

CITY OF MUSKEGON
CITY COMMISSION WORKSESSION

Monday, September 13, 2021
5:30 p.m.
City Commission Chambers

Minutes

2021-73

Present: Mayor Gawron, Vice Mayor Hood, Commissioners Rinsema-Sybenga, Emory, Johnson, and German

Absent: Commissioner Ramsey

Alley Paving Policy

The Department of Public Works Director, Leo Evans, presented an Alley Paving Policy for City Commission consideration. An overview of the process is as follows:

Citizens organize amongst their block and complete a (3) three-page application to petition the city to have their alley paved. Application requires designation of a Block Captain to serve as the single point of contact, information on the specific alley, and a roll for the parcels with alley frontage.

The city staff will review all applications and create a shortlist of alleys to be paved on an annual basis. Alleys will be reviewed and prioritized based on access, ownership, utility conditions, use types/frequency, DPW availability for the work, and neighbor support. Not all alleys are candidates for paving. City staff will communicate with the Block Captain on the findings and recommendations.

Unanimous support is not necessary to proceed, however majority support is necessary, and the higher the support the higher the priority.

Once an alley is selected the Block Captain is responsible to collect the fees associated with the paving request and deliver them to the City. Once paid the City will schedule the work during the available paving season (May – October) based on staff availability. Work will take approximately 1 week to complete and residents are asked to minimize their use of the alley during the work.

Alley paving will consist of a single 12 FT wide lane at approximately 2 inches thickness asphalt. No flare outs or widening will be constructed. Any additional work to extend existing paved driveways to meet the paved alley is the homeowners responsibility. City

will maintain the alley for its useful life, when full replacement is warranted the process must be restarted.

Discussion took place regarding the proposed policy. This item will be considered at a regular meeting in the future.

Draft Deer Hunting Ordinance

Department of Public Works Director, Leo Evans, presented a draft deer hunting ordinance for City Commission Consideration. An overview of the process is as follows:

Parcels would apply for status as a designated Deer Management Area (DMA). Staff would review applications and present a recommendation to the Commission for approval. Staff would review the following in determining their recommendation:

- Size of parcel (Minimum 5 Acres between maximum of 2 parcels)
- Appropriate areas within the parcel
- Number of hunters
- Shooting Direction
- Duration of DMA designation

Public and/or Private parcels could be considered for DMA status; combined public and private parcels, to meet the 5-acre minimum, would not be considered.

Hunters are required to meet all MDNR rules and regulations, only archery hunting is allowed and only during MDNR approved archery seasons. A legal MDNR harvest tag must be possessed by the hunter and used if a deer is harvested.

Hunting within a public land DMA requires issuance of a permit from the City. A city issued permit is not required for private land.

150 FT setback required from any public building, street, and DMA perimeter is required.

Hunters may not trespass for any reason.

Discussion took place regarding the proposed ordinance. This item will be considered at a regular meeting in the future.

ARP Infill Housing Program

City staff has developed and released a Request for Qualifications for homebuilders to participate in our ARP Infill Housing Program. We received a total of four responses.

Staff is recommending that all four builders be selected to submit formal proposals to construct homes as part of the ARP Infill Housing Program. LRS Enterprises submitted to construct five homes; Williams Construction submitted to construct six homes; Kramer Builders submitted to construct three homes, and West Urban Properties submitted to construct the full \$5 Million program. We are using a rough estimate of \$250,000 per home, the actual costs will be determined as the builders bid their specific projects with their subcontractors. The breakdown will look something like this:

Builder/Developer	City ARPA Funds	Developer Funds
LRS Enterprises	\$750,000	\$750,000
Williams Construction	\$750,000	\$750,000
Kramer Builders	\$250,000	\$250,000
West Urban Properties	\$3,250,000	\$3,250,000

Discussion took place regarding the ARP Infill Housing Program. This item will be considered at the September 14, 2021 regular City Commission meeting.

Arena Buildout – Carlisle's

Carlisle's restaurant is officially moving forward at Mercy Health Arena. Staff is seeking approval to perform the construction activities.

After more than two years of planning, we have started demolition of the front entryway at the arena to accommodate the facility's newest restaurant. There are a number of logistics related to the construction timing that is resulting in a logical path forward that includes the City managing the construction project and timeline.

There are a number of key milestones that we must hit, including the two greatest issues: moving doors for the opening of the hockey season in October, and building in compliance with our liquor license. Our lease with Carlisle's calls for them to begin construction after the DDA liquor license is secured – that may take much of October and is not acceptable to the Lumberjacks. To expedite the process, the Arena is seeking to undertake and manage the construction efforts. We would enter into the construction contract with Platinum Construction (Carlisle's contractor). Carlisle's ownership group would then pay us in full once construction is complete. Not that we have their bank approval letter, and their financing is already set. The buildout will take 8-10 weeks at an estimated cost of \$647,202.49.

Discussion took place regarding the Arena Buildout for Carlisle's. This item will be considered at the September 14, 2021 regular City Commission meeting.

Marihuana Facilities Update

Jill Montgomery-Keast from Public Health Muskegon County updated the City Commission on how funding is being used to provide education, communication, and outreach related to the use of marihuana. The education is harm-reduction focused. Discussion took place about partnering with the Health Department on the education campaign.

Mike Franzak, Planning Manager, updated the City Commission on Social Equity grants that have been awarded. Two have been awarded. Mr. Franzak also provided some suggested amendments to the Social Equity grant program. The Planning Department is also working the County Clerk to hold an expungement clinic.

Mike went on to provide the Commission with some suggested Zoning changes that will be discussed at an upcoming Planning Commission meeting. The suggestion includes some rezoning in the Lakeside area to allow for certain marihuana license types. The current zoning in that area does not allow for most of these types of businesses.

Public Comment – No public comments were received.

Adjournment – The Worksession meeting adjourned at 8:36 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC – City Clerk