

CITY OF MUSKEGON

CITY COMMISSION MEETING

DECEMBER 9, 2003

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ❑ **CALL TO ORDER:**
- ❑ **PRAYER:**
- ❑ **PLEDGE OF ALLEGIANCE:**
- ❑ **ROLL CALL:**
- ❑ **HONORS AND AWARDS:**
- ❑ **PRESENTATIONS:** From County Commissioners.
- ❑ **CONSENT AGENDA:**
 - a. Approval of Minutes. CITY CLERK
 - b. Liquor License Request – Ghezzi Investments, L.L.C., 2017 Lakeshore. CITY CLERK
 - c. Accept Resignations from Various Boards and Committees. CITY CLERK
 - d. Extending Contract – Snowplowing Services at Muskegon Mall and Surrounding Areas, 2003/2004-Winter Season. PUBLIC WORKS
 - e. Lot Swap with Muskegon Public Schools. PLANNING & ECONOMIC DEVELOPMENT
 - f. Sale of Non-Buildable Lot at 1529 Lawrence Avenue. PLANNING & ECONOMIC DEVELOPMENT
 - g. Changes to “Policy for Sale of City-Owned Residential Property”. PLANNING & ECONOMIC DEVELOPMENT
 - h. L. C. Walker Arena Energy Savings Project. CITY MANAGER
 - i. Consideration of Bids – Herrick @ Sumner Watermain (W-643). ENGINEERING
- ❑ **PUBLIC HEARINGS:**
- ❑ **CITY MANAGER'S REPORT:**
- ❑ **UNFINISHED BUSINESS:**
 - a. SECOND READING – Zoning Ordinance Amendment for Article II (Definitions). PLANNING & ECONOMIC DEVELOPMENT

- b. SECOND READING – Rezoning Request for the South Half of Block 317 (including the former Boilerworks property). PLANNING & ECONOMIC DEVELOPMENT

❑ **NEW BUSINESS:**

- a. 2004 User Fee Update. FINANCE
- b. 2004 Non-Represented Employees Salary and Benefit Changes. CITY MANAGER

❑ **ANY OTHER BUSINESS:**

❑ **PUBLIC PARTICIPATION:**

- *Reminder: Individuals who would like to address the City Commission shall do the following:*
- 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.)

❑ **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 GAIL A. KUNDINGER, CITY CLERK, 933 TERRACE STREET, MUSKEGON, MI 49440 OR BY CALLING (231) 724-6705 OR TDD: (231) 724-4172.

City of Muskegon

State of Michigan

CERTIFICATE OF APPRECIATION

- WHEREAS,** Robert A. Schweifler has served this community as Commissioner since the year 2000 and as Vice-Mayor in 2003; and
- WHEREAS,** his dedication to the best interests of the community has earned the affection of a host of area residents, and won the high regard of all his fellow commissioners; and
- WHEREAS,** during these years of dedicated service, he has worked constantly for the betterment of the City's economic, cultural and aesthetic development; and
- WHEREAS,** his performance of the duties and responsibilities as a member of the City Commission has been characterized by excellent and constructive contributions to municipal government in our City; and has been a powerful influence for good in the growth and progress of the community; and
- WHEREAS,** he has given generously of his time and effort on many boards and organizations, such as Community Relations, Legislative Policy, Cemetery Committee, Enterprise Community Citizen's Council, Loan Fund Advisory Committee, and Zoning Board of Appeals; and
- WHEREAS,** he has earned the admiration and high regard of those with whom he has come into contact, and the affection of his fellow public servants, who are proud to call him "friend."

Be it now therefore resolved: that I Steve Warmington, the Mayor of Muskegon, speaking on behalf of the City Commissioners and all our citizens do hereby express our sincere appreciation and thanks to Robert A. Schweifler for his distinguished service to the community, and highly commend him for the manner in which he has carried out his duties and responsibilities. Also, we would like to extend to him our best wishes for continued success in all his future endeavors.

In Witness Whereof, I have hereunto set my hand and cause the seal of the City of Muskegon to be affixed this December 9, 2003.

Steve Warmington, Mayor

Chris Carter, Commissioner

Stephen J. Gawron, Commissioner

Bill Larson, Commissioner

Clara Shepherd, Commissioner

Lawrence Spataro, Commissioner

Date: December 9, 2003
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 25, 2003, and the Community Relations Committee Meeting that was held on Monday, December 1, 2003.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

CITY OF MUSKEGON

CITY COMMISSION MEETING

DECEMBER 9, 2003

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 9, 2003.

Mayor Warmington opened the meeting with a prayer from Reverend Poole of the Bethesda Baptist Church after which the Commission and Public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Warmington; Vice Mayor Robert Schweifler, Commissioners William Larson, Lawrence Spataro, Christopher Carter, and Stephen Gawron; City Manager Bryon Mazade, City Attorney John Schrier and City Clerk Gail Kundering. Excused was Commissioner Clara Shepherd.

2003-98 HONORS AND AWARDS:

Mayor Steven Warmington presented Vice Mayor Robert Schweifler a Certificate of Appreciation for his past four-year term as Commissioner and Vice Mayor with the City of Muskegon.

2003-99 PRESENTATIONS: County Commissioner Nancy Waters and Vice Chair Bill Gill presented the City with a We Believe In Downtown Muskegon poster.

2003-100 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 25, 2003, and the Community Relations Committee Meeting that was held on Monday, December 1, 2003

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

b. Liquor License Request – Ghezzi Investments, L.L.C., 2017 Lakeshore. CITY CLERK

SUMMARY OF REQUEST: The Liquor Control Commission seeks local recommendation on a request from Ghezzi Investments, L.L.C. to transfer ownership of the 2001 SDD license, in escrow, from Lakeside Pharmacy, Inc., and transfer location from 1965 Lakeshore to 2017 Lakeshore, to be held in conjunction with proposed new SDM license.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: All departments are recommending approval pending final inspection.

c. Accept Resignations from Various Boards and Committees. CITY CLERK

SUMMARY OF REQUEST: To accept the resignation of David Newsome from the Zoning Board of Appeals; Roberta King for the Public Relations Committee; and Julie Waltz from the Land Reutilization Committee; and remove Dean Witte from the Local Development Finance Authority due to attendance concerns.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To accept resignations.

COMMITTEE RECOMMENDATION: The Community Relations Committee recommended acceptance of the resignations.

d. Extending Contract – Snowplowing Services at Muskegon Mall and Surrounding Areas, 2003/2004-Winter Season. PUBLIC WORKS

SUMMARY OF REQUEST: Extend contract with TRI-US Services, Inc., Kent City, MI to provide snowplowing, de-icing and snow removal at Muskegon Mall and surrounding areas through the 2003/2004-winter season.

FINANCIAL IMPACT: Need for service is weather-dependent. Cost of service for 2002/2003-winter season was \$13,784.

BUDGET ACTION REQUIRED: None; expenses will again be charged to the General fund, account #101-70585.

STAFF RECOMMENDATION: Approval

f. Sale of Non-Buildable Lot at 1529 Lawrence Avenue. PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: To approve the sale of a vacant non-buildable lot (Parcel #24-610-000-0046-00) at 1529 Lawrence Avenue to Johnny & Mochelle Martin, 1515 Lawrence Avenue, Muskegon. Since this is a marginal lot in size and not in keeping with most other lots in the neighborhood, the Land Reutilization Committee (LRC) recommends treating it as an unbuildable lot. Approval of this sale will allow the adjacent property owner to expand their current yard. The other adjacent property owner isn't interested in any portion of this lot.

FINANCIAL IMPACT: The sale of this lot will allow the property to be placed back on the City's tax roll thus relieving the City of continued maintenance costs.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the resolution and to authorize both the Mayor and Clerk to sign the resolution.

COMMITTEE RECOMMENDATION: LRC recommended approval of the request at their

November 18, 2003 meeting.

g. Changes to "Policy for Sale of City-Owned Residential Property". PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: In order to sell more City-owned lots, thus relieving the burden of maintaining the large number of tax-reverted property that the City has in it's inventory, the changes shown on page 1 of the policy in bold and strike out are proposed. In addition, since the conclusion of Urban Renewal several years ago, it is no longer necessary to require an appraisal and bidding process for buildable lots. Therefore, we plan to drop those two requirements and develop a list of buildable lots with prices based on 75% of the assessed value as shown on the Assessor's Office records.

FINANCIAL IMPACT: We hope these changes will expedite the process of selling City lots in order to relieve the City of as much expense as possible to maintain the inventory. The selling process itself will save \$400 on each buildable lot sold by eliminating appraisals and newspaper ads for bids.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends approval of the policy changes.

COMMITTEE RECOMMENDATION: The LRC recommended approval of the changes to the policy at their November 18, 2003 meeting.

h. L. C. Walker Arena Energy Savings Project. CITY MANAGER

SUMMARY OF REQUEST: To approve an agreement with Siemens Building Technologies to provide an energy savings project for the L.C. Walker Arena.

FINANCIAL IMPACT: \$254,666.00

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the request contingent on an acceptable cost sharing agreement with Arena Management Group.

i. Consideration of Bids – Herrick @ Sumner Watermain (W-643). ENGINEERING

SUMMARY OF REQUEST: The contract to construct a new 8" watermain in Herrick & Sumner be awarded to Jackson Merkey Contractors of Muskegon since they were the lowest responsible bidder, with a bid price of \$77,708.15. Furthermore, it is respectfully requested that your approval, if granted, be contingent upon securing DWRF funds from the MDEQ.

FINANCIAL IMPACT: The construction cost of \$77,708.15 plus related engineering expenses.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Award the contract to Jackson Merkey.

j. SECOND READING – Zoning Ordinance Amendment for Article II (Definitions). PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Request to amend Article II (Definitions) of the City's Zoning Ordinance in order to correct, add and delete various definitions as described in the

ordinance.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends amendment of the Zoning Ordinance as described.

COMMITTEE RECOMMENDATION: The Planning Commission recommended approval of the request at their 11/13 meeting. The vote was unanimous with B. Smith absent.

k. SECOND READING – Rezoning Request for the South Half of Block 317 (including the former Boilerworks property). PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Request to rezone the south half of Block 317 (owned by Muskegon Group Properties, LLC and the Muskegon Eagles) from I-2, General Industrial to H, Heritage.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends approval of the request.

COMMITTEE RECOMMENDATION: The Planning Commission recommended approval of the request at their 11/13 meeting. The vote was unanimous with B. Smith and B. Mazade absent.

Motion by Vice Mayor Schweifler, second by Commissioner Gawron to approve the Consent Agenda with the exception of item e.

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

Nays: None

Excused: Shepherd

MOTION PASSES

2003-101 ITEMS REMOVED FROM THE CONSENT AGENDA:

e. Lot Swap with Muskegon Public Schools. PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Muskegon Public Schools approached the City regarding possible acquisition of 581 Houston, which is a City-owned tax-reverted parcel adjacent to the school's soccer field. Presently, the soccer field fence is located too close to the out-of-bounds line for safety of the players. Muskegon Public Schools owns an unbuildable lot at 159 W. Southern Avenue, which is adjacent to a City-owned unbuildable parcel at 151 W. Southern. If these two lots were to be combined, they would become one buildable lot and could be sold for residential construction in the future. It was suggested that a "lot swap" take place between Muskegon Public Schools and the City whereby Muskegon Public Schools would acquire 581 Houston in exchange for 159 W. Southern Ave.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To "swap" the City-owned parcel at 581 Houston Ave. for Muskegon Public Schools parcel at 159 W. Southern Avenue and to authorize the Mayor and Clerk to sign the deed, resolution, and purchase agreement.

Motion by Commissioner Spataro, second by Vice Mayor Schweifler to approve the "swap" of the City-owned parcel at 581 Houston Ave. for Muskegon Public School's parcel at 159 W. southern Ave. and to authorize the Mayor and Clerk to sign the deed, resolution and purchase agreement.

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

Nays: None

Excused: Shepherd

MOTION PASSES

2003-102 NEW BUSINESS:

a. Former Muskegon Mall Buildings: Resolution and Agreement CITY COMMISSION

Motion by Commissioner Schweifler, second by Commissioner Larson to approve the resolution and the memorandum of agreement and to authorize the Mayor and Clerk to sign.

ROLL VOTE: Ayes: Warmington, Schweifler, Carter, Gawron, Larson

Nays: Spataro

Excused: Shepherd

MOTION PASSES

b. 2004 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. New fees and fee changes proposed for 2004 are highlighted on the spreadsheet included with the resolution and include the following:

- Increases to various cemetery service fees;
- New fees for fireworks application and charitable gaming license processing;
- Various new "special event" fees intended to more fully recover the City's costs;
- Increase in garbage sticker fee from \$1.50 to \$2.00;
- Increases in certain marina fee categories;
- Increase in police false alarm fees;
- Increases in certain zoning fee categories;
- Adjustment to certain recreation program fees;
- Restructuring of water service connection fees.

FINANCIAL IMPACT: Increased revenue for fee supported activities.

BUDGET ACTION REQUIRED: None at this time. Adoption of the 2004 Master Fee

Resolution will help the City attain its 2004 budgeted revenue estimates.

STAFF RECOMMENDATION: Approval

Motion by Vice Mayor Schweifler, second by Commissioner Larson to approve the 2004 Master Fee Resolution with exception of items 98 and 79 and to have these acted on individually at next meeting.

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

Nays: None

Excused: Shepherd

MOTION PASSES

c. 2004 Non-Represented Employees Salary and Benefit Changes. CITY MANAGER

SUMMARY OF REQUEST:

- 1) To establish the 2004 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 2004 (2.0% increase). While the salary ranges will be adjusted, department head employees will not receive this increase for 2004.
- 3) Implement Final pay Deferral Plan. This would require employees to receive final payments (at time of retirement) into a deferred 401a plan.

FINANCIAL IMPACT:

- 1) None. The ranges are unchanged.
- 2) The salary increases will cost approximately \$25,981 plus approximately \$6,495 in added fringe benefit costs.
- 3) Would eliminate the City's cost for FICA on final pay-outs. Employees would save a significant amount of money on deferring FICA and State and Federal taxes.

BUDGET ACTION REQUIRED: To authorize the necessary 2004 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 2004 salary ranges for part-time and limited-term employees;
- 2) To approve and adopt the proposed 2004 salary ranges, salary schedules, and fringe benefits for non-represented employees.

Motion by Commissioner Spataro, second by Commissioner Gawron to approve the proposed 2004 salary ranges for part-time and limited-term employees, and to approve and adopt the proposed 2004 salary ranges, salary schedules, and fringe benefits for non-represented employees.

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

Nays: None

Excused: Shepherd

The Regular Commission Meeting for the City of Muskegon was adjourned at 6:36 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Gail A. Kunding". The signature is written in a cursive style with a large initial "G" and a long, sweeping underline.

Gail A. Kunding, MMC

City Clerk

Date: December 9, 2003
To: Honorable Mayor and City Commissioners
From: Gail A. Kunding, City Clerk
RE: Liquor License Request
Ghezzi Investments, L.L.C.
2017 Lakeshore

SUMMARY OF REQUEST: The Liquor Control Commission seeks local recommendation on a request from Ghezzi Investments, L.L.C. to transfer ownership of the 2001 SDD license, in escrow, from Lakeside Pharmacy, Inc., and transfer location from 1965 Lakeshore to 2017 Lakeshore, to be held in conjunction with proposed new SDM license.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: All departments are recommending approval pending final inspection.

RECEIVED

NOV 18 2003

MUSKEGON POLICE DEPT.
CHIEF of POLICE

To: Chief Tony Kleibecker

From: Det. Kurt Dykman

Date: 10-16-03

Re: Liquor License Transfer

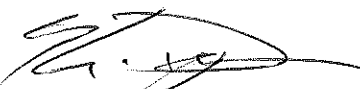
Chief Kleibecker,

The Muskegon Police Department has received a request from the Michigan Liquor Control Commission for an investigation from applicant Ghezzi Investments, LLC. of 2017 Lakeshore Drive, Muskegon, MI. 49441.

Ghezzi Investments is requesting to transfer ownership of 2001 SDD license only, in escrow, from Lakeshore Pharmacy, Inc., and transfer location from 1965 Lakeshore to 2017 Lakeshore, Muskegon Michigan, 49441 to be held in conjunction with proposed New SDM license. This building will have upper apartments and ground level retail.

A check of MPD records and Criminal History showed no reason to deny this request.

Respectfully submitted,



Det. Kurt Dykman

data/common/Ghezzi

1 KAR
5-15-03

JENNIFER M.
GRANHOLM
GOVERNOR



STATE OF MICHIGAN
LIQUOR CONTROL COMMISSION
DEPARTMENT OF CONSUMER & INDUSTRY SERVICES
DAVID C. HOLLISTER, DIRECTOR

JUDITH ALLEN
LIQUOR COMMISSION
CHAIRWOMAN

POLICE INVESTIGATION REQUEST

(Authorized by MCL 436.1(4))

April 2, 2003

Request ID#:219849

Muskegon Police Department
Chief of Police
980 Jefferson Street, PO Box 536
Muskegon, Michigan 49443-0536

Chief Law Enforcement Officer

Applicant: GHEZZI INVESTMENTS, L.L.C. requesting a New Specially Designated Merchant License, located at 2017 Lakeshore, Muskegon Michigan, 49441, Muskegon County.

ATTORNEY: David T. Bowen, 1042 Terrace Street, PO Box 1146, Muskegon MI, 49443 (231)726-4484

MEMBER:

Richard Ghezzi
2125 W Glen Court
Muskegon, Michigan 49441

Home Phone: (231)780-9045
Business Phone: (231)744-1974

Please make an investigation of this application. If you do not believe that the applicants are qualified for licensing, give your reasons in detail. Complete the Police Inspection Report on Liquor License Request, LC-1800, or for Detroit police, the Detroit Police Investigation of License Request, LC-1802. If there is not enough room on the front of the form, you may use the back.

Forward your report and recommendations of the applicant to the Licensing Division.

- (X) Please include fingerprint card(s) and \$30.00 for each card, and mail to the Michigan Liquor Control Commission.
() No fingerprints necessary

If you have any questions, contact the Licensing Division at (517) 322-1400.

jr
LC-1972 Rev 01/02

POLICE INSPECTION REPORT ON [] JOR LICENSE REQUEST
(Authorized by MCL 436.1217)

Michigan Department of Consumer & Industry Services
MICHIGAN LIQUOR CONTROL COMMISSION

7150 Harris Drive
P.O. Box 30005
Lansing, Michigan 48909-7505 *KAR 5-15-03*

RID: 219849

**Important: Please conduct your investigation as soon as possible and complete all four sections of this report.
Return the completed report and fingerprint cards to the Commission.**

BUSINESS NAME AND ADDRESS: (include zip code)
GHEZZI INVESTMENTS, L.L.C.
2017 Lakeshore, Muskegon Michigan, 49441, Muskegon County

REQUEST FOR: A New Specially Designated Merchant License

Section 1.

APPLICANT INFORMATION

APPLICANT #1: RICHARD GHEZZI	APPLICANT #2:
HOME ADDRESS AND AREA CODE/PHONE NUMBER: 2125 W Glen Court Muskegon, Michigan 49441 H.P.(231)780-9045 B.P.(231)744-1974	HOME ADDRESS AND AREA CODE/PHONE NUMBER:
DATE OF BIRTH: <i>2-9-53</i> If the applicant is not a U.S. Citizen: ☐ Does the applicant have permanent Resident Alien status? ☐ Yes ☐ No ☐ Does the applicant have a Visa? Enter status: Date fingerprinted: <i>10-14-03</i>	DATE OF BIRTH: If the applicant is not a U.S. Citizen: ☐ Does the applicant have permanent Resident Alien status? ☐ Yes ☐ No ☐ Does the applicant have a Visa? Enter status: Date fingerprinted:

Attach the fingerprint card and \$30.00 for each card and mail to the Michigan Liquor Control Commission.

ARREST RECORD: ☐ Felony ☐ Misdemeanor Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)	ARREST RECORD: ☐ Felony ☐ Misdemeanor Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)
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Section 2.

Investigation of Business and Address to be Licensed

Does applicant intend to have dancing or entertainment?
☒ No ☐ Yes, complete LC-693N, Police Investigation Report: Dance/Entertainment Permit

Are gas pumps on the premises or directly adjacent? ☒ No ☐ Yes, explain relationship:

Section 3.

Local and State Codes and Ordinances, and General Recommendations

Will the applicant's proposed location meet all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, if this license is granted? ☒ Yes ☐ No

If you are recommending approval subject to certain conditions, list the conditions: (attach a signed and dated report if more space is needed)

Section 4.

Recommendation

From your investigation:

- | | |
|---|---|
| 1. Is this applicant qualified to conduct this business if licensed? | ☒ Yes ☐ No |
| 2. Is the proposed location satisfactory for this business? | ☒ Yes ☐ No |
| 3. Should the Commission grant this request? | ☒ Yes ☐ No |
| 4. If any of the above 3 questions were answered no, state your reasons: (Attach a signed and dated report if more space is needed) | |

[Signature]
Signature (Sheriff or Chief of Police)

11-18-03
Date

MUSKEGON POLICE DEPARTMENT

**MICHIGAN DEPARTMENT OF CONSUMER & INDUSTRY SERVICES
LIQUOR CONTROL COMMISSION**

7150 Harris Drive
P.O. Box 30005
Lansing, Michigan 48909-7505

POLICE INVESTIGATION REQUEST
[Authorized by MCL 436.1201(4)]

03-104
KAR
5-15-03

Muskegon Police Department
Chief of Police
980 Jefferson Street, PO Box 536
Muskegon, Michigan 49443-0536

April 2, 2003
Request I.D.#219644

Chief of Law Enforcement Office

Applicant: GHEZZI INVESTMENTS, L.L.C. requesting to Transfer Ownership 2001 Specially Designated Distributor License only, in escrow, from Lakeside Pharmacy, Inc., and Transfer Location from 1965 Lakeshore, Muskegon Michigan, 49441, Muskegon County, to, 2017 Lakeshore, Muskegon Michigan, 49441, Muskegon County, to be held in conjunction with Proposed New Specially Designated Merchant License (R.I.D.#219849).

MEMBER:

Richard Ghezzi
2125 W Glen Court
Muskegon, Michigan 49441

Business Phone: (231)744-1974
Home Phone: (231)780-9045

ATTORNEY:

David T. Bowen
1042 Terrace Street, PO Box 1146
Muskegon, Michigan 49443

Business Phone: (231)726-4484

Please make an investigation of the application. If you do not **believe** that the applicants are qualified for licensing, give your reasons in detail. Complete the Police Inspection Report on Liquor License Request, LC-1800, or for Detroit police, the Detroit Police Investigation of License Request, LC-1802. If there is not enough room on the front of the form, you may use the back.

Forward your report and recommendations of the applicant to the Licensing Division.

() **NO FINGERPRINTS NECESSARY**

(X) **PLEASE INCLUDE FINGERPRINT CARDS AND \$30.00 FOR EACH CARD, AND MAIL TO THE MICHIGAN LIQUOR CONTROL COMMISSION.**

If you have any questions, contact the Licensing Division at (517) 322-1400.

jr

POLICE INSPECTION REPORT ON LIQUOR LICENSE REQUEST
(Authorized by MCL 436.1217)

Michigan Department of Consumer & Industry Services
MICHIGAN LIQUOR CONTROL COMMISSION

7150 Harris Drive
P.O. Box 30005
Lansing, Michigan 48909-7505

KAR
5-15-03

RID: 219644

**Important: Please conduct your investigation as soon as possible and complete all four sections of this report.
Return the completed report and fingerprint cards to the Commission.**

BUSINESS NAME AND ADDRESS: (include zip code)
GHEZZI INVESTMENTS, L.L.C.
2017 Lakeshore, Muskegon Michigan, 49441, Muskegon County

REQUEST FOR: Transfer Ownership 2001 Specially Designated Distributor License only, in escrow, from Lakeside Pharmacy, Inc. and Transfer Location from 1965 Lakeshore, Muskegon Michigan, 49441, Muskegon County, to be held in conjunction with Proposed New Specially Designated Merchant License (R.I.D.#219849)

Section 1. APPLICANT INFORMATION	
APPLICANT #1: RICHARD GHEZZI	APPLICANT #2:
HOME ADDRESS AND AREA CODE/PHONE NUMBER: 2125 W Glen Court Muskegon, Michigan 49441 H.P.(231)780-9045 B.P.(231)744-1974	HOME ADDRESS AND AREA CODE/PHONE NUMBER:
DATE OF BIRTH: 2-9-53 If the applicant is not a U.S. Citizen: ☐ Does the applicant have permanent Resident Alien status? ☐ Yes ☐ No ☐ Does the applicant have a Visa? Enter status: Date fingerprinted: 10-14-03	DATE OF BIRTH: If the applicant is not a U.S. Citizen: ☐ Does the applicant have permanent Resident Alien status? ☐ Yes ☐ No ☐ Does the applicant have a Visa? Enter status: Date fingerprinted:
Attach the fingerprint card and \$30.00 for each card and mail to the Michigan Liquor Control Commission.	
ARREST RECORD: ☐ Felony ☐ Misdemeanor Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)	ARREST RECORD: ☐ Felony ☐ Misdemeanor Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)

Section 2. Investigation of Business and Address to be Licensed
Does applicant intend to have dancing or entertainment? ☒ No ☐ Yes, complete LC-693N, Police Investigation Report: Dance/Entertainment Permit
Are gas pumps on the premises or directly adjacent? ☒ No ☐ Yes, explain relationship:

Section 3. Local and State Codes and Ordinances, and General Recommendations
Will the applicant's proposed location meet all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, if this license is granted? ☐ Yes ☐ No
If you are recommending approval subject to certain conditions, list the conditions: (attach a signed and dated report if more space is needed)

Section 4. Recommendation
From your investigation:
1. Is this applicant qualified to conduct this business if licensed? ☒ Yes ☐ No
2. Is the proposed location satisfactory for this business? ☒ Yes ☐ No
3. Should the Commission grant this request? ☒ Yes ☐ No
4. If any of the above 3 questions were answered no, state your reasons: (Attach a signed and dated report if more space is needed)

[Signature]
Signature (Sheriff or Chief of Police)

11-12-03
Date

MUSKEGON POLICE DEPARTMENT

LIQUOR LICENSE REVIEW FORM

Business Name: Ghezzi Investments, L.L.C.

AKA Business Name (if applicable): _____

Operator/Manager's Name: Richard Ghezzi

Business Address: 2017 Lakeshore

Reason for Review:

SDM New License ☒ and SDD Transfer of Ownership ☒ Dance Permit ☐

Drop/Add Name on License ☐ Transfer Location ☐

Drop/Add Stockholder Name ☐ New Entertainment Permit ☐

Other _____

Deadline for receipt of all information: _____

Police Department Approved ☒ Denied ☐ No Action Needed ☐

Income Tax Approved ☐ Owing ☐ Amount: _____

Treasurer Approved ☐ Owing ☐ Amount: _____

Zoning Approved ☐ Denied ☐ Pending ZBA ☐

Clerk's Approved ☐ Owing ☐ Amount: _____

Fire/Inspection Services Compliance ☐ Remaining Defects _____

Department Signature G. L. Kleber 11-18-03

Gail A. Kundinger, City Clerk
Liquor License Coordinator

LIQUOR LICENSE REVIEW FORM

Business Name: Ghezzi Investments, L.L.C.

AKA Business Name (if applicable): _____

Operator/Manager's Name: Richard Ghezzi

Business Address: 2017 Lakeshore

Reason for Review:

^{SDM} New License ☒ ^{and} ^{SDD} Transfer of Ownership ☒ Dance Permit ☐

Drop/Add Name on License ☐ Transfer Location ☐

Drop/Add Stockholder Name ☐ New Entertainment Permit ☐

Other _____

Deadline for receipt of all information: _____

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Treasurer Approved ☐ Owing ☐ Amount: _____

Zoning Approved ☐ Denied ☐ Pending ZBA ☐

Clerk's Approved ☐ Owing ☐ Amount: _____

Fire/Inspection Services Compliance ☐ Remaining Defects _____

Department Signature Karne DGS 4/14/03

Gail A. Kunderger, City Clerk
Liquor License Coordinator

LIQUOR LICENSE REVIEW FORM

APR 10 2003

Business Name: Ghezzi Investments, L.L.C. ☒ APPROVED ☐ POSTED
CITY OF MUSKEGON TREASURY

AKA Business Name (if applicable): _____

Operator/Manager's Name: Richard Ghezzi

Business Address: 2017 Lakeshore

Reason for Review:

^{SDM} New License ☒ ^{SDD} and Transfer of Ownership ☒ Dance Permit ☐

Drop/Add Name on License ☐ Transfer Location ☐

Drop/Add Stockholder Name ☐ New Entertainment Permit ☐

Other _____

Deadline for receipt of all information: _____

Police Department Approved ☐ Denied ☐ No Action Needed ☐

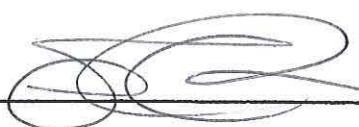
Income Tax Approved ☐ Owing ☐ Amount: _____

Treasurer Approved ☒ Owing ☐ Amount: _____

Zoning Approved ☐ Denied ☐ Pending ZBA ☐

Clerk's Approved ☐ Owing ☐ Amount: _____

Fire/Inspection Services Compliance ☐ Remaining Defects _____

Department Signature  4/11/03

Gail A. Kunding, City Clerk
Liquor License Coordinator

LIQUOR LICENSE REVIEW FORM

RECEIVED

APR 10 2003

CITY OF MUSKOGEE
PLANNING DEPARTMENT

Business Name: Ghezzi Investments, L.L.C.

AKA Business Name (if applicable): _____

Operator/Manager's Name: Richard Ghezzi

Business Address: 2017 Lakeshore

Reason for Review:

^{SDM} New License ☒ ^{SDD} and Transfer of Ownership ☒ Dance Permit ☐

Drop/Add Name on License ☐ Transfer Location ☐

Drop/Add Stockholder Name ☐ New Entertainment Permit ☐

Other _____

Deadline for receipt of all information: _____

Police Department Approved ☐ Denied ☐ No Action Needed ☐

Income Tax Approved ☐ Owing ☐ Amount: _____

Treasurer Approved ☐ Owing ☐ Amount: _____

Zoning Approved ☒ Denied ☐ Pending ZBA ☐

Clerk's Approved ☐ Owing ☐ Amount: _____

Fire/Inspection Services Compliance ☐ Remaining Defects _____

Department Signature Mike Cameron

Gail A. Kunder, City Clerk
Liquor License Coordinator

LIQUOR LICENSE REVIEW FORM

Business Name: Ghezzi Investments, L.L.C.

AKA Business Name (if applicable): _____

Operator/Manager's Name: Richard Ghezzi

Business Address: 2017 Lakeshore

Reason for Review:

^{SDM}
New License ☒ ^{SDD} and Transfer of Ownership ☒ Dance Permit ☐

Drop/Add Name on License ☐ Transfer Location ☐

Drop/Add Stockholder Name ☐ New Entertainment Permit ☐

Other _____

Deadline for receipt of all information: _____

Police Department Approved ☐ Denied ☐ No Action Needed ☐

Income Tax Approved ☐ Owing ☐ Amount: _____

Treasurer Approved ☐ Owing ☐ Amount: _____

Zoning Approved ☐ Denied ☐ Pending ZBA ☐

Clerk's Approved ☐ Owing ☐ Amount: _____

Fire/Inspection Services Compliance ☐ Remaining Defects Inspection

Required before approval.
owner shall meet all inspection
requirements for Certificate of occupancy.
owner shall call to schedule 724-6758.

Department Signature Gail A. Kundinger

Gail A. Kundinger, City Clerk
Liquor License Coordinator

LIQUOR LICENSE REVIEW FORM

Business Name: Ghezzi Investments, L.L.C.

AKA Business Name (if applicable): _____

Operator/Manager's Name: Richard Ghezzi

Business Address: 2017 Lakeshore

Reason for Review:

^{sdm} New License ☒ ^{sdd} and Transfer of Ownership ☒ Dance Permit ☐

Drop/Add Name on License ☐ Transfer Location ☐

Drop/Add Stockholder Name ☐ New Entertainment Permit ☐

Other _____

Deadline for receipt of all information: _____

Police Department Approved ☐ Denied ☐ No Action Needed ☐

Income Tax Approved ☐ Owing ☐ Amount: _____

Treasurer Approved ☐ Owing ☐ Amount: _____

Zoning Approved ☐ Denied ☐ Pending ZBA ☐

Clerk's Approved ☐ Owing ☐ Amount: _____

Fire/Inspection Services Compliance ☐ Remaining Defects Needs Final Inspections + a Certificate of Occupancy issued

Department Signature Robert B. DeBruin 4/14/03

Gail A. Kundinger, City Clerk
Liquor License Coordinator

RICHARD P. GHEZZI 0203

LIC. G200738680106
2017 LAKESHORE DR.
MUSKEGON, MI 49441

9-91-740

720

978212041

1279

DATE

11-10-03

PAY TO THE
ORDER OF

City of Muskegon

\$ 450.00

Four hundred fifty and 00/100

DOLLARS



Security Features
Included
Details on Back

National City.

www.nationalcity.com

National City Bank of Michigan/Illinois
Kalamazoo, Michigan

MEMO

SPD Transfer

Richard P. Ghezzi

MP

⑆072000915⑆

978212041⑈

1279

MICHIGAN DEPARTMENT OF COMMERCE
LIQUOR CONTROL COMMISSION

RESOLUTION

2003-100(b)

At a Regular meeting of the City Commission
(Regular, or Special) (Township Board, City or Village Council)

called to order by Mayor Warnington on December 9, 2003 at 5:30 P.M.

the following resolution was offered:

Moved by Vice Mayor Schweifler and Supported by Commissioner Gawron

That the request from Ghezzi Investments, L.L.C., 2017 Lakeshore, Muskegon, Michigan, to transfer ownership of the 2001 SDD License only, in escrow, from Lakeside Pharmacy, Inc. and transfer location from 1965 Lakeshore, Muskegon, Michigan, to be held in conjunction with proposed new SDM License (R.I.D. #219849)

be considered for Approval pending final inspection
(Approval or Disapproval)

Approval

Yeas: 6

Nays: 0

Absent: 1

Disapproval

Yeas:

Nays:

Absent:

It is the consensus of this legislative body that the application be Recommended
(Recommended or not Recommended) for issuance.

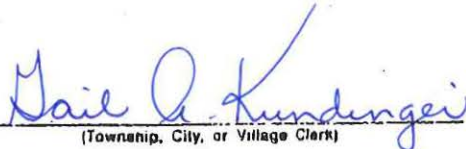
State of Michigan)
County of Muskegon SS

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the

City Commission at a Regular
(Regular or Special)

meeting held on the 9th of December, 2003.
(Date)

(Signed)



(Township, City, or Village Clerk)

Gail A. Kunderinger, City Clerk
933 Terrace, Muskegon, MI 49440

(Address of Township, City or Village Board)

SEAL

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

Assessor/Equalization
(231)724-6708
FAX: (231)726-5181

Cemetery Department
(231)724-6783
FAX: (231)726-5617

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

Civil Service
(231)724-6716
FAX: (231)724-4405

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

Community and
Neigh. Services
(231)724-6717
FAX: (231)726-2501

Computer Info.
Systems
(231)724-6744
FAX: (231)722-4301

Engineering Dept.
(231)724-6707
FAX: (231)727-6904

Finance Dept.
(231)724-6713
FAX: (231)724-6768

Fire Department
(231)724-6792
FAX: (231)724-6985

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

Inspection Services
(231)724-6715
FAX: (231)728-4371

Leisure Services
(231)724-6704
FAX: (231)724-1196

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

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

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

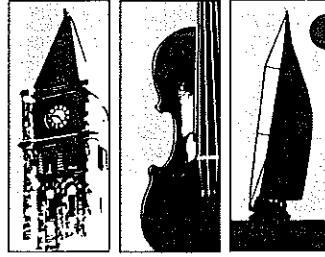
Public Works Dept.
(231)724-4100
FAX: (231)722-4188

Treasurer's Office
(231)724-6720
FAX: (231)724-6768

Water Billing Dept.
(231)724-6718
FAX: (231)724-6768

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

MUSKEGON



West Michigan's Shoreline City

December 12, 2003

Liquor Control Commission
7150 Harris
PO Box 30005
Lansing, MI 48909-7505

REF: #219644 and 219849
2017 Lakeshore
Muskegon, MI 49441

To Whom It May Concern:

Enclosed is the Resolution, LC-1800 forms and print cards for 1149 Wood Street.

Please do not hesitate to call me at (231) 724-6705 if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Linda Potter'.

Linda Potter
Deputy Clerk

Enc.

Date: December 9, 2003
To: Honorable Mayor and City Commissioners
From: City Clerk, Gail Kunding
RE: Accept Resignations from Various Boards and Committees

SUMMARY OF REQUEST: To accept the resignation of David Newsome from the Zoning Board of Appeals; Roberta King for the Public Relations Committee; and Julie Waltz from the Land Reutilization Committee; and remove Dean Witte from the Local Development Finance Authority due to attendance concerns.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To accept resignations.

COMMITTEE RECOMMENDATION: The Community Relations Committee recommended acceptance of the resignations.

AGENDA ITEM NO. _____

CITY COMMISSION MEETING _____

TO: Honorable Mayor and City Commission

FROM: Department of Public Works

DATE: December 1, 2003

SUBJECT: Extending Contract - Snowplowing Services at Muskegon Mall and
Surrounding Areas, 2003/2004-Winter Season

SUMMARY OF REQUEST:

Extend contract with TRI-US Services, Inc., Kent City, MI to provide snowplowing, de-icing and snow removal at Muskegon Mall and surrounding areas through the 2003/2004-winter season.

FINANCIAL IMPACT:

Need for service is weather-dependent. Cost of service for 2002/2003-winter season was \$13,784.

BUDGET ACTION REQUIRED:

None; expenses will again be charged to the General Fund, account 101-70585.

STAFF RECOMMENDATION:

Approval.

COMMITTEE RECOMMENDATION:

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

Assessor/Equalization
(231)724-6708
FAX: (231)726-5181

Cemetery Department
(231)724-6783
FAX: (231)726-5617

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

Civil Service
(231)724-6716
FAX: (231)724-4405

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

Community and
Neigh. Services
(231)724-6717
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Computer Info.
Systems
(231)724-6744
FAX: (231)722-4301

Engineering Dept.
(231)724-6707
FAX: (231)727-6904

Finance Dept.
(231)724-6713
FAX: (231)724-6768

Fire Department
(231)724-6792
FAX: (231)724-6985

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

Inspection Services
(231)724-6715
FAX: (231)728-4371

Leisure Services
(231)724-6704
FAX: (231)724-1196

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

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

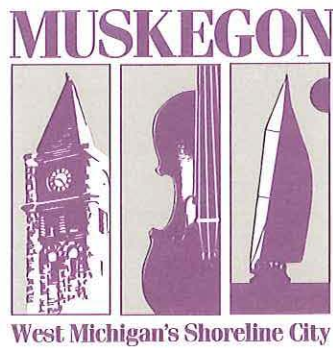
Police Department
(231)724-6750
FAX: (231)722-5140

Public Works Dept.
(231)724-4100
FAX: (231)722-4188

Treasurer's Office
(231)724-6720
FAX: (231)724-6768

Water Billing Dept.
(231)724-6718
FAX: (231)724-6768

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



Date: December 1, 2003

To: Honorable Mayor and City Commissioners

From: Robert Kuhn, Director of Public Works

Re: Extending Contract - Snowplowing Services at Muskegon Mall and Surrounding Areas, 2003/2004-Winter Season

TRI-US Services, Inc. of Kent City was awarded the bid to provide the labor, materials, equipment, tools, and traffic control devices, as required, to snowplow, de-ice, and remove snow from lots, sidewalks and fire lanes at the Muskegon Mall and surrounding areas during the 2002/2003-winter season. Services rendered totaled \$13,784, which was charged to the general fund (\$10,035 labor and equipment, \$3,749 salt).

A one (1) year renewal option, subject to satisfactory performance and negotiated unit price, was included in the contract. As performance is deemed satisfactory and unit prices are not being renegotiated, we are requesting authorization to extend this contract with TRI-US Services, Inc. through the 2003/2004-winter season.

The parameters of the contract follow:

"Muskegon Mall" encompasses designated areas within the block of Third and Terrace Streets, Clay and Morris Avenues; "surrounding areas" encompass city facilities outside that block, as deemed necessary. The definition of a "normal service" assignment is the plowing and de-icing of all lots, sidewalks and fire lanes, as specified, at the Muskegon Mall. A "special service" assignment consists of the removal of snow or the snowplowing and/or de-icing equal to less than one "normal service" within the Muskegon Mall and any service outside the Muskegon Mall and/or designated intervals. Service shall commence at a requested start time or within two (2) hours of notification to commence, as issued by the Director of Public Works or designee.

Normal Service

Plowing lots, sidewalks, fire lanes	\$255.00 /hour	\$610.00 /hour
De-icing lots, sidewalks, fire lanes	\$ 75.00 /hour	\$ 70.00 /hour
Bulk salt or Calcium Chloride	\$115.00 /ton	\$ 80.00 /ton
Bag salt or "Ice Melt"	\$ 6.50 /80# bag	\$ 40.00 /50# bag

Honorable Mayor and City Commissioners
Page 2
December 1, 2003

Four (4) hours is the estimated time to complete one (1) Normal Service (snowplowing and de-icing) for a 3" snowfall.

Special Service

Plowing lots, sidewalks, fire lanes	\$ 75.00 /hour	\$875.00 /hour
De-icing lots, sidewalks, fire lanes	\$ 75.00 /hour	\$ 70.00 /hour
Bulk salt or Calcium Chloride	\$115.00 /ton	\$ 80.00 /ton
Bag salt or "Ice Melt"	\$ 6.50 /bag	\$ 40.00 /50# bag
Snow removal of lots and fire lanes	\$100.00 /hour	\$250.00 /hour

/pmb

RECEIVED

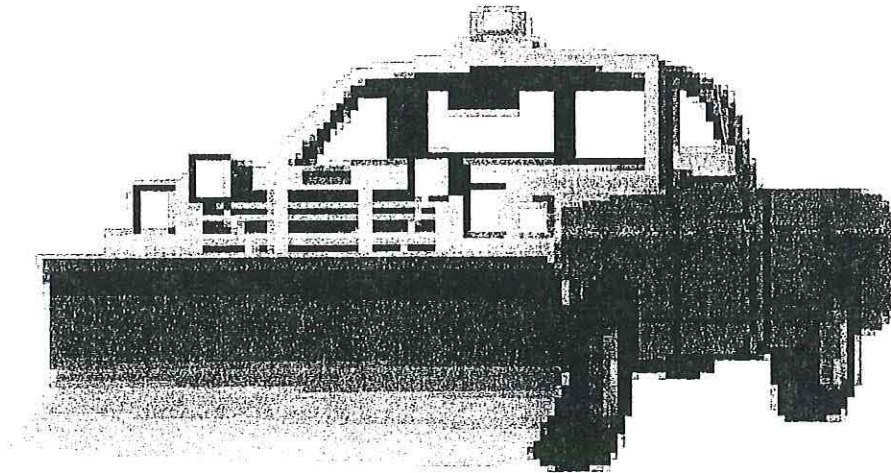
DEC 30 2003

D.P.W.

City of Muskegon

Project: Snowplowing Services at Muskegon Mall and Surrounding Areas 2002/2003 Winter Season

RENEWED FOR 2003/2004 WINTER SEASON



INVITATION FOR BIDS

CITY OF MUSKEGON, MICHIGAN

Project Title Snowplowing Services at Muskegon Mall & Surrounding Areas

The City of Muskegon, Michigan will receive sealed bids until 2:00 p.m. local time on Tuesday, November 12, 2002 at the City Clerk's Office, City Hall, 933 Terrace Street, Muskegon, Michigan, at which time and place all bids will be publicly opened and read aloud. Bidders are responsible for assuring that the following identifying information appears on the outside of each envelope: PROJECT TITLE, bidder's company/organization, sealed bid due date and time. When using a delivery service that prohibits such markings on their envelope, the information must be noted on the outside of the interior envelope or package.

Copies of Specifications may be obtained on or after Friday, November 8, 2002 by depositing \$25 with the City Clerk for each set. Deposit will be refunded if Documents are returned in good condition within 10 days after Bid Opening. Contract documents may be examined at the following locations:

Public Service Building, 1350 E. Keating Avenue, Muskegon MI

Attention is called to the fact that the City requires that the Contractor consider hiring local work force insofar as possible; that not less than the salaries and wages set forth in the Specifications must be paid; that 14% minority and 6.9% female are the goals established for participation in each trade; that the Contractor must ensure employees and applicants for employment are not discriminated against based upon their race, creed, color, religion, sex, national origin, handicapped condition nor veteran background; and that all pertinent regulations must be complied with. No bid may be withdrawn within sixty (60) days after bid opening.

The City of Muskegon reserves the right to reject any or all bids or to waive any informalities or irregularities in the bidding.

A Pre-Bid Conference will be held at the Public Service Building located at 1350 E. Keating Avenue, Muskegon, Michigan, at 2:30 p.m. on Thursday, November 7, 2002, at which time and place any questions regarding this Project should be presented. Minutes from said Pre-Bid Conference will become an Addendum to the Contract.

CITY OF MUSKEGON, MICHIGAN

By: Gail A. Kunder, City Clerk

PUBLISH: Saturday, October 26, 2002

ADA POLICY

The City will provide necessary appropriate auxiliary aids services, for example, signers for the hearing impaired, audiotapes for the visually impaired, etc., for disabled persons who want to attend the meeting, upon twenty-four hours notice to the City. Contact:

Gail A. Kunder, City Clerk
933 Terrace Street, Muskegon, MI 49440
(231) 724-6705 or TDD (231) 724-6773

Safety

Contractor Equipment:

It shall be the responsibility of the Contractor to comply with all applicable requirements regarding the operation of a motor vehicle upon the public right of ways. The Contractor shall be responsible to maintain equipment in safe operating condition and any defective equipment shall be removed from service until proper repairs are made, after which the motor vehicle may be returned to service.

Contractor's employees shall operate all equipment in compliance with all applicable State of Michigan statutes and regulations, including, but not limited to, the Motor Vehicle Code.

Bid Price Structure

Separate unit price costs must be submitted for the following:

Normal Service

- o Plowing of lots, sidewalks and fire lanes – per hour cost
- o De-icing of lots, sidewalks and fire lanes – per hour cost

Special Service

- o Plowing of lots, sidewalks and fire lanes – per hour cost
- o De-icing of lots, sidewalks and fire lanes – per hour cost
- o Snow removal of lots and fire lanes – per hour cost

Invoices from Contractors must reflect task performed, whether "Normal Service" or "Special Service," unit cost, location, date and time performed, hours worked, equipment and material used.

Renewal Option

The City reserves the right to renew the Contract by area for one (1) additional one-year extension subject to satisfactory performance and negotiated unit price. The Contractor and the City agree that the Contractor costs(s) set forth under this Award of Bid may be reviewed in response to increased fuel costs that may occur during the one-year extension of the original Contract. It is further agreed that any cost adjustment, including as noted above and authorized by the City, shall be in the sole discretion of the City or its designee.

Insurance Requirements

Hold Harmless Agreements. To the fullest extent permitted by law, Contractor and Subcontractors agree to defend, pay in behalf of, indemnify, and hold harmless the CITY, their elected and appointed officials, employees, volunteers, and others working on behalf of the CITY against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the CITY and their elected and appointed officials, employees, volunteers, or others working on behalf of the CITY by reason of personal injury, including bodily injury and death, property damage, including loss of use thereof, and/or the effects of or release of toxic and/or hazardous material which arises out of or is in any way connected or associated with this Contract. The obligation to defend and hold harmless extends to Contractor's employees, agents, Subcontractors, assigns and successors.

Contractor Insurance Requirement. Contractor and Subcontractors shall not commence work under this Contract until obtaining the insurance required under this paragraph. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and Best Rated A VIII. All coverage shall be with insurance carriers acceptable to CITY.

Workers' Compensation Insurance. The Contractor and Subcontractor shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable Statutes of the State of Michigan.

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, _____

as Principal, and

as Surety, are held and firmly bound unto the City of Muskegon, its certain attorney, successors or assigns (hereinafter called the Obligee), in the full and just sum of _____ dollars (\$ _____) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents:

WHEREAS, said Principal has entered into a certain contract with Obligee, dated _____ 20____, (hereinafter called the Contract) for: Snowplowing Services at Muskegon Mall and Surrounding Area, 2002/2003 Winter Season and the specifications for said work shall be deemed a part hereof as fully as if set out herein:

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

- (a) If the Principal shall faithfully perform the Contract on his/her part, as of the time and in the manner therein provided; shall satisfy all claims and demands incurred in or for the same, or growing out of the same, or for injury or damages to persons or property in the performance thereof; shall fully indemnify and save harmless said Obligee from any and all cost and damage which the Obligee may suffer by reason of the Principal's failure to do so; and shall fully reimburse and par the Obligee any and all outlay and expense which it may occur by reason of such default; and
- (b) If, after completion and acceptance of the work by the Obligee, the Principal shall promptly remedy any defects in the work due to faulty materials or workmanship which shall appear within the period of one year from the date of completion and final acceptance of the work, and pay for any damage to said Obligee, to the State of Michigan, or to any municipal subdivision or local authority thereof to which the rights and privileges of said Obligee have passed or been assigned,

then this obligation shall be null and void; otherwise it shall remain in full force and virtue.

The said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract to the work to be performed thereunder, or to the specifications accompanying the same, shall in any wise affect its obligations on this Bond; and it does thereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work or specifications.

It is hereby further stipulated and agreed that, if the Principal is a non-Michigan Corporation, neither the Principal nor the Surety shall be discharged from liability on this Bond, nor the bond surrendered, until such Principal files with the Obligee a certificate from the Michigan Department of Revenue evidencing the payment in full of all taxes, penalties and/or interest, and a certificate from the Unemployment Compensation Commission evidencing the payment of all unemployment compensation contributions, penalties and/or interest, due the State of Michigan from said Principal, or any non-Michigan corporation, subcontractor thereunder, or for which liability has accrued but the time for payment has not arrived.

SIGNED, SEALED AND DELIVERED IN _____ ORIGINAL COUNTERPARTS

THIS _____ DAY OF _____, 20 _____.

Individual Principals Sign Here:

In the Presence of:

_____ (SEAL) _____

_____ (SEAL) _____

_____ (SEAL) _____

Corporate Principals Sign Here:

Attest:

(Printed Name and Title)

Surety Sign Here:

Attest:

(Printed Name and Title)

The rate of premium charge is \$ _____ per thousand.

The total amount of premium charged is \$ _____
(to be filled in by the Corporate Surety)

LABOR AND MATERIALMEN'S BOND

KNOW ALL MEN BY THESE PRESENTS, that we, _____

as Principal, and

as Surety, are held and firmly bound unto the City of Muskegon, its certain attorney, successors or assigns (hereinafter called the Obligee) , in the full and just sum of _____ dollars (\$ _____) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents:

WHEREAS, said Principal has entered into a certain contract with Obligee, dated _____ 20____, (hereinafter called the Contract) for: Snowplowing Services at Muskegon Mall and Surrounding Areas, 2002/2003 Winter Season and the specifications for said work shall be deemed a part hereof as fully as if set out herein:

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH that, if said Principal, all subcontractors to whom any portion of the work provided for in said Contract is sublet, and all assignees of said Principal and of such subcontractors, shall promptly make payment for all material furnished, labor supplied or performed, rental for equipment employed and services rendered by public utilities in or in connection with the prosecution of the work, whether or not said material, labor, equipment or services entered into become component parts of the work or improvement contemplated in said Contract, in any amendment, extension of, or addition to said Contract, then the above obligation shall be void; otherwise, it shall remain in full force and effect; PROVIDED, HOWEVER, that this Bond is subject to the following conditions and limitations:

- (a) All persons who have performed labor, rendered services or furnished materials or equipment, shall have a direct right of action against the Principal and Surety on this Bond, which right of action shall be asserted in proceedings instituted in the State in which such labor was performed, services rendered or materials furnished (or where labor has been performed, services rendered or materials furnished under said Contract in more than one state, then in any such states). Insofar as permitted by the laws of such State, such right of action shall be asserted in a proceeding instituted in the name of the Obligee to the use and benefit of the persons instituting such action and any or all other persons having claims hereunder; and any other person having a claim hereunder shall have the right to be made a party to such proceedings, but not later than one year after the complete performance of said Contract and final settlement thereof, and to have such claim adjudicated in such action and judgment rendered thereon; PROVIDED HOWEVER, that the Obligee shall not be liable for the payment of any costs or expenses of any such suit.
- (b) The Surety shall not be liable hereunder for any damages or compensation recoverable under any workmen's compensation or employer's liability statute.
- (c) In no event shall the Surety be liable for a greater sum than the penalty of this Bond, or subject to any suit, action or proceeding thereon, that is instituted later than one year after the complete performance of said Contract and final settlement thereof.
- (d) As used herein: The term "Person" refers to any individual, firm or corporation which has furnished materials, equipment or public utility services to be used on or incorporated in the work, or the prosecution thereof, provided for in said Contract or any amendment, extension of, or addition to said Contract; and/or to any person engaged in the prosecution of the work provided for in said Contract or any, extensions of, or addition to said Contract, who is an agent, servant or employee of the Principal or of any subcontractor, or any assignee of said Principal or any subcontractor; and also anyone so engaged who performs the work of a laborer or mechanic, regardless of any contractual relationship between the Principal or any subcontractor, or any

assignee of said Principal or subcontractor and such laborer or mechanic; BUT shall not include office employees not regularly stationed at the site of the work.

- (e) It is hereby further stipulated and agreed that, if the Principal is a non-Michigan corporation, neither the Principal nor the Surety shall be discharged from liability on this Bond, nor the Bond surrendered, until such Principal files with the Obligee a certificate from the Michigan Department of Revenue evidencing the payment in full of all taxes, penalties and/or interest due the State of Michigan from the Principal, or any non-Michigan corporation, subcontractor thereunder, or for which liability has accrued but the time for payment has not arrived.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, to the work to be performed thereunder, or to the specifications accompanying the same, shall in any wise affect the obligations of this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, the work thereunder, or the specifications.

SIGNED, SEALED AND DELIVERED IN _____ ORIGINAL COUNTERPARTS

THIS _____ DAY OF _____, 20_____.

In the Presence of:

Individual Principals Sign Here:

(Printed Name and Address)

(Printed Name and Address)

(Printed Name and Address)

ATTEST:

CORPORATE PRINCIPAL SIGN HERE:

(Printed Name)

(Printed Name and Title)

(SEAL)

ATTEST:

SURETY SIGN HERE:

(Printed Name)

(Printed Name and Title)

BID FORM – UNIT COSTS

Project: Snowplowing Services at Muskegon Mall and Surrounding Areas
2002/2003 Winter Season

Normal Service

- o Plowing of lots, sidewalks and fire lanes \$ 255.00 per hour
- o De-icing of lots, sidewalks and fire lanes \$ 75.00 per hour
 - o Material Bulk Salt \$ 115.00 per Ton unit
 - o Material Bag Salt \$ 6.50 per 80# unit

Special Service (requests over and above "Normal Service")

- o Plowing of lots, sidewalks and fire lanes \$ 75.00 per hour
- o De-icing of lots, sidewalks and fire lanes \$ 75.00 per hour
 - o Material Bulk Salt \$ 115.00 per Ton unit
 - o Material Bag Salt \$ 6.50 per Bag unit
- o Snow removal of lots and fire lanes \$ 100.00 per hour

Company Name TRI-US Services Inc.

Company Address 78 Ball Creek Rd. Po Box 123 Kent City, Mi 49330

Signature & Title (authorized agent) *Robert Simons*

Typed/Printed Name & Title Robert Simons President

Telephone Number (616)678-5555

Fax Number (616)678-5186

24-Hour Contact Number (616)675-4349

Federal ID Tax Number or SS# 38-3367158

Today's Date Nov. 11 2002

BID FORM – EQUIPMENT & METHOD OF OPERATIONS
Project: Snowplowing Services at Muskegon Mall and Surrounding Areas
2002/2003 Winter Season

Equipment to be used in this project.

Cost per Hour with Operator

89 FORD 3/4 TON 8' PLOW	\$ 60.00
3/4-ton single axle truck equipped with 8' plow, year, make, model, VIN	
1 TON CHEVY DUMP TAILGATE SPREADER	\$ 75.00
De-icing equipment, type, year, make, model, VIN	
97 GMC 9'2" V PLOW	\$ 75.00
Snow removal equipment, type, year, make, model, VIN	
88 FORD 3/4 TON 8' PLOW	\$ 60.00
Other available equipment, type, year, make, model, VIN	
89 CHEVY 3/4 TON 8' PLOW	\$ 60.00
Other available equipment, type, year, make, model, VIN	
81 FORD SALT/DUMP TRUCK 12' FRONT BLADE	\$ 100.00
Other available equipment, type, year, make, model, VIN	
CASE W24B LOADER 1975	\$ 100.00
Other available equipment, type, year, make, model, VIN	
Number of available employee 8	
Available subcontractors 7	3: 9'2" BOSS V PLOWS
	4: 8' BLADES
	2: LOADERS 3: SEMI WITH LEADS

Responding to "Notification to Commence Plowing."

Method of notifying employees and subcontractors: NEXTEL

Estimated time to complete one "Normal Service" for a three-inch (3") snowfall 4 HOURS

Amount and type of supervision provided, including name(s) & contact telephone and pager numbers

Quality assurance that work is being completed properly NEXTEL

How employees will notify contractor when work is complete NEXTEL

How contractor will notify City when work is complete PHONE OR FAX

AGREEMENT

THIS AGREEMENT, made this 9th day of December, 2003, by and between

TRI-US Services, Inc.

[a corporation organized and existing under the laws of the state of Michigan];

or [a partnership consisting of _____];

or [an individual trading as _____];

hereinafter called the "Contractor", and the CITY OF MUSKEGON, MICHIGAN:

WITNESSETH, that the Contractor and the City of Muskegon, for the consideration stated herein, mutually agree as follows:

ARTICLE 1. Statement of Work. The contractor shall furnish all supervisor, labor, materials, machinery, tools, equipment and services, including transportation services, and perform and complete all work embraced in this Contract, NAMELY: Snowplowing Services at Muskegon Mall and Surrounding Areas, 2002/2003 Winter Season, AND REQUIRED SUPPLEMENTAL WORK FOR THE COMPLETION OF THIS project, all in strict accordance with the Contract, including all Addenda.

ARTICLE 2. The Contract Price. The City of Muskegon will pay the Contractor for the performance of this Contract and the completion of the work covered therein an amount in current funds not to exceed \$ _____.

ARTICLE 3. Contract. The executed Contract shall consist of, but not be limited to, the following:

- Invitation for Bids
- Specifications for Contract
- General Specifications
- Technical Specifications
- Site Map
- Performance Bond
- Labor and Materialmen's Bond
- Bid Form—Unit Costs
- Bid Form—Equipment & Method of Operations
- Bid Form—References
- Agreement
- Pre-Bid Conference Meeting Minutes

This Agreement, together with other documents enumerated in this Article 3, which said other documents are as fully a part of the Contract as if attached hereto or repeated herein, form the Contract between the parties hereto.

In the event any provision in any component part of this Contract conflicts with any provision of any other component part, the Contractor shall contact the City immediately in writing for a determination, interpretation and/or clarification of conflicting parts and priority of same. Said determination from the City shall be in writing and shall become an Addendum to this Contract.

AGREEMENT (continued)

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed in _____
original counterparts on the day and year first written above.

ATTEST:

Linda Potter

CONTRACTOR

by Robert Simons

Robert Simons
printed name and title

ATTEST:

Irene Dempsey
Irene Dempsey

CITY OF MUSKEGON

by [Signature]

David A. Kunder
City Clerk

(SEAL)

CERTIFICATION (if applicable)

I, _____, certify that I am the _____
of the Corporation named as Contractor herein;

That _____, who signed this Agreement on behalf of the Contractor,
was then _____ of said Corporation;

That said Agreement was duly signed for and in behalf of said Corporation by authority of its governing
body, and is within the scope of its corporate powers.

SIGNED:

(CORPORATE SEAL)

printed name and title

ACORD**CERTIFICATE OF LIABILITY INSURANCE**CSR JB
TRI-US1DATE (MM/DD/YY)
12/19/03

PRODUCER

Lane & Reed Insurance Agcy, Inc
P.O. Box 188
Sparta MI 49345
Phone: 616-887-7349 Fax: 616-887-6275

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE
HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR
ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

Tri-Us Services, Inc.
4725 - 15 Mile Rd.
Kent City MI 49330

INSURER A: Auto-Owners Insurance

INSURER B: Home Owners Ins. Co.

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
B	GENERAL LIABILITY	06720870	03/01/03	03/01/04	EACH OCCURRENCE	\$ 1,000,000
	☒ COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$ 50,000
	☐ CLAIMS MADE ☒ OCCUR				MED EXP (Any one person)	\$ 5,000
					PERSONAL & ADV INJURY	\$ 1,000,000
					GENERAL AGGREGATE	\$ 2,000,000
					PRODUCTS - COM/OP AGG	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC					
A	AUTOMOBILE LIABILITY	42-720-870-00	03/13/03	03/13/04	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	☐ ANY AUTO				BODILY INJURY (Per person)	\$
	☐ ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
	☒ SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
	☒ HIRED AUTOS					
	☒ NON-OWNED AUTOS					
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
	☐ ANY AUTO				OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
A	EXCESS LIABILITY	06702040	03/01/03	03/01/04	EACH OCCURRENCE	\$ 1,000,000
	☒ OCCUR ☐ CLAIMS MADE				AGGREGATE	\$ 1,000,000
	☐ DEDUCTIBLE					\$
	☐ RETENTION \$					\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	06069450	03/01/03	03/01/04	☒ WC STATU-TORY LIMITS ☐ OTH-ER	
					E.L. EACH ACCIDENT	\$ 500,000
					E.L. DISEASE - EA EMPLOYEE	\$ 500,000
					E.L. DISEASE - POLICY LIMIT	\$ 500,000
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Street Sweeping - The City of Muskegon elected and appointed officials, all employees & volunteers, all boards, commissions and/or authorities & board members, including employees & volunteers thereof are hereby added as "Additional Insureds"

CERTIFICATE HOLDER

N

ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

CITY002

City Of Muskegon
Dept of Public Works & Utiliti
1350 E. Keating
Muskegon MI 49442

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

William W. Reed

Commission Meeting Date: December 9, 2003

Date: November 24, 2003
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development *CBC*
RE: Sale of Non-Buildable Lot at 1529 Lawrence Avenue

SUMMARY OF REQUEST:

To approve the sale of a vacant non-buildable lot (Parcel #24-610-000-0046-00) at 1529 Lawrence Avenue to Johnny & Mochelle Martin, 1515 ~~Albert~~ ^{Lawrence} Avenue, Muskegon, MI 49442. Since this is a marginal lot in size and not in keeping with most other lots in the neighborhood, the Land Reutilization Committee (LRC) recommends treating it as an unbuildable lot. Approval of this sale will allow the adjacent property owner to expand their current yard (see attached map). The other adjacent property owner isn't interested in any portion of this lot.

FINANCIAL IMPACT:

The sale of this lot will allow the property to be placed back on the City's tax rolls thus relieving the City of continued maintenance costs.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

To approve the attached resolution and to authorize both the Mayor and the Clerk to sign the resolution.

COMMITTEE RECOMMENDATION:

LRC recommended approval of the request at their November 18, 2003 meeting.

CITY OF MUSKEGON

RESOLUTION #2003- 100(f)

RESOLUTION APPROVING THE SALE OF A CITY-OWNED NON-BUILDABLE LOT

WHEREAS, the City of Muskegon has received \$100 from Johnny and Mochelle Martin, 1515 Lawrence Avenue, Muskegon, MI 49442 for the purchase of a vacant, City-owned lot located adjacent to their property at 1529 Lawrence Avenue (parcel #24-610-000-0046-00);

WHEREAS, this lot is considered only marginally buildable under the City's Zoning Ordinance,

WHEREAS, the sale would enable the City to place this property back on the tax rolls, and would relieve the City of further maintenance;

WHEREAS, the sale of this property would be in accordance with property disposition goals and special recommendation of the Land Reutilization Committee (LRC);

NOW, THEREFORE BE IT RESOLVED, that THE CITY OF MUSKEGON URBAN RENEWAL PLAT NO 1 W ½ LOT 46 be sold to Johnny and Mochelle Martin for \$100.

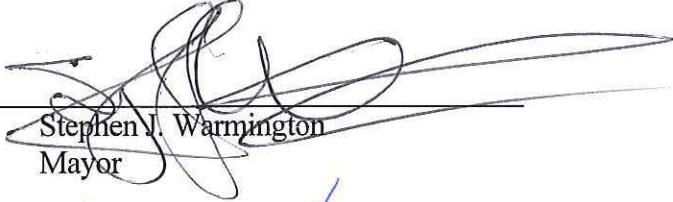
Resolution adopted this 9th day of December, 2003.

Ayes: Spataro, Warmington, Schweifler, Carter, Gawron, Larson

Nays: None

Absent: Shepherd (excused)

By: _____


Stephen J. Warmington
Mayor

Attest: _____


Gail A. Kunderger, MMC
Clerk

CERTIFICATION

2003-100 (f)

This resolution was adopted at a regular meeting of the City Commission, held on December 9, 2003.
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.

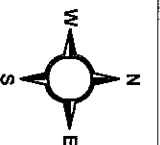
CITY OF MUSKEGON

By

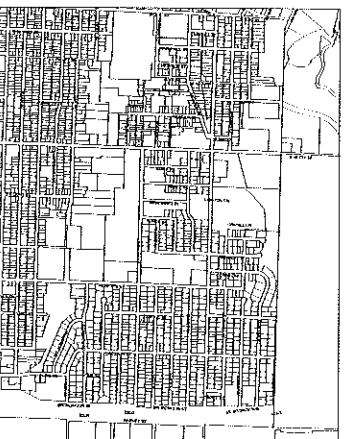
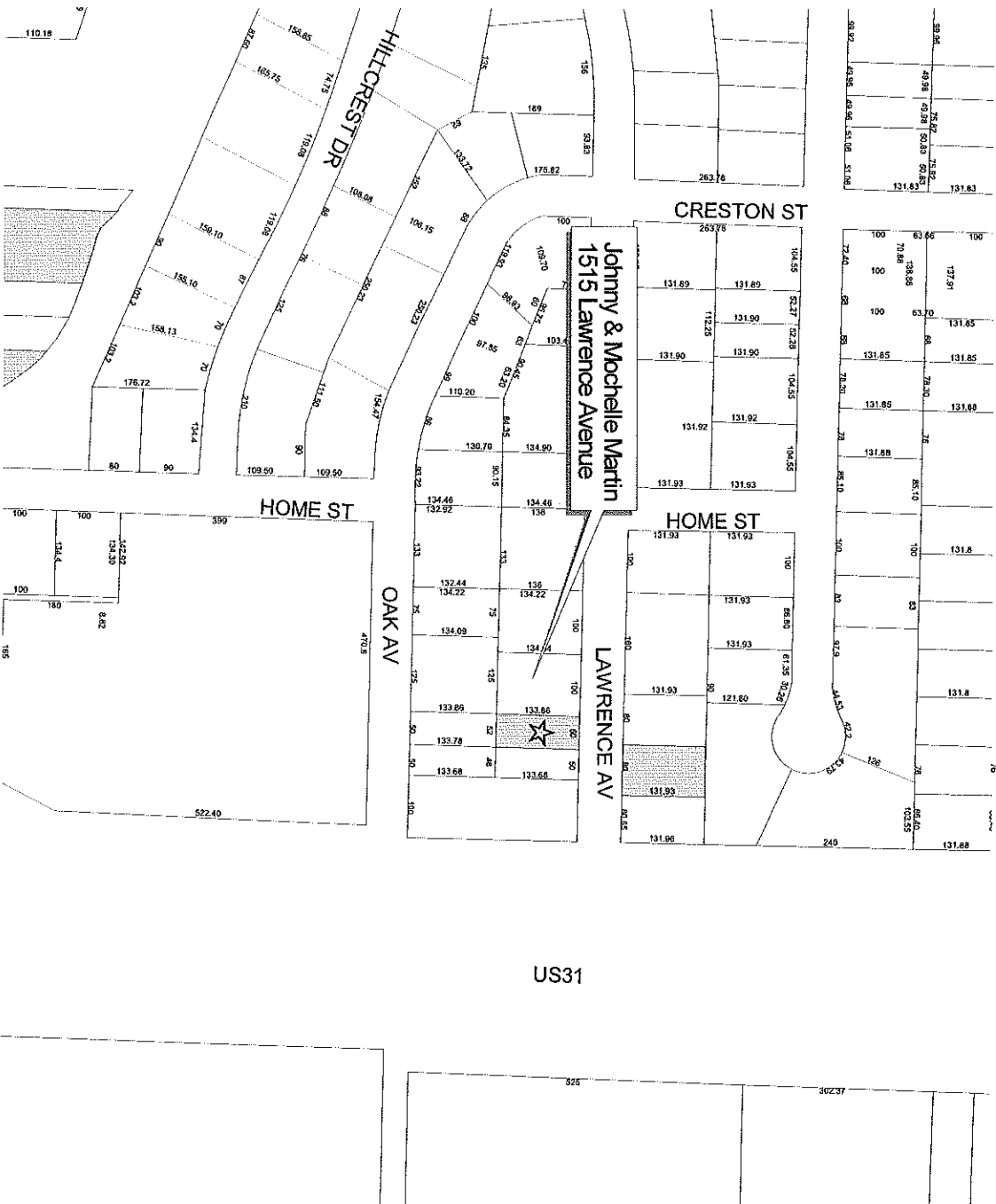


Gail A. Kunderger, MMCO
Clerk

Vacant Non-buildable City-Owned Lot 1529 Lawrence Avenue



☆ = Subject Property(ies)
to be sold



QUIT-CLAIM DEED

KNOW ALL MEN BY THESE PRESENTS: That the **CITY OF MUSKEGON**, a municipal corporation, of 933 Terrace Street, Muskegon, Michigan 49440,

QUIT CLAIMS to **JOHNNY MARTIN and MOCHELLE MARTIN**, husband and wife, of 1515 Lawrence Avenue, Muskegon, Michigan 49442,

the following described premises situated in the City of Muskegon, County of Muskegon, State of Michigan, to wit:

CITY OF MUSKEGON URBAN RENEWAL PLAT NO. 1, WEST ½ OF LOT 46

for the sum of: One Hundred Dollars (\$100.00)

PROVIDED, HOWEVER, If the Grantee or adjoining property owner loses the adjoining property due to foreclosure or non-payment of taxes, the non-buildable lot shall revert to the Grantor. At that point in time when any lien covers both parcels or there are not liens on either parcel, the property owner may request and the Grantor shall agree to waive and terminate the reverter clause.

This deed is exempt from real estate transfer tax pursuant to the provisions of MCLA 207.505(h)(i) and MCLA 207.526 Sec. 6(h)(i).

Dated this 16th day of December, 2003.

Signed in the presence of:

Linda S. Potter
Linda S. Potter
JoAnn M. Krukowski
JoAnn M. Krukowski

CITY OF MUSKEGON

By [Signature]
Stephen J. Warmington, Its Mayor

and Gail A. Kunderger
Gail A. Kunderger, MMC, Its Clerk

STATE OF MICHIGAN
COUNTY OF MUSKEGON

The foregoing instrument was acknowledged before me this 16th day of December, 2003, by STEPHEN J. WARMINGTON and GAIL A. KUNDERGER, MMC, the Mayor and Clerk, respectively, of the CITY OF MUSKEGON, a municipal corporation, on behalf of the City.

PREPARED BY: John C. Schrier
Parmenter O'Toole
175 W. Apple Avenue/P.O. Box 786
Muskegon, MI 49443-0786
Telephone: 231/722-1621

Linda S. Potter
Linda S. Potter, Notary Public
Muskegon County, Michigan
My Comm. Expires: 9-25-06

WHEN RECORDED RETURN TO: Grantee

SEND SUBSEQUENT TAX BILLS TO: Grantee

Commission Meeting Date: December 9, 2003

Date: November 19, 2003
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development *CBC*
RE: Changes to "Policy for Sale of City-Owned Residential Property"

SUMMARY OF REQUEST:

In order to sell more City-owned lots, thus relieving the burden of maintaining the large number of tax-reverted property that the City has in its inventory, the changes shown on page 1 of the policy in bold and strike out are proposed. In addition, since the conclusion of Urban Renewal several years ago, it is no longer necessary to require an appraisal and bidding process for buildable lots. Therefore, we plan to drop those two requirements and develop a list of buildable lots with prices based on 75% of the assessed value as shown on the Assessor's Office records.

FINANCIAL IMPACT:

We hope these changes will expedite the process of selling City lots in order to relieve the City of as much expense as possible to maintain the inventory. The selling process itself will save \$400 on each buildable lot sold by eliminating appraisals and newspaper ads for bids.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Staff recommends approval of the policy changes.

COMMITTEE RECOMMENDATION:

The Land Reutilization Committee (LRC) recommended approval of the changes to the policy at their November 18, 2003 meeting.

City of Muskegon

Policy for Sale of City-Owned Residential Property

Objective

The City of Muskegon (the City) wishes to expand its residential tax base while simultaneously alleviating itself of the significant cost burden associated with year-round maintenance of vacant lots. The City reserves the right to join and split lots to assist with this process. All property will be sold as is. All sales are subject to City Commission approval.

Pursuant to the above, the City will periodically implement neighborhood marketing strategies. Elements of this policy may be superceded by a marketing strategy, if said strategy is approved by the City Commission as an exception to this policy, and only while said strategy is being utilized to market properties identified by the strategy.

Non-Buildable Lots/Marginal Lots

- Non-Buildable lots are defined as lots that are insufficient in size or configuration for new construction under the Zoning Ordinance. **Marginal lots are defined as residential lots that are between 50 and 60 feet of frontage, however it would not be in the best interest of the neighborhood to create increased density, or would create buildable lots for adjoining property owners.** These lots may only be sold to adjacent property owners; neighborhood organizations; or valid non-profit agencies, to expand/improve or beautify existing property. In the event that both adjacent owners seek to purchase a property, the City shall divide the property in the most equitable manner. Factors considered before approvals of property sales include but are not limited to the following:
 - Amount of existing property owned by interested parties
 - Current upkeep of existing property owned by interested parties
 - Evidence of unresolved zoning ~~issues, building code or any other violations issued by the City~~
 - **Unpaid environmental invoices or delinquent property taxes.**

These lots will be sold for \$100. The price of property sold to multiple buyers will be divided evenly amongst all entities.

Buildable Lots

Buildable lots are defined as lots of legal record which are suitable in size and configuration under the Zoning Ordinance, for the construction of single-family homes, and may only be sold for such a purpose. As a condition of sale, structures built on these properties must be owner occupied for a minimum of 5 years. The buyer must ¹commence construction within 18 months of the date of purchase, or the property will revert back to the City's ownership, free and clear of any claim of the

¹ "Commence Construction" means that a buyer has been issued a residential building permit by the City of Muskegon and also (in the sole opinion of the City of Muskegon's Building Official) that at least twenty-five percent (25%) of the dwelling has been completed.

buyer. Buyers requiring frontage of 130' or more must build homes with a minimum of 2,500 square feet of living space and go before the Land Reutilization Committee (LRC) for a recommendation. All structures must conform to all City building and zoning requirements. These lots shall be sold for market value.

Home Design

Any person wishing to purchase land from the City for the purposes of constructing a single family or duplex structure (in areas zoned for duplexes) shall adhere to the following standards:

1. The structure shall have a minimum of 1,260 square feet of usable living space per unit (excluding all basement area).
2. The roof of the structure shall have a minimum pitch of 5/12, that is, for every twelve inches (12") of lateral run, the roof shall rise five inches (5").
3. A single-story home shall have a variable roof line on the front elevation (e.g. gable, dormer or offset).
4. The building design shall be approved by the City and shall include at least two of the following:
 - a. A covered front porch with design amenities (e.g., decorative railing). (potential \$300 lot credit)
 - b. A picture or bay window in the front elevation. (potential \$500 lot credit)
 - c. A starburst or other siding design features in roof gables or over doorways or windows. (potential \$200 lot credit)
 - d. Shutters or other acceptable outdoor window treatments (potential \$100 lot credit)
 - e. Brick or stone accents in the front elevation (potential \$1,000 lot credit)
 - f. Decorative windows (potential \$200 lot credit)
5. A second story may be a potential \$2,000 lot credit but may not be included as one of the two required design elements.
6. A "stick-built" home may be a potential \$2,000 lot credit but may not be included as one of the two required design elements.
7. In no case shall the total number of credits amount to more than \$2,500.
8. The house shall have a garage or at least an 8 foot x 8 foot painted or vinyl covered wood storage shed constructed as per City requirements for sheds.
9. All bedrooms shall have at least one hundred (100) square feet of livable floor area.

10. At the time the building permit application is submitted, the plot plan and building design will be reviewed to determine compliance with all requirements of this policy.
11. Removal of existing trees shall be approved by zoning staff prior to lot clearing. Trees shall only be taken to accommodate the structure and driveway. A performance guarantee may be required of the owner or contractor for tree protection.
12. At least two (2) shade trees shall be provided on site of at least two and one-half (2.5") inches in diameter four feet from the ground. Preservation of existing trees may be considered in lieu of this requirement.
13. The lot shall be established with appropriate grass, ground cover or other plantings within one year of occupancy or the city may arrange for such planting and bill the owner.

The aforementioned conditions and credits shall be incorporated into a sales contract between the city and the buyer.

Large Blocks of Land

This type of lot is defined as contiguous property that would allow for the construction of a minimum of 3 single-family residential structures. It is the preference of the City that these lots be sold as a single parcel to individuals with the means to develop the land for multiple single family units or multi-family units such as townhouses, site condos; and the like. Development must conform to either Single Family or Multiple Family building/zoning requirements. All interested parties must comply with preliminary site review requirements as determined by the Zoning Administrator.

Process for Purchasing Land

The procedure for purchasing city-owned property can be found in a brochure produced by the Planning Department, entitled "Purchase of City-Owned Residential Property".

Recording of the Deed

All property sales must be recorded with the Muskegon County Register of Deeds. This is the sole responsibility of the buyer. All sales will be handled as quit claim deeds.

Property Survey

All costs and activities associated with a survey are the sole responsibility of the buyer.

Environmental

Properties will be sold as is. Any environmental analysis is the sole responsibility of the buyer.

Title Evidence/Insurance

Quitting title of tax reverted properties sold and properties spit for minimal amounts such as non-buildable lots, shall be the responsibility of the buyer.

Financing

Financing the acquisition of City-owned property and subsequent construction (if applicable) is the sole responsibility of the buyer. Failure to provide proof of adequate financing may be used as a basis for denial of a sale.

Appeal Procedure

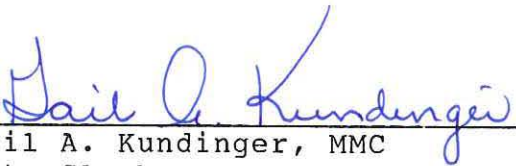
Any denial of a sale can be appealed to the LRC using the appeals procedure as defined by the LRC. All sales whether appealed or not go before the City Commission for approval before a sale can be initiated.

Adopted December 9, 2003.

Ayes: Spataro, Warmington, Schweifler, Carter, Gawron, Larson

Nays: None

Absent: Shepherd (excused)



Gail A. Kunderger, MMC
City Clerk

AGENDA ITEM NO. _____
CITY COMMISSION MEETING 12/9/03

TO: Honorable Mayor and City Commissioners

FROM: Bryon L. Mazade, City Manager

DATE: December 1, 2003

RE: L.C. Walker Arena Energy Savings Project

SUMMARY OF REQUEST:

To approve an agreement with Siemens Building Technologies to provide an energy savings project for the L.C. Walker Arena.

FINANCIAL IMPACT:

\$254,666.00

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

To approve the request contingent on an acceptable cost sharing agreement with Arena Management Group.

COMMITTEE RECOMMENDATION:

The City Commission will review this request at their work session on December 8, 2003.

To:

Mr. Richard L. Scott
Director Of Leisure Services
City of Muskegon
933 Terrace Street
Muskegon, MI 49443-0536
Telephone: (231) 724-6774
Fax: (231) 724-1196

From:

Name Michael Kirby
Title Account Executive
Telephone (616) 257-6516
(800) 959-3027
Fax (616) 538-2890
Email michael.kirby@siemens.com
Date Monday December 1, 2003

Re: L.C. Walker Arena Energy Savings Project Alternate

The following proposal is subject to the terms and conditions of Siemens Building Technologies Inc. This proposal is an alternate approach to our Guaranteed Energy Savings Project submitted to the City of Muskegon.

Siemens Building Technologies Inc. will provide the following Energy Savings Program referenced in this proposal. We have included the price adjustments to reflect additional Improvement Measures **NOT** included in the self-funded base program, and deducts for elimination of the Annex Weather Stripping portion as well as the elimination of the guarantee for energy savings. Siemens Building Technologies inc. will provide one (1) detailed energy audit covering a one-year period after acceptance of the project.

Base Program

1. Lighting Retrofit - Arena/Concourse
2. Weather – Stripping
3. Low E-Mass Ceiling
4. Energy Management System Replacement
5. Vending Machine Optimization
6. Insulate Exposed Piping
7. Engineering / Project Management

Base Program Cost \$187,496.00
(One Hundred Eighty Seven Thousand Four Hundred Ninety Six Dollars)

Deducts

Deduct Annex Weather Stripping <\$1,988.00>
Deduct Energy Savings Guarantee <\$5,167.00>

Total Deducts..... <\$7,155.00>

Additional Facility Improvements

1. Marquee Sign Retrofit (Outside) \$58,410.00
 2. Steam Leak Repair \$15,915.00
- Total Adds \$74,325.00

Total Project Price \$254,666.00

Alternate Project Clarifications

Total Project Cost \$254,666.00
(Two Hundred Fifty Four Thousand Six Hundred Sixty Six Dollars)

- Alternate Project Terms and Conditions attached apply. Guaranteed savings project utilizes terms and conditions provided with self-funded project proposal.

Project Scope includes:

- Project design
- As-Built Drawings
- Coordination with Local inspectors
- Onsite Project Management
- Status Meetings
- Submittal review
- Operation & Maintenance manuals
- Problem Resolution
- Permits
- Owner Training

Implementation

- This alternate proposal is based on the development of a project schedule, and payment schedule acceptable to both parties. This includes the successful resolution of any discrepancies to the terms and conditions attached for the alternate project.
- Written Authorization to proceed will be notice to Siemens Building Technologies Inc. to mobilize, and start the replacement of the failed existing energy management system.

If you have any questions or concerns, please feel free to contact me at any time.

Siemens Building Technologies Inc.
Michael J. Kirby
West Michigan Business Development Manager

Siemens Building Technologies, Inc

Building Automation Division

1525 Gezon Parkway SW
Wvoming, MI 49509

Tel: (616) 538-1611
Fax: (616) 538-2890

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

Assessor/Equalization
(231)724-6708
FAX: (231)726-5181

Cemetery Department
(231)724-6783
FAX: (231)726-5617

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

Civil Service
(231)724-6716
FAX: (231)724-4405

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

Community and
Neigh. Services
(231)724-6717
FAX: (231)726-2501

Computer Info.
Systems
(231)724-6744
FAX: (231)722-4301

Engineering Dept.
(231)724-6707
FAX: (231)727-6904

Finance Dept.
(231)724-6713
FAX: (231)724-6768

Fire Department
(231)724-6792
FAX: (231)724-6985

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

Inspection Services
(231)724-6715
FAX: (231)728-4371

Leisure Services
(231)724-6704
FAX: (231)724-1196

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

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

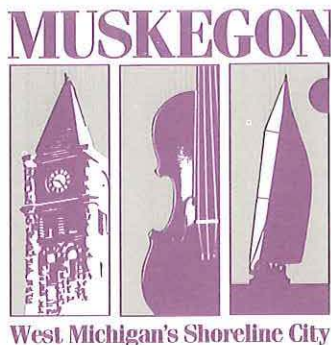
Police Department
(231)724-6750
FAX: (231)722-5140

Public Works Dept.
(231)724-4100
FAX: (231)722-4188

Treasurer's Office
(231)724-6720
FAX: (231)724-6768

Water Billing Dept.
(231)724-6718
FAX: (231)724-6768

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



December 5, 2003

Mr. Tony Lisman
Arena Management Group
LC Walker Arena
955 4th Street
Muskegon, MI 49440

Dear Tony:

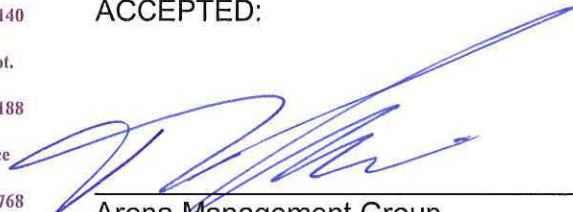
As discussed, the City will proceed with the Siemens energy project at a total cost of \$254,666. The Siemens study indicated that a portion of the cost savings that will be achieved are operational items that directly benefit Arena Management Group. Accordingly, it is proposed that AMG pay a share of the cost for these items in proportion to the operational vs. energy savings indicated by Siemens. AMG's total share of project costs is \$38,159 consisting of 59.3% of the cost of the marquee sign retrofit and 9.0% of the cost of the concourse/arena lighting retrofits. It is proposed that the City be reimbursed for these costs by deducting the amount of \$1,315.83 from each regular monthly payment to AMG for the next 29 months starting with the January 2004 payment and ending with the May 2006 payment. If these terms are agreeable, please indicate your acceptance by signing and returning this letter.

Thank you.

Sincerely,


Bryon L. Mazade
City Manager

ACCEPTED:


Arena Management Group

12-5-03
Date

Date: April 8, 2003
To: Honorable Mayor and City Commissioners
From: Engineering
RE: Consideration of Bids
Herrick @ Sumner Watermain (W-643)

SUMMARY OF REQUEST:

The contract to construct a new 8" watermain in Herrick & Sumner be awarded to Jackson Merkey Contractors of Muskegon since they were the lowest responsible bidder, see attached bid tabulation, with a bid price of \$77,708.15.

Furthermore, it is respectfully requested that your approval, if granted, be contingent upon securing DWRP funds from the MDEQ.

FINANCIAL IMPACT:

The construction cost of \$77,708.15 plus related engineering expenses.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Award the contract to Jackson Merkey

COMMITTEE RECOMMENDATION:

**W-643 HERRICK AND SUMNER WATERMAIN LOOP
BID TABULATION - 11/25/03**

CONTRACTOR ADDRESS CITY/ST/ZIP		NORTHERN CONST. CO. 10237 NORTHLAND DR. ROCKFORD, MI 49341		PRIME EXCAVATING, INC. 500 CORPORATE GROVE DR. GRAND, RAPIDS, MI 49512		MCCORMICK SAND, INC. 995 S 102ND AVE. SHELBY, MI 49455		SCHULTZ EXCAVATING PO BOX 683 LUDINGTON, MI 49431		NORTH RIVER EXCAVATING, INC. 9918 N. RIVER RD. NEWAYGO, MI. 49337	
QTY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
	EACH	\$230.00	\$460.00	\$250.00	\$500.00	\$276.00	\$552.00	\$235.00	\$470.00	\$350.00	\$700.00
	EACH	\$140.00	\$140.00	\$150.00	\$150.00	\$155.00	\$155.00	\$155.00	\$165.00	\$200.00	\$200.00
	EACH	\$125.00	\$625.00	\$75.00	\$375.00	\$208.00	\$1,040.00	\$165.00	\$825.00	\$400.00	\$2,000.00
	EACH	\$175.00	\$875.00	\$125.00	\$625.00	\$226.00	\$1,130.00	\$220.00	\$1,100.00	\$325.00	\$1,625.00
	EACH	\$475.00	\$475.00	\$400.00	\$400.00	\$1,000.00	\$1,000.00	\$320.00	\$320.00	\$1,000.00	\$1,000.00
	EACH	\$1,300.00	\$3,900.00	\$1,250.00	\$3,750.00	\$1,136.00	\$3,408.00	\$1,550.00	\$4,650.00	\$2,500.00	\$7,500.00
	EACH	\$225.00	\$900.00	\$225.00	\$900.00	\$245.00	\$980.00	\$300.00	\$1,200.00	\$300.00	\$1,200.00
	EACH	\$700.00	\$700.00	\$950.00	\$950.00	\$300.00	\$300.00	\$1,750.00	\$1,750.00	\$1,200.00	\$1,200.00
	EACH	\$600.00	\$600.00	\$500.00	\$500.00	\$730.00	\$730.00	\$300.00	\$300.00	\$350.00	\$350.00
	EACH	\$600.00	\$3,000.00	\$600.00	\$3,000.00	\$658.00	\$3,290.00	\$325.00	\$1,625.00	\$400.00	\$2,000.00
	EACH	\$1,600.00	\$1,600.00	\$2,100.00	\$2,100.00	\$3,175.00	\$3,175.00	\$1,500.00	\$1,500.00	\$3,500.00	\$3,500.00
	EACH	\$2,000.00	\$2,000.00	\$2,800.00	\$2,800.00	\$3,420.00	\$3,420.00	\$2,200.00	\$2,200.00	\$4,000.00	\$4,000.00
	EACH	\$325.00	\$1,300.00	\$400.00	\$1,600.00	\$385.00	\$1,540.00	\$375.00	\$1,500.00	\$500.00	\$2,000.00
	LUMP	\$1,050.00	\$1,050.00	\$2,500.00	\$2,500.00	\$1,431.00	\$1,431.00	\$3,500.00	\$3,500.00	\$1,500.00	\$1,500.00
5	FT	\$6.00	\$3,030.00	\$14.00	\$7,070.00	\$7.00	\$3,535.00	\$6.50	\$3,282.50	\$10.00	\$5,050.00
9	FT	\$100.00	\$46,900.00	\$130.00	\$60,970.00	\$90.00	\$42,210.00	\$70.00	\$32,830.00	\$75.00	\$35,175.00
	EACH	\$500.00	\$1,500.00	\$500.00	\$1,500.00	\$536.00	\$1,608.00	\$585.00	\$1,755.00	\$700.00	\$2,100.00
	EACH	\$625.00	\$1,250.00	\$650.00	\$1,300.00	\$673.00	\$1,346.00	\$750.00	\$1,500.00	\$950.00	\$1,900.00
1	FT	\$32.00	\$1,632.00	\$23.00	\$1,173.00	\$22.00	\$1,122.00	\$43.00	\$2,193.00	\$29.00	\$1,479.00
6	FT	\$29.00	\$25,694.00	\$38.00	\$33,668.00	\$24.00	\$21,264.00	\$40.00	\$35,440.00	\$33.00	\$29,238.00
8	FT	\$20.00	\$1,360.00	\$11.00	\$748.00	\$20.00	\$1,360.00	\$25.00	\$1,700.00	\$15.00	\$1,020.00
		TOTALS	\$98,991.00		\$126,579.00		\$94,596.00		\$99,805.50		\$104,737.00

**W-643 HERRICK AND SUMNER WATERMAIN LOOP
BID TABULATION - 11/25/03**

GRANT TOWER
EXCAVATING
13064 WISNER
GRANT, MI 49327

DAN HOE EXCAVATING,
INC.
13664 ROCKY'S RD
HOLLAND, MI 49424

HALLACK CONTRACTING
4223 W. POLK RD.
HART, MI 49420

KAMMINGA & ROODVOETS,
INC.
3435 BROADMOOR AVE. SE
GRAND RAPIDS, MI 49512

JACKSON-MERKEY
CONTRACTORS, INC.
555 E. WESTERN AVE.
MUSKEGON, MI 49442-1039

	DESCRIPTION	QUANTIT	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	BENDS 8" 45 DEGREE DI MJ	2	EACH	\$238.00	\$476.00	\$300.00	\$600.00	\$221.29	\$442.58	\$285.00	\$570.00	\$205.00	\$410.00
2	CAP, 8", DI MJ	1	EACH	\$170.00	\$170.00	\$250.00	\$250.00	\$196.26	\$196.26	\$175.00	\$175.00	\$85.00	\$85.00
3	CORP. STOP 1" MUELLER #15000 OR EQUAL	5	EACH	\$430.00	\$2,150.00	\$250.00	\$1,250.00	\$178.34	\$891.70	\$175.00	\$875.00	\$180.00	\$900.00
4	CURB STOP 1" W / BOX MUELLER #15150 OR EQUAL	5	EACH	\$363.00	\$1,815.00	\$275.00	\$1,375.00	\$233.63	\$1,168.15	\$175.00	\$875.00	\$230.00	\$1,150.00
5	CUT, CAP, AND RESTRAIN 4" WATERMAIN	1	EACH	\$1,460.00	\$1,460.00	\$450.00	\$450.00	\$249.90	\$249.90	\$550.00	\$550.00	\$450.00	\$450.00
6	HYDRANT, STANDARD	3	EACH	\$1,850.00	\$5,550.00	\$1,500.00	\$4,500.00	\$1,680.00	\$5,040.00	\$1,500.00	\$4,500.00	\$1,180.00	\$3,540.00
7	REDUCER 8" X 6" DI MJ	4	EACH	\$215.00	\$860.00	\$250.00	\$1,000.00	\$225.38	\$901.52	\$225.00	\$900.00	\$150.00	\$600.00
8	REMOVING TREE, 25" TO 36"	1	EACH	\$650.00	\$650.00	\$300.00	\$300.00	\$1,050.00	\$1,050.00	\$500.00	\$500.00	\$1,175.00	\$1,175.00
9	SLEEVES LONG 6" DI MJ	1	EACH	\$1,510.00	\$1,510.00	\$550.00	\$550.00	\$338.10	\$338.10	\$350.00	\$350.00	\$250.00	\$250.00
10	SLEEVES LONG 8" DI MJ	5	EACH	\$1,541.00	\$7,705.00	\$650.00	\$3,250.00	\$242.81	\$1,214.05	\$400.00	\$2,000.00	\$325.00	\$1,625.00
11	TAPPING SLEEVE AND VALVE 6" X 6" WITH BOX	1	EACH	\$1,335.00	\$1,335.00	\$1,900.00	\$1,900.00	\$2,467.50	\$2,467.50	\$2,000.00	\$2,000.00	\$1,530.00	\$1,530.00
12	TAPPING SLEEVE AND VALVE 8" X 14" WITH BOX	1	EACH	\$2,017.00	\$2,017.00	\$2,600.00	\$2,600.00	\$2,887.50	\$2,887.50	\$3,500.00	\$3,500.00	\$2,370.00	\$2,370.00
13	TEE, 8" x 6", DI MJ	4	EACH	\$288.00	\$1,152.00	\$350.00	\$1,400.00	\$327.86	\$1,311.44	\$500.00	\$2,000.00	\$275.00	\$1,100.00
14	TRAFFIC CONTROL	1	LUMP	\$1,461.00	\$1,461.00	\$1,900.00	\$1,900.00	\$3,675.00	\$3,675.00	\$5,000.00	\$5,000.00	\$2,375.00	\$2,375.00
15	TRENCH REPAIR LAWN REHABILITAION	505	FT	\$11.80	\$5,959.00	\$8.00	\$3,030.00	\$11.85	\$5,984.25	\$11.00	\$5,555.00	\$4.00	\$2,020.00
16	TRENCH REPAIR SPECIAL	469	FT	\$61.00	\$28,609.00	\$80.00	\$28,140.00	\$91.25	\$42,796.25	\$50.00	\$23,450.00	\$45.75	\$21,456.75
17	VALVE 6" GATE M.J. W/BOX	3	EACH	\$529.00	\$1,587.00	\$550.00	\$1,650.00	\$679.35	\$2,038.05	\$600.00	\$1,800.00	\$540.00	\$1,620.00
18	VALVE 8" GATE M.J. W/BOX	2	EACH	\$665.00	\$1,330.00	\$750.00	\$1,500.00	\$847.35	\$1,694.70	\$750.00	\$1,500.00	\$705.00	\$1,410.00
19	WATERMAIN 6" DUCTILE IRON CL. 52	51	FT	\$28.00	\$1,428.00	\$26.00	\$1,326.00	\$29.10	\$1,484.10	\$28.00	\$1,428.00	\$32.00	\$1,632.00
20	WATERMAIN 8" DUCTILE IRON CL. 52	886	FT	\$31.00	\$27,466.00	\$28.00	\$24,808.00	\$23.84	\$21,122.24	\$31.65	\$28,041.90	\$34.90	\$30,921.40
21	WATER SERVICE 1" TYPE "K" COPPER	68	FT	\$18.25	\$1,241.00	\$15.00	\$1,020.00	\$15.25	\$1,037.00	\$20.00	\$1,360.00	\$16.00	\$1,088.00
	TOTALS				\$95,931.00		\$82,799.00		\$97,990.29		\$86,929.90		\$77,708.15

Commission Meeting Date: November 25, 2003

Date: November 14, 2003
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development *CBC*
RE: Zoning Ordinance Amendment for Article II (Definitions)

SUMMARY OF REQUEST:

Request to amend Article II (Definitions) of the City's Zoning Ordinance in order to correct, add and delete various definitions as described in the attached ordinance.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends amendment of the Zoning Ordinance as described above.

COMMITTEE RECOMMENDATION:

The Planning Commission recommended approval of the request at their 11/13 meeting.. The vote was unanimous with B. Smith absent.

Staff Report
CITY OF MUSKEGON
PLANNING COMMISSION
REGULAR MEETING
November 13, 2003

Hearing; Case 2003-46: Staff-initiated request to amend the Zoning Ordinance to add, delete and update several definitions in Article II (Definitions).

BACKGROUND

Staff is proposing several changes to the Definitions section of the ordinance. These changes deal with issues which have come up lately as well as clean-up issues left over from other past amendments and also some changes staff is proposing to clarify and make administering the ordinance easier. The proposed changes are explained below (deletions in ~~strike thru~~, and additions in *italic*):

- Staff is proposing to add three new definitions to the ordinance in response to issues raised and discussed at October's meeting. Staff is proposing the following new definitions for Assisted Living Facility, Hospice Care and Hospice Care Facility:

Assisted Living Facility: A combination of housing, personalized supportive services and health care designed to meet the individual needs of persons who need help with the activities of daily living, but do not need the skilled medical care provided in a nursing home. The 'activities of daily living' are generally considered to include eating, bathing, dressing, getting to and using the bathroom, getting in or out of bed or chair, and mobility.

Hospice Care: The combination of active and compassionate therapies intended to comfort and support terminally ill patients (and their families) at the end of a person's life.

Hospice Care Facility: A physical structure operated for the purpose of providing more than one hospice patients with hospice care.

- Staff is proposing to amend the existing definition of a commercial kennel. Currently kennels are defined as any premises which has more than three adult dogs or cats. Staff is concerned that a kennel operation may only have 2 or 3 adult dogs, but wouldn't be considered a kennel under this definition. Staff is proposing to add that any premises which offers cats or dogs for sale on a re-occurring basis (more than once per year) is also a commercial kennel. Staff is also proposing to change the numbers of animals to be in keeping with the animal control ordinance adopted by the City last year.

Kennel, Commercial: Any premises on which ~~three or more~~ more than three dogs or more than four cats, older than four (4) months old, ~~or older~~, are kept, or any premises which offers cats or dogs for sale on a reoccurring basis (more than once per year).

- In checking through the Definitions section, staff realized that the definition of loading space does not currently match what other sections of the ordinance require for loading space size. Staff is proposing to change this definition so that it is consistent with the rest of the ordinance.

Loading Space: A minimum *ten by fifty foot (10' x 50')* ~~twelve by forty foot (12' x 40')~~ off-street space on the same lot with a building, or group of buildings, for the temporary parking of a commercial vehicle while loading and unloading merchandise or materials.

- There currently is no definition for 'Nursing Home' in the ordinance – it is defined under 'Convalescent (Nursing) Home'. Staff is proposing to add a definition of Nursing Home, to refer to the existing definition for Convalescent Home to make it easier for people to find.

Nursing Home: *See Convalescent Home*

Convalescent (Nursing) Home: An installation other than a hospital where two (2) or more persons afflicted with illness, injury or an infirmity are housed or lodged, and furnished with nursing care.

- In 2002 the parking standards of the ordinance were updated and changed. One change was to remove the 'Parking Exempt District' which was previously in place. Staff has noticed that there is still an existing definition in the ordinance for the parking exempt district and is proposing to remove this definition.

~~Parking Exempt District: That area of the City which is exempt from complying with the parking requirement of this Ordinance.~~

- The definition of a parking space speaks to an 8' x 18' foot size. Staff is proposing to add the word 'minimum' since many parking spaces are larger than this (9' x 20' being common) and the intention was that 8' x 18' would be a minimum size requirement.

Parking Space: A *minimum* eight by eighteen foot (8' x 18') area of land provided for vehicles off of a street exclusive of drives, aisles, or entrances giving access thereto, which is fully accessible for parking of permitted vehicles.

- All City streets are classified in the ordinance as either expressway, arterial, major, collector or minor streets. The ordinance specifically names streets in the first four classifications and all other streets are considered to be minor streets. The ordinance uses these classifications for determining setback requirements, and signage among other things. Staff is proposing some changes to the streets as shown below. Shoreline Dr. will be finished next year and will become a trunkline, so staff is proposing to add it to the list of arterial streets, along with Seaway Dr. and M-46. Getty St. is not listed at all, and therefore is a minor street by default. Staff is proposing to add Getty to the list of major streets. Henry St. and Lakeshore Dr. are a major and a collector street, but both streets are mainly residential north of Laketon Ave. Staff is proposing to change their classifications accordingly.

Street: A public dedicated right-of-way, other than an alley, which affords the principal means of access to abutting property.

Expressway: Those streets designed for high speed, high volume traffic, with full or partially controlled access, some grade crossings but no driveway connections (U.S. 31).

Arterial Street: Those streets of considerable continuity which are used or primarily for fast or heavy traffic (Seaway Dr., M-46, *Shoreline Dr.*).

Major Street: Those streets in the City that are classified as primary hard-surfaced roads (*Getty St.*, Laketon Ave., Henry St. (*south of Laketon Ave.*), Sherman Blvd., ~~Shoreline Dr.~~).

Collector Street: Those streets used to carry traffic from minor streets to arterial streets classified by the City (Hackley Ave., Barclay St., Lakeshore Dr. (*south of Laketon Ave.*), Marquette Ave., *Wood St.*).

Minor Street: A street, which is intended primarily for access, for abutting properties (*All streets except those named above*).

- The ordinance prohibits front-yard parking in residential districts. Staff has interpreted the ordinance to mean that a driveway must extend past the front building line in order to not be considered front-yard parking. Staff is proposing to add this specific requirement to the definition of 'Driveway' in order to clarify the requirement and make the ordinance easier to administer and enforce.

Driveway: A means of access for vehicles from a street or approved alley across a lot or parcel to a parking or loading area, garage, dwelling or other structure or area on the same lot, that is located and constructed in accordance with the requirements of this Ordinance and any requirements of the City or State of Michigan. *A residential driveway must extend at least one car length behind the front building line of the home.*

CITY OF MUSKEGON
MUSKEGON COUNTY, MICHIGAN

ORDINANCE NO. 2118

An ordinance to amend the Zoning Ordinance of the City to amend Article II (Definitions).

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

Article II of the Zoning Ordinance of the City of Muskegon is hereby amended to add the following new definitions:

Assisted Living Facility: A combination of housing, personalized supportive services and health care designed to meet the individual needs of persons who need help with the activities of daily living, but do not need the skilled medical care provided in a nursing home. The 'activities of daily living' are generally considered to include eating, bathing, dressing, getting to and using the bathroom, getting in or out of bed or chair, and mobility.

Hospice Care: The combination of active and compassionate therapies intended to comfort and support terminally ill patients (and their families) at the end of a person's life.

Hospice Care Facility: A physical structure operated for the purpose of providing more than one hospice patients with hospice care.

Nursing Home: See Convalescent Home

Article II of the Zoning Ordinance of the City of Muskegon is further amended to change the definitions of "Commercial Kennel", "Loading Space", "Convalescent (Nursing) Home", "Parking Space" and "Street" to read as below:

Kennel, Commercial: Any premises on which more than three dogs or more than four cats, older than four (4) months old, are kept or any premises which offers cats or dogs for sale on a reoccurring basis (more than once per year).

Loading Space: A minimum ten by fifty foot (10' x 50') off-street space on the same lot with a building, or group of buildings, for the temporary parking of a commercial vehicle while loading and unloading merchandise or materials.

Convalescent Home: An installation other than a hospital where two (2) or more persons afflicted with illness, injury or an infirmity are housed or lodged, and furnished with nursing care.

Parking Space: A minimum eight by eighteen foot (8' x18') area of land provided for vehicles off of a street exclusive of drives, aisles, or entrances giving access thereto, which is fully accessible for parking of permitted vehicles.

Street: A public dedicated right-of-way, other than an alley, which affords the principal means of access to abutting property.

Expressway: Those streets designed for high speed, high volume traffic, with full or partially controlled access, some grade crossings but no driveway connections (U.S. 31).

Arterial Street: Those streets of considerable continuity which are used or primarily for fast or heavy traffic (Seaway Dr., M-46, Shoreline Dr.).

Major Street: Those streets in the City that are classified as primary hard-surfaced roads (Getty St., Laketon Ave., Henry St. (south of Laketon Ave.), Sherman Blvd.)

Collector Street: Those streets used to carry traffic from minor streets to arterial streets classified by the City (Hackley Ave., Barclay St., Lakeshore Dr. (south of Laketon Ave.), Marquette Ave., Wood St.).

Minor Street: A street, which is intended primarily for access, for abutting properties (All streets except those named above).

Article II of the Zoning Ordinance of the City of Muskegon is further amended to completely remove the definition for the "Parking Exempt District".

This ordinance adopted:

Ayes: Spataro, Warmington, Schweifler, Carter, Gawron, Larson

Nays: None

Adoption Date: December 9, 2003

Effective Date: December 25, 2003

First Reading: November 25, 2003

Second Reading: December 9, 2003

CITY OF MUSKEGON

By: Gail A. Kundinger
Gail A. Kundinger, MMC, City Clerk

CERTIFICATE

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 December 9, 2003, 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 Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

DATED: December 10, 2003.

Gail Kunding
Gail Kunding, 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 December 9, 2003, the City Commission of the City of Muskegon adopted an ordinance amending Article II (Definitions) of the Zoning Ordinance.

The amendment removes the current definition of "Parking Exempt District" from the ordinance, adds new definitions for "Nursing Home", "Assisted Living Facility", "Hospice Care", and "Hospice Care Facility" and amends the definitions for "Commercial Kennel", "Loading Space", "Convalescent Home", "Parking Space" and "Street".

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 December 15, 2003

CITY OF MUSKEGON

By _____
Gail A. Kunding, MMC
Its Clerk

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

Account No. 101-80400-5354

Commission Meeting Date: November 25, 2003

Date: November 14, 2003
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development *CAC*
RE: Rezoning request for the South Half of Block 317 (including the former Boilerworks property)

SUMMARY OF REQUEST:

Request to rezone the south half of Block 317 (owned by Muskegon Group Properties, LLC and the Muskegon Eagles) from I-2, General Industrial to H, Heritage.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

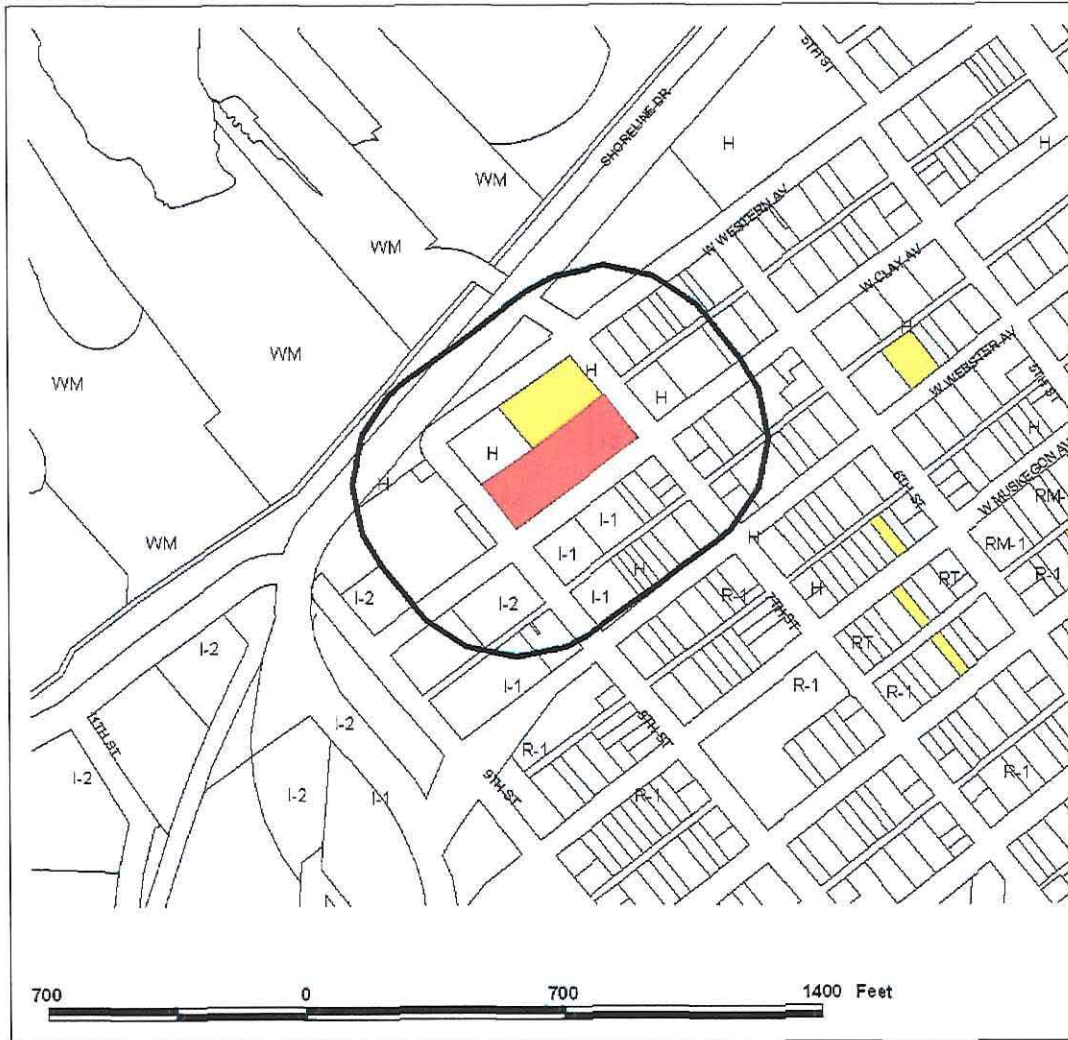
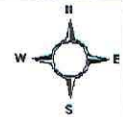
STAFF RECOMMENDATION:

Staff recommends approval of the request.

COMMITTEE RECOMMENDATION:

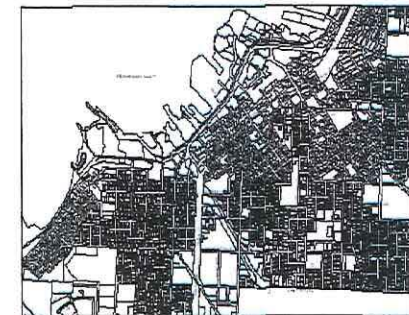
The Planning Commission recommended approval of the request at their 11/13 meeting. The vote was unanimous with B. Smith and B. Mazade absent.

**City of Muskegon
Planning Commission
Case # 2003-43**



- = Subject Property(ies)
- = Notice Area

- R-1 = Single-Family Residential
- RT = Two-Family Residential
- RM-1 = Low Density Multiple-Family Residential
- H = Heritage
- I-1 = Light Industrial
- I-2 = General Industrial
- WM = Waterfront Marine



Staff Report [EXCERPT]
CITY OF MUSKEGON
PLANNING COMMISSION
REGULAR MEETING
November 13, 2003

Hearing; Case 2003-43: Request to rezone the south half of block 317 (including the former Boilerworks property) from I-2, General Industrial to H, Heritage, by Muskegon Group Properties, LLC.

BACKGROUND

Applicant: Muskegon Group Properties, LLC and Muskegon Construction Company

Address/Location of Subject Property: south ½, Block 317 (bounded by Clay, 7th, 8th & Western)

Current Use: Vacant building/parking lot

Current Zoning: I-2, General Industrial

Proposed Zoning: H, Heritage

STAFF OBSERVATIONS

1. The subject property is located at the corner of Eighth St. and Clay Ave. The north half of the block is currently zoned H, Heritage and the southern portion, containing the former Boilerworks building and a portion of the Eagles' parking lot, is currently zoned I-2, General Industrial.
2. Staff had initiated a rezoning of this property last year to either B-3 or H. The request was tabled and then withdrawn as that proposed project never moved forward. The current applicant is proposing to use the building for artist studio apartments and gallery space.
3. The applicant has requested to change the zoning of the Boilerworks property. Staff has added the Eagles' parking lot to the request in order to keep the zoning of the block consistent and not leave that small portion zoned I-2 with the rest of the block zoned H. The rest of the Eagles' entire property is currently zoned H.
4. The Boilerworks building is visible from Western Ave. and Shoreline Dr. During the Summer Celebration festival every summer, and other festivals held at Heritage Landing, this building is seen by a very large number of people. Redevelopment of this building would go a long way toward improving the image of the downtown area.
5. The proposed use of the building is for loft apartments with studio space for artists, along with associated gallery and conference space. This is a unique re-use for this building and an exciting opportunity for downtown Muskegon.
6. The applicant will be applying for a Planned Unit Development for the proposed development on the Boilerworks property. The proposed use does not entirely fit within any existing zoning designation, and it was determined that a PUD would be the best option for the site.
7. The Future Land Use Map shows the subject property to as "Downtown/Lakeshore Redevelopment Area".
8. The Downtown/Lakeshore Redevelopment Sub-Plan of the Master Land Use Plan states:

- ◆ Downtown Muskegon exhibits little sense of place. From a physical and economic perspective, most uses do not relate to other nearby uses.
 - ◆ The availability of land in the current commercial core and waterfront area is a significant opportunity. With targeting of public and private resources, phased development, and proper marketing, the land, much like the water, provides Muskegon with the opportunity to plan for and define its own destiny.
 - ◆ Much of the Downtown and Lakeshore are perceived as tainted remnants of Muskegon's industrial history. Although the Downtown borders one of the regions largest inland lakes, its history and the current "brownfield" nature of many properties present a perceptual hurdle to appreciating this natural asset.
 - ◆ Success in a competitive environment calls for an aggressive approach to recruitment of business and investment.
 - ◆ Historically the waterfront has been used primarily for industrial purposes. Utilization of this history can be an asset. Residential activity, mixed with a working industry, is in vogue in many waterfront communities, creating an urban ambience not otherwise achievable.
9. The subject property is located in one of the Downtown Core GEMS Functional Areas defined in the Downtown/Lakeshore Redevelopment Plan. The subject property is shown in the "Guest and Entertainment Center" area.
- ◆ The Guest and Entertainment Center provides opportunity to concentrate a variety of entertainment, service and retail uses in close proximity to existing facilities of local and regional significance...
 - ◆ The Boiler Works building requires a fair amount of renovation, but could be used for housing, offices, shopping, museum, health club or spa, or education facility.

PHOTOS





ORDINANCE EXCERPTS

ARTICLE XV - I-2 GENERAL INDUSTRIAL DISTRICTS

PREAMBLE

The I-2 General Industrial Districts are established primarily for manufacturing, assembling, and fabrication activities including large scale or specialized industrial operations whose external physical effects may be felt to some degree by surrounding districts. The I-2 District is so structured as to permit, in addition to I-1 Light Industrial District uses, the manufacturing, processing and compounding of semifinished or finished products from raw materials.

SECTION 1500: PRINCIPAL USES PERMITTED

In an I-2 General Industrial District, buildings and land may be used for one (1) or more of the following specified uses, unless otherwise provided in this Article.

1. Any Principal Use Permitted in the I-1 District, subject to the requirements of this District.
2. Primary metal industries, including foundries, smelting and refining of metal or alloys, rolling and extruding plants.
3. Chemical plants whose manufacturing process produce products which are not hazardous materials as defined in the Fire Code.
4. Paper and pulp manufacturing.
5. Power generating plants.
6. Junk yards and scrap metal processing.
7. Rubber manufacturing or the remanufacturing of rubber products.
8. Uses similar to the above principal uses.
9. Non-accessory signs provided that the signs conform to Section 2308(1) of this Code.

SECTION 1501: SPECIAL LAND USES PERMITTED

The following uses, and their accessory buildings and accessory uses, shall be permitted as a special land use if it is found to meet the standards outlined in Section 2332 of this Ordinance, subject to applicable conditions imposed by Ordinance or other reasonable conditions imposed by the Planning Commission:

1. Any use with outside storage of aggregate, sand or other soil, or raw materials used in a manufacturing process such as brick, tile manufacturing plants, asphalt and cement batch plants.
2. Gasoline storage facilities.
3. Bulk storage or the production of acetylene, natural gas, and oxygen or other highly explosive or toxic gases. The storage of such gases for use in a production process or of an industry, business, or health care facility shall not be considered bulk storage.
4. Chemical plants whose manufacturing process produce products which are hazardous materials as defined in the Fire Code.
5. Uses similar to the above Special Land uses.

SECTION 1502: PLANNED UNIT DEVELOPMENTS [amended 10/98]

...

SECTION 1503: AREA AND BULK REQUIREMENTS [amended 4/00]

...

ARTICLE XX - H HERITAGE DISTRICTS

PREAMBLE

The "H" Heritage District is intended to permit land uses which promote a historic atmosphere, cultural and educational values, stabilize and improve property values, foster community beauty and pride by permitting the following land uses.

SECTION 2000: PRINCIPAL USES PERMITTED

In an H Heritage District no building or land shall be used and no building shall be erected, structurally altered, or occupied except for one (1) or more of the following specified uses, unless otherwise provided for in this Ordinance:

1. One (1) and two (2) family dwellings.
2. Churches and other facilities normally incidental thereto subject to the following conditions:
...
3. Accessory buildings and accessory uses customarily incidental to the above Principal Uses Permitted.
4. Uses similar to the above Principal Uses Permitted.

SECTION 2001: SPECIAL LAND USES PERMITTED

The following uses, and their accessory buildings and accessory uses, shall be permitted under the purview of Section 2332 after review and approval of the use (and a site plan, if required) by the Planning Commission, after review of the Historic District Commission, and after Public Hearing, subject to the applicable conditions and any other reasonable conditions imposed by the Planning Commission:

1. Retail business or service establishments as Principal Uses Permitted in the B-1 District, subject to the regulations of this District.
2. Restaurants, lounges and clubs, except drive-in restaurants.
3. Craft shops.
4. Offices and clinics of physicians, dentists, architects, engineers, attorneys, accountants, and similar professions.
5. Outdoor displays.
6. Hotels and motels.
7. Multiple family residential uses of various types and densities provided, however, that any existing structure originally constructed for one or two family use shall not be further divided into additional dwelling units unless it can be demonstrated to the satisfaction of the Historic District Commission and the Planning Commission that the essential form and integrity of the structure and its site and surroundings can be maintained. Any new multiple family construction shall be compatible and/or complementary to the character of the surrounding area as determined by the Historic District Commission and the Planning Commission. Multiple family uses as described under this subsection may be allowed as part of a building containing other allowable. Principal or Special Uses in this district.
8. Accessory buildings and accessory uses customarily incidental to the above Special Land Uses Permitted.
9. Uses similar to the above Special Land Uses Permitted.

SECTION 2002: PLANNED UNIT DEVELOPMENTS

...

...

DELIBERATION

Criteria-based questions typically asked during a rezoning include:

1. **What, if any, identifiable conditions** related to the petition **have changed which justify** the petitioned **change in zoning**.
2. **What are the precedents and the possible effects** of precedent which **might result from the approval or denial** of the petition.
3. What is the **impact** of the amendment on the ability of the city to provide **adequate public services and facilities and/or programs** that might reasonably be required in the future if the petition is approved.
4. Does the petitioned zoning change adversely affect the environmental conditions or value of the surrounding property.
5. Does the petitioned zoning change generally **comply with the adopted Future Land Use Plan of the City**.
6. Are there any **significant negative environmental impacts** which would reasonably occur if the petitioned zoning change and resulting allowed structures were built such as:
 - a. **Surface water** drainage problems
 - b. **Waste water** disposal problems
 - c. Adverse effect on surface or subsurface **water quality**
 - d. **The loss of valuable natural resources** such as **forest, wetland, historic sites, or wildlife areas**.

CITY OF MUSKEGON

MUSKEGON COUNTY, MICHIGAN

ORDINANCE NO. 2119

An ordinance to amend the zoning map of the City to provide for a zone change for certain property from I-2 "General Industrial" to H "Heritage"

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 of the following described property from I-2 "General Industrial" to H "Heritage":

CITY OF MUSKEGON REVISED PLAT OF 1903, SOUTH HALF OF BLOCK 317 (LOTS 9-14)

This ordinance adopted:

Ayes: Spataro, Warmington, Schweifler, Carter, Gawron, Larson

Nayes: None

Adoption Date: December 9, 2003

Effective Date: December 25, 2003

First Reading: November 25, 2003

Second Reading: December 9, 2003

CITY OF MUSKEGON

By: Gail A. Kunderger
Gail A. Kunderger, MMC, City Clerk

CERTIFICATE (Rezoning of Boilerworks from I-2 to H)

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 9th day of December, 2003, 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 Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

DATED: December 10, 2003.


Gail A. Kunding, 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 December 9, 2003, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning of the following property from I-2 "General Industrial" to H "Heritage":

CITY OF MUSKEGON REVISED PLAT OF 1903, SOUTH HALF OF BLOCK 317 (LOTS 9-14)

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 December 15, 2003

CITY OF MUSKEGON

By _____
Gail A. Kunding, MMC
City Clerk

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

Account No. 101-80400-5354

Commission Meeting Date: December 9, 2003

Date: November 21, 2003
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development *CBE*
RE: Lot Swap with Muskegon Public Schools

SUMMARY OF REQUEST:

Muskegon Public Schools approached the City regarding possible acquisition of 581 Houston, which is a City-owned tax-reverted parcel adjacent to the school's soccer field. Presently, the soccer field fence is located too close to the out-of bounds line for safety of the players. Muskegon Public Schools owns an unbuildable lot at 159 W. Southern Avenue, which is adjacent to a City-owned unbuildable parcel at 151 W. Southern. If these two lots were to be combined, they would become one buildable lot and could be sold for residential construction in the future. It was suggested that a "lot swap" take place between Muskegon Public Schools and the City whereby Muskegon Public Schools would acquire 581 Houston in exchange for 159 W. Southern Avenue.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

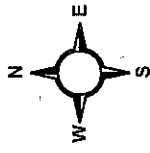
None.

STAFF RECOMMENDATION:

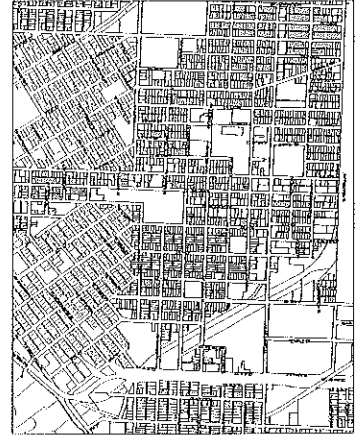
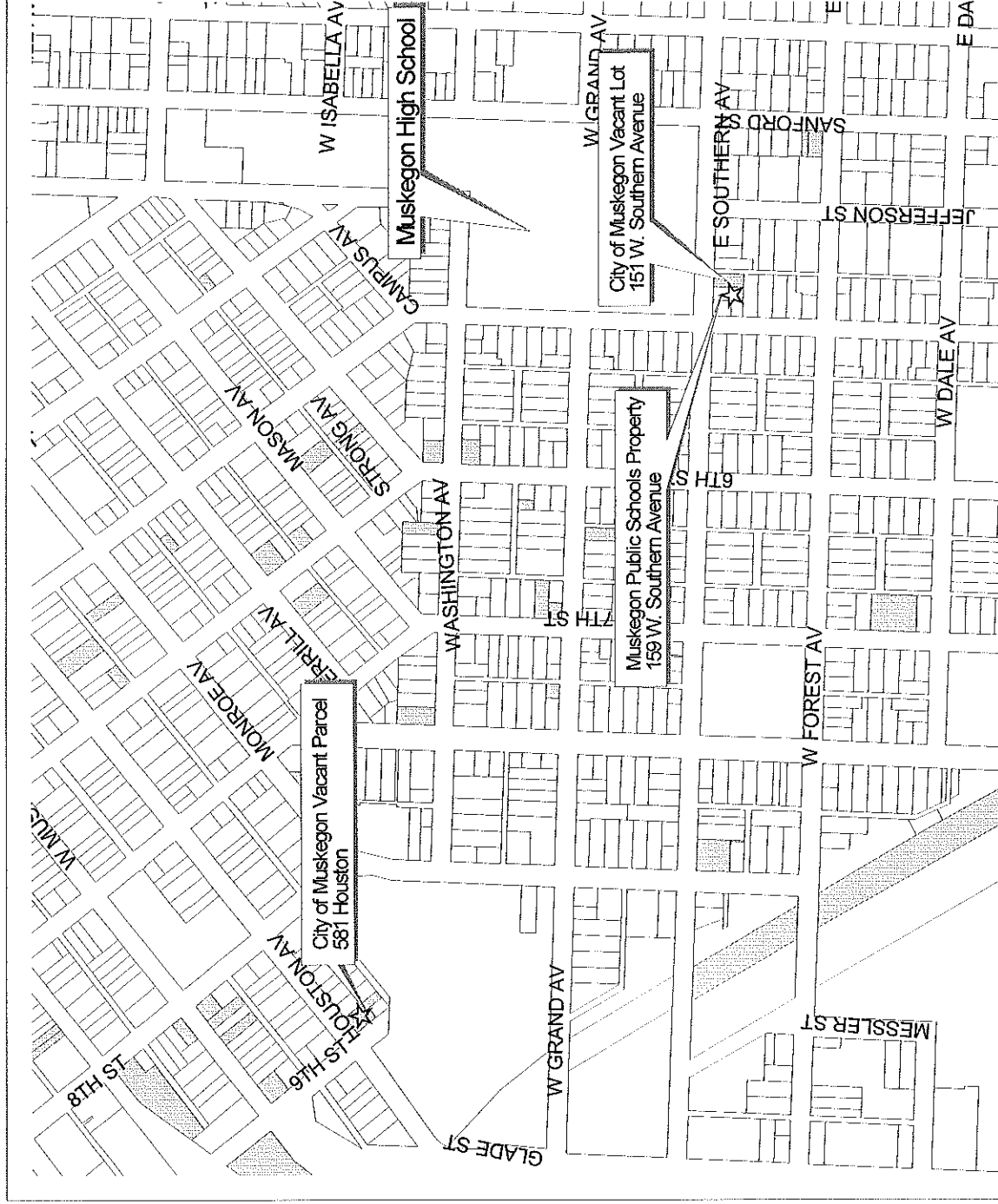
To "swap" the City-owned parcel at 581 Houston Avenue for Muskegon Public Schools parcel at 159 W. Southern Avenue and to authorize the Mayor and Clerk to sign the deed, resolution, and purchase agreement.

COMMITTEE RECOMMENDATION:

Proposed Lot Swap Property 581 Houston & 159 W. Southern Avenue



☆ = Subject Property(ies)
to be swapped





Administrative Services • 349 W. Webster Ave., Muskegon MI 49440 • 231-720-2003 • FAX 720-2050 • TTY 720-2066

Public Schools of the City of Muskegon, Muskegon County, Michigan.

A regular meeting of the Board of Education of the District was held in Room 204 of the Hackley Administration Building, 349 West Webster Avenue, in the District, on November 18, 2003 at 7:00 p.m.

Present: Trustees Ashley, Donovan, Michalski, Poole, Young

Absent: Trustees Bruce, O'Brien

November 18, 2003

Board of Education
Muskegon, Michigan

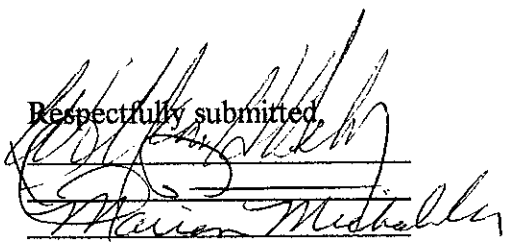
Board Members:

Your Committee on Ways and Means recommends adoption of the following resolution:

WHEREAS, the Public Schools of the City of Muskegon and the City of Muskegon desire to exchange properties, specifically property owned by the school district on Southern Avenue and legally described in the attached "Real Estate Purchase Agreement", and property owned by the city on Houston Avenue near Nelson School and legally described in the attached "Real Estate Purchase Agreement";

NOW, THEREFORE, BE IT RESOLVED that the President and Secretary of this Board of Education are hereby authorized to sign the attached "Real Estate Purchase Agreement" to finalize the exchange.

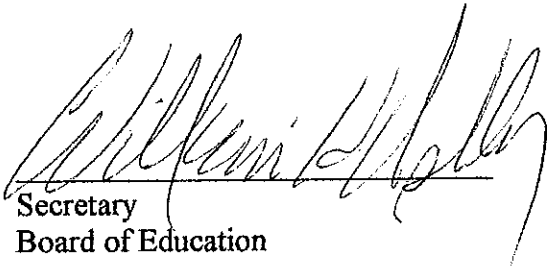
Respectfully submitted,


William H. Ashley, Chairperson
Kevin J. Donovan
Marian Michalski
Committee on Ways and Means

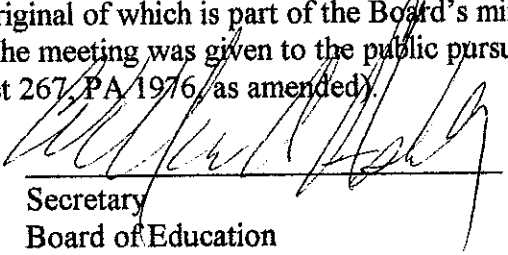
Ayes: Trustees Ashley, Donovan, Michalski, Poole, Young

Nays: None

Resolution declared adopted.


Secretary
Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of the Public Schools of the City of Muskegon, Muskegon County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board at a regular meeting held on November 18, 2003, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).


Secretary
Board of Education

CITY OF MUSKEGON

RESOLUTION #2003-101(e)

RESOLUTION APPROVING THE SWAP OF A CITY-OWNED LOT

WHEREAS, the City of Muskegon has received a signed purchase agreement from Muskegon Public Schools, 349 W. Webster Avenue MI 49440 for a vacant lot owned by Muskegon Public Schools located 159 W. Southern Avenue (parcel #24-205-426-0001-10) to be swapped with the City of Muskegon's vacant lot located at 581 Houston Avenue (parcel #24-205-372-0006-00); and

WHEREAS, the City-owned lot is considered buildable and the lot owned by Muskegon Public Schools is considered unbuildable under the City's Zoning Ordinance; and

WHEREAS, the swap would enable the City to combine the lot at 159 W. Southern Avenue with another unbuildable City-owned lot located at 151 W. Southern Avenue, and therefore, create a buildable lot; and

WHEREAS, the swap of these two properties would be of benefit to both the City of Muskegon and Muskegon Public Schools;

NOW, THEREFORE BE IT RESOLVED, that THE CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 6 BLK 372 EX WLY 38 FT OF SLY 52 FT (City-owned 581 Houston Avenue) be swapped for THE CITY OF MUSKEGON REVISED PLAT OF 1903 E 50 FT OF W 150 FT LOTS 1-2 BLK 426 (Muskegon Public School's property at 159 W. Southern Avenue).

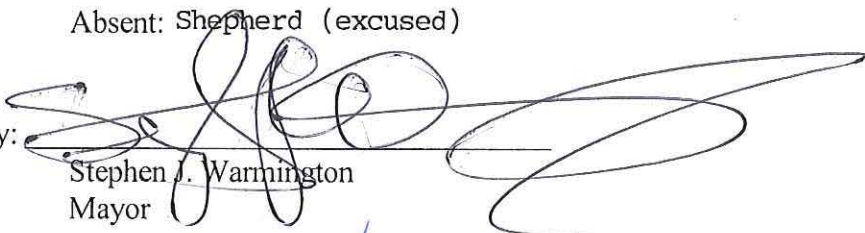
Resolution adopted this 9th day of December, 2003.

Ayes: Spataro, Warmington, Schweifler, Carter, Gawron, Larson

Nays: None

Absent: Shepherd (excused)

By:


Stephen J. Warmington
Mayor

Attest:


Gail A. Kundinga, MMC
Clerk

CERTIFICATION

2003-101(e)

This resolution was adopted at a regular meeting of the City Commission, held on December 9, 2003. 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.

CITY OF MUSKEGON

By



Gail A. Kunderger, MMC
Clerk

REAL ESTATE PURCHASE AGREEMENT

THIS AGREEMENT is made December 9, 2003, by and between **CITY OF MUSKEGON**, of 933 Terrace Street, Muskegon, Michigan 49440 ("City"), and **MUSKEGON PUBLIC SCHOOLS**, of 349 W. Webster, Muskegon, Michigan 4944- ("School").

1. **General Agreement and Description of Premises.** City and School agree to exchange, marketable record title of real estate, and all improvements thereon, with all beneficial easements, and with all of the owner's right, title and interest in all adjoining public ways, the real property s follows:

1.1 City agrees to transfer to School marketable record title of real estate, and all improvements thereon, with all beneficial easements, and with all of the City's right, title and interest in all adjoining public ways, ("Premise No. 1") specifically described as:

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 6 BLK 372 EX WLY 38 FT OF SLY 52 FT

subject to the reservations, restrictions and easements of record, provided said reservations, restrictions and easements of record are acceptable to School upon disclosure and review of the same, and subject to any governmental inspections required by law.

1.2 School agrees to transfer to City marketable record title of real estate, and all improvements thereon, with all beneficial easements, and with all of the School's right, title and interest in all adjoining public ways, ("Premise No. 2") specifically described as:

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 105 FT LOTS 1-2 BLK 426

subject to the reservations, restrictions and easements of record, provided said reservations, restrictions and easements of record are acceptable to City upon disclosure and review of the same, and subject to any governmental inspections required by law.

2. **Purchase Price.** City and School agree to purchase the two parcels of property at the price of \$100,000.00 and agree that

3. **Taxes and Assessments.** All taxes and assessments which are due and payable at the time of closing, shall be paid by the City and School. All taxes and assessments which become due and payable after closing shall be paid by the City and School.

4. **Title Insurance.** City and School agree to obtain title insurance prior to closing, a commitment for title insurance for both parcels from a title insurance Company for the minimum amount permitted for each parcel by the title insurance Company for the conditions required herein. In the event the reservations, restrictions or easements of record are not acceptable to the buyer, the buyer shall have forty-five (45) days from notice of objection to remedy such objections or terminate this Agreement. If the seller resolves such restrictions, and remedies the title (by obtaining satisfactory title insurance or otherwise) within the time specified, City and School agree to complete this sale as herein provided, within ten (10) days of written notification thereof. If a party fails to resolve such restrictions or remedy the title within the time above specified, or fails to obtain satisfactory title insurance, this Agreement will be terminated at the other party's option. The total premium for the owners' title policy for both parcels shall be split evenly between the parties.

5. **Personal Property and Fixtures.** All personal property and fixtures, which the seller wishes to remove, shall be removed on or before closing. Any personal property which is left on the Premises shall be the property of buyer who may dispose of same.

6. **Survey.** Each party, at its own expense, may obtain a survey of the Premises, and either party or its surveyor or other agents may enter the Premises for that purpose prior to closing. If no survey is obtained, the parties agree that it is relying solely upon its own judgment as to the location, boundaries and area of the Premises and improvements thereon without regard to any representations that may have been made. In the event that a survey by a registered land surveyor made prior to closing discloses an encroachment or substantial variation from the presumed land boundaries or area, the buyer shall have the option of effecting a remedy within thirty (30) days after disclosure. Buyer may elect to purchase the Premises subject to said encroachment or variation.

7. **Environmental Matters.** School as to its property and City as to its property represents and warrants to Buyer as follows:

a. To the best of City's and School's knowledge, the Premises have been used and operated by in compliance with all applicable federal, state and local laws and regulations related to air quality, water quality, waste disposal or management, hazardous or toxic substances, and the protection of health and the environment.

b. City and School, as to its property, has not disposed of any hazardous or toxic substances on or in the Premises, but the premises may have been characterized as part of a "facility" under Michigan law. The Premises may constitute a facility because of historic fill materials in or in the vicinity of the Premises. City and School is unaware of any plume of contaminated groundwater in or affecting the Premises.

c. The Premises does not include any "underground storage tank," as that term is defined by state or federal law, to the best of Seller's knowledge.

Such representations and warranties shall be deemed to have been made again by the appropriate party as of the closing. City agrees to indemnify School as to the parcel being deeded by City and School agrees to indemnify City as to the parcel being deeded by School and hold it harmless from and against any and all claims, demands, liabilities, costs, expenses, penalties, damages and losses, including, but not limited to, reasonable attorneys' fees, resulting from any misrepresentation or breach of the warranties set forth in this paragraph. The representations, warranties and covenants set forth in this paragraph shall survive the closing.

8. **Condition of Premises and Examination by Buyer.** SUBJECT TO THE ABOVE REPRESENTATIONS, NO IMPLIED WARRANTIES OF HABITABILITY, QUALITY, CONDITION, FITNESS FOR A PARTICULAR PURPOSE, OR ANY OTHER IMPLIED WARRANTIES SHALL OPERATE BETWEEN SELLER AND BUYER. BUYER UNDERSTANDS AND AGREES THAT THE PREMISES ARE TAKEN "AS IS," SUBJECT TO THE EXPRESS COVENANTS, CONDITIONS AND/OR EXPRESS WARRANTIES CONTAINED IN THIS PURCHASE AGREEMENT, ALSO SUBJECT TO THE WARRANTY OF SELLER THAT NO HAZARDOUS SUBSTANCES HAVE BEEN PLACED ON THE PREMISES. BUYER FURTHER SAYS THAT IT HAS PERSONALLY INSPECTED THE PREMISES AND IS SATISFIED WITH THE CONDITION OF THE LAND, TAKING INTO ACCOUNT THE REPRESENTATIONS OF SELLER.

9. **Real Estate Commission.** City and School both acknowledge and agree that neither has dealt with any real estate agents, brokers or salespersons regarding this sale, and that no agent, broker,

salesperson or other party is entitled to a real estate commission upon the closing of this sale. City and School both agree to indemnify and hold the other harmless from any liability, including reasonable attorney fees, occasioned by reason of any person or entity asserting a claim for a real estate commission arising from actions taken by the other party.

10. **Closing.** The closing date of this sale shall be on or before December 31, 2003 ("closing"). The closing shall be conducted at Land America Title Company, Muskegon, Michigan. If necessary, the parties shall execute an IRS closing report at the closing.

11. **Delivery of Deed.** The seller shall execute and deliver a quit claim deed to the buyer at closing for the Premises.

12. **Affidavit of Title.** At closing, the seller shall deliver to the buyer an executed Affidavit of Title.

13. **Date of Possession.** Possession of Premises is to be delivered to the buyer by the seller on the date of closing.

14. **Costs.** The seller shall be responsible to pay the Michigan transfer tax in the amount required by law. The seller shall be responsible to pay for the recording of any instrument which must be recorded to clear and convey marketable title to the extent required by this Agreement or by the title insurance company. The buyer shall pay for the cost of recording the quit claim deed to be delivered at closing and the title company fees for closing.

15. **General Provisions.**

a. **Paragraph Headings.** The paragraph headings are inserted in this Agreement only for convenience.

b. **Pronouns.** When applicable, pronouns and relative words shall be read as plural, feminine or neuter.

c. **Merger.** It is understood and agreed that all understandings and agreements previously made between City and School are merged into this Agreement, which alone fully and completely expresses the agreement of the parties.

d. **Governing Law.** This Agreement shall be interpreted and enforced pursuant to the laws of the State of Michigan.

e. **Successors.** All terms and conditions of this Agreement shall be binding upon the parties, their officers, directors, employees, agents, representatives, successors and assigns.

f. **Severability.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision(s) had never been contained herein.

g. **Survival of Representations and Warranties.** The representations, warranties, covenants and agreements contained in this Agreement and in any instrument provided for herein

shall survive the closing and continue in full force and effect after the consummation of this purchase and sale and continue until all liabilities of Buyer have been fully satisfied.

h. **Modification of the Agreement.** This Agreement shall not be amended except by a writing signed by City and School.

The parties have executed this Real Estate Purchase Agreement the day and year first above written.

WITNESSES:

John Schrier
Laura Allen

Muskegon Public Schools

By Charles W. Poole

Its President

By William H. Heltzer

Its Secretary

Linda S. Potter
Linda S. Potter

JoAnn Krukowski
JoAnn Krukowski

CITY OF MUSKEGON

By Stephen J. Warmington
Mayor

By Gail A. Kunding
Gail A. Kunding, MMC
Clerk

Drafted by:
PARMENTER O'TOOLE
BY: John C. Schrier

Business Address:
175 W. Apple Avenue, P.O. Box 786
Muskegon, Michigan 49443-0786
Telephone: 231/722-1621

2003-101(c)



Mark Fairchild, Muskegon Co ROD 002

5086130

L-3585 P-870

01/20/2004 12:21P

Page: 1 of 1

Quit Claim Deed

City of Muskegon, a municipal corporation, of 933 Terrace Street, Muskegon, Michigan 49440,

Quit Claims To: Muskegon Public Schools of 349 W. Webster Avenue, Muskegon, Michigan 49440,

the property in the City of Muskegon, County of Muskegon, State of Michigan, which is described as follows:

Lot 6, Block 372, Revised Plat (of 1903) of the City of Muskegon, as recorded in Liber 3 of Plats,
Page 71, Muskegon County Records, except the Westerly 38 feet of the Southerly 52 feet thereof.

Permanent Parcel: #61-24-205-372-0006-00

for the sum of: Less Than One Hundred Dollars

subject to easements and restrictions of record.

This deed is exempt from real estate transfer tax pursuant to the provisions of MCLA 207.505(h)(i) and
MCLA 207.526 Sec. 6(h)(i).

Dated: December 29, 2003

Signed in the presence of:

Linda Potter
Linda Potter

Irene Dempsey
Irene Dempsey

CITY OF MUSKEGON

By [Signature]
Stephen J. Warmington, Its Mayor

and Gail A. Kundering
Gail A. Kundering, MMC, Its Clerk

STATE OF MICHIGAN
COUNTY OF MUSKEGON

The foregoing instrument was acknowledged before me this 29th day of December,
2003, by Stephen J. Warmington and Gail A. Kundering, MMC, Mayor and Clerk of the City of Muskegon, a
municipal corporation.

Linda S. Potter
Linda S. Potter, Notary Public
Muskegon County, Michigan
My commission expires: 9-25-06

Drafted by & when recorded return to:
John C. Schrier
PARMENTER O'TOOLE
175 West Apple Avenue, P.O. Box 786
Muskegon, Michigan 49443-0786

Send subsequent tax bills to:
Muskegon Public Schools
349 W. Webster Avenue
Muskegon, Michigan 49440



Quit Claim Deed

Muskegon Public Schools of 349 W. Webster Avenue, Muskegon, Michigan 49440,

Quit Claims To: **City of Muskegon**, a municipal corporation, of 933 Terrace Street, Muskegon, Michigan 49440,
the property in the City of Muskegon, County of Muskegon, State of Michigan, which is described as follows:

The East 50 feet of the West 105 feet of Lots 1 and 2, Block 426, Revised Plat (of 1903) of the
City of Muskegon, as recorded in Liber 3 of Plats, Page 71, Muskegon County Records.

Permanent Parcel: #61-24-205-426-0001-10

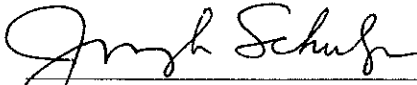
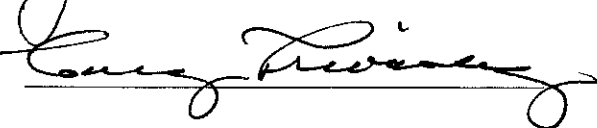
for the sum of: Less Than One Hundred Dollars

subject to easements and restrictions of record.

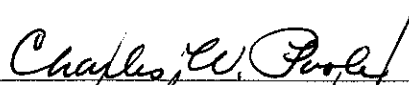
This deed is exempt from real estate transfer tax pursuant to the provisions of MCLA 207.505(h)(i) and
MCLA 207.526 Sec. 6(h)(i).

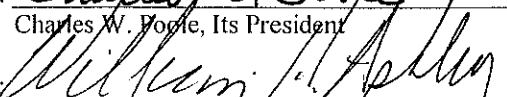
Dated: January 13, 2004

Signed in the presence of:

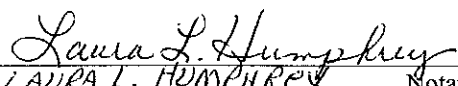
Muskegon Public Schools

By: 
Charles W. Poole, Its President

By: 
William Ashley, Its Secretary

STATE OF MICHIGAN
COUNTY OF MUSKEGON

The foregoing instrument was acknowledged before me this 13th day of January, 2004, by
Charles W. Poole and William Ashley, President and Secretary, of **Muskegon Public Schools**.


LAURA L. HUMPHREY, Notary Public
Muskegon County, Michigan
My commission expires: 9-22-05

Drafted by & when recorded return to:
John C. Schrier
PARMENTER O'TOOLE
175 West Apple Avenue, P.O. Box 786
Muskegon, Michigan 49443-0786

Send subsequent tax bills to:
City of Muskegon
933 Terrace Street
Muskegon, Michigan 49440

MEMORANDUM OF AGREEMENT

2003-102(a)

This Agreement made this 9th day of December, 2003, by and between THE CITY OF MUSKEGON, a Michigan municipal corporation (the "City") of 933 Terrace Street, Muskegon, Michigan 49442 and DOWNTOWN MUSKEGON DEVELOPMENT CO., a Michigan non-profit corporation (the "DMDC"), of 425 West Western Avenue, Muskegon, Michigan 49440, with reference to the following facts:

A. DMDC is the owner of certain real estate located in the City of Muskegon bordered by Terrace Street on the north, Third Street on the south, Clay Street on the east and Morris Street on the west, which was formerly known as the Muskegon Mall (the "Property").

B. DMDC is engaged in the redevelopment of the Property and is in the process of demolishing portions of the old Mall premises to prepare the Property for redevelopment.

C. As part of the above activities, DMDC has requested issuance of a demolition permit to allow for demolition of five buildings located within or adjacent to the former Mall premises.

D. The City has indicated its desire to consider the five buildings as historic structures and, as such, has issued a moratorium on demolition permits pursuant to MCL 399.214(4) while that issue is considered.

E. The City and DMDC have now reached an agreement that DMDC may proceed with demolition of one of the buildings in question, the former Comerica Bank Building, subject to the terms and conditions set forth herein.

The parties, therefore, agree as follows:

1. The City agrees to immediately rescind its moratorium on a demolition permit for the Comerica Bank Building only and agrees to forthwith issue a demolition permit for the Comerica Bank Building providing DMDC satisfies all requirements of applicable City ordinances and state construction code for issuance of the permit.

2. DMDC may then proceed with demolition activities on the Comerica Bank Building. However, in its demolition activities, DMDC specifically agrees to the following:

(a) That it will preserve the exterior marble panels of the Comerica Bank Building (except those that were defaced by construction of the Mall or higher level panels (above the fifth floor) that are impractical to remove) for adaptive reuse in a construction project elsewhere in the City.

(b) That it will also preserve, to the extent reasonably practicable, the marble panels located on the interior walls (but not the floors) of the Comerica Bank Building for reuse elsewhere in the City.

(c) That it will use its best efforts to preserve any other architecturally significant features of the Comerica Building for reuse elsewhere including, without limitation, the spiral staircase between the first and third floors and the bank vaults located inside the building.

3. The City agrees to set a date for a public hearing to consider whether the remaining four buildings should be considered for historic status at the earliest time practicable but, in any event, prior to the expiration of the current 60-day moratorium on issuance of demolition permits with respect to said buildings.

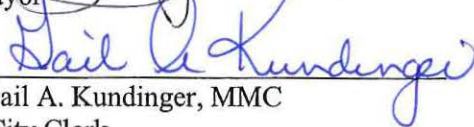
4. Duplicate counterparts of this Memorandum of Agreement have been executed by the parties on the day and year above first written.

CITY OF MUSKEGON

By:


Stephen J. Warmington
Mayor

And:


Gail A. Kunderinger, MMC
City Clerk

DOWNTOWN MUSKEGON
DEVELOPMENT CO.

By


Chris A. McGuigan
Its President

CITY OF MUSKEGON

RESOLUTION # 2003-102(a)

**RESOLUTION TO AMEND THE DECLARATION OF AN EMERGENCY MORATORIUM
ON CERTAIN DEMOLITION PROJECTS**

WHEREAS, on November 25, 2003, the City Commission adopted a Resolution declaring a moratorium on the possible demolition of the five remaining buildings in or adjacent to the former Muskegon Mall, commonly known as the Century Club, the Daniels Building, the Hackley Union Bank building, the Savings Bank Building and the National Cities Bank building;

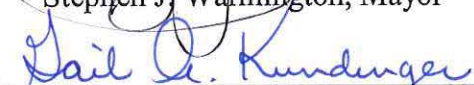
WHEREAS, the Downtown Muskegon Development Corporation, and others, have provided additional information concerning the historic and architectural nature of the buildings subject to the moratorium;

WHEREAS, the Downtown Muskegon Development Corporation has committed, and has executed or will execute a Memorandum of Understanding, that as to the former Hackley Union Bank Building, it shall preserve and adaptively re-use the marble on the façade of the building, preserve and adaptively re-use the marble in the interior of the building, and review the possibility of preserving the stairwell, the safe(s) and other significant features of the building;

WHEREAS, based upon the commitments of Downtown Muskegon Development Corporation, the City is prepared to amend its Resolution concerning the moratorium to permit the demolition of the Hackly Union Bank Building and maintain the moratorium as to the remaining buildings;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission amends its previous Resolution declaring an emergency moratorium on the demolition of the five remaining buildings in or adjacent to the former Muskegon Mall for sixty (60) days to permit, at this time, the demolition of the Hackly Union Bank Building only. This amendment is effective upon, and not prior to, the execution of a Memorandum of Understanding, acceptable to the City, wherein the Downtown Muskegon Development Corporation commits that as to the former Hackley Union Bank Building it shall preserve and adaptively re-use the marble on the façade of the building, preserve and adaptively re-use the marble in the interior of the building, and review the possibility of preserving the stairwell, the safe(s) and other significant features of the building. The remainder of the Resolution adopted on November 25, 2003 shall remain in effect and no demolition shall be permitted as to the Century Club, the Daniels Building, the Savings Bank Building and the National Cities Bank building.

Effective this 9th day of December, 2003.

By 
Stephen J. Warmington, Mayor
and 
Gail A. Kunderinger, MMC, Clerk

CERTIFICATION

I hereby certify that the foregoing constitutes a true and complete copy of a resolution authorized by the City Commission of the City of Muskegon, County of Muskegon, Michigan, at a regular meeting held on December 9, 2003.



Gail A. Kunderger, MMC
Clerk, City of Muskegon

PREPARED BY:

John C. Schrier
Parmenter O'Toole
175 W. Apple Avenue
P.O. Box 786
Muskegon, MI 49443-0786

Date: December 9, 2003

To: Honorable Mayor and City Commissioners

From: Finance Director

RE: 2004 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 2004 are highlighted on the spreadsheet included with the resolution and include the following:

- Increases to various cemetery service fees;
- New fees fireworks application and charitable gaming license processing;
- Various new "special event" fees intended to more fully recover the city's costs;
- Increase in garbage sticker fee from \$1.50 to \$2.00;
- Increases in certain marina fee categories;
- Increase in police false alarm fees;
- Increases in certain zoning fee categories;
- Adjustment to certain recreation program fees;
- Restructuring of water service connection fees

FINANCIAL IMPACT: Increased revenue for fee supported activities.

BUDGET ACTION REQUIRED: None at this time. Adoption of the 2004 Master Fee Resolution will help the city attain its 2004 budgeted revenue estimates.

STAFF RECOMMENDATION: Approval.

COMMITTEE RECOMMENDATION: None.

City of Muskegon

RESOLUTION
2003-102(b)

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.

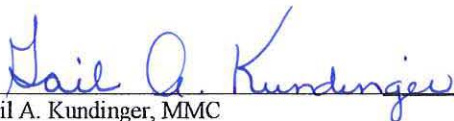
NOW, THEREFORE, THE CITY COMMISSION HEREBY RESOLVES:

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 Carter, Gawron, Larson, Spataro, Warmington, Schweifler
Nays None

CITY OF MUSKEGON



Gail A. Kunding, MMC
City Clerk

CERTIFICATE

This Resolution was adopted at a meeting of the City Commission of the City of Muskegon, held on December 9, 2003. 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.



Gail A. Kunding, MMC
City Clerk

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
1	ALL	ADMINISTRATIVE OVERHEAD ON SALES TO OUTSIDE PARTIES	TOTAL BALANCE DUE	15.00%	15.00%	15.00%	15.00%	15.00%		
2	ALL	COPIES FOR PUBLIC (STANDARD SIZES)	PER COPY	0.25	0.25	0.25	0.25	0.25		
3	ALL	FAX CHARGE FOR INFORMATION REQUESTS	PER PAGE	0.50	0.50	0.50	0.50	0.50		
4	ALL	LATE FEE ON CITY RECEIVABLES (EXCEPT TAXES)	PAST DUE BALANCE	1.00%	1.00%	1.00%	1.00%	1.00%	PER MO./IMPOSED AFTER 30 DAYS	
5	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS A-B)	EACH	1,275.00	1,275.00	1,275.00	1,275.00	1,275.00		
6	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS A-B) NR *	EACH	1,585.00	1,585.00	1,585.00	1,585.00	1,585.00		
7	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS C-F)	EACH	1,460.00	1,460.00	1,460.00	1,460.00	1,460.00		
8	CEMETERIES	CEMETERIES EVERGREEN MAUSOLEUM (CRYPTS C-F) NR *	EACH	1,815.00	1,815.00	1,815.00	1,815.00	1,815.00		
9	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN)	ONE GRAVE	600.00	600.00	600.00	600.00	630.00		5.00%
10	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN)	TWO GRAVES	1,150.00	1,150.00	1,150.00	1,150.00	1,208.00		5.04%
11	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN) NR *	TWO GRAVES	1,450.00	1,450.00	1,450.00	1,450.00	1,523.00		5.03%
12	CEMETERIES	CEMETERIES GRAVE PRICES (EVERGREEN) NR *	ONE GRAVE	750.00	750.00	750.00	750.00	788.00		5.07%
13	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE)	ONE GRAVE	600.00	600.00	600.00	600.00	630.00		5.00%
14	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE)	TWO GRAVES	1,150.00	1,150.00	1,150.00	1,150.00	1,208.00		5.04%
15	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE) NR *	ONE GRAVE	750.00	750.00	750.00	750.00	788.00		5.07%
16	CEMETERIES	CEMETERIES GRAVE PRICES (LAKESIDE) NR *	TWO GRAVES	1,450.00	1,450.00	1,450.00	1,450.00	1,523.00		5.03%
17	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD)	ONE GRAVE	600.00	600.00	600.00	600.00	630.00		5.00%
18	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD)	TWO GRAVES	1,150.00	1,150.00	1,150.00	1,150.00	1,208.00		5.04%
19	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD) NR *	TWO GRAVES	1,450.00	1,450.00	1,450.00	1,450.00	1,523.00		5.03%
20	CEMETERIES	CEMETERIES GRAVE PRICES (OAKWOOD) NR *	ONE GRAVE	750.00	750.00	750.00	750.00	788.00		5.07%
21	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER)	ONE GRAVE	550.00	550.00	550.00	550.00	578.00		5.09%
22	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER)	TWO GRAVES	1,024.00	1,024.00	1,024.00	1,024.00	1,075.00		4.98%
23	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER) NR *	ONE GRAVE	650.00	650.00	650.00	650.00	683.00		5.08%
24	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-FLUSH MARKER) NR *	TWO GRAVES	1,290.00	1,290.00	1,290.00	1,290.00	1,355.00		5.04%

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
25	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER)	ONE GRAVE	0.00	0.00	0.00	0.00	630.00		***NEW FEE
26	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER)	TWO GRAVES	0.00	0.00	0.00	0.00	1,208.00		***NEW FEE
27	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER) NR *	ONE GRAVE	0.00	0.00	0.00	0.00	788.00		***NEW FEE
28	CEMETERIES	CEMETERIES GRAVE PRICES (RESTLAWN-UPRIGHT MARKER) NR *	TWO GRAVES	0.00	0.00	0.00	0.00	1,523.00		***NEW FEE
29	CEMETERIES	CEMETERIES IN-GROUND CREMAINS (RESTLAWN)	EACH	0.00	0.00	0.00	250.00	275.00		10.00%
30	CEMETERIES	CEMETERIES IN-GROUND CREMAINS (RESTLAWN) NR*	EACH	0.00	0.00	0.00	300.00	330.00		10.00%
31	CEMETERIES	CEMETERIES OPENING (1/2 GRAVE W/CHAPEL)	EACH	180.00	200.00	200.00	200.00	220.00		10.00%
32	CEMETERIES	CEMETERIES OPENING (1/2 GRAVE W/CHAPEL) NR	EACH	230.00	250.00	250.00	250.00	275.00		10.00%
33	CEMETERIES	CEMETERIES OPENING (CREMATION)	EACH	200.00	220.00	220.00	220.00	242.00		10.00%
34	CEMETERIES	CEMETERIES OPENING (CREMATION) NR	EACH	250.00	270.00	270.00	270.00	297.00		10.00%
35	CEMETERIES	CEMETERIES OPENING (CREMATION, GRASS, CHAIRS)	EACH	250.00	270.00	270.00	270.00	297.00		10.00%
36	CEMETERIES	CEMETERIES OPENING (CREMATION, GRASS, CHAIRS) NR	EACH	300.00	320.00	320.00	320.00	352.00		10.00%
37	CEMETERIES	CEMETERIES OPENING (CREMATION, TENT, GRASS, CHAIRS)	EACH	275.00	300.00	300.00	300.00	330.00		10.00%
38	CEMETERIES	CEMETERIES OPENING (CREMATION, TENT, GRASS, CHAIRS) NR	EACH	325.00	350.00	350.00	350.00	385.00		10.00%
39	CEMETERIES	CEMETERIES SECOND CREMAINS (OPEN GRAVESITE)	EACH	50.00	50.00	50.00	50.00	55.00		10.00%
40	CEMETERIES	CEMETERIES OPENING (DEVICE)	EACH	400.00	425.00	425.00	425.00	468.00		10.12%
41	CEMETERIES	CEMETERIES OPENING (DEVICE) NR	EACH	500.00	525.00	525.00	525.00	578.00		10.10%
42	CEMETERIES	CEMETERIES OPENING (SET UP AT GRAVE)	EACH	425.00	450.00	450.00	450.00	495.00		10.00%
43	CEMETERIES	CEMETERIES OPENING (SET UP AT GRAVE) NR	EACH	525.00	550.00	550.00	550.00	605.00		10.00%
44	CEMETERIES	CEMETERIES OPENING (STILLBORN IN BABYLAND)	EACH	105.00	125.00	125.00	125.00	138.00		10.40%
45	CEMETERIES	CEMETERIES OPENING (STILLBORN IN BABYLAND) NR	EACH	125.00	150.00	150.00	150.00	165.00		10.00%
46	CEMETERIES	CEMETERIES OPENING (STILLBORN NOT IN BABYLAND)	EACH	200.00	225.00	225.00	225.00	248.00		10.22%
47	CEMETERIES	CEMETERIES OPENING (STILLBORN NOT IN BABYLAND) NR	EACH	250.00	275.00	275.00	275.00	303.00		10.18%
48	CEMETERIES	CEMETERIES OPENING (TENT AT GRAVE)	EACH	450.00	500.00	500.00	500.00	550.00		10.00%

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
49	CEMETERIES	CEMETERIES OPENING (TENT AT GRAVE) NR	EACH	550.00	600.00	600.00	600.00	660.00		10.00%
50	CEMETERIES	CEMETERIES OVERTIME (MON-SAT AFTER 2:30PM)	EACH	150.00	150.00	150.00	150.00	165.00		10.00%
51	CEMETERIES	CEMETERIES OVERTIME (MON-SAT AFTER 2:30PM) NR	EACH	150.00	150.00	150.00	150.00	165.00		10.00%
52	CEMETERIES	CEMETERIES OVERTIME (SATURDAYS & HOLIDAYS)	EACH	250.00	250.00	250.00	250.00	275.00		10.00%
53	CEMETERIES	CEMETERIES OVERTIME (SATURDAYS & HOLIDAYS) NR	EACH	250.00	250.00	250.00	250.00	275.00		10.00%
54	CEMETERIES	CEMETERIES OVERTIME (SUNDAYS)	EACH	375.00	375.00	375.00	375.00	413.00		10.13%
55	CEMETERIES	CEMETERIES NICHES (2 UPPER ROWS)	EACH	1,325.00	1,325.00	1,325.00	1,000.00	1,000.00		
56	CEMETERIES	CEMETERIES NICHES (2 UPPER ROWS) NR	EACH	1,525.00	1,525.00	1,525.00	1,200.00	1,200.00		
57	CEMETERIES	CEMETERIES NICHES (2 LOWER ROWS)	EACH	1,275.00	1,275.00	1,275.00	900.00	900.00		
58	CEMETERIES	CEMETERIES NICHES (2 LOWER ROWS) NR	EACH	1,475.00	1,475.00	1,475.00	1,100.00	1,100.00		
59	CEMETERIES	CEMETERIES NICHES (OPEN/CLOSING)	EACH	125.00	125.00	125.00	125.00	138.00		10.40%
60	CEMETERIES	CEMETERIES NICHES (OPEN/CLOSING) NR	EACH	175.00	175.00	175.00	175.00	193.00		10.29%
61	CEMETERIES	CEMETERIES PRICES (1/2 GRAVE--ALL CEMETERIES)	EACH	300.00	350.00	350.00	400.00	440.00		10.00%
62	CEMETERIES	CEMETERIES PRICES (1/2 GRAVE--ALL CEMETERIES) NR *	EACH	400.00	450.00	450.00	500.00	550.00		10.00%
63	CEMETERIES	CEMETERIES PRICES (SPLITTING FULL GRAVE--ALL CEMETERIES) NR *	EACH	0.00	0.00	0.00	150.00	150.00		
64	CEMETERIES	CEMETERIES SERVICE	PER SQUARE INCH	0.35	0.40	0.40	0.40	0.50		25.00%
65	CEMETERIES	CEMETERIES SERVICE (GOVERNMENT MARKERS)	EACH	50.00	70.00	70.00	70.00	70.00		
66	CEMETERIES	CEMETERIES SERVICE (MARKERS MINIMUM)	EACH	55.00	55.00	55.00	55.00	55.00		
67	CEMETERIES	CEMETERIES SERVICE (MAUSOLEUM VASES)	EACH	75.00	75.00	75.00	75.00	75.00		
68	CEMETERIES	CEMETERIES SERVICE (PRE-NEED HANDLING CHARGE)	EACH	10.00	10.00	10.00	10.00	20.00		100.00%
69	CEMETERIES	CEMETERIES SERVICE (SMALL VASES) RESTLAWN	EACH	30.00	30.00	30.00	40.00	40.00		
70	CEMETERIES	CEMETERIES SERVICE (SMALL PAPER VASES) RESTLAWN	EACH	0.00	0.00	0.00	2.00	2.00		
71	CEMETERIES	ENTOMBMENT - EVERGREEN MAUSOLEUM	EACH	150.00	150.00	150.00	150.00	165.00		10.00%
72	CEMETERIES	ENTOMBMENT NR - EVERGREEN MAUSOLEUM	EACH	200.00	200.00	200.00	200.00	220.00		10.00%

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
73	CEMETERIES	OPENING (SEAL VAULT LID)	EACH	32.00	32.00	32.00	32.00	32.00		
74	CEMETERIES	PERPETUAL CARE - OAKWOOD, EVERGREEN, & LAKESIDE	EACH	300.00	300.00	300.00	300.00	315.00		5.00%
75	CEMETERIES	PERPETUAL CARE - RESTLAWN	EACH	275.00	275.00	275.00	275.00	289.00		5.09%
76	CEMETERIES	PERPETUAL CARE - RESTLAWN (UPRIGHT MARKERS)	EACH	0.00	0.00	0.00	0.00	315.00		***NEW FEE
77	CEMETERIES	TRANSFER & AFFIDAVIT FEE PER GRAVE SPACE	EACH	10.00	10.00	10.00	10.00	20.00		100.00%
78	CLERK	ADDRESS LABELS - VOTER REGISTRATION	EACH	0.05	0.05	0.05	0.05	0.05		
79	CLERK	BUSINESS REGISTRATION	EACH	25.00	25.00	25.00	25.00	25.00 30		
80	CLERK	BUSINESS TRANSIENT	PER DAY	25.00	25.00	25.00	25.00	25.00		
81	CLERK	BUSINESS PEDDLER	PER DAY	10.00	10.00	10.00	10.00	10.00		
82	CLERK	BUSINESS AUCTIONEER (INDIVIDUAL EVENT)	PER EVENT	10.00	10.00	10.00	10.00	10.00		
83	CLERK	BUSINESS AUCTIONEER (REGULAR)	PER YEAR	100.00	100.00	100.00	100.00	100.00		
84	CLERK	BUSINESS COMMERCIAL GARBAGE HAULER	PER YEAR	100.00	100.00	100.00	100.00	100.00		
85	CLERK	BUSINESS DANCE HALL (INDIVIDUAL EVENT)	PER EVENT	10.00	10.00	25.00	0.00	0.00		
86	CLERK	BUSINESS DANCE HALL (REGULAR)	PER YEAR	100.00	100.00	500.00	0.00	0.00		
87	CLERK	BUSINESS ENTERTAINMENT OCCUPANCY	PER YEAR	0.00	0.00	0.00	125.00	125.00	PENDING ORDINANCE APPROVAL	
88	CLERK	CHARITABLE GAMING LICENSE	EACH	0.00	0.00	0.00	0.00	5.00		***NEW FEE
89	CLERK	CITY HALL CONFERENCE ROOM RENTAL	PER HOUR	0.00	25.00	25.00	25.00	25.00	CHARGED TO LAW FIRMS AND OTHER FOR PROFIT ORGANIZATIONS WISHING TO USE FACILITIES FOR NON-CITY RELATED BUSINESS	
90	CLERK	ENCROACHMENT PERMIT APPLICATION FEE	EACH	100.00	100.00	100.00	100.00	100.00		
91	CLERK	ENCROACHMENT PERMIT CERTIFICATE FEE	EACH	25.00	25.00	25.00	25.00	25.00		
92	CLERK	ENCROACHMENT/RENTAL FEE (BUS BENCHES)	PER BENCH/PERMONTH	5.00	5.00	5.00	5.00	5.00		
93	CLERK	ENCROACHMENT 1-YEAR RENEWAL	EACH	0.00	0.00	0.00	10.00	10.00		
94	CLERK	ENCROACHMENT 5-YEAR RENEWAL	EACH	0.00	0.00	0.00	50.00	50.00		
95	CLERK	FIREWORKS DISPLAY PERMIT PROCESSING FEE (30 OR MORE DAYS ADVANCE NOTICE)	EACH	0.00	0.00	0.00	0.00	50.00		***NEW FEE
96	CLERK	FIREWORKS DISPLAY PERMIT PROCESSING FEE (LESS THAN 30 DAYS ADVANCE NOTICE)	EACH	0.00	0.00	0.00	0.00	100.00		***NEW FEE

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
97	CLERK	GAMING LICENSE REQUEST	EACH	0.00	0.00	0.00	10.00	25.00		150.00%
98	CLERK	LIQUOR LICENSE RENEWAL	EACH	100.00	100.00	100.00	100.00	150.00 100-		50.00%
99	CLERK	LIQUOR LICENSE TRANSFER OF OWNERSHIP OR LOCATION	EACH	250.00	250.00	250.00	250.00	250.00		
100	CLERK	LIQUOR LICENSE NEW CLASS C LICENSE	EACH	750.00	750.00	750.00	750.00	750.00	IF LICENSE AVAILABLE	
101	CLERK	LIQUOR LICENSE NEW SDD OR SDM	EACH	200.00	200.00	200.00	200.00	250.00		25.00%
102	CLERK	LIQUOR LICENSE (SPECIAL EVENT) APPLICATION FEE	EACH	100.00	100.00	100.00	100.00	100.00		
103	CLERK	ORDINANCE BOOK	EACH	250.00	250.00	250.00	250.00	250.00		
104	CLERK	ORDINANCE BOOK ON CD-ROM	EACH	250.00	250.00	250.00	250.00	250.00		
105	CLERK	ORDINANCE BOOK SUBSCRIPTION SERVICE (BI-ANNUAL UPDATES)	PER YEAR	50.00	50.00	50.00	50.00	50.00	IN ADDITION TO BASE FEE	
106	CLERK	PASSPORT APPLICATION FEE	EACH	0.00	0.00	0.00	30.00	30.00		
107	CLERK	PASSPORT PHOTO FEE	2 PHOTOS	0.00	0.00	0.00	10.00	10.00		
108	CLERK	PRECINCT MAPS	EACH	7.50	7.50	7.50	7.50	7.50		
109	CLERK	PUBLIC NOTARY FEE	EACH	1.00	1.00	1.00	2.00	2.00		
110	LEISURE SV	SPECIAL EVENT PERMIT FEE	EACH	0.00	25.00	25.00	25.00	0.00	SEE "SPECIAL EVENTS" SECTION	-100.00%
111	CLERK	TAXI CAB COMPANY	PER CAB	25.00	25.00	25.00	25.00	25.00		
112	CLERK	TAXI CAB DRIVER LICENSE	EACH	0.00	0.00	0.00	10.00	10.00		
113	CLERK	TAXI CAB DRIVER LICENSE PHOTO FEE	EACH	5.00	5.00	5.00	5.00	5.00		
114	CLERK	TELECOMMUNICATIONS ACT NEW PROVIDER FEE	EACH	0.00	0.00	0.00	500.00	500.00	PER NEW STATE TELECOMMUNICATIONS ACT	
115	CLERK	VOTER HISTORY - ON DISK	EACH	50.00	50.00	50.00	50.00	50.00		
116	CLERK	VOTER REGISTRATION - HARD COPY LIST	EACH	0.01	0.01	0.01	0.01	0.01		
117	CNS	MORTGAGE REFINANCE FEE	EACH	50.00	50.00	50.00	50.00	50.00		
118	CNS	REHAB LOAN APPLICATION FEE	EACH	200.00	200.00	200.00	200.00	200.00		
119	CNS	RENTAL REHAB APPLICATION FEE FEE	PER LOAN	100.00	100.00	100.00	100.00	100.00		
120	DPW	ADDITIONAL GARBAGE SERVICE (1 TONER)	PER MONTH	10.00	10.00	12.00	12.00	12.00		

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
121	DPW	APPLIANCE STICKER	EACH	25.00	25.00	25.00	25.00	25.00		
122	DPW	GARBAGE CART REPLACEMENT	EACH	50.00	50.00	50.00	50.00	50.00		
123	DPW	GARBAGE RECYCLING BIN	EACH	5.00	5.00	5.00	5.00	5.00		
124	DPW	GARBAGE SERVICE - SMALL BUSINESS	PER MONTH	10.00	10.00	12.00	12.00	15.00	INCLUDES CHURCHES AND NON-PROFITS	25.00%
125	DPW	GARBAGE SERVICE - UNAUTHORIZED USE OF CARTS	PER INCIDENT	20.00	20.00	30.00	30.00	30.00		
126	DPW	GARBAGE SERVICE - REPLACE LOST/STOLEN CART	EACH	15.00	15.00	25.00	25.00	25.00		
127	DPW	GARBAGE SERVICE - NEW SERVICE STARTUP	EACH	0.00	0.00	50.00	50.00	50.00		
128	DPW	GARBAGE SERVICE - MIXED REFUSE STICKER	EACH	1.50	1.50	1.50	1.50	2.00	BUY 6 FOR \$10.00 - UNIT PRICE \$1.67	33.33%
129	DPW	GARBAGE SERVICE - SECOND 35 GAL CART	PER MONTH	7.00	7.00	7.00	7.00	7.00		
130	DPW	FEE FOR SPECIAL COLLECTION OF ILLIEGAL MATERIALS	EACH	50.00	50.00	50.00	50.00	50.00	OR ACTUAL COSTS (WHICHEVER IS GREATER)	
131	DPW	FEE FOR BULK YARD WASTE DROP OFF (DURING REGULAR HOURS)	EACH	0.00	0.00	0.00	0.00	25.00		***NEW FEE
132	DPW	SENIOR TRANSIT	PER RIDE	1.00	1.00	1.00	1.00	1.00		
133	DPW	REPLACE EMPLOYEE ID/ACCESS TKC CARD	PER LOST CARD	0.00	0.00	0.00	0.00	50.00	NO CHARGE FOR FIRST REPLACEMENT	***NEW FEE
134	ENGINEERING	CHARGE FOR BLUEPRINTS (PLANS & UTILITY MAPS)	EACH	8.00	8.00	8.00	8.00	8.00		
135	ENGINEERING	SIDEWALK AND CURB CUT PERMIT	EACH	20.00	20.00	20.00	20.00	20.00		
136	ENGINEERING	SOIL EROSION CONTROL INSPECTION FEE	PER VISIT	50.00	50.00	50.00	50.00	50.00		
137	ENGINEERING	SOIL EROSION CONTROL PERMIT	PER ACRE	25.00	25.00	25.00	25.00	25.00		
138	ENGINEERING	SOIL EROSION CONTROL PERMIT APPLICATION FEE	EACH	50.00	50.00	50.00	50.00	50.00		
139	ENGINEERING	SOIL REMOVAL, STRIPPING, & DUMPING INSPECTION FEE	PER VISIT	50.00	50.00	50.00	50.00	50.00		
140	ENGINEERING	SOIL REMOVAL, STRIPPING, & DUMPING PERMIT	EACH	275.00	275.00	275.00	275.00	275.00		
141	ENGINEERING	STORM WATER MANAGEMENT BILLING FEE	PER BILL	5.00	5.00	5.00	5.00	5.00		
142	ENGINEERING	STORM WATER MANAGEMENT HOOKUP FEE FOR SYSTEM AVAILABILITY	EACH	175.00	175.00	175.00	175.00	175.00	5,000 GALLON PER DAY MAXIMUM	
143	ENGINEERING	STORM WATER MANAGEMENT PERMIT APPLICATION FEE	EACH	500.00	500.00	500.00	500.00	500.00		
144	ENGINEERING	STORM WATER MANAGEMENT SYSTEM USE FEE	PER 1,000 GALLONS	0.20	0.20	0.20	0.20	0.20		

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
145	ENGINEERING	STORM WATER MANAGEMENT (CONTAMINATION SOURCE OUTSIDE CITY)	EACH	0.00	0.00	0.00	0.00	0.00	DOUBLE ALL APPLICABLE FEES	
146	ENGINEERING	STORM WATER MANAGEMENT (ILLEGAL OR NON-PERMITTED HOOKUPS)	EACH	0.00	0.00	0.00	0.00	0.00	DOUBLE ALL APPLICABLE FEES	
147	ENGINEERING	STREET/SIDEWALK CUT APPLICATION FEE	EACH	15.00	15.00	15.00	15.00	15.00		
148	ENGINEERING	STREET/SIDEWALK CUT PERMIT FEE	APPROACH	15.00	15.00	15.00	15.00	15.00		
149	ENGINEERING	UTILITY ANNUAL PERMIT FEE	EACH	1,600.00	1,750.00	1,750.00	1,750.00	1,750.00		
150	ENGINEERING	UTILITY CUT PERMIT APPLICATION FEE	EACH	50.00	50.00	50.00	50.00	50.00		
151	ENGINEERING	UTILITY CUT PERMIT FEE	UNIT	20.00	20.00	20.00	20.00	20.00		
152	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT <4 YEARSOLD)	SQUARE YARD	135.00	135.00	100.00	100.00	100.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
153	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT 4-9 YEARSOLD)	SQUARE YARD	100.00	100.00	75.00	75.00	75.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
154	ENGINEERING	UTILITY CUT (PAVEMENT REMOVAL-PAVEMENT >10 YEARSOLD)	SQUARE YARD	75.00	75.00	50.00	50.00	50.00	FEES ADJUSTED TO REFLECT RESIDUAL VALUE	
155	ENGINEERING	UTILITY CUT (PROJECT DURATION)	WEEK	27.50	27.50	27.50	27.50	27.50		
156	ENV SERVICES	CAT CONTROL LICENSE FEE - ALTERED CATS	ANNUAL	0.00	0.00	5.00	10.00	10.00		
157	ENV SERVICES	CAT CONTROL LICENSE FEE - UNALTERED CATS	ANNUAL	0.00	0.00	10.00	25.00	25.00		
158	ENV SERVICES	CAT CONTROL LICENSE FEE - LATE LICENSE	EACH OCCURRENCE	0.00	0.00	35.00	35.00	35.00		
159	ENV SERVICES	CAT CONTROL LICENSE FEE - IMPOUND	EACH OCCURRENCE	0.00	0.00	25.00	35.00	35.00		
160	ENV SERVICES	ALERT NOTIFICATION - FAX	ANNUAL - LOCAL	0.00	0.00	0.00	10.00	20.00		100.00%
161	ENV SERVICES	ALERT NOTIFICATION - FAX	ANNUAL - LONG DISTANCE	0.00	0.00	0.00	25.00	75.00		200.00%
162	FINANCE	REPLACEMENT OF LOST PAYROLL CHECK	EACH OCCURRENCE	20.00	25.00	25.00	25.00	25.00		
163	FINANCE	PROCESSING PENSION EDRO FOR DIVORCE CASES	EACH	0.00	400.00	400.00	400.00	400.00	COST SPLIT BETWEEN PARTIES	
164	FINANCE	COPIES OF CITY BUDGET OR CAFR (FOIA REQUESTS)	EACH	20.00	20.00	20.00	20.00	20.00		
165	FIRE	FIRE REPORT COPY (MAJOR FIRE)	EACH	10.00	15.00	15.00	15.00	15.00		
166	FIRE	FIRE REPORT COPY (REGULAR)	EACH	5.00	5.00	5.00	5.00	5.00		
167	FIRE	FIRE REPORT PHOTOGRAPHS	EACH	0.00	1.00	1.00	1.00	1.00		
168	FIRE	INSURANCE ADMINISTRATION ESCROW	EACH INCIDENT	15.00	15.00	15.00	15.00	15.00	PLUS RELATED COURT COSTS	

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
169	FIRE	FIRE INSPECTION ADDITIONAL VISIT	EACH INCIDENT	50.00	50.00	50.00	50.00	50.00		
170	FIRE	ARSON FIRE RESTITUTION FEE	PER HR ON CALL	655.00	655.00	655.00	655.00	655.00	PLUS RELATED COURT COSTS	
171	FIRE	FALSE ALARM FEE	PER HR ON CALL	655.00	655.00	655.00	655.00	655.00	AFTER 3RD FALSE ALARM IN ONE YEAR	
172	FIRE	WILLFUL NEGLIGENCE FIRE FEE	PER HR ON CALL	655.00	655.00	655.00	655.00	655.00		
173	FIRE	CONFINED SPACE RESCUE FEE	PER HR ON CALL	655.00	655.00	655.00	655.00	655.00		
174	FIRE	ICE RESCUE CALL	PER HR ON CALL	100.00	100.00	100.00	100.00	100.00		
175	FIRE	DOWNED POWER LINE	PER HR	170.00	170.00	170.00	170.00	170.00	AFTER FIRST HOUR	
176	FIRE	SPECIAL USE PERMITS (PER UFC)	EACH PER YEAR	50.00	50.00	50.00	100.00	100.00		
177	FARMERS' MARKE	FRONT CORNER	0-2 MONTHS	0.00	300.00	300.00	300.00	300.00		
178	FARMERS' MARKE	FRONT REGULAR	0-2 MONTHS	0.00	275.00	275.00	275.00	275.00		
179	FARMERS' MARKE	BACK CORNER	0-2 MONTHS	0.00	175.00	175.00	175.00	175.00		
180	FARMERS' MARKE	BACK REGULAR	0-2 MONTHS	0.00	150.00	150.00	150.00	150.00		
181	FARMERS' MARKE	FRONT CORNER	3 MONTHS	0.00	330.00	330.00	330.00	330.00		
182	FARMERS' MARKE	FRONT REGULAR	3 MONTHS	0.00	303.00	303.00	303.00	303.00		
183	FARMERS' MARKE	BACK CORNER	3 MONTHS	0.00	193.00	193.00	193.00	193.00		
184	FARMERS' MARKE	BACK REGULAR	3 MONTHS	0.00	165.00	165.00	165.00	165.00		
185	FARMERS' MARKE	FRONT CORNER	4 MONTHS	0.00	336.00	336.00	336.00	336.00		
186	FARMERS' MARKE	FRONT REGULAR	4 MONTHS	0.00	308.00	308.00	308.00	308.00		
187	FARMERS' MARKE	BACK CORNER	4 MONTHS	0.00	196.00	196.00	196.00	196.00		
188	FARMERS' MARKE	BACK REGULAR	4 MONTHS	0.00	168.00	168.00	168.00	168.00		
189	FARMERS' MARKE	FRONT CORNER	5 MONTHS	0.00	345.00	345.00	345.00	345.00		
190	FARMERS' MARKE	FRONT REGULAR	5 MONTHS	0.00	316.00	316.00	316.00	316.00		
191	FARMERS' MARKE	BACK CORNER	5 MONTHS	0.00	201.00	201.00	201.00	201.00		
192	FARMERS' MARKE	BACK REGULAR	5 MONTHS	0.00	173.00	173.00	173.00	173.00		

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
193	FARMERS' MARKE	FRONT CORNER	6 MONTHS	0.00	354.00	354.00	354.00	354.00		
194	FARMERS' MARKE	FRONT REGULAR	6 MONTHS	0.00	325.00	325.00	325.00	325.00		
195	FARMERS' MARKE	BACK CORNER	6 MONTHS	0.00	207.00	207.00	207.00	207.00		
196	FARMERS' MARKE	BACK REGULAR	6 MONTHS	0.00	177.00	177.00	177.00	177.00		
197	FARMERS' MARKE	FRONT CORNER	7 MONTHS	0.00	360.00	360.00	360.00	360.00		
198	FARMERS' MARKE	FRONT REGULAR	7 MONTHS	0.00	330.00	330.00	330.00	330.00		
199	FARMERS' MARKE	BACK CORNER	7 MONTHS	0.00	210.00	210.00	210.00	210.00		
200	FARMERS' MARKE	BACK REGULAR	7 MONTHS	0.00	180.00	180.00	180.00	180.00		
201	FARMERS' MARKE	FRONT CORNER	8 MONTHS	0.00	375.00	375.00	375.00	375.00		
202	FARMERS' MARKE	FRONT REGULAR	8 MONTHS	0.00	344.00	344.00	344.00	344.00		
203	FARMERS' MARKE	BACK CORNER	8 MONTHS	0.00	219.00	219.00	219.00	219.00		
204	FARMERS' MARKE	BACK REGULAR	8 MONTHS	0.00	188.00	188.00	188.00	188.00		
205	FLEA MARKET	DEALERS SPACE - CORNER COVERED SPACE	DAILY	0.00	8.00	8.00	8.00	8.00		
206	FLEA MARKET	DEALERS SPACE - 10 x 15 COVERED SPACE	DAILY	0.00	7.00	7.00	7.00	7.00		
207	FLEA MARKET	DEALERS SPACE - 10 x 30 ASPHALT SPACE	DAILY	0.00	6.00	6.00	6.00	6.00		
208	FLEA MARKET	DEALERS SPACE - 10 x 40 FIELD SPACE	DAILY	0.00	5.00	5.00	5.00	5.00		
209	FORESTRY	TREE REPLACEMENT PLANTING FEE	EACH	200.00	200.00	200.00	200.00	200.00		
210	FORESTRY	TREE REMOVAL FEE (3" - 6" DIAMETER)	EACH	150.00	150.00	150.00	150.00	150.00	TREE MEASURED AT 4' ABOVE GRADE	
211	FORESTRY	TREE REMOVAL FEE (6" - 12" DIAMETER)	EACH	250.00	250.00	250.00	250.00	250.00	TREE MEASURED AT 4' ABOVE GRADE	
212	FORESTRY	TREE REMOVAL FEE (12" - 18" DIAMETER)	EACH	275.00	275.00	275.00	275.00	275.00	TREE MEASURED AT 4' ABOVE GRADE	
213	FORESTRY	TREE REMOVAL FEE (18" - 24" DIAMETER)	EACH	525.00	525.00	525.00	525.00	525.00	TREE MEASURED AT 4' ABOVE GRADE	
214	FORESTRY	TREE REMOVAL FEE (24" - 30" DIAMETER)	EACH	600.00	600.00	600.00	600.00	600.00	TREE MEASURED AT 4' ABOVE GRADE	
215	FORESTRY	TREE REMOVAL FEE (30" - 36" DIAMETER)	EACH	900.00	900.00	900.00	900.00	900.00	TREE MEASURED AT 4' ABOVE GRADE	
216	FORESTRY	TREE REMOVAL FEE (36" - 42" DIAMETER)	EACH	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	TREE MEASURED AT 4' ABOVE GRADE	

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
217	FORESTRY	TREE REMOVAL FEE (42" AND OVER DIAMETER)	EACH	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	TREE MEASURED AT 4' ABOVE GRADE	
218	INCOME TAX	DELINQUENT PAYMENT AGREEMENT ADMINISTRATION FEE	EACH	15.00	15.00	15.00	15.00	15.00	PLUS RELATED PENALTIES & INTEREST	
219	INSPECTION SVC	BUILDING CONTRACTOR REGISTRATION FEE	EACH	0.00	0.00	0.00	15.00	15.00		
220	INSPECTION SVC	BUILDING DEMOLITION PERMIT (COMMERCIAL)	EACH	25.00%	25.00%	25.00%	25.00%	25.00%	OF VALUE; \$40.00 MINIMUM FEE	
221	INSPECTION SVC	BUILDING DEMOLITION PERMIT (GARAGE)	EACH	15.00	15.00	15.00	15.00	15.00		
222	INSPECTION SVC	BUILDING DEMOLITION PERMIT (RESIDENTIAL)	EACH	45.00	45.00	45.00	45.00	45.00		
223	INSPECTION SVC	BUILDING PERMIT FEES (\$1-\$500 VALUE)	EACH	25.00	23.50	23.50	23.50	23.50	PER UNIFORM BUILDING CODE	
224	INSPECTION SVC	BUILDING PERMIT FEES (\$501-\$2,000 VALUE)	BASE	25.00	23.50	23.50	23.50	23.50	PER UNIFORM BUILDING CODE	
225	INSPECTION SVC	BUILDING PERMIT FEES (\$501-\$2,000 VALUE)	EACH ADDITIONAL \$100	2.75	3.05	3.05	3.05	3.05	PER UNIFORM BUILDING CODE	
226	INSPECTION SVC	BUILDING PERMIT FEES (\$2,001-\$25,000 VALUE)	BASE	63.00	69.25	69.25	69.25	69.25	PER UNIFORM BUILDING CODE	
227	INSPECTION SVC	BUILDING PERMIT FEES (\$2,001-\$25,000 VALUE)	EACH ADDITIONAL \$1,000	12.50	14.00	14.00	14.00	14.00	PER UNIFORM BUILDING CODE	
228	INSPECTION SVC	BUILDING PERMIT FEES (\$25,001-\$50,000 VALUE)	BASE	352.00	391.75	391.75	391.75	391.75	PER UNIFORM BUILDING CODE	
229	INSPECTION SVC	BUILDING PERMIT FEES (\$25,001-\$50,000 VALUE)	EACH ADDITIONAL \$1,000	9.00	10.10	10.10	10.10	10.10	PER UNIFORM BUILDING CODE	
230	INSPECTION SVC	BUILDING PERMIT FEES (\$50,001-\$100,000 VALUE)	BASE	580.00	643.75	643.75	643.75	643.75	PER UNIFORM BUILDING CODE	
231	INSPECTION SVC	BUILDING PERMIT FEES (\$50,001-\$100,000 VALUE)	EACH ADDITIONAL \$1,000	6.25	7.00	7.00	7.00	7.00	PER UNIFORM BUILDING CODE	
232	INSPECTION SVC	BUILDING PERMIT FEES (\$100,001-\$500,000 VALUE)	BASE	895.00	993.75	993.75	993.75	993.75	PER UNIFORM BUILDING CODE	
233	INSPECTION SVC	BUILDING PERMIT FEES (\$100,001-\$500,000 VALUE)	EACH ADDITIONAL \$1,000	5.00	5.60	5.60	5.60	5.60	PER UNIFORM BUILDING CODE	
234	INSPECTION SVC	BUILDING PERMIT FEES (\$500,001-\$1,000,000 VALUE)	BASE	2,855.00	3,233.75	3,233.75	3,233.75	3,233.75	PER UNIFORM BUILDING CODE	
235	INSPECTION SVC	BUILDING PERMIT FEES (\$500,001-\$1,000,000 VALUE)	EACH ADDITIONAL \$1,000	4.25	4.75	4.75	4.75	4.75	PER UNIFORM BUILDING CODE	
236	INSPECTION SVC	BUILDING PERMIT FEES (OVER \$1,000,000 VALUE)	BASE	4,955.00	5,608.75	5,608.75	5,608.75	5,608.75	PER UNIFORM BUILDING CODE	
237	INSPECTION SVC	BUILDING PERMIT FEES (OVER \$1,000,000 VALUE)	EACH ADDITIONAL \$1,000	2.75	3.65	3.65	3.65	3.65	PER UNIFORM BUILDING CODE	
238	INSPECTION SVC	BUILDING PERMIT (INSPECTION-SPECIAL, REINSPECTION, ETC.)	PER HOUR	35.00	50.00	50.00	50.00	50.00	MINIMUM 2 HOURS	
239	INSPECTION SVC	BUILDING PERMIT (PRE-MANUFACTURED RESIDENTIAL STRUCTURE)	EACH	50.00%	50.00%	50.00%	50.00%	50.00%	OF REGULAR BUILDING PERMIT FEE	
240	INSPECTION SVC	BUILDING PLAN REVIEW FEE (INCL FIRE REVIEW)	PERMIT FEE	65.00%	65.00%	65.00%	65.00%	65.00%	OF APPLICABLE PERMIT FEE	

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
241	INSPECTION SVC	BUILDING-PARKING LOT PAVING PERMIT	EACH	50.00	50.00	50.00	50.00	50.00		
242	INSPECTION SVC	BUILDING-SIGN PERMIT (OFF PREMISE)	EACH	50.00	50.00	50.00	50.00	50.00	MIN; OTHERWISE BASED ON VALUE	
243	INSPECTION SVC	BUILDING-SIGN PERMIT (ON PREMISE)	EACH	25.00	25.00	25.00	25.00	25.00	MIN; OTHERWISE BASED ON VALUE	
244	INSPECTION SVC	CONSTRUCTION BOARD OF APPEALS APPLICATION FEE	EACH	0.00	0.00	0.00	100.00	100.00		
245	INSPECTION SVC	ELECTRICAL PERMIT (BASE PERMIT)	BASE	35.00	35.00	35.00	35.00	35.00		
246	INSPECTION SVC	ELECTRICAL PERMIT (BASEBOARD HEAT UNITS)	EACH	8.00	8.00	8.00	8.00	8.00		
247	INSPECTION SVC	ELECTRICAL PERMIT (CIRCUITS)	EACH	5.00	5.00	5.00	5.00	5.00		
248	INSPECTION SVC	ELECTRICAL PERMIT (DISHWASHER)	EACH	8.00	8.00	8.00	8.00	8.00		
249	INSPECTION SVC	ELECTRICAL PERMIT (ENERGY RETROFIT/TEMP CONTROL)	EACH	45.00	45.00	45.00	45.00	45.00		
250	INSPECTION SVC	ELECTRICAL PERMIT (FEEDERS, BUS DUCTS, ETC.)	EACH 50'	9.00	9.00	9.00	9.00	9.00		
251	INSPECTION SVC	ELECTRICAL PERMIT (FIRE ALARM 1-10 DEVICES)	EACH	75.00	75.00	75.00	75.00	75.00		
252	INSPECTION SVC	ELECTRICAL PERMIT (FIRE ALARM 11-20 DEVICES)	EACH	150.00	150.00	150.00	150.00	150.00		
253	INSPECTION SVC	ELECTRICAL PERMIT (FIRE ALARM EA. STATION OVER 20 DEV)	EACH DEVICE	8.00	8.00	8.00	8.00	8.00		
254	INSPECTION SVC	ELECTRICAL PERMIT (FURNACE-UNIT HEATER)	EACH	8.00	8.00	8.00	8.00	8.00		
255	INSPECTION SVC	ELECTRICAL PERMIT (HAZARDOUS LOCATION AREA)	EACH	200.00%	200.00%	200.00%	200.00%	200.00%	DOUBLE REGULAR FEE	
256	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-ADDITIONAL)	PER HOUR	35.00	50.00	50.00	50.00	50.00	MINIMUM 1 HOUR	
257	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-FINAL)	EACH	35.00	35.00	35.00	35.00	35.00		
258	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-HOURLY FEE)	HOUR	40.00	50.00	50.00	50.00	50.00	MINIMUM 1 HOUR	
259	INSPECTION SVC	ELECTRICAL PERMIT (INSPECTION-SPECIAL/SAFETY)	HOUR	45.00	50.00	50.00	50.00	50.00	MINIMUM 1 HOUR	
260	INSPECTION SVC	ELECTRICAL PERMIT (KVA OR HP UP TO 20)	EACH	9.00	9.00	9.00	9.00	9.00		
261	INSPECTION SVC	ELECTRICAL PERMIT (KVA & HP 21 TO 50)	EACH	15.00	15.00	15.00	15.00	15.00		
262	INSPECTION SVC	ELECTRICAL PERMIT (KVA & HP 50 AND OVER)	EACH	18.00	18.00	18.00	18.00	18.00		
263	INSPECTION SVC	ELECTRICAL PERMIT (LIGHTING FIXTURES-PER 25)	EACH	9.00	9.00	9.00	9.00	9.00		
264	INSPECTION SVC	ELECTRICAL PERMIT (METER INSPECTION/POWER TURN-ON)	EACH	25.00	25.00	25.00	25.00	25.00		

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)											
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE	
265	INSPECTION SVC	ELECTRICAL PERMIT (MOBILE HOME SITE)	EACH	9.00	9.00	9.00	9.00	9.00			
266	INSPECTION SVC	ELECTRICAL PERMIT (POWER OUTLETS-INC RANGES, DRYERS)	EACH	10.00	10.00	10.00	10.00	10.00			
267	INSPECTION SVC	ELECTRICAL PERMIT (RECREATIONAL VEHICLE SITE)	EACH	8.00	8.00	8.00	8.00	8.00			
268	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 0 TO 200 AMP)	EACH	15.00	15.00	15.00	15.00	15.00			
269	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 201 TO 600 AMP)	EACH	20.00	20.00	20.00	20.00	20.00			
270	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 601 TO 800 AMP)	EACH	23.00	23.00	23.00	23.00	23.00			
271	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES 801 TO 1200 AMP)	EACH	30.00	30.00	30.00	30.00	30.00			
272	INSPECTION SVC	ELECTRICAL PERMIT (SERVICES OVER 1200 AMP/GFI ONLY)	EACH	50.00	50.00	50.00	50.00	50.00			
273	INSPECTION SVC	ELECTRICAL PERMIT (SIGNS LETTER)	EACH	15.00	15.00	15.00	15.00	15.00			
274	INSPECTION SVC	ELECTRICAL PERMIT (SIGNS NEON)	EACH 25'	2.00	2.00	2.00	2.00	2.00			
275	INSPECTION SVC	ELECTRICAL PERMIT (SIGNS UNIT)	EACH	10.00	10.00	10.00	10.00	10.00			
276	INSPECTION SVC	ELECTRICAL PERMIT (SPECIAL CONDUIT/GROUNDING)	EACH	45.00	45.00	45.00	45.00	45.00			
277	INSPECTION SVC	ELECTRICAL PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE		
278	INSPECTION SVC	FIRE ALARM PLAN REVIEW FEE		0.00	0.00	0.00	25.00%	25.00%	PERMIT FEE FOR ANY SYSTEM OVER 10 DEVIC		
279	INSPECTION SVC	GARAGE MOVING FEE	EACH	200.00	200.00	200.00	200.00	200.00			
280	INSPECTION SVC	HOUSE MOVING FEE	EACH	500.00	500.00	500.00	500.00	500.00			
281	INSPECTION SVC	HOUSING INSPECTION	EACH-BASE	60.00	60.00	60.00	75.00	75.00			
282	INSPECTION SVC	HOUSING INSPECTION	PER UNIT OVER 1	10.00	10.00	10.00	15.00	15.00			
283	INSPECTION SVC	HOUSING RE-INSPECTION	EACH	30.00	30.00	30.00	0.00	0.00			
284	INSPECTION SVC	FIRST HOUSING RE-INSPECTION	EACH-BASE	0.00	0.00	0.00	50.00	50.00			
285	INSPECTION SVC	FIRST HOUSING RE-INSPECTION (MULTIPLE UNITS)	PER UNIT OVER 1	0.00	0.00	0.00	10.00	10.00			
286	INSPECTION SVC	SECOND HOUSING RE-INSPECTION	EACH-BASE	0.00	0.00	0.00	60.00	60.00			
287	INSPECTION SVC	SECOND HOUSING RE-INSPECTION (MULTIPLE UNITS)	PER UNIT OVER 1	0.00	0.00	0.00	15.00	15.00			
288	INSPECTION SVC	THIRD HOUSING RE-INSPECTION	EACH-BASE	0.00	0.00	0.00	75.00	75.00			

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
289	INSPECTION SVC	THIRD HOUSING RE-INSPECTION (MULTIPLE UNITS)	PER UNIT OVER 1	0.00	0.00	0.00	20.00	20.00		
290	INSPECTION SVC	HOUSING-NO SHOW FEE	EACH	40.00	40.00	40.00	0.00	0.00	NO-SHOW FEE SAME AS INSPECTION FEE	
291	INSPECTION SVC	HOUSING EXTERIOR INSPECTION - NEW	EACH	0.00	0.00	0.00	0.00	0.00		
292	INSPECTION SVC	FIRST HOUSING RE-INSPECTION - EXTERIOR	EACH-BASE	0.00	0.00	0.00	15.00	15.00	NO FEE IF ITEMS NOTED ARE CORRECTED	
293	INSPECTION SVC	SECOND HOUSING RE-INSPECTION - EXTERIOR	EACH-BASE	0.00	0.00	0.00	30.00	30.00		
294	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE	EACH PROPERTY	25.00	25.00	25.00	0.00	0.00		
295	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (1 - 4 UNITS)		0.00	0.00	0.00	10.00	10.00		
296	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (5 - 10 UNITS)		0.00	0.00	0.00	20.00	20.00		
297	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (11 - 20 UNITS)		0.00	0.00	0.00	30.00	30.00		
298	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (21 - 30 UNITS)		0.00	0.00	0.00	40.00	40.00		
299	INSPECTION SVC	HOUSING-RENTAL HOUSING REGISTRATION FEE (31 + UNITS)		0.00	0.00	0.00	50.00	50.00		
300	INSPECTION SVC	LATE FEE FOR RENTAL UNITS NOT REGISTERED BY MARCH 15	EACH VIOLATION	0.00	0.00	0.00	100.00	100.00		
301	INSPECTION SVC	HOUSING-SEARCH WARRANT INSPECTION FEE	EACH	100.00	100.00	100.00	0.00	0.00		
302	INSPECTION SVC	HOUSING-WARRANT INSPECTION FEE	EACH	150.00	150.00	150.00	150.00	150.00		
303	INSPECTION SVC	LIQUOR LICENSE INSPECTION FEE	EACH	75.00	75.00	75.00	75.00	75.00		
304	INSPECTION SVC	LIQUOR LICENSE RE-INSPECTION FEE	EACH	45.00	45.00	45.00	45.00	45.00		
305	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-COMMERCIAL HOODS)	EACH	15.00	15.00	15.00	15.00	15.00		
306	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-OVER 10,000 CFM)	EACH	60.00	60.00	60.00	60.00	60.00		
307	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-RES BATH & KITCHEN)	EACH	5.00	5.00	5.00	5.00	5.00		
308	INSPECTION SVC	MECHANICAL PERMIT (AIR HANDLERS-UNDER 10,000 CFM)	EACH	20.00	20.00	20.00	20.00	20.00		
309	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-CHILLER)	EACH	30.00	30.00	30.00	30.00	30.00		
310	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-COMPRESSOR)	EACH	30.00	30.00	30.00	30.00	30.00		
311	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-COOLING TOWERS)	EACH	30.00	30.00	30.00	30.00	30.00		
312	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-EVAPORATOR COILS)	EACH	30.00	30.00	30.00	30.00	30.00		

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
313	INSPECTION SVC	MECHANICAL PERMIT (A/C & REFRIG-REFRIGERATION SPLIT SYSTEM)	EACH	30.00	30.00	30.00	30.00	30.00		
314	INSPECTION SVC	MECHANICAL PERMIT (BASE PERMIT)	EACH	35.00	35.00	35.00	35.00	35.00		
315	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/DUCT)	PER FOOT	0.10	0.10	0.10	0.10	0.10	\$25.00 MINIMUM FEE	
316	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/PIPING)	PER FOOT	0.05	0.10	0.10	0.10	0.10	\$25.00 MINIMUM FEE	
317	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/RESTAURANT HOODS)	EACH	15.00	50.00	50.00	150.00	150.00		
318	INSPECTION SVC	MECHANICAL PERMIT (FIRE SUPPRESSION/SPRINKLER HEADS)	PER HEAD	0.75	0.75	0.75	0.75	0.75	\$20.00 MINIMUM FEE	
319	INSPECTION SVC	MECHANICAL PERMIT (HEAT RECOVERY UNITS/THRU-WALL FAN COILS)	EACH	10.00	10.00	10.00	10.00	10.00		
320	INSPECTION SVC	MECHANICAL PERMIT (HEATING-BOILER CONTROLS, PUMPS)	EACH	10.00	10.00	10.00	10.00	10.00		
321	INSPECTION SVC	MECHANICAL PERMIT (HEATING-BOILERS)	EACH	30.00	30.00	30.00	30.00	30.00		
322	INSPECTION SVC	MECHANICAL PERMIT (HEATING-CHIMNEY, FACTORY BUILT)	EACH	25.00	25.00	25.00	25.00	25.00		
323	INSPECTION SVC	MECHANICAL PERMIT (HEATING-FLUE/VENT DAMPER)	EACH	8.00	8.00	8.00	8.00	8.00		
324	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS FIRE PLACES)	EACH	20.00	20.00	20.00	20.00	20.00		
325	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS PIPE TESTING NEW SERVICE)	EACH	20.00	20.00	20.00	20.00	20.00		
326	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS PIPING EACH OPENING)	EACH	5.00	5.00	5.00	5.00	5.00		
327	INSPECTION SVC	MECHANICAL PERMIT (HEATING-GAS/OIL BURNING EQUIPMENT)	EACH	30.00	30.00	30.00	30.00	30.00		
328	INSPECTION SVC	MECHANICAL PERMIT (HEATING-HEAT PUMPS COMMERCIAL)	EACH	30.00	30.00	30.00	30.00	30.00		
329	INSPECTION SVC	MECHANICAL PERMIT (HEATING-HEAT PUMPS, COMPLETE RESIDENT)	EACH	30.00	30.00	30.00	30.00	30.00		
330	INSPECTION SVC	MECHANICAL PERMIT (HEATING-HEAT PUMPS, COMPLETE RESIDENT)	EACH	30.00	30.00	30.00	30.00	30.00		
331	INSPECTION SVC	MECHANICAL PERMIT (HEATING-RESIDENTIAL A/C)	EACH	30.00	30.00	30.00	30.00	30.00		
332	INSPECTION SVC	MECHANICAL PERMIT (HEATING-RESIDENTIAL SYSTEM)	EACH	50.00	50.00	50.00	50.00	50.00		
333	INSPECTION SVC	MECHANICAL PERMIT (HEATING-SOLAR, SET OF 3 PANELS)	EACH	20.00	20.00	20.00	20.00	20.00		
334	INSPECTION SVC	MECHANICAL PERMIT (HEATING-SOLID FUEL EQUIPMENT COMPLETE)	EACH	30.00	30.00	30.00	30.00	30.00		
335	INSPECTION SVC	MECHANICAL PERMIT (HEATING-WATER HEATER)	EACH	10.00	10.00	10.00	10.00	10.00		
336	INSPECTION SVC	MECHANICAL PERMIT (HUMIDIFIERS)	EACH	10.00	10.00	10.00	10.00	10.00		

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
337	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-ADDITIONAL)	EACH	35.00	35.00	35.00	35.00	35.00		
338	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-FINAL)	EACH	35.00	35.00	35.00	35.00	35.00		
339	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-HOURLY RATE)	EACH	40.00	50.00	50.00	50.00	50.00		
340	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-SPECIAL/SAFETY)	EACH	45.00	50.00	50.00	50.00	50.00		
341	INSPECTION SVC	MECHANICAL PERMIT (INSPECTION-TURN ON GAS)	EACH	35.00	35.00	35.00	35.00	35.00		
342	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/HAZARDOUS 1-4 OUTLETS)	EACH	5.00	5.00	5.00	5.00	5.00		
343	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/HAZARDOUS 5+ MORE OUTLETS)	PER OUTLET	1.00	1.00	1.00	1.00	1.00		
344	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/NON-HAZARDOUS 1-4 OUTLETS)	EACH	2.00	2.00	2.00	2.00	2.00		
345	INSPECTION SVC	MECHANICAL PERMIT (PROCESS PIPING/NON-HAZARDOUS 5+ OUTLETS)	PER OUTLET	0.50	0.50	0.50	0.50	0.50		
346	INSPECTION SVC	MECHANICAL PERMIT (ROOFTOP HVAC UNIT)	EACH	60.00	60.00	60.00	60.00	60.00		
347	INSPECTION SVC	MECHANICAL PERMIT (TANKS-ABOVEGROUND)	EACH	20.00	20.00	20.00	20.00	20.00		
348	INSPECTION SVC	MECHANICAL PERMIT (TANKS-UNDERGROUND)	EACH	25.00	25.00	25.00	25.00	25.00		
349	INSPECTION SVC	MECHANICAL PERMIT (UNIT HEATERS/TERMINAL UNITS)	EACH	15.00	15.00	15.00	15.00	15.00		
350	INSPECTION SVC	MECHANICAL PERMIT (UNIT VENTILATORS)	EACH	10.00	10.00	10.00	10.00	10.00		
351	INSPECTION SVC	MECHANICAL PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE	
352	INSPECTION SVC	PLUMBING PERMIT (BASE PERMIT)	EACH	35.00	35.00	35.00	35.00	35.00		
353	INSPECTION SVC	PLUMBING PERMIT (CONNECTION BLDG. DRAIN; SEWERS AT STREET)	EACH	8.00	8.00	8.00	8.00	8.00		
354	INSPECTION SVC	PLUMBING PERMIT (FIXTURES, FLOOR DRAINS, LAB DEVICES)	EACH	8.00	8.00	8.00	8.00	8.00		
355	INSPECTION SVC	PLUMBING PERMIT (INSPECTION ADDITIONAL)	EACH	35.00	35.00	35.00	35.00	35.00		
356	INSPECTION SVC	PLUMBING PERMIT (INSPECTION FINAL)	EACH	35.00	35.00	35.00	35.00	35.00		
357	INSPECTION SVC	PLUMBING PERMIT (INSPECTION HOURLY FEE)	EACH	40.00	50.00	50.00	50.00	50.00		
358	INSPECTION SVC	PLUMBING PERMIT (INSPECTION SPECIAL/SAFETY)	EACH	45.00	50.00	50.00	50.00	50.00		
359	INSPECTION SVC	PLUMBING PERMIT (MANHOLES-CATCHBASINS)	EACH	10.00	10.00	10.00	10.00	10.00		
360	INSPECTION SVC	PLUMBING PERMIT (MEDICAL GAS INSTALLATION)	PER OUTLET	0.00	0.00	0.00	8.00	8.00		

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
361	INSPECTION SVC	PLUMBING PERMIT (REDUCED PRESSURE BACKFLOW PREVENTER)	EACH	8.00	10.00	10.00	10.00	10.00		
362	INSPECTION SVC	PLUMBING PERMIT (SEWAGE SUMPS & EJECTORS)	EACH	8.00	10.00	10.00	10.00	10.00		
363	INSPECTION SVC	PLUMBING PERMIT (SEWERS-SANITARY OR STORM OVER 6")	EACH	25.00	25.00	25.00	25.00	25.00		
364	INSPECTION SVC	PLUMBING PERMIT (SEWERS-SANITARY OR STORM UNDER 6")	EACH	8.00	8.00	8.00	8.00	8.00		
365	INSPECTION SVC	PLUMBING PERMIT (STACKS, VENTS, CONDUCTORS)	EACH	5.00	5.00	5.00	5.00	5.00		
366	INSPECTION SVC	PLUMBING PERMIT (SUB-SOIL DRAINS)	EACH	8.00	8.00	8.00	8.00	8.00		
367	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--1-1/2")	EACH	30.00	30.00	30.00	30.00	30.00		
368	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--1-1/4")	EACH	23.00	23.00	23.00	23.00	23.00		
369	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--1")	EACH	15.00	15.00	15.00	15.00	15.00		
370	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--2")	EACH	38.00	38.00	38.00	38.00	38.00		
371	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--3/4")	EACH	8.00	8.00	8.00	8.00	8.00		
372	INSPECTION SVC	PLUMBING PERMIT (WATER DISTRIBUTION SYSTEM--OVER 2")	EACH	45.00	45.00	45.00	45.00	45.00		
373	INSPECTION SVC	PLUMBING PERMIT (WATER SERVICE 2" TO 6")	EACH	25.00	25.00	25.00	25.00	25.00		
374	INSPECTION SVC	PLUMBING PERMIT (WATER SERVICE LESS THAN 2")	EACH	8.00	8.00	8.00	8.00	8.00		
375	INSPECTION SVC	PLUMBING PERMIT (WATER SERVICE OVER 6")	EACH	50.00	50.00	50.00	50.00	50.00		
376	INSPECTION SVC	PLUMBING PLAN REVIEW FEE	EACH	25.00%	25.00%	25.00%	25.00%	25.00%	OF APPLICABLE PERMIT FEE	
377	INSPECTION SVC	PROPERTY MAINTENANCE CODE APPEAL APPLICATION FEE	EACH	0.00	0.00	0.00	100.00	100.00		
378	INSPECTION SVC	ROOFING PERMIT (RE-ROOF OVER OLD ROOF/2LAYERS MAX)	\$100 PER SQUARE	0.00	0.00	0.00	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES		
379	INSPECTION SVC	ROOFING PERMIT (STRIP THEN RE-ROOF)	\$200 PER SQUARE	0.00	0.00	0.00	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES		
380	INSPECTION SVC	ROOFING PERMIT (STRIP, RE-SHEET, THEN RE-ROOF)	\$250 PER SQUARE	0.00	0.00	0.00	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES	APPLICABLE BLDG PERMIT FEE BASED ON VALUE OF SQUARES		
381	MARINA	20 FOOT SLIP	EACH	1,240.00	1,300.00	1,300.00	1,300.00	1,300.00		
382	MARINA	30 FOOT SLIP	EACH	1,510.00	1,585.00	1,804.00	1,804.00	1,804.00		
383	MARINA	40 FOOT SLIP	EACH	2,480.00	2,605.00	2,784.00	2,784.00	2,784.00		
384	MARINA	HARD ACCESS (SLIPS 37-46, 69) UNDER 27' ONLY	EACH	0.00	1,090.00	1,185.00	1,185.00	1,185.00		

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
385	MARINA	CLASS A MOORING	EACH	325.00	340.00	370.00	370.00	395.00		6.76%
386	MARINA	CLASS B MOORING	EACH	275.00	290.00	315.00	315.00	335.00		6.35%
387	MARINA	DAILY LAUNCH RAMP	EACH	5.00	5.00	5.00	5.00	5.00		
388	MARINA	PUMP OUT	EACH	4.00	4.00	5.00	5.00	5.00		
389	MARINA	SEASONAL LAUNCH RAMP STICKER	RESIDENT	35.00	35.00	35.00	40.00	40.00		
390	MARINA	SEASONAL LAUNCH RAMP STICKER	NON-RESIDENT	50.00	50.00	50.00	55.00	55.00		
391	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	EACH	15.00	15.00	15.00	25.00	25.00		
392	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	NON-RESIDENT	30.00	30.00	35.00	40.00	40.00		
393	MARINA	SMALL BOAT BASIN	EACH	675.00	710.00	775.00	775.00	775.00		
394	MARINA	DRY STORAGE (RESIDENTS)	EACH	100.00	100.00	110.00	110.00	125.00		13.64%
395	MARINA	DRY STORAGE (NON-RESIDENTS)	EACH	155.00	155.00	165.00	165.00	185.00		12.12%
396	MARINA	TRAILER STORAGE	EACH	50.00	50.00	50.00	50.00	55.00		10.00%
397	PARKING	CLAY STREET PARKING ANNUAL FEE	PER SPACE	230.00	240.00	240.00	0.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003	
398	PARKING	CLAY STREET PARKING ANNUAL FEE (50+ SPACES)	PER SPACE	205.00	221.00	221.00	0.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003	
399	PARKING	CLAY STREET PARKING MONTHLY FEE	PER SPACE	26.00	28.00	28.00	0.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003	
400	PARKING	CLAY STREET PARKING SEMI-ANNUAL FEE	PER SPACE	130.00	140.00	140.00	0.00	0.00	YEAR-ROUND FREE PARKING 1/1/2003	
401	PARKS	HACKLEY PARK PARTIES IN THE PARK	EACH EVENT	500.00	500.00	500.00	500.00	800.00	PLUS 5% OF EVENT PROFIT OVER \$5,000	60.00%
402	PARKS	MC GRAFT PARK BLDG. (CHURCH & NON-PROFIT GROUPS)	FIRST 4 HOURS	70.00	70.00	70.00	70.00	75.00		7.14%
403	PARKS	MC GRAFT PARK BLDG. (CHURCH & NON-PROFIT GROUPS)	PER ADDITIONAL HOUR	15.00	15.00	15.00	15.00	15.00		
404	PARKS	MC GRAFT PARK BLDG. (INSTRUCTIONAL PROGRAMS)	PER HOUR	15.00	15.00	15.00	15.00	25.00		66.67%
405	PARKS	MC GRAFT PARK BLDG. (WEEKDAYS NOT REGULAR GROUPS)	PER ADDITIONAL HOUR	15.00	20.00	20.00	20.00	20.00		
406	PARKS	MC GRAFT PARK BLDG. (WEEKDAYS NOT REGULAR GROUPS)	FIRST 4 HOURS	80.00	80.00	80.00	80.00	85.00		6.25%
407	PARKS	MC GRAFT PARK BLDG. (WEEKENDS NOT REGULAR GROUPS)	PER ADDITIONAL HOUR	15.00	25.00	25.00	25.00	25.00		
408	PARKS	MC GRAFT PARK BLDG. (WEEKENDS NOT REGULAR GROUPS)	FIRST 4 HOURS	100.00	100.00	100.00	100.00	105.00		5.00%

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
409	PARKS	MC GRAFT PARK MUSIC BOWL	HOUR	40.00	40.00	40.00	40.00	45.00		12.50%
410	PARKS	PARKS (LIGHT COSTS BALL DIAMONDS)	EACH	40.00	40.00	40.00	40.00	40.00		
411	PARKS	PARKS (MOVE BENCHES)	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS		
412	PARKS	PARKS (MOVE BLEACHERS)	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$25 PLUS ACTUAL COSTS	\$25 PLUS ACTUAL COSTS		
413	PARKS	PARKS (MOVE PICNIC TABLES)	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$10 PLUS ACTUAL COSTS	\$10 PLUS ACTUAL COSTS		
414	PARKS	PARKS (MOVE STAGE)	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$100 PLUS ACTUAL COSTS	\$100 PLUS ACTUAL COSTS		
415	PARKS	PARKS (SNOW FENCE)	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$15 PLUS ACTUAL COSTS	\$15 PLUS ACTUAL COSTS		
416	PARKS	PARKS (SNOW FENCE RENTAL - NON-RESIDENTS)	PER ROLL	5.00	5.00	5.00	10.00	10.00		
417	PARKS	PARKS (USE OF GARBAGE CANS)	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	\$5 PLUS ACTUAL COSTS	\$5 PLUS ACTUAL COSTS		
418	PARKS	PARKS (PLASTIC BAGS FOR GARBAGE CANS)	EACH BAG				0.10	0.10		
419	PARKS	WEDDING COORDINATION	PER EVENT				10.00	25.00		150.00%
420	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - COLOR	EACH	119.00	119.00	119.00	119.00	119.00		
421	PLANNING	MASTER PLAN COPY (CITY, DDA, LDFA) - B & W	EACH	25.00	25.00	25.00	25.00	25.00		
422	PLANNING	DOWNTOWN PLAN COPY	EACH	20.00	30.00	30.00	30.00	30.00		
423	ZONING	SPECIAL MEETING FEE (PLANNING, ZBA)	PER REQUEST	200.00	400.00	400.00	400.00	400.00		
424	PLANNING	OBSOLETE PROPERTY REHAB FILING & MONITORING FEE	EACH	0.00	1,000.00	1,000.00	1,000.00	1,000.00	OR 2% OF ABATED TAXES (WHICHEVER IS LESS	
425	PLANNING	IFT/CFT APPLICATION FEE	EACH	1,722.00	1,722.00	1,722.00	1,722.00	1,722.00	OR 2% OF ABATED TAXES (WHICHEVER IS LESS	
426	PLANNING	IFT/CFT APPLICATION FEE (BASE ADMINISTRATION FEE)	EACH	250.00	250.00	250.00	250.00	250.00		
427	PLANNING	GROUNDWATER ORDINANCE APPLICATION FEE	EACH	0.00	0.00	0.00	0.00	500.00		***NEW FEE
428	PLANNING	BROWNFIELD DEVELOPMENT APPLICATION FEE	EACH	0.00	2,500.00	2,500.00	2,500.00	2,500.00	F TAX CAPTURE FEE BASED ON ACTUAL COST	
429	POLICE	POLICE REPORTS - ACCIDENT & OFFENSE (EACH ADDITIONAL PAGE)	EACH	1.00	1.00	1.00	1.00	0.25		-75.00%
430	POLICE	POLICE REPORTS - ACCIDENT & OFFENSE (FIRST PAGE)	EACH	5.50	5.50	5.50	5.50	5.50		
431	POLICE	BIKE REGISTRATION (CHANGE OWNERSHIP)	EACH	2.00	2.00	2.00	2.00	2.00		
432	POLICE	BIKE REGISTRATION (DUPLICATE)	EACH	1.00	1.00	1.00	1.00	1.00		

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
433	POLICE	BIKE REGISTRATION (ENGRAVING)	EACH	3.00	3.00	3.00	3.00	3.00		
434	POLICE	BIKE REGISTRATION (NEW)	EACH	2.00	2.00	2.00	2.00	2.00		
435	POLICE	CITATION COPY	EACH	3.00	3.00	3.00	3.00	5.50		83.33%
436	POLICE	CONCEALED WEAPON PERMIT (INCL. FINGERPRINT)	EACH	30.00	30.00	30.00	30.00	30.00		
437	POLICE	FALSE ALARM FEE (4TH IN YEAR)	EACH	25.00	25.00	25.00	25.00	30.00		20.00%
438	POLICE	FALSE ALARM FEE (5TH IN YEAR)	EACH	50.00	50.00	50.00	50.00	60.00		20.00%
439	POLICE	FALSE ALARM FEE (6TH OR MORE IN YEAR)	EACH	60.00	60.00	60.00	60.00	75.00		25.00%
440	POLICE	FINGERPRINTING (NON-CRIMINAL/NON-WEAPON)	EACH	10.00	10.00	10.00	10.00	15.00		50.00%
441	POLICE	QUIL COST RECOVERY FEE	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS		
442	POLICE	PHOTOGRAPH REPRODUCTION (ENLARGED)	EACH	15.00	15.00	15.00	15.00	15.00		
443	POLICE	PHOTOGRAPH REPRODUCTION (STD SIZE)	EACH	10.00	10.00	10.00	10.00	10.00		
444	POLICE	PHOTOGRAPH REPRODUCTION (CD-ROM)	EACH	0.00	0.00	0.00	0.00	5.00		***NEW FEE
445	POLICE	SALVAGE INSPECTION	EACH	27.00	27.00	27.00	27.00	30.00		11.11%
446	POLICE	VEHICLE IMMOBILIZATION DEVICE FEE	EACH	65.00	65.00	25.00	25.00	0.00	NOT USED	-100.00%
447	POLICE	VEHICLE IMMOBILIZATION DEVICE FEE	EACH 30 DAYS	0.00	0.00	50.00	50.00	0.00	NOT USED	-100.00%
448	POLICE	VEHICLE INSPECTION	EACH	27.00	27.00	27.00	27.00	0.00	NOT USED	-100.00%
449	POLICE	VEHICLE IMPOUND FEE (PRIVATE)	EACH	50.00	50.00	50.00	50.00	50.00		
450	POLICE	VEHICLE IMPOUND FEE (COURT-ORDERED)	EVERY 30 DAYS	50.00	50.00	50.00	50.00	50.00		
451	POLICE	WEAPON PURCHASE PERMIT	EACH	5.00	5.00	5.00	5.00	0.00	FEE NO LONGER ALLOWED BY FEDERAL LAW	-100.00%
452	RECREATION	BASEBALL (ADULT)	TEAM	500.00	950.00	950.00	950.00	985.00		3.68%
453	RECREATION	BASEBALL (YOUTH)	TEAM	600.00	600.00	600.00	600.00	600.00		
454	RECREATION	BASKETBALL (MEN'S CITY LEAGUE MAJOR)	TEAM	280.00	565.00	565.00	565.00	565.00		
455	RECREATION	BASKETBALL (GRADE SCHOOL PLAYER FEE)	PLAYER	15.00	20.00	20.00	25.00	25.00		
456	RECREATION	CITY TOURNAMENT (GATE ENTRY FEE)	ADULTS	1.00	2.00	2.00	2.00	2.00		

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
457	RECREATION	CITY TOURNAMENT (GATE ENTRY FEE)	STUDENTS	0.50	1.00	1.00	1.00	1.00		
458	RECREATION	FALL LEAGUE SOFTBALL MINOR	TEAM	140.00	230.00	230.00	245.00	245.00		
459	RECREATION	FALL OPEN GYM (YOUTH)	PER PERSON	1.00	1.00	1.00	1.00	1.00		
460	RECREATION	FALL OPEN GYM (ADULT)	PER PERSON	1.00	2.00	2.00	2.00	2.00		
461	RECREATION	HIGH SCHOOL CITY TOURNAMENT (BASEBALL)	TEAM	120.00	120.00	120.00	120.00	135.00		12.50%
462	RECREATION	HIGH SCHOOL CITY TOURNAMENT (SOFTBALL)	TEAM	150.00	150.00	150.00	150.00	165.00		10.00%
463	RECREATION	JUNIOR SUMMER TENNIS LEAGUE	TEAM	75.00	75.00	75.00	75.00	75.00		
464	RECREATION	OUTDOOR SOCCER (ADULT)	TEAM	210.00	650.00	650.00	665.00	675.00		1.50%
465	RECREATION	PICNIC SHELTER RENTAL	RESIDENT	45.00	50.00	50.00	50.00	50.00		
466	RECREATION	PICNIC SHELTER RENTAL (200 PERSON SHELTER)	RESIDENT	45.00	65.00	65.00	65.00	65.00		
467	RECREATION	SOFTBALL CITY TOURNAMENT	TEAM	100.00	100.00	100.00	100.00	100.00		
468	RECREATION	SOFTBALL FIELD RESERVATIONS	EACH	10.00	10.00	10.00	10.00	10.00		
469	RECREATION	SOFTBALL FIELD TOURNAMENT FEES	EACH	50.00	50.00	50.00	50.00	50.00		
470	RECREATION	SOFTBALL MASA DISTRICT TOURNAMENT	TEAM	100.00	100.00	100.00	100.00	100.00		
471	RECREATION	SOFTBALL (MAJOR MEN'S SLOWPITCH)	TEAM	450.00	715.00	715.00	730.00	755.00		3.42%
472	RECREATION	SOFTBALL (SUMMER SLOWPITCH-1 UMPIRE)	TEAM	235.00	495.00	495.00	510.00	545.00		6.86%
473	RECREATION	SOFTBALL (FALL SLOWPITCH-1 UMPIRE)	TEAM	0.00	0.00	0.00	245.00	275.00		12.24%
474	RECREATION	SWIM (LEARN TO SWIM)	NON-RESIDENT	20.00	25.00	25.00	25.00	25.00		
475	RECREATION	SWIM (LEARN TO SWIM)	RESIDENT	10.00	10.00	10.00	10.00	10.00		
476	RECREATION	SWIM (OPEN SWIM YOUTH)	PER PERSON	1.00	1.00	1.00	1.00	1.00		
477	RECREATION	SWIM (OPEN SWIM ADULT)	PER PERSON	1.00	2.00	2.00	2.00	2.00		
478	RECREATION	WOMEN'S BASKETBALL	TEAM	200.00	395.00	395.00	395.00	395.00		
479	SPECIAL EVENTS	ADMINISTRATIVE FEE (FIRST TIME EVENTS ONLY)	EACH	0.00	0.00	0.00	0.00	50.00		***NEW FEE
480	SPECIAL EVENTS	ADMINISTRATIVE FEE (AT LEAST 60 DAYS PRIOR TO EVENT)	EACH	0.00	0.00	0.00	0.00	50.00		***NEW FEE

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
481	SPECIAL EVENTS	ADMINISTRATIVE FEE (59-45 DAYS PRIOR TO EVENT)	EACH	0.00	0.00	0.00	0.00	150.00		***NEW FEE
482	SPECIAL EVENTS	ADMINISTRATIVE FEE (44-30 DAYS PRIOR TO EVENT)	EACH	0.00	0.00	0.00	0.00	250.00		***NEW FEE
483	SPECIAL EVENTS	ADMINISTRATIVE FEE (29 DAYS OR LESS PRIOR TO EVENT)	EACH	0.00	0.00	0.00	0.00	450.00		***NEW FEE
484	SPECIAL EVENTS	CITY SERVICES (PARK RANGERS)	EACH PER HOUR	0.00	0.00	0.00	0.00	15.00		***NEW FEE
485	SPECIAL EVENTS	CITY SERVICES (55-GAL METAL TRASH CANS)	EACH	0.00	0.00	0.00	0.00	5.00		***NEW FEE
486	SPECIAL EVENTS	CITY SERVICES (55-GAL RUBBERMAID TRASH CANS)	EACH	0.00	0.00	0.00	0.00	10.00		***NEW FEE
487	SPECIAL EVENTS	CITY SERVICES (PLASTIC TRASH BAGS)	PER CASE	0.00	0.00	0.00	0.00	25.00		***NEW FEE
488	SPECIAL EVENTS	CITY SERVICES (SNOWFENCE - WOOD)	PER ROLL	0.00	0.00	0.00	0.00	30.00		***NEW FEE
489	SPECIAL EVENTS	CITY SERVICES (SNOWFENCE - PLASTIC)	PER ROLL	0.00	0.00	0.00	0.00	25.00		***NEW FEE
490	SPECIAL EVENTS	CITY SERVICES (FENCE POSTS)	EACH POST	0.00	0.00	0.00	0.00	3.00		***NEW FEE
491	SPECIAL EVENTS	CITY SERVICES (PARK BENCHES)	EACH	0.00	0.00	0.00	0.00	10.00		***NEW FEE
492	SPECIAL EVENTS	CITY SERVICES (BLEACHERS)	EACH	0.00	0.00	0.00	0.00	125.00		***NEW FEE
493	SPECIAL EVENTS	CITY SERVICES (HANG BANNERS)	EACH	0.00	0.00	0.00	0.00	50.00		***NEW FEE
494	SPECIAL EVENTS	CITY SERVICES (ADJUSTABLE PARK STAGE)	EACH 4 x 8 SECTION	0.00	0.00	0.00	0.00	50.00		***NEW FEE
495	SPECIAL EVENTS	CITY SERVICES (PICNIC TABLES)	EACH	0.00	0.00	0.00	0.00	10.00		***NEW FEE
496	SPECIAL EVENTS	CITY SERVICES (TRAILER)	PER HOUR	0.00	0.00	0.00	0.00	25.00		***NEW FEE
497	SPECIAL EVENTS	CITY SERVICES (PORTABLE PA SYSTEM)	EACH	0.00	0.00	0.00	0.00	25.00		***NEW FEE
498	SPECIAL EVENTS	CITY SERVICES (TURF TRUCK)	PER DAY	0.00	0.00	0.00	0.00	100.00		***NEW FEE
499	SPECIAL EVENTS	CITY SERVICES (LABOR PARKS OR DPW STAFF)	PER HOUR	0.00	0.00	0.00	0.00	50.00		***NEW FEE
500	SPECIAL EVENTS	CITY SERVICES (POLICE OFFICER - STRAIGHT TIME)	PER HOUR	0.00	0.00	0.00	0.00	40.00		***NEW FEE
501	SPECIAL EVENTS	CITY SERVICES (POLICE OFFICER - 1.5 OVERTIME)	PER HOUR	0.00	0.00	0.00	0.00	60.00		***NEW FEE
502	SPECIAL EVENTS	CITY SERVICES (POLICE OFFICER - TRIPLE OVERTIME)	PER HOUR	0.00	0.00	0.00	0.00	120.00		***NEW FEE
503	TREASURER	DUPLICATE TAX BILL COPY (COMPUTER PRINTOUT)	EACH	0.50	0.50	0.50	1.00	1.00		
504	TREASURER	DUPLICATE TAX BILL COPY (TYPED BILL)	EACH	3.00	3.00	3.00	3.00	3.00		

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
505	TREASURER	NSF CHECK/NSF ACH HANDLING CHARGE	EACH	25.00	25.00	25.00	25.00	30.00		20.00%
506	TREASURER	TAX RECEIPT INQUIRY (LESS THAN 3 YEARS OLD)	EACH	5.00	5.00	5.00	5.00	5.00		
507	TREASURER	TAX RECEIPT INQUIRY (MORE THAN 3 YEARS OLD)	EACH	12.00	12.00	12.00	12.00	12.00		
508	TREASURER	TRANSACTION SERVICE FEE (PAYMENTS MADE AT WINDOW/O BILL)	EACH	0.00	0.00	0.00	0.00	1.00		***NEW FEE
509	TREASURER	PETTY CASH NUISANCE FEE (FAILURE TO RETURN RECEIPTS IN TIMELY FASHION)	EACH	0.00	5.00	5.00	5.00	5.00		
510	TREASURER	PROPERTY TAX ROLL ON CD-ROM	EACH	0.00	100.00	100.00	100.00	100.00		
511	TREASURER	PROPERTY TAX LIEN INQUIRY/LOOKUP	EACH	0.00	15.00	15.00	15.00	15.00		
512	WATER-SEWER	DELINQUENT PAYMENT PENALTY	PAST DUE BALANCE	10.00%	10.00%	10.00%	10.00%	10.00%		
513	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	GREATER OF 20% OR \$25.00	GREATER OF 20% OR \$25.00		
514	WATER-SEWER	HYDRANT SERVICE (MAXIMUM 30 DAY) CONNECTION CHARGE	EACH	35.00	35.00	35.00	35.00	50.00	100.00 REFUNDABLE DEPOSIT ALSO REQUIRED	42.86%
515	WATER-SEWER	INSTALLATION OF STUB LINE TO PROPERTY LINE (SEWER)	EACH	600.00	600.00	600.00	600.00	800.00		33.33%
516	WATER-SEWER	INSTALLATION OF STUB LINE TO PROPERTY LINE (WATER)	EACH	600.00	600.00	600.00	600.00	800.00		33.33%
517	WATER-SEWER	METER REPLACEMENT AT OWNER'S REQUEST	EACH	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS	ACTUAL COSTS		
518	WATER-SEWER	METER RESET AT OWNER'S REQUEST	EACH	25.00	25.00	25.00	25.00	35.00		40.00%
519	WATER-SEWER	METER TEST	EACH	35.00	35.00	35.00	35.00	35.00		
520	WATER-SEWER	MISSED METER APPOINTMENT	EACH	25.00	25.00	25.00	25.00	25.00		
521	WATER-SEWER	TEMPORARY (MINIMUM 30 DAY) SERVICE	EACH	25.00	25.00	25.00	25.00	25.00		
522	WATER-SEWER	TURN ON CHARGE (AFTER HOURS)	EACH	35.00	35.00	35.00	35.00	35.00		
523	WATER-SEWER	TURN ON CHARGE (REGULAR HOURS)	EACH	25.00	25.00	25.00	25.00	25.00		
524	WATER-SEWER	TURN ON CHARGE (SEASONAL USE)	EACH	12.50	12.50	12.50	12.50	12.50		
525	WATER-SEWER	UNAUTHORIZED WATER USE OR TAMPERING (MINIMUM CHARGE)	EACH	200.00	200.00	200.00	200.00	200.00		
526	WATER-SEWER	UNAUTHORIZED WATER USE (ADDITIONAL CHARGE FOR CONT'D USE)	PER DAY	20.00	20.00	20.00	20.00	20.00		
527	WATER-SEWER	WATER TEST SAMPLE	PER TEST	0.00	0.00	35.00	35.00	35.00	COVERS STAFF TIME AND LAB WORK	
528	WATER-SEWER	BACKFLOW PREVENTER DEVICE REGISTRATION/AUDIT FEE	ANNUAL FEE-EACH DEVICE	0.00	0.00	0.00	0.00	10.00		***NEW FEE

CITY OF MUSKEGON Master Fee Resolution - Schedule of Fees (Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
529	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 5/8" OR 3/4" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	800.00		***NEW FEE
530	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 1" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	2,000.00		***NEW FEE
531	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 1-1/4" OR 1-1/2" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	4,000.00		***NEW FEE
532	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 2" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	6,800.00		***NEW FEE
533	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 2" TURBO/ENDURO (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	8,000.00		***NEW FEE
534	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 3" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	12,800.00		***NEW FEE
535	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 3" TURBO/ENDURO (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	14,000.00		***NEW FEE
536	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 4" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	20,000.00		***NEW FEE
537	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 4" TURBO/ENDURO (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	40,000.00		***NEW FEE
538	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 6" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	40,000.00		***NEW FEE
539	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - 6" TURBO/ENDURO (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	80,000.00		***NEW FEE
540	WATER-SEWER	WATER SERVICE CONNECTION CHARGE - GREATER THAN 6" (NON-SPEC ASSESS)	EACH	0.00	0.00	0.00	0.00	TBD	BASED ON CALCULATED CAPACITY	***NEW FEE
541	ZONING	FENCE PERMIT FEE	EACH	10.00	25.00	25.00	25.00	25.00		
542	ZONING	LOT SPLIT REVIEW	EACH	0.00	25.00	25.00	25.00	25.00		
543	ZONING	ZONING, GIS MAPS (UP TO 17" x 24")	EACH	0.00	20.00	10.00	10.00	10.00		
544	ZONING	ZONING, GIS MAPS (17" x 24" TO 34" x 44")	EACH	0.00	20.00	20.00	20.00	20.00		
545	ZONING	PLANNED UNIT DEVELOPMENT (PUD)	EACH	500.00	500.00	500.00	500.00	500.00		
546	ZONING	SIDEWALK BENCH ENCROACHMENT	PER BENCH PER MONTH	5.00	5.00	5.00	5.00	5.00		
547	ZONING	SITE PLAN REVIEW FEE - MINOR	EACH	40.00	40.00	40.00	40.00	100.00		150.00%
548	ZONING	SITE PLAN REVIEW FEE - MAJOR	EACH	100.00	100.00	100.00	100.00	200.00		100.00%
549	ZONING	SPECIAL USE PERMIT	EACH	200.00	200.00	200.00	200.00	250.00		25.00%
550	ZONING	STREET VACATION	EACH	200.00	200.00	200.00	200.00	250.00		25.00%
551	ZONING	ZONING COMPLIANCE LETTER	EACH	25.00	25.00	25.00	25.00	25.00		
552	ZONING	ZONE CHANGE	EACH	200.00	200.00	200.00	200.00	250.00		25.00%

CITY OF MUSKEGON										
Master Fee Resolution - Schedule of Fees										
(Effective 1/1/2004)										
LINE	DEPT	DESCRIPTION	UNIT	2000 FEE	2001 FEE	2002 FEE	2003 FEE	2004 FEE	DEPARTMENT COMMENTS	% CHANGE
553	ZONING	ZONING BOARD OF APPEALS APPLICATION	EACH	200.00	200.00	200.00	200.00	300.00	COMMERCIAL/INDUSTRIAL ONLY	50.00%
554	ZONING	ZONING BOARD OF APPEALS APPLICATION	EACH	0.00	0.00	0.00	0.00	150.00	RESIDENTIAL ONLY	***NEW FEE
555	ZONING	ZONING ORDINANCE COPY	EACH	25.00	25.00	25.00	25.00	25.00		
556	ZONING	ZONING ORDINANCE COPY W/ MAP	EACH	0.00	40.00	40.00	40.00	40.00		
557	ZONING	ZONING VARIANCE	EACH	200.00	200.00	200.00	200.00	0.00		-100.00%

TO: Honorable Mayor and City Commissioners

FROM: Bryon L. Mazade, City Manager

DATE: December 3, 2003

RE: 2004 Salary Schedule and Fringe Benefits for Non-Represented Employees and the
2004 Salary Schedule for Part-Time and Limited-Term Employees

SUMMARY OF REQUEST:

- 1) To establish the 2004 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 2004 (2.0% increase). While the salary ranges will be adjusted, department head employees will not receive this increase for 2004.
- 3) Implement a Final Pay Deferral Plan. This would require employees to receive final payments (at time of retirement) into a deferred 401a plan (brochure attached).

FINANCIAL IMPACT:

- 1) None. The ranges are unchanged.
- 2) The salary increases will cost approximately \$25,981 plus approximately \$6,495 in added fringe benefit costs.
- 3) Would eliminate the City's cost for FICA on final pay-outs. Employees would save a significant amount of money on deferring FICA and state and federal taxes.

BUDGET ACTION REQUIRED:

To authorize the necessary 2004 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 2004 salary ranges for part-time and limited-term employees;
- 2) To approve and adopt the proposed 2004 salary ranges, salary schedules, and fringe benefits for non-represented employees.

COMMITTEE RECOMMENDATION:

None

2003-102 (c)

**SUGGESTED RESOLUTION FOR A LEGISLATIVE BODY
RELATING TO A 401 MONEY PURCHASE PLAN**

ACCOUNT NUMBER: 10

RESOLUTION OF CITY OF MUSKEGON
(EMPLOYER NAME).

WHEREAS, the Employer has employees rendering valuable services; and

WHEREAS, the establishment of a money purchase retirement plan benefits employees by providing funds for retirement and funds for their beneficiaries in the event of death; and

WHEREAS, the Employer desires that its money purchase retirement plan be administered by the ICMA Retirement Corporation and that the funds held under such plan be invested in the ICMA Retirement Trust, a trust established by public employers for the collective investment of funds held under their retirement and deferred compensation plans:

NOW THEREFORE BE IT RESOLVED that the Employer hereby establishes or has established a money purchase retirement plan (the "Plan") in the form of: (Select one)

☐ The ICMA Retirement Corporation Governmental Money Purchase Plan & Trust, pursuant to the specific provisions of the Adoption Agreement (executed copy attached hereto).

☐ The Plan and Trust provided by the Employer (executed copy attached hereto).

The Plan shall be maintained for the exclusive benefit of eligible employees and their beneficiaries; and

BE IT FURTHER RESOLVED that the Employer hereby executes the Declaration of Trust of the ICMA Retirement Trust, attached hereto, intending this execution to be operative with respect to any retirement or deferred compensation plan subsequently established by the Employer, if the assets of the plan are to be invested in the ICMA Retirement Trust.

BE IT FURTHER RESOLVED that the Employer hereby agrees to serve as trustee under the Plan and to invest funds held under the Plan in the ICMA Retirement Trust; and

BE IT FURTHER RESOLVED that the Finance Director (use title of official, not name) shall be the coordinator for the Plan; shall receive reports, notices, etc., from the ICMA Retirement Corporation or the ICMA Retirement Trust; shall cast, on behalf of the Employer, any required votes under the ICMA Retirement Trust; may delegate any administrative duties relating to the Plan to appropriate departments; and is authorized to execute all necessary agreements with the ICMA Retirement Corporation incidental to the administration of the Plan.

I, Gail A. Kunding, Clerk of the (City, County, etc.) of Muskegon, do hereby certify that the foregoing resolution proposed by (Council Member, Trustee, etc.) of City Commission, was duly passed and adopted by the (Council, Board, etc.) of the (City, County, etc.) of Muskegon at a regular meeting thereof assembled this 9th day of December, 2003, by the following vote:

AYES: 6

NAYS: 0

ABSENT: 1

(SEAL)

Gail A. Kunding

Clerk of the (City, County, etc.)

ADMINISTRATIVE/TECHNICAL/PROFESSIONAL/SUPERVISORY
SALARY RANGES
EFFECTIVE 1/1/2004

	<u>MINIMUM SALARY</u>	<u>MAXIMUM SALARY</u>
<u>RANGE I</u>	\$62,910	\$83,381
Assistant City Manager Finance Director Police Chief Public Works Director		
<u>RANGE II - A</u>	\$58,097	\$77,463
Community/Economic Development Director Fire Chief Leisure Services Director		
<u>RANGE II - B</u>	\$55,658	\$74,140
City Engineer/Deputy Director of Public Works		
<u>RANGE III</u>	\$53,220	\$70,817
Assistant Chief of Police (Vacant) City Clerk City Treasurer Civil Service/Personnel Director Information Systems Director		
<u>RANGE IV</u>	\$45,844	\$61,125
Assistant City Engineer (Vacant) Assistant Finance Director Deputy Director of Community/Economic Development (Vacant) Director of Inspections Income Tax Director		
<u>RANGE V</u>	\$43,878	\$58,507
Affirmative Action Director Community & Neighborhood Services Director Water Filtration Plant Supervisor		
<u>RANGE VI</u>	\$41,123	\$54,833
Building Official (Vacant) Project Engineer (Vacant) Superintendent of Public Works Superintendent of Public Utilities		

	<u>MINIMUM SALARY</u>	<u>MAXIMUM SALARY</u>
<u>RANGE VII-A</u>	\$38,061	\$50,751
Business Development Specialist (Vacant)		
Cemetery/Forestry Supervisor		
Database Administrator		
Equipment Supervisor		
Highway Supervisor		
Parks Supervisor		
Public Utilities Supervisor		
Recreation/Marina Supervisor		
Safety/Services Supervisor (Vacant)		
Special Operations Supervisor		
Zoning Administrator		
<u>RANGE VII-B</u>	\$35,719	\$47,629
Computer Technician		
Network Technician		
<u>RANGE VIII</u>	\$33,698	\$44,933
Administrative Services Supervisor - DPW		
Assistant Planner		
Communications & Public Affairs Administrator (Vacant)		
Income Tax Auditor		
Pension & Benefits Coordinator (Part-Time) (Vacant)		
Personnel Analyst (Vacant)		
Police Community Coordinator		
Resource Recovery Coordinator		
Revenue Collections Administrator		
Risk Manager - (Vacant)		
<u>RANGE IX</u>	\$29,694	\$39,592
Building Maintenance Supervisor		
Secretary to the City Manager		
<u>RANGE X</u>	\$27,538	\$36,720
Administrative Aide - Police (Vacant)		
Administrative Secretary		
Deputy City Clerk		
Finance Clerk		
Personnel Clerk (Part-Time) (Vacant)		
Youth Recreation Coordinator (Vacant)		
<u>RANGE XI</u>	\$25,076	\$33,436
City Hall Building Maintenance Worker		

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	62,910	65,007	67,104	69,201	71,298	73,396	75,493	77,590	79,687	81,784	83,881
RANGE II-A	58,097	60,034	61,970	63,907	65,843	67,780	69,717	71,653	73,590	75,526	77,463
RANGE II-B	55,658	57,506	59,354	61,203	63,051	64,899	66,747	68,595	70,444	72,292	74,140
RANGE III	53,220	54,980	56,739	58,499	60,259	62,019	63,778	65,538	67,298	69,057	70,817
RANGE IV	45,844	47,372	48,900	50,428	51,956	53,485	55,013	56,541	58,069	59,597	61,125
RANGE V	43,878	45,341	46,804	48,267	49,730	51,193	52,655	54,118	55,581	57,044	58,507
RANGE VI	41,123	42,494	43,865	45,236	46,607	47,978	49,349	50,720	52,091	53,462	54,833
RANGE VII-A	38,061	39,330	40,599	41,868	43,137	44,406	45,675	46,944	48,213	49,482	50,751
RANGE VII-B	35,719	36,910	38,101	39,292	40,483	41,674	42,865	44,056	45,247	46,438	47,629
RANGE VIII	33,698	34,822	35,945	37,069	38,192	39,316	40,439	41,563	42,686	43,810	44,933
RANGE IX	29,694	30,684	31,674	32,663	33,653	34,643	35,633	36,623	37,612	38,602	39,592
RANGE X	27,538	28,456	29,374	30,293	31,211	32,129	33,047	33,965	34,884	35,802	36,720
RANGE XI	25,076	25,912	26,748	27,584	28,420	29,256	30,092	30,928	31,764	32,600	33,436

CITY OF MUSKEGON
2004 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						