

CITY OF MUSKEGON

CITY COMMISSION MEETING

MAY 10, 2016

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ☐ CALL TO ORDER:
- ☐ PRAYER:
- ☐ PLEDGE OF ALLEGIANCE:
- ☐ ROLL CALL:
- ☐ HONORS AND AWARDS:
 - A. Miss Basketball Runner up – Mardrekia Cook
- ☐ INTRODUCTIONS/PRESENTATION:
 - A. Carla Flanders, Muskegon Area Chamber of Commerce Regarding the Beautification Project for Sherman Corridor
- ☐ CITY MANAGER'S REPORT:
- ☐ CONSENT AGENDA:
 - A. Approval of Minutes City Clerk
 - B. National Bike to Work Week Proclamation City Clerk
 - C. Special Event Liquor License – Farmer's Market City Clerk
 - D. CDBG/HOME Budget Recommendations Community and Neighborhood Services Department (CNS)
 - E. Zeno's Italian Ice Concession Contract for City of Muskegon Parks Department of Public Works
 - F. Permanent Traffic Control Order-Installation of "Yield" signs at the intersection of Miner Avenue and Denmark Street, TCO #23-(2016) Department of Public Works
 - G. Removal of Street Lights in the Downtown Area Department of Public Works
- ☐ PUBLIC HEARINGS:
- ☐ COMMUNICATIONS:
- ☐ UNFINISHED BUSINESS:

☐ **NEW BUSINESS:**

A. Consideration of Bids for: Monroe reconstruction between Fourth & Fifth Engineering

☐ **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: May 5, 2016

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

Work Session

We will have our Work Session and CRC Meeting at McGraft Park on Monday. The CRC meeting will actually come first, and the Work Session will follow. Here are the topics of discussion:

- a. (CRC). Muskegon County Administrator, Mark Eisenbarth, will be in attendance to discuss the County's efforts to create a Recreation Authority. This effort would supplant the current quality of life millage. There are opportunities for this to benefit the LC Walker and other city facilities, but that would be determined at a later date. Mark would like to talk about the concept and answer questions. If the Commission is supportive, he would like a letter of support to take to his County Commission.
- b. (CRC). The Mayor and I will present the Actions Plans that were formed at the staff level following the Goal Setting Session. We should have email copies of the entire plan to the Commission prior to the meeting.
- c. (Work Session). We'll take a more in-depth look at revenue enhancements for the coming year(s). It is important to have this conversation now, as we are building the budget to be presented to the commission in the next 6 weeks. Items to cover will include lighting assessments, street improvement assessments, parking at Pere Marquette, vacation rental registration, etc.
- d. (Work Session). We are proposing an immediate sewer rate increase following the loss of a major customer. The customer was a township-based groundwater cleanup site. They were essentially pumping groundwater, treating it, and disposing of it via our sewer system. They were given approval from the DEQ to stop this operation in the past few months. We are seeing a tremendous impact on the sewer fund – taking an original budget deficit of \$443,000 and growing it to nearly \$1,000,000. Originally, we had a plan to step up the sewer rates over

the next few years to a 1.32 multiplier of the county rate. Staff is now asking that the rate be increased to 1.35 times the county treatment rate, effective July 1, 2016.

- e. (Work Session). We are seeking approval to hold a few special events at the Farmers Market to benefit the Power of Produce Program. The events would be similar to the Party in the Park concept, where non-profits operate the beverage area in an attempt to raise dollars for the specific charity. Originally, we were looking to only try this on Thursday evenings, but we would also like to try this on Saturdays, as well, because the impact on the charity would be much greater with the larger Saturday attendance.

Regular Meeting

1. We will be presenting a special honor to Mardrekia Cook as the runner-up to the Miss Basketball award for the State of Michigan. She is a Big Red.
2. Carla Flanders from the Chamber's Beautification Committee will be here to speak about the group's efforts to beautify Sherman Ave from US 31 to Beach Street. They will be looking for financial/staff participation from the City at some point.
3. Under the consent agenda, we are asking the Commission for approval of the following:
 - a. Last meeting's minutes.
 - b. A proclamation related to National Bike to Work Week.
 - c. A Special Event Liquor License for the Farmers Market – to allow alcoholic beverages to be sold as part of a fundraiser for the Power of Produce Program.
 - d. CDBG/HOME Recommendations from the CNS staff and the CDC Board. There are few changes from recent years, except that some funding was reduced. The big change for the year lies in the Emergency Housing Repair Program, as we will now require lead (water) testing prior to making an investment in a home.
 - e. A contract with Zeno's Italian Ice to sell concessions in certain city parks.
 - f. A traffic control order allowing the installation of yield signs at the intersection of Miner and Denmark.
 - g. We are planning to award the Monroe Street improvement project at this meeting. However, the bids are not due until Tuesday afternoon. Our plan is to review them and have a recommended contractor just prior to the meeting. It's important that the contract gets approved this week, as we need them to start ASAP so we can get the houses on Monroe finalized with drive approaches and landscaping.

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: May 4, 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 April 26, 2016 Regular City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

CITY OF MUSKEGON

CITY COMMISSION MEETING

APRIL 26, 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, April 26, 2016.

Pastor Matthew Sharpe, Evanston Avenue Baptist Church, 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, Vice-Mayor Eric Hood, Commissioners Byron Turnquist, Ken Johnson, Debra Warren, Willie German, Jr., and Dan Rinsema-Sybenga, City Manager Franklin Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

2016-31 HONORS AND AWARDS:

A. 2015 Outstanding Citizenship Awards Presentation

Renae Hesselink, Bob Fountain, and Allen Serio were all recognized for receiving the 2015 Outstanding Citizenship Award. George Washington Carver Walker, III, was also recognized but was not in attendance at the meeting. The award plaques were presented at a Rotary Luncheon.

2016-32 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve minutes of the April 11, 2016 Worksession Meeting and the April 12, 2016 Regular City Commission Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

B. Request to Fly the Norwegian Flag City Clerk

SUMMARY OF REQUEST: Sons of Norway are requesting permission to fly the Norwegian Flag at City Hall on Tuesday, May 17, 2016, in honor of Norway's

Constitution Day (Independence Day).

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the request.

C. Fireworks Display Permit for Muskegon Country Club City Clerk

SUMMARY OF REQUEST: Melrose Pyrotechnics, Inc. is requesting approval of a fireworks display permit for July 1, 2016, at the Muskegon Country Club, 2801 Lakeshore Drive. Fire Marshall Metcalf will inspect the fireworks on the day of the event.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval contingent upon inspection of the fireworks and approval of insurance.

E. Request to Purchase Docks for Hartshorn Launch Ramp Department of Public Works

SUMMARY OF REQUEST: Authorize staff to contract with the sole-source supplier Stabil-Float Systems, LLC, of Grant Michigan, to replace two floating docks at the Hartshorn Launch Ramp.

The current docks are over 10 years old and no longer buoyant. Exact replacement cost would be more expensive and less durable than the Stabil-Float option.

FINANCIAL IMPACT: Not to exceed \$19,540.00 dollars from the Marina Fund.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: Authorize staff to hire Stabil-Float Systems, LLC.

F. City – MDOT Agreement – Laketon Avenue from Lakeshore to Nevada Engineering

SUMMARY OF REQUEST: Approve the contract with MDOT for the Laketon Avenue construction between Lakeshore & Nevada and approve the resolution authorizing the Mayor and City Clerk to sign the contract.

FINANCIAL IMPACT: MDOT's participation is limited to the approved federal funds of \$400,000. The estimated total construction cost is \$1,473,000 plus engineering cost.

BUDGET ACTION REQUIRED: None at this time, however, a portion of the project cost is budgeted in this fiscal year and the other portion will be budgeted for in 2016/2017 budget.

STAFF RECOMMENDATION: Approve the contract and resolution authorizing the Mayor and Clerk to sign both.

Motion by Commissioner Johnson, second by Vice Mayor Hood, to approve the Consent Agenda as presented with the exception of Item D.

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

Nays: None

MOTION PASSES

2016-33 ITEMS REMOVED FROM CONSENT AGENDA:

D. Beach Fit, Fitness Classes, Business Contract for City of Muskegon Parks
Department of Public Works

SUMMARY OF REQUEST: Staff is asking permission to enter into a 1-year contractual agreement with Brenda Boterenbrood of BeachFit, LLC, at Pere Marquette Park, located within the City of Muskegon, to conduct fitness classes.

FINANCIAL IMPACT: Business revenue is 10% of gross receipts.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Authorize DPW staff to enter into business agreement with Brenda Boterenbrood of BeachFit LLC.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner German, to authorize DPW staff to enter into business agreement with Brenda Boterenbrood of BeachFit LLC.

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

Nays: None

MOTION PASSES

2016-34 PUBLIC HEARINGS:

A. Public Hearing to Review and Receive Comments for 2016-2020 Five-year Regional Consolidated and Annual Action Plans Community and Neighborhood Services

SUMMARY OF REQUEST: To conduct a public hearing on April 26, 2016 to receive comments from the public concerning the 2016-2020 Five-year Regional Consolidated and Annual Action Plan developed by the Community and Neighborhood Services department.

After the public hearing, all comments received during the 30 day comment period (April 13 – May 13) will be documented and included in the plans as required.

FINANCIAL IMPACT: The City is required to submit the Five-year Regional Consolidated and Annual Action Plans to receive 2016 allocations of CDBG and HOME investment Partnership Programs.

BUDGET ACTION REQUIRED: Approve the budget at the next Commission Meeting

on May 10, 2016.

STAFF RECOMMENDATION: To direct staff to gather comments from the public and to submit the Five-year Regional Consolidated and Action Plan to HUD after the public comment period.

PUBLIC HEARING COMMENCED:

Shirley Green, 2574 Morton spoke in reference to the Plan.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Johnson, to close the public hearing and direct staff to gather comments from the public and to submit the Five-year Regional Consolidated and Action Plan to HUD after the public comment period.

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

Nays: None

MOTION PASSES

2016-35 NEW BUSINESS:

A. Third Quarter 2015-16 Budget Reforecast Finance

SUMMARY OF REQUEST: At this time staff is transmitting the ***Third Quarter 2015-16 Budget Reforecast*** which outlines proposed changes to the budget that have come about as a result of changes in revenue projections, policy priorities, labor contracts, updated economic conditions, or other factors.

FINANCIAL IMPACT: Significant third quarter proposed adjustments to the budget are as follows:

- General Fund revenues are reforecast
- General Fund expenditures are reforecast
- Major Streets Fund
- L C Walker Arena Fund
- Public Improvement Fund

BUDGET ACTION REQUIRED: City Commission approval of this reforecast will formally amend the City's 2015-16 budget.

STAFF RECOMMENDATION: Approval.

Motion by Commissioner German, second by Vice Mayor Hood, to approve the 2015-16 Budget Reforecast.

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

Nays: None

MOTION PASSES

PUBLIC PARTICIPATION: Public comments were received.

ADJOURNMENT: The City Commission adjourned at 6:31 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC, City Clerk

Date: May 9, 2016
To: Honorable Mayor and City Commissioners
From: CITY CLERK'S OFFICE
RE: NATIONAL BIKE TO WORK WEEK
PROCLAMATION

SUMMARY OF REQUEST: The City Commission is asked to adopt the attached proclamation supporting National Bike to Work Week June 13 – 17, 2016.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the attached proclamation.

**PROCLAMATION IN SUPPORT OF NATIONAL
BIKE TO WORK WEEK, JUNE 13 – 17, 2016
CITY OF MUSKEGON**

WHEREAS, for more than a century, the bicycle has been an important part of the lives of Americans; and

WHEREAS, today millions of Americans engage in bicycling as an environmentally sound form of transportation, an excellent form of fitness, and provides quality family recreation; and

WHEREAS, "Bike to Work Week" is a nationwide endeavor to educate the public about the benefits of bicycling and to increase awareness of and respect for bicyclists; and

WHEREAS, the City of Muskegon, MI recognizes the benefits of bicycle commuting in providing exercise, decreasing air pollution, conserving fuel, decreasing traffic congestion, decreasing noise pollution, and improving the health of its citizens; and

WHEREAS, the League of Michigan Bicyclists and independent cyclists throughout our state are promoting greater public awareness of bicycle operation and safety education in an effort to reduce accidents, injuries and fatalities; and

WHEREAS, bicycle transportation is an integral part of the "multi-modal" transportation system planned for by city, state and local transportation government agencies; and

WHEREAS, we recognize and encourage cycling as an important means of transportation, and support potential new cyclists in joining our community; and

WHEREAS, Ride On ! Muskegon County Bikes to Work Week Committee encourages all citizens to ride their bicycles to work, to the store, to the park, around their neighborhoods and with friends and family to promote the personal and societal benefits achieved from bicycling;

NOW, THEREFORE BE IT RESOLVED that the City of Muskegon Commissioners do hereby proclaim June 13 – 17, 2016 as Bike to Work Week.

Witnessed this 9th day of May 2016.

Stephen J. Gawron
Mayor

Date: May 9, 2016
To: Honorable Mayor and City Commissioners
From: CITY CLERK'S OFFICE
RE: Special Event Liquor License – Farmers Market

SUMMARY OF REQUEST: The Muskegon Farmers Market would like to try out a few new events this year and allow alcoholic beverages including spirits. Proceeds will benefit the Power of Produce.

The following dates are being requested: June 30, July 7, July 28, August 11, and September 24th.

FINANCIAL IMPACT: \$50 permit from the State for every date requested.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the request.

Commission Meeting Date: May 10, 2016

Date: May 3, 2016

To: Honorable Mayor and City Commission

From: Community and Neighborhood Services Department (CNS)

RE: 2016 CDBG/HOME Budget Recommendations

SUMMARY OF REQUEST: To accept the recommendations of the Administration and Citizen's District Council in regards to the 2016 CDBG/HOME Budget Allocations for CNS.

FINANCIAL IMPACT: None at this time.

BUDGET ACTION REQUIRED: To finalize the budget for the CNS department and direct staff to publish the approved budgets for the 2016 CDBG/HOME Allocations.

STAFF RECOMMENDATION: To accept and approve the recommended 2016 - CDBG and HOME Budgets for CNS.

COMMITTEE RECOMMENDATION: The Citizen District Council has made their recommendations. (See attached spreadsheet)

CDBG Organization/Agency	Activity	CDC/STAFF 2016 Proposed	2015 Final Determination	2015 BALANCE
COM - Affirmative Action	Affirmative Action**	\$10,000	\$10,000	\$4,774
COM - Affirmative Action	Youth Opportunities/Summer Internships	\$0	\$15,000	\$10,000
COM - CNS	CDBG Admin **	\$167,332	\$159,802	\$53,711
COM - CNS	Priority Home Repair	\$235,790	\$170,000	\$36,630
COM - CNS	Services Delivery	\$75,000	\$64,500	\$36,946
COM - CNS	Vinyl Siding	\$50,000	\$50,000	\$14,000
COM - CNS	Target Neighborhood	\$0	\$16,984	\$7,370
COM - CNS	Neighborhood Grants	\$0	\$18,000	\$18,000
COM - Finance	Fire Station Bond Repayment	\$133,540	\$153,124	
COM - Inspections	Dangerous Bldgs - Demolition	\$50,000	\$50,000	\$45,000
COM - Inspections	Dangerous Bldgs - Board-Ups	\$10,000	\$10,000	\$6,500
COM - Leisure Services	Youth Recreation*	\$70,000	\$70,000	
COM - Planning	Code Enforcement	\$50,000	\$50,000	
Love INC - Ramps	Special Projects/Community Based Org.*	\$0	\$4,500	\$4,500
Love INC - Utility Assistance	Special Projects/Community Based Org *	\$0	\$3,500	\$1,011
COM - Engineering	Streets	\$35,000	\$50,000	
Total CDBG Request		\$886,662	\$895,410	
Total CDBG Allocated		\$886,662	\$895,410	
Expected program income (Debt Recovery)		\$0	\$0	
NOTE:				
* Public Service				
** City CDBG Administration				
Total		\$886,662	\$895,410	
Allocated/Request Difference		\$0	\$0	
Total Amt of Public Service*		\$70,000	\$78,000	
Public Service maximum Amt 15%		\$132,999	\$134,312	
Difference		\$62,999	\$56,312	
Total Amt of City Administration Request**		\$167,332	\$159,802	
Administrative Maximum Amt < 20%		\$177,332.40	\$179,082	
Difference		\$10,000	\$19,280	

HOME Organization/Agency	Activity	CDC/STAFF 2016	2015	2015 BALANCE
		Proposed	Final Determination	
CHDO Allocation	Housing Affordable Units****	\$39,428	\$100,000	\$92,000
CHDO Administration	Administration	\$2,137	\$0	\$8,000
COM - CNS	HOME Administration***	\$26,285	\$26,863	
COM - CNS	HOME Infill/New Construction	\$150,000	\$111,776	\$108,251
COM - CNS	HOME Rental Rehabilitation	\$45,000	\$30,000	\$25,000
COM - CNS	HOME Rehab Construction *	\$0	\$0	
COM - CNS	HOME Homebuyer Assistance *	\$0	\$0	
Total HOME Request		\$262,850	\$268,639	
Total HOME Allocated		\$262,850	\$268,639	
(+) Program Income		\$0	\$0	
Total		\$262,850	\$268,639	
Allocated/Request Difference		\$0	\$0	
NOTE: *** Home Administration **** CHDO Request * To be funded from Program Income				
Total Amt of HOME Administration***		\$26,285	\$26,863	
Total Amt Designated = 10%		\$26,864	\$26,864	
Difference		\$579	\$1	
Total Amt of HOME CHDO ****		\$41,565	\$100,000	\$100,000
Total Amt mandated >= 15%		\$39,428	\$40,296	
Difference		\$2,138	\$59,704	

AGENDA ITEM NO._____

CITY COMMISSION MEETING _____

TO: Honorable Mayor and City Commission

FROM: Department of Public Works

DATE: May 10, 2016

SUBJECT: Zeno's Italian Ice Concession Contract for City of Muskegon Parks.

SUMMARY OF REQUEST:

Staff is asking permission to enter into a 1-year contractual agreement with Gregg Reed of Zeno's Italian Ice LLC, at Pere Marquette Park, located within the City of Muskegon, to sell various products from a mobile vending trailer.

FINANCIAL IMPACT:

Concession revenue is 10% of gross receipts. Commission revenue is unknown at this time as this is the first year in business for the Concessionaire at City of Muskegon Parks.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Authorize DPW staff to enter into concession agreement with Gregg Reed of Zeno's Italian Ice LLC.

COMMITTEE RECOMMENDATION:

PROPOSAL

April 20, 2016

This proposal is for food vending at Pere Marquette Park from the second week of June through Labor Day Weekend.

Our hours would be Friday, Saturday and Sunday from 10am to 6pm

Products we would be selling would be as follows:

Italian Ice in various flavors

Town Club Sodas

Bottled water

Brain freeze (a combination of Italian ice and club soda)

Homemade cookies

Canolli (only if we can find a good way to keep them fresh)

We would give 10% of the daily gross to the City of Muskegon.

I should mention that we do have some dates previously booked, however we are purchasing a second cart to enable us to keep all commitments. As well as the possibility of increasing our hours at Pere Marquette Park to better serve the public.

We look forward to working with the City of Muskegon in this capacity.

Sincerely,

Gregg Reed

Zeno's Italian Ice LLC

616-258-3350

gregg@zenosice.com

www.zenosice.com

Date: May 10, 2016

To: Honorable Mayor and City Commissioners

From: DPW

RE: Permanent Traffic Control Order-Installation of "Yield" signs at the intersection of Miner Avenue and Denmark Street, TCO #23-(2016).

SUMMARY OF REQUEST:

Authorize staff to install Permanent "Yield" Signs at east-bound and west-bound Miner Avenue at Demark Street per Traffic Control Order #23-(2016).

FINANCIAL IMPACT:

Cost of signage and installation of such at Miner Avenue @ Denmark Street.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Authorize staff to install traffic control signage per Traffic Control Order #23-(2016).

COMMITTEE RECOMMENDATION:

City of Muskegon Traffic Control Order No. 23-(2016)

The following regulatory sign(s) shall be Installed/Removed at/from the location(s) specified below under location in accordance with the Michigan Manual of Uniform Traffic Control.

Device/Regulatory Sign(s) to be Installed/Removed: *Install Permanent "Yield" signs at east bound and west bound Miner Avenue at Denmark Street.*

Location: *Miner Avenue @ Denmark Street.*

Recommendation:

_____	Date: ____/____/____
Director of Public Works	
	Date: <u>5</u> / <u>5</u> / <u>16</u>
Police Chief	
	Date: <u>5</u> / <u>5</u> / <u>16</u>
City Manager	

Commission Approval (required for Permanent TCO only):

_____	Date: ____/____/____
Commission Action #	

Installation/removal

Date assigned: ____/____/____	By: _____
	Traffic Supervisor

Date completed: ____/____/____	By: _____
	Traffic Department Employee

☐ **Temporary;** does not require Commission Action, good for 90-days from Installation/Removal Date.

☐ **Permanent;** requires Commission Action

Date: May 10, 2016

To: Honorable Mayor and City Commissioners

From: Department of Public Works

RE: Removal of Street Lights in the Downtown Area

SUMMARY OF REQUEST:

Authorize staff to enter into agreement with Consumer's Energy to remove 44-street lights in the areas between Muskegon-Webster-Fourth-Spring. Consumer's Energy has offered to remove those lights at a cost of \$25,521.

The estimated annual savings to the City is over \$900 per month for an estimated payback time of less than 3-years.

FINANCIAL IMPACT:

\$25,521.

BUDGET ACTION REQUIRED:

None at this time

STAFF RECOMMENDATION:

To authorize staff to enter into an agreement with Consumer's Energy to remove 44-street lights in the area between Muskegon-Webster-Fourth-Spring.

COMMITTEE RECOMMENDATION:

Norton Shores Customer Service Center

700 E. Sternberg Rd., Norton Shores, MI 49441-6052 • (800) 477-5050 • Facsimile (231) 332-2623

October 12, 2015
City of Muskegon
Mohammed Al-Shatel
933 Terrace St
Muskegon, MI 49440

Notification Number: 00000

STREETLIGHTING AUTHORIZATION:

Location(s)
Muskegon and Webster Streetlight Removals

The City of Muskegon has requested the removal of 44 streetlights along Webster and Muskegon between Fourth and Spring Street. Enclosed for approval and signature, is the original Authorization for Change and Resolution covering the removal of 44 streetlights. The total cost of the project is \$38,663.00. After reviewing the scope of the project, 16 streetlight poles failed inspection and four streetlight poles are to be relocated for a 2015 road project so the City of Muskegon would be responsible for the removal costs of 24 streetlight poles and the associated work required to remove the 44 streetlight poles. The City of Muskegon's cost is \$25,521.00

A non-refundable payment of \$25,521.00 is required from the City of Muskegon.

The estimated monthly energy savings associated with removing the lights is \$959.32. This savings is subject to change based on current rates and does not include any additional surcharges that may apply.

<u>Quantity</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Unit Total</u>
3	Cobra Head -High Pressure Sodium 100 Watt	\$11.75 Each	\$35.25
1	Cobra Head -High Pressure Sodium 150 Watt	\$14.40 Each	\$14.40
27	Cobra Head -High Pressure Sodium 250 Watt	\$21.14 Each	\$570.78
6	Cobra Head -High Pressure Sodium 400 Watt	\$28.11 Each	\$168.66
1	Cobra Head -Mercury Vapor 250 Watt	\$19.81 Each	\$19.81
6	Cobra Head -Mercury Vapor 400 Watt	<u>\$25.07 Each</u>	<u>\$150.42</u>
Total Estimated Savings per Month:			\$959.32

Please sign and return the original Authorization for Change and Resolution. Payment in full is required before the removals can be scheduled for construction.

John P. Brack
System Engineer
(231) 332-2606
Norton Shores Service Center

Date: May 10, 2016
To: Honorable Mayor and City Commissioners
From: Engineering
RE: Consideration of Bids for:
Monroe Reconstruction Between Fourth & Fifth
(H-1705; W-753)

SUMMARY OF REQUEST:

To award the reconstruction of Monroe from Fourth to Fifth to xxxxxxxxxxxxxxxxxxxx since they were the lowest responsible bidder with a total bid price of \$xxxxxxx (see attached bid tabulation).

FINANCIAL IMPACT:

The construction cost of \$xxxxxx

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

Award the contract to xxxxxxxxxxxx.

COMMITTEE RECOMMENDATION: