	RENTAL PROPERTY REGISTRATION (ANNUAL)	DUPLEX	40.00	40.00	40.00	INCLUDES INSPECTION/REINSPECTION ONCE EVERY 4 YEARS	
191	ENV SERVICES	RENTAL PROPERTY REGISTRATION (ANNUAL - BASE)	3+ UNITS	50.00	50.00	50.00	INCLUDES INSPECTION/REINSPECTION ONCE EVERY 4 YEARS	
192	ENV SERVICES	RENTAL PROPERTY REGISTRATION (ANNUAL - PER UNIT)	PER UNIT OVER 3	5.00	5.00	5.00	INCLUDES INSPECTION/REINSPECTION ONCE EVERY 4 YEARS	
193	ENV SERVICES	RENTAL PROPERTY REGISTRATION (INSPECTION NO-SHOW)		50.00	0.00	0.00		
194	ENV SERVICES	RENTAL PROPERTY REGISTRATION (INSPECTION NO-SHOW FIRST TIME)	PER UNIT	0.00	50.00	50.00		
195	ENV SERVICES	RENTAL PROPERTY REGISTRATION (INSPECTION NO-SHOW EACH ADDT'L TIME)	PER UNIT	0.00	10.00	10.00	ADDED TO BASE NO SHOW FEE; EACH NO SHOW INSTANCE WILL CAUSE INSPECTION FEE TO INCREASE BY AN ADDITIONAL $10.00	
196	ENV SERVICES	RENTAL PROPERTY NON-COMPLIANCE FEE (5TH REINSPECTION)	PER UNIT	0.00	40.00	40.00	FEE TO BE ASSESSED TO PROPERTIES NOT BROUGHT INTO COMPLIANCE BY FOURTH INSPECTION	
197	ENV SERVICES	RENTAL PROPERTY NON-COMPLIANCE FEE (STARTING WITH 6TH COMPLIANCE REINSPECTION)	PER UNIT	0.00	10.00	10.00	ADDED TO BASE NON-COMPLIANCE FEE; EACH REINSPECTION INSTANCE WILL CAUSE NON-COMPLIANCE FEE TO INCREASE BY AN ADDITIONAL $10.00	
198	ENV SERVICES	RENTAL PROPERTY EXTERIOR ONLY NON-COMPLIANCE FEE (1ST EXTERIOR ONLY REINSPECTION)	PER UNIT	0.00	25.00	25.00	FEE ASSESSED TO PROPERTIES IN COMPLIANCE INTERIOR REQUIREMENTS BUT NOT IN COMPLIANCE WITH EXTERIOR REQUIREMENTS BY FOURTH REINSPECTION	
199	ENV SERVICES	RENTAL PROPERTY EXTERIOR ONLY NON-COMPLIANCE FEE (STARTING WITH 2ND EXTERIOR ONLY COMPLIANCE REINSPECTION)	PER UNIT	0.00	5.00	5.00	ADDED TO BASE EXTERIOR NON-COMPLIANCE FEE; EACH REINSPECTION INSTANCE WILL CAUSE EXTERIOR NON-COMPLIANCE FEE TO INCREASE BY AN ADDITIONAL $5.00	
200	ENV SERVICES	LATE FEE FOR RENTAL UNITS NOT REGISTERED BY DUE DATE	EACH PROPERTY VIOLATION	100.00	100.00	100.00	FEE CHARGED AFTER 90 DAYS	
201	ENV SERVICES	HOUSING-WARRANT INSPECTION FEE	EACH	150.00	150.00	150.00		
202	FARMERS' MARKET	FRONT CORNER	0-2 MONTHS	313.00	313.00	313.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	

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Master Fee Resolution - Schedule of Fees
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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
203	FARMERS' MARKET	FRONT REGULAR	0-2 MONTHS	288.00	288.00	288.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
204	FARMERS' MARKET	BACK CORNER	0-2 MONTHS	188.00	188.00	188.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
205	FARMERS' MARKET	BACK REGULAR	0-2 MONTHS	163.00	163.00	163.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
206	FARMERS' MARKET	FRONT CORNER	3 MONTHS	348.50	348.50	348.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
207	FARMERS' MARKET	FRONT REGULAR	3 MONTHS	321.50	321.50	321.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
208	FARMERS' MARKET	BACK CORNER	3 MONTHS	211.50	211.50	211.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
209	FARMERS' MARKET	BACK REGULAR	3 MONTHS	183.50	183.50	183.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
210	FARMERS' MARKET	FRONT CORNER	4 MONTHS	361.00	361.00	361.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
211	FARMERS' MARKET	FRONT REGULAR	4 MONTHS	333.00	333.00	333.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
212	FARMERS' MARKET	BACK CORNER	4 MONTHS	221.00	221.00	221.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
213	FARMERS' MARKET	BACK REGULAR	4 MONTHS	193.00	193.00	193.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
214	FARMERS' MARKET	FRONT CORNER	5 MONTHS	376.50	376.50	376.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
215	FARMERS' MARKET	FRONT REGULAR	5 MONTHS	347.50	347.50	347.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
216	FARMERS' MARKET	BACK CORNER	5 MONTHS	232.50	232.50	232.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
217	FARMERS' MARKET	BACK REGULAR	5 MONTHS	204.50	204.50	204.50	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
218	FARMERS' MARKET	FRONT CORNER	6 MONTHS	392.00	392.00	392.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
219	FARMERS' MARKET	FRONT REGULAR	6 MONTHS	363.00	363.00	363.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
220	FARMERS' MARKET	BACK CORNER	6 MONTHS	245.00	245.00	245.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
221	FARMERS' MARKET	BACK REGULAR	6 MONTHS	215.00	215.00	215.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
222	FARMERS' MARKET	FRONT CORNER	7 MONTHS	404.00	404.00	404.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
223	FARMERS' MARKET	FRONT REGULAR	7 MONTHS	374.00	374.00	374.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
224	FARMERS' MARKET	BACK CORNER	7 MONTHS	254.00	254.00	254.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
225	FARMERS' MARKET	BACK REGULAR	7 MONTHS	224.00	224.00	224.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
226	FARMERS' MARKET	FRONT CORNER	8 MONTHS	421.00	421.00	421.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
227	FARMERS' MARKET	FRONT REGULAR	8 MONTHS	390.00	390.00	390.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
228	FARMERS' MARKET	BACK CORNER	8 MONTHS	265.00	265.00	265.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
229	FARMERS' MARKET	BACK REGULAR	8 MONTHS	234.00	234.00	234.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
230	FINANCE	REPLACEMENT OF LOST PAYROLL CHECK	EACH OCCURRENCE	25.00	25.00	25.00		
231	FINANCE	COPIES OF CITY BUDGET OR CAFR (FOIA REQUESTS)	EACH	25.00	25.00	25.00		
232	FIRE	FIRE REPORT COPY (MAJOR FIRE)	EACH	15.00	15.00	15.00		
233	FIRE	FIRE REPORT COPY (REGULAR)	EACH	5.00	5.00	5.00		
234	FIRE	PHOTOGRAPH REPRODUCTION (ENLARGED)	EACH	15.00	15.00	15.00		
235	FIRE	PHOTOGRAPH REPRODUCTION (STD SIZE)	EACH	10.00	10.00	10.00		
236	FIRE	PHOTOGRAPH REPRODUCTION (CD-ROM)	EACH	5.00	5.00	5.00		
237	FIRE	INSURANCE ADMINISTRATION ESCROW	EACH INCIDENT	15.00	15.00	15.00	PLUS RELATED COURT COSTS	
238	FIRE	FIRE INSPECTION ADDITIONAL VISIT	EACH INCIDENT	75.00	75.00	75.00		
239	FIRE	ARSON FIRE RESTITUTION FEE	PER HR ON CALL	720.00	720.00	720.00	PLUS RELATED COURT COSTS	
240	FIRE	FALSE ALARM FEE	PER HR ON CALL	720.00	720.00	720.00	AFTER 3RD FALSE ALARM IN ONE YEAR	
241	FIRE	WILLFUL NEGLIGENCE FIRE FEE	PER HR ON CALL	720.00	720.00	720.00		
242	FIRE	CONFINED SPACE RESCUE FEE	PER HR ON CALL	720.00	720.00	720.00		
243	FIRE	ICE RESCUE CALL	PER HR ON CALL	110.00	110.00	110.00		
244	FIRE	DOWNED POWER LINE	PER HR	185.00	185.00	185.00	AFTER FIRST HOUR	
245	FIRE	SPECIAL USE PERMITS (PER UFC)	EACH PER YEAR	100.00	100.00	100.00		
246	FIRE	STRUCTURE FIRE RESPONSE	EACH	500.00	500.00	500.00	CHARGED TO HOMEOWNER'S INSURANCE COMPANY	
247	FIRE	PI ACCIDENT RESPONSE	EACH	500.00	500.00	500.00	CHARGED TO AT FAULT DRIVER'S AUTO INSURANCE COMPANY	
248	FLEA MARKET	DEALERS SPACE - CORNER COVERED SPACE	DAILY	9.00	9.00	9.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
249	FLEA MARKET	DEALERS SPACE - 10 x 15 COVERED SPACE	DAILY	8.00	8.00	8.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
250	FLEA MARKET	DEALERS SPACE - 10 x 30 ASHPHALT SPACE	DAILY	7.00	7.00	7.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
251	FLEA MARKET	DEALERS SPACE - 10 x 40 FIELD SPACE	DAILY	6.00	6.00	6.00	FEE INCREASE TO SUPPORT EBT BRIDGE CARD PROGRAM	
252	INCOME TAX	DELINQUENT PAYMENT AGREEMENT ADMINISTRATION FEE	EACH	15.00	15.00	15.00	PLUS RELATED PENALTIES & INTEREST	
253	TRADE INSPECTIONS	BUILDING CONTRACTOR REGISTRATION FEE	EACH	15.00	15.00	15.00		
254	TRADE INSPECTIONS	BUILDING DEMOLITION PERMIT (COMMERCIAL)	EACH	25% of Value; Min $60.00	25% of Value; Min $60.00	25% of Value; Min $60.00		
255	TRADE INSPECTIONS	BUILDING DEMOLITION PERMIT (GARAGE)	EACH	35.00	35.00	35.00		
256	TRADE INSPECTIONS	BUILDING DEMOLITION PERMIT (RESIDENTIAL)	EACH	60.00	60.00	60.00		
257	TRADE INSPECTIONS	BUILDING PERMIT FEES ($1-$500 VALUE)	EACH	35.00	35.00	35.00	PER UNIFORM BUILDING CODE	
258	TRADE INSPECTIONS	BUILDING PERMIT FEES ($501-$2,000 VALUE)	BASE	35.00	35.00	35.00	PER UNIFORM BUILDING CODE	
259	TRADE INSPECTIONS	BUILDING PERMIT FEES ($501-$2,000 VALUE)	EACH ADDITIONAL $100	3.05	3.05	3.05	PER UNIFORM BUILDING CODE	
260	TRADE INSPECTIONS	BUILDING PERMIT FEES ($2,001-$25,000 VALUE)	BASE	80.75	80.75	80.75	PER UNIFORM BUILDING CODE	
261	TRADE INSPECTIONS	BUILDING PERMIT FEES ($2,001-$25,000 VALUE)	EACH ADDITIONAL $1,000	14.00	14.00	14.00	PER UNIFORM BUILDING CODE	
262	TRADE INSPECTIONS	BUILDING PERMIT FEES ($25,001-$50,000 VALUE)	BASE	403.25	403.25	403.25	PER UNIFORM BUILDING CODE	
263	TRADE INSPECTIONS	BUILDING PERMIT FEES ($25,001-$50,000 VALUE)	EACH ADDITIONAL $1,000	10.10	10.10	10.10	PER UNIFORM BUILDING CODE	
264	TRADE INSPECTIONS	BUILDING PERMIT FEES ($50,001-$100,000 VALUE)	BASE	655.25	655.25	655.25	PER UNIFORM BUILDING CODE	
265	TRADE INSPECTIONS	BUILDING PERMIT FEES ($50,001-$100,000 VALUE)	EACH ADDITIONAL $1,000	7.00	7.00	7.00	PER UNIFORM BUILDING CODE	
266	TRADE INSPECTIONS	BUILDING PERMIT FEES ($100,001-$500,000 VALUE)	BASE	1,005.25	1,005.25	1,005.25	PER UNIFORM BUILDING CODE	
267	TRADE INSPECTIONS	BUILDING PERMIT FEES ($100,001-$500,000 VALUE)	EACH ADDITIONAL $1,000	5.60	5.60	5.60	PER UNIFORM BUILDING CODE	
268	TRADE INSPECTIONS	BUILDING PERMIT FEES ($500,001-$1,000,000 VALUE)	BASE	3,245.25	3,245.25	3,245.25	PER UNIFORM BUILDING CODE	
269	TRADE INSPECTIONS	BUILDING PERMIT FEES ($500,001-$1,000,000 VALUE)	EACH ADDITIONAL $1,000	4.75	4.75	4.75	PER UNIFORM BUILDING CODE	
270	TRADE INSPECTIONS	BUILDING PERMIT FEES (OVER $1,000,000 VALUE)	BASE	5,608.75	5,608.75	5,608.75	PER UNIFORM BUILDING CODE	
271	TRADE INSPECTIONS	BUILDING PERMIT FEES (OVER $1,000,000 VALUE)	EACH ADDITIONAL $1,000	3.65	3.65	3.65	PER UNIFORM BUILDING CODE	

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
272	TRADE INSPECTIONS	BUILDING PERMIT (INSPECTION-SPECIAL. REINSPECTION, ETC.)	PER HOUR	60.00	60.00	60.00	MINIMUM 2 HOURS	
273	TRADE INSPECTIONS	BUILDING PERMIT (PRE-MANUFACTURED RESIDENTIAL STRUCTURE)	EACH	50.00%	50.00%	50.00%	OF REGULAR BUILDING PERMIT FEE	
274	TRADE INSPECTIONS	BUILDING PLAN REVIEW FEE (INCL FIRE REVIEW)	PERMIT FEE	65.00%	65.00%	65.00%	OF APPLICABLE PERMIT FEE	
275	TRADE INSPECTIONS	CONSTRUCTION BOARD OF APPEALS APPLICATION FEE	EACH	100.00	100.00	100.00		
276	TRADE INSPECTIONS	ELECTRICAL PERMIT (BASE PERMIT)	BASE	45.00	45.00	45.00		
277	TRADE INSPECTIONS	ELECTRICAL PERMIT (BASEBOARD HEAT UNITS)	EACH	9.00	9.00	9.00		
278	TRADE INSPECTIONS	ELECTRICAL PERMIT (CIRCUITS)	EACH	6.00	6.00	6.00		
279	TRADE INSPECTIONS	ELECTRICAL PERMIT (DISHWASHER)	EACH	9.00	9.00	9.00		
280	TRADE INSPECTIONS	ELECTRICAL PERMIT (ENERGY RETROFIT/TEMP CONTROL)	EACH	45.00	45.00	45.00		
281	TRADE INSPECTIONS	ELECTRICAL PERMIT (FEEDERS, BUS DUCTS, ETC.)	EACH 50'	9.00	9.00	9.00		
282	TRADE INSPECTIONS	ELECTRICAL PERMIT (FIRE ALARM 1-10 DEVICES)	EACH	75.00	75.00	75.00		
283	TRADE INSPECTIONS	ELECTRICAL PERMIT (FIRE ALARM 11-20 DEVICES)	EACH	150.00	150.00	150.00		
284	TRADE INSPECTIONS	ELECTRICAL PERMIT (FIRE ALARM EA. STATION OVER 20 DEV)	EACH DEVICE	8.00	8.00	8.00		
285	TRADE INSPECTIONS	ELECTRICAL PERMIT (FURNACE-UNIT HEATER)	EACH	9.00	9.00	9.00		
286	TRADE INSPECTIONS	ELECTRICAL PERMIT (INSPECTION-ADDITIONAL)	PER HOUR	45.00	45.00	45.00	MINIMUM 1 HOUR	
287	TRADE INSPECTIONS	ELECTRICAL PERMIT (INSPECTION-FINAL)	EACH	45.00	45.00	45.00		
288	TRADE INSPECTIONS	ELECTRICAL PERMIT (INSPECTION-HOURLY FEE)	HOUR	60.00	60.00	60.00	MINIMUM 1 HOUR	
289	TRADE INSPECTIONS	ELECTRICAL PERMIT (INSPECTION-SPECIAL/SAFETY)	HOUR	50.00	50.00	50.00	MINIMUM 1 HOUR	
290	TRADE INSPECTIONS	ELECTRICAL PERMIT (KVA OR HP UP TO 20)	EACH	9.00	9.00	9.00		
291	TRADE INSPECTIONS	ELECTRICAL PERMIT (KVA & HP 21 TO 50)	EACH	15.00	15.00	15.00		
292	TRADE INSPECTIONS	ELECTRICAL PERMIT (KVA & HP 50 AND OVER)	EACH	18.00	18.00	18.00		
293	TRADE INSPECTIONS	ELECTRICAL PERMIT (LIGHTING FIXTURES-PER 25)	EACH	10.00	10.00	10.00		
294	TRADE INSPECTIONS	ELECTRICAL PERMIT (METER INSPECTION/POWER TURN-ON)	EACH	45.00	45.00	45.00		

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
295	TRADE INSPECTIONS	ELECTRICAL PERMIT (MOBILE HOME SITE)	EACH	9.00	9.00	9.00		
296	TRADE INSPECTIONS	ELECTRICAL PERMIT (POWER OUTLETS-INC RANGES, DRYERS)	EACH	10.00	10.00	10.00		
297	TRADE INSPECTIONS	ELECTRICAL PERMIT (RECREATIONAL VEHICLE SITE)	EACH	8.00	8.00	8.00		
298	TRADE INSPECTIONS	ELECTRICAL PERMIT (SERVICES 0 TO 200 AMP)	EACH	15.00	15.00	15.00		
299	TRADE INSPECTIONS	ELECTRICAL PERMIT (SERVICES 201 TO 600 AMP)	EACH	20.00	20.00	20.00		
300	TRADE INSPECTIONS	ELECTRICAL PERMIT (SERVICES 601 TO 800 AMP)	EACH	23.00	23.00	23.00		
301	TRADE INSPECTIONS	ELECTRICAL PERMIT (SERVICES 801 TO 1200 AMP)	EACH	30.00	30.00	30.00		
302	TRADE INSPECTIONS	ELECTRICAL PERMIT (SERVICES OVER 1200 AMP/GFI ONLY)	EACH	50.00	50.00	50.00		
303	TRADE INSPECTIONS	ELECTRICAL PERMIT (SIGNS LETTER)	EACH	15.00	15.00	15.00		
304	TRADE INSPECTIONS	ELECTRICAL PERMIT (SIGNS NEON)	EACH 25'	2.00	2.00	2.00		
305	TRADE INSPECTIONS	ELECTRICAL PERMIT (SIGNS UNIT)	EACH	10.00	10.00	10.00		
306	TRADE INSPECTIONS	ELECTRICAL PERMIT (SPECIAL CONDUIT/GROUNDING)	EACH	45.00	45.00	45.00		
307	TRADE INSPECTIONS	ELECTRICAL PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE	
308	TRADE INSPECTIONS	FIRE ALARM PLAN REVIEW FEE		25.00%	25.00%	25.00%	OF PERMIT FEE FOR ANY SYSTEM OVER 10 DEVICES	
309	TRADE INSPECTIONS	GARAGE MOVING FEE	EACH	200.00	200.00	200.00		
310	TRADE INSPECTIONS	BUILDING MOVING FEE (EXCEPT GARAGE)	EACH	500.00	500.00	500.00		
311	TRADE INSPECTIONS	LIQUOR LICENSE INSPECTION FEE	EACH	75.00	75.00	75.00		
312	TRADE INSPECTIONS	LIQUOR LICENSE RE-INSPECTION FEE	EACH	45.00	45.00	45.00		
313	TRADE INSPECTIONS	MECHANICAL PERMIT (AIR HANDLERS-COMMERCIAL HOODS)	EACH	20.00	20.00	20.00		
314	TRADE INSPECTIONS	MECHANICAL PERMIT (AIR HANDLERS-OVER 10,000 CFM)	EACH	60.00	60.00	60.00		
315	TRADE INSPECTIONS	MECHANICAL PERMIT (AIR HANDLERS-RES BATH & KITCHEN)	EACH	5.00	5.00	5.00		
316	TRADE INSPECTIONS	MECHANICAL PERMIT (AIR HANDLERS-UNDER 10,000 CFM)	EACH	20.00	20.00	20.00		
317	TRADE INSPECTIONS	MECHANICAL PERMIT (A/C & REFRIG-CHILLER)	EACH	30.00	30.00	30.00		

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
318	TRADE INSPECTIONS	MECHANICAL PERMIT (A/C & REFRIG-COMPRESSOR)	EACH	30.00	30.00	30.00		
319	TRADE INSPECTIONS	MECHANICAL PERMIT (A/C & REFRIG-COOLING TOWERS)	EACH	30.00	30.00	30.00		
320	TRADE INSPECTIONS	MECHANICAL PERMIT (A/C & REFRIG-EVAPORATOR COILS)	EACH	30.00	30.00	30.00		
321	TRADE INSPECTIONS	MECHANICAL PERMIT (A/C & REFRIG-REFRIGERATION SPLIT SYSTEM)	EACH	30.00	30.00	30.00		
322	TRADE INSPECTIONS	MECHANICAL PERMIT (BASE PERMIT)	EACH	45.00	45.00	45.00		
323	TRADE INSPECTIONS	MECHANICAL PERMIT (FIRE SUPPRESSION/DUCT)	PER FOOT	0.10	0.10	0.10	$25.00 MINIMUM FEE	
324	TRADE INSPECTIONS	MECHANICAL PERMIT (FIRE SUPPRESSION/PIPING)	PER FOOT	0.10	0.10	0.10	$25.00 MINIMUM FEE	
325	TRADE INSPECTIONS	MECHANICAL PERMIT (FIRE SUPPRESSION/RESTAURANT HOODS)	EACH	150.00	150.00	150.00		
326	TRADE INSPECTIONS	MECHANICAL PERMIT (FIRE SUPPRESSION/SPRINKLER HEADS)	PER HEAD	0.75	0.75	0.75	$20.00 MINIMUM FEE	
327	TRADE INSPECTIONS	MECHANICAL PERMIT (HEAT RECOVERY UNITS/THRU-WALL FAN COILS)	EACH	10.00	10.00	10.00		
328	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-BOILER CONTROLS, PUMPS)	EACH	10.00	10.00	10.00		
329	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-BOILERS)	EACH	30.00	30.00	30.00		
330	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-CHIMNEY, FACTORY BUILT)	EACH	25.00	25.00	25.00		
331	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-FLUE/VENT DAMPER)	EACH	8.00	8.00	8.00		
332	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-GAS FIRE PLACES)	EACH	20.00	20.00	20.00		
333	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-GAS PIPE TESTING NEW SERVICE)	EACH	45.00	45.00	45.00		
334	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-GAS PIPING EACH OPENING)	EACH	5.00	5.00	5.00		
335	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-GAS/OIL BURNING EQUIPMENT)	EACH	30.00	30.00	30.00		
336	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-HEAT PUMPS COMMERCIAL)	EACH	30.00	30.00	30.00		
337	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-HEAT PUMPS, COMPLETE RESIDENT)	EACH	30.00	30.00	30.00		
338	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-HEAT PUMPS, COMPLETE RESIDENT)	EACH	30.00	30.00	30.00		
339	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-RESIDENTIAL A/C)	EACH	30.00	30.00	30.00		
340	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-RESIDENTIAL SYSTEM)	EACH	50.00	50.00	50.00		

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
341	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-SOLAR, SET OF 3 PANELS)	EACH	20.00	20.00	20.00		
342	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-SOLID FUEL EQUIPMENT COMPLETE)	EACH	30.00	30.00	30.00		
343	TRADE INSPECTIONS	MECHANICAL PERMIT (HEATING-WATER HEATER)	EACH	10.00	10.00	10.00		
344	TRADE INSPECTIONS	MECHANICAL PERMIT (HUMIDIFIERS)	EACH	10.00	10.00	10.00		
345	TRADE INSPECTIONS	MECHANICAL PERMIT (INSPECTION-ADDITIONAL)	EACH	45.00	45.00	45.00		
346	TRADE INSPECTIONS	MECHANICAL PERMIT (INSPECTION-FINAL)	EACH	45.00	45.00	45.00		
347	TRADE INSPECTIONS	MECHANICAL PERMIT (INSPECTION-HOURLY RATE)	EACH	60.00	60.00	60.00		
348	TRADE INSPECTIONS	MECHANICAL PERMIT (INSPECTION-SPECIAL/SAFETY)	EACH	50.00	50.00	50.00		
349	TRADE INSPECTIONS	MECHANICAL PERMIT (INSPECTION-TURN ON GAS)	EACH	45.00	45.00	45.00		
350	TRADE INSPECTIONS	MECHANICAL PERMIT (PROCESS PIPING/HAZARDOUS 1-4 OUTLETS)	EACH	5.00	5.00	5.00		
351	TRADE INSPECTIONS	MECHANICAL PERMIT (PROCESS PIPING/HAZARDOUS 5+ MORE OUTLETS)	PER OUTLET	1.00	1.00	1.00		
352	TRADE INSPECTIONS	MECHANICAL PERMIT (PROCESS PIPING/NON-HAZARDOUS 1-4 OUTLETS)	EACH	2.00	2.00	2.00		
353	TRADE INSPECTIONS	MECHANICAL PERMIT (PROCESS PIPING/NON-HAZARDOUS 5+ OUTLETS)	PER OUTLET	0.50	0.50	0.50		
354	TRADE INSPECTIONS	MECHANICAL PERMIT (ROOFTOP HVAC UNIT)	EACH	60.00	60.00	60.00		
355	TRADE INSPECTIONS	MECHANICAL PERMIT (TANKS-ABOVEGROUND)	EACH	20.00	20.00	20.00		
356	TRADE INSPECTIONS	MECHANICAL PERMIT (TANKS-UNDERGROUND)	EACH	25.00	25.00	25.00		
357	TRADE INSPECTIONS	MECHANICAL PERMIT (UNIT HEATERS/TERMINAL UNITS)	EACH	15.00	15.00	15.00		
358	TRADE INSPECTIONS	MECHANICAL PERMIT (UNIT VENTILATORS)	EACH	10.00	10.00	10.00		
359	TRADE INSPECTIONS	MECHANICAL PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE	
360	TRADE INSPECTIONS	PLUMBING PERMIT (BASE PERMIT)	EACH	45.00	45.00	45.00		
361	TRADE INSPECTIONS	PLUMBING PERMIT (CONNECTION BLDG. DRAIN; SEWERS AT STREET)	EACH	9.00	9.00	9.00		
362	TRADE INSPECTIONS	PLUMBING PERMIT (FIXTURES, FLOOR DRAINS, LAB DEVICES)	EACH	9.00	9.00	9.00		
363	TRADE INSPECTIONS	PLUMBING PERMIT (INSPECTION ADDITIONAL)	EACH	45.00	45.00	45.00		

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
364	TRADE INSPECTIONS	PLUMBING PERMIT (INSPECTION FINAL)	EACH	45.00	45.00	45.00		
365	TRADE INSPECTIONS	PLUMBING PERMIT (INSPECTION HOURLY FEE)	EACH	60.00	60.00	60.00	MINIMUM TWO HOURS	
366	TRADE INSPECTIONS	PLUMBING PERMIT (INSPECTION SPECIAL/SAFETY)	EACH	50.00	50.00	50.00		
367	TRADE INSPECTIONS	PLUMBING PERMIT (MANHOLES-CATCHBASINS)	EACH	10.00	10.00	10.00		
368	TRADE INSPECTIONS	PLUMBING PERMIT (MEDICAL GAS INSTALLATION)	PER OUTLET	8.00	8.00	8.00		
369	TRADE INSPECTIONS	PLUMBING PERMIT (REDUCED PRESSURE BACKFLOW PREVENTER 1/4" TO 2")	EACH	10.00	10.00	10.00		
370	TRADE INSPECTIONS	PLUMBING PERMIT (REDUCED PRESSURE BACKFLOW PREVENTER OVER 2")	EACH	20.00	20.00	20.00		
371	TRADE INSPECTIONS	PLUMBING PERMIT (SEWAGE SUMPS & EJECTORS)	EACH	10.00	10.00	10.00		
372	TRADE INSPECTIONS	PLUMBING PERMIT (SEWERS-SANITARY OR STORM OVER 6")	EACH	25.00	25.00	25.00		
373	TRADE INSPECTIONS	PLUMBING PERMIT (SEWERS-SANITARY OR STORM UNDER 6")	EACH	10.00	10.00	10.00		
374	TRADE INSPECTIONS	PLUMBING PERMIT (STACKS, VENTS, CONDUCTORS)	EACH	6.00	6.00	6.00		
375	TRADE INSPECTIONS	PLUMBING PERMIT (SUB-SOIL DRAINS)	EACH	9.00	9.00	9.00		
376	TRADE INSPECTIONS	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--1-1/2")	EACH	30.00	30.00	30.00		
377	TRADE INSPECTIONS	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--1-1/4")	EACH	23.00	23.00	23.00		
378	TRADE INSPECTIONS	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--1")	EACH	15.00	15.00	15.00		
379	TRADE INSPECTIONS	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--2")	EACH	38.00	38.00	38.00		
380	TRADE INSPECTIONS	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--3/4")	EACH	8.00	8.00	8.00		
381	TRADE INSPECTIONS	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--OVER 2")	EACH	45.00	45.00	45.00		
382	TRADE INSPECTIONS	PLUMBING PERMIT (WATER SERVICE 2" TO 6")	EACH	25.00	25.00	25.00		
383	TRADE INSPECTIONS	PLUMBING PERMIT (WATER SERVICE LESS THAN 2")	EACH	10.00	10.00	10.00		
384	TRADE INSPECTIONS	PLUMBING PERMIT (WATER SERVICE OVER 6")	EACH	50.00	50.00	50.00		
385	TRADE INSPECTIONS	PLUMBING PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE	
386	TRADE INSPECTIONS	PLUMBING PERMIT (GREASE TRAP INSPECTION)	EACH	45.00	45.00	45.00		

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387	TRADE INSPECTIONS	PROPERTY MAINTENANCE CODE APPEAL APPLICATION FEE	EACH	100.00	100.00	100.00		
388	TRADE INSPECTIONS	ROOFING PERMIT (RE-ROOF OVER OLD ROOF/1LAYERS MAX)	$100 PER SQUARE	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES				
389	TRADE INSPECTIONS	ROOFING PERMIT (STRIP THEN RE-ROOF)	$200 PER SQUARE	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES				
390	TRADE INSPECTIONS	ROOFING PERMIT (STRIP, RE-SHEET, THEN RE-ROOF)	$250 PER SQUARE	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES				
391	TRADE INSPECTIONS	Telecommunications Outlets	1 - 10 Outlets	50.00	50.00	50.00		
392	TRADE INSPECTIONS	Telecommunications Outlets	11 - 20 Outlets	100.00	100.00	100.00		
393	TRADE INSPECTIONS	Telecommunications Outlets	Over 20 Outlets - Per Outlet	2.00	2.00	2.00		
394	MARINA	20 FOOT SLIP	EACH	0.00	0.00	0.00	5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	
395	MARINA	30 FOOT SLIP	EACH	2,005.00	2,005.00	1,740.00	5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	-13.22%
396	MARINA	40 FOOT SLIP	EACH	3,050.00	3,050.00	2,400.00	5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	-21.31%
397	MARINA	60 FOOT SLIP	EACH	5,355.00	5,355.00	3,900.00	5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	-27.17%
398	MARINA	MULTIPLE SLIP RENTAL	RENT ADDITIONAL SLIP	0.00	0.00	0.00	ADDITIONAL 5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	
399	MARINA	HARD ACCESS (SLIPS 37-46, 69) UNDER 27' ONLY	EACH	1,317.00	1,317.00	1,317.00		
400	MARINA	CLASS A MOORING	EACH	491.00	491.00	491.00	5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	
401	MARINA	CLASS B MOORING	EACH	417.00	417.00	417.00	5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	
402	MARINA	DAILY LAUNCH RAMP	EACH	10.00	10.00	10.00		
403	MARINA	SEASONAL LAUNCH RAMP STICKER	RESIDENT	40.00	40.00	40.00		
404	MARINA	SEASONAL LAUNCH RAMP STICKER	NON-RESIDENT	55.00	55.00	55.00		
405	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	RESIDENT	25.00	25.00	25.00		
406	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	NON-RESIDENT	40.00	40.00	40.00		
407	MARINA	END OF SEASON LAUNCH RAMP PERMIT	EACH	25.00	25.00	25.00	SOLD AFTER SEPTEMBER 15	
408	MARINA	COMMERCIAL LAUNCH RAMP PERMIT	EACH	250.00	250.00	250.00		

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409	MARINA	SMALL BOAT BASIN	EACH	834.00	834.00	834.00	5% DISCOUNT IS GIVEN IF FEE PAID IN FULL BY FEBRUARY 1	
410	MARINA	DRY STORAGE (RESIDENTS - CATAMARAN)	EACH	134.00	134.00	161.00		20.15%
411	MARINA	DRY STORAGE (NON-RESIDENTS - CATAMARAN)	EACH	199.00	199.00	239.00		20.10%
412	MARINA	CANOE & KAYAK STORAGE	PER SIX MONTHS	75.00	75.00	75.00	DRY STORAGE BASED ON VEHICLE LENGTH	
413	MARINA	DRY STORAGE	PER LINEAL FOOT	14.50	14.50	14.50	DRY STORAGE BASED ON VEHICLE LENGTH	
414	MARINA	TRAILER STORAGE	EACH	60.00	60.00	60.00		
415	MARINA	PERSONAL WATERCRAFT STORAGE	EACH	65.00	65.00	65.00	DOCKAGE FEE FOR JET SKI	
416	MARINA	END OF SEASON LATE REMOVAL FEE	PER DAY MINIMUM	24.00	24.00	24.00	MINIMUM - FEE CHARGED BASED ON TRANSIENT VESSEL RATES (VESSEL LENGTH)	
417	PLANNING	PRECINCT MAPS (LARGE)	EACH	30.00	30.00	30.00		
418	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - COLOR	EACH	130.00	130.00	130.00	HARD COPY	
419	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - B & W	EACH	35.00	35.00	35.00	HARD COPY	
420	PLANNING	DOWNTOWN PLAN COPY	EACH	30.00	30.00	30.00	HARD COPY	
421	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - COLOR	EACH	15.00	15.00	15.00	PROVIDED ON CD	
422	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - B & W	EACH	15.00	15.00	15.00	PROVIDED ON CD	
423	PLANNING	DOWNTOWN PLAN COPY	EACH	15.00	15.00	15.00	PROVIDED ON CD	
424	PLANNING	OBSOLETE PROPERTY REHAB FILING & MONITORING FEE	EACH	1,000.00	1,000.00	1,000.00	2% OF ABATED TAXES (WHICHEVER IS LESS) - $400.00 MINIMUM	
425	PLANNING	NEZ APPLICATION FEE	EACH	25.00	25.00	25.00		
426	PLANNING	IFT/CFT APPLICATION FEE	EACH	1,722.00	1,722.00	1,722.00	2% OF ABATED TAXES (WHICHEVER IS LESS - MINIMUM $400)	
427	PLANNING	PERSONAL PROPERTY ABATEMENT FEE	EACH	0.00	1,722.00	1,722.00	2% OF ABATED TAXES (WHICHEVER IS LESS - MINIMUM $400)	
428	PLANNING	COMMERCIAL REHAB FILING/MONITORING FEE	EACH	1,000.00	1,000.00	1,000.00	2% OF ABATED TAXES (WHICHEVER IS LESS - MINIMUM $400)	
429	PLANNING	GROUNDWATER ORDINANCE APPLICATION FEE	EACH	500.00	750.00	750.00		
430	PLANNING	BROWNFIELD DEVELOPMENT APPLICATION FEE	EACH	2,500.00	2,500.00	2,500.00	IF TAX CAPTURE FEE BASED ON ACTUAL COSTS	
431	PLANNING	LEISURE SERVICES MASTER PLAN	EACH	30.00	30.00	30.00	HARD COPY	

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
432	PLANNING	LEISURE SERVICES MASTER PLAN	EACH	15.00	15.00	15.00	CD	
433	POLICE	POLICE REPORTS - ACCIDENT & OFFENSE (EACH ADDITIONAL PAGE)	EACH	0.25	0.25	0.25		
434	POLICE	POLICE REPORTS - ACCIDENT & OFFENSE (FIRST PAGE)	EACH	5.50	5.50	5.50		
435	POLICE	BIKE REGISTRATION (CHANGE OWNERSHIP)	EACH	2.00	2.00	2.00		
436	POLICE	BIKE REGISTRATION (DUPLICATE)	EACH	1.00	1.00	1.00		
437	POLICE	BIKE REGISTRATION (ENGRAVING)	EACH	0.00	0.00	0.00	NO CHARGE	
438	POLICE	BIKE REGISTRATION (NEW)	EACH	2.00	2.00	2.00		
439	POLICE	CITATION COPY	EACH	5.50	5.50	5.50		
440	POLICE	FALSE ALARM FEE (4TH IN YEAR)	EACH	30.00	30.00	30.00		
441	POLICE	FALSE ALARM FEE (5TH IN YEAR)	EACH	60.00	60.00	60.00		
442	POLICE	FALSE ALARM FEE (6TH OR MORE IN YEAR)	EACH	75.00	75.00	75.00		
443	POLICE	LIQUOR - SPECIAL LICENSE (45 DAYS PRIOR TO EVENT)	EACH	250.00	250.00	250.00		
444	POLICE	LIQUOR - SPECIAL LICENSE (15 - 44 DAYS PRIOR TO EVENT)	EACH	350.00	350.00	350.00		
445	POLICE	LIQUOR - SPECIAL LICENSE (UNDER 15 DAYS PRIOR TO EVENT)	EACH	NOT ISSUED	NOT ISSUED	NOT ISSUED		
446	POLICE	LIQUOR - TEMPORARY EXISTING ESTABLISHMENT LICENSE (45 DAYS PRIOR TO EVENT)	EACH	50.00	50.00	50.00		
447	POLICE	LIQUOR - TEMPORARY EXISTING ESTABLISHMENT LICENSE (15 - 44 DAYS PRIOR TO EVENT)	EACH	75.00	75.00	75.00		
448	POLICE	LIQUOR - TEMPORARY EXISTING ESTABLISHMENT LICENSE (UNDER 15 DAYS PRIOR TO EVENT)	EACH	NOT ISSUED	NOT ISSUED	NOT ISSUED		
449	POLICE	LIQUOR - TEMPORARY EXISTING CLUB LICENSE (45 DAYS PRIOR TO EVENT)	EACH	50.00	50.00	50.00		
450	POLICE	LIQUOR - TEMPORARY EXISTING CLUB LICENSE (15 - 44 DAYS PRIOR TO EVENT)	EACH	75.00	75.00	75.00		
451	POLICE	LIQUOR - TEMPORARY EXISTING CLUB LICENSE (UNDER 15 DAYS PRIOR TO EVENT)	EACH	NOT ISSUED	NOT ISSUED	NOT ISSUED		
452	POLICE	OUIL COST RECOVERY FEE	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS		
453	POLICE	PHOTOGRAPH REPRODUCTION (ENLARGED)	EACH	15.00	15.00	15.00		
454	POLICE	PHOTOGRAPH REPRODUCTION (STD SIZE)	EACH	10.00	10.00	10.00		

CITY OF MUSKEGON
Master Fee Resolution - Schedule of Fees
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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
455	POLICE	PHOTOGRAPH REPRODUCTION (CD-ROM)	EACH	5.00	5.00	5.00		
456	POLICE	VIN INSPECTION	EACH	30.00	30.00	30.00		
457	POLICE	VEHICLE IMPOUND FEE (PRIVATE)	EACH	50.00	50.00	50.00		
458	POLICE	VEHICLE IMPOUND FEE (COURT-ORDERED)	EVERY 30 DAYS	50.00	50.00	50.00		
459	SPECIAL EVENTS	PARKS (WOOD SNOW FENCE RENTAL)	EACH	30.00	30.00	30.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
460	SPECIAL EVENTS	PARKS (PLASTIC BAGS FOR GARBAGE CANS)	PER CASE	25.00	30.00	30.00	REFLECTS COST INCREASE; REFUND FOR UNOPENED CASES	
461	SPECIAL EVENTS	CITY SERVICES (55-GAL METAL TRASH CANS)	EACH	5.00	5.00	5.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
462	SPECIAL EVENTS	CITY SERVICES RENTAL OF POSTS	EACH POST	3.00	3.00	3.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
463	SPECIAL EVENTS	CITY SERVICES (PICNIC TABLES)	EACH	10.00	10.00	10.00	DELIVERY/PICK-UP NOT INCLUDED. ADDITIONAL COSTS FOR LABOR ($60.00/HR)AND VEHICLE RENTAL WILL APPLY IF DELEVERY OR PICK-UP IS REQUIRED	
464	SPECIAL EVENTS	FILM & MUSIC EVENTS ADMINISTRATION FEE	EACH	50.00	50.00	50.00		
465	SPECIAL EVENTS	SPECIAL EVENTS APPLICATION FEE FOR PEAK SEASON EVENTS (4/15-9/30) SUBMITTED AT LEAST 60 DAYS PRIOR TO DATE OF EVENT	EACH	100.00	100.00	100.00	APPLICATIONS SUBMITTED PRIOR TO APRIL 15 WILL RECEIVE 50% DISCOUNT OFF REGULAR FEE.	
466	SPECIAL EVENTS	SPECIAL EVENTS APPLICATION FEE FOR PEAK SEASON EVENTS (4/15-9/30) SUBMITTED 45-59 DAYS PRIOR TO DATE OF EVENT	EACH	250.00	250.00	250.00	APPLICATIONS SUBMITTED PRIOR TO APRIL 15 WILL RECEIVE 50% DISCOUNT OFF REGULAR FEE.	
467	SPECIAL EVENTS	SPECIAL EVENTS APPLICATION FEE FOR PEAK SEASON EVENTS (4/15-9/30) SUBMITTED 30-44 DAYS PRIOR TO DATE OF EVENT	EACH	400.00	400.00	400.00	APPLICATIONS SUBMITTED PRIOR TO APRIL 15 WILL RECEIVE 50% DISCOUNT OFF REGULAR FEE.	
468	SPECIAL EVENTS	SPECIAL EVENTS APPLICATION FEE FOR OFF SEASON EVENTS (1/1-4/14 & 10/1-12/31) SUBMITTED AT LEAST 60 DAYS PRIOR TO DATE OF EVENT	EACH	50.00	50.00	50.00		
469	SPECIAL EVENTS	SPECIAL EVENTS APPLICATION FEE FOR OFF SEASON EVENTS (1/1-4/14 & 10/1-12/31) SUBMITTED 45-59 DAYS PRIOR TO DATE OF EVENT	EACH	200.00	200.00	200.00		
470	SPECIAL EVENTS	SPECIAL EVENTS APPLICATION FEE FOR OFF SEASON EVENTS (1/1-4/14 & 10/1-12/31) SUBMITTED 30-44DAYS PRIOR TO DATE OF EVENT	EACH	300.00	300.00	300.00		
471	SPECIAL EVENTS	SPECIAL EVENTS APPLICATION FEE FOR OFF SEASON EVENTS (1/1-4/14 & 10/1-12/31) SUBMITTED LESS THAN 30 DAYS PRIOR TO DATE OF EVENT	EACH	500.00	500.00	500.00		
472	SPECIAL EVENTS	CITY SERVICES (POLICE OFFICER - STRAIGHT TIME)	PER HOUR	40.00	40.00	40.00		
473	SPECIAL EVENTS	CITY SERVICES (POLICE OFFICER - 1.5 OVERTIME)	PER HOUR	60.00	60.00	60.00		
474	SPECIAL EVENTS	CITY SERVICES (POLICE OFFICER - TRIPLE OVERTIME)	PER HOUR	120.00	120.00	120.00		

CITY OF MUSKEGON
Master Fee Resolution - Schedule of Fees
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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
475	TREASURER	DUPLICATE TAX BILL COPY (COMPUTER PRINTOUT)	EACH	3.00	3.00	3.00		
476	TREASURER	PROPERTY TAX PROJECTION/ESTIMATE LETTER	EACH	0.00	20.00	20.00		
477	TREASURER	NSF CHECK/NSF ACH HANDLING CHARGE	EACH	30.00	30.00	30.00		
478	TREASURER	TAX RECEIPT INQUIRY (LESS THAN 3 YEARS OLD)	EACH	5.00	5.00	5.00		
479	TREASURER	TAX RECEIPT INQUIRY (MORE THAN 3 YEARS OLD)	EACH	12.00	12.00	12.00		
480	TREASURER	TRANSACTION SERVICE FEE (PAYMENTS MADE AT WINDOWW/O BILL)	EACH	2.00	2.00	2.00		
481	TREASURER	TRANSACTION ADMINISTRATIVE FEE (CREDIT CARD PAYMENTS BY PHONE)	EACH	5.00	5.00	5.00		
482	TREASURER	PETTY CASH NUISANCE FEE (FAILURE TO RETURN RECEIPTS IN TIMELY FASHION)	EACH	5.00	5.00	5.00		
483	TREASURER	PROPERTY TAX ROLL ON CD-ROM OR ELECTRONIC FILE	EACH	100.00	100.00	100.00		
484	TREASURER	PROPERTY TAX LIEN INQUIRY/LOOKUP (PERFORMED BY CITY STAFF)	EACH	35.00	35.00	35.00	PAYMENT IN ADVANCE W/CREDIT CARD REQUIRED	
485	TREASURER	PROPERTY TAX LIEN INQUIRY/LOOKUP (SELF-HELP INTERNET LOOKUP)	EACH	20.00	20.00	20.00		
486	TREASURER	PENALTY ASSESSMENT ON DELINQUENT TAXES	EACH	3.0%	3.0%	3.0%		
487	TREASURER	PROPERTY TAX ADMINISTRATION FEE (PTAF)	EACH	1.0%	1.0%	1.0%		
488	TREASURER	LANDLORD'S AFFIDAVIT FILING	EACH		300.00	300.00		
489	WATER FILTRATION	WATER TEST SAMPLE	PER SAMPLE	70.00	70.00	70.00	COVERS STAFF TIME AND LAB WORK	
490	WATER-SEWER	DELINQUENT PAYMENT PENALTY	PAST DUE BALANCE	10.00%	10.00%	10.00%		
491	WATER-SEWER	DELINQUENT PAYMENT PENALTY (TAX LIEN FEE)	PAST DUE BALANCE	GREATER OF 20% OR $25.00	GREATER OF 20% OR $25.00	GREATER OF 20% OR $25.00		
492	WATER-SEWER	HYDRANT SERVICE (MAXIMUM 30 DAY) CONNECTION CHARGE	EACH	50.00	50.00	50.00	$200.00 REFUNDABLE DEPOSIT ALSO REQUIRED	
493	WATER-SEWER	SALE OF SCRAP HYDRANTS	EACH	0.00	35.00	35.00		
494	WATER-SEWER	INSTALLATION OF STUB LINE TO PROPERTY LINE (SEWER)	EACH	800.00	800.00	800.00		
495	WATER-SEWER	INSTALLATION OF STUB LINE TO PROPERTY LINE (WATER)	EACH	800.00	800.00	800.00		
496	WATER-SEWER	METER REPLACEMENT AT OWNER'S REQUEST	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS		
497	WATER-SEWER	METER RESET AT OWNER'S REQUEST	EACH	35.00	35.00	35.00		

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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
498	WATER-SEWER	METER TEST	EACH	35.00	35.00	35.00		
499	WATER-SEWER	MISSED METER APPOINTMENT	EACH	25.00	25.00	25.00		
500	WATER-SEWER	TEMPORARY (MINIMUM 30 DAY) SERVICE	EACH	25.00	25.00	25.00		
501	WATER-SEWER	TURN ON CHARGE (AFTER HOURS)	EACH	35.00	35.00	35.00		
502	WATER-SEWER	TURN ON CHARGE (REGULAR HOURS)	EACH	25.00	25.00	25.00		
503	WATER-SEWER	TURN ON CHARGE (SEASONAL USE)	EACH	12.50	12.50	12.50		
504	WATER-SEWER	TURN ON CHARGE (MISSED APPOINTMENT - SAME DAY TURN ON)	EACH	40.00	40.00	40.00		
505	WATER-SEWER	UNAUTHORIZED WATER USE OR TAMPERING (MINIMUM CHARGE)	EACH	200.00	200.00	200.00		
506	WATER-SEWER	UNAUTHORIZED WATER USE (ADDITIONAL CHARGE FOR CONT'D USE)	PER DAY	20.00	20.00	20.00		
507	WATER-SEWER	BACKFLOW PREVENTER DEVICE REGISTRATION/AUDIT FEE	ANNUAL FEE-EACH DEVICE	10.00	10.00	10.00		
508	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - 5/8" OR 3/4"	EACH	800.00	800.00	800.00		
509	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - 1"	EACH	2,000.00	2,000.00	2,000.00		
510	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - 1-1/4" OR 1-1/2"	EACH	4,000.00	4,000.00	4,000.00		
511	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - 2"	EACH	6,800.00	6,800.00	6,800.00		
512	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - 3"	EACH	12,800.00	12,800.00	12,800.00		
513	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - 4"	EACH	20,000.00	20,000.00	20,000.00		
514	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - 6"	EACH	40,000.00	40,000.00	40,000.00		
515	WATER-SEWER	WATER SERVICE TRUNKAGE FEE - GREATER THAN 6"	EACH	TBD	TBD	TBD	BASED ON CALCULATED CAPACITY	
516	WATER-SEWER	FIRELINE SERVICE TRUNKAGE FEE 2"	EACH	0.00	0.00	0.00	TIME & MATERIALS BASIS	
517	WATER-SEWER	FIRELINE SERVICE TRUNKAGE FEE 4"	EACH	6,800.00	6,800.00	6,800.00		
518	WATER-SEWER	FIRELINE SERVICE TRUNKAGE FEE 6"	EACH	12,800.00	12,800.00	12,800.00		
519	WATER-SEWER	FIRELINE SERVICE TRUNKAGE FEE 8"	EACH	20,000.00	20,000.00	20,000.00		
520	WATER-SEWER	FIRELINE SERVICE TRUNKAGE FEE 12"	EACH	40,000.00	40,000.00	40,000.00		

	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
521	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - 5/8" OR 3/4"	EACH	800.00	800.00	800.00		
522	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - 1"	EACH	2,000.00	2,000.00	2,000.00		
523	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - 1-1/4" OR 1-1/2"	EACH	4,000.00	4,000.00	4,000.00		
524	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - 2"	EACH	6,800.00	6,800.00	6,800.00		
525	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - 3"	EACH	12,800.00	12,800.00	12,800.00		
526	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - 4"	EACH	20,000.00	20,000.00	20,000.00		
527	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - 6"	EACH	40,000.00	40,000.00	40,000.00		
528	WATER-SEWER	SEWER SERVICE TRUNKAGE FEE - GREATER THAN 6"	EACH	TBD	TBD	TBD	BASED ON CALCULATED CAPACITY	
529	WATER-SEWER	STORM WATER CROSS CONNECTION SEWER TREATMENT CHARGE (AREAS UNDER 45,000 SF)	PER DAY	6.05	6.05	7.69	NO CHARGE IF CORRECTED WITHIN 90 DAYS OF DISCOVERY. FEE FOR AREAS OVER 45,000SF BASED ON CURRENT COUNTY WW TREATMENT CHARGE AND ASSUMED 36" ANNUAL RAINFALL	27.11%
530	WATER-SEWER	LARGE WATERMAIN TAPS	EACH	0.00	0.00	200.00	PLUS TIME &MATERIALS	"NEW FEE"
531	WATER-SEWER	RESIDENTIAL FLAT RATE SEWER CHARGE	MONTH	0.00	0.00	28.70	BASED ON 11.66 UNITS/MO OR 35 UNITS/QUARTER	"NEW FEE"
532	WATER-SEWER	COMMERCIAL FLAT RATE SEWER CHARGE	MONTH	0.00	0.00	36.15	BASED ON 11.66 UNITS/MO OR 35 UNITS/QUARTER	"NEW FEE"
533	ZONING	SPECIAL MEETING FEE (PLANNING, ZBA)	PER REQUEST	400.00	400.00	400.00		
534	ZONING	FENCE PERMIT FEE	EACH	30.00	30.00	30.00		
535	ZONING	LOT SPLIT REVIEW	EACH	30.00	30.00	30.00		
536	ZONING	ZONING, GIS MAPS (UP TO 17" x 24")	EACH	15.00	15.00	15.00		
537	ZONING	ZONING, GIS MAPS (17" x 24" TO 34" x 44")	EACH	25.00	25.00	25.00		
538	ZONING	PLANNED UNIT DEVELOPMENT (PUD)	EACH	500.00	500.00	0.00		-100.00%
539	ZONING	PLANNED UNIT DEVELOPMENT (PUD) - PRELIMINARY	EACH	0.00	0.00	300.00		"NEW FEE"
540	ZONING	PLANNED UNIT DEVELOPMENT (PUD) - FINAL	EACH	0.00	0.00	300.00		"NEW FEE"
541	ZONING	SIDEWALK BENCH ENCROACHMENT	PER BENCH PER MONTH	5.00	5.00	5.00		
542	ZONING	SITE PLAN REVIEW FEE - MINOR	EACH	100.00	100.00	100.00		

CITY OF MUSKEGON
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	DEPT	DESCRIPTION	UNIT	2011 FEE	2012 FEE	PROPOSED 2013 FEE	DEPARTMENT COMMENTS	% CHG
543	ZONING	SITE PLAN REVIEW FEE - MAJOR	EACH	200.00	200.00	200.00		
544	ZONING	SPECIAL USE PERMIT	EACH	300.00	300.00	300.00		
545	ZONING	STREET VACATION	EACH	300.00	300.00	400.00		33.33%
546	ZONING	ZONING COMPLIANCE LETTER	EACH	30.00	30.00	30.00		
547	ZONING	ZONE CHANGE	EACH	300.00	300.00	400.00		33.33%
548	ZONING	ZONING BOARD OF APPEALS APPLICATION	EACH	300.00	300.00	300.00	COMMERCIAL/INDUSTRIAL ONLY	
549	ZONING	ZONING BOARD OF APPEALS APPLICATION	EACH	150.00	150.00	150.00	RESIDENTIAL ONLY	
550	ZONING	ZONING ORDINANCE COPY	EACH	25.00	25.00	25.00		
551	ZONING	ZONING ORDINANCE COPY W/ MAP	EACH	45.00	45.00	45.00		