

CITY OF MUSKEGON

CITY COMMISSION MEETING

APRIL 26, 2005

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ❑ CALL TO ORDER:
- ❑ PRAYER:
- ❑ PLEDGE OF ALLEGIANCE:
- ❑ ROLL CALL:
- ❑ HONORS AND AWARDS:
 - A. Richard Mullally. COMMISSIONER SHEPHERD
- ❑ INTRODUCTIONS/PRESENTATION:
- ❑ CONSENT AGENDA:
 - A. Approval of Minutes. CITY CLERK
 - B. Manufacturing Week Resolution. COMMUNITY RELATIONS
 - C. Rezoning Request for Property Located at 1550 W. Sherman Boulevard.
PLANNING & ECONOMIC DEVELOPMENT
 - D. 2005 Water Treatment Chemical Bids. WATER FILTRATION
 - E. Dump Boxes and Under Body Plows. PUBLIC WORKS
 - F. Utility Boxes. PUBLIC WORKS
 - G. Beach Leveling. PUBLIC WORKS
 - H. TEDF Category F-Grant Application for Park Street. ENGINEERING
 - I. TEDF Category F-Grant Application for Lakeshore Drive. ENGINEERING
- ❑ PUBLIC HEARINGS:
- ❑ COMMUNICATIONS:
- ❑ CITY MANAGER'S REPORT:
- ❑ UNFINISHED BUSINESS:
- ❑ NEW BUSINESS:
 - A. 2005 Healthcare Plan Renewal. FINANCE

- B. Group Life and Disability Insurance. FINANCE
- C. First Quarter 2005 Budget Reforecast. FINANCE
- D. MC Smith & Associates Professional Service Agreement. LEISURE SERVICES & ENGINEERING
- E. Amendment to Leisure Services Fee List. ASSISTANT CITY MANAGER
- F. Summer Celebration Special Event Request. ASSISTANT CITY MANAGER
- G. Concurrence with the Housing Board of Appeals Notice and Order to Demolish the following: PUBLIC SAFETY
 - 1. 1261 Sixth (Garage) – Area 10
 - 2. 680 Orchard (Garage) – Area 11
 - 3. 1924 Brunswick

❑ **ANY OTHER BUSINESS:**

❑ **PUBLIC PARTICIPATION:**

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

❑ **ADJOURNMENT:**

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

CITY OF MUSKEGON

State of Michigan

Certificate of Recognition

WHEREAS, Richard Mullally has been recognized as one of 15 individual Hometown Health Heroes from across Michigan during National Public Health Week; and

WHEREAS, Richard is being recognized for tirelessly working to maintain and improve the health of our community; and

WHEREAS, it was through his diligence and efforts over the last 15 years that the County of Muskegon restaurants have gone from a handful of non-smoking to over 130 smoke free restaurants; and

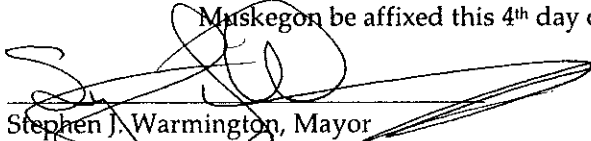
WHEREAS, working with the Lakeshore Lung Society, he has produced certificates thanking these restaurants for providing their patrons the enjoyment of a "fresh air environment"; and

WHEREAS, Richard has involved our local youth as well as working together with many local Muskegon County agencies to increase the impact of his untiring efforts; and

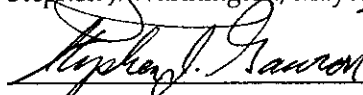
WHEREAS, his ultimate goal is to make "smoke-free" the norm rather than the exception.

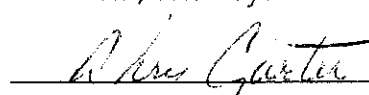
NOW THEREFORE, BE IT RESOLVED, that I, Stephen J. Warmington, on behalf of the City of Muskegon Commission and the our community present this Certificate of Recognition to Richard Mullally to show our deep appreciation for his contributions in reducing the prevalence of second-hand smoke in Muskegon County's public places and extend our congratulations on being honored as a Hometown Health Hero.

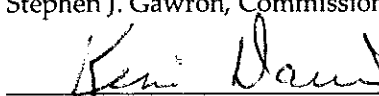
IN WITNESS WHEREOF, we have hereunto set our hands and cause the seal of the City of Muskegon be affixed this 4th day of April 2005.

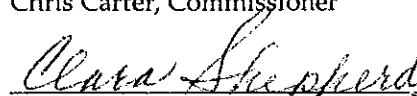

Stephen J. Warmington, Mayor


Bill Larson, Vice Mayor

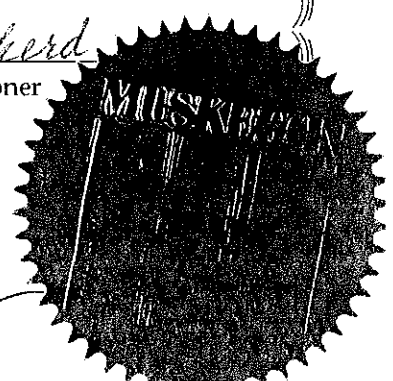

Stephen J. Gawron, Commissioner


Chris Carter, Commissioner


Kevin Davis, Commissioner


Clara Shepherd, Commissioner


Lawrence O. Spataro, Commissioner



Date: April 26, 2005
To: Honorable Mayor and City Commissioners
From: Gail A. Kunding, City Clerk
RE: Approval of Minutes

SUMMARY OF REQUEST: To approve the minutes of the Community Relations Committee that was held on Monday, April 4, 2005; the Commission Worksession that was held on Monday, April 11, 2005; and the Regular Commission Meeting that was held on Tuesday, April 12, 2005.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

CITY OF MUSKEGON

CITY COMMISSION MEETING

APRIL 26, 2005

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, Michigan at 5:30 p.m., Tuesday, April 26, 2005.

Mayor Warmington opened the meeting with a prayer from Pastor Sarah Johnson of the Word of Truth Outreach after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Warmington, Vice Mayor Bill Larson, Commissioner Clara Shepherd, Lawrence Spataro, Chris Carter, and Kevin Davis, City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Gail Kunding.

Absent: Commissioner Stephen Gawron (excused)

2005-38 HONORS AND AWARDS:

A. Richard Mullally. Commissioner Shepherd presented a Certificate of Recognition to Richard Mullally.

2005-39 CONSENT AGENDA:

A. Approval of Minutes. CITY CLERK

SUMMARY OF REQUEST: To approve the minutes of the Community Relations Committee that was held on Monday, April 4, 2005; the Commission Worksession that was held on Monday, April 11, 2005; and the Regular Commission Meeting that was held on Tuesday, April 12, 2005.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. Manufacturing Week Resolution. COMMUNITY RELATIONS

SUMMARY OF REQUEST: To adopt the resolution declaring the week of May 9th through May 13th as manufacturing week for Muskegon area First and its members and partners.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval.

COMMITTEE RECOMMENDATION: The Community Relations Committee recommended approval at their April 4, 2005, meeting.

D. 2005 Water Treatment Chemical Bids. WATER FILTRATION

SUMMARY OF REQUEST: Recommend endorsement of lowest responsible bidders to supply aluminum sulfate, sodium hypochlorite, and fluoride for the water filtration plant.

FINANCIAL IMPACT: Annual cost of \$86,020 (based on average annual water pumped to mains).

BUDGET ACTION REQUIRED: None at this time. These chemicals are budgeted annually.

STAFF RECOMMENDATION: Staff recommends the Mayor and City Commission endorse the low bids received and the contract renewal and enter into contracts with US Aluminate, Rowell Chemical, and Lucier Chemical for aluminum sulfate, sodium hypochlorite, and fluoride respectively.

E. Dump Boxes and Under Body Plows. PUBLIC WORKS

SUMMARY OF REQUEST: Approval to purchase two dump boxes and under body plows.

FINANCIAL IMPACT: Total Cost \$58,348.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve purchase of two dump boxes and under body plows from Truck & Trailer Specialties.

F. Utility Boxes. PUBLIC WORKS

SUMMARY OF REQUEST: Approval to purchase three truck utility boxes.

FINANCIAL IMPACT: Total Cost \$12,801.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve purchase of three utility boxes from Truck & Trailer Specialties.

G. Beach Leveling. PUBLIC WORKS

SUMMARY OF REQUEST: Approval to award Hitsman Excavating the beach leveling contract for 2005.

FINANCIAL IMPACT: Total Cost \$48,000.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve.

Motion by Commissioner Carter, second by Commissioner Davis to approve the

Consent Agenda with the exception of items C, H, and I.

ROLL VOTE: Ayes: Larson, Shepherd, Spataro, Warmington, Carter, and Davis

Nays: None

MOTION PASSES

2005-40 ITEMS REMOVED FROM THE CONSENT AGENDA

C. Rezoning Request for Property Located at 1550 W. Sherman Boulevard.
PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: Request to rezone property located at 1550 W. Sherman Boulevard from B-2 Convenience and Comparison Business to B-4, General Business.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends denial of the request due to lack of compliance with the future land use map, Master Land Use Plan and zoning district intent.

COMMITTEE RECOMMENDATION: The Planning Commission voted to deny the request at their 4/12/05 meeting. Commissioners Spataro, Aslakson, Johnson, Turnquist, Mazade, Michalski & Warmington voted for denial. T. Harryman and B. Smith were absent. A second motion to direct staff to develop ordinance language that would include veterinary clinics, without outdoor kennels, as a Special Use in a B-2 zone and bring it to the Planning Commission at their May meeting for review was unanimously approved, with T. Harryman and B. Smith absent.

Motion by Commissioner Spataro, second by Commissioner Carter to deny the rezoning request for property located at 1550 W. Sherman.

ROLL VOTE: Ayes: Shepherd, Spataro, Warmington, Carter, Davis, and Larson

Nays: None

MOTION PASSES

H. TEDF Category F-Grant Application for Park Street. ENGINEERING

SUMMARY OF REQUEST: Authorize staff, by adopting the resolution, to submit a TEDF Category F Grant application requesting funds for the reconstruction of Park Street between Hackley & Young. This project, if approved, will be submitted as a joint application between the City and Muskegon Heights since the street is equally owned by both communities. Local share, which is estimated at \$48,000, for the project will be equally divided between the two cities with each picking up \$24,000 plus one half of the engineering cost.

FINANCIAL IMPACT: The estimated construction share of \$24,000 plus one half of the engineering cost.

BUDGET ACTION REQUIRED: None at this time. However, should you authorize the submittal; the project will appear on the upcoming CIP for 2006.

STAFF RECOMMENDATION: Authorize staff to submit the grant application.

I. TEDF Category F-Grant Application for Lakeshore Drive. ENGINEERING

SUMMARY OF REQUEST: Authorize staff, by adopting the resolution, to submit a TEDF Category F Grant application requesting funds for the milling & resurfacing of Lakeshore Drive between Laketon & McCracken Streets. This project, if approved, will be submitted as a 2006 project. The estimated cost of the project is about \$240,000 of which the City's share would be about \$60,000 (25%) as a local match share.

FINANCIAL IMPACT: The estimated construction share of \$60,000 plus the engineering cost.

BUDGET ACTION REQUIRED: None at this time. However, should you authorize the submittal; the project will appear on the upcoming CIP for 2006.

STAFF RECOMMENDATION: Authorize staff to submit the grant application.

Motion by Commissioner Spataro, second by Vice Mayor Larson to approve the resolutions authorizing staff to submit the TEDF Category F Grant applications requesting funds for the reconstruction of Park Street and for the milling and resurfacing of Lakeshore Drive.

ROLL VOTE: Ayes: Spataro, Warmington, Carter, Davis, Larson, and Shepherd.

Nays: None

MOTION PASSES

2005-41 NEW BUSINESS:

A. 2005 Healthcare Plan Renewal. FINANCE

SUMMARY OF REQUEST: To renew healthcare coverage with Priority Health for 2005-2006 incorporating the proposed changes outlined in the memo.

FINANCIAL IMPACT: Reduction in the rate of healthcare cost increase from 9.5% to 0.88%. This will mean net savings of \$169,596.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: As follows:

1. Renew contract with Priority incorporating changes;
2. Amend current Rx reimbursement program;
3. Terminate contract with ECPA and incorporate vision benefits under Priority Health contract.

COMMITTEE RECOMMENDATION: The labor-management committee met to discuss these changes.

Motion by Commissioner Spataro, second by Commissioner Davis to approve

the healthcare plan renewal as presented.

ROLL VOTE: Ayes: Warmington, Carter, Davis, Larson, Shepherd, and Spataro

Nays: None

MOTION PASSES

B. Group Life and Disability Insurance. FINANCE

SUMMARY OF REQUEST: To place the city's group life insurance and long-term disability insurance programs with the intergovernmental Group Life and Disability Insurance Program offered through MERS (Municipal Employees Retirement System).

FINANCIAL IMPACT: Reduction in insurance rates, improved program oversight and possible future benefits by developing a relationship with MERS.

BUDGET ACTION REQUIRED: None at this time. Lower rates will be incorporated into future budget reforecasts and the 2006 budget.

STAFF RECOMMENDATION: As follows:

1. Authorize staff to place group life and LTD coverage through MERS effective June 1, 2005. There is no change in benefit levels.
2. Authorize staff to terminate current contracts for life insurance (Jefferson Pilot) and LTD (The Principal).

Motion by Commissioner Carter, second by Vice Mayor Larson to approve the group life and disability insurance through MERS.

ROLL VOTE: Ayes: Carter, Davis, Larson, Shepherd, Spataro, and Warmington

Nays: None

MOTION PASSES

C. First Quarter 2005 Budget Reforecast. FINANCE

SUMMARY OF REQUEST: At this time staff is transmitting the **First Quarter 2005 Budget Reforecast** which outlines proposed changes to the original budget that have come about as result of changes in policy priorities, labor contracts, updated economic conditions, or other factors. For the next meeting, an action item will be placed on the agenda for adoption of the second quarter budget reforecast together with any additional changes deemed necessary by Commissioners.

FINANCIAL IMPACT: First quarter proposed changes to the General fund are relatively minor. The most recent information from the state indicates that 2005 state shared revenues will be \$13,657 less than originally projected. A state revenue conference is scheduled for May at which time further information may emerge. A more significant shortfall is forecast for the CDBG allocation to the General Fund: the original budgeted amount of \$400,000 has been reduced to \$250,000 reflecting the deterioration of CDBG revenues. Other general fund revenues appear to be in line with original projections. Proposed expenditure

changes to the General Fund are minor resulting in an overall \$5,348 increase in projected costs. This figure incorporates the change resulting from the personnel adjustments related to the housing inspections matter.

The most significant change included in the first quarter reforecast is in the Public Improvement Fund. Two new fire trucks (\$800,000) and Fisherman's Landing improvements (\$175,000) have been added. At the time the original budget was prepared, it was thought that one truck would be under contract in 2004. This did not occur and, since that time, it has become apparent from rising maintenance costs that a second truck is warranted. The Fisherman's Landing improvements have been previously discussed and involve an agreement for the Fisherman's Landing group to repay the City over time.

BUDGET ACTION REQUIRED: Self-explanatory.

STAFF RECOMMENDATION: The City Commission should review the *Reforecast* to ensure it reflects their policy initiatives. At the next City Commission meeting, staff will request formal approval of the *Reforecast* and related budget amendments.

No action taken on this item.

D. MC Smith & Associates Professional Service Agreement. LEISURE SERVICES & ENGINEERING

SUMMARY OF REQUEST: To approve a professional service agreement with M.C. Smith Associates and Architectural Group to provide engineering services for Phase I construction of the Lakeshore Trail.

FINANCIAL IMPACT: Approximately \$116,000.

BUDGET ACTION REQUIRED: None, funded through bond issue.

STAFF RECOMMENDATION: Approve.

Motion by Commissioner Spataro, second by Commissioner Carter to approve the professional service agreement with M.C. Smith Associates and Architectural Group.

ROLL VOTE: Ayes: Larson, Shepherd, Spataro, Warmington, Carter, and Davis

Nays: None

MOTION PASSES

E. Amendment to Leisure Services Fee List. ASSISTANT CITY MANAGER

SUMMARY OF REQUEST: Per a citizen request, the Leisure Services Board reviewed the 2005 Fee List and recommends changing the Open Swim Youth and Adult fees from \$2 to \$1 (youth) and from \$5 to \$3 (adult). The Board expressed concern about the potential negative impact (curtail participation) that the increased costs could have on families – especially, Inner-City families.

FINANCIAL IMPACT: Potential revenue loss.

BUDGET ACTION REQUIRED: None at this time.

COMMITTEE RECOMMENDATION: The Leisure Services Board recommends approval.

Motion by Commissioner Carter, second by Commissioner Spataro to approve the request to change the open swim youth and adult fees.

ROLL VOTE: Ayes: Larson, Shepherd, Spataro, Warmington, Carter, and Davis

Nays: None

MOTION PASSES

F. Summer Celebration Special Event Request. ASSISTANT CITY MANAGER

SUMMARY OF REQUEST: Summer Celebration is requesting services for its 2005 festival. This year's event will be held on Thursday, June 30 through Sunday, July 10. Except for minor changes involving dates and times, their 2005 requests are similar to last year's – 2004 which were granted. One notable *addition* to their '05 request is the *creation of a Bistro on Clay Avenue between 3rd and 4th Street where wine by the glass and beer will be available during the Craft Show days (July 1, 2, & 3).* Staff continues to work with event coordinators regarding details involving their requests.

With one notable exception, *mowing the Mart Dock property at the end of 3rd by Noon 6/29*, the Leisure Services Board recommends approval of Summer Celebration's requests (*which include the waiver of rental fees for equipment borrowed...*) contingent upon their compliance with City policies and guidelines, ordinances and other regulations.

FINANCIAL IMPACT: Rental fee waiver cost is Not Known, but total cost is not expected to exceed \$5,000.

BUDGET ACTION REQUIRED: None.

STAFF/COMMITTEE RECOMMENDATION: With one notable exception, *mowing the Mart Dock property at the end of 3rd by Noon 6/29*, the Leisure Services Board recommends approval of Summer Celebration's request (*which include the waiver of rental fees for equipment borrowed...*) contingent upon their compliance with City policies and guidelines, ordinances and other regulations.

Motion by Commissioner Shepherd, second by Commissioner Spataro to approve the Summer Celebration special event request.

ROLL VOTE: Ayes: Shepherd, Spataro, Warmington, Carter, Davis, and Larson

Nays: None

MOTION PASSES

G. Concurrence with the Housing Board of Appeals Notice and Order to Demolish the following: PUBLIC SAFETY

SUMMARY OF REQUEST: This is to request that the City Commission concur with the findings of the Housing Board of Appeals that the structures are unsafe, substandard, a public nuisance and that they be demolished within thirty (30)

days. It is further requested that administration be directed to obtain bids for the demolition of the structures and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

1. 1261 Sixth (Garage) – Area 10

FINANCIAL IMPACT: CDBG Funds.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To concur with the Housing Board of Appeals decision to demolish.

2. 680 Orchard (Garage) – Area 11

FINANCIAL IMPACT: CDBG Funds.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To concur with the Housing Board of Appeals decision to demolish.

3. 1924 Brunswick

FINANCIAL IMPACT: General Funds.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To concur with the Housing Board of Appeals decision to demolish.

Motion by Commissioner Spataro, second by Vice Mayor Larson to concur with the Housing Board of Appeals decision to demolish 1251 Sixth – garage; 680 Orchard – garage; and 1924 Brunswick.

ROLL VOTE: Ayes: Spataro, Warmington, Carter, Davis, Larson, and Shepherd

Nays: None

MOTION PASSES

ADJOURNMENT: The City Commission Meeting adjourned at 6:26 p.m.

Respectfully submitted,



Gail A. Kunderinger, MMC
City Clerk

Date: April 26, 2005
To: Honorable Mayor and City Commissioners
From: Community Relations Committee
RE: Manufacturing Week Resolution

SUMMARY OF REQUEST: To adopt the resolution declaring the week of May 9th through May 13th as manufacturing week for Muskegon Area First and its member and partners.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval.

COMMITTEE RECOMMENDATION: The Community Relations Committee recommended approval at their April 4, 2005, meeting.

City of Muskegon
Resolution #2005-39(b)

RESOLUTION TO DECLARE THE WEEK OF MAY 9TH THROUGH MAY 13TH
MANUFACTURING WEEK FOR MUSKEGON AREA FIRST AND ITS MEMBER AND PARTNERS

WHEREAS, Muskegon County's heritage as a manufacturing region has earned it respect throughout the state of Michigan and continues to open new opportunities as a leader in manufacturing processes, technology and industry specific training and education; and

WHEREAS, Muskegon County manufacturing enterprises pay millions of dollars in taxes to support local schools and municipalities; and

WHEREAS, nearly 14,000 of Muskegon County's workers are directly employed in manufacturing activities at over 300 companies; and

WHEREAS, Muskegon County manufacturing generates nearly \$3 billion in sales; and

WHEREAS, Muskegon County manufacturing firms contribute nearly \$500 thousand in Corporate Community Giving; and

WHEREAS, manufacturing contributes one-third of all corporate taxes collected by state and local governments; and

WHEREAS, manufacturing grows the economy more than any other economic sector: every \$1 in manufactured goods generates \$1.43 worth of additional economic activity; and

WHEREAS, manufacturing creates wealth within Muskegon County by adding value to raw materials through the application of people skills and investment in tools, energy and technology.

NOW, THEREFORE BE IT RESOLVED that Muskegon Area First salutes Muskegon County manufacturers and honors their contributions to the community, particularly the week of May 9th through 13th with a week of manufacturing events hosted by Muskegon Area First and the Manufacturers Council.

Adopted the 26th day of April, 2005

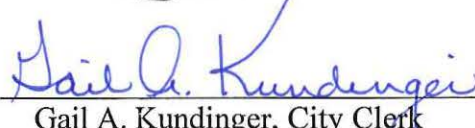
Ayes: Larson, Shepherd, Spataro, Warmington, Carter, and Davis

Nays: None

Absent: Gawron

By: 

Stephen J. Warmington, Mayor

By: 

Gail A. Kunderger, City Clerk

CERTIFICATION
2005-39(b)

This resolution was adopted at a regular meeting of the City Commission, held on April 26, 2005. 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:


Gail A. Kunding, MMC
City Clerk

Date: April 26, 2005
To: Honorable Mayor and City Commission
From: Water Filtration Plant
RE: 2005 Water Treatment Chemical Bids

SUMMARY OF REQUEST:

Recommend endorsement of lowest responsible bidders to supply aluminum sulfate, sodium hypochlorite, and fluoride for the water filtration plant.

FINANCIAL IMPACT:

Annual cost of \$86,020.00 (based on average annual water pumped to mains).

BUDGET ACTION REQUIRED:

None at this time. These chemicals are budgeted annually.

STAFF RECOMMENDATION:

Staff recommends the Mayor and City Commission endorse the low bids received and the contract renewal and enter into contracts with US Aluminate, Rowell Chemical, and Lucier Chemical for aluminum sulfate, sodium hypochlorite, and fluoride respectively.

MEMORANDUM

4/18/05

TO: M. AL-SHATEL, DEPUTY DPW

FROM: R. VENEKLASEN, WATER FILTRATION

RE: ANNUAL CHEMICAL BIDS – WATER TREATMENT

BACKGROUND

In 1996 the Water Filtration Plant began the process of competitively bidding water treatment chemicals jointly with the cities of Grand Haven, Grand Rapids, Wyoming and Holland. These group bids are commonly addressed as the "West Michigan Cooperative Purchasing Group". The original bids (1996) allowed for contract renewal in two or three year intervals.

HISTORICAL CHEMICAL COSTS

This process has worked in the City's favor as the cost for chemicals has remained low over the years and increases have typically be modest.

YEAR	ALUMINUM SULFATE	CHLORINE	FLUORIDE
1996	136.29	395.00	138.80
1997	125.00	332.00	129.00
1998	125.00	332.00 (gaseous chlorine)	129.00
1999	125.00	107.67 (sodium hypochlorite)	141.50
2000	136.50	107.67	141.50
2001	136.50	107.20	145.00
2002	136.05	107.20	142.30
2003	136.50	107.20	142.30
2004	146.94	98.00	146.30

Historical annual average chemical use in tons, based on annual water pumpage is:

CHEMICAL	TONS
Aluminum Sulfate	210
Sodium Hypochlorite	300
Fluoride	70

CHEMICAL BIDDING FOR 2005

The bidding process is performed by the City of Grand Rapids purchasing department with bidding solicited for the City, the West Michigan Cooperative, and the City along with the West Michigan Cooperative for aluminum sulfate and fluoride. The City of Holland purchasing department solicits bids for sodium hypochlorite as Grand Rapids does not use hypochlorite as a disinfectant.

This year aluminum sulfate and fluoride were bid by Grand Rapids because the third year of the contract had been reached. The sodium hypochlorite was bid after one year of three because the vendor desired a significant price increase exceeding that indicated in the contract.

Once again the West Michigan Cooperative Purchasing Group received the most favorable bids. The low bids are as follows:

FLUORIDE	\$156.30
Lucier Chemical Ind., Ltd.	
PO Box 49000	
Jacksonville, FL 32240	

ALUMINUM SULFATE	\$149.52
US Aluminate Co. Inc. (USALCO)	
9411 Philadelphia Rd., Suite H	
Baltimore, MD 21237	

SODIUM HYPOCHLORITE	\$145.60
Rowell Chemical Corp.	
2525 Cabot Drive	
Lisle, IL 60532	

Prices are "per Ton" FOB each water plant.

RECOMMENDATION

It is my recommendation the Mayor and City Commission endorse the three low bids received by the West Michigan Cooperative Purchasing Group for aluminum sulfate, fluoride, and sodium hypochlorite.

TABULATION OF BIDS
LIQUID SODIUM HYPOCHLORITE
April 15, 2005

	Alexander Chemical	K. A. Steel	Rowell Chemical	Webb Chemical (Manufacturer=Rowell Chemical)
West MI Cooperative Purchase Agencies Year 1	\$162.87/ton \$.815/gallon	\$149.80/ton \$.749/gallon	\$145.60/ton \$.7325/gallon	\$.792/gallon
Year 2	No Bid	No Bid	No Bid	No Bid
Year 3	No Bid	No Bid	No Bid	No Bid
City of Holland Year 1	\$157.87/ton \$.79/gallon	\$149.80/ton \$.749/gallon	\$149.60/ton \$.7525/gallon	\$.771/gallon
Year 2	No Bid	No Bid	No Bid	No Bid
Year 3	No Bid	No Bid	No Bid	No Bid

BID REF #885-77-09
PAGE 2

YEAR 1

YEAR 2

YEAR 3

1. PURCHASE, LIQUID ALUMINUM SULFATE, FOR USE IN PRODUCTION OF POTABLE WATER, PRODUCT BID SHALL CONFORM WITH AWWA STANDARD B403-93, ANSI/NSF STANDARDS 60 AND 61, OR MOST RECENT STANDARDS THEREOF, PRODUCT BID SHALL BE MANUFACTURED FROM ALUMINA TRIHYDRATE (ATH), SHALL NOT EXCEED 75PPM IRON CONTENT, SHIPPED IN MANUFACTURERS OWNED AND OPERATED TANK TRUCK.

OPTION II: WEST MICHIGAN COOPERATIVE
PURCHASE AGENCIES:

- 1B. 1,170 TONS LIQUID ALUMINUM SULFATE, WEIGHT \$149.52 /TON \$149.52 /TON \$149.52 /TON
SHALL BE BASED ON DRY WEIGHT (17%).
SPECIFY TANKER SIZE: 45,000 lbs.
SPECIFY MANUFACTURER US Aluminate PRODUCT NAME Alum BID.

OPTION III: CITY OF GRAND RAPIDS AND WEST MICHIGAN
COOPERATIVE PURCHASE AGENCIES:

- 1C. 2,000 TONS LIQUID ALUMINUM SULFATE, WEIGHT \$149.52 /TON \$149.52 /TON \$149.52 /TON
SHALL BE BASED ON DRY WEIGHT (17%).
SPECIFY TANKER SIZE: 45,000 lbs.
SPECIFY MANUFACTURER US Aluminate PRODUCT NAME Alum BID.

2. LUMP SUM EMERGENCY DELIVERY COST, SHALL BE CHARGED PER OCCURRENCE AS DIRECTED BY THE DESIGNATED PROJECT MANAGERS, FREIGHT/SHIPPING CHARGES ONLY, SHALL INCLUDE ALL TRAVEL, LABOR, EQUIPMENT, AND INCIDENTALS, PRODUCT TO BE CHARGED AT BID PRICING PROPOSED, FIT FOR THE INTENDED USE OF THE CITY.

~~\$288,800~~ ~~\$288,800~~ ~~\$288,800~~
\$149.52 / Dry Ton \$149.52 / Dry Ton \$149.52 / Dry Ton

Bob
this is the answer
I recieved

BIDDER US Aluminate Co., Inc. (USALCO)

BID TAB

FOR REFERENCE USE ONLY

BID REF #885-77-09 BID OPENING DATE: MARCH 28, 2005 FOR: CHEMICALS, ALUMINUM SULFATE # BIDDERS SOLICITED: 24 BUYER: TW DEPT: LMF		ITEM 1A 830 TONS: LIQUID ALUMINUM SULFATE, CITY OF GR \$/TON	ITEM 1B 1170 TONS: LIQUID ALUMINUM SULFATE, WEST MI CO-OP AGENCIES \$/TON	ITEM 1C 2000 TONS: LIQUID ALUMINUM SULFATE, CITY OF GR AND WEST MI CO-OP AGENCIES \$/TON	ITEM 2 EMERGENCY DELIVERY COSTS, PER OCCURRENCE LUMP SUM			
YEAR 1								
	YEAR 2							
	YEAR 3							
GENERAL CHEMICAL				\$176.94	\$353,880.00			
				\$186.94	\$373,880.00			
				\$196.94	\$393,880.00			
US ALUMINATE		\$149.52	\$149.52	\$149.52	\$299,000.40			
		\$149.52	\$149.52	\$149.52	\$299,000.40			
		\$149.52	\$149.52	\$149.52	\$299,000.40			
C&S CHEMICALS		\$232.00	\$232.00	\$232.00	\$232.00			
		\$232.00	\$232.00	\$232.00	\$232.00			
		\$232.00	\$232.00	\$232.00	\$232.00			
APPLIED SPECIALTIES KEMIRON COMPANIES								
		NO BID						

BID TAB

FOR REFERENCE USE ONLY

BID REF #885-66-04 BID OPENING DATE: MARCH 24, 2005 FOR: CHEMICALS, HYDROFLUOSILICIC ACID # BIDDERS SOLICITED: 16 BUYER: TW DEPT: LMF		ITEM 1A 320 TONS: HYDROFLUO- SILICIC ACID, CITY OF GR \$/TON	ITEM 1B 420 TONS: HYDROFLUO- SILICIC ACID, WEST MI CO-OP AGENCIES \$/TON	ITEM 1C 740 TONS: HYDRO- FLUOSILICIC ACID, CITY OF GR AND WEST MI CO-OP AGENCIES \$/TON	ITEM 2 EMERGENCY DELIVERY COSTS, PER OCCURRENCE LUMP SUM			
	YEAR 1							
	YEAR 2							
	YEAR 3							
LCI, LTD		\$156.30	\$156.30	\$156.30	\$2,816.75			
		\$156.30	\$156.30	\$156.30	\$2,816.75			
		\$161.30	\$161.30	\$161.30	\$3,929.25			
ALEXANDER CHEMICAL		\$196.00	\$196.00	\$196.00	\$450.00			
		\$204.00	\$204.00	\$204.00	\$475.00			
		\$208.00	\$208.00	\$208.00	\$500.00			
SOLVAY FLUORIDES		\$175.00	\$175.00	\$175.00	\$175.00			
		\$175.00	\$175.00	\$175.00	\$175.00			
		\$175.00	\$175.00	\$175.00	\$175.00			

Date: 04/26/05
To: Honorable Mayor and City Commission
From: DPW
RE: Dump boxes and under body plows

SUMMARY OF REQUEST: Approval to purchase 2 dump boxes and under body plows.

FINANCIAL IMPACT: Total Cost \$58,348.00

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve purchase of 2 dump boxes and under body plows from Truck & Trailer Specialties.

Memorandum

To: Honorable Mayor and Commissioners

From: DPW

Date: 4/19/2005

Re: Dump boxes and under body plows

The Equipment Division has solicited bids to install the dump boxes and underbody scrapers on the two trucks that we ordered in February. The bid calls for furnishing of material and complete installation of all the components used to outfit these trucks.

We recommend that we accept the bid from Truck & Trailer Specialties as they have installed equipment for the City of Muskegon for the last several years and we have been more than satisfied with their work. They are also low bid. (See attachment)

2 Dump boxes and under body plows

Bid

Shults Equipment

\$ 63,958.00

P.O. Box 127

Ithaca Mi. 48847

Hyde Equipment

\$ 66,940.00

Box 368

Petoskey Mi. 49770

Truck & Trailer Specialties

\$ 58,348.00

6726 Hanna Lake Rd

Dutton Mi.

Date: 04/26/05
To: Honorable Mayor and City Commission
From: DPW
RE: Utility Boxes

SUMMARY OF REQUEST: Approval to purchase 3 truck utility boxes,

FINANCIAL IMPACT: Total Cost \$12,801.00

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve purchase of three utility boxes from Truck & Trailer Specialties.

<u>Type of Purchase</u>	<u>Hoekstra</u> <u>280 36th St.</u> <u>Grand Rapids Mi.</u>	<u>Allied Truck</u> <u>5125 Clay Rd.</u> <u>Grand Rapids Mi.</u>	<u>Truck & Trailer</u> <u>6726 Hanna Rd</u> <u>Dutton Mi.</u>
3 Utility Boxes	\$13,800.00	\$13,373.00	<u>\$12,801.00</u>

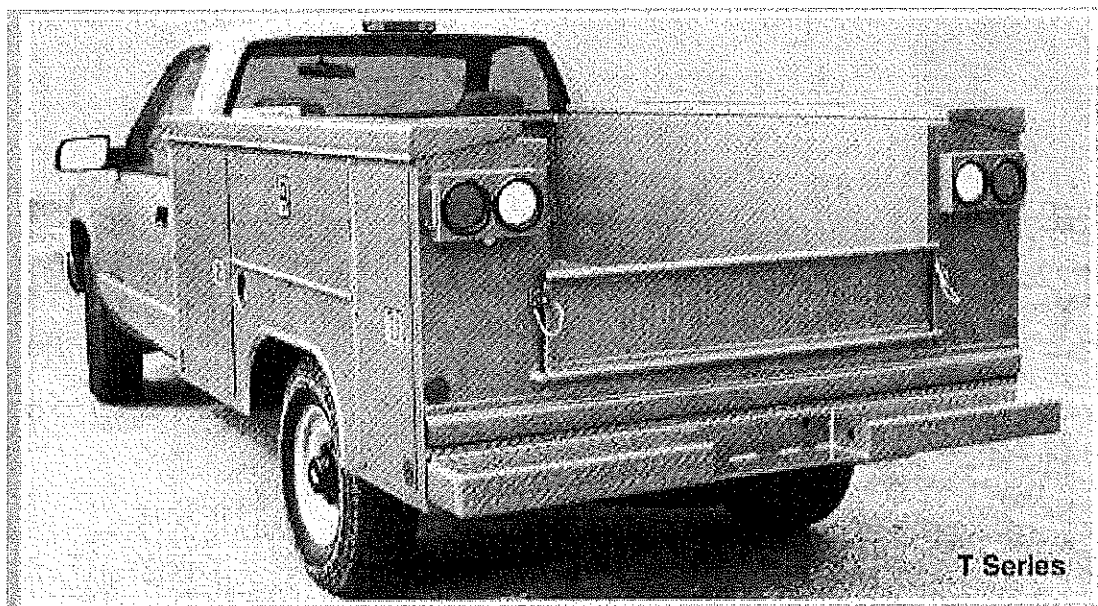
Memorandum

To: Honorable Mayor and Commissioners
From: Brett Kraley
Date: 4/19/2005
Re: Utility Boxes

The Equipment Division has ordered three replacement trucks that are going to be used as construction trucks in the water department. The water department has requested that these trucks be equipped with utility boxes for tools and parts storage. This is the standard set-up for our construction trucks and was budgeted for. When we ordered the trucks, we opted to delete the standard boxes, which saved us over \$1500.

We currently have boxes from the top manufactures and after comparing cost and quality we decided on the Rawson-Koenig boxes. Truck & Trailer Specialties are the area sales representatives for Rawson-Koenig.

In accordance with established purchasing policy, we are requesting permission to purchase three utility boxes from Truck & Trailer Specialties.



Date: 4/26/05
To: Honorable Mayor and City Commission
From: DPW
RE: Beach Leveling

SUMMARY OF REQUEST: Approval to award Hitsman Excavating the beach leveling contract for 2005.

FINANCIAL IMPACT: Total Cost \$48,000.00

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve purchase.

Memorandum

To: Honorable Mayor and City Commissioners

From: DPW

Date: 4/26/05

Re: Beach Leveling

The Department of Public Works has again solicited bid for the snow fence removal and beach leveling. This work was previously done in house but due to the extreme wear and tear on our equipment and the high cost of renting equipment, we began outsourcing this activity last year.

Bid packets were distributed to contractors at a pre-bid meeting held at Pere Marquette Park. (Attached is a summary of bids.)

In accordance with established policy, we are requesting permission to award the 2005 beach leveling contract to Hitsman Excavating.

2005 Beach Leveling

	<u>Hitsman</u>	<u>JSN Excavating</u>	<u>McCormick Sand</u>	<u>Heyboer Excavating</u>	<u>Felco Contractors</u>
	<u>107 California</u>	<u>432 Farr</u>	<u>955 S 102</u>	<u>17340 Hayes</u>	<u>856 Pulaski</u>
	<u>N. Muskegon</u>	<u>Muskegon</u>	<u>Shelby</u>	<u>Grand Haven</u>	<u>Muskegon</u>
Beach leveling per contract	\$48,000.00	\$61,000.00	\$65,000.00	\$61,700.00	\$55,800.00

Commission Meeting Date: April 26, 2005

Date: April 15, 2005
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development
RE: Rezoning request for property located at 1550 W. Sherman Boulevard

SUMMARY OF REQUEST:

Request to rezone property located at 1550 W. Sherman Boulevard from B-2 Convenience and Comparison Business to B-4, General Business.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends denial of the request due to lack of compliance with the future land use map, Master Land Use Plan and zoning district intent.

COMMITTEE RECOMMENDATION:

The Planning Commission voted to deny the request at their 4/12/05 meeting. Commissioners Spataro, Aslakson, Johnson, Turnquist, Mazade, Michalski & Warmington voted for denial. T. Harryman and B. Smith were absent.

A second motion to direct staff to develop ordinance language that would include veterinary clinics, without outdoor kennels, as a Special Use in a B-2 zone and bring it to the Planning Commission at their May meeting for review was unanimously approved, with T. Harryman and B. Smith absent.

CITY OF MUSKEGON

RESOLUTION #2005-40(c)

RESOLUTION OF DENIAL FOR REZONING REQUEST

WHEREAS, a request to rezone property located at 1550 W. Sherman Boulevard was considered by the Planning Commission, and;

WHEREAS, a public hearing on the request was held by the Planning Commission on April 14, 2005, and;

WHEREAS, the Planning Commission recommended denial of the request because it is not consistent with the future land use map, Master Land Use Plan and zoning district intent.

NOW, THEREFORE, BE IT RESOLVED that the rezoning request is hereby denied.

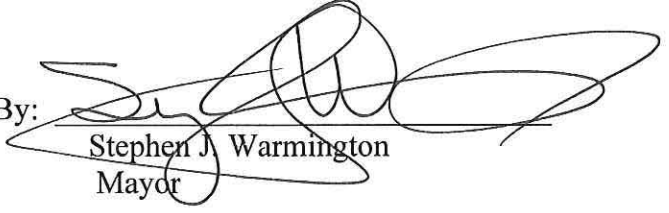
Adopted this 26th day of April, 2005.

Ayes: Shepherd, Spataro, Warmington, Carter, Davis, and Larson

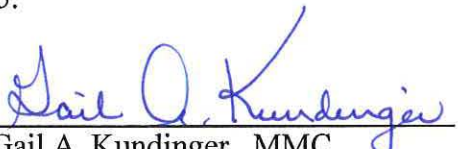
Nays: None

Absent: Gawron

By:


Stephen J. Warmington
Mayor

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Commission of the City of Muskegon, County of Muskegon, Michigan, at a regular meeting held on April 26, 2005.


Gail A. Kunderger, MMC
City Clerk

**Staff Report [EXCERPT]
CITY OF MUSKEGON
PLANNING COMMISSION
REGULAR MEETING**

April 12, 2005

Hearing; Case 2005-14 - Request to rezone the property located at 1550 W. Sherman Boulevard from B-2, Convenience and Comparison Business B-4, General Business, by PHP Real Estate for Clarke Animal Hospital/Glen Park.

BACKGROUND

Applicant: PHP Real Estate for Clarke Animal Hospital/Glenpark.

Property Address/Location: 1550 W. Sherman Boulevard

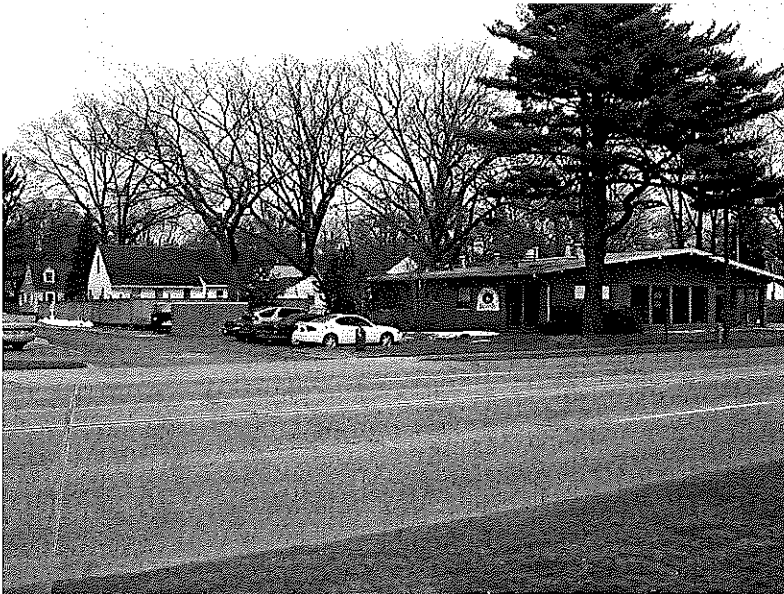
Request: Rezone from B-2, Convenience and Comparison Business to B-4, General Business

Present Land Use: Vacant commercial

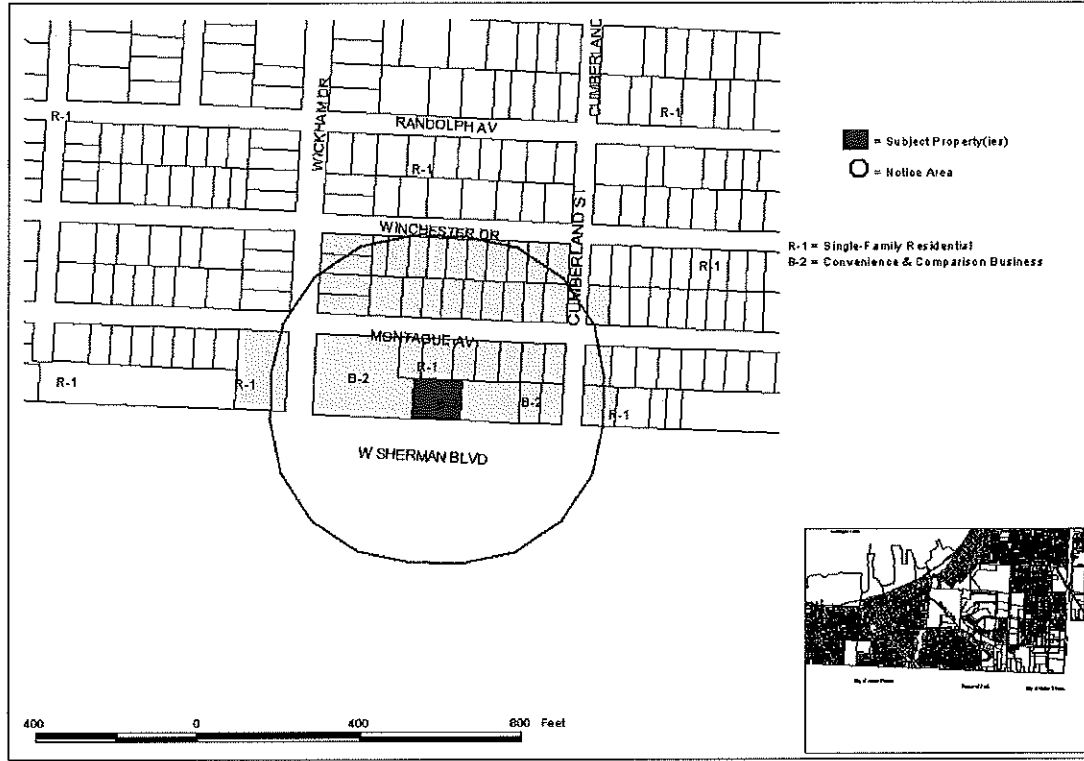
Zoning: B-2, Convenience and Comparison Business

STAFF OBSERVATIONS

1. The building was previously occupied by a commercial fireplace and wood stove storefront. It has been vacant since the previous use went out of business a couple of years ago.
2. The property to the north on Montague Street is zoned R-1, and there is a house located immediately behind this site. The property to the west and east is zoned B-2, and across the street to the south is Roosevelt Park.
3. The applicant would like to purchase the property to relocate his veterinary clinic from 1703 W. Sherman in Norton Shores.
4. A veterinary clinic is not allowed, even through a Special Use Permit, in a B-2 zone, but is listed as a principle use in a B-4 zone.
6. A use variance is not an option in this case, since all of the facts and conditions do not exist that would allow the ZBA to grant a variance.
7. Other commercial uses included in the B-2 zoning on that block include a bank, restaurant, and non-profit agency.
8. Rezoning of this particular piece of property would constitute a "spot zone", which is discouraged, since it creates a zone for a specific property, suggesting favoritism.
9. Since this staff report was completed on March 31st, and the notice letters went out on March 30th, no comments have been received.



**City of Muskegon
Planning Commission
Case # 2005-14**



ORDINANCE EXCERPTS

B-2 Convenience and Comparison Business

ARTICLE XI - B-2 CONVENIENCE AND COMPARISON BUSINESS DISTRICTS

PREAMBLE

The B-2 Convenience and Comparison Business Districts are designed for the convenience and community shopping needs of residents in the Muskegon Area, and they are intended to be located in planned groups near the intersection of major thoroughfares. All business establishments shall be retail or service establishments dealing directly with consumers, and all goods produced on the premises shall be sold at retail on the premises where produced. All business, servicing or processing, except off-street parking or loading, shall be conducted within a completely enclosed building, unless otherwise provided by this Ordinance and specifically approved by the City.

SECTION 1100: PRINCIPAL USES PERMITTED

In a B-2 Convenience and Comparison Business District no building or land shall be used and no building shall be erected, structurally altered, or occupied except for one (1) or more of the following specified uses, unless otherwise provided for in this Ordinance:

1. Any generally recognized retail business which supplies commodities such as: groceries, meats, dairy products, baked goods or other foods, drugs, drygoods, and notions or hardware.
2. Personal service establishments such as: shoe repair, dry cleaning shops, tailor shops, beauty parlors, barber shops, banks and savings and loan offices, pharmacist and laboratories, or any service establishment of an office-showroom or workshop nature of an electrician, decorator, dressmaker, tailor, shoemaker, baker, printer, upholsterer, appliance repair, photographic reproduction, and similar establishments that require a retail character no more objectionable than the aforementioned.
3. Restaurants, or other places serving food.
4. Professional offices of doctors, lawyers, dentists, chiropractors, architects, engineers, accountants, and similar or allied professions. Offices may be permitted for similar or allied professions. Offices may be permitted for applied technology, light technological research, research and development facilities with laboratories, but no industrially oriented production facilities shall be permitted.

5. Office buildings for any of the following types of occupations: executive, administrative and professional.
6. Post offices and other governmental office buildings.
7. Newspaper offices and printing offices.
8. Private clubs, lodge halls, social, and similar organizations, including assembly or rental halls.
9. Contractor's offices, with associated indoor storage. [amended 6/02]
 - a. All associated storage must be contained within a structure, and such structure dedicated to storage shall not exceed five thousand (5,000) square feet in size.
 - b. No toxic, hazardous or noxious materials shall be stored on the site.
10. Recording studios. [amended 8/02]
11. Residential uses as part of a building in this business zone shall be allowed upon issuance of a Certificate of Occupancy from the Department of Inspections, but provided that the minimum lot area requirements of the RM-2 District are met.
12. Accessory buildings and accessory uses customarily incidental to the above Principal Uses Permitted.
13. Uses similar to the above Principal Uses Permitted.

SECTION 1101: SPECIAL LAND USES PERMITTED

The following uses, and their accessory buildings and accessory uses, shall be permitted under the purview of Section 2332 after review and approval of the use (and a site plan, if required) by the Planning Commission, after Public Hearing, subject to the applicable conditions, and any other reasonable conditions imposed by the Planning Commission. A site plan shall not be required when no external changes are made to the buildings or properties.

1. Automobile service stations for the sale of gasoline, oil, tires, muffler tune up, not including major repair such as engine rebuilding, undercoating, and similar industrially oriented activities, and subject further to the following:
 - a. The curb cuts for ingress and egress to a service station shall not be permitted at such locations that will tend to create traffic hazards in the streets immediately adjacent thereto. Entrances shall be no less than twenty-five (25) feet from a street intersection (measured from the roadway) or from adjacent residential property, and subject to other ordinances of the City.

- b. The minimum lot area shall be ten thousand (10,000) square feet, and so arranged that ample space is available for motor vehicles which are required to wait.
 - c. There shall be provided, on those sides abutting or adjacent to a residential district, a four foot (4') completely obscuring wall or fence. The height of the wall or fence shall be measured from the surface of the ground.
 - d. All lighting shall be shielded from adjacent residential districts and from abutting streets.
 - e. All rest rooms doors shall be shielded from adjoining residential property.
- 2. Banks with drive-in facilities, when said drive-in facilities are incidental to the principal function.
- 3. Business in the character of a drive-in restaurant, or open front store, subject to the following:
 - a. A setback of at least sixty (60) feet shall be provided from the street right-of-way line of any existing or proposed major thoroughfare.
 - b. Ingress and egress points shall be located at least sixty (60) feet from the intersection of any two (2) streets
- 4. Churches and other facilities normally incidental thereto subject to the following conditions:
 - a. The site shall be so located as to provide for ingress and egress from said site directly onto a major or secondary thoroughfare.
 - b. The principal buildings on the site shall be set back from abutting properties zoned for residential use not less than thirty (30) feet.
 - c. Buildings of greater than the maximum height allowed in Section 2100 may be allowed provided front, side, and rear yards are increased above the minimum requirements by one (1) foot for each foot of buildings that exceeds the maximum height allowed.
- 5. Hotels, motels, sleeping inns and other facilities normally incidental thereto subject to the following conditions:
 - a. The maximum length of stay at the facility shall not be greater than fourteen (14) consecutive days.
 - b. Kitchen facilities may be allowed for some or all of the guest units, at the discretion of the Planning Commission, provided that not more than fifty percent

(50%) of the units have such facilities.

- c. The minimum floor area of each guest unit shall contain not less than two-hundred (200) square feet. Each guest unit shall contain a private rest room.
 - d. The minimum lot area shall be one-half (1/2) acre with a minimum width of seventy-five (75) feet. For any new development containing less than one (1) acre there shall be at least sixteen hundred (1600) square feet of lot for each guest rental unit. In no case is a development to exceed 24 total units.
 - e. Parking shall be provided on-site.
 - f. The Planning Commission may require a common open space area of one hundred (100) square feet per unit with tables and seating. This area may be located in the required setback.
6. Stores selling second hand merchandise, subject to the following: [amended 12/01]
- a. The site shall be located within or adjacent to an established, identifiable commercial corridor.
 - b. The store will be associated with a bona fied charitable organization, such as but not limited to 501(c)3 organizations.
7. Business schools, or private schools operated for profit. Examples of private schools permitted herein include, but are not limited to, the following: dance schools, music and voice schools, and art studios: [amended 5/02]
- c. Parking is required to be provided on the same site as the building. Shared parking will be allowed, if it is irrevocable, and if it will not consume any parking needed for a separate use.
8. Contractor's offices, with associated indoor storage of over five thousand (5,000) square feet in size. [amended 6/02]
- a. All associated storage must be contained within a structure.
 - b. No toxic, hazardous or noxious materials shall be stored on the site.
9. Live music concert halls, under the following conditions: [amended 8/02]
- a. The business will operate in such a manner as to comply with the Noise Ordinance enacted by the City of Muskegon. No music (either live or piped) will be permitted outside the building.
 - b. The business will not be permitted to serve alcohol at any time to any person.

- c. The business will maintain security staff, both inside and outside the building, at all times when open to customers. Loitering will not be permitted on or around the site.
 - d. The business will not operate between the hours of 3:00 a.m. and 8:00 a.m. No person of 16 years of age or younger will be permitted within the business after midnight and must directly exit the premises after that time.
 - e. The site and general vicinity will be maintained and litter-free, and will be checked for litter every day before opening.
 - f. Security lighting will be provided for the site.
- 10. Self-serve, coin operated, automobile car wash, enclosed in a building.
 - 11. Accessory buildings and accessory uses customarily incidental to any of the above Special Land Uses Permitted.
 - 12. Uses similar to the above Special Land Uses Permitted.

SECTION 1102: PLANNED UNIT DEVELOPMENTS

Planned developments may be allowed by the Planning Commission under the procedural guidelines of Section 2101. The intent of Planned Unit Developments in the B-2 Convenience and Comparison Business Districts is to allow mixed land uses which are compatible to each other, while prohibiting nonresidential uses which would not be compatible or harmonious with residential dwellings.

SECTION 1103: AREA AND BULK REQUIREMENTS [amended 4/00]

- 1. Minimum lot size: 10,890 sq. feet.
- 2. Maximum lot coverage:
Buildings: 70 %
Pavement: 25 %
- 3. Lot width: 100 feet (shall be measured at road frontage unless a cul-de-sac, then measured from setback).
- 4. Width to depth ratios: The depth of any lot(s) or parcel(s) shall not be more than three (3) times longer its width.
- 5. Height Limit:
Maximum height: 2 stories or 35 feet
Minimum height: 2 stories or 35 feet.

Minimum heights are in the form of an "overlay district" on the following street corridors:

Western Avenue; from Ninth Street to Pine Street.
Clay Avenue; from Seventh Street to Fourth Street.
Pine Street; from Western Avenue to Apple Avenue.

Height measurement: In the case of a principal building, the vertical distance measured from the average finished grade to the highest point of the roof surface where the building line abuts the front yard, except as follows: to the deck line of mansard roofs, and the average height between eaves and the ridge of gable, hip, and gambrel roofs (see Figure 2-2). If the ground is not entirely level, the grade shall be determined by averaging the elevation of the ground for each face of the building (see Figure 2-4).

6. Front Setbacks: [amended 1/05]

Minimum:

Expressway or Arterial Street: 30 feet
Collector or Major Street: 20 feet
Minor Street: 10 feet

Maximum:

Expressway, Arterial Street or Major Street: 50 feet
Collector Street: 40 feet
Minor Street: 30 feet

7. Rear setback: 10 feet

8. Setback from the ordinary high water mark or wetland: 75 feet (principal structures only).

9. Side setbacks:

1-story: 8 feet and 12 feet
2-story: 10 feet and 14 feet

Note, setback measurement: All required setbacks shall be measured from the right-of-way line to the nearest point of the determined drip line of buildings. [amended 10/02]

10. Zero lot line option: New principal buildings may be erected on the rear lot line and/or one side lot line provided: [amended 10/02]

- a. The building has an approved fire rating for zero-lot line development under the building code.
- b. The building has adequate fire access preserved pursuant to fire code requirements.
- c. The zero lot line side is not adjacent to a street.

- d. A maintenance access easement is granted by the adjacent property owner and recorded with the County Register of Deeds and provided to the zoning administrator with the site plan or plot plan.
 - e. It is not adjacent to wetlands, or waterfront.
11. All required side and rear setbacks shall be landscaped, greenbelt buffers, unless zero-lot-line is employed for a structure or fire access. At least fifty percent of all required front setbacks shall be landscaped and adjacent to the road right-of-way. An average minimum greenbelt of 10 feet shall be maintained along each street frontage. [amended 12/01, amended 10/02]

B-4 General Business

ARTICLE XIII - B-4 GENERAL BUSINESS DISTRICTS

PREAMBLE

The B-4 General Business District is designed to provide for a wide variety of business activities including automotive services and goods, and is generally incompatible with the uses in the B-1, B-2, and B-3 Business Districts. Placement along presently developed major traffic arteries prevents the conflict of traffic and pedestrian movement since the General Business District is characterized by a minimum of pedestrian flow. The B-4 General Business Districts have been located in areas designated on the adopted Land Use Plan.

SECTION 1300: PRINCIPAL USES PERMITTED

In the B-4 General Business District, no building or land shall be used and no building shall be erected, structurally altered, or occupied except for one (1) or more of the following specified uses, unless otherwise providing in this Ordinance:

1. Veterinarian clinics, without outdoor kennels.
2. Bus passenger stations.
3. Stores selling second hand merchandise.
4. Funeral homes.
5. Automobile car wash, when completely enclosed in a building.
6. Auto service stations for the sale of gasoline, oil, and accessories, subject to the following:
 - a. The curb for ingress and egress to a service station shall not be permitted at such location that will tend to create traffic hazards in the streets immediately adjacent thereto. Entrances shall be no less than twenty-five (25) feet from a street intersection (measured from the road right-of-way) or from adjacent residential districts.
 - b. The minimum lot area shall be ten thousand (10,000) square feet, and so arranged that ample space is available for motor vehicles which are required to wait.
 - c. Major automobile repair, engine and body repair, steam cleaning and undercoating may be allowed when conducted on the site, and said uses shall be within a completely enclosed building. The storage of wrecked automobiles on the site shall be obscured from public view. No automobile or vehicle of any kind shall be stored in the open for a period exceeding one (1) week.

- d. All rest rooms doors shall be shielded from adjacent streets and residential districts.
- e. Dispensing pumps shall be set back twenty (20) feet from the right-of-way line.
- 7. Self service laundry and dry cleaning establishments.
- 8. Amusement, entertainment, and recreational, including bowling alleys and skating rinks.
- 9. Storage of non-hazardous and non-toxic materials or goods provided such storage is within a building or is enclosed as not to be visible to the public from any abutting residential district or public street.
- 10. Theaters, when completely enclosed.
- 11. Banks, with or without drive-in facilities.
- 12. Restaurants and cocktails lounges.
- 13. Motels and hotels.
- 14. Residential uses as part of a building in this business zone shall be allowed upon issuance of a Certificate of Occupancy from the Department of Inspections, but provided that the minimum lot area requirements of the RM-3 District are met.
- 15. Assembly of small parts provided that there shall be no machining, painting, cutting, grinding, or welding of parts.
- 16. Business schools, or private schools operated for profit. Examples of private schools permitted herein include, but are not limited to, the following: dance schools, music and voice schools, and art studios: [amended 5/02]
 - a. Parking is required to be provided on the same site as the building. Shared parking will be allowed, if it is irrevocable, and if it will not consume any parking needed for a separate use.
- 17. Principal Uses as permitted in B-2 Districts.
- 18. Accessory buildings and accessory uses customarily incidental to the above Principal Uses Permitted.
- 19. Uses similar to the above Principal Uses Permitted.

SECTION 1301: SPECIAL LAND USES PERMITTED

The following uses, and their accessory buildings and accessory uses, shall be permitted under the

purview of Section 2332 after review and approval of the use (and a site plan, if required) by the Planning Commission, after Public Hearing, subject to the applicable conditions, and any other reasonable conditions imposed by the Planning Commission. A site plan shall not be required when there is no change to buildings or existing facilities.

1. Sales space for the sale of new and used automobiles, house trailers, travel trailers, and recreational vehicles, subject to the following.
 - a. Ingress and egress to the outdoor sales area shall be at least sixty (60) feet from the intersection of any two (2) streets:
 - b. No major repair or major refinishing shall be done on the lot, such use of land being only permitted in the I-1 or I-2 Industrial Districts.
2. Flea markets and auctions.
3. Business in the character of a drive-in restaurant or open front store, subject to the following:
 - a. A setback of at least sixty (60) feet from the street right-of-way line of any existing or proposed major thoroughfare shall be maintained.
 - b. Ingress and egress points shall be located at least sixty (60) feet from the intersection of any two (2) streets.
4. Outdoor recreational space for amusement parks, miniature golf courses, and other outdoor recreation activities subject to the following: [amended 2/02]
 - a. Amusement parks or amusement facilities must be fenced on all sides with a four foot six inch (4'-6") high wall or fence.
5. Outdoor theaters subject to the following conditions:
 - a. Points of ingress and egress for the outdoor theater shall be on major thoroughfares and shall not be accessible from any residential street.
 - b. All vehicles waiting or standing to enter the facility shall be provided off-street waiting space. No vehicle shall be permitted to wait or stand within a dedicated road right-of way.
6. Private clubs, lodges, social and similar facilities.
7. Churches and other facilities normally incidental thereto subject to the following conditions:
 - a. The site shall be so located as to provide for ingress and egress from said site

directly onto a major or secondary thoroughfare.

- b. The principal buildings on the site shall be set back from abutting properties zoned for residential use not less than thirty (30) feet.
 - c. Buildings of greater than the maximum height allowed in Section 2100 may be allowed provided front, side, and rear yards are increased above the minimum requirements by one (1) foot for each foot of building that exceeds the maximum height allowed.
8. Commercial Kennels.
9. Mini Storage (warehouse facilities); (amended 10/98)
- a. The parcel shall have direct access to a major thoroughfare.
 - b. One (1) parking space shall be provided for each twenty (20) rental units within the buildings, and one (1) parking space shall be provided for each employee on site.
 - c. Between warehouses, there shall be a minimum of twenty five (25') feet for internal access drives. Traffic direction and parking shall be designated by signaling or painting.
 - d. The lot area used for parking and access shall be provided with a permanent, durable, dustless surface and shall be graded and drained so as to dispose of all surface water.
 - e. All lighting shall conform to section 2319 of this ordinance.
 - f. A ten foot landscaped berm shall be required in the front setback of areas adjacent to any residential zone or use.
 - g. Retail, wholesale, fabrication, manufacturing, or service activities may not be conducted from the storage units by the lessees.
 - h. Storage of goods shall be limited to personal property with no commercial distribution allowed and no operation which requires the regular delivery or pick-up of goods in truck in excess of one and one-half (1.5) ton rated capacity shall be permitted.
 - i. All storage shall be within the enclosed building area. There shall be no outside storage or stockpiling.
 - j. No storage of hazardous, toxic, or explosive materials shall be permitted at the facility. Signs shall be posted at the facility describing such limitations.

10. Live music concert halls, under the following conditions: [amended 8/02]
 - a. The business will operate in such a manner as to comply with the Noise Ordinance enacted by the City of Muskegon. No music (either live or piped) will be permitted outside the building.
 - b. The business will maintain security staff, both inside and outside the building, at all times when open to customers. Loitering will not be permitted on or around the site.
 - c. The business will not operate between the hours of 3:00 a.m. and 8:00 a.m. No person of 16 years of age or younger will be permitted within the business after midnight and must directly exit the premises after that time.
 - d. The site and general vicinity will be maintained and litter-free, and will be checked for litter every day before opening.
 - e. Security lighting will be provided for the site.
11. Accessory uses and accessory buildings customarily incidental to the above Special Land Uses Permitted.
12. Uses similar to the above Special Land Uses Permitted.
13. Non-accessory signs provided that the signs conform to Section 2308 (1) (f) of this code.

SECTION 1302: PLANNED UNIT DEVELOPMENTS

Planned Developments may be allowed by the Planning Commission under the procedural guidelines of Section 2101. The intent of Planned Unit Developments in the B-4 General Business Districts is to allow mixed land uses, which are compatible to each other, while prohibiting nonresidential uses which would not be compatible or harmonious with residential dwellings or permitted commercial uses.

SECTION 1303: AREA AND BULK REQUIREMENTS [amended 4/00]

1. Minimum lot size: 10,890 sq. feet.
2. Maximum lot coverage:
 - Buildings: 70 %
 - Pavement: 25 %
3. Lot width: 100 feet (shall be measured at road frontage unless a cul-de-sac, then measured from setback).

4. Width to depth ratios: The depth of any lot(s) or parcel(s) shall not be more than three (3) times longer its width.

5. Height Limit:

Maximum height: 2 stories or 35 feet

Minimum height: 2 stories or 35 feet.

Minimum heights are in the form of an "overlay district" on the following street corridors:

Western Avenue; from Ninth Street to Pine Street.

Clay Avenue; from Seventh Street to Fourth Street.

Pine Street; from Western Ave. to Apple Avenue.

Height measurement: In the case of a principal building, the vertical distance measured from the average finished grade to the highest point of the roof surface where the building line abuts the front yard, except as follows: to the deck line of mansard roofs, and the average height between eaves and the ridge of gable, hip, and gambrel roofs (see Figure 2-2). If the ground is not entirely level, the grade shall be determined by averaging the elevation of the ground for each face of the building (see Figure 2-4).

6. Front Setbacks: [amended 1/05]

Minimum:

Expressway or Arterial Street: 30 feet

Collector or Major Street: 20 feet

Minor Street: 10 feet

Maximum:

Expressway, Arterial Street or Major Street: 50 feet

Collector Street: 40 feet

Minor Street: 30 feet

7. Rear setback: 10 feet

8. Setback from the ordinary high water mark or wetland: 75 feet (principal structures only).

9. Side setbacks:

1-story: 8 feet and 12 feet

2-story: 10 feet and 14 feet

Note, setback measurement: All required setbacks shall be measured from the right-of-way line to the nearest point of the determined drip line of buildings. [amended 10/02]

10. Zero lot line option: New principal buildings may be erected on the rear lot line and/or one side lot line provided: [amended 10/02]

- a. The building has an approved fire rating for zero-lot line development under the building code.

- b. The building has adequate fire access preserved pursuant to fire code requirements.
 - c. The zero lot line side is not adjacent to a street.
 - d. A maintenance access easement is granted by the adjacent property owner and recorded with the County Register of Deeds and provided to the zoning administrator with the site plan or plot plan.
 - e. It is not adjacent to wetlands, or waterfront.
11. All required side and rear setbacks shall be landscaped, greenbelt buffers, unless zero-lot-line is employed for a structure or fire access. At least fifty percent of all required front setbacks shall be landscaped and adjacent to the road right-of-way. An average minimum greenbelt of 10 feet shall be maintained along each street frontage. [amended 12/01, amended 10/02]

RECOMMENDATION

The Master Plan states “Existing commercial districts along Sherman Boulevard, west of Pine Grove Street, should be restricted to B-1 zone district classifications.” There is only one B-1 zone on Sherman, and that is located in Lakeside. Other commercial zonings are either B-2 or B-4. It does appear from the Master Plan, however, that the intent is to keep the commercial development restricted to those businesses that “primarily serve persons residing in adjacent residential areas or neighborhoods”.

Spot zoning is not recommended for this site. If the Planning Commission wants to consider another option, possibly veterinary clinics could be added as a Special Use in B-2 at a future meeting.

Staff recommends denial of the request to rezone the subject property from B-2 to B-4 because the request does not conform to the goals and recommendations of the 1997 Master Plan and because doing so would constitute a spot zone.

DELIBERATION

Criteria-based questions typically asked during a rezoning include:

1. **What**, if any, identifiable **conditions** related to the petition **have changed which justify** the petitioned **change in zoning**.
2. **What** are the **precedents and the possible effects** of precedent that might result from the approval **or denial** of the petition?
3. What is the **impact** of the amendment on the ability of the city to provide **adequate public services and facilities and/or programs** that might reasonably be required in the future if the petition is approved?
4. Does the petitioned zoning change adversely affect the environmental conditions or value of the surrounding property?
5. Does the petitioned zoning change generally **comply with the adopted Future Land Use Plan of the City**?
6. Are there any **significant negative environmental impacts** which would reasonably occur if the petitioned zoning change and resulting allowed structures were built such as:
 - a. **Surface water** drainage problems
 - b. **Waste water** disposal problems
 - c. Adverse effect on surface or subsurface **water quality**
 - d. **The loss of valuable natural resources** such as **forest, wetland, historic sites, or wildlife areas**.
7. Is the proposed zoning change a “**Spot Zone**”?

- a. Is the parcel **small in size relative to its surroundings?**
- b. Would the zoning change allow uses that are **inconsistent with those allowed in the vicinity?**
- c. Would the zoning change confer a **benefit to the property owner** that is **not generally available to other properties** in the area?
- d. A spot zone is **appropriate if it complies with the Master Plan.**

DETERMINATION

The following motion is offered for consideration:

I move that the request to rezone the properties located 1550 W. Sherman Boulevard from B-2, Convenience and Comparison Business district to B-4, General Business district, as described in the public notice, be recommended for **(approval/denial)** to the City Commission pursuant to the City of Muskegon Zoning Ordinance, and the determination of **(compliance/lack of compliance)** with the intent of the City Master Land Use Plan and zoning district intent.

Date: April 26, 2005
To: Honorable Mayor and City Commissioners
From: Engineering
RE: TEDF Category F-Grant Applications

SUMMARY OF REQUEST:

Authorize staff, by adopting the attached resolution, to submit a TEDF Category F Grant application requesting funds for the reconstruction of Park Street between Hackley & Young. This project, if approved, will be submitted as a joint application between the City and Muskegon Heights since the street is equally owned by both communities. Local share, which is estimated at \$48,000, for the project will be equally divided between the two cities with each picking up \$24,000 plus one half of the engineering cost.

FINANCIAL IMPACT:

The estimated construction share of \$24,000 plus one half of the engineering cost.

BUDGET ACTION REQUIRED:

None at this time. However, should you authorize the submittal; the project will appear on the upcoming CIP for 2006.

STAFF RECOMMENDATION:

Authorize staff to submit the grant application.

COMMITTEE RECOMMENDATION:

Date: April 26, 2005
To: Honorable Mayor and City Commissioners
From: Engineering
RE: TEDF Category F-Grant Applications

SUMMARY OF REQUEST:

Authorize staff, by adopting the attached resolution, to submit a TEDF Category F Grant application requesting funds for the milling & resurfacing of Lakeshore Dr. between Laketon & McCracken Streets. This project, if approved, will be submitted as a 2006 project. The estimated cost of the project is about \$240,000 of which the city's share would be about \$60,000 (25%) as a Local match share.

FINANCIAL IMPACT:

The estimated construction share of \$60,000 plus the engineering cost.

BUDGET ACTION REQUIRED:

None at this time. However, should you authorize the submittal; the project will appear on the upcoming CIP for 2006.

STAFF RECOMMENDATION:

Authorize staff to submit the grant application.

COMMITTEE RECOMMENDATION:

Finance Administration

Date: April 26, 2005

To: Honorable Mayor and City Commissioners

From: Finance Director

RE: 2005 Healthcare Plan Renewal

SUMMARY OF REQUEST: To renew healthcare coverage with Priority Health for 2005-2006 incorporating the proposed changes outlined in the attached memo.

FINANCIAL IMPACT: Reduction in the rate of healthcare cost increase from 9.5% to 0.88%. This will mean net savings of \$169,596

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: As follows:

1. Renew contract with Priority incorporating changes outlined in the attached memo;
2. Amend current Rx reimbursement program as outlined in attached memo
3. Terminate contract with ECPA and incorporate vision benefits under Priority Health contract as outlined in attached memo.

COMMITTEE RECOMMENDATION: The labor-management committee met to discuss these changes.

Memo

To: City Commission
From: Finance Director
Date: April 19, 2005
Re: Healthcare Renewal - 2005

Priority Health is the provider of healthcare services for 90% of the city's active employees. The remaining 10% either "opt-out" of city healthcare coverage or are enrolled in the self-funded plan (also administered through Priority). We have received a proposal from Priority to renew coverage at current levels for 2005-2006 at a rate increase of 9.5%. Under this proposal, the city's monthly premium would increase from \$678.43/employee to \$742.89/employee. The total gross annual cost increase would be \$187,192.

Staff also asked Priority to develop renewal quotes based on various program changes that could help ameliorate the rate increase. From this exercise it is readily apparent that the main cost driver is the prescription drug program. After reviewing the various options, staff recommends the following changes:

<i>Service</i>	<i>Current</i>	<i>Renew Current</i>	<i>Proposed</i>
<i>HMO 100%</i>	\$519.07	\$572.11	\$572.11
<i>\$10 Office Co-pay</i>	Included	Included	Included
<i>\$15 Rx Co-pay</i>	154.08	164.73	-
<i>\$15/\$25 Rx Co-pay</i>	-	-	103.98
<i>DME 80%</i>	1.84	2.18	2.18
<i>PO 80%</i>	.43	.52	.52
<i>Ambulance \$50</i>	Included	Included	Included
<i>ER \$25</i>	1.30	1.39	1.39
<i>Vision Exam</i>	1.71	1.96	-
<i>Vision E&S</i>	-	-	13.08
<i>Total</i>	\$678.43	\$742.89 (+9.5%)	\$693.26 (+2.19%)

The impact of the proposed changes on participating employees is as follows:

1. **Changing Drug Co-pay from \$15 to \$15 generic/\$25 brand-name** – Under the current program, prescriptions are filled with generics unless no generic is available or unless the doctor prescribes the brand-name drug as medically necessary. In these cases, the employee currently pays the \$15 co-pay; under the proposed plan, employees would pay \$25 for the brand name. Employees who *insist* on brand-name drugs when generics are available currently pay \$15 plus the additional cost for the brand name drug; under the proposal, these employees would pay \$25 plus additional cost.

More than 50% of the city's prescriptions are currently filled with generics. For employees using generics, the change *will have no impact*. For employees who must use brand-names, the impact will be to increase co-pays from \$15 to \$25.

To help ease transition, it is proposed that the current Rx co-pay reimbursement program be amended. Currently this program reimburses employees for the additional \$5.00 cost incurred when the city moved from \$10 to \$15 co-pays. The total reimbursement an employee can receive is capped at \$100 per year. It is proposed that this program be amended to allow reimbursements up to \$15/prescription while keeping the \$100 yearly cap in place.

There two other programs available to help employees control Rx costs:

- **Mail-order program** which allows employees to purchase a three-month supply of maintenance drugs, but pay only two co-pays for the three-month supply;
- **Flex-spending reimbursement accounts** which allow employees to set pre-tax money aside for medical costs and then reimburse themselves for prescription co-pays or other costs. Depending on tax bracket, the savings to the employee can be as much as 30%.

2. **Expanded Vision Care Benefit** – The city currently provides vision care benefits to different employee groups as follows:

- Non-union – Exam and new glasses (every 12 months)
- Clerical 517M – Exam and new glasses (every 12 months)
- Fire – Exam (every 12 months) and new glasses (every 24 months)
- DPW 517M – Exam (every 12 months) and new glasses (every 24 months)
- Police Patrol – No current coverage
- Police Command – No current coverage

Vision care benefits currently are provided by another company (Eye Care Plan of America - ECPA). It is proposed that the ECPA contract be terminated and that vision benefits be made part of the Priority Health program. This will result in additional savings of \$29,865 by no longer having the ECPA contract and significantly increased vision benefits for most employees:

- Non-union – No benefit change; more local service providers;
- Clerical 517M – No benefit change; more local service providers;
- Fire – New glasses every 12 months instead of 24 months; more local service providers;

- DPW 517M -- New glasses every 12 months instead of 24 months; more local service providers;
- Police Patrol -- New benefit;
- Police Command -- New benefit

Placing vision care under Priority will also eliminate a duplication of service in that the city currently pays for eye exam services both through Priority and ECPA.

Largely uncontrollable healthcare costs are a reality we are forced to deal with even in an environment of deteriorating revenues. We think that the proposal outlined here affords a unusual opportunity to control these costs while minimizing the impact on employees. Indeed, for many employees the proposed changes may actually mean an improvement in benefits.

Thank you.

Date: April 26, 2005

To: Honorable Mayor and City Commissioners

From: Finance Director

RE: Group Life and Disability

SUMMARY OF REQUEST: To place the city's group life insurance and long-term disability insurance programs with the intergovernmental Group Life and Disability Insurance Program offered through MERS (Municipal Employees Retirement System).

FINANCIAL IMPACT: Reduction in insurance rates, improved program oversight and possible future benefits by developing a relationship with MERS.

BUDGET ACTION REQUIRED: None at this time. Lower rates will be incorporated into future budget reforecasts and the 2006 budget.

STAFF RECOMMENDATION: As follows:

1. Authorize staff to place group life and LTD coverage through MERS effective June 1, 2005. There is no change in benefit levels.
2. Authorize staff to terminate current contracts for life insurance (Jefferson Pilot) and LTD (The Principal).

COMMITTEE RECOMMENDATION: None

Memo

To: City Commission
From: Finance Director
Date: April 19, 2005
Re: Group Life and Disability Insurance Programs

Group life insurance and disability insurance benefits are provided to city employees as follows:

<i>Employee Group</i>	<i>Life</i>	<i>Long-Term Disability</i>
<i>Non-Union</i>	Yes	Yes
<i>Clerical</i>	Yes	Yes
<i>DPW 517M</i>	Yes	No – in negotiation
<i>Police Patrol</i>	Yes	No – will accompany DC pension
<i>Police Command</i>	Yes	No
<i>Fire</i>	Yes	No – in negotiation

Recently staff was made aware of a new intergovernmental cooperative program offered through MERS (Municipal Employees Retirement System) that pools the buying power of its member municipalities for purchase of these insurance lines. The concept is similar to the highly successful intergovernmental programs that the city utilizes for liability and property insurance (through MMRMA) and Workers Comp and Unemployment Insurance (through MML).

Staff believes that participation in this type of program provides the best long-term value for the city and will have multiple benefits:

1. **Immediate Savings** – Published premiums for the MERS program are lower than the city's current rates:

Policy	Current Rate	MERS Rate
Group Life (Including AD&D)	\$0.33 per \$1000 wages	\$0.25 per \$1000 wages
LTD	\$0.48 per \$100 wages	\$0.43 per \$100 wages

Based on current employee census and benefit levels, the lower rates will equate to about \$12,000 in annual savings.

2. **Program Oversight** – The city's group life and LTD programs are smaller benefit programs that probably don't get the attention they deserve from staff, particularly in the present environment of dwindling resources and expanded responsibilities. We believe that having the expertise of an agency like MERS to oversee the program, select carriers, monitor the financial health of carriers, and provide employee communications will be a positive improvement for the city and its employees. As noted above, this model has worked very well for other insurance lines.
3. **Further Relationship with MERS** – MERS was established as an intergovernmental cooperative for the primary purpose of administering municipal defined benefit pension programs. The city locally administers its pensions and, although the city's pension boards have looked closely at joining MERS on at least two occasions, they decided against the move both times. However, as MERS expands its offerings, staff believes that beginning a relationship could have significant future benefits:
 - **Defined Contribution Pensions** – The city is currently negotiating with several employee units the issue of providing a *defined contribution* (DC) pension benefit to new hires in lieu of the traditional *defined benefit* (DB) pension model. It appears that MERS offers the most cost effective vehicle for administering this type of program. Again, the group buying power of MERS allows it to offer lower fees than the city can get on its own for the identical ICMA defined contribution program.

Also, movement to a defined contribution pension program will require the city to expand LTD coverage to replace the disability pension benefit afforded under the DB plan. Having both programs run through MERS will help ensure coordination.

 - **Defined Benefit Pensions** – As resources shrink, it is very possible that the city will again need to carefully look at the feasibility of joining MERS for defined benefit program administration, perhaps starting with a single employee group instead of attempting a wholesale changeover.
 - **Employee Healthcare and Retiree Healthcare** – Along with the life and disability insurance initiative, MERS is creating group health insurance programs for member municipalities. While staff is not prepared to recommend changing to these programs at this time, we feel that they may be viable offerings in the future.

Thank you.



Group Life and Disability Insurance Program



Together we can ...

... Improve the Way We Buy Quality Life and Disability Insurance!

The Municipal Employees' Retirement System of Michigan (MERS) is collaborating with employers to improve the way members purchase life and disability insurance. Operating in the common interests of its members, MERS is pooling employer purchasing power to preserve the quality and affordability of Life and Disability Insurance.

It pays to be bigger!

Every MERS employer in Michigan should participate. MERS negotiated rate concessions using the tremendous volume potential represented by MERS 600 employers. Volume purchasing helps MERS members reduce and stabilize costs today and tomorrow. Your long-term commitment in the program helps ensure that the costs will remain competitive.

You also avoid the time and resource drain of bidding by delegating this work to your expert partners at MERS. We have a strong history in plan administration, and a strong commitment to improving the group employee benefit products available to members.

The MERS Group Life and Disability Insurance Program works like this:

- MERS established and oversees the benefit plans provided through an A-rated carrier.
- Any MERS member municipality interested in reducing their operating costs should participate in this program.
- MERS members may receive any of the following insurance products:
 - Life
 - Accidental Death and Dismemberment (AD&D)
 - Additional Life with AD&D
 - Dependent Life
 - Short Term Disability
 - Long Term Disability
- All of our employers will be **guaranteed a minimum savings of 10%** on uniform plan designs with a minimum 12 month rate commitment. If an employer is currently paying a lower rate than the plans being offered, they are guaranteed a 10% discounted rate off their in force rates.
- Coleman & Dugan staff are MERS partner in this program, and the Standard Insurance Company of Portland, Oregon is the carrier.

Obtaining a quote is as easy as ...

1. Gather the following:
 - Plan or coverage booklets for each coverage to be quoted (Life/AD&D, LTD or STD)
 - Copy of your current premium billing statement from current carrier(s)
 - Current employee census data (date of birth, gender, salary, job title, and employee class)
2. Send data and municipality contact information:
MERS Group Life & Disability Insurance
c/o MERS Partners
4764 East Fulton, Suite 201
Ada, MI 49301
3. After we receive your information and verify there are no additional questions, the quote will be presented to you within 2 weeks.

Experience dramatic savings!

The experience of those participating in the program has been exceptional. Municipalities are realizing average savings of 30%.

"Numbers make the difference," *Anne Wagner, MERS Chief Executive Officer.*

"Our primary concern was to reduce costs. We were able to decrease premiums by nearly 50% and keep the same coverage."

Sue Ann Johnson, Oceana County.

"The conversion went very smoothly. The response time to any question was prompt AND we saved 29% on our premium."

Carol Johnson, Menominee County.

"We've had four STD claims since we joined on February 1st, and all the claims have been handled quickly ... our employees are very pleased!" *Karen Swan, Road Commission for Montcalm County.*

"Even though our coverage was already through Standard Insurance, we were able to save an additional ten percent utilizing the MERS program," *Randall DeBruine, City of Belding.*

About MERS of Michigan

- MERS is a non-profit corporation governed by members for the benefit of members.
- MERS is a statewide public employee retirement plan that provides both Defined Benefit (DB) and Defined Contribution (DC) programs, plus a range of group health solutions.
- MERS was created in 1945 by the Michigan Legislature.
- MERS became an independent public corporation on August 15, 1996.
- MERS 65,000 membership consists of municipal employees working for local units of government.



"Our Present is Your Future."

For more information,
call Toll free: (800) 767-MERS (6377)
or email GroupInsurance@mersofmich.com

Date: April 26, 2005

To: Honorable Mayor and City Commissioners

From: Finance Director

RE: First Quarter 2005 Budget Reforecast

SUMMARY OF REQUEST: At this time staff is transmitting the *First Quarter 2005 Budget Reforecast* which outlines proposed changes to the original budget that have come about as result of changes in policy priorities, labor contracts, updated economic conditions, or other factors. For the next meeting, an action item will be placed on the agenda for adoption of the second quarter budget reforecast together with any additional changes deemed necessary by Commissioners.

FINANCIAL IMPACT: First quarter proposed changes to the General fund are relatively minor. The most recent information from the state indicates that 2005 state shared revenues will be \$13,657 less than originally projected. A state revenue conference is scheduled for May at which time further information may emerge. A more significant shortfall is forecast for the CDBG allocation to the General Fund: the original budgeted amount of \$400,000 has been reduced to \$250,000 reflecting the deterioration of CDBG revenues. Other general fund revenues appear to be in line with original projections. Proposed expenditure changes to the General Fund are minor resulting in an overall \$5,348 increase in projected costs. This figure incorporates the change resulting from the personnel adjustments related to the housing inspections matter.

The most significant change included in the first quarter reforecast is in the Public Improvement Fund. Two new fire trucks (\$800,000) and Fisherman's Landing improvements (\$175,000) have been added. At the time the original budget was prepared, it was thought that one truck would be under contract in 2004. This did not occur and, since that time, it has become apparent from rising maintenance costs that a second truck is warranted. The Fisherman's Landing improvements have been previously discussed and involve an agreement for the Fisherman's Landing group to repay the city over time.

BUDGET ACTION REQUIRED: Self-explanatory.

STAFF RECOMMENDATION: The City Commission should review the *Reforecast* to ensure it reflects their policy initiatives. At the next City Commission meeting, staff will request formal approval of the *Reforecast* and related budget amendments.

COMMITTEE RECOMMENDATION: There is no committee recommendation at this time.

CITY OF MUSKEGON
GENERAL FUND

HISTORICAL SUMMARY

Year	Revenues & Transfers In	Expenditures & Transfers Out	Fund Balance at Year-End
1995 \$	16,633,179 \$	16,337,586 \$	2,322,307
1996	17,666,214	18,018,159	1,970,362
1997	20,437,646	20,358,321	2,049,687
1998	21,643,855	21,634,467	2,059,075
1999	21,451,681	22,011,881	1,498,875
2000	23,685,516	22,232,657	2,951,734
2001	23,446,611	23,235,978	3,162,367
2002	23,617,163	23,971,534	2,807,996
2003	23,328,756	23,705,334	2,431,418
2004	23,401,793	23,388,019	2,445,192

Fiscal 2005 Budget Summary

FUND BALANCE AT START OF YEAR \$ 2,445,192

MEANS OF FINANCING:

Taxes	14,173,925	60.8%
Licenses and Permits	981,600	4.2%
Federal Grants	184,717	0.8%
State Grants	17,000	0.1%
State Shared Revenue	4,675,000	20.1%
Other Charges	2,163,104	9.3%
Interest & Rentals	217,053	0.9%
Fines and Fees	502,000	2.2%
Other Revenue	307,250	1.3%
Other Financing Sources	<u>80,833</u>	<u>0.3%</u>
	23,302,482	100.0%

ESTIMATED REQUIREMENTS:

Customer Value Added Activities	17,613,727	75.3%
Business Value Added Activities	4,075,316	17.4%
Fixed Budget Items	<u>1,702,375</u>	<u>7.3%</u>
	23,391,418	100.0%

ESTIMATED FUND BALANCE AT END OF YEAR \$ 2,356,256

OPERATING DEFICIT (USE OF FUND BALANCE)	\$ (88,936)
TARGET FUND BALANCE (10% PRIOR YEAR EXPENDITURES)	\$ 2,338,802
ESTIMATED EXCESS (SHORTFALL) vs. TARGET	\$ 17,454

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Revenue Summary By Source

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Revised Estimate 2005	Change From 2005 Original	% Change From 2004 Original
Available Fund Balance - BOY	\$ 2,807,996	\$ 2,807,996	\$ 2,277,365	\$ 2,445,192	\$ 2,445,192	\$ 167,827	\$ 167,827
Taxes							
City income tax	\$ 6,542,355	\$ 7,033,387	\$ 6,650,000	\$ 2,246,485	\$ 6,650,000	\$ -	0.00%
Property taxes - general	4,212,477	4,702,417	5,482,822	965,525	5,482,822	-	0.00%
Property taxes - sanitation	1,805,752	1,551,518	1,589,076	281,424	1,589,076	-	0.00%
Property taxes - pass-through from LDFA II	157,632	-	-	-	-	-	0.00%
Industrial facilities taxes	446,557	398,934	357,027	64	357,027	-	0.00%
Payments in lieu of taxes	70,065	72,816	80,000	-	80,000	-	0.00%
Delinquent chargeback collected	11,886	7,968	15,000	-	15,000	-	0.00%
	\$ 13,246,744	\$ 13,767,040	\$ 14,173,925	\$ 3,493,498	\$ 14,173,925	\$ -	0.00%
Licenses and permits							
Business licenses	\$ 28,455	\$ 33,835	\$ 33,000	\$ 3,490	\$ 33,000	\$ -	0.00%
Liquor licenses	36,427	35,681	37,500	6,961	37,500	-	0.00%
Cable TV franchise fees	265,532	333,618	260,000	-	260,000	-	0.00%
Telecom franchise fees (Act 48)	32,024	-	-	-	-	-	0.00%
Rental property registration	4,905	14,584	10,000	6,990	10,000	-	0.00%
Property Maintenance Inspection Fees	91,360	46,625	50,000	2,910	50,000	-	0.00%
Burial permits	103,564	102,702	110,000	23,617	110,000	-	0.00%
Building permits	275,642	350,102	275,000	100,964	275,000	-	0.00%
Electrical permits	125,718	103,989	100,000	45,249	100,000	-	0.00%
Plumbing permits	50,030	50,711	45,000	9,249	45,000	-	0.00%
Mechanical permits	94,013	66,682	60,000	12,110	60,000	-	0.00%
Franchise fees	-	485	-	-	-	-	0.00%
Cat Licenses	-	-	-	865	1,000	1,000	0.00%
Police gun registration	1,110	-	-	28	100	100	0.00%
	\$ 1,108,780	\$ 1,139,014	\$ 980,500	\$ 212,433	\$ 981,600	\$ 1,100	0.11%
Federal grants							
Federal operational grant	\$ 211,597	\$ 233,158	\$ 184,717	\$ 12,299	\$ 184,717	-	0.00%
	\$ 211,597	\$ 233,158	\$ 184,717	\$ 12,299	\$ 184,717	\$ -	0.00%
State grants							
Act 302 police training grant	\$ 17,148	\$ -	\$ 17,000	\$ 77	\$ 17,000	-	0.00%
State operational grant	6,117	33,127	-	-	-	-	0.00%
	\$ 23,265	\$ 33,127	\$ 17,000	\$ 77	\$ 17,000	\$ -	0.00%
State shared revenue							
State sales tax	\$ 4,938,861	\$ 4,645,348	\$ 4,688,657	\$ -	\$ 4,675,000	(13,657)	-0.29%
	\$ 4,938,861	\$ 4,645,348	\$ 4,688,657	\$ -	\$ 4,675,000	\$ (13,657)	-0.29%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Revenue Summary By Source

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Revised Estimate 2005	Change From 2005 Original	% Change From 2004 Original
Other charges for sales and services							
Tax administration fees	\$ 264,949	\$ 228,801	\$ 233,748	\$ -	\$ 233,748	\$ -	0.00%
Utility administration fees	183,439	183,439	183,439	-	183,439	-	0.00%
Reimbursement for elections	30,648	15,626	13,000	227	13,000	-	0.00%
Indirect cost reimbursement	974,894	1,012,708	1,035,617	172,602	1,035,617	-	0.00%
Site-plan review fee	780	2,700	1,000	(4,200)	1,000	-	0.00%
Sale of cemetery lots	18,233	17,324	20,000	3,085	20,000	-	0.00%
Sale of columbarium niches	-	1,000	-	-	-	-	0.00%
Police miscellaneous	83,060	64,684	70,000	16,273	70,000	-	0.00%
Police impound fees	65,010	49,320	20,000	10,050	30,000	10,000	50.00%
Landlord's alert fee	315	40	-	290	600	500	0.00%
Fire protection-state property	45,965	45,423	42,000	30	42,000	-	0.00%
Zoning fees	11,880	18,680	13,000	2,620	13,000	-	0.00%
Clerk fees	2,022	3,162	4,300	2,604	4,300	-	0.00%
Clerk - passport fees	1,735	2,550	2,000	630	2,000	-	0.00%
Tax abatement application fees	16,020	13,636	6,000	111	6,000	-	0.00%
Treasurer fees	20,702	45,909	33,000	6,838	45,000	12,000	36.36%
False alarm fees	11,429	12,425	12,000	180	12,000	-	0.00%
Miscellaneous cemetery income	21,763	24,722	24,000	939	24,000	-	0.00%
Senior transit program fees	6,651	6,864	8,000	1,774	7,500	(500)	-6.25%
Township electrical services	11,410	13,608	-	-	-	-	0.00%
Fire miscellaneous	13,297	18,183	20,000	815	20,000	-	0.00%
Sanitation stickers	49,856	62,704	50,000	3,694	50,000	-	0.00%
Lot cleanup fees	91,709	40,633	70,000	3,769	70,000	-	0.00%
Reimbursements for mowing and demolitions	158,315	36,820	70,000	1,639	70,000	-	0.00%
Special events reimbursements	30,610	101,822	100,000	4,219	100,000	-	0.00%
Recreation program fees	116,174	105,895	126,000	4,590	110,000	(16,000)	-12.70%
	\$ 2,230,866	\$ 2,128,678	\$ 2,157,104	\$ 232,779	\$ 2,163,104	\$ 6,000	0.28%
Interest and rental income							
Interest	\$ 48,505	\$ 17,275	\$ 70,000	\$ -	\$ 70,000	\$ -	0.00%
Flea market	31,867	31,998	29,000	-	29,000	-	0.00%
Farmers market	29,880	25,829	32,000	134	32,000	-	0.00%
City right of way rental	4,400	4,400	4,400	2,400	4,400	-	0.00%
Advertising Revenue	-	-	-	479	2,000	2,000	0.00%
Parking rentals	6,017	3,245	5,000	700	5,000	-	0.00%
McGraft park rentals	41,338	49,181	46,288	1,800	46,288	-	0.00%
Other park rentals	27,400	28,838	28,365	8,538	28,365	-	0.00%
	\$ 189,407	\$ 180,766	\$ 215,053	\$ 14,061	\$ 217,053	\$ 2,000	0.93%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Revenue Summary By Source

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Revised Estimate 2005	Change From 2005 Original	% Change From 2004 Original
Fines and fees							
Income tax - penalty and interest	\$ 194,562	\$ 293,971	\$ 190,000	\$ 63,145	\$ 190,000	\$ -	0.00%
Late fees on current taxes	52,791	89,452	25,000	-	50,000	25,000	100.00%
Interest on late invoices	549	877	2,000	-	2,000	-	0.00%
Parking fines	71,698	100,425	100,000	36,422	100,000	-	0.00%
Court fines	152,082	137,440	160,000	27,015	160,000	-	0.00%
	\$ 471,682	\$ 622,165	\$ 477,000	\$ 126,582	\$ 502,000	\$ 25,000	5.24%
Other revenue							
Sale of land and assets	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	0.00%
Police sale and auction proceeds	1,139	1,577	4,000	-	4,000	-	0.00%
CDBG program reimbursements	234,073	291,983	400,000	2,880	250,000	(150,000)	-37.50%
Contributions	35,461	18,030	11,000	1,400	11,000	-	0.00%
Contributions - Veteran's Park Maintenance	14,232	20,449	17,250	-	17,250	-	0.00%
Muskegon County Community Foundation	33,000	8,000	8,000	-	8,000	-	0.00%
Miscellaneous reimbursements	-	-	1,000	-	1,000	-	0.00%
Miscellaneous and sundry	13,289	21,249	15,000	2,212	15,000	-	0.00%
	\$ 331,194	\$ 361,288	\$ 457,250	\$ 6,492	\$ 307,250	\$ (150,000)	-32.80%
Other financing sources							
Operating transfers in							
Cemetery Perpetual Care	\$ 61,360	\$ 46,209	\$ 60,000	\$ 8,433	\$ 60,000	\$ -	0.00%
Criminal Forfeitures Fund	-	-	10,000	-	10,000	-	0.00%
Police Training Fund	-	-	-	-	-	-	0.00%
DDA for Administration	10,000	10,000	10,000	1,667	10,000	-	0.00%
Reese Playfield Fund	-	-	-	-	-	-	0.00%
RLF for Administration	5,000	5,000	-	833	833	833	0.00%
Budget Stabilization Fund	500,000	250,000	-	-	-	-	0.00%
Hackley Park Memorial Fund	-	-	-	-	-	-	0.00%
	\$ 576,360	\$ 311,209	\$ 80,000	\$ 10,933	\$ 80,833	\$ 833	1.04%
Total general fund revenues and other sources							
	\$ 23,328,756	\$ 23,401,793	\$ 23,431,206	\$ 4,109,144	\$ 23,302,482	\$ (128,724)	-0.55%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

		Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
I. Customer Value Added Activities									
40301 Police Department									
5100	Salaries & Benefits	\$ 6,068,410	\$ 6,620,652	\$ 7,158,057	\$ 1,388,440	19%	\$ 7,158,057	\$ -	0.00%
5200	Operating Supplies	100,795	83,880	99,607	18,795	19%	99,607	-	0.00%
5300	Contractual Services	907,969	929,723	920,000	192,151	21%	920,000	-	0.00%
5400	Other Expenses	15,774	27,620	38,000	3,618	10%	38,000	-	0.00%
5700	Capital Outlays	30,581	10,741	5,000	5,314	71%	7,500	2,500	50.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 7,123,529	\$ 7,672,616	\$ 8,220,664	\$ 1,608,318	20%	\$ 8,223,164	\$ 2,500	0.03%
		\$ 7,123,529	\$ 7,672,616	\$ 8,220,664	\$ 1,608,318	20%	\$ 8,223,164	\$ 2,500	0.03%
50336 Fire Department									
5100	Salaries & Benefits	\$ 3,037,824	\$ 3,094,164	\$ 3,193,875	\$ 672,713	22%	\$ 3,092,664	\$ (101,211)	-3.17%
5200	Operating Supplies	95,604	80,524	72,434	14,677	20%	72,434	-	0.00%
5300	Contractual Services	187,853	179,375	170,000	30,677	18%	170,000	-	0.00%
5400	Other Expenses	12,378	4,978	7,500	1,147	15%	7,500	-	0.00%
5700	Capital Outlays	98,132	241,967	45,000	16,134	36%	45,000	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 3,431,791	\$ 3,601,008	\$ 3,488,809	\$ 735,348	22%	\$ 3,387,598	\$ (101,211)	-2.90%
50387 Fire Safety Inspections									
5100	Salaries & Benefits	\$ 761,792	\$ 780,291	\$ 694,082	\$ 155,450	20%	\$ 785,488	\$ 91,406	13.17%
5200	Operating Supplies	18,780	18,942	20,000	2,983	15%	20,000	-	0.00%
5300	Contractual Services	152,279	189,915	208,242	22,570	11%	208,242	-	0.00%
5400	Other Expenses	11,094	7,758	8,000	903	11%	8,000	-	0.00%
5700	Capital Outlays	3,616	2,150	2,000	1,843	92%	2,000	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 947,561	\$ 999,056	\$ 932,324	\$ 183,749	18%	\$ 1,023,730	\$ 91,406	9.80%
		\$ 4,379,352	\$ 4,600,064	\$ 4,421,133	\$ 919,097	21%	\$ 4,411,328	\$ (9,805)	-0.22%
60523 General Sanitation									
5100	Salaries & Benefits	\$ 75,757	\$ 67,480	\$ 68,735	\$ 13,693	20%	\$ 68,735	\$ -	0.00%
5200	Operating Supplies	109	311	-	-	N/A	-	-	0.00%
5300	Contractual Services	1,491,309	1,461,415	1,476,815	228,483	15%	1,476,815	-	0.00%
5400	Other Expenses	65	-	-	-	N/A	-	-	0.00%
5700	Capital Outlays	41,389	-	21,000	-	0%	21,000	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 1,608,639	\$ 1,529,206	\$ 1,566,550	\$ 242,176	15%	\$ 1,566,550	\$ -	0.00%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
60528 Recycling								
5100 Salaries & Benefits			\$ -		N/A	\$ -	\$ -	0.00%
5200 Operating Supplies			-		N/A	-	-	0.00%
5300 Contractual Services	230,058	159,996	163,527	26,537	16%	163,527	-	0.00%
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700 Capital Outlays	3,250	-	1,500	-	0%	1,500	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 233,308	\$ 159,996	\$ 165,027	\$ 26,537	16%	\$ 165,027	\$ -	0.00%
60550 Stormwater Management								
5100 Salaries & Benefits	\$ 3,835	\$ 2,310	\$ -	\$ -	N/A	\$ -	\$ -	0.00%
5200 Operating Supplies	501	-	-	-	N/A	-	-	0.00%
5300 Contractual Services	2,569	9,806	13,917	6,353	39%	16,270	2,353	16.91%
5400 Other Expenses	-	75	-	-	N/A	-	-	0.00%
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 6,905	\$ 12,191	\$ 13,917	\$ 6,353	39%	\$ 16,270	\$ 2,353	16.91%
60448 Streetlighting								
5100 Salaries & Benefits	\$ 842	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%
5200 Operating Supplies	-	-	-	-	N/A	-	-	0.00%
5300 Contractual Services	504,832	506,590	533,600	88,125	17%	533,600	-	0.00%
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700 Capital Outlays	3,850	-	-	-	N/A	-	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 509,524	\$ 506,590	\$ 533,600	\$ 88,125	17%	\$ 533,600	\$ -	0.00%
60707 Senior Citizen Transit								
5100 Salaries & Benefits	\$ 38,746	\$ 39,064	\$ 51,847	\$ 8,466	17%	\$ 49,847	\$ (2,000)	-3.85%
5200 Operating Supplies	-	-	-	-	N/A	-	-	0.00%
5300 Contractual Services	10,140	10,140	10,140	1,950	19%	10,140	-	0.00%
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 48,886	\$ 49,204	\$ 61,987	\$ 10,416	17%	\$ 59,987	\$ (2,000)	-3.23%
60446 Community Event Support								
5100 Salaries & Benefits	\$ 34,581	\$ 29,594	\$ 32,500	\$ 251	1%	\$ 32,500	\$ -	0.00%
5200 Operating Supplies	2,949	2,563	2,750	-	0%	2,750	-	0.00%
5300 Contractual Services	17,574	9,764	30,470	198	1%	30,470	-	0.00%
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 55,104	\$ 41,921	\$ 65,720	\$ 449	1%	\$ 65,720	\$ -	0.00%
	\$ 2,462,366	\$ 2,299,108	\$ 2,406,801	\$ 374,056	16%	\$ 2,407,154	\$ 353	0.01%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

		Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
70751 Parks Maintenance									
5100	Salaries & Benefits	\$ 478,197	\$ 445,710	\$ 467,299	\$ 81,045	17%	\$ 467,299	\$ -	0.00%
5200	Operating Supplies	140,573	104,812	104,300	6,873	7%	104,300	-	0.00%
5300	Contractual Services	586,465	590,526	505,716	50,422	10%	505,716	-	0.00%
5400	Other Expenses	168	41	-	15	30%	50	50	0.00%
5700	Capital Outlays	85,387	57,430	54,556	12	0%	54,556	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 1,290,790	\$ 1,198,519	\$ 1,131,871	\$ 138,367	12%	\$ 1,131,921	\$ 50	0.00%
70757 Mc Graft Park Maintenance									
5100	Salaries & Benefits	\$ 8,765	\$ 12,017	\$ 16,884	\$ 964	6%	\$ 16,884	\$ -	0.00%
5200	Operating Supplies	5,306	2,396	4,500	-	0%	4,500	-	0.00%
5300	Contractual Services	30,830	46,024	25,497	4,979	20%	25,497	-	0.00%
5400	Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700	Capital Outlays	39	52	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 44,940	\$ 60,489	\$ 46,881	\$ 5,943	13%	\$ 46,881	\$ -	0.00%
70775 General & Inner City Recreation									
5100	Salaries & Benefits	\$ 290,235	\$ 217,770	\$ 216,969	\$ 27,343	12%	\$ 226,969	\$ 10,000	4.61%
5200	Operating Supplies	41,843	39,754	36,566	5,477	15%	36,566	-	0.00%
5300	Contractual Services	123,619	90,280	98,534	8,680	9%	98,534	-	0.00%
5400	Other Expenses	6,967	3,042	3,800	572	15%	3,800	-	0.00%
5700	Capital Outlays	2,127	32	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 464,791	\$ 350,878	\$ 355,869	\$ 42,072	11%	\$ 365,869	\$ 10,000	2.81%
70276 Cemeteries Maintenance									
5100	Salaries & Benefits	\$ 205,975	\$ 196,792	\$ 203,549	\$ 32,533	16%	\$ 203,549	\$ -	0.00%
5200	Operating Supplies	10,846	12,079	17,169	368	2%	17,169	-	0.00%
5300	Contractual Services	251,300	249,830	227,750	14,459	6%	227,750	-	0.00%
5400	Other Expenses	751	138	-	-	N/A	-	-	0.00%
5700	Capital Outlays	41,908	23,461	16,490	31	0%	16,490	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 510,780	\$ 482,300	\$ 464,958	\$ 47,389	10%	\$ 464,958	\$ -	0.00%
70585 Parking Operations									
5100	Salaries & Benefits	\$ 18,010	\$ 2,168	\$ -	\$ 1,456	83%	\$ 1,750	\$ 1,750	0.00%
5200	Operating Supplies	1,738	199	3,000	-	0%	3,000	-	0.00%
5300	Contractual Services	235,608	24,974	32,040	4,517	14%	32,040	-	0.00%
5400	Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700	Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 255,356	\$ 27,341	\$ 35,040	\$ 5,973	16%	\$ 36,790	\$ 1,750	4.99%
70357 Graffiti Removal									
5100	Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%
5200	Operating Supplies	-	513	1,000	-	0%	1,000	-	0.00%
5300	Contractual Services	-	4,089	4,000	-	0%	4,000	-	0.00%
5400	Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700	Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ -	\$ 4,602	\$ 5,000	\$ -	0%	\$ 5,000	\$ -	0.00%
70771 Forestry									
5100	Salaries & Benefits	\$ 103,509	\$ 68,860	\$ -	\$ -	N/A	\$ -	\$ -	0.00%
5200	Operating Supplies	8,075	2,971	-	-	N/A	-	-	0.00%
5300	Contractual Services	21,692	14,289	-	-	N/A	-	-	0.00%
5400	Other Expenses	940	493	-	-	N/A	-	-	0.00%
5700	Capital Outlays	2,458	906	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 136,674	\$ 87,519	\$ -	\$ -	N/A	\$ -	\$ -	0.00%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
70863 Farmers' Market & Flea Market								
5100 Salaries & Benefits	\$ 30,792	\$ 30,972	\$ 21,867	\$ 177	1%	\$ 21,867	\$ -	0.00%
5200 Operating Supplies	465	402	280	-	0%	280	-	0.00%
5300 Contractual Services	14,462	16,678	8,000	833	10%	8,000	-	0.00%
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700 Capital Outlays	225	-	-	-	N/A	-	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 45,944	\$ 48,052	\$ 30,147	\$ 1,010	3%	\$ 30,147	\$ -	0.00%
	\$ 2,749,275	\$ 2,259,700	\$ 2,069,768	\$ 240,754	12%	\$ 2,081,566	\$ 11,800	0.57%
80387 Environmental Services								
5100 Salaries & Benefits	\$ 181,136	\$ 125,553	\$ 105,855	\$ 18,702	18%	\$ 105,855	\$ -	0.00%
5200 Operating Supplies	7,859	4,744	6,500	325	5%	6,500	-	0.00%
5300 Contractual Services	281,831	266,724	196,500	7,146	4%	196,500	-	0.00%
5400 Other Expenses	189	-	500	-	0%	500	-	0.00%
5700 Capital Outlays	3,396	35	3,000	-	0%	3,000	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 474,411	\$ 397,056	\$ 312,355	\$ 26,173	8%	\$ 312,355	\$ -	0.00%
	\$ 474,411	\$ 397,056	\$ 312,355	\$ 26,173	8%	\$ 312,355	\$ -	0.00%
10875 Other - Contributions to Outside Agencies								
Muskegon Area Transit (MATS)	\$ 80,163	\$ 80,164	\$ 80,500	\$ 56,173	70%	\$ 80,500	\$ -	0.00%
Neighborhood Association Grants	29,308	24,776	25,000	-	0%	25,000	-	0.00%
Muskegon Area First	42,000	20,000	45,660	-	0%	45,660	-	0.00%
Veterans Memorial Day Costs	7,898	8,022	8,000	-	0%	8,000	-	0.00%
WMSRDC - Muskegon Area Plan (MAP)	-	-	-	-	N/A	-	-	0.00%
Institute for Healing Racism	3,000	1,000	1,000	-	0%	1,000	-	0.00%
MLK Diversity Program	1,000	1,000	1,000	-	0%	1,000	-	0.00%
Muskegon Area Labor Management (MALMC)	1,000	1,000	1,000	-	0%	1,000	-	0.00%
Muskegon County and Humane Society - Feral Cat Control	17,890	11,332	16,000	-	0%	16,000	-	0.00%
Other	-	-	-	-	N/A	-	-	0.00%
Contributions To Outside Agencies	\$ 182,259	\$ 147,294	\$ 178,160	\$ 56,173	32%	\$ 178,160	\$ -	0.00%
	\$ 182,259	\$ 147,294	\$ 178,160	\$ 56,173	32%	\$ 178,160	\$ -	0.00%
Total Customer Value Added Activities								
As a Percent of Total General Fund	\$ 17,371,192	\$ 17,375,838	\$ 17,608,879	\$ 3,224,571	18%	\$ 17,813,727	\$ 4,848	0.03%
Expenditures	73.3%	74.3%	75.3%	78.0%		75.3%		

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

		Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
II. Business Value Added Activities									
10101 City Commission									
5100	Salaries & Benefits	\$ 59,698	\$ 61,918	\$ 62,658	\$ 12,935	21%	\$ 62,658	\$ -	0.00%
5200	Operating Supplies	9,367	14,894	13,500	21	0%	13,500	-	0.00%
5300	Contractual Services	28,258	3,517	5,000	104	2%	5,000	-	0.00%
5400	Other Expenses	6,126	2,427	6,000	500	8%	6,000	-	0.00%
5700	Capital Outlays	-	480	500	-	0%	500	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 103,449	\$ 83,236	\$ 87,658	\$ 13,560	15%	\$ 87,658	\$ -	0.00%
10102 City Promotions & Public Relations									
5100	Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%
5200	Operating Supplies	2,643	546	-	9	9%	100	100	0.00%
5300	Contractual Services	27,909	9,533	15,188	124	1%	15,088	(100)	-0.66%
5400	Other Expenses	-	397	-	-	N/A	-	-	0.00%
5700	Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 30,552	\$ 10,476	\$ 15,188	\$ 133	1%	\$ 15,188	\$ -	0.00%
10172 City Manager									
5100	Salaries & Benefits	\$ 182,226	\$ 194,094	\$ 198,312	\$ 46,629	23%	\$ 198,312	\$ -	0.00%
5200	Operating Supplies	1,846	1,421	2,000	125	6%	2,000	-	0.00%
5300	Contractual Services	2,809	2,496	3,200	336	11%	3,200	-	0.00%
5400	Other Expenses	1,646	1,197	2,000	175	9%	2,000	-	0.00%
5700	Capital Outlays	-	-	687	-	0%	687	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 188,327	\$ 199,208	\$ 206,199	\$ 47,165	23%	\$ 206,199	\$ -	0.00%
10145 City Attorney									
5100	Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%
5200	Operating Supplies	869	819	1,000	-	0%	1,000	-	0.00%
5300	Contractual Services	383,732	428,310	400,000	117,629	29%	400,000	-	0.00%
5400	Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700	Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 384,601	\$ 429,129	\$ 401,000	\$ 117,629	29%	\$ 401,000	\$ -	0.00%
		\$ 706,929	\$ 722,049	\$ 710,045	\$ 178,487	25%	\$ 710,045	\$ -	0.00%
20173 Administration									
5100	Salaries & Benefits	\$ 133,545	\$ 137,408	\$ 149,072	\$ 36,161	24%	\$ 149,072	\$ -	0.00%
5200	Operating Supplies	1,437	1,382	2,000	80	4%	2,000	-	0.00%
5300	Contractual Services	6,012	11,460	16,176	1,469	9%	16,176	-	0.00%
5400	Other Expenses	2,703	207	2,000	-	0%	2,000	-	0.00%
5700	Capital Outlays	2,013	-	500	-	0%	500	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 145,710	\$ 150,457	\$ 169,748	\$ 37,710	22%	\$ 169,748	\$ -	0.00%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

		Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
20228	Affirmative Action								
5100	Salaries & Benefits	\$ 93,074	\$ 67,896	\$ 78,199	\$ 15,941	20%	\$ 78,199	\$ -	0.00%
5200	Operating Supplies	528	449	3,000	76	3%	3,000	-	0.00%
5300	Contractual Services	1,553	2,093	2,999	331	11%	2,999	-	0.00%
5400	Other Expenses	1,572	376	2,000	160	8%	2,000	-	0.00%
5700	Capital Outlays	977	-	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 97,704	\$ 70,814	\$ 86,198	\$ 16,508	19%	\$ 86,198	\$ -	0.00%
20744	Julia Hackley Internships								
5100	Salaries & Benefits	\$ 7,837	\$ 8,931	\$ 7,636	\$ -	0%	\$ 7,636	\$ -	0.00%
5200	Operating Supplies	-	-	364	-	0%	364	-	0.00%
5300	Contractual Services	-	-	-	-	N/A	-	-	0.00%
5400	Other Expenses	-	-	-	-	N/A	-	-	0.00%
5700	Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 7,837	\$ 8,931	\$ 8,000	\$ -	0%	\$ 8,000	\$ -	0.00%
20215	City Clerk & Elections								
5100	Salaries & Benefits	\$ 237,090	\$ 253,377	\$ 267,558	\$ 51,951	19%	\$ 267,558	\$ -	0.00%
5200	Operating Supplies	33,167	21,581	46,839	3,564	8%	46,839	-	0.00%
5300	Contractual Services	42,598	28,584	25,800	3,832	15%	25,800	-	0.00%
5400	Other Expenses	5,156	3,437	2,750	664	24%	2,750	-	0.00%
5700	Capital Outlays	1,910	4,610	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 319,921	\$ 311,589	\$ 342,947	\$ 60,001	17%	\$ 342,947	\$ -	0.00%
20220	Civil Service								
5100	Salaries & Benefits	\$ 176,851	\$ 136,039	\$ 137,063	\$ 33,867	25%	\$ 137,063	\$ -	0.00%
5200	Operating Supplies	10,642	7,191	6,850	448	7%	6,850	-	0.00%
5300	Contractual Services	19,767	16,303	18,200	1,455	8%	18,200	-	0.00%
5400	Other Expenses	7,534	2,691	5,587	99	2%	5,587	-	0.00%
5700	Capital Outlays	-	650	300	99	33%	300	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 214,794	\$ 162,874	\$ 168,000	\$ 35,968	21%	\$ 168,000	\$ -	0.00%
		\$ 785,966	\$ 704,665	\$ 774,893	\$ 150,185	19%	\$ 774,893	\$ -	0.00%
30202	Finance Administration								
5100	Salaries & Benefits	\$ 297,906	\$ 316,103	\$ 329,841	\$ 80,050	24%	\$ 329,841	\$ -	0.00%
5200	Operating Supplies	7,010	5,266	5,750	1,251	22%	5,750	-	0.00%
5300	Contractual Services	87,221	75,827	80,200	32,857	41%	80,030	(170)	-0.21%
5400	Other Expenses	156	34	-	6	30%	20	20	0.00%
5700	Capital Outlays	3,784	16	-	110	73%	150	150	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 396,077	\$ 397,246	\$ 415,791	\$ 114,274	27%	\$ 415,791	\$ -	0.00%
30209	Assessing Services								
5100	Salaries & Benefits	\$ 6,199	\$ 6,254	\$ 6,361	\$ 494	8%	\$ 6,361	\$ -	0.00%
5200	Operating Supplies	-	-	-	-	N/A	-	-	0.00%
5300	Contractual Services	394,707	400,641	400,000	1,014	0%	400,000	-	0.00%
5400	Other Expenses	80	-	100	-	0%	100	-	0.00%
5700	Capital Outlays	-	-	-	-	N/A	-	-	0.00%
5900	Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
		\$ 400,986	\$ 406,895	\$ 406,461	\$ 1,508	0%	\$ 406,461	\$ -	0.00%

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
30205 Income Tax Administration								
5100 Salaries & Benefits	\$ 229,175	\$ 255,417	\$ 268,851	\$ 58,733	22%	\$ 268,851	\$ -	0.00%
5200 Operating Supplies	20,867	15,964	22,005	7,495	34%	22,005	-	0.00%
5300 Contractual Services	46,251	39,403	49,144	14,343	29%	49,144	-	0.00%
5400 Other Expenses	642	1,020	400	40	10%	400	-	0.00%
5700 Capital Outlays	1,437	1,293	500	348	70%	500	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 298,172	\$ 313,097	\$ 340,900	\$ 80,959	24%	\$ 340,900	\$ -	0.00%
30253 City Treasurer								
5100 Salaries & Benefits	\$ 290,796	\$ 279,010	\$ 292,201	\$ 61,035	21%	\$ 292,201	\$ -	0.00%
5200 Operating Supplies	33,750	27,759	32,000	5,612	18%	32,000	-	0.00%
5300 Contractual Services	65,831	67,355	60,000	11,629	19%	60,000	-	0.00%
5400 Other Expenses	545	950	1,000	206	21%	1,000	-	0.00%
5700 Capital Outlays	2,652	57	3,000	-	0%	3,000	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 393,574	\$ 375,131	\$ 388,201	\$ 78,482	20%	\$ 388,201	\$ -	0.00%
30248 Information Systems Administration								
5100 Salaries & Benefits	\$ 260,209	\$ 266,338	\$ 233,611	\$ 54,852	23%	\$ 233,611	\$ -	0.00%
5200 Operating Supplies	1,361	1,375	5,500	-	0%	5,500	-	0.00%
5300 Contractual Services	44,653	45,354	56,300	1,635	3%	56,300	-	0.00%
5400 Other Expenses	7,619	1,018	15,000	-	0%	15,000	-	0.00%
5700 Capital Outlays	43,807	22,822	26,000	7,378	28%	26,000	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 357,749	\$ 336,907	\$ 336,411	\$ 63,865	19%	\$ 336,411	\$ -	0.00%
	\$ 1,846,558	\$ 1,829,276	\$ 1,887,764	\$ 339,088	18%	\$ 1,887,764	\$ -	0.00%
60265 City Hall Maintenance								
5100 Salaries & Benefits	\$ 67,355	\$ 64,175	\$ 53,339	\$ 14,522	27%	\$ 53,339	\$ -	0.00%
5200 Operating Supplies	12,925	9,354	9,227	2,144	23%	9,227	-	0.00%
5300 Contractual Services	188,186	169,642	179,600	26,475	15%	179,600	-	0.00%
5400 Other Expenses	-	5	-	-	N/A	-	-	0.00%
5700 Capital Outlays	409	1,229	6,500	-	0%	6,500	-	0.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 268,875	\$ 244,405	\$ 248,666	\$ 43,141	17%	\$ 248,666	\$ -	0.00%
	\$ 268,875	\$ 244,405	\$ 248,666	\$ 43,141	17%	\$ 248,666	\$ -	0.00%
80400 Planning, Zoning and Economic Development								
5100 Salaries & Benefits	\$ 424,969	\$ 322,189	\$ 391,623	\$ 75,895	19%	\$ 391,623	\$ -	0.00%
5200 Operating Supplies	14,518	7,953	14,825	2,182	15%	14,825	-	0.00%
5300 Contractual Services	67,030	66,339	43,000	9,137	21%	43,000	-	0.00%
5400 Other Expenses	4,278	2,156	2,000	625	31%	2,000	-	0.00%
5700 Capital Outlays	1,891	1,371	2,000	2,120	85%	2,500	500	25.00%
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%
	\$ 512,686	\$ 400,018	\$ 453,448	\$ 89,959	20%	\$ 453,948	\$ 500	0.11%
	\$ 512,686	\$ 400,018	\$ 453,448	\$ 89,959	20%	\$ 453,948	\$ 500	0.11%
Total Business Value Added Activities	\$ 4,121,014	\$ 3,900,413	\$ 4,074,816	\$ 800,860	20%	\$ 4,075,316	\$ 500	0.01%
As a Percent of Total General Fund Expenditures	17.4%	16.7%	17.4%	19.4%		17.4%		

City of Muskegon
2005 First Quarter Budget Reforecast - General Fund
General Fund Expenditure Summary By Function

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original
II. Fixed Budget Items								
30999 Transfers To Other Funds								
Major Street Fund	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%
Local Street Fund	870,000	620,000	480,000	80,000	17%	480,000	-	0.00%
Budget Stabilization Fund	-	-	-	-	N/A	-	-	0.00%
L.C. Walker Arena Fund (Operating Subsidy)	210,000	200,000	260,000	43,333	17%	260,000	-	0.00%
Public Improvement Fund (Fire Equipment Reserve)	150,000	150,000	150,000	25,000	17%	150,000	-	0.00%
State Grants Fund (Grant Matches)	10,856	21,328	-	-	N/A	-	-	0.00%
Marina	-	40,000	-	-	N/A	-	-	0.00%
Sidewalk	-	125,000	-	-	N/A	-	-	0.00%
MOD State Rehab Loan Fund	-	-	-	-	N/A	-	-	0.00%
TIFA Debt Service Fund	-	-	-	-	N/A	-	-	0.00%
Tree Replacement	-	-	-	-	N/A	-	-	0.00%
	\$ 1,240,856	\$ 1,156,328	\$ 890,000	\$ 148,333	17%	\$ 890,000	\$ -	0.00%
30851 General Insurance	\$ 335,805	\$ 322,233	\$ 349,375	\$ -	0%	\$ 349,375	\$ -	0.00%
30906 Debt Retirement	217,397	216,884	3,000	2,796	93%	3,000	-	0.00%
10891 Contingency and Bad Debt Expense	133,760	404,950	450,000	(50,193)	-11%	450,000	-	0.00%
90000 Major Capital Improvements	285,310	11,373	10,000	6,300	63%	10,000	-	0.00%
Total Fixed-Budget Items	\$ 2,213,128	\$ 2,111,768	\$ 1,702,375	\$ 107,236	6%	\$ 1,702,375	\$ -	0.00%
As a Percent of Total General Fund								
Expenditures	9.3%	9.0%	7.3%	2.6%		7.3%		
Total General Fund	\$ 23,705,334	\$ 23,388,019	\$ 23,386,070	\$ 4,132,667	18%	\$ 23,391,418	\$ 5,348	0.02%
Recap: Total General Fund By Expenditure Object								
5100 Salaries & Benefits	\$ 13,805,336	\$ 14,102,556	\$ 14,707,844	\$ 2,944,198	20%	\$ 14,707,789	\$ (55)	0.00%
5200 Operating Supplies	586,173	470,044	532,966	72,491	14%	533,066	100	0.02%
5300 Contractual Services	7,108,531	7,001,472	6,957,090	916,430	13%	6,959,173	2,083	0.03%
5400 Other Expenses	86,383	60,060	96,637	8,730	9%	96,707	70	0.07%
5700 Capital Outlays	660,658	380,675	198,533	39,689	20%	201,683	3,150	1.59%
5900 All Other Financing Uses	1,458,253	1,373,212	893,000	151,129	17%	893,000	-	0.00%
Total General Fund	\$ 23,705,334	\$ 23,388,019	\$ 23,386,070	\$ 4,132,667	18%	\$ 23,391,418	\$ 5,348	0.02%

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
202 Major Streets and State Trunklines Fund									
Available Fund Balance - BOY	\$ 1,622,095	\$ 1,413,112	\$ 708,988	\$ 966,165		\$ 966,165	\$ 257,177		
Means of Financing									
Special assessments	\$ 358,650	\$ 296,857	\$ 250,000	\$ -		\$ 250,000	\$ -	0.00%	
Federal grants	1,275,245	779,854	1,462,000	-		1,082,795	(379,205)	-25.94%	STP/TEDF GRANTS (HACKLEY, SHERMAN, WESTERN AVE PROJECTS)
State grants	4,561,233	3,012,583	2,500,000	1,832		2,500,000	-	0.00%	SHORELINE DRIVE GRANTS
State shared revenue	2,499,758	2,760,477	2,848,312	200,904		2,848,312	-	0.00%	
Interest income	169,533	154,196	25,000	25,061		50,000	25,000	100.00%	
Operating transfers in	-	-	-	-		-	-	0.00%	
Other	439,276	301,740	300,000	1,099		300,000	-	0.00%	
	\$ 9,303,695	\$ 7,305,707	\$ 7,385,312	\$ 228,896		\$ 7,031,107	\$ (354,205)	-4.80%	
60900 Operating Expenditures									
5100 Salaries & Benefits	\$ 617,857	\$ 723,868	\$ 1,095,613	\$ 203,066	19%	\$ 1,095,613	\$ -	0.00%	
5200 Operating Supplies	165,364	230,145	209,200	82,341	39%	209,200	-	0.00%	
5300 Contractual Services	963,237	1,097,375	853,406	204,773	23%	877,286	23,880	2.80%	CSX SIGNAL MAINTENANCE RETROACTIVE PAYMENTS
5400 Other Expenses	5,351	5,795	4,000	565	14%	4,000	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	1,172,474	940,600	951,256	-	0%	951,256	-	0.00%	DEBT SERVICE & TRANSFER TO LOCAL STREETS \$300,000 IN 2003/04
	\$ 2,824,283	\$ 2,997,783	\$ 3,113,475	\$ 490,746	16%	\$ 3,137,355	\$ 23,880	0.77%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	6,588,395	4,754,871	4,750,000	43,896	1%	4,350,000	(400,000)	-8.42%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
	\$ 6,588,395	\$ 4,754,871	\$ 4,750,000	\$ 43,896	1%	\$ 4,350,000	\$ (400,000)	-8.42%	
	\$ 9,512,678	\$ 7,752,654	\$ 7,863,475	\$ 534,642	7%	\$ 7,487,355	\$ -	-4.78%	
Available Fund Balance - EOY	\$ 1,413,112	\$ 966,165	\$ 230,825	\$ 660,419		\$ 509,917	\$ 279,062		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
203 Local Streets Fund									
Available Fund Balance - BOY	\$ 9,701	\$ 145,641	\$ 438,799	\$ 265,129		\$ 265,129	\$ (173,670)		
Means of Financing									
Special assessments	\$ 240,781	\$ 85,557	\$ 125,000	\$ -		\$ 125,000	\$ -	0.00%	
Federal grants	246,000	-	-	-		500,000	500,000	0.00%	MALL PROJECT
State grants	1,120,771	138,050	-	-		-	-	0.00%	
Metro act fees	-	-	140,000	-		140,000	-	0.00%	
State shared revenue	666,649	699,026	689,282	55,631		689,282	-	0.00%	
Interest income	15,133	24,065	15,000	37		15,000	-	0.00%	
Operating transfers in	1,370,000	920,000	780,000	80,000		780,000	-	0.00%	GENERAL FUND TRANSFER; \$300,000 TRANSFER FROM MAJOR ST.
Other	586	135,116	180,000	-		180,000	-	0.00%	
	\$ 3,659,920	\$ 2,001,814	\$ 1,929,282	\$ 135,668		\$ 2,429,262	\$ 500,000	25.92%	
60900 Operating Expenditures									
5100 Salaries & Benefits	\$ 486,434	\$ 651,827	\$ 452,272	\$ 148,806	33%	\$ 452,272	\$ -	0.00%	
5200 Operating Supplies	129,511	120,889	110,000	3,508	3%	110,000	-	0.00%	
5300 Contractual Services	631,586	790,509	650,000	155,990	24%	656,120	6,120	0.94%	CSX SIGNAL MAINTENANCE RETROACTIVE PAYMENTS
5400 Other Expenses	1,566	1,291	1,000	30	3%	1,000	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	64,169	39,446	-	-	N/A	-	-	0.00%	
	\$ 1,313,246	\$ 1,603,962	\$ 1,213,272	\$ 308,334	25%	\$ 1,219,392	\$ 6,120	0.50%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	2,210,734	278,364	945,000	50,541	4%	1,410,000	465,000	49.21%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
	\$ 2,210,734	\$ 278,364	\$ 945,000	\$ 50,541	4%	\$ 1,410,000	\$ 465,000	49.21%	
	\$ 3,523,980	\$ 1,882,326	\$ 2,158,272	\$ 358,875	14%	\$ 2,629,392		21.83%	
Available Fund Balance - EOY	\$ 145,641	\$ 265,129	\$ 209,789	\$ 41,922		\$ 64,999	\$ (144,790)		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
254 L.C. Walker Arena Fund									
Available Fund Balance - BOY	\$ 34,476	\$ 37,588	\$ (189,158)	\$ 38,314		\$ 38,314	\$ 227,472		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
State grants	-	-	-	-		-	-	0.00%	
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	597,287	711,064	737,600	214,190		737,600	-	0.00%	
Interest income	1,331	1,493	500	-		500	-	0.00%	
Operating transfers in - General Fund	270,000	200,000	260,000	43,333		260,000	-	0.00%	
Operating transfers in - TIFA Fund	60,000	56,000	60,000	-		60,000	-	0.00%	
Operating transfers in - Insurance Fund	-	251,663	-	-		-	-	0.00%	
Other	3,066	6,103	1,000	1,201		1,000	-	0.00%	
	\$ 931,684	\$ 1,226,323	\$ 1,059,100	\$ 258,724		\$ 1,059,100	\$ -	0.00%	
70805 Operating Expenditures									
5100 Salaries & Benefits	\$ 12,394	\$ 11,892	\$ 13,764	\$ -	N/A	\$ -	\$ (13,764)	-100.00%	
5200 Operating Supplies	-	-	-	-	N/A	-	-	0.00%	
5300 Contractual Services	916,178	965,410	1,010,000	298,905	30%	1,010,000	-	0.00%	
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%	
	\$ 928,572	\$ 977,302	\$ 1,023,764	\$ 298,905	30%	\$ 1,010,000	\$ (13,764)	-1.34%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	-	248,295	-	-	N/A	-	-	0.00%	
	\$ -	\$ 248,295	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
	\$ 928,572	\$ 1,225,597	\$ 1,023,764	\$ 298,905	30%	\$ 1,010,000	\$ -	-1.34%	
Available Fund Balance - EOY									
	\$ 37,588	\$ 38,314	\$ (153,822)	\$ (1,867)		\$ 87,414	\$ 241,236		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
403 Sidewalk Improvement Fund									
Available Fund Balance - BOY	\$ (55,002)	\$ 1,032,893	\$ 918,385	\$ 1,024,303		\$ 1,024,303	\$ 107,908		
Means of Financing									
Special assessments	\$ 345,052	\$ 321,050	\$ 400,000	\$ -		\$ 400,000	\$ -	0.00%	
Federal grants	-	-	-	-		-	-	0.00%	
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	-	-	-	-		-	-	0.00%	
Interest income	66,211	60,546	50,000	3,287		50,000	-	0.00%	
Operating transfers in	88,218	238,511	30,000	-		30,000	-	0.00%	FROM STREET FUNDS FOR HANDICAP RAMPS
Other	1,578,012	-	-	-		-	-	0.00%	
	\$ 2,078,493	\$ 620,107	\$ 480,000	\$ 3,287		\$ 480,000	\$ -	0.00%	
30906 Operating Expenditures									
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5200 Operating Supplies	-	-	-	-	N/A	-	-	0.00%	
5300 Contractual Services	1,013	-	-	-	N/A	-	-	0.00%	
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	291,956	454,578	408,333	274,178	67%	408,333	-	0.00%	DEBT SERVICE ON SIDEWALK ASSESSMENT BONDS
	\$ 292,969	\$ 454,578	\$ 408,333	\$ 274,178	67%	\$ 408,333	\$ -	0.00%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	697,629	174,119	200,000	3,415	2%	200,000	-	0.00%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%	
	\$ 697,629	\$ 174,119	\$ 200,000	\$ 3,415	2%	\$ 200,000	\$ -	0.00%	
	\$ 990,598	\$ 628,697	\$ 608,333	\$ 277,593	46%	\$ 608,333	\$ -	0.00%	
Available Fund Balance - EOY	\$ 1,032,893	\$ 1,024,303	\$ 788,062	\$ 749,997		\$ 895,970	\$ 107,908		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
404 Public Improvement Fund									
Available Fund Balance - BOY	\$ 985,797	\$ 1,408,432	\$ 553,783	\$ 926,621		\$ 926,621	\$ 372,838		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
Property taxes	-	-	-	-		-	-	0.00%	
Federal grants	-	-	-	-		-	-	0.00%	
State grants	390,600	-	-	-		-	-	0.00%	
Contributions	-	303,011	-	-		-	-	0.00%	
Sales of Property	47,939	260,442	150,000	15,775		150,000	-	0.00%	SEAWAY INDUSTRIAL AND OTHER LAND SALES
Interest income	16,347	10,499	6,000	3,744		6,000	-	0.00%	
Operating transfers in	150,000	1,080,000	150,000	25,000		250,000	100,000	66.67%	GENERAL FUND TRANSFER - FIRE EQUIPMENT RESERVE (\$150,000); FROM DDA FOR ULA REPAYMENT (\$100,000)
Other	75,454	44,012	-	-		200,000	200,000	0.00%	POSSIBLE LEASE PORTION OF FIRETRUCKS
	\$ 680,340	\$ 1,697,964	\$ 306,000	\$ 44,519		\$ 606,000	\$ 300,000	98.04%	
30936 Operating Expenditures									
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5200 Operating Supplies	-	-	-	-	N/A	-	-	0.00%	
5300 Contractual Services	-	-	5,000	-	0%	5,000	-	0.00%	
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	150,000	289,240	50,000	-	0%	150,000	100,000	200.00%	URBAN LAND ASSEMBLY (ULA) LOAN PAYMENT
	\$ 150,000	\$ 289,240	\$ 55,000	\$ -	0%	\$ 155,000	\$ 100,000	181.82%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	9,437	1,890,535	-	1,117	N/A	-	-	0.00%	
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	98,268	-	-	-	0%	975,000	975,000	0.00%	FIRETRUCKS \$800,000; FISHERMAN'S LANDING
	\$ 107,705	\$ 1,890,535	\$ -	\$ 1,117	0%	\$ 975,000	\$ 975,000	0.00%	
	\$ 257,705	\$ 2,179,775	\$ 55,000	\$ 1,117	0%	\$ 1,130,000		1954.55%	
Available Fund Balance - EOY	\$ 1,408,432	\$ 926,621	\$ 804,783	\$ 970,023		\$ 402,621	\$ (402,162)		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
482 State Grants Fund									
Available Fund Balance - BOY	\$ -	\$ 1,519	\$ 1,519	\$ 1,607		\$ 1,607	\$ 88		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
State grants	882,403	1,015,519	2,975,000	42,531		2,975,000	-	0.00%	
Federal grants	-	262,848	-	-		-	-	0.00%	
Sales of Property	-	-	-	-		-	-	0.00%	
Interest income	-	-	-	-		-	-	0.00%	
Operating transfers in	235,242	351,229	-	-		-	-	0.00%	
Other	25,000	29,980	425,000	-		425,000	-	0.00%	POSSIBLE BOND FOR LOCAL MATCH
	\$ 1,142,645	\$ 1,659,576	\$ 3,400,000	\$ 42,531		\$ 3,400,000	\$ -	0.00%	
30936 Operating Expenditures									
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5200 Operating Supplies	-	-	-	-	N/A	-	-	0.00%	
5300 Contractual Services	-	-	-	-	N/A	-	-	0.00%	
5400 Other Expenses	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	-	2,802	-	-	N/A	-	-	0.00%	TRANSFER TO LOCAL STREET FOR SMARTZONE INFRASTRUCTURE
	\$ -	\$ 2,802	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	1,141,126	1,656,696	-	111,160	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	3,400,000	-	0%	3,400,000	-	0.00%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
	\$ 1,141,126	\$ 1,656,696	\$ 3,400,000	\$ 111,160	3%	\$ 3,400,000	\$ -	0.00%	
	\$ 1,141,126	\$ 1,659,488	\$ 3,400,000	\$ 111,160	3%	\$ 3,400,000		0.00%	
Available Fund Balance - EOY	\$ 1,519	\$ 1,607	\$ 1,519	\$ (67,022)		\$ 1,607	\$ 88		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
594 Marina & Launch Ramp Fund									
Available Cash Balance - BOY	\$ (183,560)	\$ (20,982)	\$ 16,171	\$ (24,263)		\$ (24,263)	\$ (40,434)		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
State grants	256,612	11,388	1,000,000	-		1,000,000	-	0.00%	
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	263,880	256,297	285,000	80,916		300,000	15,000	5.26%	
Interest income	-	-	-	-		-	-	0.00%	
Operating transfers in	-	40,000	-	-		-	-	0.00%	
Other	10,378	10,684	1,000,000			1,000,000	-	0.00%	POSSIBLE BOND FOR LOCAL MATCH
	\$ 530,870	\$ 318,369	\$ 2,285,000	\$ 80,916		\$ 2,300,000	\$ 15,000	0.66%	
70756 Operating Expenditures									
5100 Salaries & Benefits	\$ 113,876	\$ 120,467	\$ 119,852	\$ 8,860	7%	\$ 125,417	\$ 5,565	4.64%	P/T Clerical position extended due to maternity leave
5200 Operating Supplies	20,491	15,196	12,625	138	1%	12,625	-	0.00%	
5300 Contractual Services	130,577	148,288	129,200	17,411	13%	129,200	-	0.00%	
5400 Other Expenses	-	360	-	31	N/A	-	-	0.00%	
5700 Capital Outlays	841	1,611	-	-	N/A	-	-	0.00%	
5800 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%	
Other Cash Uses (e.g. Debt Principal)	(21,576)	8,011	-	-	N/A	-	-	0.00%	
	\$ 244,209	\$ 293,933	\$ 261,677	\$ 26,440	10%	\$ 267,242	\$ 5,565	2.13%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	124,083	27,717	-	-	N/A	-	-	0.00%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
5700 Capital Outlays	-	-	2,000,000	-	0%	2,000,000	-	0.00%	
	\$ 124,083	\$ 27,717	\$ 2,000,000	\$ -	0%	\$ 2,000,000	\$ -	0.00%	
	\$ 368,292	\$ 321,650	\$ 2,261,677	\$ 26,440	1%	\$ 2,267,242		0.25%	
Available Cash Balance - EOY									
	\$ (20,982)	\$ (24,263)	\$ 39,494	\$ 30,213		\$ 8,495	\$ (30,999)		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
661 Equipment Fund									
Available Cash Balance - BOY	\$ 657,212	\$ 936,872	\$ 1,131,313	\$ 1,496,543		\$ 1,496,543	\$ 365,230		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
State grants	-	-	-	-		-	-	0.00%	
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	2,299,746	2,393,337	2,300,000	545,125		2,300,000	-	0.00%	INTERDEPARTMENTAL RENTAL CHARGES
Interest income	12,813	13,379	10,000	4,801		10,000	-	0.00%	
Operating transfers in	-	-	-	-		-	-	0.00%	
Other	110,057	36,834	100,000	29,446		100,000	-	0.00%	OUTSIDE SALES OF FUEL, ETC.
	\$ 2,422,616	\$ 2,443,560	\$ 2,410,000	\$ 579,372		\$ 2,410,000	\$ -	0.00%	
60932 Operating Expenditures									
5100 Salaries & Benefits	\$ 456,014	\$ 461,122	\$ 464,829	\$ 109,712	24%	\$ 464,829	\$ -	0.00%	
5200 Operating Supplies	567,402	556,047	524,400	93,699	18%	524,400	-	0.00%	
5300 Contractual Services	498,770	487,534	537,822	57,050	11%	537,822	-	0.00%	
5400 Other Expenses	3,899	3,709	5,080	364	7%	5,080	-	0.00%	
5700 Capital Outlays	600,648	434,743	799,400	100,013	11%	881,400	82,000	10.26%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%	
Other Cash Uses (e.g. Debt Principal)	16,223	(59,276)	-	-	N/A	-	-	0.00%	
	\$ 2,142,956	\$ 1,883,879	\$ 2,331,531	\$ 360,838	15%	\$ 2,413,531	\$ 82,000	3.52%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
	\$ 2,142,956	\$ 1,883,879	\$ 2,331,531	\$ 360,838	15%	\$ 2,413,531		3.52%	
Available Cash Balance - EOY									
	\$ 936,872	\$ 1,496,543	\$ 1,209,782	\$ 1,715,077		\$ 1,493,012	\$ 283,230		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
642 Public Service Building Fund									
Available Cash Balance - BOY	\$ (75,628)	\$ 124,264	\$ 32,554	\$ 80,971		\$ 80,971	\$ 48,417		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
State grants	-	-	-	-		-	-	0.00%	
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	612,768	569,872	569,872	94,978		569,872	-	0.00%	INTERDEPARTMENTAL RENTAL CHARGES
Interest income	315	991	-	394		-	-	0.00%	
Operating transfers in	-	-	-	-		-	-	0.00%	
Other	14	177	-	-		-	-	0.00%	
	\$ 613,095	\$ 571,040	\$ 569,872	\$ 95,372		\$ 569,872	\$ -	0.00%	
60442 Operating Expenditures									
5100 Salaries & Benefits	\$ 186,589	\$ 230,462	\$ 214,644	\$ 42,865	20%	\$ 214,644	\$ -	0.00%	
5200 Operating Supplies	21,924	20,467	25,056	4,201	17%	25,056	-	0.00%	
5300 Contractual Services	259,163	240,712	264,901	38,771	14%	264,901	-	0.00%	
5400 Other Expenses	(18,515)	5,222	500	-	0%	500	-	0.00%	
5700 Capital Outlays	32,813	124,476	70,000	110	0%	70,000	-	0.00%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%	
Other Cash Uses and Adjustments (e.g. Debt Principal)	(68,771)	(7,006)	-	-	N/A	-	-	0.00%	
	\$ 413,203	\$ 614,333	\$ 575,101	\$ 83,947	15%	\$ 575,101	\$ -	0.00%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
	\$ 413,203	\$ 614,333	\$ 575,101	\$ 83,947	15%	\$ 575,101	\$ -	0.00%	
Available Cash Balance - EOY									
	\$ 124,264	\$ 80,971	\$ 27,325	\$ 92,396		\$ 75,742	\$ 48,417		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
643 Engineering Services Fund									
Available Cash Balance - BOY	\$ 101,200	\$ 86,869	\$ 16,826	\$ 74,410		\$ 74,410	\$ 57,584		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
State grants	-	-	-	-		-	-	0.00%	
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	516,169	467,233	565,000	115,040		565,000	-	0.00%	INTERDEPARTMENTAL CHARGES
Interest income	1,788	1,018	1,500	311		1,500	-	0.00%	
Operating transfers in	-	-	-	-		-	-	0.00%	
Other	6,308	25,332	50,000	-		50,000	-	0.00%	
	\$ 524,265	\$ 513,583	\$ 616,500	\$ 115,351		\$ 616,500	\$ -	0.00%	
60447 Operating Expenditures									
5100 Salaries & Benefits	\$ 362,839	\$ 361,330	\$ 459,364	\$ 81,886	18%	\$ 459,364	\$ -	0.00%	
5200 Operating Supplies	18,514	16,758	22,095	7,123	32%	22,095	-	0.00%	
5300 Contractual Services	149,159	133,838	139,244	19,469	14%	139,244	-	0.00%	
5400 Other Expenses	2,896	1,900	2,800	-	0%	2,800	-	0.00%	
5700 Capital Outlays	15,265	6,574	9,700	8,004	83%	9,700	-	0.00%	
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%	
Other Cash Uses and Adjustments (e.g. Debt Principal)	(10,077)	5,542	-	-	N/A	-	-	0.00%	
	\$ 538,596	\$ 526,042	\$ 633,203	\$ 116,512	18%	\$ 633,203	\$ -	0.00%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	0.00%	
	\$ 538,596	\$ 526,042	\$ 633,203	\$ 116,512	18%	\$ 633,203		0.00%	
Available Cash Balance - EOY									
	\$ 86,869	\$ 74,410	\$ 123	\$ 73,249		\$ 57,707	\$ 57,584		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
677 General Insurance Fund									
Available Cash Balance - BOY	\$ 884,953	\$ 902,877	\$ 1,050,093	\$ 654,597		\$ 654,597	\$ (395,496)		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
State grants	-	-	-	-		-	-	0.00%	
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	2,449,390	2,565,881	2,792,318	636,591		2,792,318	-	0.00%	INTERDEPARTMENTAL CHARGES
Interest income	11,560	9,240	12,000	2,647		12,000	-	0.00%	
Repayment of DDA Advance	-	-	41,933	-		41,933	-		
Operating transfers in	1,179,938	1,240,959	1,300,000	-		1,350,000	50,000	3119.42%	TRANSFER FROM PENSION FUNDS FOR RETIREE HEALTH COSTS
Other	127,635	137,914	25,000	-		75,000	50,000	-94.23%	
	\$ 3,768,523	\$ 3,953,994	\$ 4,171,251	\$ 639,238		\$ 4,271,251	\$ 4,246,251	16985.00%	
30851 Operating Expenditures									
5100 Salaries & Benefits	\$ 178,181	\$ 30,330	32,464	\$ 6,190	19%	32,464	\$ -	0.00%	
5200 Operating Supplies	143	-	-	-	N/A	-	-	-100.00%	
5300 Contractual Services	3,354,562	3,576,019	4,092,318	990,374	24%	4,142,318	50,000	0.00%	
5400 Other Expenses	363	-	500	-	0%	500	-	-99.99%	
5700 Capital Outlays	1,148	-	500	-	0%	500	-	0.00%	
5900 Other Financing Uses	-	251,663	-	(4,675)	N/A	-	-	-100.00%	
Other Cash Uses and Adjustments (e.g. Debt Principal)	216,202	344,262	-	-	N/A	-	-	0.00%	
	\$ 3,750,599	\$ 4,202,274	\$ 4,125,802	\$ 991,889	24%	\$ 4,175,802	\$ 4,175,802	0.00%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	-	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	-	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
	\$ -	\$ -	\$ -	-	N/A	\$ -	\$ -	0.00%	
	\$ 3,750,599	\$ 4,202,274	\$ 4,125,802	\$ 991,889	24%	\$ 4,175,802		0.00%	
Available Cash Balance - EOY									
	\$ 902,877	\$ 654,597	\$ 1,095,542	\$ 301,946		\$ 750,046			

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
591 Water Fund									
Available Cash Balance - BOY	\$ 4,189,460	\$ 3,422,264	\$ 4,428,812	\$ 4,468,122		\$ 4,468,122	\$ 39,310		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	0.00%	
Federal grants	-	-	300,000	-		300,000	-	0.00%	
State grants	-	-	-	-		-	-	-100.00%	SHORELINE DRIVE
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services - City	2,936,777	2,989,444	4,633,678	-		4,633,678	-	0.00%	
Charges for services - Wholesale	827,619	1,454,728	900,000	-		900,000	-	-80.58%	
Maintenance services - Township	112,036	195,262	200,000	-		200,000	-	-77.78%	
Billing services - Township	-	-	30,000	-		80,000	30,000	-70.00%	
Interest income	51,889	38,947	25,000	-		25,000	-	-87.50%	
			26,977	-		26,977	-	-	
Operating transfers in	-	54,624	-	-		-	-	-100.00%	
Other	165,925	9,669,860	-	-		-	-	-100.00%	NEW DEBT ISSUANCE
	\$ 4,094,246	\$ 14,402,865	\$ 6,115,655	\$ -		\$ 6,145,655	\$ 30,000	22881.05%	
30548 Operating Expenditures Administration									
5100 Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	-100.00%	
5200 Operating Supplies	20	20	-	-	N/A	-	-	0.00%	
5300 Contractual Services	524,932	492,655	543,554	61,638	11%	543,554	-	0.00%	INSURANCE/INDIRECT COSTS/ADMINISTRATION FEE
5400 Other Expenses	5,681	10,383	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	436,560	420,000	680,579	-	0%	680,579	-	25.21%	INTEREST ON WATER BONDS
Other Cash Uses and Adjustments (e.g. Debt Principal)	(117,325)	424,560	435,000	-	0%	435,000	-	0.00%	PRINCIPAL ON WATER BONDS
	\$ 849,868	\$ 1,347,618	\$ 1,659,133	\$ 61,638	4%	\$ 1,659,133	\$ -	0.00%	
60559 Operating Expenditures Maintenance - City									
5100 Salaries & Benefits	\$ 993,724	\$ 875,621	\$ 889,296	\$ 153,576	17%	\$ 889,296	\$ -	-45.40%	
5200 Operating Supplies	246,145	159,140	121,360	21,980	18%	121,360	-	0.00%	
5300 Contractual Services	436,252	349,616	446,637	55,646	12%	446,637	-	0.00%	
5400 Other Expenses	9,786	(5,450)	33,280	926	3%	33,280	-	-96.26%	
5700 Capital Outlays	8,628	654	9,900	655	7%	9,900	-	-91.84%	
5900 Other Financing Uses	-	-	-	-	N/A	-	-	-100.00%	
	\$ 1,694,537	\$ 1,379,581	\$ 1,500,473	\$ 232,783	16%	\$ 1,500,473	\$ -	-4408.63%	
60660 Operating Expenditures Maintenance - Township									
5100 Salaries & Benefits	\$ 117,799	\$ 62,056	\$ -	\$ 18,290	N/A	\$ -	\$ -	-100.00%	
5200 Operating Supplies	5,494	1,035	-	3,778	N/A	-	-	0.00%	
5300 Contractual Services	111,495	51,791	-	-	N/A	-	-	0.00%	
5400 Other Expenses	805	-	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	-	-	-	-	N/A	-	-	0.00%	
	\$ 235,593	\$ 114,882	\$ -	\$ 22,068	N/A	\$ -	\$ -	0.00%	
60558 Operating Expenditures Filtration									
5100 Salaries & Benefits	\$ 520,119	\$ 585,202	\$ 612,705	\$ 112,229	18%	\$ 612,705	\$ -	0.00%	
5200 Operating Supplies	149,128	148,908	124,200	30,139	24%	124,200	-	0.00%	
5300 Contractual Services	396,949	399,077	425,750	51,793	12%	425,750	-	0.00%	
5400 Other Expenses	2,333	2,549	2,950	666	23%	2,950	-	-99.52%	
5700 Capital Outlays	17,928	52,831	45,500	3,221	7%	45,500	-	-63.37%	
5900 Other Financing Uses	-	-	-	-	N/A	-	-	-100.00%	
Replacement Reserve - DWRP	-	-	290,000	-	0%	290,000	-	9730.51%	
	\$ 1,086,457	\$ 1,186,567	\$ 1,501,105	\$ 198,048	13%	\$ 1,501,105	\$ -	3189.13%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	-100.00%	
5300 Contractual Services	994,987	9,326,359	5,380,000	3,621,543	67%	5,410,000	30,000	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
	\$ 994,987	\$ 9,326,359	\$ 5,380,000	\$ 3,621,543	67%	\$ 5,410,000	\$ 30,000	0.00%	
	\$ 4,861,442	\$ 13,357,007	\$ 10,040,711	\$ 4,136,080	41%	\$ 10,070,711		87.19%	
Available Cash Balance - EOY	\$ 3,422,264	\$ 4,468,122	\$ 503,756	\$ 332,042		\$ 543,066	\$ 39,310		

City of Muskegon
2005 First Quarter Budget Reforecast - Non-General Funds

	Actual 2003	Actual 2004	Original Budget Estimate 2005	Actual Through March 2005	Actual As % of Revised	Revised Estimate 2005	Change From 2005 Original	% Change From 2005 Original	Comments
590 Sewer Fund									
Available Cash Balance - BOY	\$ 1,231,951	\$ 1,046,328	\$ -	\$ 1,397,154		\$ 1,397,154	\$ 1,397,154		
Means of Financing									
Special assessments	\$ -	\$ -	\$ -	-		\$ -	\$ -	0.00%	
Federal grants	-	-	450,000	-		450,000	-	0.00%	
State grants	-	-	100,000	-		100,000	-	0.00%	SHORELINE DRIVE
State shared revenue	-	-	-	-		-	-	0.00%	
Charges for services	4,008,773	4,032,673	4,594,500	-		4,594,500	-	921.00%	
Interest income	19,739	12,821	20,000	-		20,000	-	-80.00%	
			41,933			41,933	-		
Operating transfers in	-	47,795	-	-		-	-	0.00%	
Other	48,971	198,450	80,000	-		80,000	-	-98.26%	
	\$ 4,077,483	\$ 4,291,740	\$ 5,266,433	\$ -		\$ 5,266,433	\$ -	-26332.17%	
30548 Operating Expenditures Administration									
5100 Salaries & Benefits	\$ -	\$ -	\$ -	-	N/A	\$ -	\$ -	-100.00%	
5200 Operating Supplies	-	-	-	-	N/A	-	-	-100.00%	
5300 Contractual Services	388,912	402,634	295,925	22,600	8%	295,925	-	0.00%	INSURANCE/INDIRECT COSTS/ADMINISTRATION FEE
5400 Other Expenses	6,865	37,025	-	-	N/A	-	-	0.00%	
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
5900 Other Financing Uses	-	110,520	88,424	-	0%	88,424	-	0.00%	INTEREST ON SEWER BONDS
Other Cash Uses and Adjustments (e.g. Debt Principal)	507,081	279,519	444,497	-	0%	444,497	-	50.21%	PRINCIPAL ON SEWER BONDS
	\$ 902,858	\$ 829,698	\$ 829,846	\$ 22,600	3%	\$ 828,846	\$ -	0.00%	
60559 Operating Expenditures Maintenance									
5100 Salaries & Benefits	\$ 609,560	\$ 689,690	\$ 889,298	152,885	19%	\$ 789,286	\$ (100,010)	77.57%	
5200 Operating Supplies	44,036	42,978	60,798	4,421	7%	60,798	-	-92.66%	
5300 Contractual Services	1,588,736	1,860,046	2,000,000	275,246	14%	1,958,840	(41,160)	0.00%	
5400 Other Expenses	2,248	1,569	2,500	4	0%	2,500	-	0.00%	
5700 Capital Outlays	9,096	4,995	7,000	150	2%	7,000	-	-99.21%	
5900 Other Financing Uses	-	-	-	-	N/A	-	-	-100.00%	
	\$ 2,253,676	\$ 2,599,278	\$ 2,959,594	\$ 433,706	15%	\$ 2,818,424	\$ (141,170)	40.92%	
90000 Project Expenditures									
5200 Operating Supplies	\$ -	\$ -	\$ -	-	N/A	\$ -	\$ -	0.00%	
5300 Contractual Services	1,106,572	511,938	970,000	13,137	1%	1,120,000	150,000	-62.16%	SEE "BUDGETED CAPITAL IMPROVEMENTS" FOR DETAIL
5700 Capital Outlays	-	-	-	-	N/A	-	-	0.00%	
	\$ 1,106,572	\$ 511,938	\$ 970,000	\$ 13,137	1%	\$ 1,120,000	\$ 150,000	0.00%	
	\$ 4,263,106	\$ 3,940,914	\$ 4,758,440	\$ 469,443	10%	\$ 4,767,270		0.00%	
Available Cash Balance - EOY	\$ 1,046,328	\$ 1,397,154	\$ 527,993	\$ 927,711		\$ 1,916,317			

**City of Muskegon
2005 First Quarter Budget Reforecast - Major Capital Projects**

	Responsibility	Original Budget	1st Quarter Budget Reforecast	2nd Quarter Budget Reforecast	3rd Quarter Budget Reforecast	Comments
2005 PROJECTS						
101 General Fund						
99012	GIS Update and Maintenance	Brubaker-Clarke	\$ 10,000	\$ 10,000		
202 Major Streets						
94001	Clay, Terrace to Spring (1000')	Al-Shatel	175,000	240,000		Reconstruct and Service Replacements
93038	Mall Development (Western, Second, First, Jefferson & Market)	Al-Shatel	500,000	-		Moved to Local Street Fund
93030	Lakeshore Drive, McCracken to Lincoln	Al-Shatel	250,000	-		Grant Not Approved
94002	Park, Young to Laketon (1400')	Al-Shatel	210,000	200,000		Reconstruct, \$155,000 STP
91635	Shoreline Drive from Terrace to Southern	Al-Shatel	2,500,000	2,500,000		\$11.85 million grant from MDOT
93026	Southern Avenue, Sixth to Seaway	Al-Shatel	350,000	525,000		Reconstruct; \$350,795 STP Funds
	State Jobs (Seaway Drive Over South Branch of the Muskegon River)	Al-Shatel	30,000	30,000		Local Participation - 11.25%
94011	Western Avenue Enhancement	Brubaker-Clarke	720,000	720,000		Street and Streetscape Improvements; \$577,000 Grants
	LED Traffic Signal Retrofit	Al-Shatel	-	120,000		
96059	2005 Sidewalk Ramps/Alleys	Al-Shatel	15,000	15,000		
			4,750,000	4,350,000		
203 Local Streets						
94012	Dale, McGraft to Ruddiman, Gravel (400')	Al-Shatel	50,000	50,000		New Construction (Gravel Road)
94015	Evar, Allen to Anity, Gravel (330')	Al-Shatel	50,000	50,000		New Construction (Gravel Road)
94009	Fair, Torrent to Addison, Milling & Resurfacing (1380')	Al-Shatel	90,000	90,000		Milling & Resurfacing
94004	Fifth Street, Campus to Merrill (1100')	Al-Shatel	150,000	225,000		Reconstruction
94005	Ireland, Franklin to Davis (1200')	Al-Shatel	160,000	160,000		Reconstruction
94006	Pine Street, Laketon to Dale, Milling & Resurfacing (1000')	Al-Shatel	100,000	50,000		Milling & Resurfacing
96059	2005 Sidewalk Ramps/Alleys	Al-Shatel	15,000	15,000		
93038	Mall Development (Western, Second, First, Jefferson & Market)	Al-Shatel	-	500,000		Phase I (Western Ave)
94017	Franklin, Laketon to Ireland (1100')	Al-Shatel	150,000	150,000		Reconstruction
94008	Walton, Emerald to Murphy with HOME (1600')	Al-Shatel	180,000	120,000		New Construction (Gravel Road) - Funded by HOME
			945,000	1,410,000		
403 Sidewalks						
96059	2005 Sidewalk Replacement Program	Al-Shatel	200,000	200,000		Financed With Special Assessment Bonds
404 Public Improvement						
	Firetrucks	Kincaid	-	900,000		Portion to be Financed Via Lease-Purchase
	Fisherman's Landing Facility	Mazade	-	175,000		To be Repaid by Fisherman's Landing
			-	975,000		
482 State Grants Fund						
91008	Core Communities Initiative (Teldyne-Boardwalk)	Brubaker-Clarke	100,000	100,000		No Match
94013	CMI Site Assessment Projects	Brubaker-Clarke	500,000	500,000		No Match
91050	CMI Brownfield	Brubaker-Clarke	500,000	500,000		No Match
93035	Neighborhoods of Choice (5th Street - Western to Houston)	Brubaker-Clarke	500,000	500,000		No Match
94014	Lakeshore Trail Phase I	Scott	1,800,000	1,800,000		\$1,375,000 Grant; \$425,000 Local Match
			3,400,000	3,400,000		
590 Sewer						
94004	Fifth Street, Campus to Merrill (1100')	Al-Shatel	95,000	95,000		New Main & Services
94010	Hudson, Southern to Forest	Al-Shatel	60,000	60,000		New Main & Services
94005	Ireland, Franklin to Davis (1200')	Al-Shatel	10,000	10,000		New Services & Repairs
94001	Clay, Terrace to Spring (1000')	Al-Shatel	70,000	60,000		New Services & Repairs
93033	Mall Development (Western, Second, First, Jefferson & Market)	Al-Shatel	450,000	450,000		New Main & Services
93026	Southern Avenue, Sixth to Seaway	Al-Shatel	75,000	75,000		New Services & Repairs
94007	Franklin, Laketon to Ireland (1100')	Al-Shatel	10,000	10,000		
	Walton, Emerald to Murphy	Al-Shatel	-	50,000		
	Forest Lift Station	Al-Shatel	-	110,000		Funded by HOME
94016	Clay Hill Area Sewer Study & Possible Lift Station	Al-Shatel	50,000	50,000		Carover from 2004
92025	Sewer Rehabilitation Project	Al-Shatel	150,000	150,000		Unspecified Location/Projects
			970,000	1,120,000		

City of Muskegon
2005 First Quarter Budget Reforecast - Major Capital Projects

	Responsibility	Original Budget	1st Quarter Budget Reforecast	2nd Quarter Budget Reforecast	3rd Quarter Budget Reforecast	Comments
2005 PROJECTS						
591 Water						
94004 Fifth Street, Campus to Merrill (1100')	Al-Shatel	95,000	95,000			New Main & Services
94010 Hudson, Southern to Forest	Al-Shatel	60,000	60,000			New Main & Services
94015 Ireland, Franklin to Davis (1200')	Al-Shatel	130,000	130,000			New Main & Services
94008 Walton, Emerald to Murphy with HOME (1600')	Al-Shatel	16,000	15,000			Services for New Homes
94001 Clay, Terrace to Spring (1000')	Al-Shatel	100,000	125,000			Services
93033 Mail Development (Western, Second, First, Jefferson & Market)	Al-Shatel	300,000	300,000			Mains & Services
91635 Shoreline Drive from Terrace to Southern	Al-Shatel	10,000	10,000			Repairs
93026 Southern Avenue, Sixth to Seaway	Al-Shatel	75,000	75,000			Services
94007 Franklin, Laketon to Ireland (1100')	Al-Shatel	100,000	100,000			New Main & Services
91012 Filtration Plant Improvement (DWRP)	Kuhn	4,500,000	4,500,000			
Water Distribution Model & VM Replacement various locations	Al-Shatel	-	-			Unspecified Location/Projects
		5,380,000	5,410,000			
594 Hartshorn Marina						
Hartshorn Marina Improvements	Scott	2,000,000	2,000,000			\$1,000,000 Grant; \$1,000,000 Local Match
661 Equipment Fund						
Police Patrol Cars (6)	Kuhn	110,000	120,000			Six New Cruisers; Budget was for Five
One-Ton Dump (3)	Kuhn	75,000	75,000			Replacement
Plow Truck (2)	Kuhn	150,000	150,000			Replacement
3/4-Ton Pickup (3)	Kuhn	75,000	75,000			Replacement
Pickups (4)	Kuhn	-	72,000			Carryover from 2004
Sedans (3)	Kuhn	100,000	100,000			Replacement
One-Ton Flat Bed (1)	Kuhn	35,000	35,000			Replacement
Portable Radios Police /Fire	Kuhn	7,000	7,000			Replacement - Grant Funded
Radios DPW Portable	Kuhn	7,000	7,000			Replacement
Radios DPW Equipment	Kuhn	1,400	1,400			Replacement
Light Bars (6)	Kuhn	12,000	12,000			Replacement
Satellite Receivers (3)	Kuhn	9,000	9,000			New
Loader	Kuhn	85,000	85,000			Replacement
72" Mower	Kuhn	16,000	16,000			New
Backhoes	Kuhn	65,000	65,000			Replacement
Air Compressor	Kuhn	20,000	20,000			Replacement
GPS Receivers	Kuhn	32,000	32,000			New
		799,400	861,400			
		\$ 18,454,400	\$ 19,756,400			

Date: April 19, 2005
To: Honorable Mayor and City Commissioners
From: Leisure Services & Engineering Departments
RE: MC Smith & Associates Professional Service Agreement

SUMMARY OF REQUEST:

To approve a professional service agreement with M.C. Smith Associates and Architectural Group to provide engineering services for Phase I construction of the Lakeshore Trail.

FINANCIAL IMPACT:

Approximately \$116,000.

BUDGET ACTION REQUIRED:

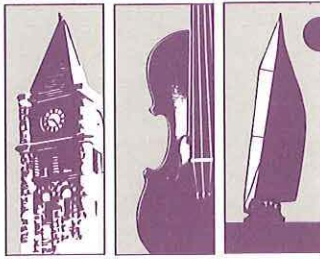
None, funded through bond issue.

STAFF RECOMMENDATION:

Approve

COMMITTEE RECOMMENDATION:

MUSKEGON



West Michigan's Shoreline City

Affirmative Action
(231)724-6703
FAX: (231)722-1214

Assessor/Equalization
(231)724-6708
FAX: (231)726-5181

Cemetery Department
(231)724-6783
FAX: (231)726-5617

City Manager
(231)724-6724
FAX: (231)722-1214

Civil Service
(231)724-6716
FAX: (231)724-4405

Clerk
(231)724-6705
FAX: (231)724-4178

Community and
Neigh. Services
(231)724-6717
FAX: (231)726-2501

Computer Info.
Systems
(231)724-6744
FAX: (231)722-4301

Engineering Dept.
(231)724-6707
FAX: (231)727-6904

Finance Dept.
(231)724-6713
FAX: (231)724-6768

Fire Dept.
(231)724-6792
FAX: (231)724-6985

Income Tax
(231)724-6770
FAX: (231)724-6768

Inspection Services
(231)724-6715
FAX: (231)728-4371

Leisure Services
(231)724-6704
FAX: (231)724-1196

Mayor's Office
(231)724-6701
FAX: (231)722-1214

Planning/Zoning
(231)724-6702
FAX: (231)724-6790

Police Department
(231)724-6750
FAX: (231)722-5140

Public Works Dept.
(231)724-4100
FAX: (231)722-4188

Treasurer's Office
(231)724-6720
FAX: (231)724-6768

Water Billing Dept.
(231)724-6718
FAX: (231)724-6768

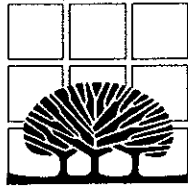
Water Filtration
(231)724-4106
FAX: (231)755-5290

Date: April 19, 2005
To: Honorable Mayor and City Commissioners
From: Leisure Services Department
Re: MC Smith & Associates Professional Service Agreement

I am requesting your approval of the professional service agreement with M.C. Smith & Associates to provide engineering services for the Phase I Lakeshore Trail Construction Project.

The cost of the services is approximately \$116,000.00. The actual cost of the agreement will depend on actual construction costs. The professional fee will be 7.25% of the total project construction costs. The projected construction cost is \$1.6 million.

Thank you for your consideration.

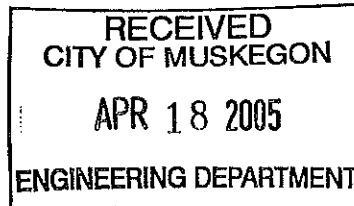


**M.C. SMITH
ASSOCIATES AND
ARCHITECTURAL GROUP**

Landscape Architecture
Park & Recreation Planning
Architecture • Urban Design
Sports Facility Planning

April 14, 2005

Mr. Bryon L. Mazade, City Manager
City of Muskegon
933 Terrace Street
P.O. Box 536
Muskegon, MI 49443-0536



Dear Mr. Mazade:

Following your meeting with Jim DeWilde and Paul Reinhold from our office, we would like to provide you with our Scope of Services and Related Professional Fees in connection with Muskegon Lakeshore Trail Development from Heritage Landing to the Grand Trunk Launch Ramp. For this project, the funding will include a Transportation Enhancement Grant, a Michigan DNR Trust Fund Grant, and City of Muskegon funds. Currently the funding for this project totals approximately \$1.8 million, including all costs, fees and contingencies.

The services of M. C. Smith Associates and Architectural Group, Inc. will include appropriate plan revisions and preparation of the final construction plans and associated documents. We will assist with the bidding procedures and provide construction administration throughout the project's implementation. The responsibilities of the City of Muskegon and M. C. Smith Associates would generally be as follows:

City of Muskegon Responsibilities

- Complete Program Application for Local Agency/Federal Enhancement "Project Forms"
- Complete "Blue Forms"
 - Local Contracting Certification and Conditions for Local Contract Development and Administration
 - Proposal Certification
 - Request to Advertise
 - Certification of Contractor Selection and Request to Award

Mr. Bryon L. Mazade, City Manager
City of Muskegon
April 14, 2005
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**M.C. SMITH
ASSOCIATES AND
ARCHITECTURAL GROUP**

- City to Act as Publicly Employed Project Engineer
- City to Coordinate Railroad at-grade Crossing
- City to Complete Grant Reimbursement Request

M. C. Smith Associates' Responsibilities

- Assist City with Program Application for Local Agency/Federal Enhancement Project
- Coordinate Wetland Delineation for DEQ Permit
- Coordinate Additional Soil Borings
- Coordinate Additional Topographical Survey Required
- Complete DEQ Permit Application
- Update Plan to Current MDOT Standard Specifications and Pay Items
- Revise Boardwalk Widths to Meet AASHTO Guidelines (MDOT Requirements)
- Verify and Revise Plan Quantities
- Revise Grading and Layout at Bridge Location
- Provide Structural Engineering for Boardwalks, Decks and Bridge
- Revise and Update Special Provisions to Current MDOT Standard Specification and Pay Items
- Assist with Railroad at-grade Crossing
- Identify Federally Participating and Non-Participating Work

Mr. Bryon L. Mazade, City Manager
City of Muskegon
April 14, 2005
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**M.C. SMITH
ASSOCIATES AND
ARCHITECTURAL GROUP**

- Prepare Engineer's Estimate
- Complete Progress Clause, Notices to Bidders and Coordination Clause
- Coordinate and Attend Grade Inspection
- Incorporate Revisions to Special Provisions and Plans per Grade Inspection Comments
- Review all Revised Plans and Documents with City
- Submit Plans and Checklist to DNR for Grant Approval
- Submit Notification of Contractor Selection Form to DNR
- Bidding
 - Prepare/Organize Final Bid Documents
 - Assist with Advertisement and Contractor Selection
 - Provide Addenda as Required
 - Review all Bids
 - Recommend Contract Award
- Construction Administration
 - Prepare Contract Forms
 - Conduct Pre-Construction Meeting
 - Conduct Weekly Progress Meetings
 - Provide Inspection of all Construction
 - Review Payment Requests
 - Prepare Punch List
 - Prepare Close-Out Documents

With regard to the bidding, we can utilize the services of MDOT for the bidding procedures. As you may know, they require only a \$500.00 fee for the service as an alternate. We could also assist with the bidding through the City of Muskegon. We generally feel that the City may have more control over the bidding procedures, including the timing and plan distribution, with more emphasis on local contractors. We would work with you on whichever bidding procedure you are most comfortable with and for either procedure our fees would be the same.

**M.C. SMITH
ASSOCIATES AND
ARCHITECTURAL GROUP**

Mr. Bryon L. Mazade, City Manager
City of Muskegon
April 14, 2005
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Our Professional Fees for all of our professional services associated with the project would be 7.25% of the total project construction costs. Until final costs for construction are determined, we would invoice the City based upon a projected construction cost of \$1.6 million. Within our fees we will include required Wetland Determination, as well as all Structural Engineering.

We would request reimbursement at actual cost for the cost of the topographic surveying for the bridge re-location, as well as appropriate soil borings for this new location. Also, we would be reimbursed for our actual cost for printing, copying, postage, shipping, CAD plots and permit application fees. We would not charge you for any travel expense associated with this project.

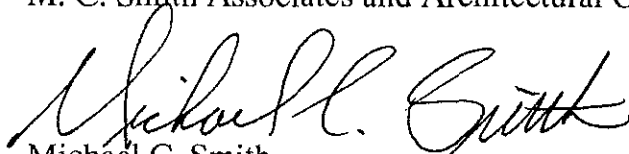
We welcome the opportunity to work with you and the City of Muskegon on this important and challenging addition to the community. If you have any questions, or if I can provide any clarification, please call me at any time.

Upon your review and approval, I will then prepare a Contract for services in accordance with our agreed upon terms.

Once again, thank you for the opportunity to assist you with this project.

Sincerely,

M. C. Smith Associates and Architectural Group, Inc.



Michael C. Smith
President

MCS/mpp

cc: Mr. Mohammed S. Al-Shatel, P.E., City Engineer

**Agreement for Professional Services
In Connection With the
Muskegon Lakeshore Trail Development
Heritage Landing
to Grand Trunk Launch Ramp**

Between

**City of Muskegon
and
M. C. Smith Associates and
Architectural Group, Inc.**

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made and entered as of the _____ day of _____, 2005; between the **CITY OF MUSKEGON**, 933 Terrace Street, Muskegon, Michigan 49443, hereinafter referred to as Muskegon; and **M. C. SMITH ASSOCIATES AND ARCHITECTURAL GROUP, INC.**, a Michigan corporation, of 529 Greenwood Avenue, S.E., East Grand Rapids, Michigan 49506, hereinafter referred to as M. C. Smith;

WITNESSETH:

Muskegon desires to retain and hire as an independent contractor, a professional Landscape Architectural and Architectural firm, licensed by the State of Michigan, to provide certain professional services for final construction plans, documents, bidding, and construction administration in connection with the Muskegon Lakeshore Trail Development from Heritage Landing to the Grand Trunk Launch Ramp in Muskegon, Michigan. This project is to be constructed with a Transportation Enhancement Grant, a Michigan DNR Trust Fund Grant, and City of Muskegon Funds, and completed in accordance with all grant/funding requirements. Funding for this project totals approximately \$1.8 million.

Muskegon and M. C. Smith, for the consideration hereinafter set forth, hereby agree as follows:

ARTICLE I. GENERAL AGREEMENT FOR SERVICES Plans and documents will be structured for approval and bidding in accordance with MDOT requirements. M. C. Smith agrees to provide the professional services for implementation of the design, including preparation of Final Construction Documents; Bidding; Construction Administration; and Inspection for Muskegon.

Responsibilities of Muskegon will be as follows:

- * Complete Program Application for Local Agency/Federal Enhancement "Project Forms"
- * Complete "Blue Forms"
 - Local Contracting Certification and Conditions for Local Contract Development and Administration
 - Proposal Certification
 - Request to Advertise
 - Certification of Contractor Selection and Request to Award
- * City to Act as Publicly Employed Project Engineer
- * City to Coordinate Railroad at-grade Crossing
- * City to Complete Grant Reimbursement Request

Responsibilities of M. C. Smith will be as follows:

- * Assist City with Program Application for Local Agency/Federal Enhancement Project
- * Coordinate Wetland Delineation for DEQ Permit
- * Coordinate Additional Soil Borings
- * Coordinate Additional Topographical Survey Required
- * Complete DEQ Permit Application
- * Update Plan to Current MDOT Standard Specifications and Pay Items
- * Revise Boardwalk Widths to Meet AASHTO Guidelines (MDOT Requirements)
- * Verify and Revise Plan Quantities
- * Revise Grading and Layout at Bridge Location

- * Provide Structural Engineering for Boardwalks, Decks and Bridge
- * Revise and Update Special Provisions to Current MDOT Standard Specification and Pay Items
- * Assist with Railroad at-grade Crossing
- * Identify Federally Participating and Non-Participating Work
- * Prepare Engineer's Estimate
- * Complete Progress Clause, Notices to Bidders and Coordination Clause
- * Coordinate and Attend Grade Inspection
- * Incorporate Revisions to Special Provisions and Plans per Grade Inspection Comments
- * Review all Revised Plans and Documents with City
- * Submit Plans and Checklist to DNR for Grant Approval
- * Submit Notification of Contractor Selection Form to DNR
- * Bidding (Either through MDOT or Muskegon)
 - Prepare/Organize Final Bid Documents
 - Assist with Advertisement and Contractor Selection
 - Provide Addenda as Required
 - Review all Bids
 - Recommend Contract Award
- * Construction Administration
 - Prepare Contract Forms
 - Conduct Pre-Construction Meeting
 - Conduct Weekly Progress Meetings
 - Provide Inspection of all Construction
 - Review Payment Requests
 - Prepare Punch List
 - Prepare Close-Out Documents

M. C. Smith will provide assistance with general construction administration and inspections for Muskegon. M. C. Smith will assist in the correct interpretation of the plans and specification and safeguard Muskegon against defects and deficiencies on the part of the contractors; but cannot guarantee any of the performance of the contractors. M. C. Smith's services will consist of weekly visits to the site, checking of shop drawings, checking of submitted materials, and checking of estimates for payments to the contractors; but does not include responsibility for construction methods, sequences of procedures, safety precautions, delays of the contractors nor imperfections in the contractors work which may be covered in the absence of M. C. Smith. Muskegon will act as the public employed project engineer of record.

Estimates of construction quantities and cost prepared by M. C. Smith are made on the basis of experience and represent their best judgment, but they cannot and do not guarantee that the construction quantities or cost will not vary from quantity and cost estimates.

ARTICLE II. PAYMENT In accordance with the above-described services, Muskegon will compensate M. C. Smith for professional services a professional fee which is equal to 7.25% of the total project costs. Included with this fee are all structural engineering and wetland determinations.

Muskegon will reimburse M. C. Smith the actual cost of the following project related expenses: copying; printing; photographic expense; CAD plots; postage; shipping; mailing; permit application fees; topographic surveying; and soil borings.

Payment will be made by Muskegon to M. C. Smith, on a monthly basis based upon M. C. Smith's estimated percentage of professional services. Initial invoices will be based upon a construction cost of \$1.6 million and adjusted after bidding and final construction. The professional fees will be invoiced by the 7th of the month for payment within 30 days.

ARTICLE III. TIME M. C. Smith agrees that the services to be performed, as provided in Article I of the Agreement, will commence promptly following notification of contract approval and proceed in an expeditious and orderly manner through an agreed upon work schedule and M. C. Smith agrees to complete the services contracted for in a complete and professional manner.

ARTICLE IV. SERVICES Muskegon shall assist M. C. Smith by providing site base data requested by M. C. Smith and pertinent to this work, including all information pertaining to existing utilities in the work area.

Muskegon will designate one representative with respect to the work to be performed pursuant to this Agreement; and such person shall have conditional authority to transmit instruction, receive information, interpret and define Muskegon's policies and decisions with respect to the work covered by this Agreement.

ARTICLE V. TERMINATION This Agreement may be terminated by either party upon fifteen (15) days' prior written notice to the other party without cause or reason. In the event of termination, M.C. Smith shall be paid for the services performed by M. C. Smith to the termination date; and upon tender to Muskegon of all completed work and work in process for the items described in Article I above, there shall be no liability to either party for liquidated damages or other consequential damages caused by any such termination.

ARTICLE VI. AMENDMENTS Any changes in this Agreement must be by mutual written consent of both parties, and no amendments, or changes in this Agreement shall be binding upon the other except as provided in a mutual written agreement between the parties reflecting such changes or amendments.

ARTICLE VII. COMPLIANCE M. C. Smith agrees to comply with all applicable laws, regulations and ordinances, whether local, state or federal, with respect to the services to be performed pursuant to this Agreement, and to also comply with all applicable worker's compensation laws, state and federal income tax laws, and state and federal anti-discrimination laws, whether general or specific, and to hold Muskegon harmless by reason of any claims made against M. C. Smith for violation of any such regulations, laws or ordinances.

ARTICLE VIII. GOVERNING LAWS This Agreement shall be governed by the laws of the State of Michigan and be interpreted according to such laws.

IN WITNESS WHEREOF, the parties hereto have made and entered into this Agreement as of the day and year first above written.

Barbara Schullenger
Witness

CITY OF MUSKEGON

By Bill Lanson

Title Vice Mayor

- Muskegon -

M. Pamela Pauw
Witness

By Michael C. Smith
Michael C. Smith, President
M. C. Smith Associates and
Architectural Group, Inc.

- M. C. Smith -

ACORD CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 06/29/2005	
PRODUCER (517) 439-9345 Moore Insurance Services, Inc. 67 N. Howell P.O. Box 207 Hillsdale, MI 49242-		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED			
M.C. Smith Associates and Architect			
529 Greenwood Avenue S.E.			
East Grand Rapids MI 49506-			
		INSURERS AFFORDING COVERAGE INSURER A <u>ACE Insurance</u> INSURER B INSURER C INSURER D INSURER E	NAIC #

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADPL LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
	GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC		/ /	/ /	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COM/PROP AGG	\$ \$ \$ \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS		/ /	/ /	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	\$ \$ \$ \$
	GARAGE LIABILITY ☐ ANY AUTO		/ /	/ /	AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EA ACC AGG	\$ \$ \$
	EXCESS/UMBRELLA LIABILITY ☐ OCCUR ☐ CLAIMS MADE ☐ DEDUCTIBLE RETENTION \$		/ /	/ /	EACH OCCURRENCE AGGREGATE	\$ \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below		/ /	/ /	☐ WC STATUTORY LIMITS ☐ OTHER EL EACH ACCIDENT EL DISEASE - EA EMPLOYEE EL DISEASE - POLICY LIMIT	\$ \$ \$
A	OTHER PROFESSIONAL including Pollution Liability	EON N01864580	12/27/2004	12/27/2005	Per Claim Annual Aggregate	\$1,000,000 \$2,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENTS/SPECIAL PROVISIONS

Project Name: Muskegon Lakeshore Trail Development, Heritage Landing to Grand Trunk Ramp

CERTIFICATE HOLDER () - () - Mr. Mohammed S. Al-Shatel, P.E. City of Muskegon 933 Terrace Street P.O. Box 536 Muskegon MI 49443-0536	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>E. Al-Shatel</i>
---	---

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE

6/29/05

PRODUCER

Kimberly A Hughes, Agent
State Farm Insurance
2143 Wealthy SE
E. Grand Rapids, MI 49506

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE
HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR
ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE**INSURED**

Mc Smith & Associates, Inc
529 Greenwood Ave SE
E. Grand Rapids, MI 49506

INSURER A: State Farm Mutual Automobile Ins CO
INSURER B: State Farm Fire & Casualty CO
INSURER C:
INSURER D:
INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

SECTION	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY				EACH OCCURRENCE \$2,000,000
	☒ COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire) \$
	☐ CLAIMS MADE ☒ OCCUR	92-K7-1328-3F	6/13/05	6/13/06	MED EXP (Any one person) \$ 5,000
	SEE additional insured language below				PERSONAL & ADV INJURY \$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE \$4,000,000
	☐ POLICY ☐ PROJECT ☐ LOC				PRODUCTS - COMP/OP AGG \$4,000,000
A	AUTOMOBILE LIABILITY	006-7618	4/9/05	4/9/06	COMBINED SINGLE LIMIT (Ea accident) \$
	☒ ANY AUTO	024-4024	5/11/05	5/11/06	BODILY INJURY (Per person) \$ 500,000
	ALL OWNED AUTOS	035-8160	6/7/05	6/7/06	BODILY INJURY (Per accident) \$ 500,000
	SCHEDULED AUTOS	062-6944	6/14/05	6/14/06	PROPERTY DAMAGE (Per accident) \$ 1,000,000
	HIRED AUTOS	64-4202	4/7/05	4/7/06	AUTO ONLY - EA ACCIDENT \$ 250,000
	NON-OWNED AUTOS	73-2594	5/23/05	5/23/06	OTHER THAN EA ACC \$
		37-6809	4/21/05	4/21/06	AUTO ONLY: AGG \$
	GARAGE LIABILITY	477-0169	4/1/05	4/1/06	EACH OCCURRENCE \$
	☐ ANY AUTO	477-0170	7/28/05	7/28/06	AGGREGATE \$
					DEDUCTIBLE \$
	EXCESS LIABILITY				RETENTION \$
	☐ OCCUR ☐ CLAIMS MADE				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	92-NC-4686-9	6/12/05	6/12/06	☒ WC STATUS ☐ OTHER
					E.L. EACH ACCIDENT \$ 100,000
					E.L. DISEASE - EA EMPLOYEE \$ 500,000
					E.L. DISEASE - POLICY LIMIT \$ 100,000
C	OTHER				
NAME OF PROJECT: Muskegon Lakeshore Trail Development, Heritage Landing to Grand Trunk Launch Ramp					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENTS/SPECIAL PROVISIONS

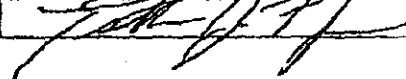
Additional insured on General Liability & Auto Liability are as follows:
"The City of Muskegon, all elected and appointed officials, all employees & volunteers, all boards, commissions, &/or authorities and their board members, including employees & volunteers thereof."

CERTIFICATE HOLDER**ADDITIONAL INSURED; INSURER LETTER:****CANCELLATION**

The City of Muskegon
Attention: Mohammed S. Al-Shatel, P.E.
933 Terrace Street
P.O. Box 536
Muskegon, MI 49443-0536

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED OR MATERIALLY CHANGED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT.

AUTHORIZED REPRESENTATIVE



CITY COMMISSION AGENDA ITEM _____
CITY COMMISSION MEETING DATE: April 24, 2005

MEMORANDUM

To: Mayor and City Commission
From: Lee Slaughter, Assistant City Manager
Date: April 20, 2005
Re: Amendment to Leisure Services Fee List

SUMMARY OF REQUEST:

Per a citizen request, the Leisure Services Board reviewed the 2005 Fee List and recommends changing the Open Swim Youth and Adult fees from \$2.00 to \$1.00 (youth) and from \$5.00 to \$3.00 (adult). The Board expressed concern about the potential negative impact (curtail participation) that the increased costs could have on families --- especially, Inner-City families.

CORE

FINANCIAL IMPACT:

Potential revenue loss.

BUDGET ACTION REQUIRED:

Not at this time.

COMMITTEE RECOMMENDATION:

The Leisure Services Board recommends approval.

CITY OF MUSKEGON
MASTER FEE RESOLUTION
SCHEDULE OF FEES
LEISURE SERVICES/PARKS

LINE	DEPT	DESCRIPTION	UNIT	2001	2002	2003	2004	2005	DEPT. COMMENTS	% CHANGE
375	MARINA	20 FOOT SLIP	EACH	1,300.00	1,300.00	1,300.00	1,300.00	1,328.00	5% discount is given if fee is paid in full by Feb. 1, 2005	2.15%
376	MARINA	30 FOOT SLIP	EACH	1,585.00	1,804.00	1,804.00	1,804.00	1,894.00	5% discount is given if fee is paid in full by Feb. 1, 2005	4.99%
377	MARINA	40 FOOT SLIP	EACH	2,605.00	2,784.00	2,784.00	2,784.00	2,923.00	5% discount is given if fee is paid in full by Feb. 1, 2005	4.99%
378	MARINA	HARD ACCESS (SLIPS 37-46) UNDER 27' ONLY	EACH	1,090.00	1,185.00	1,185.00	1,185.00	1,244.00		4.98%
379	MARINA	CLASS A MOORING	EACH	340.00	370.00	370.00	395.00	415.00	5% discount is given if fee is paid in full by Feb. 1, 2005	5.06%
380	MARINA	CLASS B MOORING	EACH	290.00	315.00	315.00	335.00	352.00	5% discount is given if fee is paid in full by Feb. 1, 2005	5.07%
381	MARINA	DAILY LAUNCH RAMP	EACH	5.00	5.00	5.00	5.00	10.00		100.00%
382	MARINA	PUMP OUT	EACH	4.00	5.00	5.00	5.00	5.00		
383	MARINA	SEASONAL LAUNCH RAMP STICKER	RESIDENT	35.00	35.00	40.00	40.00	40.00		
384	MARINA	SEASONAL LAUNCH RAMP STICKER	NON-RES	50.00	50.00	55.00	55.00	55.00		
385	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	RESIDENT	15.00	15.00	25.00	25.00	25.00		
386	MARINA	SEASONAL LAUNCH RAMP STICKER (SENIOR/HANDICAPPED)	NON-RES	30.00	35.00	40.00	40.00	40.00		
387	MARINA	SMALL BOAT BASIN	EACH	710.00	775.00	775.00	775.00	814.00	5% discount is given if fee is paid in full by Feb. 1, 2005	5.03%
388	MARINA	DRY STORAGE (RESIDENTS)	EACH	100.00	110.00	110.00	125.00	131.00		4.80%
389	MARINA	DRY STORAGE (NON-RESIDENTS)	EACH	155.00	165.00	165.00	185.00	194.00		4.86%
390	MARINA	TRAILER STORAGE	EACH	50.00	50.00	50.00	55.00	58.00		5.45%
391	PARKS	HACKLEY PARK PARTIES IN THE PARK	EACH EVENT	500.00	500.00	500.00	800.00	800.00	Plus 5% of event profit over \$5,000	
392	PARKS	MCGRAFT PARK BLDG (CHURCH & NON-PROFIT GROUPS)	FIRST 4 HRS	70.00	70.00	70.00	75.00	75.00		
393	PARKS	MCGRAFT PARK BLDG (CHURCH & NON-PROFIT GROUPS)	ADD HRS.	15.00	15.00	15.00	15.00	15.00		
394	PARKS	MCGRAFT PARK BLDG (INSTRUCTIONAL PROGRAMS)	PER HOUR	15.00	15.00	15.00	25.00	25.00		
395	PARKS	MCGRAFT PARK BLDG (WEEKDAYS NOT REGULAR GROUPS)	ADD HRS.	20.00	20.00	20.00	20.00	20.00		
396	PARKS	MCGRAFT PARK BLDG (WEEKENDS NOT REGULAR GROUPS)	FIRST 4 HRS	80.00	80.00	80.00	85.00	85.00		
397	PARKS	MCGRAFT PARK BLDG (WEEKENDS NOT REGULAR GROUPS)	ADD HRS.	25.00	25.00	25.00	25.00	25.00		
398	PARKS	MCGRAFT PARK BLDG (WEEKENDS NOT REGULAR GROUPS)	FIRST 4 HRS	100.00	100.00	100.00	105.00	105.00		
399	PARKS	MCGRAFT PARK MUSIC BOWL	HOURL	40.00	40.00	40.00	45.00	45.00		
409	PARKS	WEDDING COORDINATION	PER EVENT			10.00	25.00	25.00		
439	RECREATION	BASEBALL (ADULT)	TEAM	950.00	950.00	950.00	985.00	1,015.00		3.05%
450	RECREATION	JUNIOR SUMMER TENNIS LEAGUE	TEAM	75.00	75.00	75.00	75.00	95.00		26.67%
451	RECREATION	OUTDOOR SOCCER (ADULT)	TEAM	650.00	650.00	650.00	675.00	675.00		
452	RECREATION	PICNIC SHELTER RENTAL	EACH	50.00	50.00	50.00	50.00	100.00		100%
453	RECREATION	PICNIC SHELTER RENTAL (200 PERSON)	EACH	65.00	65.00	65.00	65.00	125.00		92.31%
463	RECREATION	SWIM (OPEN SWIM YOUTH)	PER PERSON	1.00	1.00	1.00	1.00	2.00		100%
464	RECREATION	SWIM (OPEN SWIM ADULT)	PER PERSON	2.00	2.00	2.00	2.00	5.00		150%

CITY COMMISSION AGENDA ITEM _____
COMMISSION MEETING DATE: APRIL 24, 2005

MEMORANDUM

TO: Mayor and City Commissioners
From: Lee J. Slaughter, Assistant City Manager
Date: April 19, 2005
Re: Summer Celebration Special Event Request

BACKGROUND SUMMARY:

Attached please find Summer Celebration requests for services for its 2005 festival. This year's event will be held on Thursday, June 30 through Sunday, July 10. Except for minor changes involving dates and times, their 2005 requests are similar to last year's -- 2004 which were granted. One notable *addition* to their '05 request is the *creation of a Bistro on Clay Avenue between 3rd and 4th street where wine by the glass and beer will be available during the Craft Show days (July 1, 2, & 3)*. Staff continues to work with event coordinators regarding details involving their requests.

With one notable exception, *mowing the Mart Dock property at the end of 3rd by Noon 6/29*, the Leisure Services Board recommends approval of Summer Celebration's requests (*which include the waiver of rental fees for equipment borrowed...*) contingent upon their compliance with City policies and guidelines, ordinances and other regulations.

FINANCIAL IMPACT:

Rental fee waiver cost is Not Known, but total cost is not expected to exceed \$5,000.

BUDGET ACTION REQUIRED:

None.

STAFF/COMMITTEE RECOMMENDATION:

With one notable exception, *mowing the Mart Dock property at the end of 3rd by Noon 6/29*, the Leisure Services Board recommends approval of Summer Celebration's requests (*which include the waiver of rental fees for equipment borrowed...*) contingent upon their compliance with City policies and guidelines, ordinances and other regulations.

**MUSKEGON
S U M M E R
CELEBRATION**

RECEIVED

APR 08 2005

MUSKEGON
CITY MANAGER'S OFFICE

April 7, 2005

Lee Slaughter
Assistant City Manager
City of Muskegon
PO Box 536
Muskegon, MI 49443-0536

Dear Ms. Slaughter:

The Muskegon Summer Celebration Committees are preparing for the 2005 festival to be held Thursday, June 30 through Sunday, July 10. We are humbly requesting the following from City of Muskegon for the 2005 festival:

- ① • Fireworks permits for July 4 and July 10. Both shows will be shot from barges over Muskegon Lake. The July 4 show will be the bigger of the two shows and therefore anticipate the July 4 show to attract the larger of the two crowds.
- ② • Permission for exclusive use of Hackley Park from June 27 through July 10. Use of the park on June 27, 28, & 29 would be to store picnic tables for use for Art in the Park.
- ③ • Permission for the exclusive use of Clay Avenue between Third and Sixth Streets, Western Avenue from Fourth to Seventh Streets, and Fourth, Fifth and Sixth Streets between Webster and Western and the city parking lot along Western Avenue across from the LC Walker Arena for Art in the Park/Village Craft Market on July 1, 2, & 3. In addition we would request the use of Clay Avenue between Third and Fifth streets on Thursday, June 30 for set up for the weekend's activities. As part of this weekend, we will be creating a Bistro on Clay Avenue between Third and Fourth Street. This will be a fenced in area approximately 80 by 30 with umbrella tables and chairs. Wine by the glass and bottled beer will be available in this area.

There will also be a single jazz performer playing throughout the weekend.

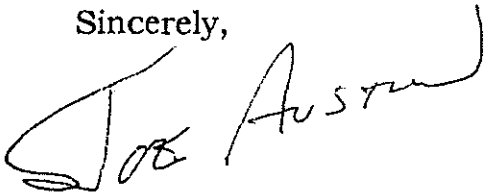
- ④ • Grant exclusive peddling and selling rights of any article from a stand, stall, vehicle, pack or basket, or in any other manner, on any of the following streets in the City in downtown Muskegon during the festival: Webster, Muskegon, Pine, First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eighth, Ninth, Clay, Western, Shoreline Drive Morris, Terrace, Thayer, Jefferson, and Division. In addition we would request exclusive peddling and selling rights for all City-owned property in the downtown area.
- ⑤ • That the City notify the Summer Celebration of any request for use of City facilities during the time of the Summer Celebration before granting permission for its use.
- ⑥ • Permission for the exclusive use of Shoreline Drive from Southern to Fourth and Fourth from Shoreline Drive to Webster on Saturday, July 9 from 8:30 a.m. to 12:30 p.m. for the parade route. In addition we would like to use Clay from Third to Fourth on Saturday, July 9 from 9:00 a.m. to 2:00 p.m. for bus and vehicle parking for parade disbanding.
- ⑦ • Permission to use Western Avenue between Seventh and Eighth Streets and the adjacent grassy area June 29 – July 11 for the Depot Expo activities.
- ⑧ • Permission for the use of a portion of Pere Marquette Beach on July 8 & 9 for a Beach Party. Our plan will be to sell alcoholic beverages during the party which is currently scheduled from 1:00 PM – 6:00 PM on July 9 (July 8 would be used for set up).
- ⑨ • Permission to sell liquor as part of our liquor license. The liquor would be served in the same manner as last two years, at our Tiki Bar area on the point in the concert area. This is the ONLY location where these drinks would be available for purchase. Southern Comfort would again control the percentage of alcohol per drink as they did the last years.
- ⑩ • Permission to use the equipment listed on the attached application. While we understand the need to reimburse the City for all labor costs, we would ask that the rental fee be waived for any equipment we borrow. In exchange we will provide a equal monetary value of the

rental costs in Summer Celebration concert tickets. This exchange would be coordinated through the City Manager.

- ⑪ • Summer Celebration be able to use its own labor pool rather than City employees whenever possible for many tasks previously done by City employees.
- ⑫ • The City provide a complete, detailed list of all fees incurred by Summer Celebration.
- ⑬ • Any additional labor or equipment use not outlined on this application be cleared through Summer Celebration first, unless of course, it is an emergency or matter of public safety.

On behalf of the Summer Celebration Committee, I want to thank you and the City for your continued support of the festival. Without that help it would not enjoy the success it does. We look forward to working with you again in 2005.

Sincerely,



Joe Austin, Executive Director

Cc: Bryon Mazade, Chairperson, Board of Trustees

pc: D. Sayles
B. Young
Capt. Workman
April 11, 2005

+ Cail
+ Tony
+ Major
+ Mark
+ MO

MEMORANDUM

To: Bryon Mazade, City Manager
From: Lee Slaughter, Assistant City Manager
Date: April 14, 2005
Re: Summer Celebration: Comparison of Summer Celebration Request Difference(s) between '05 and '04

Requests:

1. Similar, but '05 reduced by 2 days
2. Same, except for change in dates
3. Craft show days – July 1, 2, 3 (June 30th for set up)
 - **New: Bistro on Clay btw. 3rd & 4th – will sell wine and beer on those days.**
4. Same
5. Same
6. Similar, but time change (starting sooner & ending at Noon)
7. Same
8. Similar, but “portion” of Pere Marquette and not all as previously requested
 - '05 Party on Beach will start early and end early
9. Same
10. Same
11. Same
12. Same
13. Same

A copy of the request was provided to all relevant parties: (Doug, Bernadette, Workman, Tony, Gail, Major, Mo and Mark). With the exception of Mark, I'd expect all others to apply the same or similar provisions to '05 as they did '04, except for those few relatively minor changes above.

Please advise if there's anything special you'd like me to be aware of or that you might want me to handle differently.

Thanks.

Affirmative Action
(231)724-6703
FAX: (231)722-1214

Assessor/Equalization
(231)724-6708
FAX: (231)726-5181

Cemetery Department
(231)724-6783
FAX: (231)726-5617

City Manager
(231)724-6724
FAX: (231)722-1214

Civil Service
(231)724-6716
FAX: (231)724-4405

Clerk
(231)724-6705
FAX: (231)724-4178

Community and
Neigh. Services
(231)724-6717
FAX: (231)726-2501

Computer Info.
Systems
(231)724-6744
FAX: (231)722-4301

Engineering Dept.
(231)724-6707
FAX: (231)727-6904

Finance Dept.
(231)724-6713
FAX: (231)724-6768

Fire Department
(231)724-6792
FAX: (231)724-6985

Income Tax
(231)724-6770
FAX: (231)724-6768

Inspection Services
(231)724-6715
FAX: (231)728-4371

Leisure Services
(231)724-6704
FAX: (231)724-1196

Mayor's Office
(231)724-6701
FAX: (231)722-1214

Planning/Zoning
(231)724-6702
FAX: (231)724-6790

Police Department
(231)724-6750
FAX: (231)722-5140

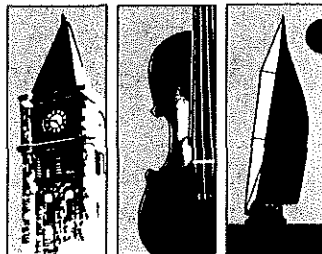
Public Works Dept.
(231)724-4100
FAX: (231)722-4188

Treasurer's Office
(231)724-6720
FAX: (231)724-6768

Water Billing Dept.
(231)724-6718
FAX: (231)724-6768

Water Filtration
(231)724-4106
FAX: (231)755-5290

MUSKEGON



West Michigan's Shoreline City

June 10, 2005

State of Michigan
Department of Labor & Economic Growth
Liquor Control Commission
7150 Harris Drive
P.O. Box 30005
Lansing, Michigan 48909-7505

Dear Commission,

I was contacted by Muskegon Summer Celebration regarding their request for a liquor license for a Bistro on Clay Avenue between 3rd and 4th Street where wine and beer will be available during the Craft Show days of July 1st – 3rd. They have informed me that you need a letter from the City of Muskegon City Clerk regarding the street closures that are needed for this Bistro.

Please see the attached documents which include the official minutes of the City of Muskegon City Commission meeting where the street closing was granted by the City Commission along with the Summer Celebration request.

If you require any additional information, please do not hesitate to contact me at (231) 724-6721.

Sincerely yours,

A handwritten signature in cursive script that reads 'Gail A. Kunderger'.

Gail A. Kunderger, MMC
City Clerk

DATE: August 31, 2004

TO: Honorable Mayor and Commissioners

FROM: Anthony L. Kleibecker, Director of Public Safety

RE: Concurrence with the Housing Board of Appeals Notice and Order to Demolish. Dangerous Building Case #: EN-040076 Address: 1261 Sixth Street (Garage Only).

SUMMARY OF REQUEST: This is to request that the City Commission Concur with the findings of the Housing Board of Appeals that the structure located at **1261 Sixth St (Garage Only) – AREA 10** is unsafe, substandard, a public nuisance and that it be demolished within thirty (30) days. It is further requested that administration be directed to obtain bids for the demolition of the structure and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Case# & Project Address: # EN-040076 – 1261 Sixth Street (Garage Only)

Location and ownership: This structure is located on Sixth between Houston and Monroe and is owned by Joanie Wallace, 1261 Sixth St, Muskegon, MI 49441.

Staff Correspondence: A dangerous building inspection was conducted on 11/19/04 and the Notice and Order to Repair was issued on 12/01/04. On 01/06/05 the HBA declared the structure substandard and dangerous.

Owner Contact: The owner attended the HBA meeting stating that she would be demolishing the structure (garage). No permits have been issued and no owner contact since that time.

Financial Impact: CDBG Funds

Budget action required: None

State Equalized value: \$21,500 (Entire property)

Estimated cost to repair: \$5,000

Staff Recommendation: To concur with the Housing Board of Appeals decision to demolish.

City Commission Recommendation: The commission will consider this item at it's meeting Tuesday, April 26, 2004.

CITY OF MUSKEGON
DANGEROUS BUILDING INSPECTION REPORT

1261 Sixth

11/19/04

Inspection noted:

1. Garage roof system has collapsed. Rebuild garage to Michigan Residential Code 2003.

Please contact Inspection Services with any questions at 231-724-6715.

BASED UPON MY RECENT INSPECTION OF THE ABOVE PROPERTY, I HAVE DETERMINED THAT THE STRUCTURE MEETS THE DEFINITION OF A DANGEROUS AND/OR SUBSTANDARD BUILDING AS SET FORTH IN SECTION 10-61 OF THE MUSKEGON CITY CODE.

HENRY FALTINOWSKI, BUILDING INSPECTOR

DATE



1267 Suth' - "

DATE: August 31, 2004
TO: Honorable Mayor and Commissioners
FROM: Anthony L. Kleibecker, Director of Public Safety
RE: Concurrence with the Housing Board of Appeals Notice and Order to Demolish. Dangerous Building Case #: EN-03-38

SUMMARY OF REQUEST: This is to request that the City Commission Concur with the findings of the Housing Board of Appeals that the structure located at **680 Orchard (Garage Only) Area 11** is unsafe, substandard, a public nuisance and that it be demolished within thirty (30) days. It is further requested that administration be directed to obtain bids for the demolition of the structure and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Case# & Project Address: # EN-03-38 – 680 Orchard (Garage Only)

Location and ownership: This structure is located on Orchard between Kenneth and Scott Streets and is owned by Robert H. Lee, 680 Orchard Street, Muskegon, MI 49441

Staff Correspondence: A dangerous building inspection was conducted on 05/19/03 and the Notice and Order to Repair was issued on 06/03/03. On 01/11/06/03 the HBA tabled case until January 2004 to review status of repairs. On 01/08/04 the HBA tabled case until May 2004. On 05/06/04 the HBA tabled case to clarify ownership. On 11/4/2004 the HBA tabled case until January 2005 to allow time for repairs to be completed. On January 6, 2005 the HBA declared the garage to be dangerous, substandard and a public nuisance.

Owner Contact: Ms. T. Banks was present at the HBA meeting 11/06/03 to represent this case. She stated she has a receipt showing she paid Curtis Holden to repair the garage and just needs more time. On 01/08/04 the grandfather of Robert Lee was present to represent his grandson, who was not able to attend the HBA meeting. He stated Robert needed more time to finish the repairs. On 05/06/04 the Grandfather of Robert Lee, Ben Jones, was present for the HBA meeting. He stated Ben's father recently passed on and the case is in Probate Court. Robert Lee has just turned 18 and is trying to keep the house to live in. The case goes back to court 6/24/04 to see who will get the property. Mr. Jones stated they want to save the garage, but can't really do anything until after the court date. On 11/04/04 Robert Lee was present at the HBA meeting case and asked for more time because property was still in the court system. On January 6, 2005 no one was present at the HBA meeting to represent this case and there have been no permits issued or inspections scheduled.

Financial Impact: CDBG Funds

Budget action required: None

CITY OF MUSKEGON
DANGEROUS BUILDING INSPECTION REPORT
680 ORCHARD (Garage)

5/19/03

Inspection noted:

1. Sill plate investigation is required.
2. Siding is missing.
3. Garage door is missing.
4. Exterior painting is required.
5. All work requires a building permit. No work may commence without obtaining said permit first.

Please contact Inspection Services at 231-724-6715 with any questions.

BASED UPON MY RECENT INSPECTION OF THE ABOVE PROPERTY, I HAVE DETERMINED THAT THE STRUCTURE MEETS THE DEFINITION OF A DANGEROUS AND/OR SUBSTANDARD BUILDING AS SET FORTH IN SECTION 4-23 OF THE MUSKEGON CITY CODE.

HENRY FALTINOWSKI, BUILDING INSPECTOR

DATE



680 Orchard

DATE: August 31, 2004
TO: Honorable Mayor and Commissioners
FROM: Anthony L. Kleibecker, Director of Public Safety
RE: Concurrence with the Housing Board of Appeals Notice and Order to Demolish. Dangerous Building Case #: EN-040070

SUMMARY OF REQUEST: This is to request that the City Commission Concur with the findings of the Housing Board of Appeals that the structure located at **1924 Brunswick** is unsafe, substandard, a public nuisance and that it be demolished within thirty (30) days. It is further requested that administration be directed to obtain bids for the demolition of the structure and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Case# & Project Address: # EN-040070

Location and ownership: This structure is located on Brunswick between E. Holbrook and E. Laketon and is owned by Gary Herbert, 1924 Brunswick, Muskegon, MI 49442

Staff Correspondence: A dangerous building inspection was conducted on 07/19/04 and the Notice and Order to Repair was issued on 07/23/04. On November 4, 2004 the HBA declared the structure to be dangerous, substandard and a public nuisance.

Owner Contact: No one was present to represent case at the HBA meeting. There have been no permits issued or inspections scheduled and no owner contact.

Financial Impact: General Funds

Budget action required: None

State Equalized value: \$19,500

Estimated cost to repair: \$80,000

Staff Recommendation: To concur with the Housing Board of Appeals decision to demolish.

City Commission Recommendation: The commission will consider this item at it's meeting Tuesday, April 26, 2004.

CITY OF MUSKEGON
DANGEROUS BUILDING INSPECTION REPORT

1924 Brunswick

7/19/04

Inspection noted:

1. Roof needs to be replaced.
2. Rear part of building covered with OSB.
3. Rear portion of structure is failing.
4. Open electrical boxes.
5. Exterior light fixtures are missing.
6. Siding and failing or needs to be replaced.
7. Engine, debris and inoperable vehicles in yard – must be removed.
8. Shed is improperly wired.
9. Fascia is exposed to weather and rotting.
10. Improperly installed front windows.
11. Interior inspection with building, plumbing, mechanical, and electrical inspectors required.
12. All work requires construction permits. These permits must be obtained prior to work beginning.

Please contact Inspection Services with any questions at 231-724-6715.

BASED UPON MY RECENT INSPECTION OF THE ABOVE PROPERTY, I HAVE DETERMINED THAT THE STRUCTURE MEETS THE DEFINITION OF A DANGEROUS AND/OR SUBSTANDARD BUILDING AS SET FORTH IN SECTION 10-61 OF THE MUSKEGON CITY CODE.

DON LABRENZ, BUILDING OFFICIAL

DATE



1924 Brunswick



1924 Brunswick



1924 Brunswick



~~680~~ 1924 Brunswick