

CITY OF MUSKEGON

CITY COMMISSION MEETING

AUGUST 9, 2016

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ☐ **CALL TO ORDER:**
- ☐ **PRAYER:**
- ☐ **PLEDGE OF ALLEGIANCE:**
- ☐ **ROLL CALL:**
- ☐ **HONORS AND AWARDS:**
- ☐ **INTRODUCTIONS/PRESENTATION:**
 - A. Presentation of 2016 Beautification Awards**
 - B. Veteran's Memorial Park Presentation by Muskegon County Department of Veteran's Affairs and Northside Lions**
- ☐ **CITY MANAGER'S REPORT:**
- ☐ **CONSENT AGENDA:**
 - A. Approval of Minutes City Clerk**
 - B. Approval of Bid Award for 2112 Sampson Community & Neighborhood Services**
- ☐ **PUBLIC HEARINGS:**
- ☐ **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.













Memorandum

To: Mayor and Commissioners

From: Frank Peterson

Re: City Commission Meeting

Date: August 4, 2016

Here is a quick outline of the items on next week's agenda:

WORK SESSION

First will be a presentation on the Windward Pointe development by representatives of Pure Muskegon.

We will then have a short presentation regarding the Red Project, which is a needle exchange program. There should be an email in your packet from Jill Montgomery-Keast from the Planning Commission making an introduction to the program.

We will also dedicate time to discuss the street light assessment. Staff will be prepared to talk about the process, costs, and estimated energy savings from an LED conversion. Regardless of the commission's decision, there should be minimal effect on the 2016-17 budget year.

COMMISSION MEETING

1. We will have an number of presentations, as follows:
 - a. First will be a presentation of the 2016 Beautification Awards
 - b. Second will be a presentation on Veteran's Memorial Park
2. Under the consent agenda, we are asking the Commission for approval of the following:
 - a. Last meeting's minutes.
 - b. The construction of a CNS home at 2112 Sampson.

If there are questions on any agenda items, please try to let staff know in advance, and we will be sure to have the appropriate data/research available at the meeting.

Date: August 3, 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 July 11, 2016 Worksession and the July 12, 2016 Regular City Commission Meetings.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

City of Muskegon
City Commission Worksession
July 11, 2016
Innovation HUB (Formerly MAREC)
200 Viridian Drive, Muskegon, MI 49440
5:30 PM

MINUTES

2016-57

Present: Commissioners Hood, Gawron, Johnson, Turnquist, Rinsema-Sybenga, and Warren.
Absent: German.

Proposed Project at 920 Washington Regarding OPRA and NEZ Request Sara Sass.

There will be 128 market rate apartments added to the site. When this project is completed, an amusement activity center will be added. They will be working on the Western Avenue portion first to clean the area. The project is a total investment of \$33.5 million and a two year timeline.

Pere Marquette Discussion

The City Manager presented facts about the median based income home for residents in the City of Muskegon. This information was broken down into individual neighborhoods. He then explained the cost to maintain the beach and Kruse Park and the necessity to generate revenue from the beach so we may maintain or even increase the level of service.

Mike Franzak, Zoning Administrator, reviewed the history of Pere Marquette Park and the previous two public input sessions. From those sessions, the most important items the public thought was important was accessibility, beautification, bathhouse, built development, development of shops, and community events.

Jamie Pesch, Planning Intern, indicated from those public input sessions, staff understood residents would be interested in pods, containers, and sheds that could host temporary businesses in the summertime at the beach.

Some residents indicated they would like a traffic study conducted at Pere Marquette Park. Several residents spoke in favor of paid parking at the beach. Others stressed the need for more bathrooms, stores, and concession stands. It was suggested that an organized bicycle route be added.

One citizen suggested that people living within a certain distance be allowed to access the beach for free. Another citizen thought there was a need to build places for people to stay. Other residents agreed that beach rental homes are a growing issue. If we are inviting more people to visit our beach, we need to offer them more. Some residents cautioned against paid parking and issues it may create. Another citizen requested a yield sign by the coastguard.

The Commission indicated the cost to maintain the beach is approximately \$475,000 each year. We need a way to generate revenue and implement a mixture of ideas.

Adjournment.

Meeting adjourned at 8:12 p.m.

Ann Marie Meisch, MMC
City Clerk

CITY OF MUSKEGON

CITY COMMISSION MEETING

JULY 12, 2016

CITY COMMISSION CHAMBERS @ 5:30 P.M.

MIINUTES

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, July 12, 2016.

Pastor Melvin C. Burns, II, Agape Christian Fellowship Center, 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 Gawron, Commissioners Debra Warren, Willie German, Jr., Dan Rinsema-Sybenga, and Byron Turnquist, City Manager Franklin Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

Absent: Vice Mayor Eric Hood

Late Arrival: Commissioner Ken Johnson

2016-58 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve minutes of the June 28, 2016 Regular City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of Minutes.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Warren, to approve the Consent Agenda as presented with the exception of Item B.

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

Nays: None

MOTION PASSES

2016-59 ITEMS REMOVED FROM THE CONSENT AGENDA:

B. Purchase of 14 Electronic Pollbooks City Clerk

SUMMARY OF REQUEST: The laptops that host the electronic pollbook are

approximately five years old and are showing their age. We would like to purchase new laptops for the 14 precincts and use the existing laptops as back-ups in case of computer failure. These computers retail for \$1000 and offered through government purchasing for \$700 but IT was able to negotiate a \$600 per laptop price.

FINANCIAL IMPACT: \$8,400 from the Election Budget.

BUDGET ACTION REQUIRED: This is a budgeted item.

STAFF RECOMMENDATION: To approve the purchase of 14 laptops from Dell through the government purchasing contract.

Motion by Commissioner Johnson, second by Commissioner German, to approve the purchase of 14 laptops from Dell through the government purchasing contract.

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

Nays: None

MOTION PASSES

2016-60 PUBLIC HEARINGS:

A. Request for an Industrial Facilities Exemption Certificate – Production Fabricators Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 198 of 1974, as amended, Production Fabricators, Inc., 1608 Creston St., has requested the issuance of an Industrial Facilities Tax Exemption Certificate. The total capital investment will be \$850,000 in personal property and will create five new jobs. This qualifies them for a tax abatement of 12 years under the current City policy.

FINANCIAL IMPACT: The City will capture certain additional property taxes generated by the expansion.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the resolution granting an Industrial Facilities Exemption Certificate for a term of twelve (12) years for personal property.

PUBLIC HEARING COMMENCED: Public comments were received.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner German, to close the public hearing and approve the Industrial Facilities Exemption Certificate for a term of twelve years for personal property.

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

Nays: None

MOTION PASSES

B. 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, the Hinman Company has requested to create a new Neighborhood Enterprise Zone (NEZ) district for the parcel at 316 Morris St. for a residential addition to the 7th floor of the Terrace Plaza building.

FINANCIAL IMPACT: For those properties that are approved for a NEZ Certificate, taxation will be levied using half of the State average of millages of local entities.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To hold the public hearing.

PUBLIC HEARING COMMENCED: No public comments were received.

Motion by Commissioner Warren, second by Commissioner Rinsema-Sybenga, to close the public hearing.

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

Nays: None

MOTION PASSES

C. 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, the P&G Holdings NY LLC has requested to create a new Neighborhood Enterprise Zone (NEZ) district for a residential addition to the Watermark.

FINANCIAL IMPACT: For those properties that are approved for a NEZ Certificate, taxation will be levied using half of the State average of millages of local entities.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To hold the public hearing.

PUBLIC HEARING COMMENCED: Public comments were received.

Motion by Commissioner German, second by Commissioner Johnson, to close the public hearing.

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

Nays: None

MOTION PASSES

D. Request to Establish an Obsolete Property District – 920 Washington Avenue Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 146 of the Michigan Public Acts of 2000, P&G Holdings NY LLC, has requested the establishment of an Obsolete Property District for their property at 920 Washington Ave. The establishment of the Obsolete Property District would allow them to apply for an Obsolete Property Rehabilitation Exemption Certificate.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Staff recommends approval of the Obsolete Property District.

PUBLIC HEARING COMMENCED: Public comments were received.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner German, to close the public hearing and approve the Obsolete Property District.

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

Nays: None

MOTION PASSES

E. Request to Issue an Obsolete Property Certificate – P & G Holdings NY, LLC – 920 Washington Avenue Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 146 of the Michigan Public Acts of 2000, P&G Holdings NY, LLC has requested the issuance of an Obsolete Property Certificate for their property located at 920 Washington Ave. Total capital investment for this project is estimated at \$13,000,000. The applicant is eligible for a 12-year abatement because of the amount of investment.

FINANCIAL IMPACT: If an Obsolete Property Certificate is issued, the property would be frozen at the pre-habilitated rate for the duration of the certificate.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Staff recommends approval of the Obsolete Property Rehabilitation Exemption Certificate.

PUBLIC HEARING COMMENCED: Public comments were received.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Johnson, to close the public hearing and approve the Obsolete Property District.

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

Nays: Turnquist

MOTION PASSES

PUBLIC PARTICIPATION: Public Comments were received.

ADJOURNMENT: The City Commission adjourned at 7:08 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC, City Clerk

Commission Meeting Date: August 9, 2016

Date: August 1, 2016

To : Honorable Mayor & City Commission

From: Community and Neighborhood Services Department

RE : Approval of Bid Award for 2112 Sampson

SUMMARY OF REQUEST: To approve the bids and award the Building Contract for the construction of a single family dwelling at 2112 Sampson to Custom Exteriors, LLC for the City of Muskegon's HOME Program through CNS.

CNS received 3 bids as listed on the attached sheet; the cost estimate from our spec writer was \$198,200.

FINANCIAL IMPACT: The funding for this project has been secured through the HOME program 2016 grant allocation.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To award Mike Murphy the building construction contract for 2112 Sampson, in the amount of \$166,855, for the Community and Neighborhood Services office.

COMMITTEE RECOMMENDATION: None required.

MEMO

**Community and
Neighborhood Services**
City of Muskegon
933 Terrace Street
Second Floor
Muskegon, MI 49442
Ph: (231) 724-6717
Fax: (231) 726-2501

Date: July 27, 2016
To: 2112 Sampson New Construction Bidders
From: Community and Neighborhood Services
Re: 2112 Sampson New Construction Bids

The following is a list of contractor companies and their proposed bid amount to complete the project:

Custom Exteriors, LLC	\$ 166,855.00
CRM Construction, Inc.	\$ 343,854.47
JD Fisher Builders	\$ 209,503.00

The City of Muskegon reserves the right to accept and/or reject any or all bids.
The City of Muskegon is also not restricted to accept the lowest bid.

We appreciate everyone's interest in being a part of the City of Muskegon's neighborhood revitalization efforts.