

CITY OF MUSKEGON

CITY COMMISSION MEETING

December 10 ~~NOVEMBER 26, 2002~~

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ❑ CALL TO ORDER:
- ❑ PRAYER:
- ❑ PLEDGE OF ALLEGIANCE:
- ❑ ROLL CALL:
- ❑ HONORS AND AWARDS: Grand Valley University Lakers Football Team
- ❑ CONSENT AGENDA:
 - a. Approval of Minutes. CITY CLERK
 - b. U.S. Environmental Protection Agency (USEPA) Grant Submittal. PLANNING AND ECONOMIC DEVELOPMENT
 - c. Purchase of Car for CNS Department. COMMUNITY AND NEIGHBORHOOD SERVICES
 - d. Transfer of Retirement Assets for Housing Commission Employees. FINANCE
- ❑ PUBLIC HEARINGS:
- ❑ COMMUNICATIONS:
- ❑ CITY MANAGER'S REPORT:
- ❑ NEW BUSINESS:
 - a. Sale of House at 428 Marquette. COMMUNITY AND NEIGHBORHOOD SERVICES
 - b. Agreement between Taxing Jurisdictions. CITY TREASURER
 - c. 2003 User Fee Update. FINANCE
 - d. Salary and Benefits for Non-represented Employees. CITY MANAGER
- ❑ UNFINISHED BUSINESS:
 - a. Leisure Services Master Plan of 2003
- ❑ ANY OTHER BUSINESS:
- ❑ PUBLIC PARTICIPATION:
- CLOSED SESSION: Discuss Pending Litigation
- Reminder: Individuals who would like to address the City Commission shall do the following:

City of Muskegon Resolution

2002-133(a)

WHEREAS, The City of Muskegon and Grand Valley University have become partners in several ventures in the City of Muskegon; and

WHEREAS, The City of Muskegon and Grand Valley University strive for excellence in the pursuit of said ventures; and

WHEREAS, The Grand Valley University Lakers Football Team will play for a National Football Championship on Saturday, December 14, 2002; and

WHEREAS, This has been an exciting, hard-fought and successful season for the Lakers and we are proud of the record you have earned and the fine publicity you have brought to the community by your good sportsmanship and inspired team play.

THEREFORE BE IT RESOLVED, that the Muskegon City Commission, and speaking on behalf of our residents, recognizes the quality, character, and poise the Lakers have displayed all season and extend our support and best wishes that you will bring home a national title.

IN WITNESS WHEREOF, we have set our hands and affix the seal of the City of Muskegon this 10th day December, 2002.

Steve Warmington, Mayor

Stephen J. Gawron, Commissioner

Karen Buie, Vice Mayor

Bill Larson, Commissioner

Robert Schweifler, Commissioner

Clara Shepherd, Commissioner

Lawrence Spataro, Commissioner

Date: December 10, 2002
To: Honorable Mayor and City Commissioners
From: Gail A. Kunding, City Clerk
RE: Approval of Minutes

SUMMARY OF REQUEST: To approve the minutes of the Regular Commission Meeting that was held on Tuesday, November 26, 2002.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

CITY OF MUSKEGON

CITY COMMISSION MEETING

DECEMBER 10, 2002

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, Michigan at 5:30pm, Tuesday, December 10, 2002.

Mayor Warmington opened the meeting with a prayer from Pastor Vander Haar of Central Reformed Church, located at 1121 Jefferson Ave., after which members of the City Commission and members of the public joined in reciting the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Warmington; Vice-Mayor Karen Buie; Commissioners Stephen Gawron, William Larson, Clara Shepherd and Lawrence Spataro; City Manager Bryon Mazade, City Attorney John Schrier and City Clerk Gail Kundinger.

Excused: Robert Schweifler

2002-133 HONORS AND AWARDS:

a. Grand Valley University Lakers Football Team CITY CLERK

Commissioner Larson read a resolution commending the GVV Lakers Football Team.

2002-134 CONSENT AGENDA:

a. Approval of Minutes. CITY CLERK

SUMMARY OF REQUEST: To approve the minutes of the Regular Commission Meeting that was held on Tuesday, November 26, 2002.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

b. U.S. Environmental Protection Agency (USEPA) Grant Submittal.

PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: The USEPA is seeking grant proposals for Brownfield Assessments and Cleanups. The initial proposals are due by December 16, 2002. Our environmental consultant, Anne Couture, is assisting with the grant submittal. The City will be requesting a grant in the amount of \$200,000 for general site assessment funds (similar to our existing Site Assessment Program, where we have assisted several projects, including National City, Lakefront LLC, Shoreline Inn & Suites, and the Amazon). In addition, we will be requesting a \$200,000 grant for assessment activities for petroleum sites. Currently, our concentration has been on lakefront sites. If awarded funds from the USEPA, the City will be able to assist projects throughout the City.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the resolution authorizing staff to submit a proposal for grant funding from the USEPA for Site Assessment funds.

c. Purchase of Car for CNS Department. COMMUNITY AND
NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To approve the purchase of a 2003 Chevy Malibu for \$14,790 from Betten Chevrolet of Muskegon, MI. (see attached spreadsheet for comparison)

FINANCIAL IMPACT: Funding to purchase the car will be allocated from the 2001 HOME fund program income.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve request.

d. Transfer of Retirement Assets for Housing Commission Employees.
FINANCE

SUMMARY OF REQUEST: At the time the Housing Commission separated operations from the City of Muskegon (August 2000), it was agreed that the City would transfer retirement system assets held on behalf of the affected city employees to a new retirement system to be set up by the independent Housing Commission. The intent was that the accrued retirement benefits of the former city employees would not be unduly harmed by the separation. The Housing Commission recently notified the city that they had approved implementation of a MERS (Municipal Employees' Retirement System) retirement plan for their employees. Accordingly, staff is requesting City Commission authorization to transfer retirement system assets as follows:

ROLL VOTE: Ayes: Shepherd, Spataro, Warmington, Buie, Gawron, Larson

Nays: None

Absent: Schweifler

MOTION PASSES

2002-136 NEW BUSINESS:

a. Sale of House at 428 Marquette. COMMUNITY AND NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To authorize the Mayor and City Clerk to sign the resolution to sell the City owned new constructed house at 428 Marquette to Melba White for the price of \$85,000.

The site where the new structure is presently located was formerly occupied by a structure that was on the City's dangerous building list. That structure was demolished and in its place is the 1400 square foot ranch home that is another example of the City of Muskegon's commitment to neighborhood revitalization.

FINANCIAL IMPACT: Funding will be added to HOME account.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the sale.

Motion by Commissioner Shepherd, second by Vice Mayor Buie to approve the sale of the City owned newly constructed house at 428 Marquette to Melba White for \$85,000 and to authorize the Mayor and City Clerk to sign the resolution.

ROLL VOTE: Ayes: Shepherd, Spataro, Warmington, Buie, Gawron, Larson,

Nays: None

Abstain: Schweifler (returned at 5:45pm)

MOTION PASSES

b. Agreement between Taxing Jurisdictions. CITY TREASURER

SUMMARY OF REQUEST: To approve the agreement between taxing jurisdictions for the efficient administration of delinquent personal property taxes.

FINANCIAL IMPACT: The City will be entitled to recover costs associated with outside collection agencies used in collecting delinquent personal property tax debts.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the agreement.

Motion by Commissioner Spataro, second by Commissioner Shepherd to approve the agreement between taxing jurisdictions for the efficient administration of delinquent personal property taxes.

ROLL VOTE: Ayes: Spataro, Warmington, Buie, Gawron, Larson, Schweifler, Shepherd

Nays: None

MOTION PASSES

c. 2003 User Fee Update. FINANCE

SUMMARY OF REQUEST: City departments have reviewed and updated their user fees and these have been incorporated into the Master Fee Resolution attached for your consideration. New fees and fee changes proposed for 2003 are highlighted on the spreadsheet included with the resolution and include the following:

- Adjustments to cemetery columbarium fees to make this option more attractive;
- New fees for in-ground cremains;
- A new "Business Entertainment" permit fee replacing the former dance hall fee (pending ordinance approval);
- Restructuring of fees for property owners participating in the alert notification program for grass, trash, and lot cleanup violations;
- New fees for building contractor registration, construction board of appeals, and fire alarm plan review;
- Restructuring of Housing License fees;
- Elimination of all parking fees for the Clay Street parking ramp;
- Adjustment to certain recreation program fees;

FINANCIAL IMPACT: Increased revenue for fee supported activities.

BUDGET ACTION REQUIRED: None at this time. Adoption of the 2003 Master Fee Resolution will help the city attain its 2003 budgeted revenue estimates.

STAFF RECOMMENDATION: Approval.

Motion by Commissioner Larson, second by Commissioner Spataro to approve the Master Fee Resolution for 2003.

ROLL VOTE: Ayes: Warmington, Buie, Gawron, Larson, Schweifler, Shepherd, Spatro

Nays: None

MOTION PASSES

d. Salary and Benefits for Non-represented employees. CITY MANAGER

SUMMARY OF REQUEST:

- 1) To establish the 2003 salary ranges for part-time and limited-term employees;
- 2) To approve and adopt the proposed salary ranges and salary schedules for the non-represented administrative, technical, professional, and supervisory employees for 2003 (3.0% increase).
- 3) Annuity withdrawal option @ time of retirement.
- 4) Additional sick leave payout options (IRA's & 529 Accounts)
- 5) Increase Sunday and Holiday overtime pay for DPW/LS Supervisors from 1 ½ times to 2 times their rate of pay.

FINANCIAL IMPACT:

- 1) Minimal. The changes are as follows: add the positions of Assistant Park Ranger Captain and Assistant Playground Supervisor to Step 4, move Facility Supervisor 1 from Step 2 to Step 4, and move School Crossing Guards from Step 4, to Step 5.
- 2) The salary increases will cost approximately \$84,746 plus approximately \$21,200 in added fringe benefit costs.
- 3) No cost.
- 4) No additional cost.
- 5) Minimal additional cost.

BUDGET ACTION REQUIRED: To authorize the necessary 2003 budgetary amendments and transfer of money from the affected City funds (Contingency Account for General Fund) to the appropriate salary and fringe benefit accounts to accommodate the salary increases and fringe benefit adjustments.

STAFF RECOMMENDATION:

- 1) To approve the proposed 2003 salary ranges for part-time and limited-term employees;
- 2) To approve and adopt the proposed 2003 salary ranges, salary schedules, and fringe benefits for non-represented employees.

Motion by Commissioner Spataro, second by Commissioner Gawron to approve the proposed 2003 salary ranges for part-time and limited-term employees and approve and adopt the proposed 2003 salary ranges, salary schedules and fringe benefits for non-represented employees.

ROLL VOTE: Ayes: Buie, Gawron, Larson, Schweifler, Shepherd, Spataro, Warmington

Nays: None

MOTION PASSES

2002-137 ANY OTHER BUSINESS:

Motion by Commissioner Spataro to forgo the 2003 Mayor's Exchange.

ROLL VOTE: Ayes: Buie, Gawron, Larson, Schweifler, Shepherd, Spataro, Warmington

Nays: None

MOTION PASSES

2002-138 CLOSED SESSION: To discuss pending litigation.

Motion by Commissioner Schweifler, second by Commissioner Larson to go into close session at 6:07pm to discuss pending litigation and property acquisition.

ROLL VOTE: Ayes: Gawron, Larson, Schweifler, Shepherd, Spataro, Warmington, Buie

Nays: None

MOTION PASSES

Motion by Commissioner Schweifler, second by Commissioner Spataro to go into open session at 7:52pm.

ROLL VOTE: Ayes: Larson, Schweifler, Spataro, Warmington, Buie, Gawron

Nays: None

Absent: Shepherd

MOTION PASSES

Motion by Commissioner Schweifler, second by Commissioner Spataro to authorize the City Attorney to proceed with Ecker verses the City of Muskegon.

ROLL VOTE: Ayes: Schweifler, Spataro, Warmington, Buie, Gawron, Larson

Nays: None

Absent: Shepherd

MOTION PASSES

ADJOURNMENT:

The Regular Commission Meeting for the City of Muskegon was adjourned at 8:00pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Kunding". The signature is written in dark ink and is positioned above the printed name.

Gail Kunding, MMC

Commission Meeting Date: December 10, 2002

Date: December 3, 2002
To: Honorable Mayor & City Commission
From: Planning & Economic Development Department
RE: U.S. Environmental Protection Agency (USEPA)
Grant Submittal

SUMMARY OF REQUEST: The USEPA is seeking grant proposals for Brownfield Assessments and Cleanups. The initial proposals are due by December 16, 2002. Our environmental consultant, Anne Couture, is assisting with the grant submittal. The City will be requesting a grant in the amount of \$200,000 for general site assessment funds (similar to our existing Site Assessment Program, where we have assisted several projects, including National City, Lakefront LLC, Shoreline Inn & Suites, and the Amazon). In addition, we will be requesting a \$200,000 grant for assessment activities for petroleum sites. Currently, our concentration has been on lakefront sites. If awarded funds from the USEPA, the City will be able to assist projects throughout the City.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the attached resolution authorizing staff to submit a proposal for grant funding from the USEPA for Site Assessment funds.

COMMITTEE RECOMMENDATION: None.

Resolution No. 2002-134(b)

MUSKEGON CITY COMMISSION

**RESOLUTION AUTHORIZING THE SUBMITTAL OF A
U.S. ENVIRONMENTAL PROTECTION AGENCY (USEPA)
BROWNFIELD ASSESSMENT AND CLEAN-UP GRANT APPLICATION**

WHEREAS, the USEPA is seeking proposals for grants for Brownfield Assessments and Cleanup Programs to fund environmental assessments and response activities necessary to facilitate redevelopment projects; and

WHEREAS the current Site Assessment Fund Grant that the City received from the Michigan Department of Environmental Quality several years ago has been an important economic development tool in assisting redevelopment projects along the Muskegon Lakeshore; and

WHEREAS environmental response activities are necessary in order to facilitate additional economic development in the City, particularly in areas that may not be adjacent to the Lakeshore (which is where the current Site Assessment funds are targeted), to assure that the property can be used in a safe and environmentally sound manner; and

WHEREAS, the redevelopment of brownfield sites in the City is consistent with the City of Muskegon's Master Land Use Plan; and

WHEREAS, it is the intention of the City to assist in additional redevelopment projects if the USEPA Brownfield Grant is awarded;

NOW, THEREFORE, BE IT RESOLVED, THAT the City Commission authorizes the City Manager to apply for and secure a grant for up to \$200,000 for a Brownfield Assessment Grant to address sites contaminated by hazardous substances, and up to \$200,000 for a Brownfield Assessment Grant to address sites contaminated by petroleum, and enter into a grant agreement with the USEPA if the grant is awarded.

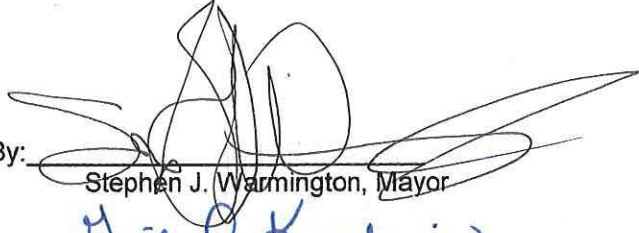
Adopted this 10th of December, 2002

AYES: 6

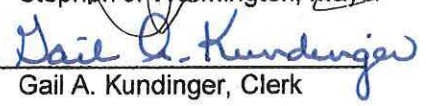
NAYS: 0

ABSTAIN: 0

Excused: 1 (Schweifler)

By: 

Stephen J. Warmington, Mayor

Attest: 

Gail A. Kunder, Clerk

I, Gail Kunding, the City of Muskegon Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City Commission of the City of Muskegon at a regular Meeting thereof held on December 10, 2002

A handwritten signature in blue ink, reading "Gail A. Kunding", is written over a horizontal line.

Gail A. Kunding, MMC
City Clerk

Commission Meeting Date: December 10, 2002

Date: December 3, 2002

To: Honorable Mayor & City Commission

**From: Community and Neighborhood Services
Department**

RE: Purchase of Car for CNS dept.

SUMMARY OF REQUEST: To approve the purchase of a 2003 Chevy Malibu for \$14,790 from Betten Chevrolet of Muskegon, MI. (see attached spreadsheet for comparison)

FINANCIAL IMPACT: Funding to purchase the car will be allocated from the 2001 HOME fund program income.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve request

COMMITTEE RECOMMENDATION: None

[illegible]

Date: December 10, 2002

To: Honorable Mayor and City Commissioners

From: Finance Director

RE: Transfer of Retirement Assets for Housing Commission Employees

SUMMARY OF REQUEST: At the time Housing Commission separated operations from the City of Muskegon (August 2000), it was agreed that the City would transfer retirement system assets held on behalf of the affected city employees to a new retirement system to be set up by the independent Housing Commission. The intent was that the accrued retirement benefits of the former city employees would not be unduly harmed by the separation. The Housing Commission recently notified the city that they had approved implementation of a MERS (Municipal Employees' Retirement System) retirement plan for their employees. Accordingly, staff is requesting City Commission authorization to transfer retirement system assets as follows:

Former Employee	Employee Contributions	City Contributions	Total Amount Transferred to MERS
Yvonne Morrissey	\$24,821.00	\$23,264.00	\$48,085.00
Deborah Crockett	5,481.64	936.36	6,418.00
TOTALS	\$30,302.64	\$24,200.36	\$54,503.00

These amounts represent the actuarial present value of benefits accrued by the employees at the time of separation.

FINANCIAL IMPACT: This financial impact of this transaction is neutral since we are transferring both the assets and the related retirement system liabilities for the affected employees.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Authorize the transfer of the \$54,503 from the General Employees Retirement System to MERS for the benefit of former city employees Yvonne Morrissey and Deborah Crockett.

COMMITTEE RECOMMENDATION: None.

*Attn: Carol Morris
KTE in Advance*



MUSKEGON HOUSING COMMISSION

1080 Terrace Street • Muskegon, MI 49442 • 231-722-2647 • Fax 231-722-9503

email: mhc1823@aol.com

November 6, 2002

Tim Paul, Finance Director
CITY OF MUSKEGON
933 Terrace Street
Muskegon Michigan 49442

Subject: Separation Agreement

Dear Tim:

I'm pleased to report that the Board of Commissioners of the Muskegon Housing Commission has approved a pension plan for its employees through MERS.

We are hopeful to have the plan in place by December 1, 2002. As a result, we are formally requesting approval from the City of Muskegon and its Commissioners to transfer/release pension assets to MERS being held for Deborah Crockett and myself on or before our transfer date.

Your cooperation is appreciated in advance.

Sincerely,

Yvonne Morrissey
Yvonne Morrissey
Interim Director

cc: Bryon Mazade, City Manager
Steve Warmington, Mayor
Housing Commissioners
Tom Lindeman - MERS

*MERS
800-767-6377*

FUNDSTRANSFER.YM



WATKINS, ROSS & CO.

November 26, 2002

Mr. Timothy J. Paul
Finance Director
City of Muskegon
933 Terrace Street
P.O. box 536
Muskegon, MI 49443-0536

Re: City of Muskegon Employees' Retirement System

Dear Tim:

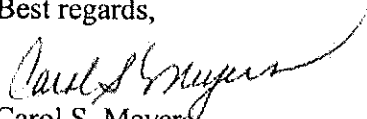
We have completed the calculation of the present value of the accrued benefits earned by Yvonne Morrissey and Deborah Crockett under the City of Muskegon Employees' Retirement System. The total present value represents the amount of the assets to transfer from the City of Muskegon Employees' Retirement System to the Municipal Employees' Retirement System of Michigan (MERS). The amounts for each individual are as follows:

<u>Name</u>	<u>Present Value</u>	
Deborah Crockett	\$6,418	5481.64
Yvonne Morrissey	\$48,085	24,821.00
Total	\$54,503	728.50 off total

The assumptions used to calculate the present values are the same as those used for the December 31, 2001 actuarial valuation. The assumed benefit commencement date for each individual is age 60. Employee contributions with interest, accumulated to December 31, 2002 are used as a minimum transfer amount for each individual. In each case, employee contributions with interest are less than the individual amounts shown above.

If you have any questions, please call.

Best regards,


Carol S. Meyers
Pension Analyst
/csm

R:\53455\2002\BelMERS_Morrissey_Crockett.wpd

RETIREMENT PLAN CONSULTANTS, ACTUARIES AND ADMINISTRATORS
161 OTTAWA AVENUE, N.W., SUITE 505 / GRAND RAPIDS, MICHIGAN 49503-2769
PHONE (616) 456-9696 FAX (616) 456-5021

Date: December 10, 2002
To: Honorable Mayor and City Commission
From: Leisure Services – Ric Scott
RE: Leisure Services Master Plan of 2003

SUMMARY OF REQUEST: To adopt the Leisure Services Master Plan of 2003

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION:.. To approve.

COMMITTEE RECOMMENDATION: Leisure Services Board recommends approval.

RESOLUTION NO. 2002-135 (a)
MUSKEGON CITY COMMISSION

RESOLUTION ADOPTING THE MUSKEGON LEISURE SERVICES MASTER PLAN OF 2003

- WHEREAS, the City Commission of the City of Muskegon has undertaken a Five Year Leisure Services Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period from 2003 and 2008, and
- WHEREAS, a public comment session was held November 12, 2003 at the Muskegon City Commission Chambers to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Leisure Services Plan, and
- WHEREAS, the City Commission of the City of Muskegon has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and
- WHEREAS, after the public hearing, the City Commission of the City of Muskegon voted to adopt said Leisure Services Master Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Muskegon hereby adopts the City of Muskegon Leisure Services Master Plan of 2003 as a guideline for improving recreation for the residents of the City of Muskegon.

Adopted this 10th day of December, 2002

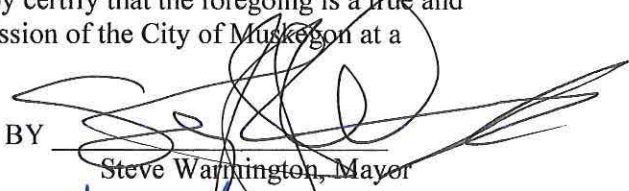
AYES: 6

NAYS: 0

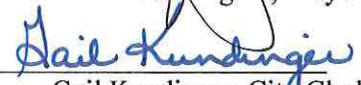
EXCUSED 1 (Schweifler)

I, Gail Kunding, the City of Muskegon Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City Commission of the City of Muskegon at a regular Meeting thereof held on December 10, 2002

BY


Steve Warrington, Mayor

ATTEST


Gail Kunding, City Clerk

Commission Meeting Date: December 10, 2002

Date: December 3, 2002

To: Honorable Mayor & City Commission

**From: Community and Neighborhood Services
Department**

RE: Approval of Resolution

SUMMARY OF REQUEST: To authorize the Mayor and City Clerk to sign the attached resolution to sale the City owned new constructed house at 428 Marquette to Melba White for the price of \$85,000.

The site where the new structure is presently located was formerly occupied by a structure that was on the City's dangerous building list. That structure was demolished and in its place is the 1400 square foot ranch home that is another example of the City of Muskegon's commitment to neighborhood revitalization.

FINANCIAL IMPACT: Funding will be added to the HOME account

BUDGET ACTION REQUIRED: N/A

STAFF RECOMMENDATION: To approve the sale

COMMITTEE RECOMMENDATION: N/A



MUSKEGON CITY COMMISSION

2002-136(a)

RESOLUTION TO APPROVE THE SALE OF
CITY-OWNED PROPERTY AT 428 MARQUETTE

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 approved the sale of the new constructed single-family home located at 428 Marquette to Melba E. White for the price of \$85,000.

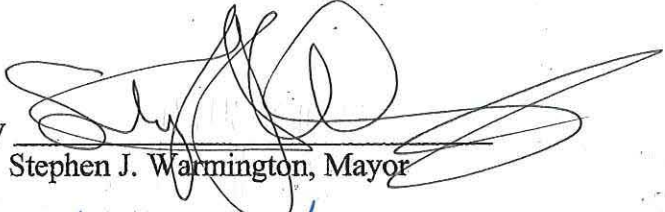
Adopted this 10th day of December, 2002

Ayes: 6

Nays: 0

Abstain: 1 (Schweifler)

By


Stephen J. Warmington, Mayor

By


Gail A. Kunderger, City Clerk

I, Gail Kunding, the City of Muskegon Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City Commission of the City of Muskegon at a regular Meeting thereof held on December 10, 2002

A handwritten signature in blue ink, reading "Gail A. Kunding", written over a horizontal line.

Gail A. Kunding, MMC
City Clerk

Commission Meeting Date: December 10, 2002

Date: December 4, 2002
To: Honorable Mayor and City Commissioners
From: City Treasurer
RE: Agreement Between Taxing Jurisdictions

SUMMARY OF REQUEST:

To approve the attached agreement between taxing jurisdictions for the efficient administration of delinquent personal property taxes.

FINANCIAL IMPACT:

The City will be entitled to recover costs associated with outside collection agencies used in collecting delinquent personal property tax debts.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

To approve the attached agreement.

COMMITTEE RECOMMENDATION:

N/A

Memorandum

To: Honorable Mayor and City Commissioners
From: City Treasurer
cc: City Manager
Finance Director
Date: December 4, 2002
Re: Agreement Between Taxing Jurisdictions

The City Attorney's Office has prepared an "Agreement Between Taxing Jurisdictions" that we have recently discussed with other taxing units for which the City of Muskegon currently collects property taxes. This agreement would set in place a formal legal authority for the City to negotiate payment terms with personal property tax debtors. In addition, this would also allow the City to use an outside collection agency when deemed necessary and share the collection costs proportionately, based on the taxes levied and collected.

City staff have met with and discussed the proposed agreement with representatives from the various taxing units who have responded positively to the proposed agreement and are in the process of formally approving it.

Please feel free to contact me should you have any questions.

AGREEMENT BETWEEN TAXING JURISDICTIONS

WHEREAS, the City of Muskegon collects personal property taxes on personal property located in the City of Muskegon;

WHEREAS, the City of Muskegon ("City") is required under Michigan law to collect and disburse personal property taxes owed to the signatories of this Agreement;

WHEREAS, the signatories to this Agreement believe that this Agreement is necessary for efficient administration of the personal property tax system.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. City shall have the authority of the signatories to compromise claims and agree to installment payments.
2. City shall be entitled to recover its expenses, including costs associated with collection agencies.
3. Proceeds of the payments, after satisfying expenses, shall be shared with the taxing jurisdictions in the percentages applicable in the year the tax was levied.
4. City shall disburse payments to the taxing jurisdiction as payments are received by City.
5. This Agreement embodies the entire understanding of the parties, and there are no other agreements, written or oral, in effect between the parties. This Agreement shall be binding upon any successors or assigns of the parties. This Agreement may be executed in multiple parts and shall become effective upon execution by all parties.

Dated: _____, 2002

COUNTY OF MUSKEGON

By: _____
Its: _____

Dated: _____, 2002

MUSKEGON AREA INTERMEDIATE
SCHOOL DISTRICT

By: _____
Its: _____

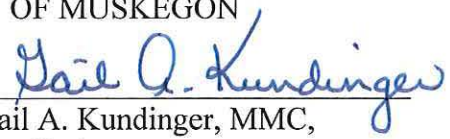
Dated: _____, 2002

CITY OF MUSKEGON

By: 
Stephen J. Warrington
Its Mayor

Dated: 12-11, 2002

CITY OF MUSKEGON

By: 
Gail A. Kunding, MMC,
Its Clerk

Dated: _____, 2002

MUSKEGON PUBLIC SCHOOLS

By: _____
Its: _____

Dated: _____, 2002

HACKLEY PUBLIC LIBRARY

By: _____
Its: _____

Dated: _____, 2002

ORCHARD VIEW SCHOOLS

By: _____
Its: _____

Dated: _____, 2002

REETHS-PUFFER SCHOOLS

By: _____
Its: _____

Date: December 10, 2002

To: Honorable Mayor and City Commissioners

From: Finance Director

RE: 2003 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 attached for your consideration. New fees and fee changes proposed for 2003 are highlighted on the spreadsheet included with the resolution and include the following:

- Adjustments to cemetery columbarium fees to make this option more attractive;
- New fees for in-ground cremains;
- A new "Business Entertainment" permit fee replacing the former dance hall fee (pending ordinance approval);
- Restructuring of fees for property owners participating in the alert notification program for grass, trash, and lot cleanup violations;
- New fees for building contractor registration, construction board of appeals, and fire alarm plan review;
- Restructuring of Housing License fees;
- Elimination of all parking fees for the Clay Street parking ramp;
- Adjustment to certain recreation program fees;

FINANCIAL IMPACT: Increased revenue for fee supported activities.

BUDGET ACTION REQUIRED: None at this time. Adoption of the 2003 Master Fee Resolution will help the city attain its 2003 budgeted revenue estimates.

STAFF RECOMMENDATION: Approval.

COMMITTEE RECOMMENDATION: None.

CITY OF MUSKEGON									
Master Fee Resolution - Schedule of Fees									
(Effective 1/1/2003)									
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE
1	ALL	ADMINISTRATIVE OVERHEAD ON SALES TO OUTSIDE PARTIES							
2	ALL	COPIES FOR PUBLIC (STANDARD SIZES)							
3	ALL	FAX CHARGE FOR INFORMATION REQUESTS							
4	ALL	LATE FEE ON CITY RECEIVABLES (EXCEPT TAXES)							
5	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS A-B)							
6	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS A-B) NR *							
7	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS C-F)							
8	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS C-F) NR *							
9	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN)							
10	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN) NR *							
11	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN) NR *							
12	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN) NR *							
13	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE)							
14	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE) NR *							
15	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE) NR *							
16	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE) NR *							
17	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD)							
18	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD)							
19	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD) NR *							
20	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD) NR *							
21	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER)							
22	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER)							
23	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER) NR *							
24	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER) NR *							
25	CEMETERIES	CEMETERIES IN-GROUND CREMAINS (RESTLAWN)							
26	CEMETERIES	CEMETERIES IN-GROUND CREMAINS (RESTLAWN) NR *							
27	CEMETERIES	CEMETERIES OPENING (1/2 GRAVE W/CHAPEL)							
28	CEMETERIES	CEMETERIES OPENING (1/2 GRAVE W/CHAPEL) NR							
29	CEMETERIES	CEMETERIES OPENING (CREMATION)							
30	CEMETERIES	CEMETERIES OPENING (CREMATION) NR							
31	CEMETERIES	CEMETERIES OPENING (CREMATION, GRASS, CHAIRS)							
32	CEMETERIES	CEMETERIES OPENING (CREMATION, GRASS, CHAIRS) NR							
33	CEMETERIES	CEMETERIES OPENING (CREMATION, TENT, GRASS, CHAIRS)							
34	CEMETERIES	CEMETERIES OPENING (CREMATION, TENT, GRASS, CHAIRS) NR							
35	CEMETERIES	CEMETERIES SECOND CREMAINS (OPEN GRAVESITE)							
36	CEMETERIES	CEMETERIES OPENING (DEVICE)							
37	CEMETERIES	CEMETERIES OPENING (DEVICE) NR							
38	CEMETERIES	CEMETERIES OPENING (SET UP AT GRAVE)							
39	CEMETERIES	CEMETERIES OPENING (SET UP AT GRAVE) NR							
40	CEMETERIES	CEMETERIES OPENING (STILLBORN IN BABYLAND)							
41	CEMETERIES	CEMETERIES OPENING (STILLBORN IN BABYLAND) NR							
42	CEMETERIES	CEMETERIES OPENING (STILLBORN NOT IN BABYLAND)							
43	CEMETERIES	CEMETERIES OPENING (STILLBORN NOT IN BABYLAND) NR							
44	CEMETERIES	CEMETERIES OPENING (TENT AT GRAVE)							
45	CEMETERIES	CEMETERIES OPENING (TENT AT GRAVE) NR							
46	CEMETERIES	CEMETERIES OVERTIME (MON-SAT AFTER 2:30PM)							
47	CEMETERIES	CEMETERIES OVERTIME (MON-SAT AFTER 2:30PM) NR							
48	CEMETERIES	CEMETERIES OVERTIME (SATURDAYS & HOLIDAYS)							
49	CEMETERIES	CEMETERIES OVERTIME (SATURDAYS & HOLIDAYS) NR							
50	CEMETERIES	CEMETERIES OVERTIME (SUNDAYS)							
51	CEMETERIES	CEMETERIES NICHES (2 UPPER ROWS)							
52	CEMETERIES	CEMETERIES NICHES (2 UPPER ROWS) NR							
53	CEMETERIES	CEMETERIES NICHES (2 LOWER ROWS)							
54	CEMETERIES	CEMETERIES NICHES (2 LOWER ROWS) NR							
55	CEMETERIES	CEMETERIES NICHES (OPEN/CLOSING)							
56	CEMETERIES	CEMETERIES NICHES (OPEN/CLOSING) NR							
57	CEMETERIES	CEMETERIES PRICES (1/2 GRAVE--ALL CEMETERIES)							
58	CEMETERIES	CEMETERIES PRICES (1/2 GRAVE--ALL CEMETERIES) NR *							
59	CEMETERIES	CEMETERIES PRICES (SPLITTING FULL GRAVE--ALL CEMETERIES) NR *							
60	CEMETERIES	CEMETERIES SERVICE							
61	CEMETERIES	CEMETERIES SERVICE (GOVERNMENT MARKERS)							
62	CEMETERIES	CEMETERIES SERVICE (MARKERS MINIMUM)							
63	CEMETERIES	CEMETERIES SERVICE (MAUSOLEUM VASES)							
64	CEMETERIES	CEMETERIES SERVICE (PRE-NEED HANDLING CHARGE)							

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2003)									
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE
65	CEMETERIES	CEMETERIES SERVICE (SMALL VASES) RESTLAWN	EACH	30.00	30.00	30.00	30.00	40.00	33.33%
66	CEMETERIES	CEMETERIES SERVICE (SMALL PAPER VASES) RESTLAWN	EACH	0.00	0.00	0.00	0.00	2.00	***NEW FEE***
67	CEMETERIES	ENTOMBMENT - EVERGREEN MAUSOLEUM	EACH	150.00	150.00	150.00	150.00	150.00	
68	CEMETERIES	ENTOMBMENT NR - EVERGREEN MAUSOLEUM	EACH	200.00	200.00	200.00	200.00	200.00	
69	CEMETERIES	OPENING (SEAL VAULT LID)	EACH	32.00	32.00	32.00	32.00	32.00	
70	CEMETERIES	PERPETUAL CARE - OAKWOOD, EVERGREEN, & LAKESIDE	EACH	300.00	300.00	300.00	300.00	300.00	
71	CEMETERIES	PERPETUAL CARE - RESTLAWN	EACH	275.00	275.00	275.00	275.00	275.00	
72	CEMETERIES	TRANSFER & AFFIDAVIT FEE PER GRAVE SPACE	EACH	10.00	10.00	10.00	10.00	10.00	
73	CLERK	ADDRESS LABELS - VOTER REGISTRATION	EACH	0.05	0.05	0.05	0.05	0.05	
74	CLERK	BUSINESS REGISTRATION	EACH	25.00	25.00	25.00	25.00	25.00	
75	CLERK	BUSINESS TRANSIENT	PER DAY	25.00	25.00	25.00	25.00	25.00	
76	CLERK	BUSINESS PEDDLER	PER DAY	10.00	10.00	10.00	10.00	10.00	
77	CLERK	BUSINESS AUCTIONEER (INDIVIDUAL EVENT)	PER EVENT	10.00	10.00	10.00	10.00	10.00	
78	CLERK	BUSINESS AUCTIONEER (REGULAR)	PER YEAR	100.00	100.00	100.00	100.00	100.00	
79	CLERK	BUSINESS COMMERCIAL GARBAGE HAULER	PER YEAR	100.00	100.00	100.00	100.00	100.00	
80	CLERK	BUSINESS DANCE HALL (INDIVIDUAL EVENT)	PER EVENT	10.00	10.00	10.00	25.00	0.00	-100.00%
81	CLERK	BUSINESS DANCE HALL (REGULAR)	PER YEAR	100.00	100.00	100.00	500.00	0.00	-100.00%
82	CLERK	BUSINESS ENTERTAINMENT OCCUPANCY	PER YEAR	0.00	0.00	0.00	0.00	125.00	***NEW FEE***
83	CLERK	CITY HALL CONFERENCE ROOM RENTAL	PER HOUR	0.00	0.00	25.00	25.00	25.00	PENDING ORDINANCE APPROVAL CHARGED TO LAW FIRMS AND OTHER FOR PROFIT ORGANIZATIONS WISHING TO USE FACILITIES FOR NON- CITY RELATED BUSINESS
84	CLERK	ENCROACHMENT PERMIT APPLICATION FEE	EACH	100.00	100.00	100.00	100.00	100.00	
85	CLERK	ENCROACHMENT PERMIT CERTIFICATE FEE	EACH	25.00	25.00	25.00	25.00	25.00	
86	CLERK	ENCROACHMENT/RENTAL FEE (BUS BENCHES)	PER BENCH/PERMONTH	5.00	5.00	5.00	5.00	5.00	
87	CLERK	ENCROACHMENT 1-YEAR RENEWAL	EACH	0.00	0.00	0.00	0.00	10.00	***NEW FEE***
88	CLERK	ENCROACHMENT 5-YEAR RENEWAL	EACH	0.00	0.00	0.00	0.00	50.00	***NEW FEE***
89	CLERK	GAMING LICENSE REQUEST	EACH	0.00	0.00	0.00	0.00	10.00	***NEW FEE***
90	CLERK	LIQUOR LICENSE RENEWAL	EACH	0.00	100.00	100.00	100.00	100.00	
91	CLERK	LIQUOR LICENSE TRANSFER OF OWNERSHIP OR LOCATION	EACH	0.00	250.00	250.00	250.00	250.00	
92	CLERK	LIQUOR LICENSE NEW CLASS C LICENSE	EACH	0.00	750.00	750.00	750.00	750.00	
93	CLERK	LIQUOR LICENSE NEW SDD OR SDM	EACH	0.00	200.00	200.00	200.00	200.00	IF LICENSE AVAILABLE
94	CLERK/LEISURE SVC	LIQUOR LICENSE (SPECIAL EVENT) APPLICATION FEE	EACH	0.00	100.00	100.00	100.00	100.00	
95	CLERK	ORDINANCE BOOK	EACH	75.00	250.00	250.00	250.00	250.00	
96	CLERK	ORDINANCE BOOK ON CD-ROM	EACH	0.00	250.00	250.00	250.00	250.00	
97	CLERK	ORDINANCE BOOK SUBSCRIPTION SERVICE (BI-ANNUAL UPDATES)	PER YEAR	0.00	50.00	50.00	50.00	50.00	
98	CLERK	PASSPORT APPLICATION FEE	EACH	0.00	0.00	0.00	0.00	30.00	***NEW FEE***
99	CLERK	PASSPORT PHOTO FEE	2 PHOTOS	0.00	0.00	0.00	0.00	10.00	***NEW FEE***
100	CLERK	PRECINCT MAPS	EACH	7.50	7.50	7.50	7.50	7.50	
101	CLERK	PUBLIC NOTARY FEE	EACH	1.00	1.00	1.00	1.00	2.00	100.00%
102	CLERK/LEISURE SVC	SPECIAL EVENT PERMIT FEE	EACH	0.00	0.00	25.00	25.00	25.00	
103	CLERK	TAXI CAB COMPANY	PER CAB	25.00	25.00	25.00	25.00	25.00	
104	CLERK	TAXI CAB DRIVER LICENSE	EACH	0.00	0.00	0.00	0.00	10.00	***NEW FEE***
105	CLERK	TAXI CAB DRIVER LICENSE PHOTO FEE	EACH	5.00	5.00	5.00	5.00	5.00	
106	CLERK	TELECOMMUNICATIONS ACT NEW PROVIDER FEE	EACH	0.00	0.00	0.00	0.00	500.00	PER NEW STATE TELECOMMUNICATIONS ACT
107	CLERK	VOTER HISTORY - ON DISK	EACH	50.00	50.00	50.00	50.00	50.00	***NEW FEE***
108	CLERK	VOTER REGISTRATION - HARDCOPY LIST	EACH	0.01	0.01	0.01	0.01	0.01	
109	CNS	MORTGAGE REFINANCE FEE	EACH	50.00	50.00	50.00	50.00	50.00	
110	CNS	REHAB LOAN APPLICATION FEE	EACH	200.00	200.00	200.00	200.00	200.00	
111	CNS	RENTAL REHAB APPLICATION FEE FEE	PER LOAN	100.00	100.00	100.00	100.00	100.00	
112	DPW	ADDITIONAL GARBAGE SERVICE (1 TONER)	PER MONTH	10.00	10.00	10.00	12.00	12.00	
113	DPW	APPLIANCE STICKER	EACH	25.00	25.00	25.00	25.00	25.00	
114	DPW	GARBAGE CART REPLACEMENT	EACH	50.00	50.00	50.00	50.00	50.00	
115	DPW	GARBAGE RECYCLING BIN	EACH	5.00	5.00	5.00	5.00	5.00	
116	DPW	GARBAGE SERVICE - SMALL BUSINESS	PER MONTH	10.00	10.00	10.00	12.00	12.00	INCLUDES CHURCHES AND NON-PROFITS
117	DPW	GARBAGE SERVICE - UNAUTHORIZED USE OF CARTS	PER INCIDENT	20.00	20.00	20.00	30.00	30.00	
118	DPW	GARBAGE SERVICE - REPLACE LOST/STOLEN CART	EACH	15.00	15.00	15.00	25.00	25.00	
119	DPW	GARBAGE SERVICE - NEW SERVICE STARTUP	EACH	0.00	0.00	0.00	50.00	50.00	
120	DPW	GARBAGE SERVICE - MIXED REFUSE STICKER	EACH	1.25	1.50	1.50	1.50	1.50	BUY 5 FOR \$7.50/GET 1 FREE/UNIT PRICE REMAINS \$1.25
121	DPW	GARBAGE SERVICE - SECOND 35 GAL CART	PER MONTH	7.00	7.00	7.00	7.00	7.00	
122	DPW	FEE FOR SPECIAL COLLECTION OF ILLEGAL MATERIALS	EACH	50.00	50.00	50.00	50.00	50.00	OR ACTUAL COSTS (WHICHEVER IS GREATER)
123	DPW	SENIOR TRANSIT	PER RIDE	1.00	1.00	1.00	1.00	1.00	
124	ENGINEERING	CHARGE FOR BLUEPRINTS (PLANS & UTILITY MAPS)	EACH	7.50	8.00	8.00	8.00	8.00	
125	ENGINEERING	SIDEWALK AND CURB CUT PERMIT	EACH	15.00	20.00	20.00	20.00	20.00	
126	ENGINEERING	SOIL EROSION CONTROL INSPECTION FEE	PER VISIT	40.00	50.00	50.00	50.00	50.00	

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2003)										
	DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE
127	ENGINEERING	SOIL EROSION CONTROL PERMIT	PER ACRE	20.00	25.00	25.00	25.00	25.00		
128	ENGINEERING	SOIL EROSION CONTROL PERMIT APPLICATION FEE	EACH	25.00	50.00	50.00	50.00	50.00		
129	ENGINEERING	SOIL REMOVAL, STRIPPING, & DUMPING INSPECTION FEE	PER VISIT	40.00	50.00	50.00	50.00	50.00		
130	ENGINEERING	SOIL REMOVAL, STRIPPING, & DUMPING PERMIT	EACH	250.00	275.00	275.00	275.00	275.00		
131	ENGINEERING	STORM WATER MANAGEMENT BILLING FEE	PER BILL	2.00	5.00	5.00	5.00	5.00		
132	ENGINEERING	STORM WATER MANAGEMENT HOOKUP FEE FOR SYSTEM AVAILABILITY	EACH	150.00	175.00	175.00	175.00	175.00	5,000 GALLON PER DAY MAXIMUM	
133	ENGINEERING	STORM WATER MANAGEMENT PERMIT APPLICATION FEE	EACH	500.00	500.00	500.00	500.00	500.00		
134	ENGINEERING	STORM WATER MANAGEMENT SYSTEM USE FEE	PER 1,000 GALLONS	0.18	0.20	0.20	0.20	0.20		
135	ENGINEERING	STORM WATER MANAGEMENT (CONTAMINATION SOURCE OUTSIDE CITY)	EACH	0.00	0.00	0.00	0.00	0.00	DOUBLE ALL APPLICABLE FEES	
136	ENGINEERING	STORM WATER MANAGEMENT (ILLEGAL OR NON-PERMITTED HOOKUPS)	EACH	0.00	0.00	0.00	0.00	0.00	DOUBLE ALL APPLICABLE FEES	
137	ENGINEERING	STREET/SIDEWALK CUT APPLICATION FEE	EACH	15.00	15.00	15.00	15.00	15.00		
138	ENGINEERING	STREET/SIDEWALK CUT PERMIT FEE	APPROACH	15.00	15.00	15.00	15.00	15.00		
139	ENGINEERING	UTILITY ANNUAL PERMIT FEE	EACH	1,500.00	1,600.00	1,750.00	1,750.00	1,750.00		
140	ENGINEERING	UTILITY CUT PERMIT APPLICATION FEE	EACH	45.00	50.00	50.00	50.00	50.00		
141	ENGINEERING	UTILITY CUT PERMIT FEE	UNIT	20.00	20.00	20.00	20.00	20.00		
142	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT <4 YEARSOLD)	SQUARE YARD	135.00	135.00	135.00	100.00	100.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
143	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT 4-9 YEARSOLD)	SQUARE YARD	100.00	100.00	100.00	75.00	75.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
144	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT >10 YEARSOLD)	SQUARE YARD	75.00	75.00	75.00	50.00	50.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
145	ENGINEERING	UTILITY CUT (PROJECT DURATION)	WEEK	27.50	27.50	27.50	27.50	27.50		
146	ENV SERVICES	CAT CONTROL LICENSE FEE - ALTERED CATS	ANNUAL	0.00	0.00	0.00	5.00	10.00		100.00%
147	ENV SERVICES	CAT CONTROL LICENSE FEE - UNALTERED CATS	ANNUAL	0.00	0.00	0.00	10.00	25.00		150.00%
148	ENV SERVICES	CAT CONTROL LICENSE FEE - LATE LICENSE	EACH OCCURRENCE	0.00	0.00	0.00	35.00	35.00		
149	ENV SERVICES	CAT CONTROL LICENSE FEE - IMPOUND	EACH OCCURRENCE	0.00	0.00	0.00	25.00	35.00		40.00%
150	ENV SERVICES	ALERT NOTIFICATION - FAX	ANNUAL - LOCAL	0.00	0.00	0.00	0.00	10.00		***NEW FEE***
151	ENV SERVICES	ALERT NOTIFICATION - FAX	ANNUAL - LONG DISTANCE	0.00	0.00	0.00	0.00	25.00		***NEW FEE***
152	FINANCE	REPLACEMENT OF LOST PAYROLL CHECK	EACH OCCURRENCE	20.00	20.00	25.00	25.00	25.00		
153	FINANCE	PROCESSING PENSION EDRO FOR DIVORCE CASES	EACH	0.00	0.00	400.00	400.00	400.00	COST SPLIT BETWEEN PARTIES	
154	FINANCE	COPIES OF CITY BUDGET OR CAFR (FOIA REQUESTS)	EACH	20.00	20.00	20.00	20.00	20.00		
155	FIRE	FIRE REPORT COPY (MAJOR FIRE)	EACH	10.00	10.00	15.00	15.00	15.00		
156	FIRE	FIRE REPORT COPY (REGULAR)	EACH	5.00	5.00	5.00	5.00	5.00		
157	FIRE	FIRE REPORT PHOTOGRAPHS	EACH	0.00	0.00	1.00	1.00	1.00		
158	FIRE	INSURANCE ADMINISTRATION ESCROW	EACH INCIDENT	0.00	15.00	15.00	15.00	15.00	PLUS RELATED COURT COSTS	
159	FIRE	FIRE INSPECTION ADDITIONAL VISIT	EACH INCIDENT	0.00	50.00	50.00	50.00	50.00		
160	FIRE	ARSON FIRE RESTITUTION FEE	PER HR ON CALL	0.00	655.00	655.00	655.00	655.00	PLUS RELATED COURT COSTS	
161	FIRE	FALSE ALARM FEE	PER HR ON CALL	0.00	655.00	655.00	655.00	655.00	AFTER 3RD FALSE ALARM IN ONE YEAR	
162	FIRE	WILLFUL NEGLIGENCE FIRE FEE	PER HR ON CALL	0.00	655.00	655.00	655.00	655.00		
163	FIRE	CONFINED SPACE RESCUE FEE	PER HR ON CALL	0.00	655.00	655.00	655.00	655.00		
164	FIRE	ICE RESCUE CALL	PER HR ON CALL	0.00	100.00	100.00	100.00	100.00		
165	FIRE	DOWNGED POWER LINE	PER HR	0.00	170.00	170.00	170.00	170.00	AFTER FIRST HOUR	
166	FIRE	SPECIAL USE PERMITS (PER UFC)	EACH PER YEAR	0.00	50.00	50.00	50.00	100.00		100.00%
167	FARMERS' MARKET	FRONT CORNER	0-2 MONTHS	0.00	0.00	300.00	300.00	300.00		
168	FARMERS' MARKET	FRONT REGULAR	0-2 MONTHS	0.00	0.00	275.00	275.00	275.00		
169	FARMERS' MARKET	BACK CORNER	0-2 MONTHS	0.00	0.00	175.00	175.00	175.00		
170	FARMERS' MARKET	BACK REGULAR	0-2 MONTHS	0.00	0.00	150.00	150.00	150.00		
171	FARMERS' MARKET	FRONT CORNER	3 MONTHS	0.00	0.00	330.00	330.00	330.00		
172	FARMERS' MARKET	FRONT REGULAR	3 MONTHS	0.00	0.00	303.00	303.00	303.00		
173	FARMERS' MARKET	BACK CORNER	3 MONTHS	0.00	0.00	193.00	193.00	193.00		
174	FARMERS' MARKET	BACK REGULAR	3 MONTHS	0.00	0.00	165.00	165.00	165.00		
175	FARMERS' MARKET	FRONT CORNER	4 MONTHS	0.00	0.00	336.00	336.00	336.00		
176	FARMERS' MARKET	FRONT REGULAR	4 MONTHS	0.00	0.00	308.00	308.00	308.00		
177	FARMERS' MARKET	BACK CORNER	4 MONTHS	0.00	0.00	196.00	196.00	196.00		
178	FARMERS' MARKET	BACK REGULAR	4 MONTHS	0.00	0.00	168.00	168.00	168.00		
179	FARMERS' MARKET	FRONT CORNER	5 MONTHS	0.00	0.00	345.00	345.00	345.00		
180	FARMERS' MARKET	FRONT REGULAR	5 MONTHS	0.00	0.00	316.00	316.00	316.00		
181	FARMERS' MARKET	BACK CORNER	5 MONTHS	0.00	0.00	201.00	201.00	201.00		
182	FARMERS' MARKET	BACK REGULAR	5 MONTHS	0.00	0.00	173.00	173.00	173.00		
183	FARMERS' MARKET	FRONT CORNER	6 MONTHS	0.00	0.00	354.00	354.00	354.00		
184	FARMERS' MARKET	FRONT REGULAR	6 MONTHS	0.00	0.00	325.00	325.00	325.00		
185	FARMERS' MARKET	BACK CORNER	6 MONTHS	0.00	0.00	207.00	207.00	207.00		
186	FARMERS' MARKET	BACK REGULAR	6 MONTHS	0.00	0.00	177.00	177.00	177.00		
187	FARMERS' MARKET	FRONT CORNER	7 MONTHS	0.00	0.00	360.00	360.00	360.00		
188	FARMERS' MARKET	FRONT REGULAR	7 MONTHS	0.00	0.00	330.00	330.00	330.00		
189	FARMERS' MARKET	BACK CORNER	7 MONTHS	0.00	0.00	210.00	210.00	210.00		
190	FARMERS' MARKET	BACK REGULAR	7 MONTHS	0.00	0.00	180.00	180.00	180.00		

CITY OF MUSKEGON									
Master Fee Resolution - Schedule of Fees									
(Effective 1/1/2003)									
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE
191	FARMERS' MARKET	FRONT CORNER							
192	FARMERS' MARKET	FRONT REGULAR							
193	FARMERS' MARKET	BACK CORNER							
194	FARMERS' MARKET	BACK REGULAR							
195	FLEA MARKET	DEALERS SPACE - CORNER COVERED SPACE							
196	FLEA MARKET	DEALERS SPACE - 10 x 15 COVERED SPACE							
197	FLEA MARKET	DEALERS SPACE - 10 x 30 ASPHALT SPACE							
198	FLEA MARKET	DEALERS SPACE - 10 x 40 FIELD SPACE							
199	FORESTRY	TREE REPLACEMENT PLANTING FEE							
200	FORESTRY	TREE REMOVAL FEE (3" - 6" DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
201	FORESTRY	TREE REMOVAL FEE (6" - 12" DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
202	FORESTRY	TREE REMOVAL FEE (12" - 18" DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
203	FORESTRY	TREE REMOVAL FEE (18" - 24" DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
204	FORESTRY	TREE REMOVAL FEE (24" - 30" DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
205	FORESTRY	TREE REMOVAL FEE (30" - 36" DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
206	FORESTRY	TREE REMOVAL FEE (36" - 42" DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
207	FORESTRY	TREE REMOVAL FEE (42" AND OVER DIAMETER)						TREE MEASURED AT 4' ABOVE GRADE	
208	INCOME TAX	DELINQUENT PAYMENT AGREEMENT ADMINISTRATION FEE						PLUS RELATED PENALTIES & INTEREST	
209	INSPECTION SVC	BUILDING CONTRACTOR REGISTRATION FEE							
210	INSPECTION SVC	BUILDING DEMOLITION PERMIT (COMMERCIAL)						OF VALUE; \$40.00 MINIMUM FEE	***NEW FEE***
211	INSPECTION SVC	BUILDING DEMOLITION PERMIT (GARAGE)							
212	INSPECTION SVC	BUILDING DEMOLITION PERMIT (RESIDENTIAL)							
213	INSPECTION SVC	BUILDING PERMIT FEES (\$1-\$500 VALUE)						PER UNIFORM BUILDING CODE	
214	INSPECTION SVC	BUILDING PERMIT FEES (\$501-\$2,000 VALUE)						PER UNIFORM BUILDING CODE	
215	INSPECTION SVC	BUILDING PERMIT FEES (\$501-\$2,000 VALUE)						PER UNIFORM BUILDING CODE	
216	INSPECTION SVC	BUILDING PERMIT FEES (\$2,001-\$25,000 VALUE)						PER UNIFORM BUILDING CODE	
217	INSPECTION SVC	BUILDING PERMIT FEES (\$2,001-\$25,000 VALUE)						PER UNIFORM BUILDING CODE	
218	INSPECTION SVC	BUILDING PERMIT FEES (\$25,001-\$50,000 VALUE)						PER UNIFORM BUILDING CODE	
219	INSPECTION SVC	BUILDING PERMIT FEES (\$25,001-\$50,000 VALUE)						PER UNIFORM BUILDING CODE	
220	INSPECTION SVC	BUILDING PERMIT FEES (\$50,001-\$100,000 VALUE)						PER UNIFORM BUILDING CODE	
221	INSPECTION SVC	BUILDING PERMIT FEES (\$50,001-\$100,000 VALUE)						PER UNIFORM BUILDING CODE	
222	INSPECTION SVC	BUILDING PERMIT FEES (\$100,001-\$500,000 VALUE)						PER UNIFORM BUILDING CODE	
223	INSPECTION SVC	BUILDING PERMIT FEES (\$500,001-\$1,000,000 VALUE)						PER UNIFORM BUILDING CODE	
224	INSPECTION SVC	BUILDING PERMIT FEES (\$500,001-\$1,000,000 VALUE)						PER UNIFORM BUILDING CODE	
225	INSPECTION SVC	BUILDING PERMIT FEES (\$500,001-\$1,000,000 VALUE)						PER UNIFORM BUILDING CODE	
226	INSPECTION SVC	BUILDING PERMIT FEES (OVER \$1,000,000 VALUE)						PER UNIFORM BUILDING CODE	
227	INSPECTION SVC	BUILDING PERMIT FEES (OVER \$1,000,000 VALUE)						PER UNIFORM BUILDING CODE	
228	INSPECTION SVC	BUILDING PERMIT (INSPECTION-SPECIAL REINSPECTION, ETC.)						MINIMUM 2 HOURS	
229	INSPECTION SVC	BUILDING PERMIT (PRE-MANUFACTURED RESIDENTIAL STRUCTURE)						OF REGULAR BUILDING PERMIT FEE	
230	INSPECTION SVC	BUILDING PLAN REVIEW FEE (INCL FIRE REVIEW)						OF APPLICABLE PERMIT FEE	
231	INSPECTION SVC	BUILDING-PARKING LOT PAVING PERMIT							
232	INSPECTION SVC	BUILDING-SIGN PERMIT (OFF PREMISE)						MIN; OTHERWISE BASED ON VALUE	
233	INSPECTION SVC	BUILDING-SIGN PERMIT (ON PREMISE)						MIN; OTHERWISE BASED ON VALUE	
234	INSPECTION SVC	CONSTRUCTION BOARD OF APPEALS APPLICATION FEE							
235	INSPECTION SVC	ELECTRICAL PERMIT (BASE PERMIT)							***NEW FEE***
236	INSPECTION SVC	ELECTRICAL PERMIT (BASEBOARD HEAT UNITS)							
237	INSPECTION SVC	ELECTRICAL PERMIT (CIRCUITS)							
238	INSPECTION SVC	ELECTRICAL PERMIT (DISHWASHER)							
239	INSPECTION SVC	ELECTRICAL PERMIT (ENERGY RETROFIT/TEMP CONTROL)							
240	INSPECTION SVC	ELECTRICAL PERMIT (FEEDERS, BUS DUCTS, ETC.)							
241	INSPECTION SVC	ELECTRICAL PERMIT (FIRE ALARM 1-10 DEVICES)							
242	INSPECTION SVC	ELECTRICAL PERMIT (FIRE ALARM 11-20 DEVICES)							
243	INSPECTION SVC	ELECTRICAL PERMIT (FIRE ALARM EA. STATION OVER 20 DEV)							
244	INSPECTION SVC	ELECTRICAL PERMIT (FURNACE-UNIT HEATER)							
245	INSPECTION SVC	ELECTRICAL PERMIT (HAZARDOUS LOCATION AREA)							
246	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-ADDITIONAL)						DOUBLE REGULAR FEE	
247	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-FINAL)						MINIMUM 1 HOUR	
248	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-HOURLY FEE)							
249	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-SPECIAL/SAFETY)						MINIMUM 1 HOUR	
250	INSPECTION SVC	ELECTRICAL PERMIT (KVA OR HP UP TO 20)							
251	INSPECTION SVC	ELECTRICAL PERMIT (KVA & HP 21 TO 50)							
252	INSPECTION SVC	ELECTRICAL PERMIT (KVA & HP 50 AND OVER)							
253	INSPECTION SVC	ELECTRICAL PERMIT (LIGHTING FIXTURES-PER 25)							
254	INSPECTION SVC	ELECTRICAL PERMIT (METER INSPECTION/POWER TURN-ON)							

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2003)										
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE	
255	INSPECTION SVC	ELECTRICAL PERMIT (MOBILE HOME SITE)	EACH	9.00	9.00	9.00	9.00	9.00		
256	INSPECTION SVC	ELECTRICAL PERMIT (POWER OUTLETS-INC RANGES, DRYERS)	EACH	10.00	10.00	10.00	10.00	10.00		
257	INSPECTION SVC	ELECTRICAL PERMIT (RECREATIONAL VEHICLE SITE)	EACH	8.00	8.00	8.00	8.00	8.00		
258	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 0 TO 200 AMP)	EACH	15.00	15.00	15.00	15.00	15.00		
259	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 201 TO 600 AMP)	EACH	20.00	20.00	20.00	20.00	20.00		
260	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 601 TO 800 AMP)	EACH	23.00	23.00	23.00	23.00	23.00		
261	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 801 TO 1200 AMP)	EACH	30.00	30.00	30.00	30.00	30.00		
262	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES OVER 1200 AMP/GFI ONLY)	EACH	50.00	50.00	50.00	50.00	50.00		
263	INSPECTION SVC	ELECTRICAL PERMIT (SIGNS LETTER)	EACH	15.00	15.00	15.00	15.00	15.00		
264	INSPECTION SVC	ELECTRICAL PERMIT (SIGNS NEON)	EACH 25'	2.00	2.00	2.00	2.00	2.00		
265	INSPECTION SVC	ELECTRICAL PERMIT (SIGNS UNIT)	EACH	10.00	10.00	10.00	10.00	10.00		
266	INSPECTION SVC	ELECTRICAL PERMIT (SPECIAL CONDUIT/GROUNDING)	EACH	45.00	45.00	45.00	45.00	45.00		
267	INSPECTION SVC	ELECTRICAL PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	25.00%	25.00%		
268	INSPECTION SVC	FIRE ALARM PLAN REVIEW FEE		0.00	0.00	0.00	0.00	25.00%		
269	INSPECTION SVC	GARAGE MOVING FEE	EACH	200.00	200.00	200.00	200.00	200.00		
270	INSPECTION SVC	HOUSE MOVING FEE	EACH	500.00	500.00	500.00	500.00	500.00		
271	INSPECTION SVC	HOUSING INSPECTION	EACH-BASE	60.00	60.00	60.00	60.00	75.00		25.00%
272	INSPECTION SVC	HOUSING INSPECTION	PER UNIT OVER 1	10.00	10.00	10.00	10.00	15.00		50.00%
273	INSPECTION SVC	HOUSING RE-INSPECTION	EACH	30.00	30.00	30.00	30.00	0.00		-100.00%
274	INSPECTION SVC	FIRST HOUSING RE-INSPECTION	EACH-BASE	0.00	0.00	0.00	0.00	50.00		***NEW FEE***
275	INSPECTION SVC	FIRST HOUSING RE-INSPECTION (MULTIPLE UNITS)	PER UNIT OVER 1	0.00	0.00	0.00	0.00	10.00		***NEW FEE***
276	INSPECTION SVC	SECOND HOUSING RE-INSPECTION	EACH-BASE	0.00	0.00	0.00	0.00	60.00		***NEW FEE***
277	INSPECTION SVC	SECOND HOUSING RE-INSPECTION (MULTIPLE UNITS)	PER UNIT OVER 1	0.00	0.00	0.00	0.00	15.00		***NEW FEE***
278	INSPECTION SVC	THIRD HOUSING RE-INSPECTION	EACH-BASE	0.00	0.00	0.00	0.00	75.00		***NEW FEE***
279	INSPECTION SVC	THIRD HOUSING RE-INSPECTION (MULTIPLE UNITS)	PER UNIT OVER 1	0.00	0.00	0.00	0.00	20.00		***NEW FEE***
280	INSPECTION SVC	HOUSING-NO SHOW FEE	EACH	40.00	40.00	40.00	40.00	0.00		
281	INSPECTION SVC	HOUSING EXTERIOR INSPECTION - NEW	EACH	0.00	0.00	0.00	0.00	0.00		NO-SHOW FEE SAME AS INSPECTION FEE -100.00%
282	INSPECTION SVC	FIRST HOUSING RE-INSPECTION - EXTERIOR	EACH-BASE	0.00	0.00	0.00	0.00	15.00		***NEW FEE***
283	INSPECTION SVC	SECOND HOUSING RE-INSPECTION - EXTERIOR	EACH-BASE	0.00	0.00	0.00	0.00	30.00		***NEW FEE***
284	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE	EACH PROPERTY	25.00	25.00	25.00	25.00	0.00		-100.00%
285	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (1 - 4 UNITS)		0.00	0.00	0.00	0.00	10.00		***NEW FEE***
286	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (5 - 10 UNITS)		0.00	0.00	0.00	0.00	20.00		***NEW FEE***
287	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (11 - 20 UNITS)		0.00	0.00	0.00	0.00	30.00		***NEW FEE***
288	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (21 - 30 UNITS)		0.00	0.00	0.00	0.00	40.00		***NEW FEE***
289	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (31 + UNITS)		0.00	0.00	0.00	0.00	50.00		***NEW FEE***
290	INSPECTION SVC	LATE FEE FOR RENTAL UNITS NOT REGISTERED BY MARCH 15	EACH VIOLATION	0.00	0.00	0.00	0.00	100.00		***NEW FEE***
291	INSPECTION SVC	HOUSING-SEARCH WARRANT INSPECTION FEE	EACH	100.00	100.00	100.00	100.00	0.00		-100.00%
292	INSPECTION SVC	HOUSING-WARRANT INSPECTION FEE	EACH	150.00	150.00	150.00	150.00	150.00		
293	INSPECTION SVC	LIQUOR LICENSE INSPECTION FEE	EACH	75.00	75.00	75.00	75.00	75.00		
294	INSPECTION SVC	LIQUOR LICENSE RE-INSPECTION FEE	EACH	45.00	45.00	45.00	45.00	45.00		
295	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-COMMERCIAL HOODS)	EACH	15.00	15.00	15.00	15.00	15.00		
296	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-OVER 10,000 CFM)	EACH	60.00	60.00	60.00	60.00	60.00		
297	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-RES BATH & KITCHEN)	EACH	5.00	5.00	5.00	5.00	5.00		
298	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-UNDER 10,000 CFM)	EACH	20.00	20.00	20.00	20.00	20.00		
299	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-CHILLER)	EACH	30.00	30.00	30.00	30.00	30.00		
300	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-COMPRESSOR)	EACH	30.00	30.00	30.00	30.00	30.00		
301	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-COOLING TOWERS)	EACH	30.00	30.00	30.00	30.00	30.00		
302	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-EVAPORATOR COILS)	EACH	30.00	30.00	30.00	30.00	30.00		
303	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-REFRIGERATION SPLIT SYSTEM)	EACH	30.00	30.00	30.00	30.00	30.00		
304	INSPECTION SVC	MECHANICAL PERMIT (BASE PERMIT)	EACH	35.00	35.00	35.00	35.00	35.00		
305	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/DUCT)	PER FOOT	0.10	0.10	0.10	0.10	0.10		\$25.00 MINIMUM FEE
306	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/PIPING)	PER FOOT	0.05	0.05	0.10	0.10	0.10		\$25.00 MINIMUM FEE
307	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/RESTAURANT HOODS)	EACH	15.00	15.00	50.00	50.00	150.00		200.00%
308	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/SPRINKLER HEADS)	PER HEAD	0.75	0.75	0.75	0.75	0.75		\$20.00 MINIMUM FEE
309	INSPECTION SVC	MECHANICAL PERMIT (HEAT RECOVERY UNITS/THRU-WALL FAN COILS)	EACH	10.00	10.00	10.00	10.00	10.00		
310	INSPECTION SVC	MECHANICAL PERMIT (HEATING-BOILER CONTROLS, PUMPS)	EACH	10.00	10.00	10.00	10.00	10.00		
311	INSPECTION SVC	MECHANICAL PERMIT (HEATING-BOILERS)	EACH	30.00	30.00	30.00	30.00	30.00		
312	INSPECTION SVC	MECHANICAL PERMIT (HEATING-CHIMNEY, FACTORY BUILT)	EACH	25.00	25.00	25.00	25.00	25.00		
313	INSPECTION SVC	MECHANICAL PERMIT (HEATING-FLUE/VENT DAMPER)	EACH	8.00	8.00	8.00	8.00	8.00		
314	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS FIRE PLACES)	EACH	20.00	20.00	20.00	20.00	20.00		
315	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS PIPE TESTING NEW SERVICE)	EACH	20.00	20.00	20.00	20.00	20.00		
316	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS PIPING EACH OPENING)	EACH	5.00	5.00	5.00	5.00	5.00		
317	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS/OIL BURNING EQUIPMENT)	EACH	30.00	30.00	30.00	30.00	30.00		
318	INSPECTION SVC	MECHANICAL PERMIT (HEATING-HEAT PUMPS COMMERCIAL)	EACH	30.00	30.00	30.00	30.00	30.00		

CITY OF MUSKEGON									
Master Fee Resolution - Schedule of Fees									
(Effective 1/1/2003)									
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE
319	INSPECTION SVC	MECHANICAL PERMIT (HEATING-HEAT PUMPS, COMPLETE RESIDENT)	EACH	30.00	30.00	30.00	30.00	30.00	
320	INSPECTION SVC	MECHANICAL PERMIT (HEATING-HEAT PUMPS, COMPLETE RESIDENT)	EACH	30.00	30.00	30.00	30.00	30.00	
321	INSPECTION SVC	MECHANICAL PERMIT (HEATING-RESIDENTIAL A/C)	EACH	30.00	30.00	30.00	30.00	30.00	
322	INSPECTION SVC	MECHANICAL PERMIT (HEATING-RESIDENTIAL SYSTEM)	EACH	50.00	50.00	50.00	50.00	50.00	
323	INSPECTION SVC	MECHANICAL PERMIT (HEATING-SOLAR, SET OF 3 PANELS)	EACH	20.00	20.00	20.00	20.00	20.00	
324	INSPECTION SVC	MECHANICAL PERMIT (HEATING-SOLID FUEL EQUIPMENT COMPLETE)	EACH	30.00	30.00	30.00	30.00	30.00	
325	INSPECTION SVC	MECHANICAL PERMIT (HEATING-WATER HEATER)	EACH	10.00	10.00	10.00	10.00	10.00	
326	INSPECTION SVC	MECHANICAL PERMIT (HUMIDIFIERS)	EACH	10.00	10.00	10.00	10.00	10.00	
327	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-ADDITIONAL)	EACH	35.00	35.00	35.00	35.00	35.00	
328	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-FINAL)	EACH	35.00	35.00	35.00	35.00	35.00	
329	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-HOURLY RATE)	EACH	40.00	40.00	50.00	50.00	50.00	
330	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-SPECIAL/SAFETY)	EACH	45.00	45.00	50.00	50.00	50.00	
331	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-TURN ON GAS)	EACH	35.00	35.00	35.00	35.00	35.00	
332	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/HAZARDOUS 1-4 OUTLETS)	EACH	5.00	5.00	5.00	5.00	5.00	
333	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/HAZARDOUS 5+ MORE OUTLETS)	PER OUTLET	1.00	1.00	1.00	1.00	1.00	
334	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/NON-HAZARDOUS 1-4 OUTLETS)	EACH	2.00	2.00	2.00	2.00	2.00	
335	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/NON-HAZARDOUS 5+ OUTLETS)	PER OUTLET	0.50	0.50	0.50	0.50	0.50	
336	INSPECTION SVC	MECHANICAL PERMIT (ROOFTOP HVAC UNIT)	EACH	60.00	60.00	60.00	60.00	60.00	
337	INSPECTION SVC	MECHANICAL PERMIT (TANKS-ABOVEGROUND)	EACH	20.00	20.00	20.00	20.00	20.00	
338	INSPECTION SVC	MECHANICAL PERMIT (TANKS-UNDERGROUND)	EACH	25.00	25.00	25.00	25.00	25.00	
339	INSPECTION SVC	MECHANICAL PERMIT (UNIT HEATERS/TERMINAL UNITS)	EACH	15.00	15.00	15.00	15.00	15.00	
340	INSPECTION SVC	MECHANICAL PERMIT (UNIT VENTILATORS)	EACH	10.00	10.00	10.00	10.00	10.00	
341	INSPECTION SVC	MECHANICAL PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE
342	INSPECTION SVC	PLUMBING PERMIT (BASE PERMIT)	EACH	35.00	35.00	35.00	35.00	35.00	
343	INSPECTION SVC	PLUMBING PERMIT (CONNECTION BLDG. DRAIN; SEWERS AT STREET)	EACH	8.00	8.00	8.00	8.00	8.00	
344	INSPECTION SVC	PLUMBING PERMIT (FIXTURES, FLOOR DRAINS, LAB DEVICES)	EACH	8.00	8.00	8.00	8.00	8.00	
345	INSPECTION SVC	PLUMBING PERMIT (INSPECTION ADDITIONAL)	EACH	35.00	35.00	35.00	35.00	35.00	
346	INSPECTION SVC	PLUMBING PERMIT (INSPECTION FINAL)	EACH	35.00	35.00	35.00	35.00	35.00	
347	INSPECTION SVC	PLUMBING PERMIT (INSPECTION HOURLY FEE)	EACH	40.00	40.00	50.00	50.00	50.00	
348	INSPECTION SVC	PLUMBING PERMIT (INSPECTION SPECIAL/SAFETY)	EACH	45.00	45.00	50.00	50.00	50.00	
349	INSPECTION SVC	PLUMBING PERMIT (MANHOLES-CATCHBASINS)	EACH	10.00	10.00	10.00	10.00	10.00	
350	INSPECTION SVC	PLUMBING PERMIT (MEDICAL GAS INSTALLATION)	PER OUTLET	0.00	0.00	0.00	0.00	8.00	***NEW FEE***
351	INSPECTION SVC	PLUMBING PERMIT (REDUCED PRESSURE BACKFLOW PREVENTER)	EACH	8.00	8.00	10.00	10.00	10.00	
352	INSPECTION SVC	PLUMBING PERMIT (SEWAGE SUMPS & EJECTORS)	EACH	8.00	8.00	10.00	10.00	10.00	
353	INSPECTION SVC	PLUMBING PERMIT (SEWERS-SANITARY OR STORM OVER 6")	EACH	25.00	25.00	25.00	25.00	25.00	
354	INSPECTION SVC	PLUMBING PERMIT (SEWERS-SANITARY OR STORM UNDER 6")	EACH	8.00	8.00	8.00	8.00	8.00	
355	INSPECTION SVC	PLUMBING PERMIT (STACKS, VENTS, CONDUCTORS)	EACH	5.00	5.00	5.00	5.00	5.00	
356	INSPECTION SVC	PLUMBING PERMIT (SUB-SOIL DRAINS)	EACH	8.00	8.00	8.00	8.00	8.00	
357	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM-1-1/2")	EACH	30.00	30.00	30.00	30.00	30.00	
358	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM-1-1/4")	EACH	23.00	23.00	23.00	23.00	23.00	
359	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM-1")	EACH	15.00	15.00	15.00	15.00	15.00	
360	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM-2")	EACH	38.00	38.00	38.00	38.00	38.00	
361	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM-3/4")	EACH	8.00	8.00	8.00	8.00	8.00	
362	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM-OVER 2")	EACH	45.00	45.00	45.00	45.00	45.00	
363	INSPECTION SVC	PLUMBING PERMIT (WATER SERVICE 2" TO 6")	EACH	25.00	25.00	25.00	25.00	25.00	
364	INSPECTION SVC	PLUMBING PERMIT (WATER SERVICE LESS THAN 2")	EACH	8.00	8.00	8.00	8.00	8.00	
365	INSPECTION SVC	PLUMBING PERMIT (WATER SERVICE OVER 6")	EACH	50.00	50.00	50.00	50.00	50.00	
366	INSPECTION SVC	PLUMBING PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE
367	INSPECTION SVC	PROPERTY MAINTENANCE CODE APPEAL APPLICATION FEE	EACH	0.00	0.00	0.00	0.00	100.00	***NEW FEE***
368	INSPECTION SVC	ROOFING PERMIT (RE-ROOF OVER OLD ROOF/2LAYERS MAX)	\$100 PER SQUARE	0.00	0.00	0.00	0.00	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES	***NEW FEE***
369	INSPECTION SVC	ROOFING PERMIT (STRIP THEN RE-ROOF)	\$200 PER SQUARE	0.00	0.00	0.00	0.00	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES	***NEW FEE***
370	INSPECTION SVC	ROOFING PERMIT (STRIP, RE-SHEET, THEN RE-ROOF)	\$250 PER SQUARE	0.00	0.00	0.00	0.00	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES	***NEW FEE***
371	MARINA	20 FOOT SLIP	EACH	1,180.00	1,240.00	1,300.00	1,300.00	1,300.00	
372	MARINA	30 FOOT SLIP	EACH	1,440.00	1,510.00	1,585.00	1,604.00	1,604.00	
373	MARINA	40 FOOT SLIP	EACH	2,365.00	2,480.00	2,605.00	2,784.00	2,784.00	
374	MARINA	HARD ACCESS (SLIPS 37-46, 69) UNDER 27' ONLY	EACH	0.00	0.00	1,090.00	1,185.00	1,185.00	
375	MARINA	CLASS A MOORING	EACH	315.00	325.00	340.00	370.00	370.00	
376	MARINA	CLASS B MOORING	EACH	265.00	275.00	290.00	315.00	315.00	
377	MARINA	DAILY LAUNCH RAMP	EACH	5.00	5.00	5.00	5.00	5.00	
378	MARINA	PUMP OUT	EACH	4.00	4.00	4.00	5.00	5.00	
379	MARINA	SEASONAL LAUNCH RAMP STICKER	RESIDENT	35.00	35.00	35.00	35.00	40.00	14.29%
380	MARINA	SEASONAL LAUNCH RAMP STICKER	NON-RESIDENT	50.00	50.00	50.00	50.00	55.00	10.00%
381	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	EACH	15.00	15.00	15.00	15.00	25.00	66.67%
382	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	NON-RESIDENT	30.00	30.00	30.00	35.00	40.00	14.29%

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2003)										
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE	
383	MARINA	SMALL BOAT BASIN								
384	MARINA	DRY STORAGE (RESIDENTS)	655.00	675.00	710.00	775.00	775.00			
385	MARINA	DRY STORAGE (NON-RESIDENTS)	0.00	100.00	100.00	110.00	110.00			
385	MARINA	TRAILER STORAGE	0.00	155.00	155.00	165.00	165.00			
387	PARKING	CLAY STREET PARKING ANNUAL FEE	0.00	50.00	50.00	50.00	50.00			
388	PARKING	CLAY STREET PARKING ANNUAL FEE (50+ SPACES)	230.00	230.00	240.00	240.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003		
389	PARKING	CLAY STREET PARKING MONTHLY FEE	205.00	205.00	221.00	221.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003		
390	PARKING	CLAY STREET PARKING SEMI-ANNUAL FEE	26.00	26.00	28.00	28.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003		
391	PARKS	HACKLEY PARK PARTIES IN THE PARK	130.00	130.00	140.00	140.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003		
392	PARKS	MC GRAFT PARK BLDG. (CHURCH & NON-PROFIT GROUPS)	500.00	500.00	500.00	500.00	500.00	PLUS 5% OF EVENT PROFIT OVER \$5,000		
393	PARKS	MC GRAFT PARK BLDG. (CHURCH & NON-PROFIT GROUPS)	60.00	70.00	70.00	70.00	70.00			
394	PARKS	MC GRAFT PARK BLDG. (INSTRUCTIONAL PROGRAMS)	15.00	15.00	15.00	15.00	15.00			
395	PARKS	MC GRAFT PARK BLDG. (WEEKDAYS NOT REGULAR GROUPS)	15.00	15.00	15.00	15.00	15.00			
396	PARKS	MC GRAFT PARK BLDG. (WEEKDAYS NOT REGULAR GROUPS)	15.00	15.00	20.00	20.00	20.00			
397	PARKS	MC GRAFT PARK BLDG. (WEEKENDS NOT REGULAR GROUPS)	70.00	80.00	80.00	80.00	80.00			
398	PARKS	MC GRAFT PARK BLDG. (WEEKENDS NOT REGULAR GROUPS)	15.00	15.00	25.00	25.00	25.00			
399	PARKS	MC GRAFT PARK BLDG. (WEEKENDS NOT REGULAR GROUPS)	80.00	100.00	100.00	100.00	100.00			
400	PARKS	MC GRAFT PARK MUSIC BOWL	30.00	40.00	40.00	40.00	40.00			
401	PARKS	PARKS (LIGHT COSTS BALL DIAMONDS)	30.00	40.00	40.00	40.00	40.00			
401	PARKS	PARKS (MOVE BENCHES)		ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS			
402	PARKS	PARKS (MOVE BLEACHERS)		ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$25 PLUS ACTUAL COSTS		
403	PARKS	PARKS (MOVE PICNIC TABLES)		ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$10 PLUS ACTUAL COSTS		
404	PARKS	PARKS (MOVE STAGE)		ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$100 PLUS ACTUAL COSTS		
405	PARKS	PARKS (SNOW FENCE)		ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$15 PLUS ACTUAL COSTS		
406	PARKS	PARKS (SNOW FENCE RENTAL - NON-RESIDENTS)	5.00	5.00	5.00	5.00	10.00			
407	PARKS	PARKS (USE OF GARBAGE CANS)		ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$5 PLUS ACTUAL COSTS		
408	PARKS	PARKS (PLASTIC BAGS FOR GARBAGE CANS)					0.10			
409	PARKS	WEDDING COORDINATION					10.00			
410	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - COLOR	119.00	119.00	119.00	119.00	119.00			
411	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - B & W	25.00	25.00	25.00	25.00	25.00			
412	PLANNING	DOWNTOWN PLAN COPY	20.00	20.00	30.00	30.00	30.00			
413	PLANNING	SPECIAL MEETING FEE (HDC, PLANNING, ZBA)	200.00	200.00	400.00	400.00	400.00			
414	PLANNING	OBSOLETE PROPERTY REHAB FILING & MONITORING FEE	0.00	0.00	1,000.00	1,000.00	1,000.00	OR 2% OF ABATED TAXES (WHICHEVER IS LESS)		
415	PLANNING	IFT/CFT APPLICATION FEE	1,722.00	1,722.00	1,722.00	1,722.00	1,722.00	OR 2% OF ABATED TAXES (WHICHEVER IS LESS)		
416	PLANNING	IFT/CFT APPLICATION FEE (BASE ADMINISTRATION FEE)	250.00	250.00	250.00	250.00	250.00			
417	PLANNING	BROWNFIELD DEVELOPMENT APPLICATION FEE	0.00	0.00	2,500.00	2,500.00	2,500.00	IF TAX CAPTURE FEE BASED ON ACTUAL COSTS		
418	POLICE	ACCIDENT REPORTS (EACH ADDITIONAL PAGE)	1.00	1.00	1.00	1.00	1.00			
419	POLICE	ACCIDENT REPORTS (FIRST PAGE)	5.50	5.50	5.50	5.50	5.50			
420	POLICE	BIKE REGISTRATION (CHANGE OWNERSHIP)	2.00	2.00	2.00	2.00	2.00			
421	POLICE	BIKE REGISTRATION (DUPLICATE)	1.00	1.00	1.00	1.00	1.00			
422	POLICE	BIKE REGISTRATION (ENGRAVING)	3.00	3.00	3.00	3.00	3.00			
423	POLICE	BIKE REGISTRATION (NEW)	2.00	2.00	2.00	2.00	2.00			
424	POLICE	CITATION COPY	3.00	3.00	3.00	3.00	3.00			
425	POLICE	CONCEALED WEAPON PERMIT (INCL. FINGERPRINT)	30.00	30.00	30.00	30.00	30.00			
426	POLICE	FALSE ALARM FEE (4TH IN YEAR)	22.00	25.00	25.00	25.00	25.00			
427	POLICE	FALSE ALARM FEE (5TH IN YEAR)	44.00	50.00	50.00	50.00	50.00			
428	POLICE	FALSE ALARM FEE (6TH OR MORE IN YEAR)	55.00	60.00	60.00	60.00	60.00			
429	POLICE	FINGERPRINTING (NON-CRIMINAL/NON-WEAPON)	10.00	10.00	10.00	10.00	10.00			
430	POLICE	OFFENSE REPORTS (EACH ADDITIONAL PAGE)	1.00	1.00	1.00	1.00	1.00			
431	POLICE	OFFENSE REPORTS (FIRST PAGE)	5.50	5.50	5.50	5.50	5.50			
432	POLICE	OUIL COST RECOVERY FEE	0.00	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS			
433	POLICE	PHOTOGRAPH REPRODUCTION (ENLARGED)	15.00	15.00	15.00	15.00	15.00			
434	POLICE	PHOTOGRAPH REPRODUCTION (STD SIZE)	10.00	10.00	10.00	10.00	10.00			
435	POLICE	SALVAGE INSPECTION	27.00	27.00	27.00	27.00	27.00			
436	POLICE	VEHICLE IMMOBILIZATION DEVICE FEE	0.00	65.00	65.00	25.00	25.00			
437	POLICE	VEHICLE IMMOBILIZATION DEVICE FEE	0.00	0.00	0.00	50.00	50.00			
438	POLICE	VEHICLE INSPECTION	27.00	27.00	27.00	27.00	27.00			
439	POLICE	VEHICLE IMPOUND FEE (PRIVATE)	0.00	50.00	50.00	50.00	50.00			
440	POLICE	VEHICLE IMPOUND FEE (COURT-ORDERED)	0.00	50.00	50.00	50.00	50.00			

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2003)										
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE	
441	POLICE	WEAPON PURCHASE PERMIT	5.00	5.00	5.00	5.00	5.00	FEE MANDATED BY STATE		
442	RECREATION	BASEBALL (ADULT)	450.00	500.00	950.00	950.00	950.00			
443	RECREATION	BASEBALL (YOUTH)	0.00	600.00	600.00	600.00	600.00			
444	RECREATION	BASKETBALL (MEN'S CITY LEAGUE MAJOR)	275.00	290.00	565.00	565.00	565.00			
445	RECREATION	BASKETBALL (GRADE SCHOOL PLAYER FEE)	10.00	15.00	20.00	20.00	25.00		25.00%	
446	RECREATION	CITY TOURNAMENT (GATE ENTRY FEE)	1.00	1.00	2.00	2.00	2.00			
447	RECREATION	CITY TOURNAMENT (GATE ENTRY FEE)	0.50	0.50	1.00	1.00	1.00			
448	RECREATION	FALL LEAGUE SOFTBALL MINOR	125.00	140.00	230.00	230.00	245.00		6.52%	
449	RECREATION	FALL OPEN GYM (YOUTH)	1.00	1.00	1.00	1.00	1.00			
450	RECREATION	FALL OPEN GYM (ADULT)	1.00	1.00	2.00	2.00	2.00			
451	RECREATION	HIGH SCHOOL CITY TOURNAMENT (BASEBALL)	110.00	120.00	120.00	120.00	120.00			
452	RECREATION	HIGH SCHOOL CITY TOURNAMENT (SOFTBALL)	130.00	150.00	150.00	150.00	150.00			
453	RECREATION	JUNIOR SUMMER TENNIS LEAGUE	60.00	75.00	75.00	75.00	75.00			
454	RECREATION	OUTDOOR SOCCER (ADULT)	150.00	210.00	650.00	650.00	665.00		2.31%	
455	RECREATION	PICNIC SHELTER RENTAL	40.00	45.00	50.00	50.00	50.00			
456	RECREATION	PICNIC SHELTER RENTAL (200 PERSON SHELTER)	40.00	45.00	65.00	65.00	65.00			
457	RECREATION	SOFTBALL CITY TOURNAMENT	100.00	100.00	100.00	100.00	100.00			
458	RECREATION	SOFTBALL FIELD RESERVATIONS	5.00	10.00	10.00	10.00	10.00			
459	RECREATION	SOFTBALL FIELD TOURNAMENT FEES	40.00	50.00	50.00	50.00	50.00			
460	RECREATION	SOFTBALL MASA DISTRICT TOURNAMENT	100.00	100.00	100.00	100.00	100.00			
461	RECREATION	SOFTBALL (MAJOR MEN'S SLOWPITCH)	400.00	450.00	715.00	715.00	730.00		2.10%	
462	RECREATION	SOFTBALL (SUMMER SLOWPITCH-1 UMPIRE)	210.00	235.00	495.00	495.00	510.00		3.03%	
463	RECREATION	SOFTBALL (FALL SLOWPITCH-1 UMPIRE)	0.00	0.00	0.00	0.00	245.00		***NEW FEE**	
464	RECREATION	SWIM (LEARN TO SWIM)	15.00	20.00	25.00	25.00	25.00			
465	RECREATION	SWIM (LEARN TO SWIM)	10.00	10.00	10.00	10.00	10.00			
466	RECREATION	SWIM (OPEN SWIM YOUTH)	1.00	1.00	1.00	1.00	1.00			
467	RECREATION	SWIM (OPEN SWIM ADULT)	1.00	1.00	2.00	2.00	2.00			
468	RECREATION	WOMEN'S BASKETBALL	200.00	200.00	395.00	395.00	395.00			
469	TREASURER	DUPLICATE TAX BILL COPY (COMPUTER PRINTOUT)	0.50	0.50	0.50	0.50	1.00		100.00%	
470	TREASURER	DUPLICATE TAX BILL COPY (TYPED BILL)	3.00	3.00	3.00	3.00	3.00			
471	TREASURER	NSF CHECK/NSF ACH HANDLING CHARGE	25.00	25.00	25.00	25.00	25.00			
472	TREASURER	TAX RECEIPT INQUIRY (LESS THAN 3 YEARS OLD)	5.00	5.00	5.00	5.00	5.00			
473	TREASURER	TAX RECEIPT INQUIRY (MORE THAN 3 YEARS OLD)	12.00	12.00	12.00	12.00	12.00			
474	TREASURER	PETTY CASH NUISANCE FEE (FAILURE TO RETURN RECEIPTS IN TIMELY FASHION)	0.00	0.00	5.00	5.00	5.00			
475	TREASURER	PROPERTY TAX ROLL ON CD-ROM	0.00	0.00	100.00	100.00	100.00			
476	TREASURER	PROPERTY TAX LIEN INQUIRY/LOOKUP	0.00	0.00	15.00	15.00	15.00			
477	WATER-SEWER	DELINQUENT PAYMENT PENALTY	10.00%	10.00%	10.00%	10.00%	10.00%			
478	WATER-SEWER	DELINQUENT PAYMENT PENALTY (TAX LIEN FEE)	PAST DUE BALANCE	PAST DUE BALANCE	PAST DUE BALANCE	PAST DUE BALANCE	PAST DUE BALANCE			
479	WATER-SEWER	HYDRANT SERVICE (MAXIMUM 30 DAY) CONNECTION CHARGE	35.00	35.00	35.00	35.00	35.00			
480	WATER-SEWER	INSTALLATION OF STUB LINE TO PROPERTY LINE (SEWER)	600.00	600.00	600.00	600.00	600.00			
481	WATER-SEWER	INSTALLATION OF STUB LINE TO PROPERTY LINE (WATER)	600.00	600.00	600.00	600.00	600.00			
482	WATER-SEWER	METER REPLACEMENT AT OWNER'S REQUEST	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS			
483	WATER-SEWER	METER RESET AT OWNER'S REQUEST	25.00	25.00	25.00	25.00	25.00			
484	WATER-SEWER	METER TEST	35.00	35.00	35.00	35.00	35.00			
485	WATER-SEWER	MISSED METER APPOINTMENT	0.00	25.00	25.00	25.00	25.00			
486	WATER-SEWER	TEMPORARY (MINIMUM 30 DAY) SERVICE	25.00	25.00	25.00	25.00	25.00			
487	WATER-SEWER	TURN ON CHARGE (AFTER HOURS)	35.00	35.00	35.00	35.00	35.00			
488	WATER-SEWER	TURN ON CHARGE (REGULAR HOURS)	25.00	25.00	25.00	25.00	25.00			
489	WATER-SEWER	TURN ON CHARGE (SEASONAL USE)	12.50	12.50	12.50	12.50	12.50			
490	WATER-SEWER	UNAUTHORIZED WATER USE OR TAMPERING (MINIMUM CHARGE)	200.00	200.00	200.00	200.00	200.00			
491	WATER-SEWER	UNAUTHORIZED WATER USE (ADDITIONAL CHARGE FOR CONT'D USE)	PER DAY	20.00	20.00	20.00	20.00			
492	WATER-SEWER	WATER TEST SAMPLE	PER TEST	0.00	0.00	0.00	35.00			
493	ZONING	FENCE PERMIT FEE	EACH	10.00	10.00	25.00	25.00			
494	ZONING	LOT SPLIT REVIEW	EACH	0.00	0.00	25.00	25.00			
495	ZONING	ZONING, GIS MAPS (UP TO 17" x 24")	EACH	0.00	0.00	20.00	10.00			
496	ZONING	ZONING, GIS MAPS (UP TO 34" x 44")	EACH	0.00	0.00	20.00	20.00			
497	ZONING	PLANNED UNIT DEVELOPMENT (PUD)	EACH	500.00	500.00	500.00	500.00			
498	ZONING	SIDEWALK BENCH ENCROACHMENT	PER BENCH PER MONTH	5.00	5.00	5.00	5.00			
499	ZONING	SITE PLAN REVIEW FEE - MINOR	EACH	0.00	40.00	40.00	40.00			
500	ZONING	SITE PLAN REVIEW FEE - MAJOR	EACH	0.00	100.00	100.00	100.00			

CITY OF MUSKEGON									
Master Fee Resolution - Schedule of Fees									
(Effective 1/1/2003)									
DEPT	DESCRIPTION	UNIT	1999 FEE	2000 FEE	2001 FEE	2002 FEE	2003 FEE	DEPARTMENT COMMENTS	% CHANGE
501	ZONING	SPECIAL USE PERMIT	EACH	200.00	200.00	200.00	200.00	200.00	
502	ZONING	STREET VACATION	EACH	200.00	200.00	200.00	200.00	200.00	
503	ZONING	ZONING COMPLIANCE LETTER	EACH	0.00	25.00	25.00	25.00	25.00	
504	ZONING	ZONE CHANGE	EACH	200.00	200.00	200.00	200.00	200.00	
505	ZONING	ZONING BOARD OF APPEALS APPLICATION	EACH	200.00	200.00	200.00	200.00	200.00	
506	ZONING	ZONING ORDINANCE COPY	EACH	25.00	25.00	25.00	25.00	25.00	
507	ZONING	ZONING ORDINANCE COPY W/ MAP	EACH	0.00	0.00	40.00	40.00	40.00	
508	ZONING	ZONING VARIANCE	EACH	200.00	200.00	200.00	200.00	200.00	

AGENDA ITEM NO. _____

CITY COMMISSION MEETING 12/10/02

TO: Honorable Mayor and City Commissioners
FROM: Bryon L. Mazade, City Manager
DATE: December 3, 2002
RE: 2003 Salary Schedule and Fringe Benefits for Non-Represented Employees and the 2003 Salary Schedule for Part-Time and Limited-Term Employees

SUMMARY OF REQUEST:

- 1) To establish the 2003 salary ranges for part-time and limited-term employees;
- 2) To approve and adopt the proposed salary ranges and salary schedules for the non-represented administrative, technical, professional, and supervisory employees for 2003 (3.0% increase).
- 3) Annuity withdrawal option @ time of retirement.
- 4) Additional sick leave payout options (IRA's & 529 Accounts)
- 5) Increase Sunday and Holiday overtime pay for DPW/LS Supervisors from 1½ times to 2 times their rate of pay.

FINANCIAL IMPACT:

- 1) Minimal. The changes are as follows: add the positions of Assistant Park Ranger Captain and Assistant Playground Supervisor to Step 4, move Facility Supervisor I from Step 2 to Step 4, and move School Crossing Guards from Step 4 to Step 5.
- 2) The salary increases will cost approximately \$84,746 plus approximately \$21,200 in added fringe benefit costs.
- 3) No cost.
- 4) No additional cost.
- 5) Minimal additional cost.

BUDGET ACTION REQUIRED:

To authorize the necessary 2003 budgetary amendments and transfer of money from the affected City funds (Contingency Account for General Fund) to the appropriate salary and fringe benefit accounts to accommodate the salary increases and fringe benefit adjustments.

STAFF RECOMMENDATION:

- 1) To approve the proposed 2003 salary ranges for part-time and limited-term employees;
- 2) To approve and adopt the proposed 2003 salary ranges, salary schedules, and fringe benefits for non-represented employees.

COMMITTEE RECOMMENDATION:

None

CITY OF MUSKEGON
2003 WAGE MATRIX FOR NON-UNION PART-TIME AND LIMITED-TERM EMPLOYEES

<u>JOB TITLE</u>	<u>GRADE 1</u>	<u>GRADE 2</u>	<u>GRADE 3</u>	<u>GRADE 4</u>	<u>GRADE 5</u>	<u>GRADE 6</u>	<u>GRADE 7</u>
STEP 1							
McGRAFT PARK CARETAKER	5.50	5.75	6.00	6.25	6.50	6.75	7.00
PARKING RAMP ATTENDANT	5.50	5.75	6.00	6.25	6.50	6.75	7.00
RECREATION AIDE	5.50	5.75	6.00	6.25	6.50	6.75	7.00
STEP 2							
BUILDING FACILITY CARETAKER	7.00	7.25	7.50	7.75	8.00	8.25	8.50
GYMNASIUM SUPERVISOR	7.00	7.25	7.50	7.75	8.00	8.25	8.50
SENIOR TRANSIT DRIVER	7.00	7.25	7.50	7.75	8.00	8.25	8.50
STEP 3							
JULIA E. HACKLEY INTERNS	7.00	7.50	8.00	8.50	9.00	9.50	10.00
STEP 4							
ASSISTANT PARK RANGER CAPTAIN	8.25	8.50	8.75	9.00	9.25	9.50	10.00
ASSISTANT PLAYGROUND SUPERVISOR	8.25	8.50	8.75	9.00	9.25	9.50	10.00
FACILITY SUPERVISOR I	8.25	8.50	8.75	9.00	9.25	9.50	10.00
LIFEGUARD	8.25	8.50	8.75	9.00	9.25	9.50	10.00
MARINA AIDE	8.25	8.50	8.75	9.00	9.25	9.50	10.00
PARK RANGER	8.25	8.50	8.75	9.00	9.25	9.50	10.00
PLAYGROUND LEADER	8.25	8.50	8.75	9.00	9.25	9.50	10.00
PROGRAM LEADER	8.25	8.50	8.75	9.00	9.25	9.50	10.00
STEP 5							
LIFEGUARD CAPTAIN	9.00	9.40	9.80	10.20	10.80	11.30	12.00
SCHOOL CROSSING GUARDS	9.00	9.40	9.80	10.20	10.80	11.30	12.00
STEP 6							
AQUATICS DIRECTOR	9.80	10.55	11.30	12.05	12.80	13.55	14.30
FACILITY SUPERVISOR II	9.80	10.55	11.30	12.05	12.80	13.55	14.30
FARMER'S MARKET MASTER	9.80	10.55	11.30	12.05	12.80	13.55	14.30
HARBOR MASTER	9.80	10.55	11.30	12.05	12.80	13.55	14.30
PARK INTERN	9.80	10.55	11.30	12.05	12.80	13.55	14.30
PARK RANGER CAPTAIN	9.80	10.55	11.30	12.05	12.80	13.55	14.30
PLAYGROUND SUPERVISOR	9.80	10.55	11.30	12.05	12.80	13.55	14.30
SOFTBALL SUPERVISOR	9.80	10.55	11.30	12.05	12.80	13.55	14.30
STEP 7							
BOARD OF CANVASSERS	\$65.00 per day						
BOARD OF REVIEW	\$75.00 per day						
ELECTION WORKERS	\$85 - \$95 per day						
ELECTION WORKER CHAIRPERSONS	\$90 - \$120 per day						

2003
NON-REPRESENTED EMPLOYEES SALARY SCHEDULE

SALARY SCHEDULE
 11 STEPS

CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11
RANGE I	61,676	63,732	65,788	67,844	69,900	71,956	74,012	76,068	78,124	80,180	82,236
RANGE II	56,958	58,857	60,755	62,654	64,552	66,451	68,350	70,248	72,147	74,045	75,944
RANGE III	52,176	53,901	55,626	57,352	59,077	60,802	62,527	64,252	65,978	67,703	69,428
RANGE IV	44,945	46,443	47,941	49,439	50,937	52,436	53,934	55,432	56,930	58,428	59,926
RANGE V	43,018	44,452	45,886	47,321	48,755	50,189	51,623	53,057	54,492	55,926	57,360
RANGE VI	40,317	41,661	43,005	44,349	45,693	47,038	48,382	49,726	51,070	52,414	53,758
RANGE VII	37,315	38,559	39,803	41,047	42,291	43,536	44,780	46,024	47,268	48,512	49,756
RANGE VIII	33,037	34,139	35,240	36,342	37,443	38,545	39,646	40,748	41,849	42,951	44,052
RANGE IX	29,112	30,082	31,053	32,023	32,994	33,964	34,934	35,905	36,875	37,846	38,816
RANGE X	26,998	27,898	28,798	29,699	30,599	31,499	32,399	33,299	34,200	35,100	36,000
RANGE XI	24,584	25,404	26,223	27,043	27,862	28,682	29,502	30,321	31,141	31,960	32,780

JMS-O: EXCEL (2003-3%)

ADMINISTRATIVE/TECHNICAL/PROFESSIONAL/SUPERVISORY
SALARY RANGES
EFFECTIVE 1/1/2003

	<u>MINIMUM SALARY</u>	<u>MAXIMUM SALARY</u>
<u>RANGE I</u>	\$61,676	\$82,236
Assistant City Manager Finance Director Police Chief Public Works Director		
<u>RANGE II</u>	\$56,958	\$75,944
Community/Economic Development Director Fire Chief Leisure Services Director		
<u>RANGE III</u>	\$52,176	\$69,428
Assistant Chief of Police (Vacant) City Clerk City Engineer City Treasurer Civil Service/Personnel Director Deputy Director of Public Works Information Systems Director		
<u>RANGE IV</u>	\$44,945	\$59,926
Assistant Finance Director Deputy Director of Community/Economic Development Director of Inspections Income Tax Director		
<u>RANGE V</u>	\$43,018	\$57,360
Affirmative Action Director Assistant City Engineer (Vacant) Community & Neighborhood Services Director Water Filtration Plant Supervisor		
<u>RANGE VI</u>	\$40,317	\$53,758
Building Official (Vacant) Project Engineer (Vacant)		

	<u>MINIMUM SALARY</u>	<u>MAXIMUM SALARY</u>
<u>RANGE VII</u>	\$37,315	\$49,756
Business Development Specialist (Vacant)		
Cemetery/Forestry Supervisor		
Database Administrator		
Equipment Supervisor		
Highway Supervisor		
Parks Supervisor		
Public Utilities Supervisor		
Recreation/Marina Supervisor		
Safety/Services Supervisor		
Special Operations Supervisor		
Zoning Administrator		
<u>RANGE VIII</u>	\$33,037	\$44,052
Assistant Planner		
Communications & Public Affairs Administrator (Vacant)		
Income Tax Auditor		
Pension & Benefits Coordinator (Part-Time) (Vacant)		
Personnel Analyst		
Police Community Coordinator		
Resource Recovery Coordinator		
Revenue Collections Administrator		
Risk Manager		
<u>RANGE IX</u>	\$29,112	\$38,816
Building Maintenance Supervisor		
Secretary to the City Manager		
<u>RANGE X</u>	\$26,998	\$36,000
Administrative Aide - Police		
Administrative Secretary		
Administrative Services Supervisor - DPW		
Deputy City Clerk		
Finance Clerk		
Personnel Clerk (Part-Time) (Vacant)		
Youth Recreation Coordinator		
<u>RANGE XI</u>	\$24,584	\$32,780
City Hall Building Maintenance Worker		

PROPOSED 2003 NON-REPRESENTED EMPLOYEE BENEFIT CHANGES

Lump-Sum Annuity Withdrawal Option

This will provide non-union members of the General Employees' Retirement System with another optional form of retirement benefit payment. With this option, employees can elect to receive a lump-sum return of their contributions at time of retirement together with an actuarially reduced monthly pension benefit. The intent is that there is no cost to the system. This benefit option has been available to Police and Fire members for several years and is very popular.

Department Head (New Hires Only) Vacation Authorization

Currently employees who accumulate significant levels of unused sick leave are able to "cash-in" a portion of that time each year. This serves as an incentive for employees to not abuse their sick leave benefit and at the same time helps control the City's accumulated leave liabilities. Under the present program, employees have two redemption options: 1) receive cash for 50% of the value of their redeemed sick time or, 2) have 100% of the value of the redeemed time placed into the City's deferred compensation retirement program. This proposal would expand employees' redemption options to include a Section 529 College Savings program (as administered by the Michigan Education Savings Program) or Roth IRA (as administered by the ICMA Retirement Corporation). Payout for both new options would be 100%.