

CITY OF MUSKEGON

CITY COMMISSION MEETING

APRIL 10, 2018 @ 5:30 P.M.

**MUSKEGON CITY COMMISSION CHAMBERS
933 TERRACE STREET, MUSKEGON, MI 49440**

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, April 10, 2018. Pastor Tim Cross, Living Word Church, opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen J. Gawron, Vice Mayor Eric Hood, Commissioners Ken Johnson, Byron Turnquist, Willie German, Jr., Dan Rinsema-Sybenga, and Debra Warren (arrived 5:37), City Manager Frank Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

INTRODUCTIONS/PRESENTATION:

Mayor Gawron announced to the audience that the City of Muskegon has been voted number one in a nationwide Strong Towns competition and thanked all of this involved.

Introduction of Power of Unity Alliance Club – Commissioner German introduced some members of a Muskegon Community College student club formed in the interest of creating more unity.

2018-24 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve minutes of the March 27, 2018 Regular Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

B. Rezoning Several Properties Planning & Economic Development

SECOND READING

SUMMARY OF REQUEST: Staff-initiated request to rezone 1814 Dyson St, 1831 Dyson St and 1828 Jarman St from B-2, Convenience and Comparison Business

District to R-2, Medium Density Single Family Residential District. Also to rezone 1813 Dyson St from R-1, Low Density Single Family Residential District to R-2, Medium Density Residential District. Also to rezone 1808 McIlwrath St, 1814 McIlwrath St, and 1825 Jarman St from B-4, General Business District to R-2, Medium Density Single Family Residential District.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends approval of the rezonings.

COMMITTEE RECOMMENDATION: The Planning Commission voted 8-0 in favor of recommending approval of the rezonings.

C. Amendment to the Zoning Ordinance – Wireless Communication Service Facilities Planning & Economic Development

SECOND READING

SUMMARY OF REQUEST: Staff-initiated request to amend Section 2321 of the zoning ordinance to expand the overlay district to allow Wireless Communication Service Facilities at 1800 Peck St (Marsh Field) and 2375 Beach St (Water Filtration Plant). Staff has prepared two options for the Water Filtration Plant location and is requesting that the Commission select one of them.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the zoning ordinance amendment, with option 1 for the Water Filtration Plant location.

COMMITTEE RECOMMENDATION: The Planning Commission tabled the request at their December 14, 2017 meeting over concerns about the Water Filtration Plant location. At their March 15, 2018 meeting, they approved a motion 8-0 to recommend approval of the request to expand the overlay district as presented, with option 1 for the Water Filtration Plant site.

D. 2018/19 Water Treatment Sodium Hypochlorite Bids Department of Public Works – Water Filtration

SUMMARY OF REQUEST: Recommend endorsement of lowest responsible bidder to supply sodium hypochlorite for the Water Filtration Plant.

FINANCIAL IMPACT: An estimated cost of \$71,280.00 (based on average annual water pumped and feed rates).

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends the Mayor and City Commission endorse the low bid received and allow staff to enter into a contract with Olin for sodium hypochlorite for one year, beginning April 15, 2018.

E. City Hall Carpet Purchase Finance & Administrative Services

SUMMARY OF REQUEST: The Finance & Administrative Services Division has been charged with purchasing new carpet beginning with the offices on the first floor of City Hall. The current carpet was installed at the time of a building renovation in 1996. Over the course of the last five years we have noticed areas of extreme wear and tear from rolling chairs, moving furniture, partition walls leaving empty spots, and an inability to keep the carpet clean with our usual carpet cleaning schedule. Approximately 10 months ago, Safebuilt bid out their renovation project with consideration of the top 3 lowest bids, and contracted with the local vendor who had the lowest, most reasonable bid for their project. Understanding that the rest of City Hall still needed to be renovated, we were given the opportunity to lock in the same bid rate for the rest of the City offices provided we continue the project within a reasonable period of time.

FINANCIAL IMPACT: \$100,000 has been allocated in the public improvement fund for (Phase 1) carpeting City Hall. This was approved with the 2017/18 Annual Budget. The current estimate is for \$68,493.87 for the first floor

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Authorize staff to purchase flooring and services related to the purchase and installation of new carpet and flooring for the City Hall offices from Lakeshore Carpet One of 2591 McCracken.

F. Heritage Square Commons II – Construction Loan City Manager

SUMMARY OF REQUEST: Gary Post has requested a construction loan in the amount of \$300,000 for construction at Heritage Square Commons II.

FINANCIAL IMPACT: A \$300,000 loan to be paid back in full.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval.

H. Paving of Parking Lot, Jefferson at Western DPW-Engineering

SUMMARY OF REQUEST: To award above referenced project to Jackson-Merkey Contractors, Inc since they were the lowest responsible bidder with a total bid price of \$214,559.50.

FINANCIAL IMPACT: The construction cost of \$214,559.50 plus %15 for construction engineering costs.

BUDGET ACTION REQUIRED: Revised the budgeted amount via the 3rd quarterly reforecast to more accurately reflect the projected costs. Project is

included in the original 2017/18 capital budget.

STAFF RECOMMENDATION: Award the contract to Jackson-Merkey Contractors, Inc. for a bid price of \$214,559.50.

I. City Hall Irrigation Replacement-Department of Public Works

SUMMARY OF REQUEST: Award the replacement of the irrigation system at City Hall to Ashley Irrigation. Four contractors were contacted, and two supplied bids as follows:

Ashley Irrigation	\$21,248.13
Lakeshore Harbor Gardens:	\$26,500.00

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Award the project to the low bidder, Ashley Irrigation.

J. Community Relations Committee Resignations and Appointments City Clerk

SUMMARY OF REQUEST: To accept the following resignations and appointments for the two boards below:

Income Tax Board of Review

Resign: Catherine Young

Appoint: Elizabeth Sherman

Construction Code Board of Appeals

Resign: Vicky Luthy

Appoint: Michael Eslick

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To concur with the recommendations of the Community Relations Committee and approve the resignations and appointments.

Motion by Commissioner Warren, second by Commissioner German, to approve the consent agenda as presented, except item G.

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

Nays: None

MOTION PASSES

2018-25 ITEMS REMOVED FROM CONSENT AGENDA

G. Letter of Understanding Between the County and City for Reimbursement of Architectural Services for Proposed Convention Center City Manager

SUMMARY OF REQUEST: This is a request to reimburse a percentage of the architectural expenses for the proposed Convention Center to the County.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Johnson, to approve the request to reimburse a percentage of the architectural expenses for the proposed Convention Center to the County.

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

Nays: None

MOTION PASSES

PUBLIC PARTICIPATION: Public Comments were received

ADJOURNMENT: The City Commission meeting adjourned at 5:55 p.m.

Respectfully Submitted,

Ann Marie Meisch, City Clerk