CITY OF MUSKEGON

CITY COMMISSION MEETING

OCTOBER 9, 2007

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- CALL TO ORDER:
- PRAYER:
- PLEDGE OF ALLEGIANCE:
- ROLL CALL:
- HONORS AND AWARDS:
- INTRODUCTIONS/PRESENTATION:
- CONSENT AGENDA:
  - A. Approval of Minutes. CITY CLERK
  - B. U. S. Environmental Protection Agency (USEPA) Grant Submittal. PLANNING & ECONOMIC DEVELOPMENT
  - C. West Michigan Metropolitan Transportation Plan (WestPlan) Dues, FY 2008. CITY MANAGER
- PUBLIC HEARINGS:
- COMMUNICATIONS:
- CITY MANAGER'S REPORT:
- UNFINISHED BUSINESS:
- NEW BUSINESS:
- ANY OTHER BUSINESS:
- PUBLIC PARTICIPATION:

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

- ADJOURNMENT:

ADA POLICY: THE CITY OF MUSKEGON WILL PROVIDE NECESSARY AUXILIARY AIDS AND SERVICES TO INDIVIDUALS WHO WANT TO ATTEND THE MEETING UPON TWENTY FOUR HOUR NOTICE TO THE CITY OF MUSKEGON. PLEASE CONTACT ANN MARIE BECKER, CITY CLERK, 933 TERRACE STREET, MUSKEGON, MI 49440 OR BY CALLING (231) 724-6705 OR TDD: (231) 724-4172.

Date: **October 9, 2007**

To: **Honorable Mayor and City Commissioners**

From: **Ann Marie Becker, City Clerk**

RE: **Approval of Minutes**

SUMMARY OF REQUEST: To approve minutes for the September 24th Special Commission Meeting, and the September 25th Regular Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

City of Muskegon
City Commission Worksession
Monday, October 8, 2007
City Commission Chambers
5:30 PM

MINUTES

2007-86
Present: Commissioners Warmington, Gawron, Shepherd, Spataro, Wierengo, and Wisneski.
Absent: Commissioner Carter.

Government Efficiency Charter Amendments
Several possible charter amendments are suggested in the 2008 Budget statement. Commission asked staff to forward a recommendation to City Commission for consideration on the August ballot.

Former Parking Ramp Property
Tammy and Alan Jagger of Press Excavating are requesting to grass over the former downtown parking ramp property area until leases can be secured for the 120 parking spots.

The City Commission agreed to extend the agreement for one year.

November Worksession Date
It was agreed to move the November Worksession to the November 5, 2007 CRC meeting if a meeting is deemed necessary.

Review City Manager's Evaluation Form
The City Clerk will forward both forms for City Commission review.

Any Other Business
Motion by Commissioner Spataro, seconded by Commissioner Wierengo, to authorize the payment of a membership fee to the West Michigan Strategic Alliance at a cost of $100.

MOTION PASSES

Tim Paul reported there may be a change in retiree health insurance for retirees age 65 and over. The current insurance group may be disbanding. An alternative has been found that may prove to be more beneficial.

Adjournment
Motion by Commissioner Shepherd, seconded by Commissioner Spataro to adjourn at 6:14 p.m.

MOTION PASSES

Ann Marie Becker, MMC
City Clerk

CITY OF MUSKEGON

CITY COMMISSION MEETING

OCTOBER 9, 2007

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 5:30 p.m., Tuesday, October 9, 2007.

Mayor Warmington opened the meeting with a prayer from Pastor Lowell Anderson from the Central Assembly of God 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 Stephen Gawron, Commissioners Chris Carter, Clara Shepherd, Lawrence Spataro, Sue Wierengo, and Steve Wisneski, City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Ann Marie Becker.

Mayor Warmington welcomed Steve Wisneski as Commissioner for Ward IV after which he was sworn in by City Clerk Ann Marie Becker.

2007-87 CONSENT AGENDA:

A. Approval of Minutes. CITY CLERK

SUMMARY OF REQUEST: To approve minutes for the September 24th Special Commission Meeting, and the September 25th Regular Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. U. S. Environmental Protection Agency (USEPA) Grant Submittal. PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: The Site Assessment grants that the City of Muskegon has received through the Michigan Department of Environmental Quality (MDEQ) have been invaluable to assisting our development community. Unfortunately, these funds have been exhausted. However, the US Environmental Protection Agency (EPA) has a funding cycle for a similar grant. Therefore, staff would like to submit an application, through the City's Brownfield Redevelopment Authority (BRA) in the amount of $200,000. The application is due October 12, 2007. Envirologic Technologies Inc (Kalamazoo) and Anne Couture have agreed to prepare the grant on the BRA's behalf (with assistance

from our staff). If approved, the funds would be received through the BRA. Anne Couture would continue to assist with the grant administration and the City would go through a RFP process for environmental consultants.

FINANCIAL IMPACT: If approved, the City of Muskegon will receive up to $200,000 in grant funds to assist in Brownfield redevelopment.

BUDGET ACTION REQUIRED: None.

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

COMMITTEE RECOMMENDATION: The BRA approved submitting the application at their September 26, 2007 BRA meeting.

C. **West Michigan Metropolitan Transportation Plan (WestPlan) Dues, FY 2008.** CITY MANAGER

SUMMARY OF REQUEST: To approve the City of Muskegon's portion of the WestPlan dues for Fiscal Year 2008, payable to West Michigan Shoreline Regional Development Commission. This agency determines projects and distributes federal transportation funds.

FINANCIAL IMPACT: $16,040.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve this request.

D. **Former Parking Ramp Property.** CITY MANAGER

SUMMARY OF REQUEST: This is a request to extend the agreement to develop the former parking ramp property for one year.

Motion by Commissioner Carter, second by Commissioner Wierengo to approve the Consent Agenda as read.

ROLL VOTE: Ayes: Gawron, Shepherd, Spataro, Warmington, Wierengo, Wisneski, and Carter

Nays: None

MOTION PASSES

ANY OTHER BUSINESS: Mayor Warmington thanked the volunteers for serving on the City Committees and Boards.

ADJOURNMENT: The City Commission Meeting adjourned at 5:37 p.m.

Respectfully submitted,

Ann Marie Becker

Ann Marie Becker, MMC
City Clerk

Commission Meeting Date: October 9, 2007

Date: **September 24, 2007**

To: **Honorable Mayor & City Commission**

From: **Planning & Economic Development Department** CBC

RE: **U. S. Environmental Protection Agency (USEPA) Grant Submittal**

SUMMARY OF REQUEST: The Site Assessment grants that the City of Muskegon has received through the Michigan Department of Environmental Quality (MDEQ) have been invaluable to assisting our development community. Unfortunately, these funds have been exhausted. However, the US Environmental Protection Agency (EPA) has a funding cycle for a similar grant. Therefore, staff would like to submit an application, through the City's Brownfield Redevelopment Authority (BRA) in the amount of $200,000. The application is due October 12, 2007. Envirologic Technologies Inc (Kalamazoo) and Anne Couture have agreed to prepare the grant on the BRA's behalf (with assistance from our staff). If approved, the funds would be received through the BRA. Anne Couture would continue to assist with the grant administration and the City would go through a RFP process for environmental consultants.

FINANCIAL IMPACT: If approved, the City of Muskegon will receive up to $200,000 in grant funds to assist in brownfield redevelopment.

BUDGET ACTION REQUIRED: None.

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

COMMITTEE RECOMMENDATION: The BRA approved submitting the application at their September 26, 2007 BRA meeting.

Resolution No. 2007-87(b)

MUSKEGON CITY COMMISSION

RESOLUTION AUTHORIZING THE SUBMITTAL OF AN
U.S. ENVIRONMENTAL PROTECTION AGENCY (USEPA)
BROWNFIELD ASSESSMENT APPLICATION THROUGH THE MUSKEGON BROWNFIELD
REDEVELOPMENT AUTHORITY (BRA)

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

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

WHEREAS environmental response activities are necessary in order to facilitate additional economic development in the City to assure that the property can be used in a safe and environmentally sound manner; and

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

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

WHEREAS, the BRA has approved submittal of the USEPA grant;

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

Adopted this 9th of September, 2007.

AYES: Gawron, Shepherd, Spataro, Warmington, Wierengo, Wisneski, and Carter
NAYS: None

ABSTAIN: None

By: _____
Stephen J. Warmington, Mayor

Attest: _____
Ann Marie Becker, Clerk

CERTIFICATION
2007-87(b)

This resolution was adopted at a regular meeting of the City Commission, held on September 9, 2007. 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: _____
Ann Marie Becker, MMC
City Clerk

City of Muskegon
Brownfield Redevelopment Authority
County of Muskegon, State of Michigan

RESOLUTION APPROVING SUBMITTAL OF AN EPA BROWNFIELD HAZARDOUS SUBSTANCE ASSESSMENT GRANT APPLICATION

Minutes of a special meeting of the Board of the City of Muskegon Brownfield Redevelopment Authority, County of Muskegon, State of Michigan, held on the 26th day of September, 2007 at 4:00 p.m., prevailing Eastern Time.

PRESENT: Members

Fethke, Bottomley, Plichta, Mazade, Kleaveland, Edbrooke

ABSENT: Members

Johnson, VanderWier, Vaughan, VanOosterhout

The following preamble and resolution were offered by Member Bottomley and supported by Member Edbrooke:

WHEREAS, the Muskegon Brownfield Redevelopment Authority ("Authority") is eligible to apply to the U.S. Environmental Protection Agency for Brownfield Assessment Grants; and

WHEREAS, the application deadline for these EPA Brownfield Grants is October 12, 2007, and

WHEREAS, if grant funds are awarded, the BRA authorizes City staff to accept the funds from the U.S. Environmental Protection Agency

NOW, THEREFORE, BE IT RESOLVED that the Authority approves staff to prepare an EPA Brownfield Assessment Grant on its behalf, to submit the application to the EPA by the application deadline, and to accept any grant funds awarded.

AYES

Members Fethke, Bottomley, Plichta, Mazade, Kleaveland, Edbrooke

NAYS none

Members

RESOLUTION DECLARED ADOPTED

Margaret Plichta

Margaret Plichta, Secretary

Date: September 26, 2007

AGENDA ITEM NO. _____

CITY COMMISSION MEETING _____

TO: Honorable Mayor and City Commissioners

FROM: Bryon L. Mazade, City Manager

DATE: October 1, 2007

RE: West Michigan Metropolitan Transportation Plan (WestPlan) Dues, FY 2008

SUMMARY OF REQUEST:
To approve the City of Muskegon's portion of the WestPlan dues for Fiscal Year 2008, payable to West Michigan Shoreline Regional Development Commission. This agency determines projects and distributes federal transportation funds.

FINANCIAL IMPACT:
$16,040.

BUDGET ACTION REQUIRED:
None.

STAFF RECOMMENDATION:
To approve this request.

COMMITTEE RECOMMENDATION:
None.

WMSRDC
WEST MICHIGAN SHORELINE
REGIONAL DEVELOPMENT COMMISSION

INVOICE

P.O. Box 387
Muskegon, MI 49443-0387
Phone: 231-722-7878 Fax: 231-722-9362

DATE: October 1, 2007
INVOICE # **5136**
FOR: MPO Dues FY2008

Bill To:
Bryon Mazade, Manager
City of Muskegon
PO Box 536
Muskegon, MI 49443

PAYABLE UPON RECEIPT

RECEIVED
OCT 0 1 2007
MUSKEGON
CITY MANAGER'S OFFICE

DESCRIPTION	AMOUNT
MPO Dues- West Michigan Metropolitan Transportation Program (WestPlan)	
For the Fiscal Year 2008	
(October 1, 2007-September 30, 2008)	$16,040.00
CR:6375.0375.1 $13,910 6375.0375.3 $2,130	
TOTAL	**$16,040.00**

Make all checks payable to **West Michigan Shoreline Regional Development Commission.**
If you have any questions concerning this invoice, contact Susan Stine-Johnson, 231-722-7878x12, sstinejohnson@wmsrdc.org