

City of Muskegon

Work Session

Minutes

November 13, 2023, 5:30 pm

Muskegon City Hall

933 Terrace Street, Muskegon, MI 49440

Present: Mayor Ken Johnson
Commissioner Rachel Gorman
Commissioner Rebecca St.Clair
Commissioner Eric Hood
Commissioner Teresa Emory

Absent: Vice Mayor Willie German, Jr.
Commissioner Michael Ramsey

Staff Present: City Manager Jonathan Seyferth
City Clerk Ann Meisch

1. Call to Order

2. New Business

2.a Bebot Report - Manager's Office

Jamie Cross presented on the beach clean up efforts with GVSU's Bebot. Grand Valley State University's R.B. Annis Water Resources Institute (AWRI) is partnering with the Great Lakes Plastic Cleanup (GLPC). AWRI is one of four University partners in the region working on this project. As part of that partnership, AWRI has been using an innovative pollution cleanup technology, a remote-controlled beach cleaning robot, at Pere Marquette Park Beach. The BeBot robot, run by AWRI staff, removes debris from the beach, which is taken back to AWRI to be weighed and sorted. Wood and litter items are separated from the debris. Litter items are cataloged and separated by item, size, plastic and non-plastic material. This information is shared with the GLPC to create an inventory for areas throughout the Great Lakes Basin. Goodwill Industries of

West Michigan will be recycling the wood and plastic items removed from the beach. This presentation provides an overview of the project and results to date.

2.b Regional Transit Authority Resolution - Manager's Office

The Deputy City Manager has been participating with other municipalities in an effort to explore the establishment of a regional transit authority. Muskegon County wishes to transition its control of public transportation services to a new public transportation authority and are seeking confirmation and support from the municipalities who want to continue transit service. The West Michigan Shoreline Regional Development Commission and the Muskegon Area Transit System will be presenting on the topic at the work session.

Staff is seeking approval of a resolution of intent to join other municipalities in forming a regional transit authority which will establish articles of incorporation to meet requirements in Act 196.

Discussion took place regarding this item. This will be on the agenda for the November 14, 2023 for consideration.

2.c Local Street Reconstructions - DPW

Staff requests authorization for a change to the capital improvement plan and FY24 budget to allow for the reconstruction of several local streets using street fund reserves.

During discussions this past summer, the Commission expressed a desire to begin investing street fund dollars into local streets without any assessment or other cost implications to the homeowners. This is a shift from the current (although long-dormant) policy of local street work being funded by special assessments to the property owners (except the portions funded by underlying utility work).

Staff has reviewed many local streets throughout town for street condition, utility conditions, any related lead service line work and other factors. Staff recommends the following locations:

- New Street, Calvin to Evanston
- 2nd Street, Muskegon to Houston
- Millard Street, Lake Dunes to the west end
- Edgewater Street, Lakeshore to Thompson

Staff proposes to design Millard and Edgewater this winter and build in the spring, and to design New and 2nd in the spring for late summer and fall construction. This has the following impacts on FY24:

- \$325,000 for engineering and construction of Millard from Lake Dunes to the west end
- \$225,000 for engineering and construction of Edgewater from Lakeshore to Thompson
- \$50,000 for engineering of New Street (construction dollars will fall in FY25)
- \$25,000 for engineering of 2nd Street (construction dollars will fall in FY25)
- Total: \$625,000

To fund the improvements, staff proposes to increase the transfer from the Major Streets fund to the Local Streets fund by \$625,000, which is allowable under State of Michigan Act 51 rules. The Major Street fund is projected to have approximately \$5.5 million in reserves at the end of FY24, and will still have more than six months of funds in reserve if the transfer is approved.

Discussion took place regarding this item after the information was presented by Dan VanderHeide, Director of Public Works. This item will be on a future agenda for further consideration.

2.d Buster Keaton Public Art - Manager's Office

Deputy City Manager, LeighAnn Mikesell, presented information to the City Commission regarding options for a new public art piece honoring Buster Keaton.

The Downtown Arts Committee would like to install a sculpture honoring Buster Keaton in the artists' colony area of the Beachwood/Bluffton Neighborhood. This art work would be part of the ten pieces partially funded by the Muskegon City Public Art Initiative.

Two locations are being considered: Lakeshore at Edgewater and Lakeshore at Waterworks.

Ron Pesch also provided background and details, adding to the presentation, for Commission consideration.

2.e DPW Asset Management Software - DPW

Department of Public Works Director, Dan VanderHeide, presented information to the City Commission regarding Asset Management Software he would like to purchase for use at the Department of Public Works.

Staff has been investigating asset management software designed specifically for public works departments. These kinds of system track assets condition and maintenance practices and use department priorities and AI to recommend new maintenance tasks, replacement schedules and other valuable information. They also have the important benefit of including a work order management system that allows for electronic work order management, improving efficiency, providing better tools for tracking labor, equipment and materials, and increasing the data available for reporting and decisions.

Staff will presented such a system called Cartegraph, detailed the benefits it will provide to DPW's operations, explained how this system would interface with other City systems such as BS&A, and presented the short- and long-term costs of the system.

Discussion took place, this item will appear on the November 14, 2023 Agenda for Commission consideration.

2.f SafeBuilt Overview and Update on Short Term Rentals - Public Safety

Kathryne Leonard, from the City's Inspections Department (SafeBuilt) provided an overview and update of the Short Term Rental program that is managed by SafeBuilt.

Earlier this year, the city received questions and comments from residents and business owners interested in learning more about short-term rentals and its impact in our community. A STR Community Workshop was held on May 16th, 2023. The city has since created an online [Short-Term Rentals](#) link for residents to remain engaged on this topic. It includes additional information and issue updates, along with tools for the public to provide important feedback. At the July 10th worksession meeting it was discussed for staff to provide the commission with an overview of the functions of SafeBuilt and update in the fall on STRs.

3. Public Comment

Public comment was received.

4. Adjournment

The Work Session meeting adjourned at 8:34 p.m.

Motion by: Commissioner Hood

Second by: Commissioner St.Clair

To adjourn.

MOTION PASSES

5. CRC Immediately Following

Respectfully Submitted,

Ann Marie Meisch, MMC - City Clerk