

CITY OF MUSKEGON

CITY COMMISSION MEETING

SEPTEMBER 27, 2016

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ☐ CALL TO ORDER:
- ☐ PRAYER:
- ☐ PLEDGE OF ALLEGIANCE:
- ☐ ROLL CALL:
- ☐ HONORS AND AWARDS:
- ☐ INTRODUCTIONS/PRESENTATION:
- ☐ CITY MANAGER'S REPORT:
- ☐ CONSENT AGENDA:
 - A. Approval of Minutes City Clerk
 - B. Demolition of 1812 Lakeshore Drive – City “Grant” to Share in Costs
Planning & Economic Development Department
 - C. Fire Department Pickup Trucks DPW/Equipment
 - D. Approval of Sale of City-owned home at 2324 Park Drive Community
and Neighborhood Services
 - E. Rezoning request for the properties located at 307 & 313 W Laketon
Avenue Planning & Economic Development
 - F. Adopt a Resolution to Approve a Small Distillery, Thew's Beverage
Company, LLC at 930 W. Sherman City Clerk
- ☐ PUBLIC HEARINGS:
 - A. Request to Conduct a Public Hearing of the Community &
Neighborhood Services Department Consolidated Annual Performance
Evaluation Report (CAPER 2015) Community and Neighborhood
Services Department
 - B. BID Special Assessment – Resolution Approving District Planning &
Economic Development Department

- ☐ **COMMUNICATIONS:**
- ☐ **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.)
- ☐ **CLOSED SESSION:**
- ☐ **ADJOURNMENT:**

ADA POLICY: THE CITY OF MUSKEGON WILL PROVIDE NECESSARY AUXILIARY AIDS AND SERVICES TO INDIVIDUALS WHO WANT TO ATTEND THE MEETING UPON TWENTY-FOUR HOUR NOTICE TO THE CITY OF MUSKEGON. PLEASE CONTACT ANN MARIE MEISCH, CITY CLERK, 933 TERRACE STREET, MUSKEGON, MI 49440 OR BY CALLING (231) 724-6705 OR TTY/TDD DIAL 7-1-1- TO REQUEST A REPRESENTATIVE TO DIAL (231) 724-6705.

Date: September 21, 2016
To: Honorable Mayor and City Commissioners
From: Ann Marie Meisch, City Clerk
RE: Approval of Minutes

SUMMARY OF REQUEST: To approve minutes of the September 12, 2016 Worksession and September 13, 2016 Regular City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

City of Muskegon
City Commission Worksession
September 12, 2016
Muskegon City Chambers
933 Terrace, Muskegon, MI 49440
5:30 PM

MINUTES

2016-68

Present: Commissioners Hood, Gawron (left at 6:15 p.m.), Johnson, Rinsema-Sybenga, German (6:45 p.m.), and Warren.

Absent: Turnquist.

Presentation on Downtown BID.

Dave Alexander of Muskegon Downtown Now requested the City Commission consider a special assessment to extend the Business Improvement District assessment one year. A public hearing will be held in September. If the BID assessment passes, the assessment will be placed on the winter tax bill.

Boys & Girls Club Presentation.

Dakota Crow of Muskegon Boys & Girls Club gave an update of the club. The Boys & Girls Club took over the summer programs previously ran by the YMCA. They had a very successful summer and look forward to continuing the relationship with the city.

Special Projects Coordinator.

The City Manager is requesting the Commission consider creating a position for a Special Projects Coordinator. The position would be for a licensed builder at a cost of \$60,000 - \$70,000 to work on various projects throughout the city.

The Commission will consider this request at its September 13, 2016 Commission Meeting.

NEZ at 965 W Western & 920 W Western – Watermark

Sara Sass, President of Watermark, and her attorney requested the Commission consider an NEZ at 920 and 965 W. Western.

Commissioners questioned them about the corner building that some residents have complained about being an eyesore to the community. Their attorney indicated a decision about the building should be made by the end of the year if all approvals have been received.

The Commission will consider the request for an NEZ at its meeting on September 13, 2016.

Street Lights

The Commission discussed the possibility of a streetlight assessment to replace current lights for a more cost-effective light. The cost would be under \$20 annually per household. The Commission will hold a public hearing to consider the request.

Adjournment.

Moved by Hood, seconded by Johnson to adjourn the meeting at 7:45 p.m.

MOTION PASSES.

**Ann Marie Meisch, MMC
City Clerk**

CITY OF MUSKEGON

CITY COMMISSION MEETING

SEPTEMBER 13, 2016

CITY COMMISSION CHAMBERS @ 5:30 P.M.

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, September 13, 2016.

Pastor Wally Reames, Central Assembly of God, opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen J. Gawron, Vice Mayor Eric Hood, Commissioners Dan Rinsema-Sybenga, Ken Johnson, Debra Warren, and Willie German, Jr., City Manager Franklin Peterson, City Attorney John Schrier, and Deputy City Clerk Kimberly Grimm.

Absent: Commissioner Byron Turnquist

Ron Jenkins from the Muskegon Lake Hawks updated the City Commission and the audience on the team's achievements and the upcoming season.

2016-69 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve the minutes of the August 23, 2016 Regular City Commission Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

B. Request to Fly Breast Cancer Ribbon Flags City Clerk

SUMMARY OF REQUEST: As they have done in the past, Tempting Tables is requesting the use of City flag poles at the Farmer's Market, Hackley Park, City Hall, Shoreline Drive, Root Park, Hartshorn Marina, and the Fire Station for the month of October to bring greater awareness of breast cancer to our community.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the request.

D. Transfers to Engineering, Public Improvement and Arena Funds
Finance

SUMMARY OF REQUEST: During the close out of fiscal year 2015-16 and based on the financial results for the fiscal year ended June 30, 2016, staff transferred \$50,000 from the general fund to the engineering services fund to eliminate a fund balance deficit in that fund. In addition, staff transferred \$750,000 from the general fund to the public improvement fund to eliminate a fund balance deficit in that fund and \$250,000 to support the arena fund.

FINANCIAL IMPACT: \$50,000 from the general fund to engineering services fund, \$750,000 from the general fund to the public improvement fund, and \$250,000 from the general fund to the arena fund.

BUDGET IMPACT REQUIRED: None

STAFF RECOMMENDATION: Formal approval of the transfers from the general fund to the engineering services fund, public improvement fund, and arena fund, effective June 30, 2016.

E. Bid Tabulation for HVAC Condenser Replacement at L.C. Walker Arena Annex City Manager and Finance Director

SUMMARY OF REQUEST: Two bids were received from contractors to perform work to replace the HVAC condenser at the arena annex building. Northside Heating, Cooling, and Refrigeration, Inc. was the lowest cost from the bids received. Therefore, based on cost and quality of work, staff requests the approval of Northside Heating, Cooling & Refrigeration, Inc. for the replacement of the HVAC condenser at the L.C. Walker Arena Annex.

FINANCIAL IMPACT: Total proposed cost of \$40,020 to replace the HVAC condenser at the arena annex building.

BUDGET ACTION REQUIRED: Fiscal year 2016-17 budget to be adjusted to reflect the need to replace the HVAC condenser at the L.C. Walker Arena Annex.

STAFF RECOMMENDATION: To approve the bid received from Northside Heating, Cooling, & Refrigeration, Inc. for the replacement of the HVAC condenser at the L.C. Walker Arena Annex.

H. Community Relations Committee Recommendations for Various City Boards and Committees City Clerk

SUMMARY OF REQUEST: Accept the recommendations from the Community Relations Committee to accept the resignation of Rosalind Ford from the Citizen's District Council and appoint Lisa Judge to the Citizen's District Council.

FINANCIAL IMPACT: None

STAFF RECOMMENDATION: Approval

STAFF RECOMMENDATION: Approval

COMMITTEE RECOMMENDATION: Approval

Motion by Commissioner Johnson, second by Commissioner Warren, to approve the Consent Agenda as presented with the exception of Items C, F, & G.

ROLL VOTE: Ayes: Johnson, Gawron, Hood, Warren, German, and Rinsema-Sybenga

Nays: None

MOTION PASSES

2016-70 ITEMS REMOVED FROM CONSENT AGENDA:

C. Supplemental MERS Contribution Finance

SUMMARY OF REQUEST: One of the most significant financial challenges facing the city and many other governments across the nation is the issue of pension funding. Relative to many other cities, Muskegon's pension plans have historically been considered well-funded. However, in recent years, due in part to lower than expected investment returns and changes in actuarial assumptions, the funding levels of the city's pension plans have decreased. Paying down the city's existing pension legacy costs will present budget challenges for years to come.

For the fiscal year that ended June 30, 2016, staff conservatively budgeted for an increase in pension costs. During the course of fiscal year 2015-16, an additional \$206,831.82 was expensed and accumulated for payment towards the city's pension costs. At this time staff believes it is appropriate to take this opportunity to make a \$206,831.82 supplemental payment (above the actuarial computed amount) to MERS. This is money that the city would be required to pay to MERS eventually. Paying early, while the city is in a position to do so, makes time an ally (instead of an enemy) and may help to ease some pressure on future city budgets.

FINANCIAL IMPACT: \$206,831.82 supplemental payment to MERS. \$201,831.82 will be paid from monies already set aside for MERS in the collector fund.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Authorize staff to make a supplemental \$206,831.82 payment to MERS no later than October 31, 2016.

Motion by Commissioner German, second by Commissioner Johnson, to authorize staff to make a supplemental \$206,831.82 payment to MERS no later

than October 31, 2016

ROLL VOTE: Ayes: Johnson, Gawron, Hood, Warren, German, and Rinsema-Sybenga

Nays: None

MOTION PASSES

F. Request to Create a New Neighborhood Enterprise Zone District at 316 Morris Street Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 147 of the Michigan Public Acts of 1992, Hinman Lake, LLC has requested to create a new Neighborhood Enterprise Zone district for the parcel at 316 Morris Street. Properties located in this NEZ district will be eligible to apply for NEZ certificates, which will lower the residential property taxes for rehab construction. Notice letters were sent to the taxing jurisdictions on July 1 and a public hearing was held on July 12. State law requires that the resolution must be adopted at least 60 days after the notice letters were sent. This project will include 19 condo units that will be located on the 6th and 7th floors of the current building.

FINANCIAL IMPACT: No financial impact at this point. However, being in a district will allow them to apply for a rehab NEZ certificate, which will freeze the building at its pre-rehabilitated rate for 1 to 15 years.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends approval of the new NEZ district.

Motion by Commissioner Rinsema-Sybenga, second by Vice Mayor Hood, to approve the new Neighborhood Enterprise Zone District at 316 Morris Street.

ROLL VOTE: Ayes: Gawron, Hood, Warren, German, Rinsema-Sybenga, and Johnson

Nays: None

MOTION PASSES

G. Special Projects Coordinator City Manager

SUMMARY OF REQUEST: To create the position of Special Project Coordinator and authorize staff to begin the process of filling the position.

FINANCIAL IMPACT: The position will be advertised at Range VII-B with a salary range of \$43,154 to \$57,110.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To create the position of Special Project Coordinator and authorize staff to begin the process of filling the position.

Motion by Commissioner German, second by Commissioner Warren, to create the position of Special Project Coordinator and authorize staff to begin the process of filling the position.

ROLL VOTE: Ayes: Hood, Warren, German, Rinsema-Sybenga, Johnson, and Gawron

Nays: None

MOTION PASSES

2016-71 UNFINISHED BUSINESS:

A. Request to Add Parcels to the City's Existing Groundwater Ordinance
Planning & Economic Development – SECOND READING

SUMMARY OF REQUEST: The City has received an application to designate 52 parcels under the water supplies ordinance. These parcels are associated with the former Mobil Oil Pipeline – Sisson Avenue at McCracken Street. The ordinance prohibits the use of groundwater wells and secondary water supplies under certain circumstances and in certain locations, to prevent exposure to contaminated groundwater, as well as to prevent wells from influencing the movement of contaminated water. Notice was sent to the affected addresses prior to this meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the ordinance amendment to add the additional 52 parcels.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner German, approve the ordinance amendment to add the additional 52 parcels.

ROLL VOTE: Ayes: Warren, German, Rinsema-Sybenga, Johnson, Gawron, and Hood

Nays: None

MOTION PASSES

2016-72 NEW BUSINESS:

A. Request to Create a New Neighborhood Enterprise Zone District at 965 W Western Avenue & 920 Washington Avenue Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 147 of the Michigan Public Acts of 1992, P & G Holdings NY, LLC has requested to create a new Neighborhood Enterprise Zone (NEZ) district for the parcels at 965 West Western Avenue and 920 Washington Avenue. Properties located in this NEZ district will be eligible to apply for NEZ certificates which will lower the residential property taxes for rehab

construction. Notice letters were sent to the taxing jurisdictions on July 1 and a public hearing was held on July 12. State Law requires that the resolution must be adopted at least 60 days after the notice letters were sent. This project will include 120 new market rate apartment units.

FINANCIAL IMPACT: No financial impact at this point. However, being in a district will allow them to apply for a rehab NEZ certificate, which will freeze the building at its pre-rehabilitated rate for 1 to 15 years.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends approval of the new NEZ district.

Motion by Commissioner Rinsema-Sybenga, second by Vice Mayor Hood, to approve the new Neighborhood Enterprise Zone District at 965 West Western and 920 Washington Street.

ROLL VOTE: Ayes: Rinsema-Sybenga, Gawron, Hood, and Warren

Nays: German and Johnson

MOTION PASSES

B. LED Street Light Assessment City Manager

SUMMARY OF REQUEST: To set a public hearing for October 11, 2016 for the creation of a proposed city-wide streetlight assessment district.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To set the public hearing for October 11, 2016.

Motion by Commissioner Johnson, second by Commissioner Warren, to set a public hearing for October 11, 2016 for the creation of a proposed city-wide streetlight assessment district.

ROLL VOTE: Ayes: Rinsema-Sybenga, Johnson, Gawron, Hood, and Warren

Nays: German

MOTION PASSES

PUBLIC PARTICIPATION: Public Comments were received.

ADJOURNMENT: The City Commission adjourned at 7:11 p.m.

Respectfully Submitted,

Kimberly Grimm, Deputy City Clerk

Commission Meeting Date: September 27, 2016

Date: September 14, 2016
To: Honorable Mayor & City Commission
From: Planning & Economic Development Department
RE: Demolition of 1812 Lakeshore Drive- City "Grant" to Share in Costs

SUMMARY OF REQUEST: Dick Ghezzi recently purchased the property at 1812 Lakeshore Drive. This building has been a blight in the Lakeside Business District for several years. Mr. Ghezzi is requesting "grant" assistance from the City in demolishing the building (similar to the request approved for 1785 Beidler last year). It is located along a critical commercial corridor, as well as adjacent to the Lake Express Ferry Terminal. Mr. Ghezzi intends to demolish part of the building for a parking lot and will improve the remainder (see attached memo).

FINANCIAL IMPACT: Mr. Ghezzi received two quotes (see attached). The lowest quote is for \$14,200. It is recommended that the City pay \$7,100, or half the amount of the lowest quoted price, which will be paid from the City's current budget for building demolitions.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To accept the cost share with Mr. Ghezzi for half the amount of the lowest quote, which is \$7,100.00. The payment will be made after the demolition and parking improvements are completed.



Memorandum

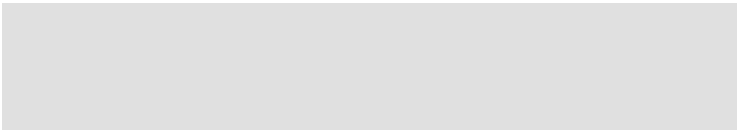
To: Honorable Mayor and City Commission
CC: Frank Peterson, City Manager
From: Cathy Brubaker-Clarke, Director of Community & Economic Dev.
Date: 9/21/2016
Re: Demolition of 1812 Lakeshore Drive- City "Grant" to Share in Costs



Staff has been in conversation with Dick Ghezzi over the last several months as he considered the purchase of 1812 Lakeshore Drive. His recent purchase of the building is an exciting event, as Mr. Ghezzi has a history of converting problem properties into attractive businesses and residences. Improvements have already started on the property. Overall plans for the building include converting the 52' x 95' building on the corner of Lakeshore and Estes into retail on the first floor, while adding a second floor for residential apartments (or possibly a boutique hotel). The majority of the building to the west will be demolished. A portion of this area may be built on, with the remaining being parking. He estimates a total project cost of \$500,000+.

Mr. Ghezzi has two bids (attached), with the lowest bid being for \$14,200. Staff recommends sharing the cost of the demolition, with a cost not to exceed \$7,100. This amount will be paid to Mr. Ghezzi when he completes both the demolition and parking improvement. He expects to complete the demolition this fall, with the parking improvements and landscaping being made in the spring of 2017.

Attachment



PROPOSAL SUMMITTED BY:

PRESS'S L.L.C.
8081 HOLTON DUCK LAKE ROAD
HOLTON, MI 49425
PHONE: 231-821-0510
FAX: 231-821-0510
Email: pressllc@aol.com

PROPOSAL NUMBER: 2016-01-RG**Hours:**

Mon. – Tues – Fri. 6:00 am to 5:00 pm
Wed. - 6:00 am to 11:00 am
Thur. - 1:00 pm to 5:00 pm

PROPOSAL TO:

Attn: Mr. Richard Ghezzi

Phone: 231-343-1351
Email: rghezzi2017@yahoo.com

JOB ADDRESS:

Partial Demolition
1812 Lakeshore Drive
Muskegon, MI
City of Muskegon

RECEIVED
AUG 25 2016
CITY OF MUSKEGON
PLANNING DEPT

Owner to remove all utilities prior to demolition. Or have all utilities shut off to the building coming down and the and the building where partial demolition will be done.
We have allow a portion for a asbestos survey. We have NOT allowed any cost for asbestos abatement. Abatement cost would be an extra to this bid.
All salvage rights are retained by Press's LLC and were factored into the cost of this bid.
Owner will have all interior wood walls removed before the demolition of building.

Press's LLC will do the following work based on what was shown to Alan:

Remove ramp in building.
Remove 15x20 approximate size building.
Remove 50x50 approximate size building.
Remove all floors in the rest of the building.
Remove asphalt in front parking lot.
All debris to be removed.
Before work is to begin we will have survey ran for asbestos.
Bid does not include any asbestos abatement if needed.

Total Bid: **\$14,520.00**

Proposal good for 60 days.
Submitted on: 7/20/2016

Respectfully
Submitted by: Tammy Jager - Press's L.L.C.

You are authorized to do the work as specified. Payment: Is due 15 days after completion.
If payment is not received I will place a lien on the property.
All salvage rights are retained by Press's LLC, unless noted prior to bidding.
Not responsible for any bushes, shrubs, trees, or flowers that may be damaged during demolition. No tire removal.
Not responsible for hazardous materials. We are not landscapers. Cancellation of contract by owner and or contractor, prior to demolition is subject to all cost incurred by Press's L.L.C. There will be a \$50.00 fee for NSF checks.
I/We hereby sign below that the above prices and conditions are satisfactory and are hereby accepted.

Date:

Signature:



August 24, 2016

Mr. Richard Ghezzi
2017 Lakeshore Drive
Muskegon, MI 49441

Dear Richard:

This proposal is for the demolition of a portion of the commercial structures located at 1812 Lakeshore Drive, Muskegon, Michigan.

Project Site:

T. R. Ghezzi, LLC has visited the project site, and submits the following proposal.

Scope of Work:

- Demolition of the ramp located on the northeast side of the building.
- Demolition of the structure located on the east end of the building, 15'x20'.
- Demolition of the structure located on the south side of the building, 50'x50'.
- Removal of all the concrete floors in the structure.
- Removal of all the asphalt parking lot located on the property.
- Concrete to be removed to an offsite crushing facility.
- Ferrous and Non-ferrous materials to be recycled by T.R. Ghezzi LLC.
- All other materials to be disposed at the Muskegon County Landfill.
- Demolition permits are included.
- Utilities disconnects are to be ordered by land owner.
- Demolition areas to be graded for future development.

Project Cost:

The cost for this proposal is \$14,200.00

If you have any questions or concerns please give me a call at (231) 206-9560.

Thank you.

T.R. Ghezzi, LLC
Travis Ghezzi
Owner

Date: 9/27/16

To: Honorable Mayor and City Commissioners

From: DPW/Equipment

RE: Fire Department Pickup Trucks

SUMMARY OF REQUEST:

Authorize staff to purchase two 2017 Ford F 250 4x4 Pickup trucks from Gorno Ford, the Mi-Deal State contract holder, for a purchase price of \$30,645.00 each.

FINANCIAL IMPACT:

\$61,290.00 or \$30,645.00 each

BUDGET ACTION REQUIRED:

None. The amount is accounted for in the 2016/17 budget.

STAFF RECOMMENDATION:

Authorize staff to purchase 2 Ford F 250 4x4 pickups from Gorno Ford.

Commission Meeting Date: September 27th, 2016

Date: September 20, 2016

To: Honorable Mayor & City Commission

From: Community and Neighborhood Services Department

RE: Approval of Sale of City-owned home at 2324 Park Dr

SUMMARY OF REQUEST: To approve the attached resolution and instruct the Community and Neighborhood Services department to complete the sales transaction with Muhamer Nijaziu for the totally rehabilitated home at 2324 Park Drive: purchase price \$105,000.

FINANCIAL IMPACT: The proceeds from the sale will be used to continue the rehabilitation of affordable homes through the HOME program and provide funding for our Homebuyer's Assistance Program.

BUDGET ACTION REQUIRED: None.

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

COMMITTEE RECOMMENDATION: None.

MUSKEGON CITY COMMISSION

RESOLUTION TO APPROVE THE SALE OF
HUD PROPERTY AT 2324 PARK DRIVE

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

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

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

NOW THEREFORE, BE IT RESOLVED that the City Commission hereby approves the sale of the property at 2324 Park Drive by Muhamer Nijaziu. This home has been renovated by Community and Neighborhood Services Department through the Home-Buyer Program.

Adopted this 27th of September, 2016.

Ayes:

Nays:

By _____
Stephen J. Gawron, Mayor

By _____
Ann Marie Meisch, MMC, City Clerk

Commission Meeting Date: September 27, 2016

Date: September 21, 2016
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development
RE: Rezoning request for the properties located at 307 & 313 W Laketon Ave

SUMMARY OF REQUEST:

Request to rezone the properties at 307 & 313 W Laketon Ave from I-2, General Industrial to B-4, General Business by Juan Avreola Villa.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends approval of the rezoning.

COMMITTEE RECOMMENDATION:

The Planning Commission unanimously recommended approval of the request at their 9/15/16 meeting.

STAFF OBSERVATIONS

STAFF REPORT
September 15, 2016

Hearing, Case 2016-12: Request to rezone the properties at 307 & 313 W Laketon Ave from I-2, General Industrial to B-4, General Business.

BACKGROUND

1. The properties are currently zoned I-2, General Industrial. They were previously the location of the former bar, Time Out Lounge, which went out of business several years ago. The properties have been zoned industrial even prior to 1986 (major year for rezonings) and the bar operated as a legal non-conforming use.
2. The new owner would like to operate a banquet/rental hall. This type of use is allowed in B-2, Convenience & Comparison Business districts and B-4, General Business districts. These properties are better fitted as a B-4 district rather than a B-2 district because of its location on a major street and also because of the proximity to other B-4 districts adjacent to these properties. Please see the enclosed ordinance excerpt for allowed uses in B-4 districts.
3. The properties to the north and the west are zoned B-4, General Business and the properties to the south and the east are zoned I-2, General Industrial.
4. Given the historical use of the property and the functionality of the current building on site, staff recommends rezoning of the properties regardless of the request for a banquet/rental hall. Since the building has been vacant for more than two years, it has lost its legal non-conforming status to operate as a bar again. Also, any conversion to retail would also require a rezoning to a business district. Staff also feels this is a good location from a banquet hall, since it has several buffers between it and residential districts. This request follows the guidelines of the master plan to provide buffer zones between industrial, commercial and residential zones. The property also has more than adequate parking for uses allowed in B-4 districts, with about 40 spaces on site.
5. B-4, General Business districts have a minimum lot requirement of 10,890 sf and must have at least 100' of road frontage. The property at 313 W Laketon Ave measures 76' x 104' for a total of 7,904 sf. and has 76' of road frontage. The property at 307 W Laketon Ave is an L shaped lot with 57' of frontage on Laketon Ave and has a total of 12,196 sf. Separately, neither meet the requirements for a B-4 lot, but together they do. Combined, the properties measure 133' (on Laketon Ave) x 152, for a total of 20,216 sf (0.48 acres). Staff recommends that any approval of rezoning is contingent upon the lots being combined.
6. Notice letters were sent to properties within 300 ft of this property. At the time of this writing, staff has not received any comments from the public.

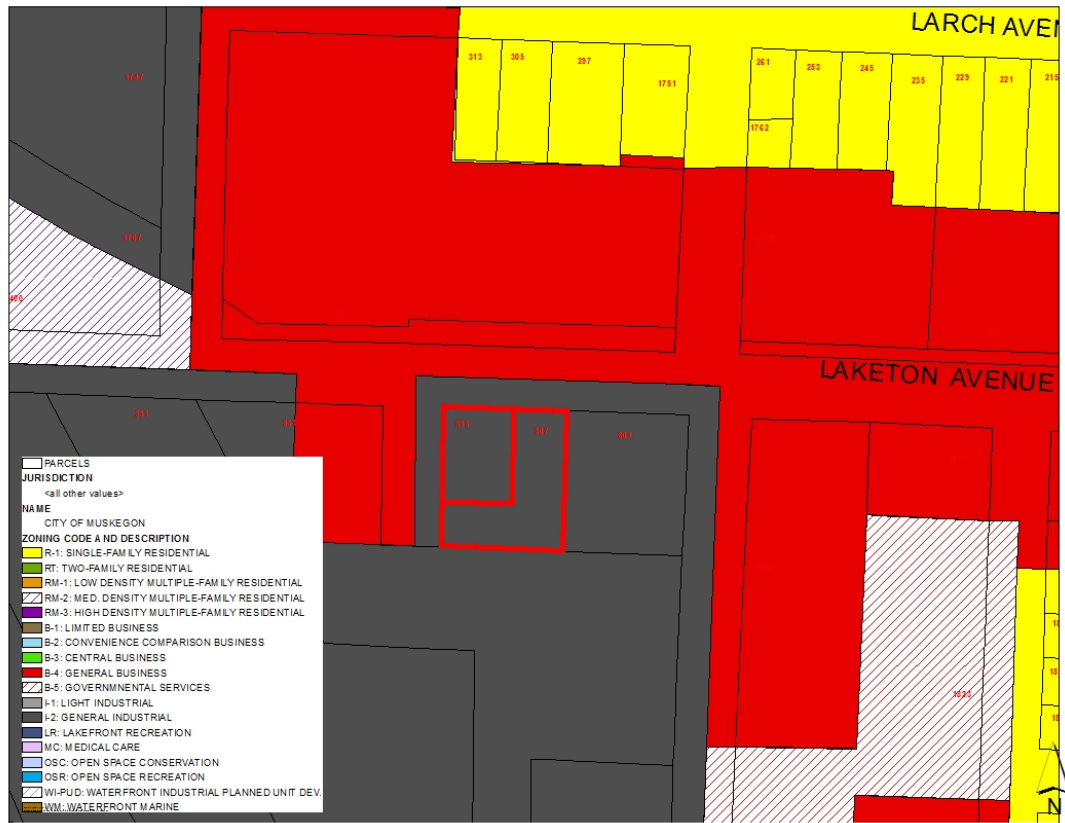
307 & 313 W Laketon Ave looking south from Laketon Ave



Looking north from back of the lot



Zoning Map



Aerial Map



Date: September 21, 2016
To: Honorable Mayor and City Commissioners
From: Ann Marie Meisch, City Clerk
RE: Adopt a Resolution to Approve a Small Distillery
Thew's Beverage Company, LLC
930 W. Sherman

SUMMARY OF REQUEST: The Liquor Control Commission is seeking local recommendation on a request from Thew's Beverage Company, LLC, for a Small Distillery License to be located at 930 W. Sherman.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To adopt the resolution approving Thew's Beverage Company, LLC at 930 W. Sherman as a small distillery.

Muskegon Police Department
Liquor License Application

RECEIVED

SEP 19 2016

MUSKEGON POLICE DEPT.
CHIEF of POLICE

Type: See Below Application Complete: Yes

Applicant: Thew's Beverage Company, LLC

Event: New License

Where: 930 W Sherman Blvd

Date/Time: _____

Payment Submitted: No

Re-occurring Event: No Gaming Occurring: No

On Public Property: No On City Property: No Spirits: Yes

Additional Insurance: No Special Event Approval Enclosed: No

Other Departments Approved: _____

Other:

Application for a new Small Distiller, Outstate Seller of Mixed Spirit Drink, and
Warehouser licenses.

No signature required. For your review if you want to provide comments to City
Commission.


9/19/16

Submitted by Sgt James Gust who finds no reason to deny this request.



39500 High Pointe Boulevard • Suite 350
Novi, Michigan 48375

Telephone 248 / 567-7400 • Fax 248 / 567-7423 • www.varnumlaw.com

Christopher P. Baker

Direct: 248 / 567-7425
cpbaker@varnumlaw.com

September 15, 2016

Via E-mail
ann.meisch@shorelinecity.com

Ann Marie Meisch, MMC
City Clerk
City of Muskegon
933 Terrace Street
Muskegon, MI 49440

Re: Request of Thew's Beverage Company, LLC for Small Distributor License

Dear Ms. Meisch:

As a follow up to our conversation of September 13, 2016, and in furtherance of the request of Thew's Beverage Company, LLC, a Michigan limited liability company, to acquire a Small Distillery Permit from the Michigan Department of Licensing and Regulatory Affairs, Liquor Control Commission ("MLCC"), I am attaching the following documentation on behalf of the Applicant for the proposed location at 930 West Sherman Street, Muskegon, Michigan 49441 ("Licensed Premises"):

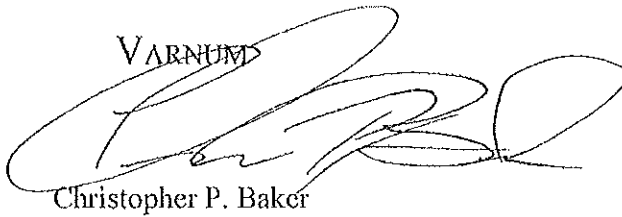
- a. Partially completed LCC-106, Local Government Approval;
- b. Manufacturer and Wholesaler License and Permit Application, LCC-150 of the Applicant, Thew's Beverage Company, LLC;
- c. Information of individual Stockholder, Member or Limited Partner of the Members of Thew's Beverage Company, LLC, comprised of the following:
 - (i) Christopher T. Missad – 5%
 - (ii) Nicholas B. Missad – 10%
 - (iii) Thomas J. Long – 10%
 - (iv) Grand Financial, L.L.C., a Michigan limited liability company – 75%;
- d. Separate Member Statement of Matthew J. Missad, Settlor of Matthew J. Missad Trust (as the sole owner of Grand Financial, L.L.C.);
- e. LCC-301 Report of Stockholders, Members or Partners of the Applicant Thew's Beverage Company, LLC;
- f. LCC-301 Report of Stockholders, Members or Partners of Grand Financial, L.L.C. (75% member of Thew's Beverage Company, LLC);
- g. Filing Endorsement and filed Articles of Organization and Operating Agreement of the members of Thew's Beverage Company, LLC; and
- h. Filed Articles of Organization for Grand Financial, LLC.

Ann Marie Meisch, MMC
September 15, 2016
Page 2

The aforementioned documentation represents the documentation that will be submitted to the MLCC, in furtherance of request for the Small Distillery License from the State of Michigan. Please circulate the attached information to such departments as may be necessary for the legislative body of the City of Muskegon to approve the small distiller request, in the form of the attached Local Government Approval Resolution. This Resolution is required by the MLCC. To save time, which is of the essence, the attachments lack signatures, but we will supplement the documents with executed versions prior to the meeting of the City.

Please do not hesitate to contact the undersigned in the event that you have any questions.

Very truly yours,

VARNUM

Christopher P. Baker

CPB/kap

cc: Jim Gust – via e-mail – jim.gust@shorelinecity.com
David DiMuzio, Esq.

10955348



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____

Manufacturer & Wholesaler License & Permit Application

(For MLCC Use Only)

For information on manufacturer and wholesaler licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website by [clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Thew's Beverage Company, LLC	
Address to be licensed: 930 West Sherman Street	
City: Muskegon	Zip Code: 49441
City/township/village where license will be issued: Muskegon	County: Muskegon County
Federal Employer Identification Number (FEIN):	

Leave Blank - MLCC Use Only

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☒ Yes ☐ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you modifying the size of the licensed premises? ☐ Yes ☒ No
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
5. Are you transferring the location of an existing license? ☐ Yes ☒ No
6. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
7. Do you intend to use this license actively? ☒ Yes ☐ No

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Applicants for Manufacturer & Wholesaler licenses, permits, and permissions must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, or a request to increase or decrease the size of the licensed premises. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	\$210.00	License & Permit Fees:	\$450.00	TOTAL FEES:	\$660.00
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Schedule A - Licenses, Permits, & Permissions

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

License Type:	Base Fee:	Fee Code MLCC Use Only
☐ Brewer	\$50.00	
☐ Micro Brewer (Under 60,000 barrels annually)	\$50.00	
☐ Wine Maker	\$100.00	
☐ Small Wine Maker (Under 50,000 gallons annually)	\$25.00	
☐ Winery Tasting Room	\$100.00	
☐ Spirit Tasting Room	\$100.00	
☐ Brandy Tasting Room	\$100.00	
☐ Manufacturer of Brandy	\$100.00	
☐ Manufacturer of Mixed Spirit Drink	\$100.00	
☐ Manufacturer of Spirits	\$1,000.00	
☒ Small Distiller (Under 60,000 gallons annually)	\$100.00	4038
☐ Outstate Seller of Beer	\$1,000.00	
☐ Outstate Seller of Wine	\$300.00	
☒ Outstate Seller of Mixed Spirit Drink	\$300.00	4038
☐ Wholesaler	\$300.00	
For delivery vehicle decal fees please use <u>Report of Delivery Vehicles form (LCC-351)</u> .		
☒ Warehouser	\$50.00	4038
☐ Industrial Manufacturer	\$10.00	
☐ Seller of Alcohol	\$10.00	
☐ Limited Alcohol Buyer	\$10.00	
☐ Consumer Sampling Event License	\$70.00	

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Permits:	Base Fee:	Fee Code MLCC Use Only
☐ Sunday Sales Permit (AM)	\$160.00	
☐ Sunday Sales Permit (PM)	15%**	
☐ Catering Permit	\$100.00	
☐ Beer and Wine Tasting Permit	No Charge	
☐ Outdoor Service	No Charge	
☐ Entertainment Permit	No Charge	
☐ Dance Permit	No Charge	
☐ Topless Activity Permit	No Charge	
☐ Living Quarters	No Charge	
☐ Specific Purpose Permit (list activity below):		
Days/Hours requested: _____		
☐ Extended Hours Permit (check type below):	No Charge	
☐ Dance ☐ Entertainment		
Days/Hours requested: _____		
☐ Off-premise Storage	No charge	
☐ Direct Connection(s)	No charge	

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 3 x \$70.00 Inspection Fee

Total Inspection Fee(s): \$210.00

Total License Fee(s): \$450.00

Total Permit Fee(s):

TOTAL FEES DUE: \$660.00

Make checks payable to **State of Michigan**

Commission Meeting Date: September 27th, 2016

Date: September 20, 2016
To: Honorable Mayor & City Commission
**From: Community and Neighborhood Services
Department**
**RE: Request to Conduct a Public Hearing of the
Community & Neighborhood Services Department
Consolidated Annual Performance Evaluation
Report (CAPER 2015)**

SUMMARY OF REQUEST: To conduct a public hearing of the 2015-2016 CAPER projects funded through CDBG and HOME allocations to the City of Muskegon Community and Neighborhood Services department.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To submit the 2015-2016 CAPER, including any public comments received during the 30 day comment period ending September 27, 2016.

COMMITTEE RECOMMENDATION: None



City of Muskegon
Consolidated Annual Performance and Evaluation Report
2015 Grant



2015 Program Year CAPER

This is the last Annual Action Plan accomplishment of strategic goals for the 2011 Consolidated Plan. Some programs were typical of previous years' expectations.

Highlights that are easily calculated are the number of households assisted through our Vinyl Siding program are 10 vinyl siding projects (2 more than last year) and with Priority home repairs for 40 (same as 2014) residents were assisted. However, a significant project to stabilizing neighborhoods is Board-ups. The city is trying to rid our community of unsightly, blighted buildings that can be unsafe to adjacent neighbors and potentially to curious children. Making sure these structures are secured is vital to the ongoing, and sometimes lengthy process of demolition. When our focus is to create a more positive image that better represents our strengths and services, addressing blighted neighborhoods is just one initial step to reaching this goal. There were 54 board-ups and 8 clearances (demolitions) that occurred this year. Census tract neighborhoods include: 3, 4.01, 4.02, 5, 6.01, 8, 21, and 42.

The Target neighborhood continues to grow to include all of Nelson neighborhood census tracts 6.01 and 6.02. The completion of Monroe Street was a benefit to the Midtown Square development sponsored by the city of Muskegon for market-rate, single family housing. The park received a new fence courtesy of the Neighborhood Association and this program. This area has been revitalized and now the 1st buyer is occupying 1 of the 9 newly built homes in the target area. The Million dollar investment by the city produced an aesthetical, emotional and secure reaction from the public at large, as well because it was a visual investment of funds that was otherwise unknown to this neighborhood 3 years ago. Our concentration in this area offered citizens and youth an opportunity to work alongside a very active neighborhood association. There have been 3 rental rehabilitation projects started, 5 housing repair assistance activities and 2 vinyl siding constructions completed.

Assisting citizens with Priority Housing Repairs - specifically roofs, which made up over half the repairs provided when a huge windstorm damaged several homes in our community. Many households sought help to make the necessary repairs that would keep them safe in their homes, and many received help with their furnaces through our partnership with DTE. Other services requested were for electric and plumbing defects. Below is a snapshot of the programs utilizing CDBG funds:

		5 YEAR	2015	ACTUAL 5 YEAR
		OBJECTIVE	OUTCOME	ACCOMPLISHMENT
HOUSING PRIORITIES	HOUSING REPAIR	250 UNITS	40 UNITS	234 UNITS
	VINYL SIDING	50 UNITS	10 UNITS	36 UNITS
	RAMPS	10 HOUSEHOLDS	0 HOUSEHOLDS	13 HOUSEHOLDS
NON-HOUSING PRIORITIES	DEMOLITION	10 HOUSING UNITS DEMOLISHED	8 HOUSING UNITS DEMOLISHED	27 UNITS
	BOARD-UPS	30 HOUSING UNITS BOARDED	54 HOUSING UNITS BOARDED	221 UNITS
OTHER ACTIVITIES	SUMMER INTERNS	2-3 INTERNS	3 INTERNS	9 INTERNS

Fair Housing

Each year Muskegon County and our sister cities, Muskegon Heights and Norton Shores, partner through an inter-agency agreement to use resources from the Fair Housing Agency of West Michigan (FHA). The agreement enlists surveys, testing, training, reports, and if necessary, investigations into complaints from our Muskegon area citizenry. We feel that our contract with the FHCWM is beneficial to uncovering fair housing behaviors and tendencies that create barriers to affordable housing. This was the final year of a 2-year contract to monitoring our area housing complexes and to connect with our citizens who report possible housing discriminatory actions. This collaboration offers a critical opportunity to reduce unjust practices as well as strengthen our individual communities. In light of the reports provided, we can alter Action Plan programs and projects to address any discriminatory actions that limit choice, and inhibit our assistance to provide affordable housing that is safe, and decent.

Affordable Housing

HOME funds support activities for Community Housing Development Organizations (CHDOs), Rental Housing projects and our Homebuyer Programs which have impacted our community in a positive way. This year our CHDO reserve dollars were held until our CHDOs were able to complete their 2014 affordable housing projects: 1 homebuyer unit and 2 rental units were produced. Our collaboration with the County Lead Grant helped to carry Lead Abatement costs for our Rental Rehabilitation projects. We were able to rehabilitate and create 4 affordable units (4 single-family projects) where lead hazard components were removed or remediated that once threatened the health of children under 6 years of age.

RENTAL REHAB

PROGRAM YEAR	NUMBER OF UNITS	COST
2011-2012	1	\$7670.00
2012-2013	5	\$20,853.47
2013-2014	5	\$36,525.67
2014-2015	3	\$18,812.12
2015-2016	4	\$35,065.94
TOTALS	18	\$118,927.20

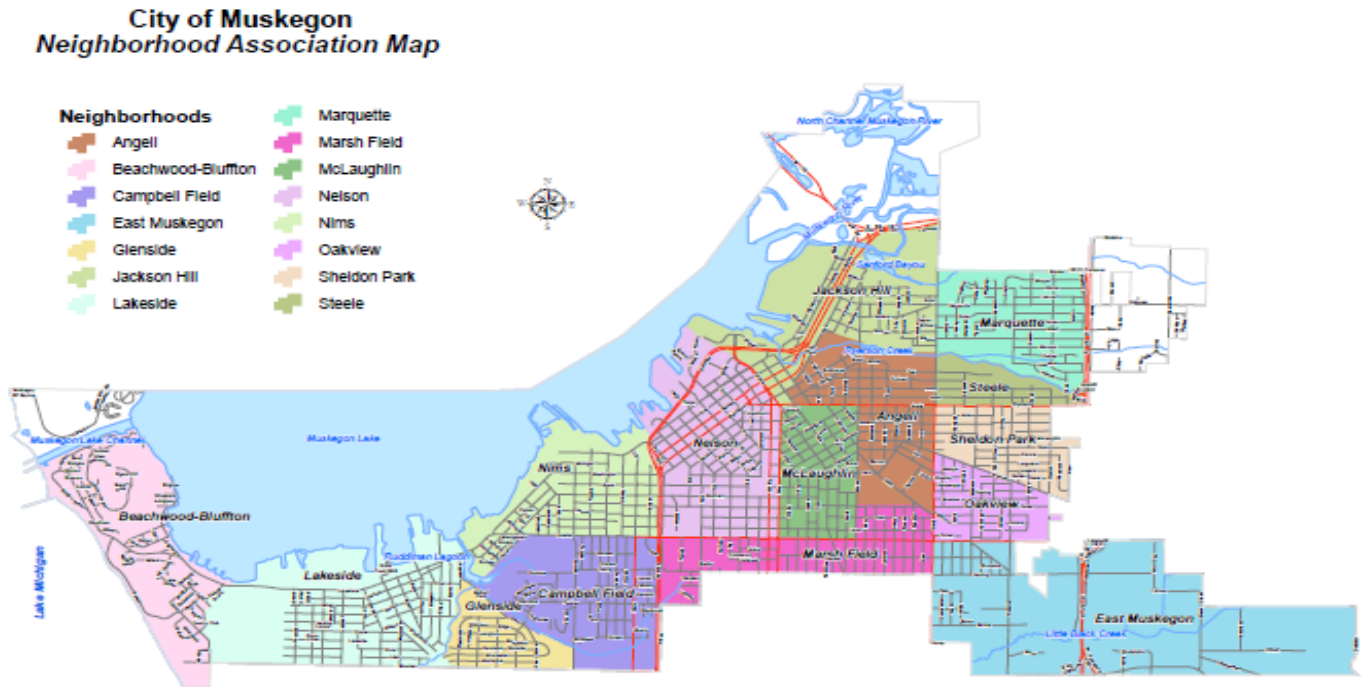
The 2009 Building Code standards is our rehabilitation/new construction standard. All housing projects within the City of Muskegon CDBG and HOME funding conform to our local codes of enforcement. Successfully, staff monitors the progress of each project and inspections are required and important safeguards throughout the building process. Annually, safer housing units are being produced successfully through our Homebuyer Programs.

Since the inception of the Homebuyer Assistance program, we have helped with closing costs and pre-paid expenses incurred by homebuyers who choose to purchase homes in our city limits. HOME program income is our funding source and by this program we have 10 new homeowners in our neighborhoods.

HOUSEHOLD INCOME $\leq$ 80% AMI

GENDER	RACE	FAMILY SIZE	PURCHASE PRICE	NEIGHBORHOOD
M	W		\$82,750.00	Glenside
M	W		\$61,000.00	Lakeside
M	W		\$55,000.00	Nims
F	B		\$32,860.00	East Muskegon
M	W		\$79,000.00	Glenside
F	W		\$26,000.00	Marquette
F	W		\$50,000.00	Nelson
M	H		\$34,900.00	Marsh Field
M	M		\$39,000.00	Sheldon Park
F	B		\$77,000.00	Nelson

W-white, B-black, H-hispanic



We continue to work together on the promotion of qualified contractors that provide quality work. In addition, our commitment to support and enlist minority and women owned contractors is a commitment that comes with challenges. Most recent collaborations with the county of Muskegon and a local CHDO agency provide evidence that we must reach minority and female individuals interesting in construction services. Contact has been made to include West Michigan WORKS to present opportunities to grow Lead Abatement contractors in our area. The 1st training is expected to happen in 2016 funding year from which we can anticipate a list of Section 3 contractors will be created.

Internally, our Affirmative Action department updates policies to include local minority-owned businesses in our selection process. Concurrently, the number of minority contractors hired through the city is

being tracked and reported. Having local contractors is vital to our process. Without this service trade, we have delays in our activity operations, waiting lists and various barriers of service to low income families.

General Questions

Any obstacles we faced in meeting the underserved needs could be linked to our funding resources. We do not have a match requirement in our community, so the biggest challenge was met head on by the reduction of Muskegon's 2011 grant allocation. As a result of dropping below 1 million in CDBG money, we were forced to make policy changes to offset less funding. We continued to serve low income households and ultimately, we could only fund one sub-recipient agency to help us carry out our goals. 2014 remained constant with just the one agency, LOVE Inc. We continue to offer grants from our entitlement funds to provide youth with after-school activities - open gym, and a number of summer programs and activities geared to engage children and offered specific character building programs.

THE PROCESS

Operations

Staff from Community and Neighborhood Services is working with local departments, outside agencies and commissioners to move forward on our plans to provide services to our low to moderate income citizens. Our efforts to assist a local unit of government have gone well for 7 years. Increasing our partnerships has enhanced the community's perception of us working together. It is clear that we have the staff capacity to continue this level of service work as well as performing contractual duties in another municipality.

For all of our housing programs, we did not displace any homeowner. It is necessary to state that our CDBG funded programs were limited to our entitlement allocation and any additional resources were covered by (PI) Program Income received from the CDBG programming.

HOUSING NEEDS

						Total Amount	Ethnic					Senior	Income		
R	F	E	P/S	O	Description		B	W	H	A	AI		51-60%	31-50%	30%
		1				\$6,500.00	1								1
				1	Water Heater	\$935.00		1						1	
1						\$4,612.00		1				1	1		
1						\$3,858.00		1						1	
1						\$7,563.00	1								1
1						\$8,529.00	1							1	
1						\$7,019.00	1							1	
1						\$4,945.00	1						1		
1						\$8,490.00		1						1	
1						\$6,452.50		1					1		
1						\$9,863.00	1					1		1	
				1	Water Heater	\$935.00		1				1		1	
				1	Water Heater	\$1,345.00									
				1	Water Heater	\$1,287.00	1					1	1		
				1	Foundation	\$2,950.00		1				1		1	

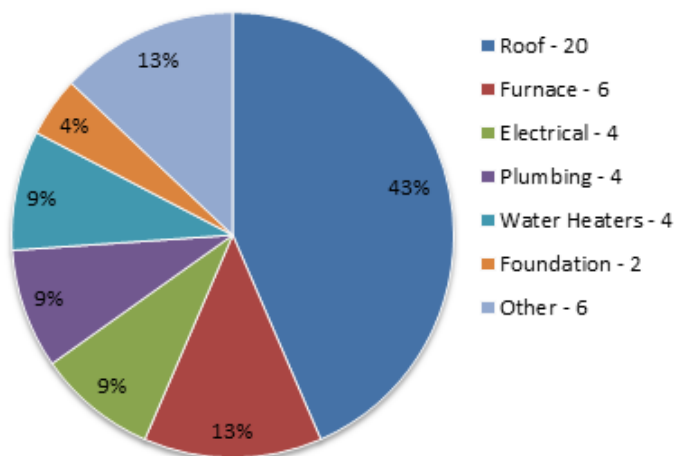
				1	Foundation	\$9,950.00	1							1	
1						\$4,860.00		1						1	
1						\$8,214.00		1			1			1	
			1			\$2,375.00	1				1	1			
			1			\$2,150.00		1			1			1	
	1					\$2,718.50	1				1			1	
		1				\$9,400.00		1						1	
			1			\$1,100.00		1							1
	1					\$5,023.00		1				1			
1						\$3,048.00		1						1	
	1					\$1,550.00	1				1	1			
1						\$4,988.00	F							1	
1						\$9,148.03		1							
	1					\$2,695.00	1					1			
	1					\$1,367.00		1							1
		1				\$1,403.00	1				1	1			
			1			\$1,330.00									
1						\$2,595.00		1			1				1
1						\$4,218.00	1				1				1
1						\$5,836.00		1						1	
1						\$5,878.00		1							1
	1					\$1,950.00		1						1	
1						\$5,720.00	1								1
		1				\$5,950.00		1							1
1						\$6,178.00	1				1				1
20	6	4	4	6		\$184,928.03	16	21	0	0	0	14	9	18	10

Vinyl Siding Program

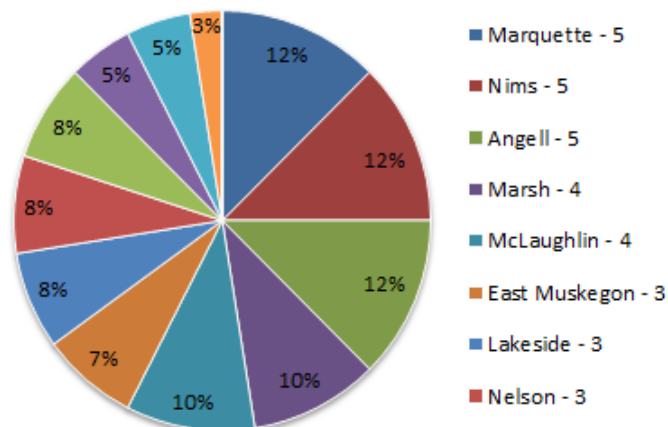
Install Total	Supply Total	Total Amount	Ethnic					Income			Senior?		FHH		HH	
			B	W	H	A	AI	20%	50%	60%	Y	N	Y	N	Y	N
\$0.00	\$6,000.00	\$6,000.00	1						1		1		1		1	
\$0.00	\$0.00	\$0.00			1			1				1	1			1
\$3,587.75	\$2,843.29	\$6,431.04		1				1				1	1		1	
\$5,437.75	\$1,233.57	\$6,671.32							1							
\$3,498.75	\$2,600.30	\$6,099.05						1								
\$3,805.75	\$2,980.37	\$6,786.12	1					1				1		1		1
\$1,587.00	\$1,354.34	\$2,941.34	1					1				1		1	1	
\$2,840.75	\$2,345.85	\$5,186.60		1				1				1		1		1
\$3,405.75	\$2,252.51	\$5,658.26	1						1		1		1			1
\$3,814.75	\$1,736.65	\$5,551.40	1						1			1	1			1
		\$51,325.13	5	2	1	0	0	6	4	0	2	6	5	3	3	5

*R=Repair F=Furnace E=Electric P/S=Plumbing/Sewer O=Other

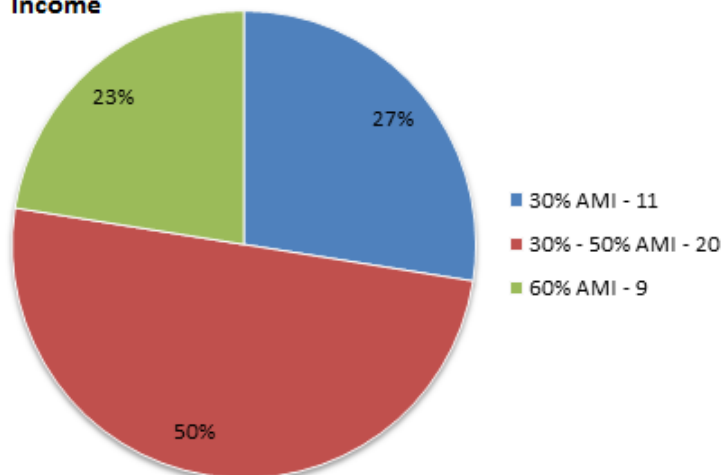
Repair Types



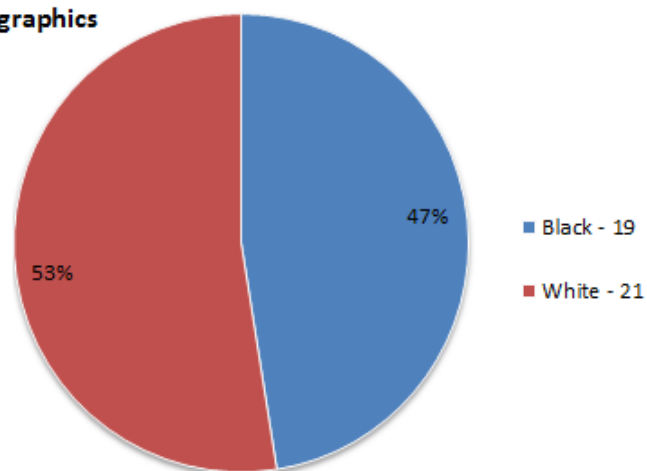
Repairs by Neighborhood



Income



Ethnicity Demographics



FHH- Female Head of Household
HH- Handicap

HOME

Affordable, decent and safe housing is critical to goals and objectives of the 2011 Consolidated Plan activities.

ACTIVITIES	5 YR PROJECTION	PREVIOUS PROGRESS	2015 PROGRESS
Acquisition	2	2	2
New Construction	5	5*	0
Rehabilitation	10	8	1
Rental	10	13*	0
*CHDO Assisted			

Barriers to Affordable Housing

It has become increasingly difficult to get responsible contractors. Given this dilemma, a task group was formed to solicit, mentor, and grow contractors. Our focus was to reach out first, to local abatement contractors, then general building contractors, and lastly, approach youth/adults/females in our unemployment system called West Michigan WORKS! The team of organizers consists of the County of Muskegon, an active CHDO agency, and the City of Muskegon prepared to offer training for lead abatement certificates and building licenses for interested individuals. The ground work has been laid and we are working to have the 1st training in the fall of 2016.

Homeless Needs

In our community, the City of Muskegon is an active board member of the Continuum of Care Coalition. Local agencies have a vested interest in working with the CoC. It appears that adjustments are working. There is tracking of clients and housing vouchers for households at risk of becoming homeless including support case management. Certain interest in the Veteran Population is now a major focus of local agencies. Special resources are set aside to end homelessness for our Veterans in 2017. Limited funding may restrict this goal but these agencies are doing their best to push toward this challenge.

Actions taken to deter homelessness

- Staff training
- Recruitment of landlords
- Multi-agent programs for at risk families
- Support groups
- Improved housing opportunity facilities

Non-Homeless Special Needs

Special consideration for low-income families is important to our City Commission. With a local sub-recipient, Love Inc., families who are in need of additional dollars to help with utilities and rent are screened before they are allowed to receive assistance. Below are the figures of how many were assisted with a small amount of funding. What is not shown are the households assisted with Ramps- no applications were approved and this funding will roll over into the 2016 year,

Love INC

13 residents of the City of Muskegon were assisted with Rent/Utility Assistance.

ETHNIC GROUP	# ASSISTED	INCOME LEVEL	# ASSISTED
Black	9	Extremely Low	8
Latino	1	Low	7
White	3	Moderate	0
American Indian	2	TOTALS	15

* Moderate: 60 – 80% Low: 30 – 50% Extremely Low 20% >

There were no ramps installed this year, however the funds will be used in the 2016 year.

Comments

Commission Meeting Date: September 27, 2016

Date: September 22, 2016
To: Honorable Mayor & City Commission
From: Planning & Economic Development Department
RE: BID Special Assessment- Resolution Approving District

SUMMARY OF REQUEST: The Downtown Business Improvement District (BID) Board is requesting that the special assessment district for downtown properties be renewed. The previous BID district was only approved for one year. Since the BID assessment is still very new, it is proposed that it be extended for another one-year term to allow us to gauge its impact before committing to a longer term. The assessments will continue to go towards various downtown expenditures, including snow removal on sidewalks, spring/fall cleanup and landscaping, events, directional signs, and marketing/advertising. The BID assessment includes both a "Class A" and a "Class B" district (see attached list).

FINANCIAL IMPACT: The total estimated cost of services within the BID is \$150,000 of which approximately 75% (\$111,924) will be paid by the special assessment to property owners.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the attached resolution approving the special assessment district and authorize the Mayor and Clerk to sign.

DOWNTOWN MUSKEGON BUSINESS IMPROVEMENT DISTRICT



SPECIAL ASSESSMENT BENEFIT ANALYSIS SUMMARY
PREPARED BY THE MUSKEGON COUNTY EQUALIZATION DEPARTMENT
August 25, 2016



August 25, 2016.

Downtown Muskegon Business Improvement District Board
933 Terrace Street
Muskegon, MI 49443

Dear Board Members:

In accordance with your request, I have examined the proposed special assessment district for the Downtown Muskegon Business Improvement District. The purpose of this analysis is to document the reasonableness of this special assessment district by identifying and quantifying any accrued benefits. It is subject to the normal governmental restrictions of escheat, taxation, police power and eminent domain. The effective date of this analysis is August 25, 2016.

The proposed special assessment district encompasses all classes of properties. The Downtown Muskegon Business Improvement District Board has provided per parcel cost estimates in accordance with the City's Special Assessment Policy and all project-related costs.

The total project cost is estimated to be a 1 year assessment of \$115,223.

The amount of money to be spread is based on a per parcel rate of \$0.08 per square foot of lot size for a "Class A" Property and \$0.02 per square foot of lot size for a "Class B" Property as defined by the Downtown Muskegon Business Improvement District Board in their Bylaws. The Downtown Muskegon Business Improvement District Board is solely responsible for these figures.

In conclusion, it is my opinion that the special assessment amounts as provided by the Board justly and reasonably represent the accrued benefits to the properties encompassed by this project. The amounts reflect the sum of the immediate estimated value enhancement and the intrinsic value that will accrue from an overall increase in property values due to an improved quality of life created by the proposed project. Simply stated, the rate of \$0.08 per per square foot of lot size for a "Class A" Property and \$0.02 per square foot of lot size for a "Class B" Property as defined by the Downtown Muskegon Business Improvement District Board in their Bylaws for the above mentioned project area appears reasonable and equitable based upon the data presented by the Downtown Muskegon Business Improvement District Board, and supporting office records.

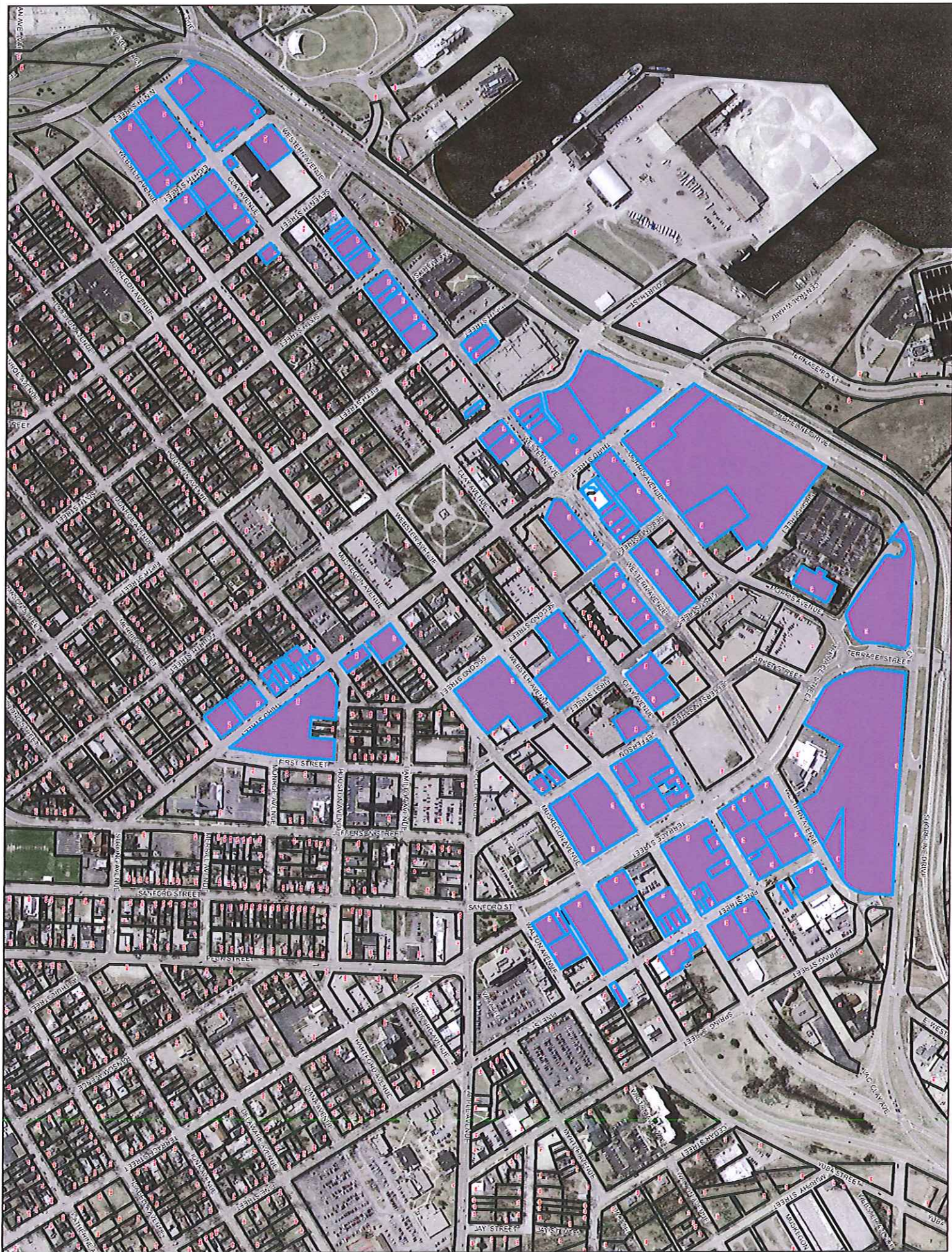
Sincerely,

A handwritten signature in blue ink that reads "Donna Vandervries".

Donna Vandervries, MMAO
City of Muskegon Assessor

West Western Avenue and 3rd Street







Downtown Muskegon Business Improvement District

2017 Assessment

Regarding: Assessment for 2017

Date: August 9, 2016

To: Muskegon City Clerk/City Commission

From: Downtown Muskegon Business Improvement District Board

Overview:

After separate public hearings, the Muskegon City Commission approved the Downtown Muskegon Business Improvement District on Nov. 24, 2015 and the district assessment rolls on Jan. 12, 2016. The approval was for one year. Following a review of requested and needed services within the Downtown Muskegon Business Improvement District, the BID Board recommends to the Muskegon City Commission to extend the Downtown Muskegon Business Improvement District for an additional **1 YEAR** with an assessment be established for the 2017 calendar year.

The BID board recommends the Business Improvement District boundaries remain the same as in 2016, the assessment rates, property classifications and maximum assessments remain the same as in 2016 and the assessments be placed on the 2017 winter property tax bills. The BID Board will use 2017 to study and review the BID District and the assessment structure for possibly a multi-year request for 2018 and beyond.

2017 Assessment:

- "Class A" Properties, as defined in the BID Bylaws, shall be assessed an annual assessment of \$0.08/sf with no assessment to exceed \$3,000. Contiguous properties with the same use and same owner shall be assessed as one property. Property lot size on record with the County Assessor shall be used in determining the square footage of properties.
 - o In the instance of a condo property the master deed shall be used in determining the percent of the assessment that an individual property owner would be assessed.
- "Class B" properties as defined in the BID Bylaws be assessed an annual assessment of \$0.02/sf with no assessment to exceed \$750. Contiguous properties with the same use and same owner shall be assessed as one property. Property lot size on record with the County Assessor shall be used in determining the square footage of properties.
- Based on this assessment structure, approximately \$115,223 can expected to be collected for services to support businesses and property owners within the BID in 2017.
(A budget recommendation & explanation is attached)
- The assessment shall be placed on the 2017 winter property tax bills.

The 2017 BID district, assessment roll and collection method was discussed at a July 25, 2016 BID Board meeting. A resolution supporting the above was voted on at an Aug. 1, 2016 special BID Board meeting. The vote result was as follows:

2017 BID Extension Vote:

Member	Yes	No	Abstention	Motion/Support	Absent
Chair Doug Pollock	X				
VC Justin Clark	X			Support	
Bruce Lindstrom	X			Motion	
John Riegler	X				
Gary Post	X				
Frank Peterson	X				
Connie Taylor	X				
Mike Hennessy	X				
Bob Tarrant (via conference call)	X				

Downtown Muskegon Business Improvement District

Budget Recommendation & Explanation

Date: August 9, 2016

To: Muskegon City Clerk/City Commission

From: Downtown Muskegon Business Improvement District Board

Budget Recommendation:

This is a proposed second-year budget for the Downtown Muskegon Business Improvement District. Based on a two tier assessment where "Class A" Properties pay \$0.08/sf annual and "Class B" Properties pay \$0.02/sf annual the Downtown Muskegon BID can expect to generate \$115,223 during 2017.

As of Aug. 1, 2016, anticipated BID revenues and actual and anticipated BID expenditures will leave the BID with a fund balanced estimated at \$64,687. Based on the fund balance carried forward and the proposed Assessment this one-year 2017 budget is recommended on a unanimous vote of the BID Board at its special Aug. 1, 2016 meeting.

Proposed 2017 BID budget

2016 BID Fund Balance	\$64,687
2017 Estimated Revenues	\$115,223
2017 Expenditures	
Snow removal	(\$72,000)
Landscaping	(\$16,000)
Marketing, promotion, events	(\$24,000)
Streetscape	(\$13,000)
Administration	(\$25,000)
Total	(\$150,000)
Estimated Fund Balance Dec. 31, 2017	\$29,910

Budget Note:

The BID Board in 2016 appointed Downtown Muskegon Now as staff and managers of the BID. A Letter of Understanding between the BID and the DMN board was signed, having the budget and general spending categories established by the BID Board and work plans carried out by DMN. There were no administrative fees in 2016.

All unused funds go to cash reserves in fund balance.

Budget Explanation:

Snow removal: The BID's largest line item is dedicated to snowplowing and salt application along sidewalks within the BID where the majority of the Class A properties are located along portions of W. Western Ave., Clay Ave., Morris Ave., Terrace St., Jefferson, 1st, 2nd, 3rd, 6th & 7th Streets. Funds will also be used to clear parking areas which are generally used by the public –

specifically the two lots between 2nd and 3rd Streets accessed off of Morris Ave. With plenty of fund balance for snow removal, the BID Board will attempt to expand the snow removal services as the budget allows for 2017.

Landscaping: The Downtown Muskegon BID will contract with one or more third party landscaping companies to conduct a spring cleanup of common area planning beds within the BID, and general cleanup of grounds as a result from winter wear and tear. Summer Landscaping includes the weeding and fertilization of common areas throughout the BID (grass cutting is done by the city). This line item also includes the planting and maintenance of flower planters throughout the BID (this item could be completed by a different vendor than the one doing the landscaping and clean up). Fall clean-up will consist of removal of leaves from the BID district and preparation of the planning beds for the winter.

Marketing, promotion, events: The BID was used to launch the highly successful First Fridays events in the downtown, 6-8 p.m. family-friendly gatherings that have included a family dance party, two hugely popular street performance events and a "touch the truck" event. BID has not directly supported but indirectly has encouraged other downtown events such as DMN's Taste of Muskegon, Rollin' On Western and Gus Macker. Beyond events, the BID is supporting an updated Downtown Muskegon website, a revised downtown email list, a new downtown e-newsletter and an annual tri-fold downtown map/brochure among other marketing and promotional activities.

Streetscape: This is a broad spending category that allows the BID Board to improve downtown Muskegon through new holiday decorations, public art projects, banners, directional/informational signs, benches, trash receptacles, sidewalk repairs, new planters, public space maintenance such as Olthoff Stage and Alcoa Square and like expenditures.

Administration: Downtown Muskegon Now provided the staff support to design and establish the Downtown Muskegon Improvement District in 2015 and 2016. As promised to the Muskegon City Commission for 2016, there was no BID funds expended for "salaries and benefits" – administrative costs. The daily work of the BID cannot continue for free. The BID requires staff time and effort. Going forward DMN needs to be compensated for its time and effort. Thus, a new administrative line-item has been added to the 2017 BID budget.

September 15, 2016

DOWNTOWN MUSKEGON DEVELOPMENT CO
425 W WESTERN AVE STE 200
MUSKEGON, MI 49440

Parcel Number 24-233-000-0024-00 at 292 W Western Ave

NOTICE OF HEARING ON SPECIAL ASSESSMENT

Dear Property Owner:

The Muskegon City Commission is considering whether or not to create a special assessment district which would assess your property for the:

DOWNTOWN MUSKEGON BUSINESS IMPROVEMENT DISTRICT

The proposed special assessment district will be located as follows: Bordered by Pine St. on the northeast, Shoreline Dr. to the north and west/southwest. The southern boundary of the district from northeast to the southwest is as follows: W. Walton west of Pine St. to Jefferson; W. Webster west of Jefferson to 4th Street; W. Western Ave. west of 4th Street to 7th Street; W. Clay Ave. west of 7th Street. The 3rd Street corridor from W. Webster south to Merrill Ave. is also included in the district.

It is proposed that a majority of services of the Downtown Muskegon Business Improvement District be paid by special assessment from properties within the district. The following are conditions of the proposed special assessment which are important to you.

Public Hearings

An initial public hearing to consider the creation of a special assessment district will be held at the **City of Muskegon City Commission Chambers on September 27, 2016 at 5:30 p.m.** You are encouraged to appear at this hearing either in person, by agent or in writing to express your opinion concerning the proposed special assessment. Or, if you prefer, you may express your opinion via e-mail to BID2017@shorelinecity.com. You must include your name and the property address in the BID district in your e-mail. If you own more than one property, include all addresses. Written/e-mailed objections or appearances must be made at or prior to the hearing. Written objections postmarked by the hearing date will be considered received on time. NOTE: THE SPECIAL ASSESSMENT WILL BE CREATED OR NULLIFIED AT THIS HEARING.

If the district is created, a second public hearing will be held to confirm the special assessment roll. You will be mailed a separate notice for the second hearing. At this second hearing, the special assessment costs will be spread on the affected properties accordingly. YOU ARE HEREBY NOTIFIED THAT YOU HAVE THE RIGHT TO PROTEST THE ASSESSED AMOUNT AGAINST YOUR PARCEL EITHER IN WRITING/E-MAIL OR IN

PERSON AT EITHER HEARING. HOWEVER, UNLESS YOU PROTEST AT ONE OF THE TWO HEARINGS, EITHER IN PERSON OR BY AGENT AT THE HEARING, OR IN WRITING/E-MAIL BEFORE THE HEARING, YOUR RIGHT TO APPEAL TO THE MICHIGAN TAX TRIBUNAL WILL BE LOST. IF THE SPECIAL ASSESSMENT ROLL IS CONFIRMED AT THE SECOND HEARING, YOU WILL HAVE THIRTY (30) DAYS FROM THE DATE OF CONFIRMATION OF THE ROLL TO FILE A WRITTEN APPEAL WITH THE MICHIGAN STATE TAX TRIBUNAL.

By City Charter, if the owners of more than one-half of the properties to be assessed object to the assessment in writing at or before the hearing, the improvement shall not be made unless the City Commission determines by affirmative vote of all its members that the safety or health of the public necessitates the improvement.

Estimated Costs

The total estimated cost of the services within the Downtown Muskegon Business Improvement District is \$150,000, of which approximately 75% (\$111,924) will be paid by special assessment to property owners. **Your property's estimated share of the special assessment is \$3000.00, based on 42503.25 feet of assessable square footage.** The remaining costs will be paid by the fund balance from the 2016 BID.

The assessment, if approved, will be placed on your winter 2016 tax bill which is mailed on December 1, 2016 and due by February 14, 2017.

If you oppose this special assessment, you may convey your objection by written letter, via e-mail at BID2017@shorelinecity.com, or by attending the scheduled public hearing. Please note that your views, whether in support or opposition to the BID special assessment, are important to the City and your neighbors so please consider sharing them. Additional information, including preliminary project plans and cost estimates, is available in the Planning Department located on the second floor of City Hall, or on the City's website at www.shorelinecity.com. Regular City Hall business hours are from 8:30 A.M. to 5:00 P.M. Monday through Friday except holidays.

Sincerely,

Catherine Brubaker-Clarke

Catherine Brubaker-Clarke
Director of Community & Economic Development



To our Downtown Muskegon neighbors,

The City of Muskegon, in partnership with Downtown Muskegon Now, is proposing to renew the Business Improvement District (BID) assessment for another year, starting in January of 2017. Because the previous BID district assessment was approved for a one-year period only, we must repeat the notification process for next year's request, which is the purpose of the enclosed letter. Since the BID assessment is still very new, we are proposing another one-year term to allow us to gauge its impact before committing to a longer term.

Funds from the 2016 BID assessment have enabled us to pay for several items which improved our downtown business district: snow removal from downtown sidewalks (starting February 1); downtown landscaping and maintenance including plantings in 27 planters; the printing of 20,000 downtown map brochures; the launch of the popular "First Friday" events, including the street performers and the September "touch the trucks" event; the purchase and installation of new downtown map signs at the Johnson Traffic Circle, Muskegon Farmer's Market, and the Union Depot/CVB; and the overall marketing and development of Muskegon's ever-improving downtown. We are asking you to help keep this momentum going by approving the BID district for 2017.

Please review the enclosed letter for details, including your proposed assessment amount. The 2017 BID documents, including the Benefit Analysis Summary, can be viewed in the Planning Department (room 203) at City Hall, or on the City's website at www.shorelinecity.com.

Sincerely,

Cathy Brubaker-Clarke
Director of Community & Economic Development
City of Muskegon

Dave Alexander
Executive Director
Downtown Muskegon Now

CITY OF MUSKEGON

Resolution No. _____

Resolution At First Hearing Creating Special Assessment District
For Downtown Muskegon Business Improvement District (BID)
Location and Description of Properties to be assessed:
See Exhibit A attached to this resolution

RECITALS:

1. By resolution of the City Commission, a hearing has been held on September 27, 2016, at 5:30 p.m. at the City Commission Chambers. Notice was given by mail and publication as required by law.
2. That estimates of costs of the project, a feasibility report and valuation and benefit information are on file with the City and have been reviewed for this hearing.
3. At the hearing held on September 27, 2016, there were _____ objections by the owners of the property in the city registered at the hearing either in writing received before or at the hearing or by owners or agents present at the hearing, and the Commission has considered the advisability of proceeding with the project.

FINDINGS:

1. The City Commission has examined the estimates of cost, including all assessable expenses, and determines them to be reasonable.
2. The City Commission has considered the value of the property to be assessed and the value of the benefit to be received by each property to be assessed in the district for downtown improvements and services. The City Commission determines that the assessments of costs of the City project will enhance the value of the property to be assessed in an amount at least equivalent to the assessment and that the improvement thereby constitutes a benefit and remove a burden from the property associated with the services and improvements to the property.

THEREFORE, BE IT RESOLVED:

1. The City Commission hereby declares a special assessment district to include all of the property included in Exhibit A.
2. The City Commission determines to proceed with the special assessment.

3. The City Commission hereby appoints a Board of Assessors consisting of City Commissioners _____ and _____ and the City Assessor who are hereby directed to prepare an assessment roll. Assessments shall be made upon a benefit basis.
4. It is hereby determined that, based on the estimates of cost for services and improvements downtown, the City will levy a special assessment in the said district on "Class A" Properties, as defined in the BID Bylaws, for an annual assessment of \$0.08/sf with no assessment to exceed \$3,000 and "Class B" Properties, as defined in the BID Bylaws, for an annual assessment of \$0.02/sf with no assessment to exceed \$750 commencing with the Winter 2016 tax bill.
5. Upon submission of the special assessment roll, the City staff is hereby directed to notify all owners and persons interested in properties to be assessed of the hearing at which the City Commission will consider confirmation of the special assessment roll.

This resolution adopted.

Ayes _____

Nays _____

CITY OF MUSKEGON

By _____
Ann Marie Meisch, Clerk

CERTIFICATION

This resolution was adopted at a meeting of the City Commission, held on _____, 2016. 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 Meisch, Clerk

Exhibit A

Location and Description of Properties to be Assessed

PARCEL NO.	PROPERTY ADDRESS	OWNER	Number	Street	City	State	ZIP	SF_of_Lot	ASSESSMENT AMT	CLASS
24-205-367-0011-10	1147 3rd St	1145 3RD STREET LLC		PO BOX 809	MUSKEGON	MI	49443	6228	\$498.24	A
24-205-330-0010-00	136 W Webster Ave	136 WEBSTER LLC	648	MONROE AVE NW STE 101	GRAND RAPIDS	MI	49503	17424	\$1,393.92	A
24-205-330-0002-00	165 W Clay Ave	165 CLAY LLC		PO BOX 809	MUSKEGON	MI	49443	4997	\$399.76	A
24-205-315-0006-00	563 W Western Ave	3M INVESTMENTS LLC	565	W WESTERN AVE STE B	MUSKEGON	MI	49440	9235	\$738.80	A
24-205-566-0014-00	446 W Western Ave	446 W WESTERN AVE LLC	446	W WESTERN AVE	MUSKEGON	MI	49440	4168.6	\$333.49	A
24-205-567-0001-10	450 W Western Ave	450 W WESTERN LLC	4880	RAMBLING CREEK DR	MUSKEGON	MI	49441	7858.22	\$628.66	A
24-205-314-0001-10	477 W Western Ave	475 W WESTERN AVE LLC	1887	HOLTON RD STE D-279	MUSKEGON	MI	49445	1500	\$120.00	A
24-205-567-0001-40	500 W Western Ave	500 W WESTERN AVE LLC		PO BOX 1051	MATTHEWS	NC	28106	9448.16	\$755.85	A
24-205-188-0013-00	8 W Walton St	8 W WALTON LLC	8	W WALTON	MUSKEGON	MI	49440	9240	\$739.20	A
24-205-330-0008-00	896 Jefferson St	896 JEFFERSON LLC		PO BOX 809	MUSKEGON	MI	49443	8976	\$718.08	A
24-205-367-0011-00	1141 3rd St	AGUILAR LUIS	8726	S HUSTON	CHICAGO	IL	60617	2352	\$188.16	A
24-205-187-0016-00	908 Terrace St	AUTHORITY BASE VALUE	888	TERRACE ST	MUSKEGON	MI	49440	1320	\$105.60	A
24-205-315-0001-00	521 W Western Ave	BABBITT E C/P R TRUST	4473	CHERRYWOOD CT	MUSKEGON	MI	49441	13860	\$1,108.80	A
24-205-315-0003-00	545 W Western Ave	BABBITT E C/P R TRUST	4473	CHERRYWOOD CT	MUSKEGON	MI	49441	13860	\$1,108.80	A
24-205-365-0001-00	1144 3rd St	BAYVIEW LOAN SERVICING LLC	4425	PONCE DELEON BLVD	MIAMI	FL	33146	117612	\$3,000.00	A
24-205-188-0004-00	928 Terrace St	BK MUSKEGON PROPERTIES LLC	4220	EDISON LAKES PKWY	MISHAWAKA	IN	46545	46264	\$3,000.00	A
24-233-000-0006-00	350 W. Western Ave	BLIND PIG PROPERTIES LLC	800	FIRST ST #357	MUSKEGON	MI	49440	4889.49	\$391.16	A
24-205-174-0004-00	750 Pine St	BOLEN DAVID L		PO BOX 113	ROTHBURY	MI	49452-0113	19140	\$1,531.20	A
24-205-367-0014-00	1129 3rd St	BURLING MICHAEL A/MARY J	3497	MACARTHUR RD	MUSKEGON	MI	49442	1386	\$110.88	A
24-205-315-0005-10	557 W Western Ave	CBT ENTERPRISES LLC	1003	W MAIN ST	FREMONT	MI	49412	1185	\$94.80	A
24-233-000-0005-00	356 W Western Ave	CENTURY CLUB DEVELOPMENT LLC		PO BOX 732	MUSKEGON	MI	49443	5581.67	\$446.53	A
24-205-330-0001-00	835 Terrace St	CIHAK CHARLES W/LINDA B	835	TERRACE ST	MUSKEGON	MI	49440	8392	\$671.36	A
24-205-322-0007-00	1236 8th St	CMN ENTERPRISES LLC	18193	YUMA CT	SPRING LAKE	MI	49456	17424	\$348.48	B
24-205-177-0005-00	794 Pine St	COREPARK INVESTMENTS LLC	1985	E LAKETON AVE	MUSKEGON	MI	49442	22235	\$1,778.80	A
24-205-313-0006-00	451 W Western Ave	COREPARK INVESTMENTS LLC	111	W WESTERN AVE	MUSKEGON	MI	49442	9240	\$739.20	A
24-138-000-0101-00	297 W. Clay Ave #101	CORWIN STEPHEN C/LINDA C	2049	CARTER DR	MUSKEGON	MI	49441	1018.98	\$81.52	A
24-205-175-0016-00	820 Terrace St	CZM PRPERTIES LLC	700	TERRACE POINT RD #400	MUSKEGON	MI	49440	11616	\$929.28	A
24-205-175-0010-00	790 Terrace St	DISSELKOEN JACK	3315	REAL	HOUSTON	TX	77087	13719	\$1,097.52	A
24-205-330-0004-00	173 W Clay Ave	DOOM INVESTMENTS LLC	2034	LAKE SHORE DR	MUSKEGON	MI	49441	6864	\$549.12	A
24-205-188-0011-00	944 Terrace St	DOOM JEFFREY W	2034	LAKE SHORE DR	MUSKEGON	MI	49441	4620	\$369.60	A
24-233-000-0001-00	387 Morris Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	24572	\$1,965.76	A
24-233-000-0002-00	401 Morris Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	24571.79	\$1,965.74	A
24-233-000-0007-00	351 W. Western Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	21714	\$1,737.12	A
24-233-000-0012-00	325 W Western Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	7945.21	\$635.62	A
24-233-000-0013-00	307 W Western Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	16477.87	\$1,318.23	A
24-233-000-0014-00	299 W Western Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	8223.06	\$657.84	A
24-233-000-0015-00	295 W Western Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	8213.94	\$657.12	A
24-233-000-0024-00	292 W Western Ave	DOWNTOWN MUSKEGON DEVELOPMENT CO	425	W WESTERN AVE STE 200	MUSKEGON	MI	49440	42503.25	\$3,000.00	A
24-205-316-0001-00	587 W Western Ave	EBEE PROPERTIES LLC	1685	68TH ST SE	CALEDONIA	MI	49316	12320	\$985.60	A
24-205-316-0009-10	609 W Western Ave	EMP LLC	16149	BAIRD CT	SPRING LAKE	MI	49456	2744	\$219.52	A
24-205-187-0007-00	71 W Webster Ave	FETHKE KAREN J TRUST	1201	MILLS AVE	MUSKEGON	MI	49445	14700	\$1,176.00	A
24-205-331-0001-10	877 Terrace St	FIFTH THIRD BANK	38	FOUNTAIN SQ PLAZA MD 10ATA1	CINCINNATI	OH	45263	58695	\$3,000.00	A
24-205-175-0006-00	121 W Western Ave	FIRST GENERAL CREDIT UNION	589	E ELLIS RD	MUSKEGON	MI	49441	16005	\$1,280.40	A
24-205-176-0001-00	860 Terrace St	FRONTIER COMMUNICATIONS	401	MERRITT 7	NORWALK	CT	6851	82148.22	\$3,000.00	A
24-205-566-0013-00	442 W Western Ave	G & Z PROPERTIES LLC	442	W WESTERN AVE	MUSKEGON	MI	49440	2741.2	\$219.30	A
24-205-186-0006-00	830 Pine St	GILL EASTER JONES	1215	SPRING ST	MUSKEGON	MI	49442	1452	\$116.16	A

24-205-186-0007-00	840 Pine St	GILL EASTER JONES	1215	SPRING ST	MUSKEGON	MI	49442	2904	\$232.32	A
24-205-187-0003-00	839 Pine St	GILL EASTER JONES	1215	SPRING ST	MUSKEGON	MI	49442	3960	\$316.80	A
24-205-187-0005-00	845 Pine St	GILL EASTER JONES	1215	SPRING ST	MUSKEGON	MI	49442	3168	\$253.44	A
24-205-187-0006-00	849 Pine St	GILL EASTER JONES	1215	SPRING ST	MUSKEGON	MI	49442	2436	\$194.88	A
24-205-318-0001-10	683 W Western Ave	GRAND TRUNK LLC	1007	MOORINGS CT	N. MUSKEGON	MI	49445	2254	\$180.32	A
24-205-332-0008-00	935 Jefferson St	HAIRITAGE PROPERTIES LLC	1768	BAYVIEW DR	MUSKEGON	MI	49441	4183	\$334.64	A
24-205-329-0001-00	885 Jefferson St	HENNESSY HOLDING LLC	1074	JEFFERSON ST	MUSKEGON	MI	49440	17325.6	\$1,386.05	A
24-792-000-0001-00	316 Morris St	HINMAN LAKE LLC	750	TRADE CENTER WAY STE 100	PORTGAGE	MI	49002	239828	\$3,000.00	A
24-205-556-0001-00	149 Shoreline Dr	HOT ROD HARLEY DAVIDSON	149	SHORELINE DR	MUSKEGON	MI	49440	296454.83	\$750.00	B
24-205-563-0006-00	902 3rd St	HUME PROPERTIES LLC	900	3RD ST STE 302	MUSKEGON	MI	49440	56437.31	\$3,000.00	A
24-205-333-0001-00	221 W Webster Ave	HUNTINGTON BANK		PO BOX 182334	COLUMBUS	OH	43218-2334	92696	\$3,000.00	A
24-205-315-0004-00	555 W Western Ave	INGALLS REAL ESTATE ACQUISITION LLC	3736	S BAKER ST	MUSKEGON	MI	49444	11823	\$945.84	A
24-205-379-0011-00	1185 3rd St	INTERNATIONAL AUTO GROUP LLC	1185	3RD ST	MUSKEGON	MI	49441	17820	\$1,425.60	A
24-205-323-0006-00	585 W Clay Ave	J & J CORNER PROPERTIES LLC	585	W CLAY AVE	MUSKEGON	MI	49440	5247	\$419.76	A
24-205-186-0009-00	860 Pine St	J & K PROPERTIES OF W MI INC		PO BOX 439	TWIN LAKE	MI	49457	16045	\$320.90	B
24-205-175-0001-00	111 W Western Ave	J E REAL ESTATE CO LLC	111	W WESTERN AVE	MUSKEGON	MI	49442	27142	\$2,171.36	A
24-205-367-0013-00	1133 3rd St	J&J PLACE LLC	1133	3RD ST	MUSKEGON	MI	49441	4176	\$334.08	A
24-205-317-0007-00	1208 8th St	JACOBSEN MICHAEL H TRUST	35	RESEARCH DR STE 300	ANN ARBOR	MI	48103	24222	\$484.44	B
24-138-000-0104-00	297 W. Clay Ave #104	JANSKI LLC		PO BOX 1225	MUSKEGON	MI	49443	1261.26	\$100.90	A
24-485-000-0000-00	878 Jefferson St	JEFFERSON PROFESSIONAL CONDOMINIUM	878	JEFFERSON ST	MUSKEGON	MI	49440	36432	\$2,914.56	A
24-205-187-0001-00	833 Pine St	JERVISS-FETHKE INSURANCE AGENCY INC	71	W WEBSTER	MUSKEGON	MI	49440	3960	\$316.80	A
24-205-176-0005-00	121 W Clay Ave	JILLIAN & JORDAN LLC	675	RICHMOND NW	GRAND RAPIDS	MI	49504	4884	\$390.72	A
24-205-322-0003-00	623 W Clay Ave	L & K COMPANY LLC	2964	LAKESHORE DR W201	MUSKEGON	MI	49441	18388	\$1,471.04	A
24-205-322-0005-00	639 W Clay Ave	L & K COMPANY LLC	2964	LAKESHORE DR W201	MUSKEGON	MI	49441	17424	\$1,393.92	A
24-205-367-0012-00	1137 3rd St	LEMKE DELORES J/LEMKE KIM A	1137	3RD ST	MUSKEGON	MI	49441	4536	\$362.88	A
24-205-351-0005-00	275 W Muskegon Ave	LEMMEN PONTIAC & FM EQ	13	RANDALL	COOPERSVILLE	MI	49404	17424	\$1,393.92	A
24-205-367-0015-00	1125 3rd St	LINK BRAD D	1125	3RD ST	MUSKEGON	MI	49441	5805	\$464.40	A
24-205-175-0021-00	777 Pine St	MCDERMOTT WILLIAM/DENISE	777	PINE ST	MUSKEGON	MI	49442	15576	\$311.52	B
24-205-331-0001-00	122 W Muskegon Ave	MCDONALDS CORP		PO BOX 182571	COLUMBUS	OH	49503	42125	\$3,000.00	A
24-205-317-0009-10	600 W Clay Ave	MILL STREET GROUP LLC	35	RESEARCH DR STE 300	AN ARBOR	MI	48103	2464	\$197.12	A
24-205-318-0001-00	664 W Clay Ave	MJ DOWNTOWN PROPERTIES LLC	5142	EVANSTON AVE	MUSKEGON	MI	49442	77614	\$750.00	B
24-205-318-0008-00	650 W Clay Ave	MJ DOWNTOWN PROPERTIES LLC	5142	EVANSTON AVE	MUSKEGON	MI	49442	4800	\$96.00	B
24-205-562-0001-00	715 Terrace St	MOKA CORPORATION	715	TERRACE ST	MUSKEGON	MI	49440	93218.4	\$3,000.00	A
24-205-322-0002-00	611 W Clay Ave	MOORE BRENDA M	611	W CLAY AVE	MUSKEGON	MI	49440	9147.6	\$731.81	A
24-205-332-0007-20	943 Jefferson St	MORALES MANUEL	2737	SHARON CT SW	WYOMING	MI	49519-2317	4841	\$387.28	A
24-205-563-0008-10	372 Morris St	MORRIS ST LLC	425	W WESTERN AVE SUITE 200	MUSKEGON	MI	49440	313632	\$3,000.00	A
24-432-000-0000-00	380 W Western Ave	MUSKEGON CHAMBER BUILDING LLC	300	WASHINGTON AVE STE 200	GRAND HAVEN	MI	49417	15289.9	\$1,223.19	A
24-205-563-0008-11	340 Morris St	MUSKEGON GSA LLC	6641	WEST BROAD ST STE 101	RICHMOND	VA	23230	47579.91	\$3,000.00	A
24-205-315-0005-00	561 W Western Ave	MUSKEGON HERITAGE ASSOC	561	W WESTERN AVE	MUSKEGON	MI	49440	5487	\$438.96	A
24-205-316-0005-00	593 W Western Ave	MUSKEGON LAKEVIEW CONDOS LLC	15877	LAKE AVE	GRAND HAVEN	MI	49417	10920	\$873.60	A
24-204-000-0000-00	333 W Western Ave	NEW TREND INVESTMENTS LLC	8868	WATER ST	MONTAGUE	MI	49437	9280.54	\$742.44	A
24-205-176-0003-00	103 W Clay Ave	NOORDYK WILLIAM TRUST	2700	KENOWA NW	GRAND RAPIDS	MI	49544	5874	\$469.92	A
24-205-316-0004-00	591 W Western Ave	NORTH EAST BUSINESS ASSOC LLC	5691	17 MILE RD	CEDAR SPRINGS	MI	49319	3360	\$268.80	A
24-205-176-0012-00	66 W Webster Ave	NW AMERICA REAL ESTATE LLC	2648	E WHITE LAKE DR	TWIN LAKE	MI	49457	5676	\$113.52	B
24-205-176-0013-00	821 Pine St	NW AMERICA REAL ESTATE LLC	2648	E WHITE LAKE DR	TWIN LAKE	MI	49457	1386	\$27.72	B
24-205-176-0015-00	813 Pine St	NW AMERICA REAL ESTATE LLC	2648	E WHITE LAKE DR	TWIN LAKE	MI	49457	4554	\$91.08	B
24-205-177-0007-00	820 Pine St	NW MILL REAL ESTATE LLC	820	PINE ST	MUSKEGON	MI	49442	26136	\$522.72	B

24-205-567-0001-50	955 3rd St	PARKLAND ACQUISITION LLC	75	W WALTON AVE STE 1	MUSKEGON	MI	49440	69696	0.00*	A
24-605-000-0001-00	939 3rd St	PARKLAND ACQUISITION LLC (2/3 INT)	75	W WALTON	MUSKEGON	MI	49440	67884	\$3,000.00	A
24-205-566-0009-00	428 W Western Ave	PARKLAND HUDSONVILLE LLC	75	W WALTON AVE #A	MUSKEGON	MI	49440	11648	\$931.84	A
24-205-313-0005-00	441 W Western Ave	PH HOLDING LLC		PO BOX 388	MUSKEGON	MI	49443	12904	\$1,032.32	A
24-205-367-0001-00	1115 3rd St	PIONEER RESOURCES INC	601	TERRACE ST #100	MUSKEGON	MI	49440	4356	\$348.48	A
24-205-567-0001-20	490 W Western Ave	PORT CITY CIO BLDG	490	W WESTERN AVE	MUSKEGON	MI	49440	7195.14	\$575.61	A
24-205-328-0001-00	275 W Clay Ave	PRESS' DEVELOPMENT LLC	8081	HOLTON DUCK LAKE RD	HOLTON	MI	49425	59400	\$3,000.00	A
24-205-321-0007-00	1288 9th St	RELIABLE TOWING INC	1288	9TH ST	MUSKEGON	MI	49441	41758	\$750.00	B
24-205-175-0015-00	806 Terrace St	RIEGLER PROPERTIES LLC	808	TERRACE ST	MUSKEGON	MI	49440	3780	\$302.40	A
				*adjacent parcel w/939; cap has been met						
24-233-000-0004-00	360 W Western Ave	RUSSELL BLOCK DEVELOPMENT LLC		PO BOX 732	MUSKEGON	MI	49443	7805.11	\$624.41	A
24-233-000-0025-00	376 W Western Ave	RUSSELL BLOCK DEVELOPMENT LLC		PO BOX 732	MUSKEGON	MI	49443	3172.95	\$253.84	A
24-205-379-0001-00	1157 3rd St	S & R KADO LLC	2513	VISTA POINT CT NW	GRAND RAPIDS	MI	49534	17424	\$1,393.92	A
24-205-175-0020-00	98 W Clay Ave	SEARER JAMES	908	N SANDALWOOD CIR	MUSKEGON	MI	49441	1881	\$150.48	A
24-233-000-0008-00	379 W Western Ave	SIDOCK PROPERTIES LLC	45650	GRAND RIVER AVE	NOVI	MI	48374	22542	\$1,803.36	A
24-205-318-0003-00	1250 9th St	STRONG LEIGH JR/LINDA	2084	MARYLAND	MUSKEGON	MI	49441	21120	\$422.40	B
24-205-188-0012-00	952 Terrace St	SWIATEK TRUST	4778	RUSSELL RD	MUSKEGON	MI	49445	13860	\$277.20	B
24-205-555-0001-00	100 W Western Ave	THEBO JOYCE M REVOCBLE LIVING TRUST	45995	MEADOW CIRCLE E	MACOMB	MI	48044	16103	\$1,288.24	A
24-205-351-0007-00	1100 3rd St	VENTURE ONE MANAGEMENT LLC	1100	3RD ST	MUSKEGON	MI	49441	8712	\$696.96	A
24-205-175-0018-00	118 W Clay Ave	VERIZON INC	401	MERRITT 7	NORWALK	CT	06851	17424	\$348.48	B
24-205-316-0007-00	605 W Western Ave	WESTERN AVE LLC	605	W WESTERN AVE	MUSKEGON	MI	49440	3354	\$268.32	A
24-205-316-0008-00	607 W Western Ave	WESTERN AVE LLC	605	W WESTERN AVE	MUSKEGON	MI	49440	4486	\$358.88	A
24-205-189-0010-00	896 Pine St	WILSON EUDORA B JR	8812	62ND AVE	COLLEGE PARK	MD	20740	3480	\$278.40	A
24-205-174-0008-00	772 Pine St	WITT LEE A TRUST	1501	RUDDIMAN DR	MUSKEGON	MI	49445	4224	\$84.48	B
24-205-321-0001-00	665 W Clay Ave	WWG HOLDINGS LLC	665	W CLAY AVE	MUSKEGON	MI	49440	27720	\$554.40	B
24-205-321-0004-00	699 W Clay Ave	WWG HOLDINGS LLC	665	W CLAY AVE	MUSKEGON	MI	49440	27580	\$195.60	B
24-205-321-0012-00	1237 8th St	WWG HOLDINGS LLC	665	W CLAY AVE	MUSKEGON	MI	49440	13400	\$268.00	B

								TOTALS:	2876787.21	\$111,924.48
(contigious property = 1 assessment)								Assessment Rate		TOTAL ASSESSMENT
								Class A	0.08	
								Class B	0.02	

Total to be paid by assessments: \$111,924.48
Percentage = 74.62%