

City of Muskegon

Work Session

Minutes

April 10, 2023, 5:30 pm

Muskegon City Hall

933 Terrace Street, Muskegon, MI 49440

Present: Mayor Ken Johnson
Commissioner Rachel Gorman
Commissioner Rebecca St.Clair
Commissioner Eric Hood
Commissioner Michael Ramsey
Commissioner Teresa Emory

Absent: Vice Mayor Willie German, Jr.

Staff Present: City Manager Jonathan Seyferth
City Clerk Ann Meisch
Deputy City Clerk Kimberly Young

1. Call to Order

Mayor Johnson called the worksession meeting to order at 5:30 p.m.

2. New Business

2.a Animal Ordinance, Chickens - Planning

Staff will be presenting on how other municipalities regulate the keeping of chickens. Many municipalities that allow chickens have a limit of four. Some municipalities require a permitting process while others do not. Some that require permits also require approval from neighbors.

The Planning Department reviewed ordinances from other cities with regard to the ability to keep chickens in the city and presented it to the Commission. Discussion took place regarding revision to our current ordinance, which only allows one chicken. Commissioners have received positive feedback from the

public when posting on their personal Facebook page about this topic. There is consensus to not allow roosters. It seems that somewhere between four and six chickens is the appropriate amount. Neighbors don't need to be asked for permission but should be notified. There will be a permit process. After the first year, they may be able to receive a permit for a longer period. There would be a need to reduce the minimum lot size as there are some lots in the city that are only 3,000 or 4,000 square feet. The City of Grand Rapids has an ordinance that looks like a good place to start. Planning staff will use this feedback to create a revision to our ordinance and present it at a future meeting for consideration.

2.b Muskegon Social Equity Program – Education Funds - Planning

A representative from “Mediation & Restorative Services” will be presenting their proposal to provide education and harm reduction services.

The MSEP fund allocated \$13,720 towards education and harm reduction in 2021 and the funds were spent on billboard advertisements and marihuana lock bags.

The MSEP fund allocated \$47,420 towards education and harm reduction in 2022 but the funds have not been spent yet. After discussions at the December 2022 work session, staff reached out to some agencies that could potentially assist in education and harm reduction programs and was impressed with the potential services that Mediation & Restorative Services could provide.

Mike Franzak, Planning Manager, spoke briefly about Mediation and Restorative Services, the organization has provided community conflict resolution services for 29 years and restorative justice services for 21 years. The funding would be used to provide community prevention and education services as well as family and youth directed services. Jackie Hallberg, Executive Director of Mediation and Restorative Services, and Sara DelaRosa, Program Manager of Exit Program - which is a prison re-entry program, spoke more about how their organization can work with and for the city to provide education and harm reduction services relative to marihuana.

2.c Marihuana Excise Tax - Planning

Staff would like to have a discussion on how to allocate this year's marihuana excise tax revenue as it pertains to the Muskegon Social Equity Program.

Discussion took place regarding the best allocation of the dollars received from the marihuana excise tax. Part of the discussion was about the potential of

having a single point of contact at the City for all things related to marihuana and marihuana businesses. It was suggested that there could be someone that manages the social equity programs, works with marihuana businesses, and participates in other marihuana related activities. The Planning Manager will take this into consideration and see what the dedicated staff in other cities are responsible for.

There was discussion about allocating a percentage of the tax to other budget funds. Some could go to Parks & Rec, Street Fund, Public Safety, etc. Perhaps the percentage of the tax that is allocated can be redistributed. Staff will work on the budget regarding these funds and have some proposals for Commission consideration.

2.d MSEP – Expungement Clinics - Planning

Staff has received three proposals in response to the RFP for expungement clinic services.

Each of three vendors presented an overview of their proposal to provide Expungement Clinics for the city in response to an RFP. Discussion took place about which vendor or vendors to use for expungement clinics. In essence, Commissioners support the proposal from GUNNS for three clinics, would like to contribute to/partially fund the clinic for Stash Ventures, and would like to see more sponsors and revised budget from Cannas Capital and potentially contribute to/partially fund a clinic for this vendor. The Planning Department will formalize this for a future meeting for the Commission to vote on.

2.e ARPA Community Grant Program Update - Manager's Office

Staff update on the City's ARPA Community Grant Program as well as the creation of the Grant Review Committee.

On February 14th, the City Commission authorized the dedication of \$1.6M from the City's remaining allocation of American Rescue Plan Act (ARPA) federal stimulus funds for the creation of a city-sponsored ARPA Community Grant program. <https://muskegon-mi.gov/cresources/ARP-001-Grant-Application-Program-Guidelines.2.16.pdf>

An ARPA Community Grant Review Committee is to be established to review eligible applications and submit recommendations to the Commission. The Commission will review and make funding decisions at a Regular Committee Meeting.

The Review Committee is comprised of (6) members: one representative from each of the (4) City Commission Wards, the City Manager and the Director of the Community and Neighborhood Services Department. Two representative(s) from local Community Based Organizations will also be included to act in an advisory role only which will include the United Way of the Lakeshore and Community Foundation for Muskegon County.

Pete Wills, Strategic Initiative Director, provided an update on ARPA Allocations. 60 applications were received for a total ask of 7.9 million dollars of the 1.6 million dollar allocation. 31 applications were from non profit organizations. Four applications were from Neighborhood Associations, 19 applications were from Small Businesses. Applications will be reviewed by the committee (manager, CNS Director, one member of the public from each of four wards - United Way and Community Foundation will act in an advisory capacity). It is expected that the committee to be able to review the applications by mid-May. Staff worked with organizations to ensure everyone that wanted to could apply.

2.f Parkland Marina Development Purchase Agreement Amendment - Manager's Office

Staff has worked with Parkland Properties to update the current purchase agreement for the Parkland Marina Development. This update was made following feedback from Commissioners. This is only for discussion during the work session with possible inclusion for approval on the April 25th agenda.

Jonathan Seyferth, City Manager, presented amendments to the Third Street Pier Development Agreement. John Rooks, owner and developer, answered questions from the commission about the project, mostly as it relates to public access. This item will be on the agenda at a later meeting for consideration.

3. Public Comment

Public comment was received.

4. Adjournment

The Work Session meeting adjourned at 8:32 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC - City Clerk