

CITY OF MUSKEGON

CITY COMMISSION MEETING

MARCH 23, 2021 @ 5:30 P.M.

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

AGENDA

- ☐ **CALL TO ORDER:**
- ☐ **ROLL CALL:**
- ☐ **HONORS/AWARDS/PRESENTATIONS:**
Placer.ai Presentation
- ☐ **PUBLIC COMMENT ON AN AGENDA ITEM:**
- ☐ **CONSENT AGENDA:**
 - A. Approval of Minutes** City Clerk
 - B. Fireworks** City Clerk
 - C. Request for Camping – Burning Foot** City Clerk
 - D. Muskegon Park Place Provisionary** City Clerk – REMOVED PER APPLICANT REQUEST
 - E. Extension of Temporary Modification to MERS Benefit Provisions**
Finance
 - F. Credit Card Processor Change** Treasurer
 - G. Marina Parking Ordinance/Increase Launch Ramp Fines** Public
Safety
 - H. MATS Micro-transit Funding** Development Services
 - I. Beach Street Expanded Parking** Public Works
 - J. Parking Kiosk Purchase** Planning
 - K. Amity Avenue Bridge** Public Works
 - L. Concession Agreement with Lake Effect Sport** Public Works
 - M. Chalet Lease with Mac Kites** Public Works
- ☐ **PUBLIC HEARINGS:**

A. Recommendation for Annual Renewal of Liquor Licenses

City Clerk

☐ **UNFINISHED BUSINESS:**

A. Amendment to the Marihuana Facilities Overlay District – 885 E Apple

Avenue Planning – TABLED FROM 1/26/2021 TO 2/9/2021 AND FROM 2/9/2021 TO 3/23/2021

☐ **NEW BUSINESS:**

A. Rezoning of 420 S Harvey Street Planning

B. Rezoning Requests – Dowd/Hudson Planning

☐ **ANY OTHER BUSINESS:**

☐ **PUBLIC COMMENT:**

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

☐ **CLOSED SESSION:**

☐ **ADJOURNMENT:**

ADA POLICY: THE CITY OF MUSKEGON WILL PROVIDE NECESSARY AUXILIARY AIDS AND SERVICES TO INDIVIDUALS WHO WANT TO ATTEND THE MEETING UPON TWENTY-FOUR HOUR NOTICE TO THE CITY OF MUSKEGON. PLEASE CONTACT ANN MARIE MEISCH, CITY CLERK, 933 TERRACE STREET, MUSKEGON, MI 49440 OR BY CALLING (231) 724-6705 OR TTY/TDD DIAL 7-1-1-22 TO REQUEST A REPRESENTATIVE TO DIAL (231) 724-6705.



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Approval of Minutes
Submitted By: Ann Marie Meisch, MMC	Department: City Clerk
Brief Summary: To approve the minutes of the January 29, 2021 Goal Setting Meeting, March 8, 2021 Worksession, and March 9, 2021 Regular Meeting.	
Detailed Summary: N/A	
Amount Requested: N/A	Amount Budgeted: N/A
Fund(s) or Account(s): N/A	Fund(s) or Account(s): N/A
Recommended Motion: To approve the minutes.	
For City Clerk Use Only: Commission Action:	

**Goal Setting Meeting
January 29, 2021
9:00 am
Via Zoom
Minutes**

2021-GS

Present: Mayor Gawron, Vice Mayor Hood, Commissioners Rinsema-Sybenga, German, Johnson, and Ramsey.

Staff members, Mike Franzak, Oneata Bailey, Pete Wills, Sarah Petersen, Leo Evans, Ken Grant, Joe Buthker, Jay Paulson, Jake Eckholm, Frank Peterson, Dwana Thompson, Doug Sayles, Dave Alexander, Jeff Lewis, Beth Lewis, Kim Spittler, Jim Maurer, Dave Baker, and LeighAnn Mikesell.

Absent: Commissioner Emory.

Introductions

Beth Beulow facilitated the meeting. The meeting began with sharing one word that describes Muskegon. Words include: dynamic, engaged, hard-working, underestimated, resilient, beautiful, genuine, gem, change, vision, welcoming, evolving, re-evolving, passionate, resilient, opportunities, refreshing rejuvenated, moving, interesting, awesome, beautiful/gorgeous, home, momentum, attractive, and diverse.

Ms. Beulow spoke about active listening and using words like thank you, please, I hear you. Be mindful of language, tone, eye contact, engaged expression, and posture. Take notes. Practice actively listening. Conflict can be creative and productive and a reminder that we can only control our own response to our surroundings. Remember that we are all on the same team.

Public Comment

Comments were heard from members of the audience.

The group broke down into small groups to discuss youth/education, social justice, and housing. The results of those discussions are listed below.

Youth/Education Focus Group

- What resources are available to kids pursuing entrepreneurial ideas? Need to have an entrepreneurial culture to expose them to and give them economic opportunities.

- Needs to start at K-12 level. Schools affect every part of the students' life, from food availability to technology exposure. Need to be partners with schools, and work to bring exposure to different career areas for the students.
- Need to identify barriers to parental involvement. How can we support them and get them involved with both the success of their student and the school system? We know time and money are both constraints, for parents and schools. How do we hold parents accountable?
- The pandemic has only amplified these issues.
- How do we make students aware of opportunities that exist, while still ensuring they master the curriculum?
- How do we ensure that opportunities that exist in our city are taken advantage of by our residents? Often times we see opportunities that end up going to residents of other areas simply because there was a lack of residents aware of or interested in the opportunity.
- How can the city join and support the conversation and movement that already exist? We don't necessarily need to start a new one.
- We need to identify what works and what doesn't.

What is success? Getting the opportunities in front of youth and making connections. Ensuring everyone has equal access to the opportunities. We need to compile a list of what exists and then grow those connections.

What do we need to keep doing? Identifying the connections to youth and working to grow those connections. Working to grow parental involvement.

What do we need to stop doing? Stop being exclusive, and start being inclusive. We need to value all input.

What do we need to start doing? Strengthening current connections. Offering more connections and opportunities for youth and school-age children.

How do we measure progress? Possibly using school data, such as enrollment, but that can't be the only measure. Need to identify the relationship and connections that have been strengthened and increased. Maybe use a survey of parents and students.

What does accountability look like? We need to continually re-affirm our commitment to strengthened relationships and connections, and regularly re-evaluate that progress.

Social Justice

- A need to use the next year to define what social justice is and to have those conversations internally within City Hall and externally in the community. Public education.
- Equality vs. Equity in terms of just not providing the same to everyone (equality) but providing what each one needs to get to a common outcome (equity).
- It has taken generations and centuries for us to get to 2021 with special attention and effort to create injustice, it will take as much attention and effort to create equity.
- In the next three years, look at the DPW training positions being used to help create a workforce that looks like our city population. Similar efforts are underway in public safety – police and fire.

- To get beyond where we are at today in terms of social justice, we must be INTENTIONAL.
- The city has made progress in diversifying its workforce but there is a long way to go.
- The city is not always competitive in pay and benefits in attracting and retaining employees of color.
- In the next three years, replicate the intentional efforts in DPW and public safety to diversify the city workforce.
- In the next three years, go from an education Promise to a job Promise.
- In the next three years, downtown will be home to more minority owned businesses as the current mix is not representative of who lives in Muskegon.
- Create a Citizens Economic Equity Commission that as the planning commission looks at land use this group will look at economic development policies and projects.
- At the table on the issue of social justice needs to be members of marginalized groups who have not had a voice, especially black citizens., decision makers/gatekeepers, the private sector, educators and all citizens of the city.
- Keep: Training job slots, promotion of policies that create equity and conversations/engagement on social justice.
- Stop: Barriers to social justice/equity inherent in the city's civil service system, restrictions in the human resources system managed for the city by the county, staff/elected officials using social justice buzzwords that are doing little to further social justice.
- Start: Uniform understanding and use of social justice terminology, programs and policies to promote/support minority-owned businesses, a job promise for the youth of the city entering post high school training or education.
- Economic development and the creation/support of minority owned businesses not only focused on Downtown and Lakeside but other city commercial districts and neighborhoods.
- Progress in social justice needs to be data driven in counting people, ie, minority and women representation in the city workforce, the incomes of minority and women employees, and the number of minority-owned – mainly black-owned – businesses created or supported in the city.

Housing

What's the scope of our priorities?

To build more housing options that allow our neighborhoods to thrive.

Continue education on urban residential zoning.

Continue working with developers to ease the process for developing and construction.

Continue city's programs for housing rehab.

Continue scattered site brownfield, modify as values increase.

Use of the home buyer's assistance program.

Continue work with CenC on developing affordable housing.

Continue blight fight efforts, neighborhood stabilization.

Stop allowing exclusionary zoning.

Start expanding urban residential zoning.

Start showcase the success in Nelson neighborhood.

Start increasing funding for CDBG and HOME funded programs.

Start develop marketing materials for Froebel.

How do you define success in 1 year?

75-100 homes built

Incorporate missing middle housing, working family, larger apartment developments

Range of price levels – balance of affordable and market driven options

Increased property values on east side of city and urban core

A development plan for Froebel School

Increase in number of houses being rehabilitated

How do you define success in 3 years?

More infill housing focused in Jackson Hill, Nims, Campbell Field, McLaughlin, Angell neighborhoods

Urban residential zoning approved for all above neighborhoods

Range of price levels – balance of affordable and market driven options

Incorporate missing middle housing, working family, larger apartment developments

Construction project at Froebel School

Watermark completely built out

Increase in number of houses being rehabilitated

How will we measure progress?

See 1 and 3 year success goals

Number of building permits

Reduction of blight

Who needs to be at the table?

Residents

Neighbors, neighborhood associations

Neighborhood businesses

Churches

Youth, youth groups

Inspections

CNS

Contractors, minority contractors
Realtors
Landlords, landlord association
Renters
Housing service providers
Developers

What does accountability look like?

Who was invited to and came to the table
Whether developments occur
How the taxable values changed
Sharing results, outcomes, plans with those who gave input
What options are created in the housing market
Maintaining housing needs data
Provide up to date housing data to developers and

Closing Remarks

How do we feel after the meeting? Give one word.

Action, wow, success, engaging, diversity, accountability, live-in destination, prosperity for all!, opportunity, equitable, intentionality, expansive, home in the best sense of the word - safe, welcome, loved, filled, I knew it! Optimism, bright, complex, equitable, prosperous, welcoming, grateful (today), abundance (2031), diverse, home, destination

Public Participation

Comments from the public were accepted.

Meeting adjourned at 12:30 pm.

Ann Marie Meisch, MMC
City Clerk

<https://www.youtube.com/playlist?list=PLSPI5hJyIJRGR61s-NXcA0iL4i7wA-tqM>

**CITY OF MUSKEGON
CITY COMMISSION WORKSESSION**

**Monday, March 8, 2021
5:30 p.m.
REMOTE MEETING**

MINUTES

Present: Mayor Gawron (Muskegon, MI), Vice Mayor Hood (Muskegon, MI), Commissioners Rinsema-Sybenga (Muskegon, MI), Emory (Muskegon, MI), Johnson (Muskegon, MI), Ramsey (Muskegon, MI), and German (Muskegon, MI).

Special Event Policy Update – City Clerk

Special event applications have transitioned to the City Clerk's Office. Staff reviewed current policies and is suggesting some updates/changes. Along with a review of the current policy, staff reviewed fees and made several recommendations as well as the adoption of a policy that allows any event requesting a waiver of fees to fill out a form to be presented to City Commission for consideration.

Over many years, Parties in the Park has had all fees waived for use of the park and use of city equipment. Parties in the Park did raise funds and added a new stage built at Hackley Park. This has been an ongoing practice for many years. We are looking for acknowledgment from City Commissioners to continue this practice and/or make any necessary changes.

Staff held several meetings to discuss proposed fees and changes to the policy. Many of the proposed changes provide further clarification for staff and applicants. Some of the major changes include paid parking at the beach, the elimination of deposits, uniformity for insurance requirements, and increasing the fee for the use of Hackley Park.

Discussion took place regarding the Special Event Policy updates and this item will be placed on the March 9, 2021 Regular Commission meeting agenda for consideration.

Downtown Muskegon Social District Full Launch – Economic Development

Staff is requesting authorization to have the Muskegon City Clerk's Office sell biodegradable Social District cups and have the city cover the 2021 social district expenses.

The Muskegon City Commission approved the Downtown Muskegon Social District in August. It has been operating 11 a.m. to 11 p.m., seven days a week in a limited area since mid-September. The DMSD needs to be expanded to its full area and open to all 22 potential establishments. Please see an accompanying memo outlining the full launch of the DMSD slated for mid-April.

Discussion took place regarding the full launch of the Downtown Muskegon Social District and this item will be placed on the March 9, 2021 Regular Commission meeting agenda for consideration.

Small Retailer Assistance Program – Economic Development

Staff is seeking approval of modifications to the City's Small Retailer Assistance Program. The Small Retailer Assistance Program was established to aid in the creation of more small retail businesses and to aid existing small retail businesses negatively impacted by COVID-19. Current grant incentives include: Rental Assistance Grant, Retail Renovation Grant, CV Rental Assistance Grant, and CV Capital Grant.

Rental Assistance Grant (new business) – intended to help small retailers open new storefronts in traditional brick and mortar buildings. Grantees reimbursed 50% of monthly rent, up to \$5,000. Changes include: Existing micro-retailers with under 300 sf of space will be eligible for assistance when they move to their own space with their own street frontage.

Retail Renovation Grant (new or existing business) – intended to assist in creation of more rentable retail spaces. Grantees reimbursed 50% (up to \$5,000) of renovation costs associated with upgrading defunct space into usable retail suite. No changes.

CV Rental Assistance Grant (existing business) – intended to help existing small retailers continue operations in storefronts located in traditional brick and mortar buildings. Grantees reimbursed 75% of their monthly rent, up to \$5,000. Changes include: Change to “CV Assistance Grant” / grantees to be reimbursed 75% of their *business operating losses*, rather than *monthly rent*, up to \$5,000/remove eligibility requirement that applicant “*employ no more than five people*”/permit “*retailers or restaurants who are independent and locally-owned*” to now be eligible applicants/remove requirement to offer retail goods for sale/remove requirement to possess an executed rental agreement/revise location requirement that applicant be in a traditional brick and mortar building, rather than a “retail suite”, which is visible from the street/allow applicant to demonstrate “*significant*” business loss rather proving “*greater than 50%*” business loss & remove reference to comparable “*prior months/years*” / permit business to be reimbursed 75% of *business operating losses* upon providing evidence of business operating losses.

CV Capital Grant (existing business) – intended to help existing small retailers continue operations in storefronts located in traditional brick and mortar buildings. Grantees reimbursed 75% of their expenses up to a total of \$5,000 for renovations associated with modifying storefront in response to COVID-19 distancing guidelines and reduced capacity requirements. No changes.

Discussion took place regarding the Small Retailer Assistance Program and this item will be placed on the March 9, 2021 Regular Commission meeting agenda for consideration.

Inclusive Zoning – Development Services

Staff is requesting further consideration and direction on expansion of inclusive zoning to additional neighborhoods beyond Lakeside and Nelson.

In an effort to support development that is inclusive and offers options to build wealth, staff is again putting the urban residential zoning expansion before the commission. The benefits of providing housing options are numerous:

- Housing at every price point is more inclusive
- Housing that allow people to stay in one neighborhood for a lifetime as their housing needs change
- Lease options for those who cannot or prefer not to own

- Ensures proper space for parking
- Options for people to build generational wealth by supplementing their mortgage with rental income from the second unit
- Allowing multi-generational families to live at one address
- Limits gentrification often seen in exclusive single-family zoning
- Honors existing neighborhoods and residents living in them by providing options that are currently allowed there
- Creates opportunities for local developers to build incrementally
- Developments can provide affordability without significant subsidy, saving the city money and ultimately adding to our property and income tax base

Staff continues to turn away developers who want to build these housing options. Since our last communication with commissioner on January 28, another developer has contacted us to inquire about constructing duplexes, and a developer from Lansing is interested to build mixed use and multi-family. We have built good momentum in the city, and the current zoning is limiting our ability to continue.

LeighAnn Mikesell, Director of Development Services, provided a slide-show presentation and there was discussion regarding inclusive zoning. The Department is looking for direction from the City Commission on this topic.

Creation of a Citizen's Commission on Economic Equity – Economic Development

For several months we have been researching allowable methods to increase the focus on economic development in the community through an equity lens. The proposed commission would function as an advisory board to the City Commission in a similar capacity to the Planning Commission, but with a specific focus on social equity related to projects of growth and development in the city.

Over approximately the last year, the Economic Development Department has been researching public sector methods to improve focus on equity in building, development, housing, and industry. What we discovered is that there are lots of internal, organizational, nonprofit, academic, and human resource related groups or policies pertaining to equity that all accomplish worthwhile progress. We would like to take an innovative approach and

empower minority and marginalized members of our community by creating a structural conduit to every major development project the city reviews. The board will have the opportunity to hear from developers and staff, and work with them to ensure Muskegon is on the forefront of creating an equitable investment environment. This board will review large scale housing, commercial, and industrial proposals, and have the ability to make recommendations to the developer and City Commission concerning matters of social equity related to each project. Additionally, this commission will eventually be encouraged to foster community conversations and education in the city to raise awareness on equity issues surrounding economics, such as disparities in wealth, opportunity for home ownership, wages, etc. This way, the City doubly benefits from their service by using the members' position in their cohort and the wider community. The slide deck and resolution attached go into further detail on the creation and structure of this new Citizen's Commission on Economic Equity.

Jake Eckholm, Director of Economic Development, provided a slide-show presentation and there was discussion regarding the creation of a Citizen's Commission on Economic Equity. The Department is looking for direction from the City Commission on this topic.

Public Comment: No public comments were received.

Adjournment: The Worksession Meeting adjourned at 9:16 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC – City Clerk

CITY OF MUSKEGON

CITY COMMISSION MEETING

MARCH 9, 2021 @ 5:30 P.M.

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

MINUTES

The Regular Commission Meeting of the City of Muskegon was held electronically with the Mayor, Vice Mayor, and Commissioners participating via Zoom – a remote conferencing service, Clerk staff present at 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, March 9, 2021.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen J. Gawron (Muskegon, MI), Vice Mayor Eric Hood (Muskegon, MI), Commissioners Ken Johnson (Muskegon, MI), Dan Rinsema-Sybenga (Muskegon, MI), Willie German, Jr. (Muskegon, MI), Teresa Emory (Muskegon, MI), and Michael Ramsey (Muskegon, MI), City Manager Frank Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

HONORS/AWARDS/PRESENTATIONS:

Public Art Update Presentation Judy Hayner

Judy Hayner provided information on behalf of the Muskegon City Public Art Initiative. She gave update on art projects to the Commission and anyone watching.

PUBLIC COMMENT ON AN AGENDA ITEM: No public comments were received.

2021-22 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve the minutes of the February 23, 2021 Regular Meeting.

STAFF RECOMMENDATION: To approve the minutes.

B. Special Event Policy Update City Clerk

SUMMARY OF REQUEST: Special Event applications have transitioned to the City Clerk's Office. Staff reviewed current policies and is suggesting some updates/changes. Along with a review of the current policy, staff reviewed fees and made several recommendations as well as the adoption of a policy that allows any event requesting a waiver of fees to fill out a form to be presented to

the City Commission for consideration.

Over many years, Parties in the Park has had all fees waived for use of the park and use of city equipment. Parties in the Park did raise funds and added a new stage built at Hackley Park. This has been an ongoing practice for many years. We are looking for acknowledgment from City Commissioners to continue this practice and/or make any necessary changes.

Staff held several meetings to discuss proposed fees and changes to the policy. Many of the proposed changes provide further clarification for staff and applicants. Some of the major changes include paid parking at the beach, the elimination of deposits, uniformity for insurance requirements, and increasing the fee for the use of Hackley Park.

STAFF RECOMMENDATION: To adopt the amended policy, fees, and waiver form and acknowledge the waiver of city fees for Parties in the Park.

D. Downtown Muskegon Social District Full Launch Economic Development

SUMMARY OF REQUEST: Requesting authorization to have the Muskegon City Clerks Office sell biodegradable Social District cups and have the city cover the 2021 social district expenses.

The City Commission approved the Downtown Muskegon Social District in August. It has been operating 11 a.m. – 11 p.m., seven days a week in a limited area since mid-September. The DMSD needs to be expanded to its full area and open to all 22 potential establishments. Please see an accompanying memo outlining the full launch of the DMSD slated for mid-April.

AMOUNT REQUESTED: Up to \$25,000 AMOUNT BUDGETED: None

FUND OR ACCOUNT: Potential no-interest loan from the Downtown Muskegon Business Improvement District to be paid back by cup sales.

STAFF RECOMMENDATION: To authorize the Muskegon City Clerk's Office to sell 16-ounce Downtown Muskegon Social District Cups for 35 cents apiece to cover city costs and authorize up to \$25,000 to launch and operate the DMSD through the end of 2021.

E. Small Retailer Assistance Program Economic Development

SUMMARY OF REQUEST: Staff is seeking approval of modifications to the City's Small Retailer Assistance Program. The Small Retailer Assistance Program was established to aid in the creation of more small retail businesses and to aid existing small retail businesses negatively impacted by COVID-19. Current grant incentives include: Rental Assistance Grant, Retail Renovation Grant, CV Rental Assistance Grant, and CV Capital Grant.

Rental Assistance Grant (new business) – intended to help small retailers open new storefronts in traditional brick and mortar buildings. Grantees reimbursed

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CV Capital Grant (existing business) – intended to help existing small retailers continue operations in storefronts located in traditional brick and mortar buildings. Grantees reimbursed 75% of their expenses up to a total of \$5,000 for renovations associated with modifying storefront in response to COVID-19 distancing guidelines and reduced capacity requirements. No changes.

STAFF RECOMMENDATION: Approve staff modifications to the City’s Small Retailer Assistance Program.

F. Updated Deficit Elimination Plan – Sewer Fund Finance

SUMMARY OF REQUEST: To approve the Deficit Elimination plan and resolution for the Sewer Fund and direct staff to submit plan to the State of Michigan.

On June 30, 2020 the Sewer Fund had a \$3,595,965 deficit unrestricted net position. Act 275 of Public Acts of 1980 requires the City to formulate a deficit elimination plan and submit it to the Michigan Department of Treasury. The deficit elimination plan and resolution for the Sewer Fund are attached.

STAFF RECOMMENDATION: To approve the deficit elimination resolution for

the Sewer Fund.

G. Campbell Field Playground Public Works

SUMMARY OF REQUEST: Staff is seeking authorization to approve the purchase of several items related to the construction of a new playground at Campbell Field.

The City was unsuccessful in our grant application to MDNR to fund improvements at Campbell Field, however staff is still moving forward on several of the identified improvements that were previously shared for public comment and are attached. This work is being completed utilizing the city matching funds that were generated from the PILOT Agreement with Royale Glen Apartments (\$156K).

To that end, City Staff is requesting permission to move forward with the playground replacement at Campbell Field including contracting for the construction of the playground pad, purchase of playground surfacing tiles and contracting installation services for a new playground.

The equipment for the new playground was purchased through the Beidler Street Sanitary Sewer Project (590/591-91854) and originally planned to be placed at the Beidler Street tot-lot as a replacement for the equipment that was removed there to facilitate the sewer installation. Through staff discussion and coordination with the Campbell Field neighborhood we are now proposing to install the new playground structure at Campbell Field and develop an alternate plan for the Beidler Street tot-lot at a later date.

First, staff proposes to engage Wing Contracting, which is currently contracted as the low bidder to install the concrete pad for the Aamodt Park Playground, to install the concrete at Campbell Field. The cost of this is TBD but estimated at approximately \$8K and would be handled as a change order under the current agreement for Aamodt Park. This change order would be over the % thresholds available for approval at the staff level.

Second, staff recommends purchase of playground surfacing tiles along with professional playground installation services from Sinclair Recreation. They are the city's preferred vendor for playground services and the suppliers of the already purchased playground equipment. The cost for these items is \$35,752.40.

Staff will return with additional requests at a later date to utilize more of the remaining funds towards completion of items at Campbell Field.

AMOUNT REQUESTED: \$43,752.40 AMOUNT BUDGETED: \$156,000

FUND OR ACCOUNT: 404

STAFF RECOMMENDATION: Authorize staff to approve a change order with Wing Construction to provide the concrete work for the new playground pad at

a cost not to exceed \$8K and authorize staff to contract with Sinclair Recreation for the purchase of playground surfacing tiles and playground installation services in the amount of \$35,752.40

H. Beidler Change Order #004 Public Works

SUMMARY OF REQUEST: Staff is seeking authorization to approve Change Order #004 to the sewer project work on Beidler Street in the Campbell Field Neighborhood.

Final quantity measurements have been completed for the water and sewer work conducted throughout the Campbell Field Neighborhood on Crowley, Beidler, Young, and Pulaski Streets and the project has been recommended for final acceptance and closeout.

Change Order #004 represents an increase to the Contract value of \$9,847.24. Combined with the previously approved Change Orders #001-#003 the total change order value for the project stands at \$38,077.86 on an original contract value of \$5,465,514.75 for a net final increase of 0.7%. The approved project budgets contained a contingency of ~6% so this final balancing does not exceed the budgeted contingency. Future reforecasts will reduce the total budgeted cost of this project.

AMOUNT REQUESTED: \$5,503,592.61 AMOUNT BUDGETED: \$5,793,445.64
(\$5,465,514.75 + 6%)

FUND OR ACCOUNT: 590/591-91854

STAFF RECOMMENDATION: Authorize staff to approve Change Order #004 to the Westwood Sewer Project with Kamminga and Roodvoets in the amount of \$9,847.24 for a total net change on the project of \$38,077.86.

I. Harvey Pump Station Electrical Upgrades Public Works – Filtration

SUMMARY OF REQUEST: Staff is requesting authorization to contract with Wirtz Electric & Communications for electrical upgrades at the Harvey Pump Station.

The Harvey Pump Station is critical to the distribution of drinking water to the City of Muskegon and its wholesale customers. The electrical power for the entire facility is distributed through the original motor control center (MCC) installed in 1964. The MCC is well beyond its expected service life of 40 years, and it was recommended to staff that it be replaced for reasons of reliability and safety. As part of this project, the soft starters in the MCC that control the two constant speed water pumps will be upgraded to variable frequency drives (VFDs) to improve both reliability and efficiency.

Staff is also recommending the replacement of the existing armored cable that feeds the MCC. Similar cable at the pump station experienced a seal failure that resulted in water entering electrical equipment, and this project provides an ideal opportunity to prevent a similar occurrence.

The base bid for this scope of work includes the cost to run new conduit between the MCC and the pump motors. However, this cost will be deducted from the total cost listed below if an inspection of the original conduit shows it to be reusable for this project.

Proposals were solicited from five electrical contractors for the purchase, install, and startup of all equipment. Three proposals were received. Staff recommends this project be awarded to the lowest bidder, Wirtz Electric & Communications. This project was budgeted as part of the ongoing upgrades to the Harvey Pump Station.

	<u>Base Bid</u>	<u>Feed Cable</u>	<u>Total</u>
Wirtz Electric & Communications	289,033.00	6,233.00	295,266.00
Parkway Electric	300,645.00	7,945.00	308,590.00
Newkirk Electric Associates	328,560.00	10,985.00	339,545.00
AMOUNT REQUESTED:	\$295,266	AMOUNT BUDGETED:	\$1,040,000.00
FUND OR ACCOUNT:	591-92007-5346		

STAFF RECOMMENDATION: Authorize staff to contract with Wirtz Electric & Communications for \$295,266.00 to perform electrical upgrades at the Harvey Pump Station.

J. Asphalt Paver Purchase DPW/Equipment Division

SUMMARY OF REQUEST: The Equipment Division is requesting permission to purchase one Asphalt Paver from Michigan Cat, the authorized, Mi-Deal contract holder. We will be re-forecasting the Equipment budget for the third quarter to reflect deleting two truck purchase and then allocating an additional \$7,000.00 to cover the purchase of this Paver.

The Equipment Division and Highway Department have been trading services with another local Community for the use of their paver as needed. This machine is aging rapidly and will soon be obsolete with nowhere to buy repair parts. That is why this purchase is imperative to our paving projects to maintain the quality of service our citizens have come to expect. This machine will also allow the City to take on many more projects to ease the burden of always needing to hire a contractor for slightly larger paving projects in our Parks and Alleyways.

AMOUNT REQUESTED:	\$90,335.00	AMOUNT BUDGETED:	\$90,335.00
FUND OR ACCOUNT:	661		

STAFF RECOMMENDATION: Authorize staff to move forward with the purchase of LeeBoy paver through Michigan CAT in the amount of \$90,335.00 under the Mi-Deal Contract.

K. MDOT Agreement for Peck Street Public Works

SUMMARY OF REQUEST: Staff is requesting approval of the contract with MDOT for the reconstruction of Peck Street from Merrill Avenue north to Apple Avenue and approval of the resolution authorizing the Mayor and Clerk to sign the contract.

This is the standard contract governing projects that are constructed using federal funds through MDOT. The estimated cost for the project construction is \$843,138.82 with \$381,810 of that being federal surface transportation funding and the remainder will be accounted for in the City's 21-22 Budget for Major Streets (~\$300K / 202-92002) and Water (~\$250K / 591-92002) funds.

Work on this portion of Peck Street is planned to commence after the 4th of July and continue into September, hence the budgeting for these projects will fall in next fiscal year.

STAFF RECOMMENDATION: Approve the attached contract and resolution and authorize the mayor and clerk to sign both.

L. Emergency Vactor Repair Public Works

SUMMARY OF REQUEST: Staff is seeking authorization to repair the sewer vactor truck. The sewer vactor is in need of substantial repairs above the normal authorization limits. Staff approved the repairs in accordance with the purchasing policy emergency guidelines to minimize the down time for this critical piece of equipment and is requesting permission after the fact.

In accordance with the purchasing policy staff solicited three bids for this work and is recommending award of the work to the low bidder St. John Truck and Trailer in the amount of \$24,680.50. Bids were received as follows:

- St. Johns Truck and Trailer - \$24,680.50
- Jack Doheny Company - \$36,982.86
- AIS Equipment – Declined to Bid

AMOUNT REQUESTED: \$24,680.50 AMOUNT BUDGETED: \$24,680.50

FUND OR ACCOUNT: 661

STAFF RECOMMENDATION: Authorize staff to approve the repairs to the sewer vactor at St. Johns Truck and Trailer in the amount of \$24,680.50.

M. Street Sweeping Contract Extension Public Works

SUMMARY OF REQUEST: To exercise the option of a 1-year contractual extension as outlined in the previous 3-year contract with TRI-US SERVICES, INC., to provide Street Sweeping Services for 2021.

The Department of Public Works is requesting permission to enter into a 1-year contractual extension agreement with TRI-US SERVICES, INC., which is provided

for in the 2018-2020 Street Sweeping Contract. TRI-US SERVICES has held their previous 3-year contract price of \$269,349.00 for 2021.

AMOUNT REQUESTED: \$269,349.00 AMOUNT BUDGETED: \$269,349.00

FUND OR ACCOUNT: 101-60523/204-60440

STAFF RECOMMENDATION: Authorize staff to enter into a Contractual Street Sweeping Agreement with TRI-US SERVICES, INC.

N. Lakeside Corridor Improvement Authority Resolution Economic Development

SUMMARY OF REQUEST: The Lakeside BID Board has petitioned the City to allow for the creation of a Corridor Improvement Authority and corresponding Tax Increment Financing Plan. A public hearing to take comments concerning the creation of the Authority and its boundaries has taken place, allowing for the creation of the Corridor Improvement Authority by the City Commission through adopting the attached resolution.

The Lakeside Business Improvement District Board has requested a Corridor Improvement Authority to generate TIF revenues and eventually phase out their Business Improvement District special assessment. On October 27th the City Commission held a required public hearing to review submitted comments on the establishment of the Authority and its boundaries. Per Public Act 280 of 2005, not less than 60 days must pass after the public hearing in order for taxing authorities to be notified and give any feedback on the creation of the CIA. This has taken place, and now the Commission may establish the Lakeside Corridor Improvement Authority by adoption of the provided resolution. The next steps will involve appointing the current Lakeside BID Board as the CIA Board members after the resolution has been adopted and sent to the Michigan Secretary of State. Once appointed, the CIA Board can adopt and submit a Tax Increment Financing Plan to the state and begin TIF capture.

STAFF RECOMMENDATION: To adopt the resolution establishing the Lakeside Corridor Improvement Authority as presented, and to direct staff to submit the adopted resolution to the Michigan Secretary of State.

O. Port City Industrial Park Expansion RFP Economic Development

SUMMARY OF REQUEST: The site preparation work at the former Shoreline Correctional Facility is complete, and though we still await the outcome of a recent EDA grant application for some utility capacity improvements the time is right to seek submissions for potential end-users and/or builders. The attached RFP seeks one or more developers to partner with the city by developing the 63 acre site.

Over the past year, the Economic Development department has submitted the site for consideration in 5 confidential MEDC RFI's all of which were either

national or North America wide. We did achieve third in a statewide agribusiness attraction project as well. However, one “big fish” end-user attraction is fairly rare and highly competitive, and now that we have seen a slow down in these types of requests from MEDC during the pandemic the department would like to try casting a wider net for potential development. The site should garner significant interest, and this document contains the necessary details for manufacturers and builders to submit potential construction projects. The RFP is authored to accommodate multiple potential users, considering the size of the development area. This RFP would be pushed by press release, social media, trade publications/professional associations, and by working with our county Economic Development partner GMED.

STAFF RECOMMENDATION: A motion to endorse the Request for Proposals for the Port City Industrial Park Expansion as presented.

P. Acquisition of 1259 Sanford from Muskegon County Landbank Economic Development

SUMMARY OF REQUEST: Now that we have finalized the funding sources and passed HUD’s administrative review for the EACH program, we are ready to construct owner occupied homes for low-mod families. We own two of the three lots for the development, and must acquire this last lot from the Muskegon County Land Bank in order to execute the development agreement and begin construction.

The City’s development of owner-occupied home construction in partnership with Community enCompass has cleared administrative review by HUD, and we are ready to order homes and commence construction. Now that the development is assured, we need to acquire the only lot not currently under site control by the city to ensure that we can utilize the Brownfield TIF. Tim Burgess with the County Land Bank is very supportive of the program and our application is pending per Commission approval. The offered price on the lot we are recommending is one dollar at this time, though it is up to the County Treasurer to accept the price and this is not guaranteed.

STAFF RECOMMENDATION: A motion to approve the acquisition of 1259 Sanford from the Muskegon County Land for the development of a single family home, pending Land Bank approval.

Q. Marina Parking Ordinance/Increase Launch Ramp Fines Public
Safety – REMOVED PER STAFF REQUEST

R. Muskegon Central Dispatch Lease Agreement & Exhibits Public
Safety

SUMMARY OF REQUEST: Review and approve the attached MCD lease agreement (amended). As detailed in the attached lease agreement, attached exhibits and lease space necessary for use and maintenance of the

newly expanded/remodeled dispatch facility.

Attached is the First Amendment to the Lease between the City and Central Dispatch. There are two exhibits. Exhibit A is the site plan/description of the leased space. Exhibit B is the financials.

STAFF RECOMMENDATION: Approval of the amendments to the lease agreement between the City of Muskegon and Muskegon Central Dispatch.

Motion by Commissioner Johnson, second by Commissioner German, to approve the consent agenda as presented, minus item C.

ROLL VOTE: Ayes: Rinsema-Sybenga, Emory, Johnson, Gawron, Hood, Ramsey, and German

Nays: None

MOTION PASSES

2021-23 REMOVED FROM CONSENT AGENDA:

C. Social District Permit Recommendation Economic Development

SUMMARY OF REQUEST: The City Commission must recommend approval of the Michigan Liquor Control Commission permits of participating licensed establishments in the Downtown Muskegon Social District.

With the establishment of the Downtown Muskegon Social District, participating Licensed establishments must receive a Social District permit from the Michigan Liquor Control Commission. The MLCC must first receive a recommendation for approval from the City Commission before granting the permits. You handled the initial eight such requests at your August 25, 2020 and September 8, 2020 meetings. The attached resolution is for Capone's Speakeasy & Pizzeria and 794 Kitchen & Bar which are also seeking a Social District permit from the state and seeking City Commission recommended approval. The Social District plan identifies 22 potential participating licensees within the district. Other licensed establishments may file a Social District permit application in the future.

STAFF RECOMMENDATION: To approve the resolution recommending Michigan Liquor Control Commission approval of Social District permits in the Downtown Muskegon Social District and to direct the City Clerk to certify the City Commission action with the MLCC.

Motion by Commissioner Ramsey, second by Commissioner Rinsema-Sybenga, to approve the resolution recommending Michigan Liquor Control Commission approval of Social District permits in the Downtown Muskegon Social District and to direct the City Clerk to certify the City Commission action with the MLCC.

ROLL VOTE: Ayes: Emory, Johnson, Gawron, Hood, Ramsey, German, and Rinsema-Sybenga

Nays: None

MOTION PASSES

2021-24 NEW BUSINESS:

A. Creation of a Citizen's Commission on Economic Equality Economic Development – REMOVED PER STAFF REQUEST

B. Rezoning 685 Access Highway Planning

SUMMARY OF REQUEST: Request to rezone the property at 685 Access Highway from I-1, Light Industrial to I-2, General Industrial by Asphalt Paving, LLC.

The Planning Commission will meet for a special meeting on Thursday, March 4 to hold two public hearings for this proposed project. The first hearing will be a request to rezone the property. The second hearing will be a request for a special use permit to operate an asphalt plant in an I-2 district, contingent upon the successful rezoning of the property.

The company currently runs the asphalt company at 1000 E Sherman Boulevard and is proposing to move operations to 685 Access Highway, which would free up the Sherman property for more appropriate commercial uses.

STAFF RECOMMENDATION: To approve the request to rezone property at 685 Access Highway from I-1, Light Industrial to I-2, General Industrial.

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Johnson, to approve the request to rezone property at 685 Access Highway from I-1, Light Industrial to I-2, General Industrial.

ROLL VOTE: Ayes: Johnson, Gawron, Hood, Ramsey, German, Rinsema-Sybenga, and Emory

Nays: None

MOTION PASSES

2021-25 ANY OTHER BUSINESS:

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Ramsey, to adopt the new form for the City Manager's Evaluation and to complete the Evaluation by May 28, 2021.

2nd Motion: Motion by Commissioner Rinsema-Sybenga, second by Vice Mayor Hood, to publish and adopt the new form for the City Manager's Evaluation and complete the Evaluation by April 27, 2021.

3rd Motion: Motion by Commissioner Rinsema-Sybenga to complete the City Manager's Evaluation using the current (old) form and complete the Evaluation by April 13, 2021 and to review and discuss the new form for the City Manager's Evaluation at the May 10, 2021 Worksession Meeting.

ROLL VOTE: Ayes: Ramsey, German, Rinsema-Sybenga, Emory, Johnson, and Gawron

Nays: None

Abstain: Hood

MOTION PASSES

Commissioner Ramsey raised the issue of an additional Worksession meeting being held each month.

Commissioner German would like to discuss the social equity report for medical and recreational marihuana.

PUBLIC COMMENT: Public comments were received.

ADJOURNMENT: The City Commission meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC – City Clerk

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Fireworks
Submitted By: Ann Meisch	Department: City Clerk
Brief Summary: Staff is recommending the city produce fireworks on July 3 rd in downtown Muskegon.	
Detailed Summary: Rock Stock announced they are unable to have an event this year and there will be no fireworks. With safety precautions in place and the roll-out of the vaccine, we believe we can have a safe Fourth of July fireworks. We are recommending July 3 rd because the July 4 th falls on a Sunday. The decision to have fireworks needs to be made quickly as some deadlines have passed and/or are quickly upon us. We would like to have a large display for the community to enjoy. We will be attempting to offset the costs with sponsorship and event revenue.	
Amount Requested: \$60,000	Amount Budgeted: none
Fund(s) or Account(s): Parks Department	Fund(s) or Account(s):
Recommended Motion: To authorize staff to expend up to \$60,000 for a fireworks show.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Request for Camping – Burning Foot
Submitted By: Ann Meisch	Department: City Clerk
Brief Summary: The organizers of Burning Foot are requesting to allow camping at their event on August 28 th and authorize staff to charge a fee equal to 10% of their camping revenue.	
Detailed Summary: Burning Foot typically offers camping at their event each year and has been authorized in the past to pay 10% of their camping revenue as a fee. Currently the policy indicates the Commission may choose to charge 10% of the camping revenue or \$20 per campsite.	
Amount Requested: none.	Amount Budgeted: none
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: To authorize Burning Foot to provide camping at Pere Marquette Park on August 28, 2021 and pay a fee of 10% of their camping revenue as a fee to the City.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Extension of Temporary Modification to MERS Benefit Provisions
Submitted By: Beth Lewis	Department: Finance
Brief Summary: The City Finance department is requesting an extension of the Temporary Modification to the MERS Benefit Provisions for the Defined Benefit employees which was adopted on May 12, 2020. This provision would temporarily lower the number of hours an employee would have to work during the month to earn service credit to accommodate those employees taking part in the Work Share furloughs.	
Detailed Summary: Currently employees need to work 150 hours per month to receive service credit for their defined benefit pension. This modification would allow an employee to work 126 hours and still receive service credit for the month. The extension of the temporary provision would be in effect through 2021.	
Amount Requested: n/a	Amount Budgeted: n/a
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: To approve the Extension of the Temporary Modifications to Benefit Provision as presented.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

Temporary Modification to Benefit Provisions



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

In recognition of the impact to local units of government and adjustments to their workforce to maintain essential services and comply with CDC guidelines, Michigan law, and Michigan state agency and local government emergency orders, MERS will be allowing temporary benefit adjustments to an employer's defined service credit qualification, and definition of compensation. These adjustments may be changed to account for workload and schedule changes, as well as for different types of compensation, such as paid leave. The temporary period of adjustment is January 1, 2021 through December 31, 2021.

By signing below, the Employer affirms it is making temporary benefit adjustments in good faith in the effort to continue operations, and that they are within the parameters outlined in the MERS' Plan Document and this agreement. These temporary modifications may not result in a diminishment of benefit for participants.

The Employer agrees to adopt and administer the MERS Defined Benefit, Defined Contribution, and Hybrid Plans provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer name City of Muskegon Municipality number 6116

Eligible Employee Divisions 1, 11, 12, 21, 22
(List all applicable division numbers)

II. Temporary Benefit Adjustments

Service Credit – For this temporary period, enter the minimum number of hours in a month that employees will work and earn service credit:

An employee shall work 126 hours in a month.

☐ This modification may not include laid off employees. To provide service credit to furloughed employees that are still employed but on leave, please check here.

Temporary adjustment to service credit qualification cannot be more restrictive than current definition on file. This is applicable to Defined Benefit and Defined Benefit portion of Hybrid only.

Definition of Compensation for purposes of determining wages and employer/employee contributions under Defined Benefit, Defined Contribution and Hybrid are temporarily defined to "include" or "exclude" based on employer election below. Where employers have elected to "exclude" these months, MERS will skip wages for purposes of determining final average compensation for benefit calculation. Employers should use the discrepancy code of "Other" and 'COVID-19' in reporting as the system may trigger a high or low wage error.

Bonuses, paid leave or additional pay related to COVID-19: ☒ INCLUDE ☐ EXCLUDE

All other terms and conditions of the Employer's Adoption Agreement and other agreements between the Employer and MERS remain applicable.

By signing this agreement, for months that include discrepancy code of: "Other" and Noted as 'COVID-19' (under Defined Benefit and Defined Benefit portion of Hybrid), MERS will proceed according to the following:

- Full service credit is allowed for all employees reported in the above division for the temporary period.
- MERS will skip months coded as "Other" and Noted as 'COVID-19' when employer has elected "EXCLUDE", and may skip months when inclusion of noted months would reduce members' final average compensation for benefit calculation.
- Wages, contributions, and service reported will be treated as an accurate reporting for this period.

III. Authorization by Designee of Governing Body of Municipality or Chief Judge of Court

City of Muskegon Title: Finance Director
(Name of Approving Employer)

Authorized signature: _____ Date: _____

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: 3/23/2021	Title: Credit Card Processor Change
Submitted By: Sarah Petersen	Department: Treasurer
Brief Summary: We received notice that our software provider, BS&A, will no longer be compatible with Official Payments, the provider we are currently using for online utility and tax payments as of 7/6/2021. BS&A has two payment providers they will integrate with: Point and Pay or Invoice Cloud Solutions. We have chosen to partner with Point and Pay for our credit card services.	
Detailed Summary: We have many customers that utilize the online payment system, particularly for utility bills. Since we were notified that BS&A would no longer work with Official Payments, our current credit card provider, we have looked into the two credit card processing options BS&A will partner with. A majority of the municipalities in Michigan have chosen to use Point and Pay. Based on feedback from municipalities that have utilized Invoice Cloud Solutions, it did not seem to be a good fit for us. Point and Pay presents significant benefits over the old system. Their payment system is fully integrated with our software; when a customer makes a payment online or at the counter, their account is immediately updated. We will no longer need to import payments into our system the day after they are made online. Point and Pay offers additional online payment options, including e-checks at a lower cost than credit card transactions. There is no implementation fee or support costs charged to the city in order to accept payments through Point and Pay, and the processing fees charged to the city and residents are lower than our current processor.	
Amount Requested: N/A	Amount Budgeted: N/A
Fund(s) or Account(s): N/A	Fund(s) or Account(s):
Recommended Motion: To approve the treasurer to sign the agreement with Point and Pay to provide credit card processing services for the city.	
For City Clerk Use Only: Commission Action:	

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Marina Parking Ordinance / Increase Launch Ramp Fines
Submitted By: Jeffrey Lewis	Department: Public Safety
Brief Summary: Amending current Marina Parking ordinances 92-74 (1)(a) include parking restrictions and enforcements for marina parking. Adding (1a) no parking on grass/unimproved area in city parking launch ramp area and fines that go along with that addition.	
Detailed Summary: See attached amended ordinance and amended Marina parking fees	
Amount Requested: \$0	Amount Budgeted: \$0
Fund(s) or Account(s): N/A	Fund(s) or Account(s): N/A
Recommended Motion: Approval to amend Parking Ordinance 92-74 (1)a and Chapter 58-3a for fines associated with this ordinance.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

CITY OF MUSKEGON
MUSKEGON COUNTY, MICHIGAN
ORDINANCE NO. ____

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

1. Chapter 58, Article I of the Code of Ordinances of the City of Muskegon, Michigan, Section 58-3a is adopted to read as follows:

Sec. 58-3a. Marina Parking Restrictions; violation as a municipal civil; infraction; public boat launch permit.

Pursuant to City of Muskegon Ordinance 58-3, any person who uses a boat launch ramp in violation of 58-3, shall be responsible for a municipal civil infraction. Upon pleading responsible or being found responsible by a court, the fines for the boat launch permit violations in a Marina shall be as follows:

- a. Launching a boat from the city launch ramp without a Launch Ramp Permit are in violation of this Section 58-3 and shall carry a minimum fine of \$35.00 plus the cost of a permit, which shall increase to \$70.00 after the first 14 days after the date of the violation, to \$105.00 after 21 days after the date of the violation, and to \$130.00 after 30 days after the date of the violation; and
- b. Commercial vehicles without a Commercial Launch Ramp Permit are in violation of Section 58-3 and shall carry a minimum fine of \$100.00 plus the costs of a permit, which shall increase to \$200.00 after the first 14 days after the date of the violation, to \$300.00 after 21 days after the date of the violation, and to \$350.00 after 30 days after the date of the violation; and
- c. Vessels larger than 30 feet, or transported with three or more axles, shall not use the City of Muskegon launch ramp facilities. Pontoon boats are excluded. Unlawful use of the launch ramp facilities shall carry a minimum fine of \$100.00, which shall increase to \$200.00 after the first 14 days after the date of the violation, to \$300.00 after 21 days after the date of the violation, and to \$350.00 after 30 days after the date of the violation.

2. This Ordinance is to become effective ten (10) days after adoption.

Ayes:

Nays:

First Reading:

Second Reading:

CERTIFICATE

The undersigned, being the duly qualified Clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the ____ day of _____, 2021, at which meeting a quorum was present and remained throughout, and that the meeting was conducted and public notice was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Date: _____, 2021

Ann Marie Meisch, MMC
City Clerk

Publish: Notice of Adoption to be published once within ten (10) days of final adoption.

CITY OF MUSKEGON
NOTICE OF ADOPTION

TO: ALL PERSONS INTERESTED

Please take notice that on _____, 2021, the City Commission of the City of Muskegon adopted Chapter 58, Article I, Section 58-3a of the Muskegon City Code, summarized as follows:

1. Section 58-3a is adopted relating to the minimum fine for violating the ordinances relating to Launch Ramp Permit ordinances.

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the City Clerk in the City Hall, 933 Terrace Street, Muskegon, Michigan, during regular business hours.

This ordinance amendment is effective ten (10) days from the date of this publication.

Published: _____, 2021

CITY OF MUSKEGON

By _____
Ann Marie Meisch, MMC
City Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE

CITY OF MUSKEGON
MUSKEGON COUNTY, MICHIGAN
ORDINANCE NO. ____

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

1. Chapter 92, Article V of the Code of Ordinances of the City of Muskegon, Michigan, Section 92-74 is adopted to read as follows:

Sec. 92-74. Marina Parking Restrictions; violation as a municipal civil; infraction; public boat launch permit.

1. A vehicle shall not be parked, except if necessary to avoid conflict with other traffic or in compliance with the law or the direction of a police officer or traffic-control device, in any of the following places:
 - a. No parking on the grass/unimproved area in city parking launch ramp area
 - b. Within 50 feet of a public boat launch, with or without a permit; and
 - c. Within an area marked for vehicle/trailer parking, with or without a permit.

A person who violates this section is responsible for a civil infraction.

2. Pursuant to the provisions of state law MCL 600.8395, it is hereby established within the city a parking violations bureau to accept pleas of responsible in motor vehicle parking violation cases and to collect and retain fines and costs as prescribed by ordinance. Upon pleading responsible or being found responsible by a court, the fines for parking violations in a Marina shall be as follows:
 - a. Offense (1) (a) "No Parking on the grass/unimproved are in city parking launch ramp area and shall carry a minimum fine of \$15.00, which shall increase to \$30.00 after the first 14 days after the date of the violation, to \$45.00 after 21 days after the date of the violation, and to \$70.00 after 30 days after the date of the violation.
 - b. Offense (1) (b) "Parking within 50 feet of a public boat launch," shall be equal to a parking violation and shall carry a minimum fine of \$35.00, which shall increase to \$70.00 after the first 14 days after the date of the violation, to \$105.00 after 21 days after the date of the violation, and to \$130.00 after 30 days after the date of the violation.
 - c. Offense (1) (c) "Parking within an area marked for vehicle/trailer parking only," shall be equal to a level 4 parking violation and shall carry a minimum fine of \$35.00, which shall increase to \$70.00 after the first 14 days after the date of the violation, to \$105.00 after 21 days after the date of the violation, and to \$130.00 after 30 days after the date of the violation.

2. This Ordinance is to become effective ten (10) days after adoption.

Ayes:

Nays:

First Reading:

Second Reading:

CERTIFICATE

The undersigned, being the duly qualified Clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the ____ day of _____, 2021, at which meeting a quorum was present and remained throughout, and that the meeting was conducted and public notice was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Date: _____, 2021

Ann Marie Meisch, MMC
City Clerk

Publish: Notice of Adoption to be published once within ten (10) days of final adoption.

CITY OF MUSKEGON
NOTICE OF ADOPTION

TO: ALL PERSONS INTERESTED

Please take notice that on _____, 2021, the City Commission of the City of Muskegon amended Chapter 92, Article V of the Muskegon City Code, summarized as follows:

1. Section 92-74 is adopted relating to the parking restrictions and enforcement for marina parking.

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the City Clerk in the City Hall, 933 Terrace Street, Muskegon, Michigan, during regular business hours.

This ordinance amendment is effective ten (10) days from the date of this publication.

Published: _____, 2021

CITY OF MUSKEGON

By _____
Ann Marie Meisch, MMC
City Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE

Chapter 58

PARKS AND RECREATION*

Article I. In General

- Sec. 58-1. Consumption or possession of alcoholic liquors in parks or playgrounds.
- Sec. 58-2. Obedience to signs or instructions.
- Sec. 58-3. Public boat launch permit; violation as a municipal civil infraction.
- Sec. 58-4. Prohibition of sale and consumption of marihuana in public places.
- Secs. 58-5—58-30. Reserved.

Article II. Department of Leisure Services

- Sec. 58-31. Department created.
- Sec. 58-32. Appointment, compensation and duties of director.
- Sec. 58-33. Licenses and permits.
- Sec. 58-34. Violations; penalties.
- Sec. 58-35. Budget; receipt of gifts or bequests; deposit of funds.

***State law references**—Authority to operate recreation and playgrounds, MCL 123.51 et seq.; playground equipment safety act, MCL 408.681 et seq.

ARTICLE I. IN GENERAL

Sec. 58-1. Consumption or possession of alcoholic liquors in parks or playgrounds.

(a) Except within premises licensed pursuant to state law and except within the Greater Muskegon Jaycee's Launch Ramp, Grand Trunk Launch, Hartshorn Marina and Fisherman's Landing, no person shall consume any alcoholic liquor or have in his possession an open receptacle containing an alcoholic liquor in any park or playground owned, operated or supervised by the city.

(b) Any person who violates any provision of this section shall be responsible for a municipal civil infraction.

(Code 1975, § 16-6; Code 2002, § 58-1)

State law reference—Possessing or consuming alcoholic liquors in parks, MCL 436.1915.

Sec. 58-2. Obedience to signs or instructions.

(a) No person shall disobey or act in a manner contrary to the notice authorized by the city on any sign or the instructions of an attendant or other person having authority or public duties concerning the operation or use of any place designated by the city as a park to be administered by the department of leisure services or its successor.

(b) Any person who violates any provision of this section shall be responsible for a municipal civil infraction.

(Code 1975, § 12-1(d), (f); Code 2002, § 58-2)

Sec. 58-3. Public boat launch permit; violation as a municipal civil infraction.

No person shall launch a vessel at city launch ramp facilities without a permit from the city. Daily permits are valid for the 24-hour period of the date purchased and must be clearly displayed on the vehicle dashboard with date and permit number visible from outside the vehicle. Annual permits are valid for the calendar year in which it was purchased for the launching of vessels at city launch ramp facilities. The annual permit

must be fully adhered to the vehicle windshield and completely visible from the outside of the vehicle used to launch the vessel.

Vessels larger than 30 feet, or those transported on a trailer with three or more axles, shall not use City of Muskegon launch ramp facilities. Pontoon boats are excluded.

Private or for-profit businesses may launch commercial vessels from city launch ramp facilities with a commercial launching permit issued by the City of Muskegon. Each permit is valid for the calendar year in which it was purchased, for vessels up to 30 feet in length, and transported on a trailer with one or two axles. Pontoon boats excluded.

Permits are nontransferable and may not be re-sold, with the exception that permits will be transferable between vehicles owned by the permit purchaser for business purposes and must be visible from outside the vehicle. Violations of this section shall be a municipal civil infraction. (Ord. No. 2351, 3-22-2016; Ord. No. 2390, § 1, 8-28-2018)

Editor's note—Ord. No. 2351, adopted Mar. 22, 2016, repealed the former section and enacted a new section as set out herein. The former section pertained to similar subject matter and derived from Code 2120, § 58-2, 1-13-2004.

Sec. 58-4. Prohibition of sale and consumption of marihuana in public places.

(a) In conformance with the Michigan Regulation and Taxation of Marihuana Act, the sale or consumption of marihuana in any form and the sale or display of marihuana accessories, as defined by the Michigan Regulation and Taxation of Marihuana Act, is prohibited in any public places owned, occupied, or managed by the City of Muskegon.

(b) Any person who violates any of the provisions of this section shall be responsible for a civil fine as prescribed by MCL 333.27965.

(c) This section does not supersede rights and obligations with respect to the transfer and consumption of marihuana on private property to the extent authorized by the person who owns, occupies or operates such property, as provided and authorized by the Michigan Regulation and

Taxation of Marihuana Act, and does not supersede rights and obligations with respect to the use of marihuana for medicinal purposes as provided by any law of the State of Michigan allowing for or regulating marihuana for medical use.

(Ord. No. 2411, § 1, 5-28-2019)

Secs. 58-5—58-30. Reserved.

ARTICLE II. DEPARTMENT OF LEISURE SERVICES*

Sec. 58-31. Department created.

There is hereby created a department of leisure services in the city.

(Code 1975, § 16-1; Code 2002, § 58-31)

Sec. 58-32. Appointment, compensation and duties of director.

(a) The city manager shall appoint a director of leisure services who shall be responsible to the city manager, but who shall have supervision, management and control of the department of leisure services, and who shall receive such compensation as may be from time to time fixed by the city manager. It shall be the duty of the director of leisure services, operating within the approved budget for the department, to provide, conduct, supervise, equip and maintain public playgrounds, athletic fields, parks, swimming pools and beaches, camps, indoor recreation centers, boat launch ramp sites, marinas and other recreation facilities and activities on any of the properties owned or controlled by the city, including the L. C. Walker Arena, or on other public property under the control of other municipal corporations or boards, and on private properties, with the consent of the owners.

(b) In addition, the director of leisure services shall serve as staff to the board of leisure services, as hereafter constituted, and shall

*State law references—Authority to operate systems of public recreation and playgrounds, MCL 123.51 et seq.; authority to delegate operation of recreation system to board, MCL 123.53, 123.54; authority of political subdivisions to cooperate in conduct of recreation systems, MCL 123.53.

determine, after consultation with the city manager, the agenda of board of leisure services meetings.

(c) The director of leisure services may appoint, with the consent and approval of the city manager, such trained and qualified assistants, play leaders, caretakers, supervisors and other employees as may be necessary for the efficient administration and development of a public leisure services system.

(Code 1975, § 16-2; Code 2002, § 58-32)

Sec. 58-33. Licenses and permits.

The director of leisure services is expressly authorized and empowered to rent or license the use of any of the facilities as described in section 58-32; provided, however, that the amount and terms of any such rentals or licenses shall be subject to the prior approval of the city commission. In addition, the director of leisure services may issue permits for the use of those facilities described in section 58-32, when required by the city commission and upon conditions promulgated by the city commission.

(Code 1975, § 16-3; Code 2002, § 58-33)

Sec. 58-34. Violations; penalties.

Use by any person of any of the facilities described in section 58-32 without first obtaining a permit, where such permit is required by the city commission, or use of such facilities in violation of permit conditions, or the failure to pay any fees required for use of facilities, are violations of this section, and such persons committing any such violation shall be responsible for a municipal civil infraction.

(Code 1975, § 16-4; Code 2002, § 58-34)

Sec. 58-35. Budget; receipt of gifts or bequests; deposit of funds.

(a) Annually, the director of leisure services shall submit to the city manager a budget of funds required for the operation of the leisure services department.

(b) The director of leisure services and/or the board of leisure services may also solicit any gifts, bequests of money or other real or personal

property for and on behalf of the department of leisure services, the acceptance of which and the expenditure of which shall be approved by the city commission. Any conditional gift or gift in trust shall not, after acceptance by the city commission, be utilized by the city for any purpose other than as set forth in such conditional gift or gift in trust.

(Code 1975, § 16-5; Code 2002, § 58-35)

**City of Muskegon
Muskegon County, Michigan
Ordinance Amendment No. 2433**

THE CITY OF MUSKEGON HEREBY ORDAINS:

Chapter 92, "Local Parking Restrictions," of the Code of Ordinances of the City of Muskegon is amended to add the following:

Sec. 74. Marina Parking Restrictions; violation as a municipal civil infraction; Public Boat Launch Permit violation fines:

- (1) A vehicle, without a trailer, shall not be parked, except if necessary to avoid conflict with other traffic or in compliance with the law or the directions of a police officer or traffic-control device, within 50 feet of a public boat launch, with or without a permit or within an area marked for boat and trailer parking, with or without a permit.
- (2) Pursuant to the provisions of state law MCL 600.8395, it is hereby established within the city a parking violations bureau to accept pleas of responsibility in motor vehicle parking violation cases and to collect and retain fines and costs as prescribed by ordinance. Upon pleading responsible or being found responsible by a court, the fines for parking in violation of Section 92-74(1) shall carry a minimum fine of \$35.00, which shall increase to \$70.00 after the first 14 days after the date of the violation, to \$105.00 after 21 days after the date of the violation, and to \$130.00 after 30 days after the date of the violation.
- (3) Pursuant to City of Muskegon Ordinance 58-34, any person who uses a launch ramp in violation of 58-3, shall be responsible for a municipal civil infraction. Upon pleading responsible or being found responsible by a court, the fines for boat launch permit violations in a Marina shall be as follows:
 - (a) Code 58-3. Launching a boat from the city launch ramp without a Launch Ramp Permit are in violation of this section and shall require the purchase of a permit plus a minimum fine of \$35.00, which shall increase to \$70.00 after the first 14 days after the date of the violation, to \$105.00 after 21 days after the date of the violation, and to \$130.00 after 30 days after the date of the violation; and
 - (b) Code 58-3. Commercial vehicles without a Commercial Launch Ramp Permit are in violation of this section and shall require the purchase of a permit plus a minimum fine of \$100.00 plus the cost of a permit, which shall increase to \$200.00 after the first 14 days after the date of the violation, to \$300.00 after 21 days after the date of the violation, and to \$350.00 after 30 days after the date of the violation; and

- (4) Code 58-3. Vessels larger than 30 feet, or transported with three or more axles, shall not use the City of Muskegon launch ramp facilities. Pontoon boats are excluded. Unlawful use of the launch ramp facilities shall carry a minimum fine of \$100.00, which shall increase to \$200.00 after the first 14 days after the date of the violation, to \$300.00 after 21 days after the date of the violation, and to \$350.00 after 30 days after the date of the violation.

This ordinance adopted:

Ayes: Rinsema-Sybenga, Emory, Johnson, Gawron, Hood, Ramsey, and German

Nays: None

Adoption Date: July 14, 2020

Effective Date: August 2, 2020

First Reading: July 14, 2020

Second Reading: N/A

CITY OF MUSKEGON

By _____
Ann Marie Meisch, MMC
City Clerk

CERTIFICATE

The undersigned, being the duly qualified clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the 14th day of July, 2020, at which meeting a quorum was present and remained throughout, and that the original of said ordinance is on file in the records of the City of Muskegon. I further certify that the meeting was conducted, and public notice was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

DATED: July 14, 2020

Ann Marie Meisch, MMC
Clerk, City of Muskegon

Publish: Notice of Adoption to be published once within ten (10) days of final adoption.

**CITY OF MUSKEGON
NOTICE OF ADOPTION**

TO: ALL PERSONS INTERESTED

Please take notice that on July 14, 2020, the City Commission of the City of Muskegon adopted an amendment to Chapter 92 "Traffic and Vehicles," to add Section 92-74(1)-(3) of the Code of Ordinances of the City of Muskegon, whereby the following change was made:

1. 92-74(1) Explains parking violations in a Marina;
2. 92-74(2): Explains the fines for parking violations in a Marina; and
3. 92-74(3): Explains the fines for a violation under Ordinance 58-3 "Public Boat Launch Permit."

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the City Clerk in the City Hall, 933 Terrace Street, Muskegon, Michigan, during regular business hours.

This ordinance amendment is effective ten (10) days from the date of this publication.

CITY OF MUSKEGON

Published: July 23, 2020

By: Ann Marie Meisch, MMC, Its Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: MATS Micro-transit Funding
Submitted By: LeighAnn Mikesell	Department: Development Services
Brief Summary: Staff is seeking approval to assist the Muskegon Area Transit System in funding micro-transit services for our residents.	
Detailed Summary: As part of the route study and comprehensive operational analysis conducted by Muskegon County, one key recommendation was to offer a new type of service often called micro-transit. This type of service uses smaller vehicles and new technologies for efficient same-day rides on demand. It is an accessible general public shared-ride transportation service supported and overseen by MATS and delivered through a qualified contractor. The service more effectively serves certain geographic areas and times of the day, offering a new option where fixed-route and GoBus services are reduced or eliminated. Muskegon County conducted an RFP process to choose a micro transit vendor. The process took many months, and City Manager Peterson participated in the recommendation committee. A vendor was selected based on rankings in six criteria described in the original RFP. Micro-transit is important to residents that do not live within reasonable walking distance to a fixed bus route. The program works similarly to ride share companies like Uber and Lyft. Residents can request transportation via a mobile application, a computer, or telephone. Local communities are expected to cover their prorated share of the total contract. Based on our population, Muskegon's share in year-one would be \$6,009 per month through March 2022, then \$5,889 through June 2022. Residents of the City of Muskegon are expected to utilize 49% of the service's capacity – accordingly, our payment represents 49% of the anticipated monthly costs.	
Amount Requested: \$71,748	Amount Budgeted: Will be included with FY 2021/22 Budget
Fund(s) or Account(s): 101-10875-5371	Fund(s) or Account(s): N/A
Recommended Motion: Approve the financial support for the MATS micro-transit starting in fiscal year 2021-22 with an estimated expenditure of \$71,748.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐	

For City Clerk Use Only:

Commission Action:



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: March 23 rd , 2021	Title: Beach Street Expanded Parking
Submitted By: Leo Evans	Department: Public Works

Brief Summary:

Staff is requesting authorization to approve the pricing on Bulletin #3 with Hallack Contracting to the existing Muskegon County / City of Muskegon contract for water main and street reconstruction on Beach Street between Wilcox and Simpson.

Detailed Summary:

Bulletin #3 includes the updated project design and contract pricing related to our previous discussion on expanded parking at Pere Marquette Park.

The proposed design matches very closely with the previously reviewed iterations a few items of note are as follows:

- We were unable to save the existing trees. During final layout the trees were found located in a position relative to the parking that did not allow for them to be saved by simply gapping parking spaces. We further consulted with our staff horticulturist who advised that the trees were in a state of decline given the harsh environment which they have lived. Our staff horticulturist recommended replacement of the trees with a variety of plantings along the beach side of the boardwalk and within the small sand areas that serve as pedestrian crossings. If approved we intend to partner with Muskegon Conservation District and our staff horticulturist to develop a replanting strategy for the area that includes plantings along the boardwalk and within the pedestrian crossing islands. These are not included in the plans before you and are intended to be completed by staff in the fall of 2021 or spring of 2022 as nursery availability provides.
- We retained the angled parking along Beach Street. Staff has reviewed and believes that angle parking is the best parking option for this area. Parallel parking would have a lower capacity and is generally an equal or greater impediment to thru traffic. As an alternative and a short term cost saving measure all of the angled parking along Beach Street could be removed from the project and have that area remain as a sand buffer between Beach Street and the Parking area. This would eliminate 68 parking spaces from the plans as drawn and reduce the construction cost pricing by an estimated \$50,000. We could add the angled parking along Beach Street at a later date if there was sufficient demand.

Staff anticipates being able to utilize funding from the City of Muskegon ARP Act allocation in addition to beach parking revenue to be able to support this project.

If approved staff will need to present an amendment to the engineering services agreement with DLZ to cover the additional engineering and construction administration costs. This is estimated at approximate \$35K and would be brought back for consideration at one of the April meetings, presuming this request is approved.

If approved staff would need to immediately begin procuring the necessary permits for this work to ensure the schedule could remain intact and allow for completion of this project prior to the 2021 Beach Season.

Amount Requested: \$798,070.71

Amount Budgeted: \$0

Fund(s) or Account(s): 101-91917-5346

Parks Capital Improvements - ARPA Funds will be used to offset the cost

Fund(s) or Account(s): 101-91917-5346

Recommended Motion:

Authorize staff to approve Bulletin #3 with Hallack Contracting in the amount of \$798,070.71 and proceed with the construction of the expanded parking lot at Pere Marquette Park.

Check if the following Departments need to approve the item first:

Police Dept. ☐

Fire Dept. ☐

IT Dept. ☐

For City Clerk Use Only:

Commission Action:

BULLETIN No. 3 (rev01)

Owner: **Muskegon County**
 Engineer: **DLZ Michigan, Inc.**
 Contractor: **Hallack Contracting, Inc.**
 Project: **Muskegon County Channel Crossing**
 Contract Name: **Contract No. 1 – Beach Street**
 Date Issued: **October 14, 2020**

Owner's Project No.: **IFB 20-2370**
 Engineer's Project No.: **1847-0889-00**
 Contractor's Project No.:

THIS IS NOT A DIRECTIVE TO PERFORM WORK. This communication is for pricing only. The owner desires to have you submit a quotation related to the complete the following work.

Description:

This work shall furnish and install parking and pedestrian facility improvements along Beach Street for the City of Muskegon. Work will include all labor, materials, and equipment necessary to complete the work. The work will be done in accordance with previously issued contract documents including specifications and details. See below a list of drawings and special provisions issued specifically for this work.

Attachments:

- 1) Drawings: City of Muskegon Beach Street Parking and Pedestrian Facility Improvements (12 pages)
- 2) Special Provisions: Machine Grading, Modified/Pavt, Rem, Modified/Curb, Conc, Modified /Sidewalk, Conc, 6 inch, Modified/Pavt Mrkg, Waterborne, Bicycle Symbol, White

Bid Items: Beach Street Parking and Pedestrian Facility Improvements

Item No.	Description	Unit	Quantity	Unit Price	Amount
1a	Mobilization, Max_	LSUM	1.00	35,000.00	35,000.00
2a	Tree, Rem, 6 inch to 18 inch	Ea	11.00	750.00	8,250.00
3a	Sidewalk, Rem	Syd	1271.00	3.95	5,020.45
4a	Machine Grading, Modified	LSUM	1.00	154,950.00	154,950.00
5a	Aggregate Base, 8 inch	Syd	12681.00	8.85	112,226.85
6a	Pavt, Rem, Modified	Syd	4059.00	10.00	40,590.00
7a	Hand Patching	Ton	20.00	212.00	4,240.00
8a	HMA, 3C	Ton	1450.00	85.00	123,250.00
9a	HMA, 13A	Ton	1450.00	85.00	123,250.00
10a	Conc Pavt, Misc, Nonreinf, 6 inch	Syd	389.00	50.00	19,450.00
11a	Curb, Conc, Modified	Ft	1596.00	30.00	47,880.00
12a	Detectable Warning Surface	Ft	70.00	80.00	5,600.00

13a	Curb Ramp Opening, Conc	Ft	24.00	30.00	720.00
14a	Sidewalk Ramp, Conc, 6 inch	Sft	933.00	5.00	4665.00
15a	Sidewalk, Conc, 6 inch	Sft	1023.00	5.00	5115.00
16a	Sidewalk, Conc, 6 inch, Modified	Sft	8924.00	10.00	89,240.00
17a	Post, Steel, 3 lb	Ft	196.00	5.00	980.00
18a	Sign, Type III, Rem	Ea	14.00	25.00	350.00
19a	Sign, Type IIIA	Sft	28.00	5.00	140.00
20a	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	Ft	590.00	6.00	3540.00
21a	Pavt Mrkg, Waterborne, 4 inch, White	Ft	8122.00	.27	2192.94
22a	Pavt Mrkg, Waterborne, 4 inch, Yellow	Ft	1411.00	.27	380.97
23a	Pavt Mrkg, Waterborne, 4 inch, Blue	Ft	534.00	1.75	934.50
24a	Pavt Mrkg, Waterborne, Bicycle Symbol, White	Ea	18.00	38.00	684.00
25a	Pavt Mrkg, Waterborne, Handicap Sym, Blue	Ea	12.00	38.00	456.00
26a	Pavt Mrkg, Longit, 6 inch or Less Width, Rem	Ft	750.00	.62	465.00
27a	Traffic Control	LSUM	1.00	8500.00	8500.00
Total					798,070.71

Prepared By: DLZ Michigan, Inc.

Price Quote: Hallack Contracting, Inc.

Authorized By: Muskegon County

Authorized By: City of Muskegon

Engineer

AS BL

Contractor

Owner

Owner

Date

3/15/2021

Date

Date

Date

CITY OF MUSKEGON

IN COOPERATION WITH

MUSKEGON COUNTY

PLANS FOR

BEACH STREET PARKING AND PEDESTRIAN FACILITY IMPROVEMENTS



KEY TO COUNTIES

SHEET INDEX

SHEET	DESCRIPTION
CS	Cover Sheet
G-001	Legend & Project Notes
V-101	Existing Conditions - South Section
V-102	Existing Conditions - North Section
D-103	Removal Plan - South Section
D-104	Removal Plan - North Section
C-105	Overall Construction Plan
C-106	Construction Plan - South Section
C-107	Construction Plan - North Section
C-108	Grading Plan - South Section
C-109	Grading Plan - North Section
C-110	Pavement Marking Plan

GENERAL NOTES

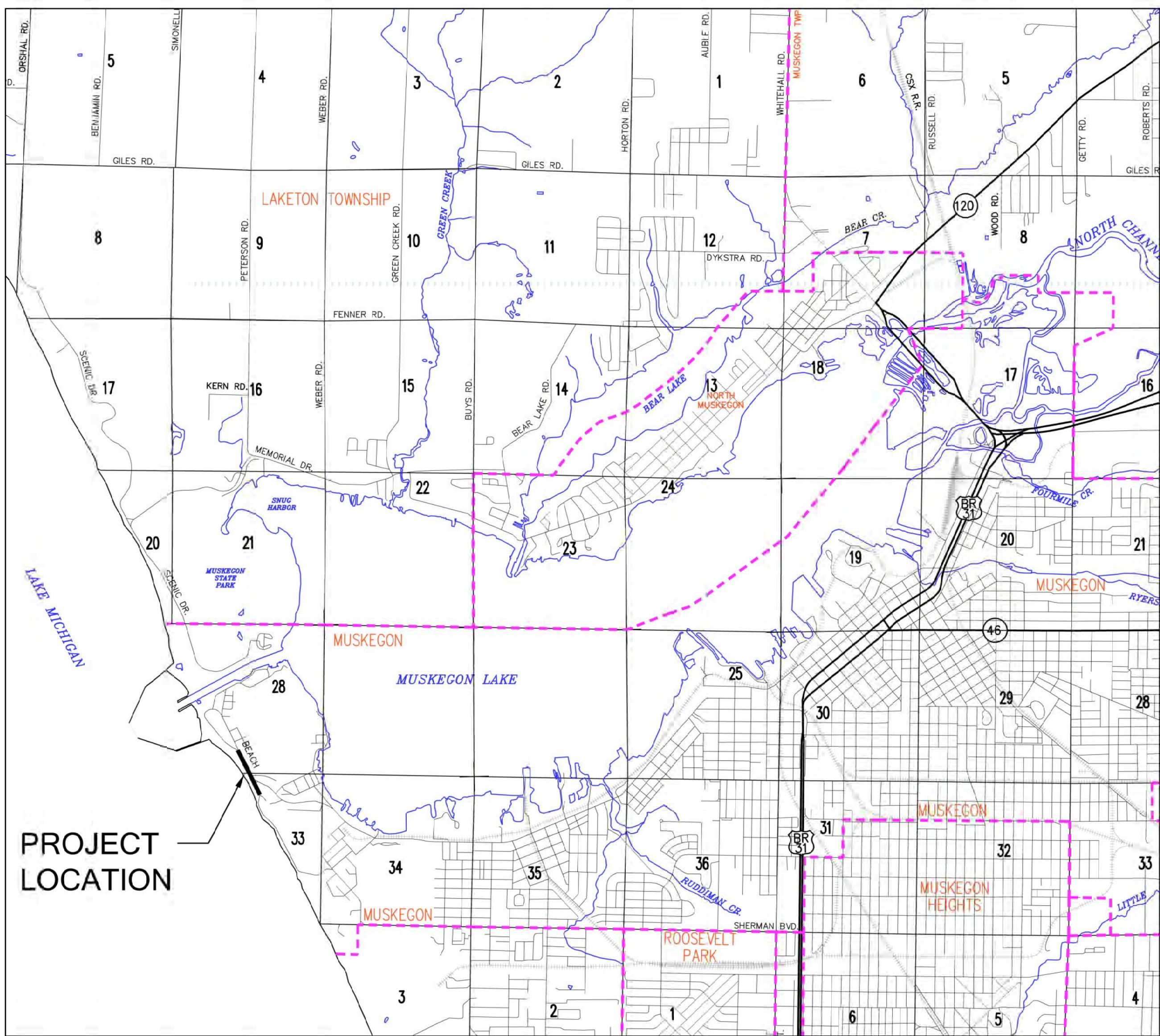
THE CONTRACTOR SHALL CALL "MISS DIG" (1-800-482-7171) THREE WORKING DAYS, EXCEPT SATURDAY, SUNDAY, AND HOLIDAYS PRIOR TO COMMENCEMENT OF ANY WORK.

ALL UTILITIES SHOWN ARE APPROXIMATE LOCATIONS DERIVED FROM ACTUAL MEASUREMENTS AND AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE THE EXACT LOCATION NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THE AREA.

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE CITY OF MUSKEGON STANDARD SPECIFICATIONS FOR CONSTRUCTION.

UTILITIES

Gas DTE Energy/Michcon 2359 Olthoff Street Muskegon, MI 49444 Vince Duca (231) 777-4034 vincent.duca@dteenergy.com	Cable Television Comcast Communications 25626 Telegraph Southfield, Michigan 48034 Craig Pudas (248) 809-2715 craig_pudas@cable.comcast.com
Telephone Frontier Communications 860 Terrace Street Muskegon, Michigan 49440 Cindy Whiteman (231) 727-1134 cindy.whiteman@ftr.com	Road/ Sewer/Water City of Muskegon DPW 1350 Keating Avenue Muskegon, Michigan 49442 (231) 724-4100 leo.evans@shorelinecity.com
Electric Consumers Energy 700 E. Sternburg Road Muskegon, MI 49441 Joel Brown (231) 332-2682 joel.m.brown@cmsenergy.com	Water Filtration Plant City of Muskegon 1900 Beach Street Muskegon, MI 49441 (231) 724-4106 joe.buthker@shorelinecity.com



LOCATION MAP

SCALE: 1" = 3000'



CITY OF MUSKEGON
933 TERRACE ST., MUSKEGON, MI 49440-1397

Stephen Gawron, Mayor
Teresa Emory, Commissioner
Willie German Jr., Commissioner
Michael Ramsey, Commissioner
Eric Hood, Commissioner
Dan Rinsema-Sybenga, Commissioner
Ken Johnson, Commissioner
Frank Peterson, City Manager

CONTRACT FOR: PARKING AND PEDESTRIAN FACILITY IMPROVMENTS ALONG BEACH STREET NEAR PIER MARQUETTE BEACH. STREET RECONSTRUCTION, HMA PAVING, PAVEMENT MARKINGS, SIGNING AND RESTORATION IN THE CITY OF MUSKEGON, MUSKEGON COUNTY.

PREPARED UNDER THE SUPERVISION OF

RANDY L. PARRETT, P.E. 047474
REGISTRATION NO.

DLZ MICHIGAN, INC.
ORGANIZATION

APPROVAL

LEO EVANS, P.E., DPW DIRECTOR DATE
CITY OF MUSKEGON
ORGANIZATION



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

JOB NO: 2045-7219-00
COVER SHEET - CS

CONSTRUCTION 03/10/2021
PRELIMINARY FOR REVIEW 02/05/2021

3. This Project shall be constructed in compliance with Part 91 of Act 451 of 1994 as amended, the Soil Erosion and Sedimentation Control Act and the Muskegon County Department of Public Works Soil Erosion and Sedimentation Control requirements.
2. All erosion and sedimentation control work shall conform to the standards and specifications of the County of Muskegon Department of Public Works.
3. Erosion and any sedimentations from work on this site shall be contained on the site and not allowed to collect on any off site areas or in Waterways. Waterways include both natural and man made open ditches, streams, storm drains, lakes and ponds.
4. Staging of the work will be done by the Contractor as directed in these plans and as required to ensure progressive stabilization and maintenance of disturbed earth change.
5. The Contractor shall be responsible for installation and maintenance of soil erosion and sedimentation control devices.
6. The Contractor shall implement and maintain the soil erosion control measures as shown on the plans before and at all times during construction of this project. Any modifications or additions to soil erosion control measures due to construction or changed conditions shall be complied with as required or directed by the Office of the Muskegon County Department of Public Works.
7. If any of SESC measures on the site are deemed inadequate or ineffective, the Muskegon County Department of Public Works has the right to require additional SESC measures at the expense of the Contractor.
8. The Soil Erosion and Sedimentation Control Measures shall be maintained weekly and after every storm event by the Contractor.
9. Install Inlet Filter on all permanent catch basins per detail.
 - A Inlet filters shall be inspected weekly under normal conditions, within 24 hours of a rainfall and daily during a prolonged rain event.
 - B Buildup of sediment and debris shall be removed promptly.
 - C If fabric decomposes or becomes ineffective prior to the end of expected usable life and the barrier is still required, the silt fence shall be replaced promptly.
10. All stockpiled soils shall be maintained in such a way as to prevent erosion from leaving the site. If the stockpile will be on site for more than 30 days, then the stockpile must be seeded. Silt fence must be installed around the perimeter of the stockpile. Immediately after seeding, mulch all seeded areas with unweathered small grain straw, spread uniformly at the rate of 1 to 2 tons per acre or 100 pounds (2-3 bales) per 1000 square feet. This mulch should be anchored with disc type mulch anchoring tool or other means as approved. Mulch matting may be used in lieu of loose mulch.
11. If any dewatering is needed, it shall be discharged through a filter bag over a well vegetated area. The pump must discharge at a non-erosive velocity. If necessary, an approved energy dissipater may be used.
12. All dirt tracked onto roadways shall be removed immediately..
13. Streets and or parking areas will be scraped on a daily basis and swept at a minimum of once per week.
14. During dry periods, all disturbed areas shall be watered for dust control.
15. Permanent soil erosion control measures for all slopes, channels, ditched, or any disturbed land area shall be completed within 5 calendar days after final grading or the final earth change has been completed. When it is not possible to permanently stabilize a disturbed area after earth change activity ceases, temporary soil erosion control measures shall be implemented immediately. All temporary soil erosion control shall be maintained until permanent soil erosion control measures are implemented. All permanent soil erosion control measures will be implemented and established before a certificate of compliance is issued.
16. Final grade, establish vegetation and or landscape all disturbed areas not built or paved upon.
17. Remove all temporary soil erosion control devices after permanent stabilization is established.

3. Notes, details, and exhibits within plan set supersede those within Muskegon County Regional Water System Specifications for this project.
2. Contractor to notify Engineer immediately of discrepancies or of missing information.
3. Utility locations are depicted from records provided by the respective utility company. Locations, sizes and depths shall be field verified by the contractor.
4. Sanitary sewer lead locations are depicted from records provided by the respective Owners. Locations, sizes and depths shall be field verified by the contractor.
5. Drives shall be accessible at all times unless prior arrangements have been made with the respective property owner(s).
6. The contractor shall coordinate all service interruptions with the residents a minimum of 48 hours prior to the interruptions. Contractor is responsible for all notifications.
7. All signs within project limits shall be salvaged and reinstalled incidental to the contract.
8. Contractor is responsible for providing advance notice to property owners of service interruptions.
9. All sidewalk curb ramps at intersections shall have ADA detectable warning surfaces. Refer to MDOT detail R-28.
10. All abandoned sewer main, within project limits, shall be removed or grout filled in place.
11. Contractor shall notify local businesses that will be directly impacted by closures.
12. Concrete & composite pavement repairs shall be in accordance with MDOT Standard Detail R-44. Joint types shall match the adjacent joints. If edge of pavement repair is not at an existing joint, tied, joint (Trg) type shall be used.
13. Sanitary Sewer leads shall be reconnected as soon as possible.
14. Sanitary Sewer is to have 1.5 feet of vertical separation between crossings with water mains. For crossings with less than 1.5 feet, the water main shall be encased in concrete. Horizontal separation between sanitary sewers and water main shall be a minimum of 10 feet. If the minimum horizontal separation cannot be achieved, maintain a minimum vertical separation of 1.5 feet. Each utility must be in a separate trench. All measurements are from outside of pipe to outside of pipe.

1. Replace all disturbed curb ramps.
2. Restore all disturbed landscape.

- Muskegon County Department of Public Works Soil Erosion and Sediment Control permit
- Michigan Department of Environment, Great Lakes, and Energy (EGLE) - Critical Dune Permit

EXISTING	
	WATER MAIN
	SANITARY SEWER
	SLUDGE LINE
	FORCE MAIN
	STORM SEWER
	GAS MAIN
	UNDERGROUND ELECTRIC
	UNDERGROUND CABLE
	UNDERGROUND TELEPHONE/CONDUIT
	UNDERGROUND FIBER OPTIC
	LIGHT POLE
	GUY ANCHOR
	GUY POLE
	UTILITY POLE
	TELEPHONE MANHOLE
	UG TELEPHONE BOX
	UG CABLE TV BOX
	UG ELECTRIC BOX
	TRANSFORMER
	GAS METER
	ELECTRIC METER
	ELECTRIC MANHOLE
	ELECTRIC OUTLET
	ELECTRIC GROUND LIGHT
	MAILBOX
	SIGN
	METAL POST
	CONCRETE FILLED POST
	GUARD POST
	FLAGPOLE
	WATER SERVICE VALVE BOX
	GATE VALVE IN WELL
	WATER VALVE
	SPRINKLER VALVE
	SPRINKLER HEAD
	FIRE HYDRANT
	FIRE HYDRANT VALVE
	STORM MANHOLE
	CATCH BASIN
	SANITARY MANHOLE
	CLEAN OUT
	FOUND IRON/RE-ROD/PIPE
	FOUND MONUMENT
	ELEVATION TAKEN HERE
	ELECTRIC MARKER
	GAS MARKER
	CONSUMERS ENERGY GAS MARKER
	CONSUMERS ENERGY GAS TEST STATION
	GAS LINE TEST STATION
	GAS VALVE
	GAS MANHOLE
	GAS LIGHT
	GAS STATION FILL PIPE
	AIR FILL TANK
	DECIDUOUS TREE W/DRIPLINE
	CONIFEROUS TREE W/DRIPLINE
	BUSH

	EX. BITUMINOUS PAVEMENT
	EX. GRAVEL
	EX. CONCRETE

<u>REMOVAL</u>	
	REMOVAL
	RELOCATE BY OTHERS
	RELOCATE
	REMOVE GRAVEL
	REMOVE PAVEMENT
	REMOVE HMA SURFACE
	REMOVE HMA SURFACE & PAVEMENT
	COLD MILL HMA SURFACE
	REMOVE SIDEWALK

<u>PROPOSED</u>	
	BUTTERFLY GATE VALVE & BOX
	HYDRANT
	WATERMAIN
	DETECTABLE WARNING SURFACE
	BILT FENCE
	INLET PROTECTION, FABRIC DR
	ACCESS PIT

WARNING

UTILITY LOCATIONS ARE NOT CONFIRMED. THOSE SHOWN WERE OBTAINED FROM UTILITY OWNERS OR PLANS. THREE FULL WORKING DAYS PRIOR TO BEGINNING WORK THE CONTRACTOR SHALL NOTIFY UTILITY OWNERS TO HAVE WORK AREA STAKED AND HE SHALL PROTECT OR HAVE RELOCATED, AS NOTED IN THE SPECIFICATIONS. ALL UTILITIES THAT MIGHT INTERFERE WITH CONSTRUCTION.

Beach Street Parking and Ped. Facilities Legend & Project Notes



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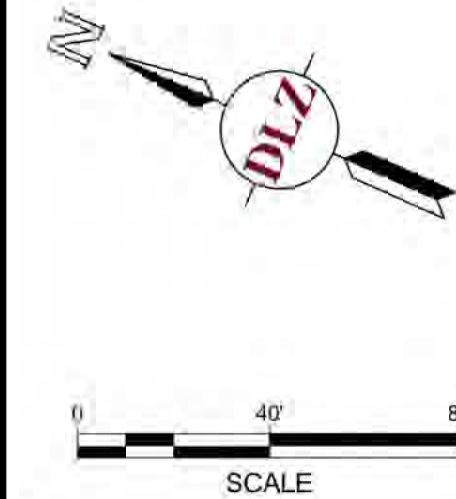
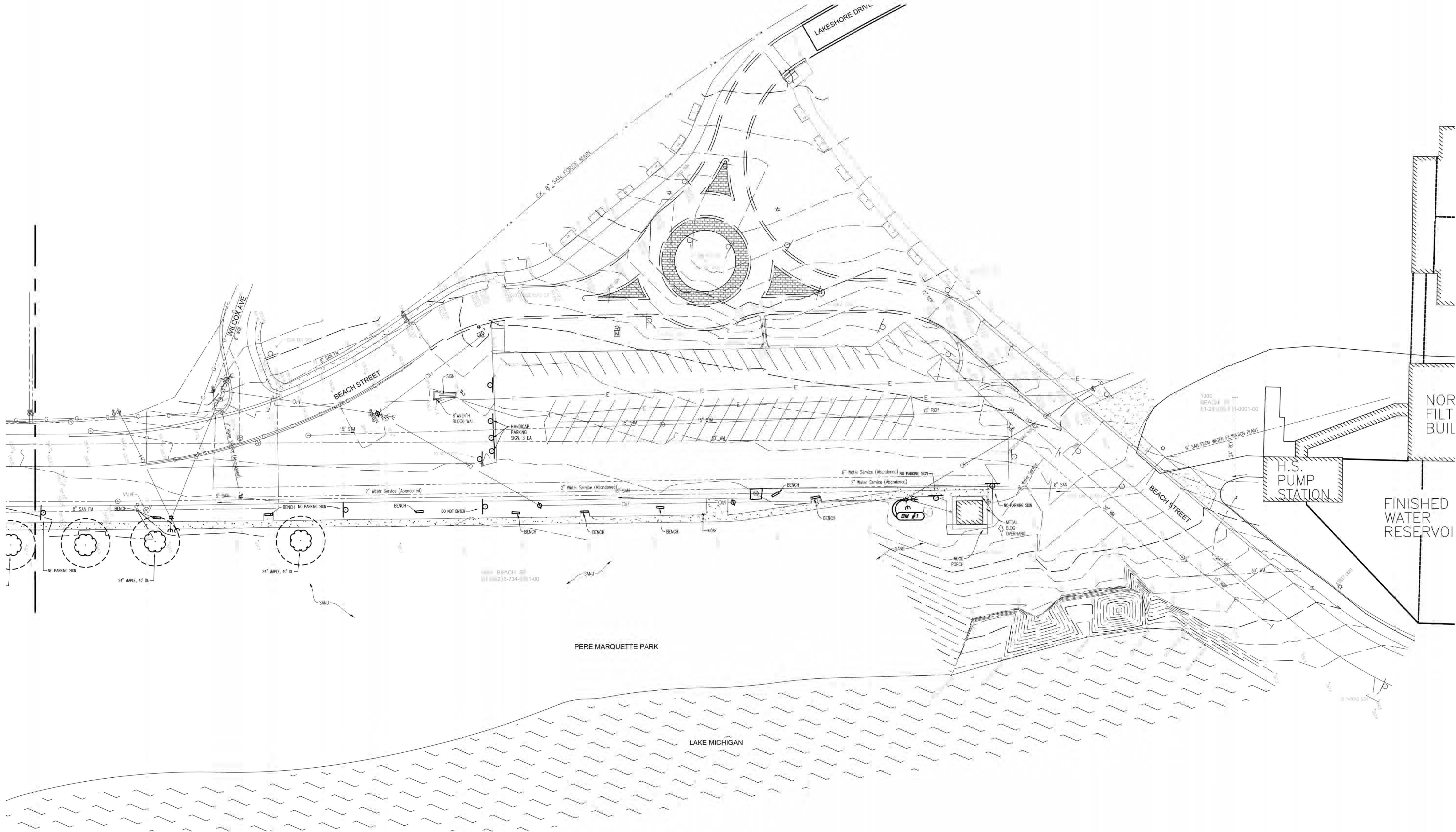
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DLZ JOB NUMBER: 2045-7219-00

G-001

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MATCH LINE - SEE SHEET V-102



MARK	ISSUED FOR	DATE
1	Preliminary for Review	02/21
-	Construction	03/10/21
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

DRAWN BY: DLZ
DESIGN BY: DLZ
CHECKED BY:

JOB NUMBER: 2054-7219-00

SHEET NO.
V-101

MUSKEGON
City of Muskegon DPW
1350 E. Keating Avenue
Muskegon, Michigan 49442
Existing Conditions - South Section
Beach Street Parking and Pedestrian
Facility Improvements

WARNING
UTILITY LOCATIONS ARE
CONFIRMED THOSE
SHOWN ON THE
PLANS OR FROM
THREE FULL
PLANS OF THE
CONTRACTOR SHALL
NOTIFY THE OWNERS
NOTIFY THE OWNERS
STAKED AND HE SHALL
PROTECT OR HAVE
THE SPECIFICATIONS ALL
UTILITIES THAT MIGHT
CONSTRUCTION

811 3 FULL WORKING DAYS
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ARCHITECTURE - ENGINEERING - PLANNING
SURVEYING - CONSTRUCTION SERVICES
INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

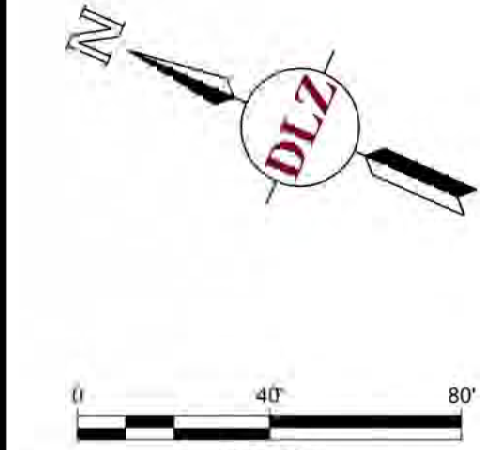
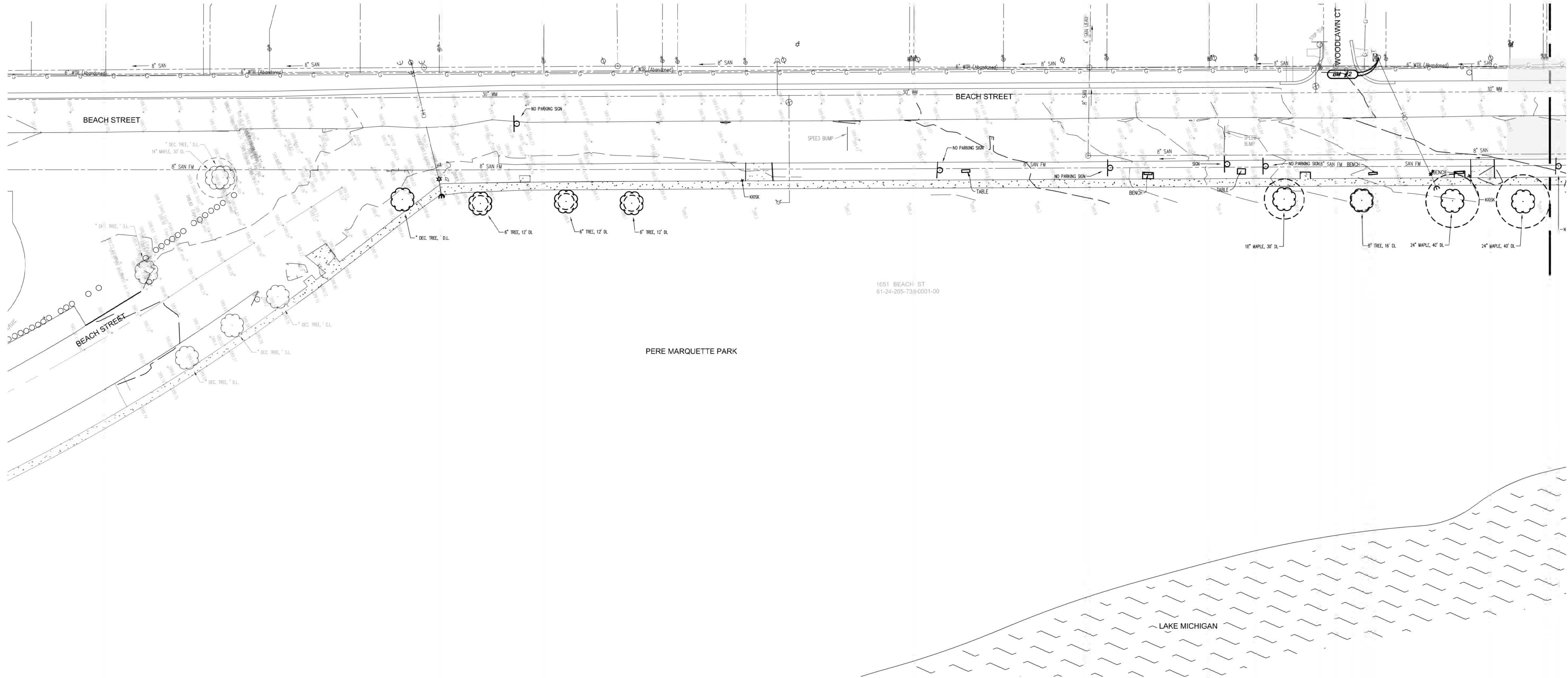
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ELIZABETH
STEVENS

SHE DATE: 3/10/2021 9:17:06 PM

3/10/2021 9:31:09 PM



MARK	ISSUED FOR	DATE
1	Preliminary for Review	02/21
-	Construction	03/10/21
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DRAWN BY: DLZ
DESIGN BY: DLZ
CHECKED BY:

JOB NUMBER: 2054-7219-00

SHEET NO.

V-102

WARNING
UTILITY LOCATIONS ARE NOT CONFIRMED. THOSE FROM UTILITY OWNERS OR PLANS SHALL BE PROTECTED. CONTRACTOR SHALL NOTIFY UTILITY OWNERS BEFORE BEGINNING WORK. CONTRACTOR SHALL STAKE AND HE SHALL PROTECT OR REMOVE UTILITIES THAT DO NOT MEET THE SPECIFICATIONS. ALL UTILITIES THAT MIGHT BE AFFECTED BY THE CONSTRUCTION.



City of Muskegon DPW
1350 E. Keating Avenue
Muskegon, Michigan 49442

Existing Conditions - North Section
Beach Street Parking and Pedestrian
Facility Improvements

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INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

MATCH LINE - SEE SHEET V-101

REMOVAL	
	REMOVAL RELOCATE BY OTHERS RELOCATE
	REMOVE GRAVEL
	REMOVE PAVEMENT
	REMOVE HMA SURFACE
	REMOVE HMA SURFACE & PAVEMENT
	COLD MILL HMA SURFACE
	REMOVE SIDEWALK

SHEET NO. _____

Removal Plan -South Section Beach Street Parking and Pedestrian Facility Improvements



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SURVEYING • CONSTRUCTION SERVICES

INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE



<u>REMOVAL</u>	
	REMOVAL
	RELOCATE BY OTHERS
	RELOCATE
	REMOVE GRAVEL
	REMOVE PAVEMENT
	REMOVE HMA SURFACE
	REMOVE HMA SURFACE & PAVEMENT
	COLD MILL HMA SURFACE
	REMOVE SIDEWALK

MATCH LINE - SEE SHEET D-103

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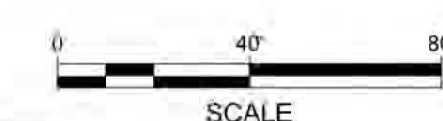
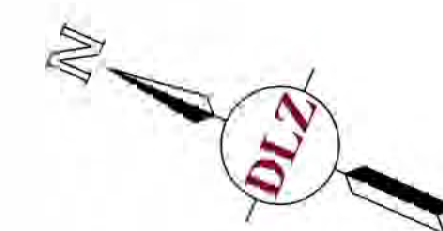
WARNING

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City of Muskegon DPW
1350 E. Keating Avenue
Muskegon, Michigan 49442

Removal Plan -North Section Beach Street Parking and Pedestrian Facility Improvements

[illegible]

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DESIGN BY: DLZ
CHECKED BY:

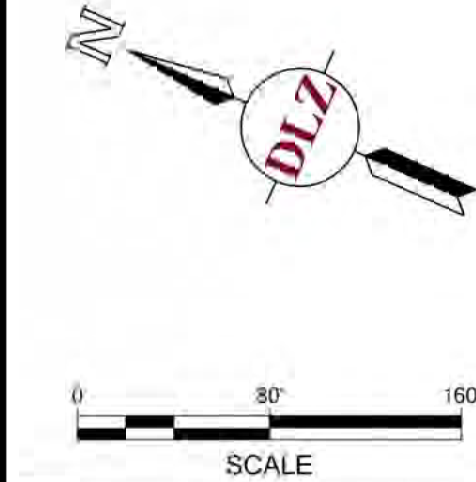
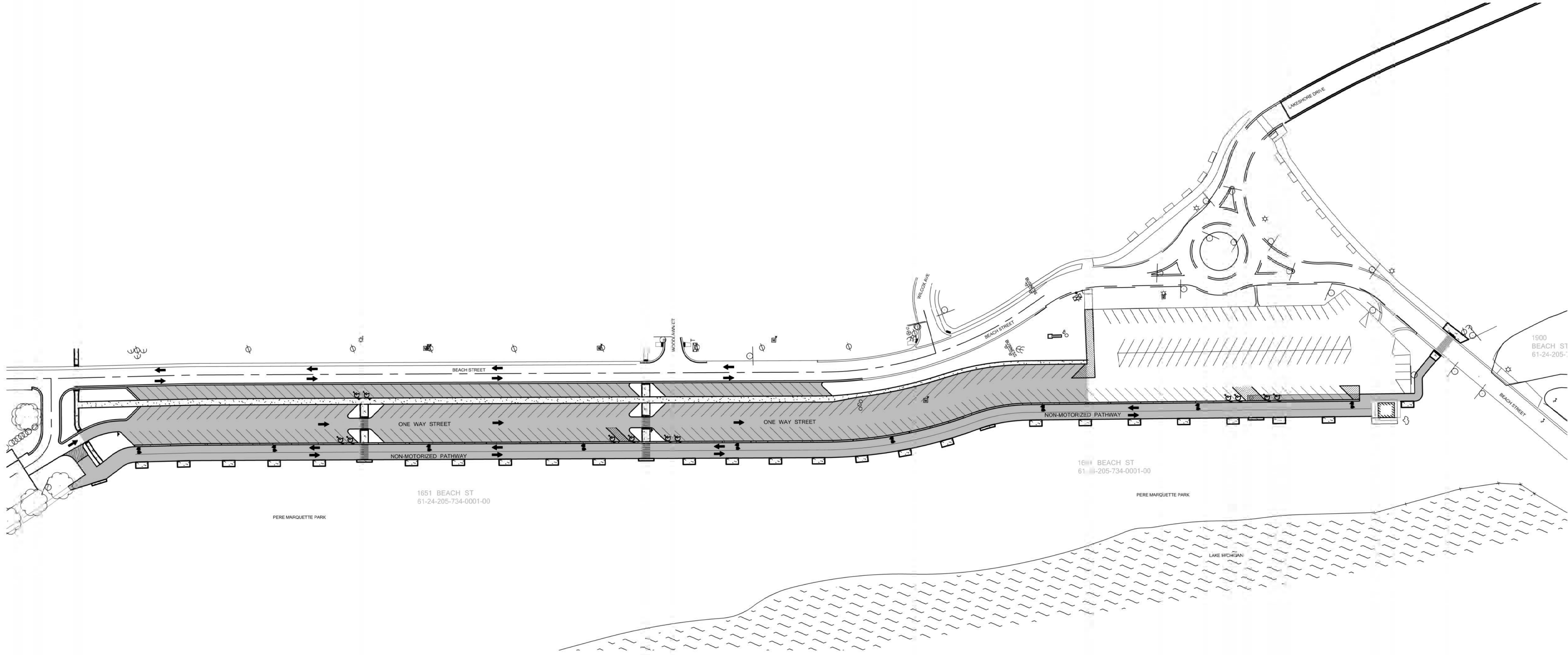
JOB NUMBER: 2054-7219-00

SHEET NO.

D-104

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EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE



MARK	ISSUED FOR	DATE
1	Preliminary for Review	02/21
-	Construction	03/10/21
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JOB NUMBER: 2054-7219-00

SHEET NO.
C-105

WARNING
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City of Muskegon DPW
1350 E. Keating Avenue
Muskegon, Michigan 49442

Overall Construction Plan
Beach Street Parking and Pedestrian
Facility Improvements

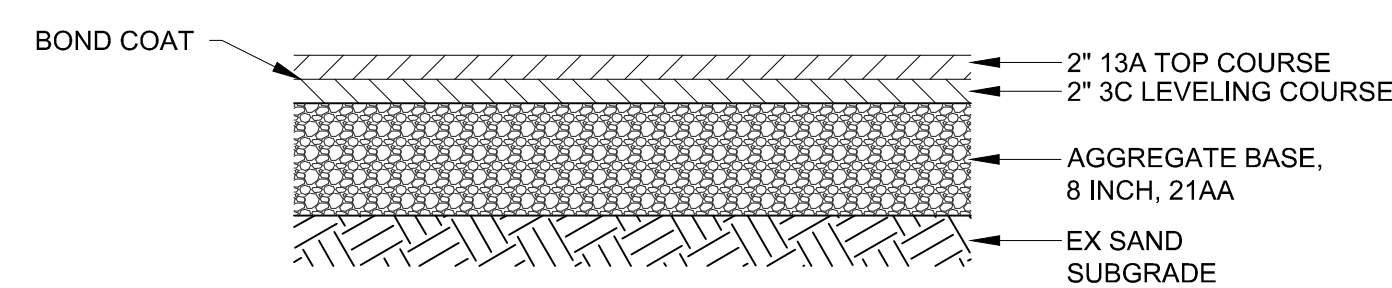
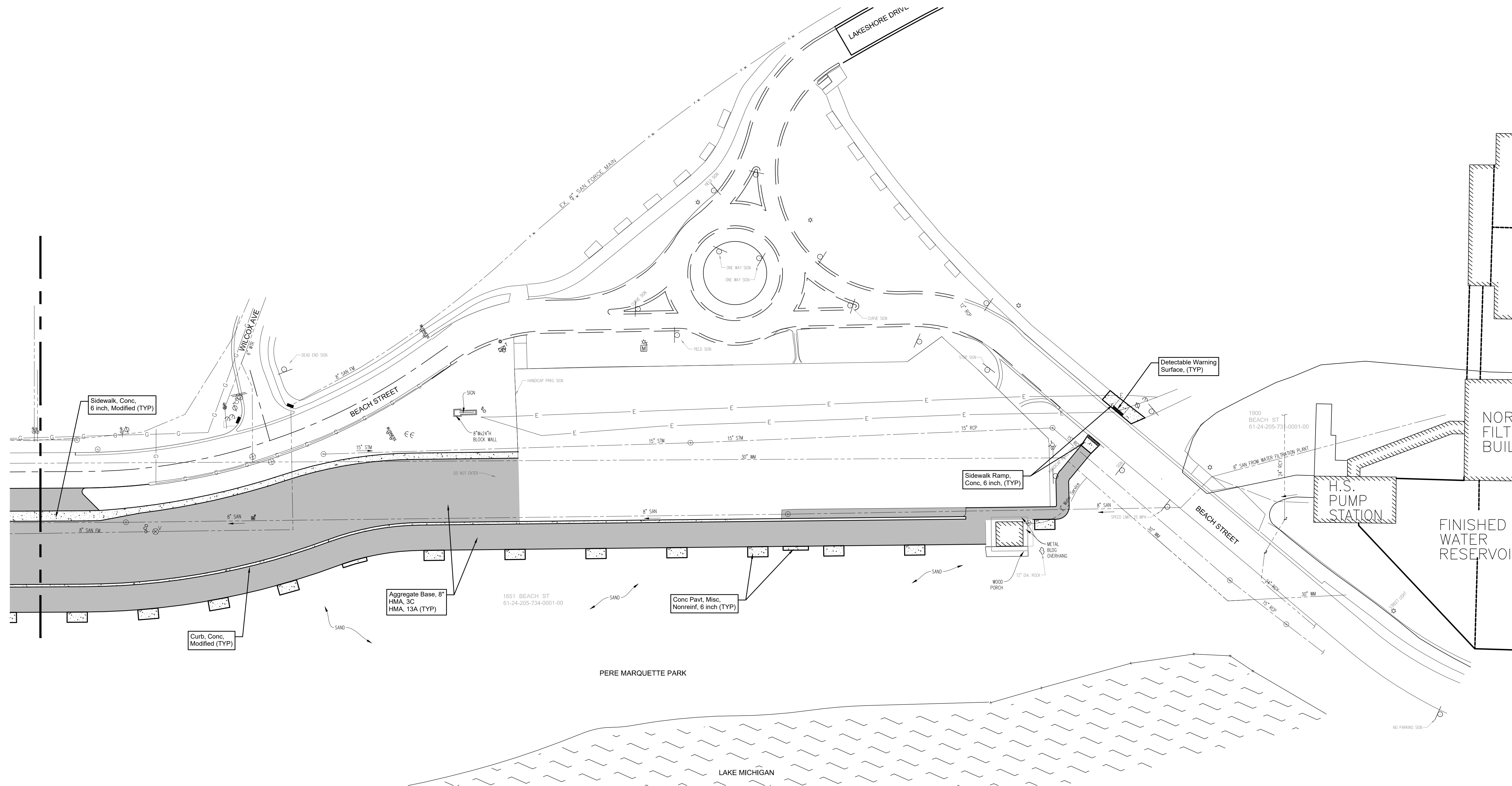
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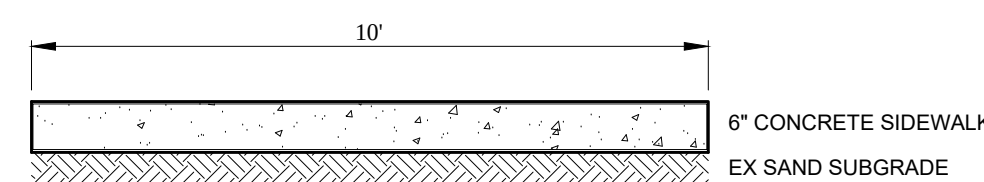
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MATCH LINE - SEE SHEET C-107

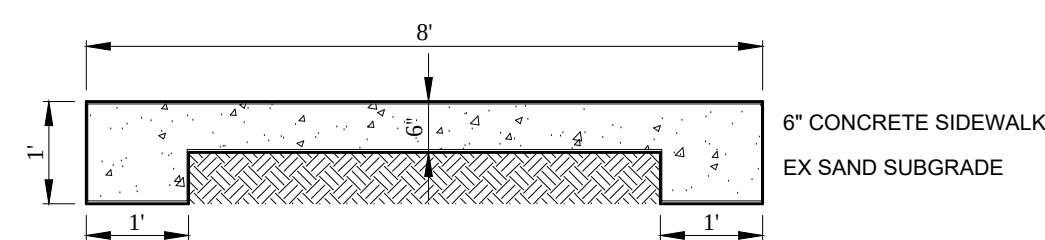


PARKING LOT PROP PAVING SECTION



SIDEWALK, CONC, 6 INCH

NTS



SIDEWALK, CONC, 6 INCH MODIFIED

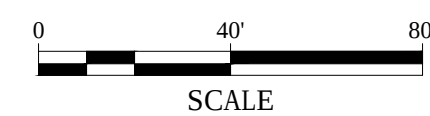
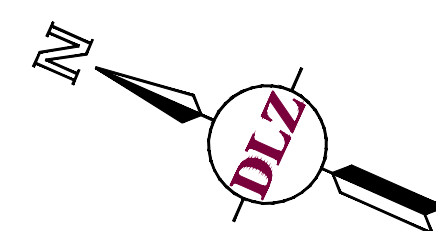
Description	Unit	Quantity
Aggregate Base, 8 inch	SYD	4,238
HMA, 3C	TON	458
HMA, 13A	TON	458
Conc. Pavt. Misc. Nonreinf, 6 inch	SYD	1,656
Curb, Conc, Modified	FT	737
Detectable Warning Surface	FT	20
Curb Ramp Opening, Conc	FT	24
Sidewalk Ramp, Conc, 6 inch	SFT	433
Sidewalk, Conc, 6 inch, Modified	SFT	2,098

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City of Muskegon DPW
1350 E. Keating Avenue
Muskegon, Michigan 49442

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SHEET NO.

C-106

811

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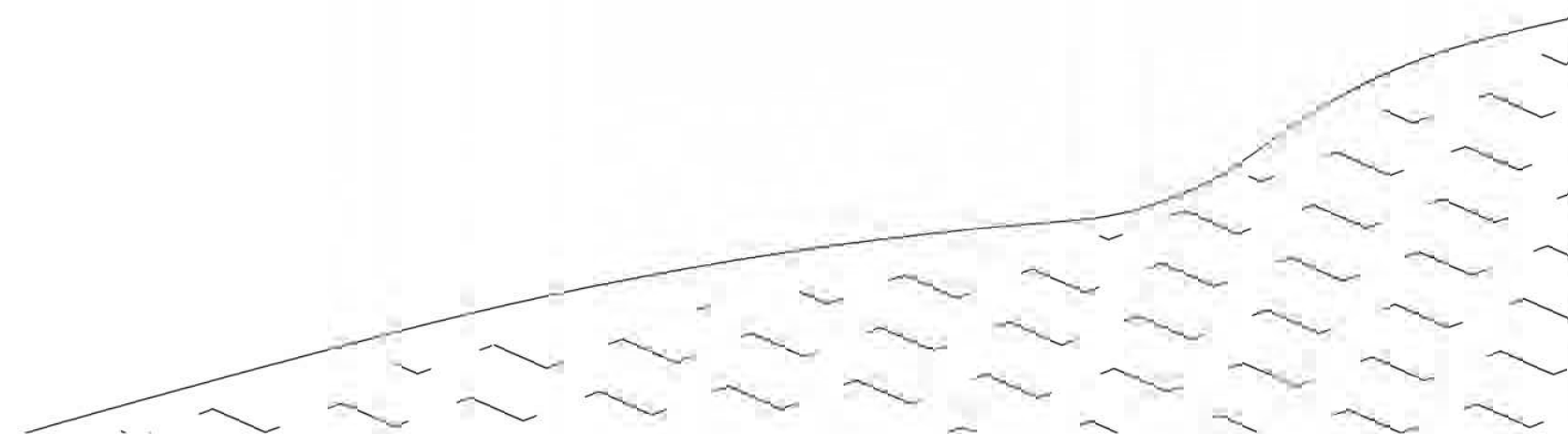


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INNOVATIVE IDEAS
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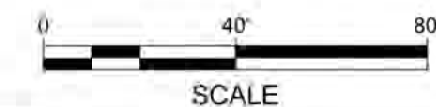
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HMA, 3C	TON	929
HMA, 13A	TON	929
Conc. Pavt. Misc. Nonreinf, 6 inch	SYD	1,844
Curb, Conc, Modified	FT	859
Detectable Warning Surface	FT	50
Sidewalk Ramp, Conc, 6 inch	SFT	500
Sidewalk, Conc, 6 inch	SFT	1,023
Sidewalk, Conc, 6 inch, Modified	SFT	6,826
Curb and Gutter, Conc, Det F4	FT	112

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Construction Plan - North Section Beach Street Parking and Pedestrian Facility Improvements

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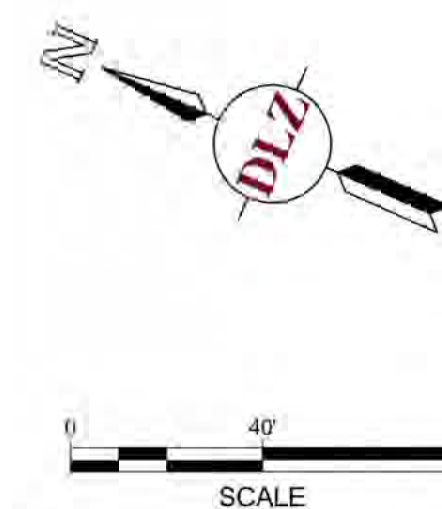
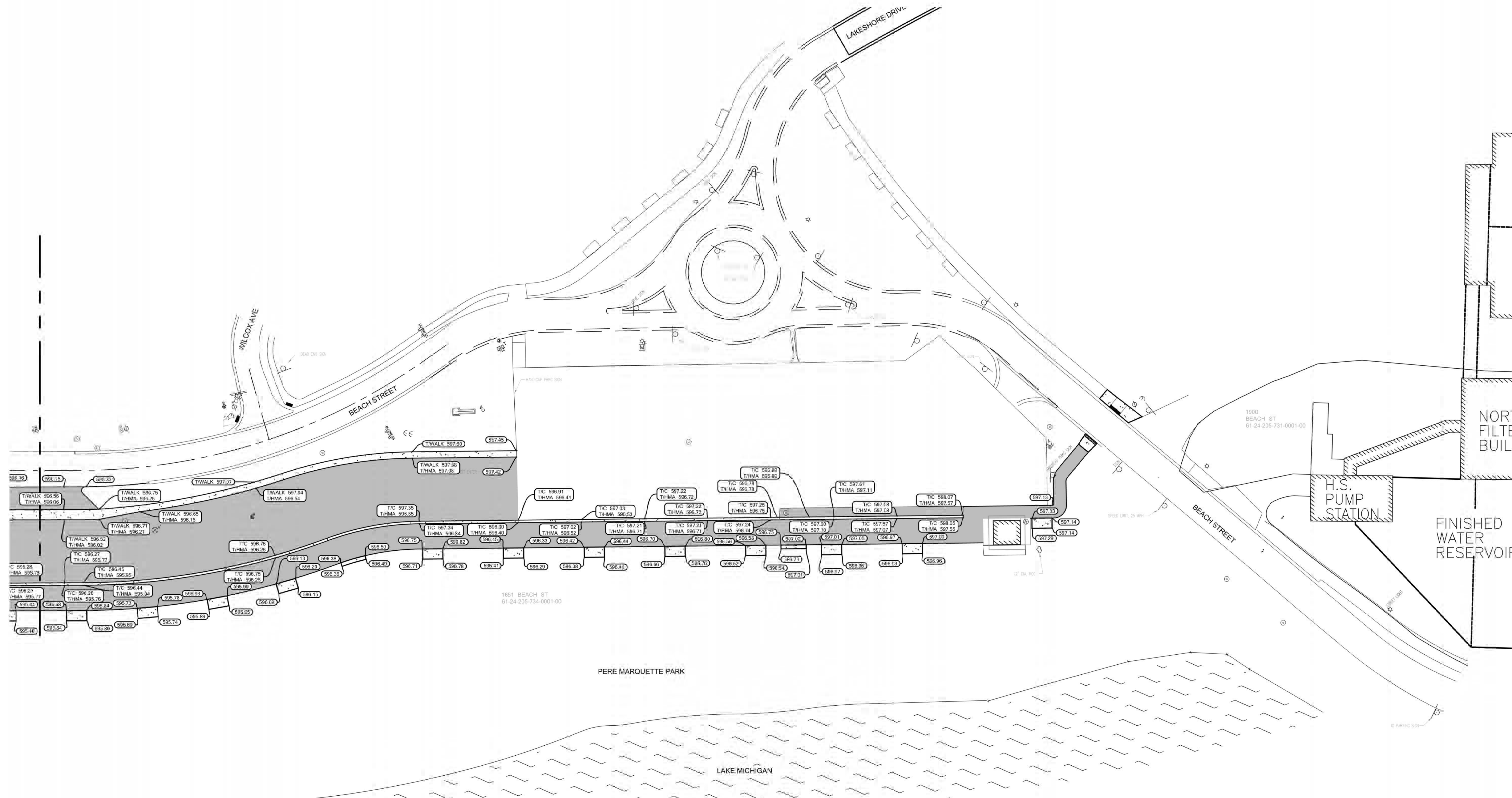
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C-107



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MATCH LINE - SEE SHEET C-109

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JOB NUMBER: 2054-7219-00

SHEET NO. C-108

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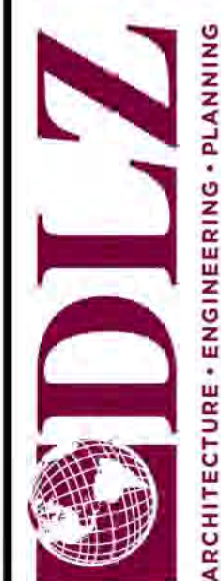
UTILITY LOCATIONS ARE NOT CONFIRMED. THOSE SHOWN WERE OBTAINED FROM UTILITY OWNERS OR PLANS. THREE FULL WORKING DAYS PRIOR TO BEGINNING WORK, THE CONTRACTOR SHALL NOTIFY UTILITY OWNERS TO HAVE WORK AREA STAKED AND HE SHALL PROTECT OR HAVE RELOCATED, AS NOTED IN THE SPECIFICATIONS, ALL UTILITIES THAT MIGHT INTERFERE WITH CONSTRUCTION.



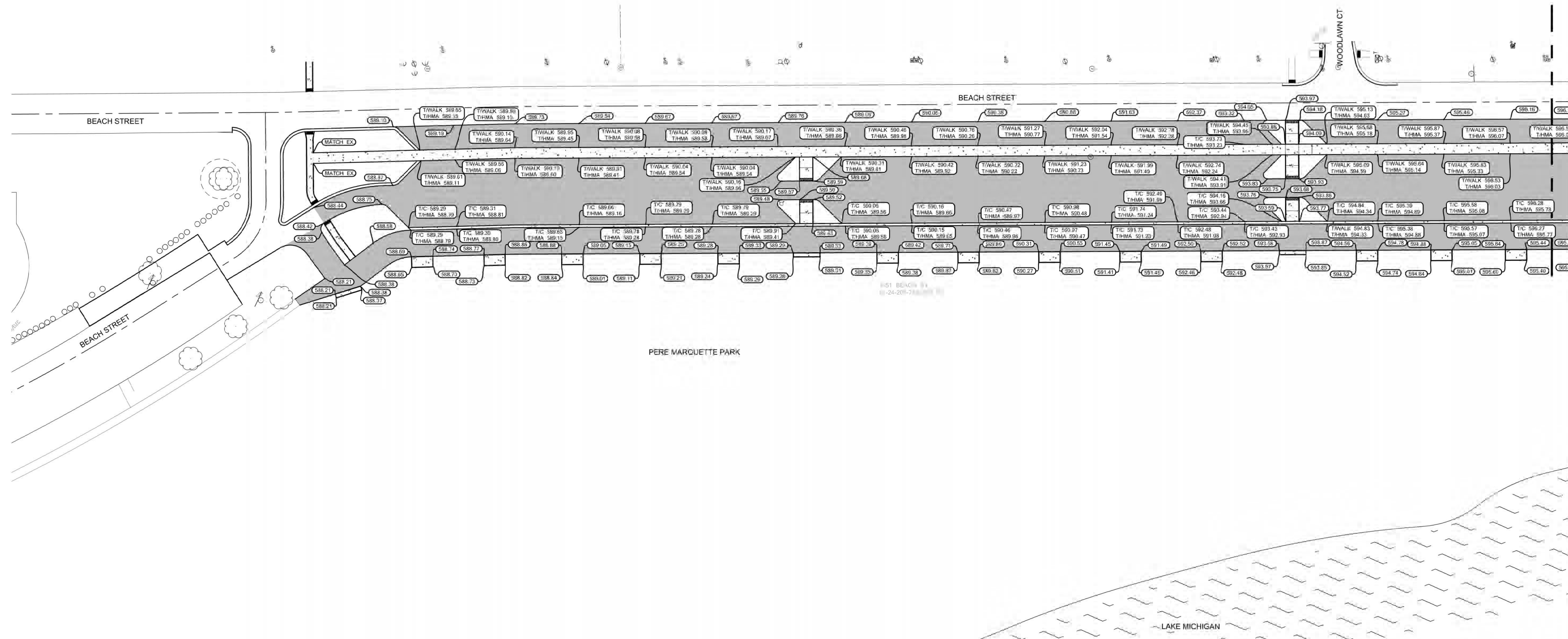
City of Muskegon DPW
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Muskegon, Michigan 49442

Grading Plan - South Section Beach Street Parking and Pedestrian Facility Improvements

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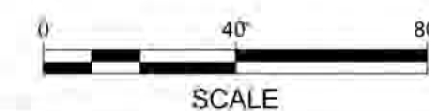
MATCH LINE - SEE SHEET C-108

WARNING



City of Muskegon DPW
1350 E. Keating Avenue
Muskegon, Michigan 49442

Grading Plan - North Section Beach Street Parking and Pedestrian Facility Improvements

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JOB NUMBER: 2054-7219-00

SHEET NO.

C-109

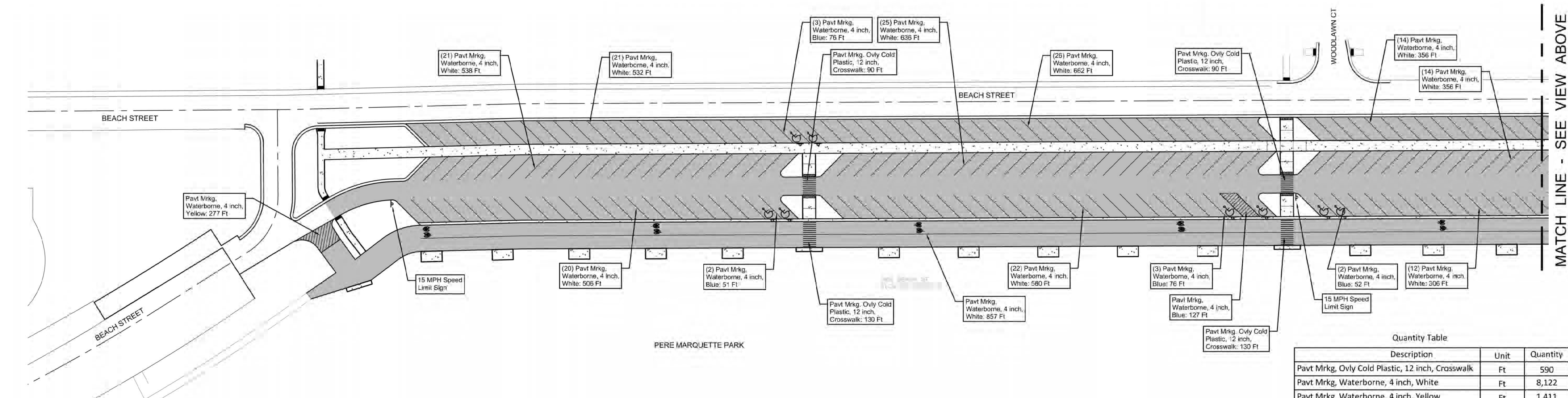
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EXCEPTIONAL DESIGN
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NOT DATE: 3/10/2021 9:23:43 PM



Quantity Table		
Description	Unit	Quantity
Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	Ft	590
Pavt Mrkg, Waterborne, 4 inch, White	Ft	8,122
Pavt Mrkg, Waterborne, 4 inch, Yellow	Ft	1,411
Pavt Mrkg, Waterborne, 4 inch, Blue	Ft	534
Pavt Mrkg, Waterborne, Bicycle Symbol, White	Ea	18
Pavt Mrkg, Waterborne, Handicap Symbol, Blue	Ea	12
Post, Steel, 3 lb	Ft	196
Sign, Type IIIA	SFT	46

C-110

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WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Parking Kiosk Purchase
Submitted By: Mike Franzak	Department: Planning
Brief Summary: Staff recommends the purchase of three new parking kiosks at the beach along with another kiosk for the boat launch at Hartshorn Marina.	
Detailed Summary: Staff is proposing to install two kiosks in the new parking addition at the beach and an additional kiosk south of the water filtration plant. All proposed kiosks would take credit card only. The total for the four kiosks including installation would be \$26,180.	
Amount Requested:	Amount Budgeted:
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: To direct staff to purchase three parking kiosks for the beach and one kiosk for the launch ramp.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action	

Existing Meters (newest meter located south of the filtration plant not shown)





February 8, 2021

Sales Quote -Muskegon MI

Contact : Mike Franzak

StradaPAL Cashless

(Accepts credit cards only)

Includes:

Solar Power Operation w/Autonomous Battery

Color Display

Credit/Debit Card Reader

Modem and Antenna Kit

Includes 1 coin canister

Thermal Graphic Printer w/Self Sharpening Receipt Cutting Blade

1 Roll of Paper

Personalized Software Including Programming and Testing

Instructional Graphics and Personalized Rate Plate

Multi Lingual Button

Increment and Max Buttons for Credit Card Payments

Credit Card Software and Parkfolio License Fees

Limited One Year Warranty

	QUANTITY	PRICE	TOTAL
StradaPAL Cashless	1	\$5,895	\$5,895
TOTAL	1	\$5,895	\$5,895

<u>Recommended Options</u>	QUANTITY	PRICE	TOTAL
Installation, Travel & Training	1	\$650	\$650
TOTAL Recommended Options			\$650

TOTAL Including Options	1		\$6,545
-------------------------	---	--	---------

Note: Site preparation is not included in this quote.



BOS Management Fees

myParkfolio Back-Office Software Management System

Monthly Total

Includes:

1

\$45

\$45

2 way wireless connectivity

Wireless airtime fees

On-line access to hosted secure server

Processing and storage of all transactions, maintenance, alarms, & statistic.

Database space

PCI Level 1 Certified real-time credit card authorization account set-up and management

Secure user rights management

Back Office Options:

Please send questions to:

Ed Kinkade

Business Development Manager

Parkeon

40 Twosome Drive, Suite 7, Moorestown, NJ 08057

Phone: 856-234-8000 x 230

Email aekinkade@parkeon.com

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23 rd , 2021	Title: Amity Avenue Bridge
Submitted By: Leo Evans	Department: Public Works
Brief Summary: Staff is requesting authorization to apply for State of Michigan FY2024 local bridge funds for a project to remove the Amity Avenue Bridge and rebuild an at-grade road through the area. A resolution of support is required to include with the application.	
Detailed Summary: Staff applied for this same project during the last two cycles and have both times been just outside the fundable range. Staff feels that resubmitting the project for consideration is still our best option within this program. Staff plans to take an extra step and lobby directly at the selection meeting to have this project considered. Costs are estimated at approximately \$444,000 for the project, with the city requesting to provide matching funds of \$90,000 towards the construction costs and also an estimated \$100,000 in engineering costs for a total city commitment of \$190,000. The costs for this project would be borne in future fiscal years and only if the project is selected for funding.	
Amount Requested: \$190,000	Amount Budgeted: \$190,000
Fund(s) or Account(s): 203-TBD-5346/5355	Fund(s) or Account(s): 203-TBD-5346/5355
Recommended Motion: Approve the resolution of support and authorize the Mayor and Clerk to sign and commit to funding the required match and engineering costs in future fiscal years if the project is selected.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

City of Muskegon

RESOLUTION

SUPPORT OF APPLICATION FOR BRIDGE PRESERVATION FUNDS

WHEREAS, Muskegon City Commissioners desire to promote safety and fiscal responsibility for the residents and visitors of our great city; and

WHEREAS, Muskegon City Commissioners acknowledge there is no longer a need for the bridge carrying Amity Street over the abandoned railroad; and

WHEREAS, Muskegon City Commissioners agree that removing the Amity bridge and rebuilding the roadway on fill reduces the future costs of maintenance; and

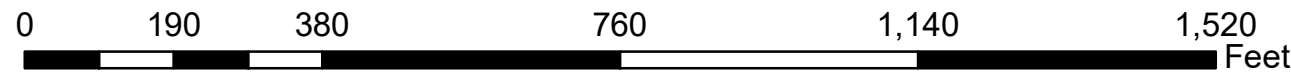
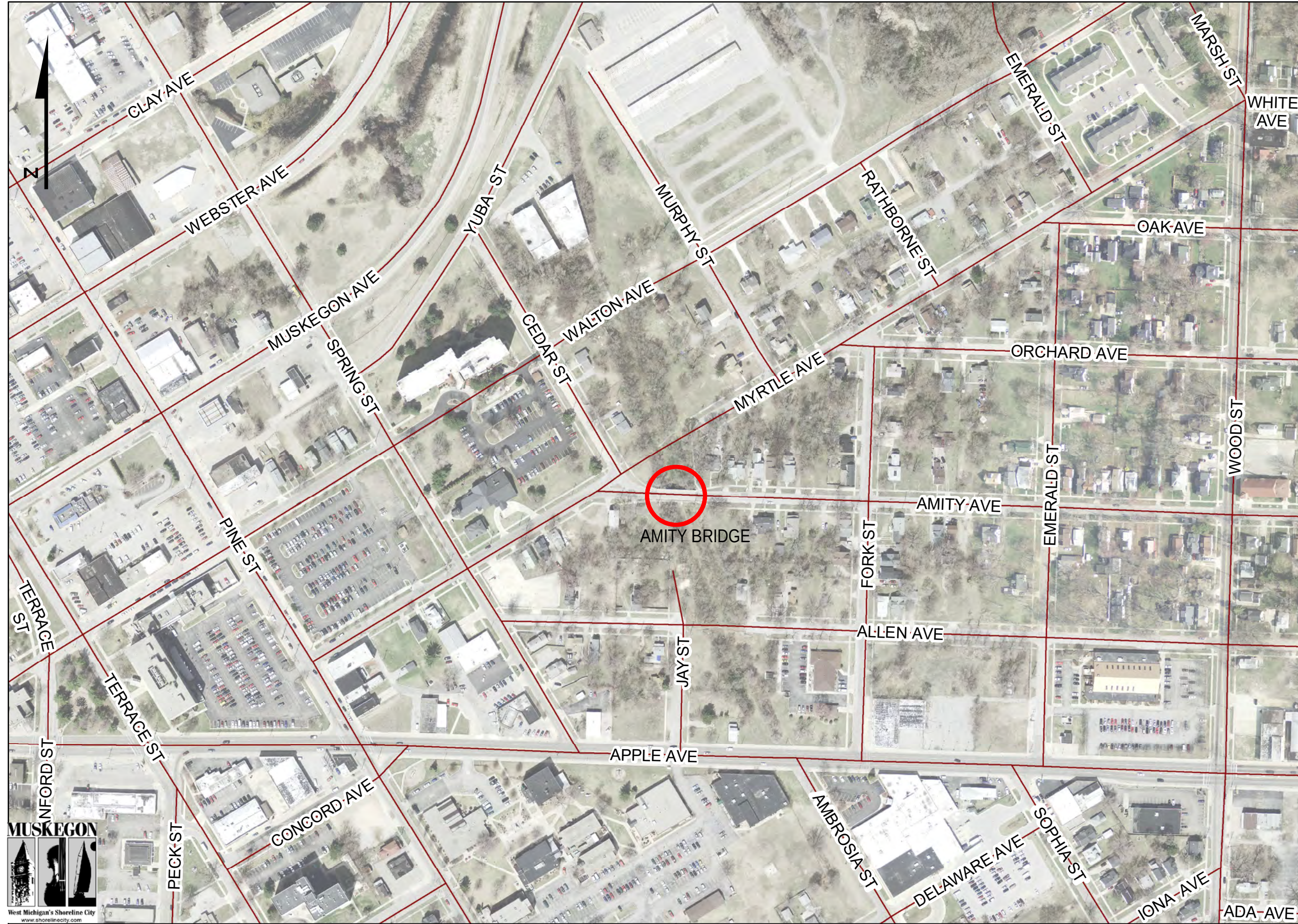
NOW, THEREFORE LET IT BE RESOLVED, that Muskegon City Commissioners support the application for federal and state bridge preservation funds and commit to funding required match dollars for removal of the bridge.

Dated this _____ of _____ 20__.

Stephen J. Gawron
Mayor

Ann Marie Meisch
City Clerk

Amity Bridge and surrounding area



CITY OF MUSKEGON
APPLICATION FOR
MICHIGAN DEPARTMENT OF TRANSPORTATION LOCAL BRIDGE FUNDS
AMITY STREET OVER ABANDONED RAILROAD (SN 7699)

I. INTRODUCTION

The Amity Street Bridge over an Abandoned Railroad grade is the only priority for funding for the City of Muskegon. The City of Muskegon is requesting funding for a bridge removal project in the 2024 fiscal year. The City proposes to increase the local funding match by approximately 21%. A brief description of the bridge follows:

- Unknown original construction date, the bridge is a five-span, bridge with an overall length of 100.7 feet.
- The bridge has a clear width of 24 feet and an out-to-out of 31.8 feet.
- The superstructure consists of steel beams with a concrete deck.
- The abutments are concrete cantilever.
- Four-foot sidewalks along each side.
- The bridge railing is an aluminum tube.
- The average daily traffic is 1972 vehicles per day.

II. GENERAL CONDITION OF THE BRIDGE

The following major deficiencies were noted on a 2020 inspection of the Amity Street Bridge:

- The bridge is in fair to poor condition.
- Expansion joints are leaking and loose.
- Beam ends are heavily rusted over the abutments with section loss.
- Three beam ends have holes in the webs, north fascia has full section loss along the bottom flange at each end.
- Areas of full paint failure.
- Water leaking through full depth cracks in the deck.
- Areas of deck spalling along the surface.
- Steel sheet piling retaining walls are failing.
- Slope erosion has exposed the abutment footing along the west side.

III. NARRATIVE SUPPORTING THE APPLICATION

A. Contact Person for the City of Muskegon is:

Mr. Leo Evans, P.E.
Director of Public Works
1350 E. Keating Street
Muskegon, MI 49442
Phone: (231) 724-6920

B. Removal Discussion

The bridge needs preventative maintenance work or complete removal since the railroad below has long been abandoned. The City wishes to remove the bridge rather than continual maintenance of the structure. The land beneath the bridge is owned by the Michigan Department of Natural Resources. They have granted the City permission to remove the bridge and replace it with an embankment. It is estimated that the preventative maintenance work will cost an estimated \$547,000 versus removal with embankment and road work cost of \$444,000. The preventative maintenance work would include a deep deck overlay, zone beam painting, beam end repairs, expansion joint replacement, railing replacement, sidewalk healer/sealer, slope repair, and approach guardrail.

C. Economic Importance

The economic importance of the Amity Street Bridge includes the following:

- Neighborhood vehicular and pedestrian access to downtown.
- Alternative east-west route for Apple Avenue.

D. Existing Detour Impact

There is no existing detour for this bridge.

E. Impact of Closed Structure

If the bridge was closed, motorists and emergency vehicles would have to take a 0.25-mile detour.

F. Structure Maintenance

Unknown maintenance work occurred in 1969.

IV. COST BREAKDOWN

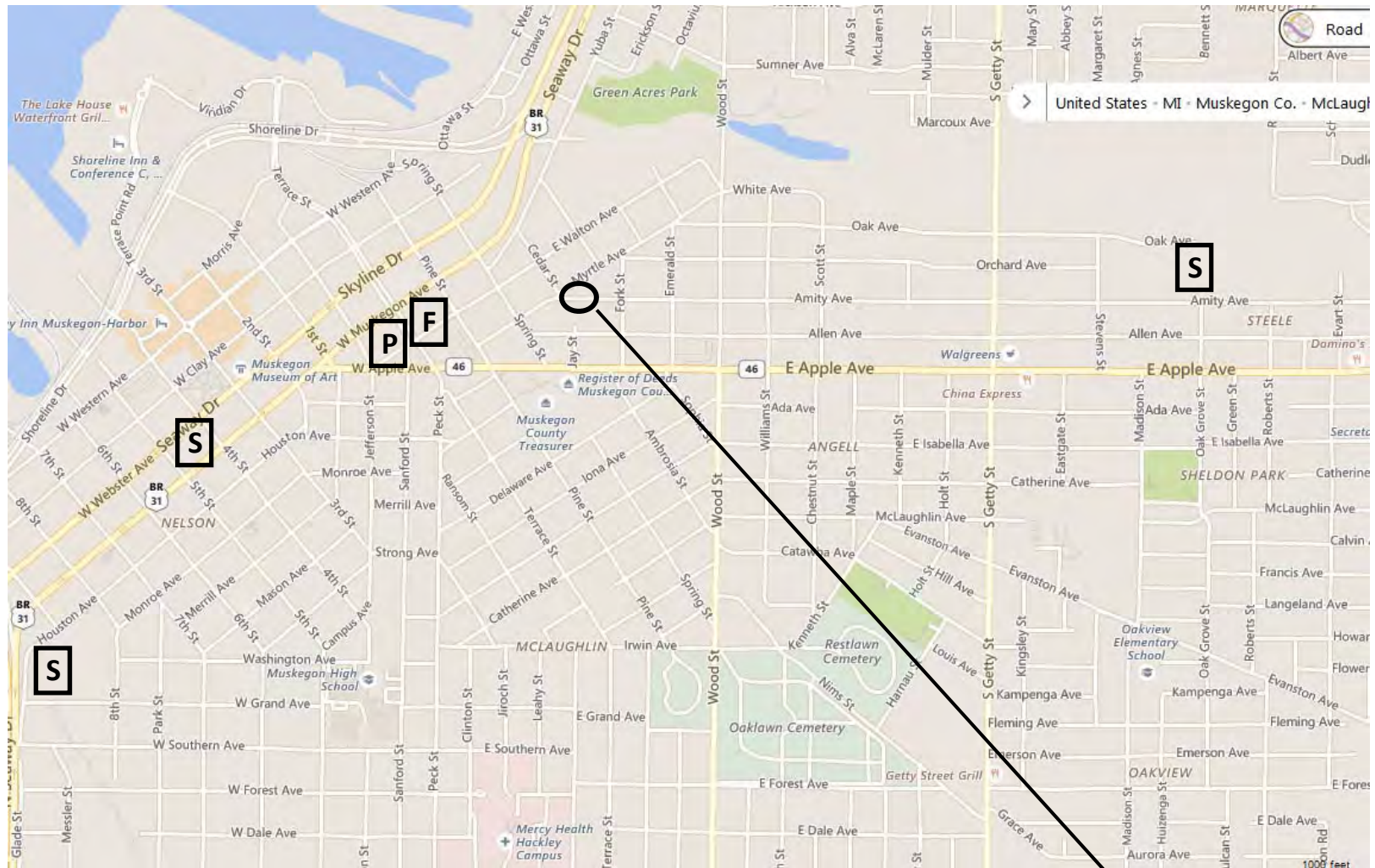
The following is the estimated removal cost for the Amity Street Bridge, SN 7699.

ITEM	ESTIMATED COST
Approach Construction	\$284,000.00
Structure Construction	\$160,000.00
Total (A&B)	\$444,000.00
Local Funding Match	\$90,000.00

Note: The City of Muskegon will provide a match of nearly 20%, up to \$90,000 of the estimated construction cost.

V. PRIORITY LIST

SN 7699 Amity Street over Abandoned Railroad: Rehabilitation



PROJECT LOCATION

LOCATION MAP

AMITY STREET OVER ABANDONED RAILROAD
CITY OF MUSKEGON, MUSKEGON COUNTY, T10N,R17W

LEGEND: P - POLICE, F – FIRE DEPARTMENT, S- SCHOOL

NO DETOUR

Exhibit 4 - Cost Estimating Worksheet

2021

BRIDGE COST ESTIMATE WORKSHEET
- CPM, REHAB, REPLACE -

REV. 01/28/2021

DATE: 3/8/2021

ENGINEER:

OWNER: MUSKEGON

FISCAL YEAR: 2024

Out to Out Curb to Curb

REGION: Grand

LENGTH 100.7 WIDTH 31.8

TSC: Muskegon

PR: #N/A MP: #N/A

STRUCTURE ID: 7699

BRIDGE ID: #NAME?

LOCATION: AMITY ST over C O RAILROAD

PRIMARY WORK ACTIVITY Bridge Removal

OTHER WORK: Replace with embankment

DECK AREA: 3,202

SFT

STR. TYPE: Steel

CLEAR ROADWAY: 2,417

SFT

Multi-Stringer, W or I-Bear

WORK ACTIVITY	Michigan Bridge Design Manual	QUANTITY	UNIT	UNIT COST	TOTAL
NEW BRIDGE (increase deck area based on design standards and hydraulic requirements)					
Single or Multiple Spans, Grade Separation	(add demo, approach, MOT)		SFT	\$235.00/SFT	
Single Span, Over Water	Length < 40ft (add demo, approach, MOT)		SFT	\$300.00/SFT	
Single Span, Over Water	Length 40-70ft (add demo, approach, MOT)		SFT	\$275.00/SFT	
Single Span, Over Water	Length 70-100ft (add demo, approach, MOT)		SFT	\$250.00/SFT	
Multiple Spans, Over Water	Length > 100ft (add demo, approach, MOT)		SFT	\$225.00/SFT	
Precast Culvert	Length < 40ft (add demo, approach, MOT)		SFT	\$350.00/SFT	
NEW SUPERSTRUCTURE					
New Superstructure, Grade Separation	(incl. remove exist deck/super; add MOT & approach)		SFT	\$195.00/SFT	
New Superstructure, Over Water	(incl. remove exist deck/super; add MOT & approach)		SFT	\$200.00/SFT	
WIDENING					
Structure Widening, _____ ft	(incl. deck/super/sub widening, add approach transition)		SFT	\$350.00/SFT	
NEW DECK					
New Bridge Deck & Barrier	(incl. remove exist deck/railing, add approach, MOT)		SFT	\$85.00/SFT	
DEMOLITION					
Entire Structure, Grade Separation		3,202.0	SFT	\$38.00/SFT	\$121,676
Entire Structure, Over Water			SFT	\$46.00/SFT	
DECK REPAIR / TREATMENTS					
Bridge Railing Replacement	(incl. removal and replacement) X31A \$200, Timber \$350		FT	\$460.00/FT	
Concrete Brush Block / Curb Patch	(incl. hand chipping and formwork)		FT	\$24.00/FT	
Concrete Barrier Patch	(incl. hand chipping and formwork)		SFT	\$70.00/SFT	
Concrete Deck Patch	(incl. hand chipping)		SFT	\$40.00/SFT	
Deep Overlay	(incl. joint repl & hydro)		SFT	\$37.00/SFT	
Epoxy Overlay	(incl. warranty)		SYD	\$35.00/SYD	
Expansion Joint Gland Replacement	(remove and replace elastomeric gland)		FT	\$115.00/FT	
Expansion Joint Replacement	(incl. removal)		FT	\$700.00/FT	
Full Depth Patch			SFT	\$77.00/SFT	
Healer / Sealer	(penetrates cracks in bridge deck)		SYD	\$15.00/SYD	
HMA Overlay with WP membrane			SYD	\$60.00/SYD	
Overlay Removal	(Epoxy: \$22/syd Latex: \$26/syd HMA: \$40/syd)		SYD	\$40.00/SYD	
Reseal Bridge Joints			FT	\$18.00/FT	
Shallow Overlay	(incl. joint repl & hydro)		SFT	\$35.00/SFT	
SUPERSTRUCTURE REPAIR					
Bearing Realignment / Replacement	(incl. temporary supports)		EA	\$5,100.00/EA	
Heat Straightening	(incl. clean and coat)		EA	\$45,000.00/EA	
Pack Rust Repair	(greater than 3/8" separation)		FT	\$550.00/FT	
Paint - Complete	(incl. clean & coat)		SFT	\$30.00/SFT	
Paint - Partial / Spot / Zone	(incl. clean & coat - \$20k minimum)		SFT	\$60.00/SFT	
PCI Beam End Blockout	(incl. temporary supports)		EA	\$7,200.00/EA	
Pin & Hanger Replacement	(incl. temporary supports)		EA	\$10,000.00/EA	
Structural Steel Repair	(based on 6ft repair length)		EA	\$3,000.00/EA	
Structural Steel Repair - Stiffener	(includes each side of beam)		EA	\$1,200.00/EA	
SUBSTRUCTURE REPAIR					
Substructure Patching	(measured x 2) replace if repair area > 30%		CFT	\$300.00/CFT	
Substructure Replacement	(incl. temporary supports, excavation)		CFT	\$335.00/CFT	
Substructure Horizontal Surface Sealer			SYD	\$75.00/SYD	
Temporary Supports	(add Structural Steel Repair - Stiffener for ea steel beam)		EA	\$2,500.00/EA	
MISCELLANEOUS					
Articulating Concrete Block System (ACB)			SYD	\$200.00/SYD	
Concrete Surface Coating			SYD	\$28.00/SYD	
Culvert Cleanout			FT	\$125.00/FT	
Epoxy Crack Injection	(structural crack repair)		FT	\$70.00/FT	
Metal Mesh Panels	(48" width, max 6'-6" length)		SFT	\$26.00/SFT	
Pressure Relief Joint	(use when approach concrete roadway exceeds 1,000ft)		FT	\$110.00/FT	
Riprap	(assume 10ft distance around perimeter of substructure)		SYD	\$213.00/SYD	
Silane Treatment	(penetrating sealer for concrete surfaces)		SFT	\$5.00/SFT	
Slope Protection Repairs			SYD	\$100.00/SYD	
Other					
BASE STRUCTURE CONSTRUCTION BUDGET					\$121,676
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	10	%	\$122,000.00	\$12,000
MOBILIZATION	(estimate at 10%)	10	%	\$134,000.00	\$13,000
INFLATION	(assume 3% per year, beginning in 2021)	9	%	\$147,000.00	\$13,000
STRUCTURE CONSTRUCTION BUDGET					\$160,000
ROAD WORK					
Approach Pavement, 12" RC	(incl. removal; add curb, gutter, guardrail) 20' ea. end		SYD	\$180.00/SYD	
Approach Curb & Gutter	(incl. removal) 20' ea. quadrant		FT	\$56.00/FT	
Guardrail Anchorage to Bridge	(each quadrant)		EA	\$1,900.00/EA	
Guardrail	(incl. removal) < 200ft beyond reference line		FT	\$30.00/FT	
Guardrail Terminal	(each quadrant)		EA	\$2,600.00/EA	
Roadway Approach Work	(beyond approach pavement)	1.0	LSUM	\$215,000.00/LSUM	\$215,000
Utilities			LSUM		
TRAFFIC CONTROL Unit Cost to be determined by Region or TSC Traffic & Safety					
Part Width Construction			LSUM		
Crossovers			EA	\$300,000.00/EA	
Temporary Traffic Signals			set	\$25,000.00/set	
RR Flagging			LSUM		
Detour	min. \$10,000		LSUM	\$10,000.00/LSUM	
BASE ROAD/TRAFFIC CONSTRUCTION BUDGET					\$215,000
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	10	%	\$215,000.00	\$22,000
MOBILIZATION	(estimate at 10%)	10	%	\$237,000.00	\$24,000
INFLATION	(assume 3% per year, beginning in 2022)	9	%	\$261,000.00	\$23,000
RELATED ROAD/TRAFFIC CONSTRUCTION BUDGET					\$284,000

(Does not include PE or CE)

TOTAL CONSTRUCTION BUDGET **\$444,000**

Exhibit 4 - Cost Estimating Worksheet

2021

BRIDGE COST ESTIMATE WORKSHEET - CPM, REHAB, REPLACE -

REV. 01/28/2021

OWNER: MUSKEGON FISCAL YEAR: 2024 DATE: 3/8/2021
 REGION: Grand LENGTH 100.7 WIDTH 31.8 Curb to Curb
 TSC: Muskegon PR: #N/A MP: #N/A ENGINEER:
 LOCATION: AMITY ST over C O RAILROAD STRUCTURE ID: 7699
 PRIMARY WORK ACTIVITY Overlay - Deep BRIDGE ID: #NAME?
 OTHER WORK: Joint Replace, Partial Clean & Coat DECK AREA: 3,202 SFT STR. TYPE: Steel
 CLEAR ROADWAY: 2,417 SFT Multi-Stringer, W or I-Bear

WORK ACTIVITY	Michigan Bridge Design Manual	QUANTITY	UNIT	UNIT COST	TOTAL
NEW BRIDGE (increase deck area based on design standards and hydraulic requirements)					
Single or Multiple Spans, Grade Separation	(add demo, approach, MOT)		SFT	\$235.00/SFT	
Single Span, Over Water	Length < 40ft (add demo, approach, MOT)		SFT	\$300.00/SFT	
Single Span, Over Water	Length 40-70ft (add demo, approach, MOT)		SFT	\$275.00/SFT	
Single Span, Over Water	Length 70-100ft (add demo, approach, MOT)		SFT	\$250.00/SFT	
Multiple Spans, Over Water	Length > 100ft (add demo, approach, MOT)		SFT	\$225.00/SFT	
Precast Culvert	Length < 40ft (add demo, approach, MOT)		SFT	\$350.00/SFT	
NEW SUPERSTRUCTURE					
New Superstructure, Grade Separation	(incl. remove exist deck/super; add MOT & approach)		SFT	\$195.00/SFT	
New Superstructure, Over Water	(incl. remove exist deck/super; add MOT & approach)		SFT	\$200.00/SFT	
WIDENING					
Structure Widening, _____ ft	(incl. deck/super/sub widening, add approach transition)		SFT	\$350.00/SFT	
NEW DECK					
New Bridge Deck & Barrier	(incl. remove exist deck/railing, add approach, MOT)		SFT	\$85.00/SFT	
DEMOLITION					
Entire Structure, Grade Separation			SFT	\$38.00/SFT	
Entire Structure, Over Water			SFT	\$46.00/SFT	
DECK REPAIR / TREATMENTS					
Bridge Railing Replacement	(incl. removal and replacement) X31A \$200, Timber \$350	202.0	FT	\$460.00/FT	\$92,920
Concrete Brush Block / Curb Patch	(incl. hand chipping and formwork)		FT	\$24.00/FT	
Concrete Barrier Patch	(incl. hand chipping and formwork)		SFT	\$70.00/SFT	
Concrete Deck Patch	(incl. hand chipping)		SFT	\$40.00/SFT	
Deep Overlay	(incl. joint repl & hydro)	2,417.0	SFT	\$37.00/SFT	\$89,429
Epoxy Overlay	(incl. warranty)		SYD	\$35.00/SYD	
Expansion Joint Gland Replacement	(remove and replace elastomeric gland)		FT	\$115.00/FT	
Expansion Joint Replacement	(incl. removal)	64.0	FT	\$700.00/FT	\$44,800
Full Depth Patch			SFT	\$77.00/SFT	
Healer / Sealer	(penetrates cracks in bridge deck)	90.0	SYD	\$15.00/SYD	\$1,350
HMA Overlay with WP membrane			SYD	\$60.00/SYD	
Overlay Removal	(Epoxy: \$22/syd Latex: \$26/syd HMA: \$40/syd)		SYD	\$40.00/SYD	
Reseal Bridge Joints			FT	\$18.00/FT	
Shallow Overlay	(incl. joint repl & hydro)		SFT	\$35.00/SFT	
SUPERSTRUCTURE REPAIR					
Bearing Realignment / Replacement	(incl. temporary supports)		EA	\$5,100.00/EA	
Heat Straightening	(incl. clean and coat)		EA	\$45,000.00/EA	
Pack Rust Repair	(greater than 3/8" separation)		FT	\$550.00/FT	
Paint - Complete	(incl. clean & coat)		SFT	\$30.00/SFT	
Paint - Partial / Spot / Zone	(incl. clean & coat - \$20k minimum)	570.0	SFT	\$60.00/SFT	\$34,200
PCI Beam End Blockout	(incl. temporary supports)		EA	\$7,200.00/EA	
Pin & Hanger Replacement			EA	\$10,000.00/EA	
Structural Steel Repair	(based on 6ft repair length)		EA	\$3,000.00/EA	
Structural Steel Repair - Stiffener	(includes each side of beam)		EA	\$1,200.00/EA	
SUBSTRUCTURE REPAIR					
Substructure Patching	(measured x 2) replace if repair area > 30%		CFT	\$300.00/CFT	
Substructure Replacement	(incl. temporary supports, excavation)		CFT	\$335.00/CFT	
Substructure Horizontal Surface Sealer			SYD	\$75.00/SYD	
Temporary Supports	(add Structural Steel Repair - Stiffener for ea steel beam)	8.0	EA	\$2,500.00/EA	\$20,000
MISCELLANEOUS					
Articulating Concrete Block System (ACB)			SYD	\$200.00/SYD	
Concrete Surface Coating			SYD	\$28.00/SYD	
Culvert Cleanout			FT	\$125.00/FT	
Epoxy Crack Injection	(structural crack repair)		FT	\$70.00/FT	
Metal Mesh Panels	(48" width, max 6'-6" length)		SFT	\$26.00/SFT	
Pressure Relief Joint	(use when approach concrete roadway exceeds 1,000ft)		FT	\$110.00/FT	
Riprap	(assume 10ft distance around perimeter of substructure)		SYD	\$213.00/SYD	
Silane Treatment	(penetrating sealer for concrete surfaces)		SFT	\$5.00/SFT	
Slope Protection Repairs			SYD	\$100.00/SYD	
Other					
BASE STRUCTURE CONSTRUCTION BUDGET					\$282,699
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	15	%	\$283,000.00	\$42,000
MOBILIZATION	(estimate at 10%)	10	%	\$325,000.00	\$33,000
INFLATION	(assume 3% per year, beginning in 2021)	9	%	\$358,000.00	\$32,000
STRUCTURE CONSTRUCTION BUDGET					\$390,000
ROAD WORK					
Approach Pavement, 12" RC	(incl. removal; add curb, gutter, guardrail) 20' ea. end		SYD	\$180.00/SYD	
Approach Curb & Gutter	(incl. removal) 20' ea. quadrant	200.0	FT	\$56.00/FT	\$11,200
Guardrail Anchorage to Bridge	(each quadrant)	4.0	EA	\$1,900.00/EA	\$7,600
Guardrail	(incl. removal) < 200ft beyond reference line		FT	\$30.00/FT	
Guardrail Terminal	(each quadrant)	4.0	EA	\$2,600.00/EA	\$10,400
Roadway Approach Work	(beyond approach pavement)	1.0	LSUM	\$75,000.00/LSUM	\$75,000
Utilities			LSUM		
TRAFFIC CONTROL Unit Cost to be determined by Region or TSC Traffic & Safety					
Part Width Construction			LSUM		
Crossovers			EA	\$300,000.00/EA	
Temporary Traffic Signals			set	\$25,000.00/set	
RR Flagging			LSUM		
Detour	min. \$10,000	1.0	LSUM	\$15,000.00/LSUM	\$15,000
BASE ROAD/TRAFFIC CONSTRUCTION BUDGET					\$119,200
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	10	%	\$119,000.00	\$12,000
MOBILIZATION	(estimate at 10%)	10	%	\$131,000.00	\$13,000
INFLATION	(assume 3% per year, beginning in 2022)	9	%	\$144,000.00	\$13,000
RELATED ROAD/TRAFFIC CONSTRUCTION BUDGET					\$157,000

(Does not include PE or CE)

TOTAL CONSTRUCTION BUDGET \$547,000

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 7699

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
AMITY ST	43.2361 / -86.2394	614461800071R01	Poor Condition(4)
Feature	Length / Width / Spans	Owner	
C O RAILROAD	100.7 / 31.8 / 5	City: MUSKEGON(4618)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
0.02 E OF MYRTLE AVE	1900 / 1969 / /	Muskegon(21)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Muskegon(61)	4 Steel Continuous / 02 Multi Str Non Comp	08/26/2020 / MRV8	N Not Over Waterway



NBI INSPECTION

MRV8

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Ryan Worden	Scott Civil Engineering	12	08/26/2020

GENERAL NOTES

Fair. Remove overgrown trees from sidewalk areas and repair settled sidewalk sections. Repair west bearings and beam ends. Changed frequency to monitor beams ends.

DECK

08/16 08/18 08/20

1. Surface (SIA-58A)	5	5	5	The concrete deck has transverse cracks throughout the deck, spaced every 6'-10', approximately 14 cracks. Most spalls along the deck have been patched with HMA. Noted delaminated areas around spalled areas. Spalls scattered along the center 1/3rd, full length of the deck. Deck ends are spalled/patched at the reference lines and are leaking on the beam end below. (08/20) The concrete deck has transverse cracks throughout the deck, spaced every 6'-10'. Most spalls along the deck have been patched with HMA. Noted some delaminated areas around spalled areas. Spalls scattered along the centerline full length of the deck. (08/18) Concrete deck has transverse cracks throughout deck, spaced every 6'-10'. Most spalls along the deck have been patched with HMA. Noted some delaminated areas around spalled areas. Approx 5% of deck area spalled/delaminated. Mostly confined to midspan and west end of deck. (08/16)
2. Expansion Joints	4	4	4	Joints reference lines. Water flows under the cover plate onto beam ends. Loose cover plate at SW corner on sidewalk. Deck spalling along cover plates, worst at west joint. (08/20) Joints reference lines. Water flows under the cover plate onto beam ends. Loose cover plate at SW corner on sidewalk. Deck spalling along cover plates, worst at west joint. (08/18) Joints reference lines. Water flows under cover plate onto beam ends. Loose cover plate at SW corner on sidewalk. Some deck spalling along coverplates. (08/16)
3. Other Joints	N	5	4	Centerline construction joint spalling along the deck surface. (08/20) Centerline construction joint has some spalling along the deck surface. (08/18) (08/16)
4. Railings	5	5	5	3 tube aluminum, anchor bolts rusted. Missing anchor bolt at a post along south rail near the east end. (08/20) 3 tube aluminum, anchor bolts rusted. Missing anchor bolt at a post along south rail near the east end. (08/18) 3 tube aluminum, bolts rusted. Missing anchor bolt at a post along south rail near the east end. (08/16)
5. Sidewalks or Curbs	5	5	5	Very narrow sidewalks. Some transverse cracking and spalls at the joints. Brush overgrown at the ends causes pedestrians to walk into the street. (08/20) Very narrow sidewalks. Some transverse cracking and spalls at the joints. Brush overgrown at the ends causes pedestrians to walk into the street. (08/18) Very narrow sidewalks. Some transverse cracking and spalls at the joints. Brush overgrown at the ends causes pedestrians to walk into the street. (08/16)
6. Deck Bottom Surface (SIA-58B)	5	5	5	Bottom of the deck has transverse cracks with efflorescence, more in center spans. Bottom of deck soffit cracked under sidewalks. (08/20) Bottom of the deck has transverse cracks with efflorescence, more in center spans. Bottom of deck soffit cracked under sidewalk joint. (08/18) Bottom of deck has transverse cracks with efflorescence, mainly in center spans. Bottom of deck soffit cracked under sidewalk joint. (08/16)

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 7699

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
AMITY ST	43.2361 / -86.2394	614461800071R01	Poor Condition(4)
Feature	Length / Width / Spans	Owner	
C O RAILROAD	100.7 / 31.8 / 5	City: MUSKEGON(4618)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
0.02 E OF MYRTLE AVE	1900 / 1969 /	Muskegon(21)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Muskegon(61)	4 Steel Continuous / 02 Multi Str Non Comp	08/26/2020 / MRV8	N Not Over Waterway



7. Deck (SIA-58)	5	5	5	Deck has full depth cracks, with spalled & delaminated concrete on top. Estimate 10% of deck spalled/delaminated. Water is making its way through the cracks. (08/20) Deck has full depth cracks, with spalled & delaminated concrete on top. Estimate 5% of deck spalled/patched. Water is making its way through the cracks. (08/18) Deck has full depth cracks, with spalled & delaminated concrete on top. Estimate 5% of deck cracked. Water is making its way through the cracks. (08/16)
8. Drainage				off ends of deck (08/20) off ends (08/18) off ends (08/16)

SUPERSTRUCTURE

	08/16	08/18	08/20	
9. Stringer (SIA-59)	5	5	4	The end +/- 3' of beams at abutments are rusted with scale from the leaking joints. The remaining length of the beams is in good shape with light rust scale along flanges. East end of interior beams has rust scale under leaking joint, fascia beams have pack rust with section loss to bottom flange at north fascia. West beam ends have pack rust/ laminar rust to bottom flanges and heavy scale to webs and top flanges, full section loss has occurred to bottom flange at north fascia, beam 5S has holes in the top (1" dia.) and bottom of the web (3"x0.5"), Beam 4S has full loss to web beyond the bearing, Beam 3S has 3"x0.5" hole at bottom of web. (08/20) The end +/- 3' of beams at abuts are rusted with scale from leaking joint. The remaining length of the beams is in good shape. East end of beams has rust scale under leaking joint. West beam ends have pack rust/ laminar rust to bottom flanges and heavy scale to webs and top flanges. Section loss has occurred to bottom flanges at leaking deck cracks. Spot rusting at leaking cracks in center span. (08/18) The end +/- 3' of beams at abuts are rusted with scale from leaking joint. Remaining length of the beams are in good shape. east end of beams have rust scale under leaking joint. West beam ends have pack rust/ laminar rust to bottom flanges and heavy scale to webs and top flanges. Section loss has occurred to bottom flanges at leaking deck cracks. Spot rusting at leaking cracks in center span. (08/16)
10. Paint (SIA-59A)	4	4	4	paint failed at beam ends and spot locations where cracks are leaking. (08/20) paint failed at beam ends and spot locations where cracks are leaking. (08/18) paint failed at beam ends and spot locations where cracks are leaking. (08/16)
11. Section Loss	2	2	0	Holes in webs Beam 3S, 4S, & 5S. North fascia has full section loss to edge of bottom flange at each end. (08/20) estimate 5% or less loss under leaking cracks. West end loss estimated at 10%. (08/18) estimate 5% or less loss under leaking cracks. West end loss estimated at 10%. (08/16)
12. Bearings	3	3	3	Westend bearings have laminar rust with section loss. Most bolts are gone. Anchor bolts in place at the east end with section loss. East end fascia bearing has heavy pack rust. (08/20) Westend bearings have laminar rust with section loss. Most bolts are gone. Anchor bolts in place at the east end. East end fascia bearing has heavy scale. (08/18) Westend bearings have laminar rust with section loss. Most bolts are gone. Anchor bolts in place at eastend. Eastend fascia bearing has heavy scale. (08/16)

SUBSTRUCTURE

	08/16	08/18	08/20	
13. Abutments (SIA-60)	7	7	7	footing exposed along west abutment, up to 14". No undermining noted. (08/20) footing exposed along west abutment. No undermining noted. (08/18) footing exposed along west abutment. No undermining noted. (08/16)

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 7699

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
AMITY ST	43.2361 / -86.2394	614461800071R01	Poor Condition(4)
Feature	Length / Width / Spans	Owner	
C O RAILROAD	100.7 / 31.8 / 5	City: MUSKEGON(4618)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
0.02 E OF MYRTLE AVE	1900 / 1969 /	Muskegon(21)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Muskegon(61)	4 Steel Continuous / 02 Multi Str Non Comp	08/26/2020 / MRV8	N Not Over Waterway



14. Piers (SIA-60)	6	6	6	Steel bent piers with minor rust. Some welded repairs to hole sway bracing to column connection. Lower lacing bars & plates were welded, one cut top of the column at pier 1E. Columns bolted to concrete foundations. Cap is bolted to columns. Pier 1W north support footing exposed 3". (08/20) Steel bent piers with minor rust. Some welded repairs to hole sway bracing to column connection. Some lower lacing bars were welded, one cut top of the column at pier 1E. Columns bolted to concrete foundations. Cap is bolted to columns. (08/18) Steel bent piers with minor rust. Some welded repairs to hole sway bracing to column connection. Some lower lacing bars were welded. Columns bolted to concrete foundations. Cap is bolted to columns. (08/16)
15. Slope Protection	N	N	N	(08/20) (08/18) (08/16)
16. Channel (SIA-61)	N	N	N	Over abandoned railroad. (08/20) Over abandoned railroad. (08/18) Over abandoned railroad. (08/16)
17. Scour Inspection	N	N	N	N/A (08/20) N/A (08/18) N/A (08/16)

APPROACH

	08/16	08/18	08/20	
18. Approach Pavement	5	5	5	HMA with cracks sealed. Some wedging at abutment reference lines. (08/20) HMA with cracks sealed. Some wedging at abutment reference lines. (08/18) HMA with cracks sealed. Some wedging at abutment reference lines. (08/16)
19. Approach Shoulders Sidewalks	3	3	3	NW sidewalk has 3" settlement with additional loss of fill and animal hole under approach sidewalk, NE sidewalk has asphalt wedging. SE quad continues to erode from behind steel sheeting wall sidewalk settled more since the last inspection, the adjacent curb has also settled. Both southside sidewalks are undermined. Approach C&G has settled. The exposed slope in the NW & SE quad need a safety rail. (08/20) NW sidewalk has 3" settlement, NE sidewalk has asphalt wedging. SE quad continues to erode from behind steel sheeting wall sidewalk settled more since last inspection, the adjacent curb has also settled. Both southside sidewalks are undermined. Approach C&G has settled. Exposed slope in the NW & SE quad need a safety rail. (08/18) NW sidewalk has 3" settlement, NE sidewalk has asphalt wedging. SE quad continues to erode from behind steel sheeting wall sidewalk settled more since last inspection, the adjacent curb has also settled. Both southside sidewalks are undermined. Approach C&G has settled. Exposed slope in the NW & SE quad need a safety rail. (08/16)
20. Approach Slopes				Slopes are vegetated. Steel sheeting in NW & SE quads are rusted and leaning outward. SE quad soil behind the sheeting has settled. Holes in SE sheeting allowing the soil to wash from under sidewalk. Trees and brush overgrowing sidewalk in each quad cause pedestrians to walk into the street. (08/20) Slopes are vegetated. Steel sheeting in NW & SE quads are rusted and leaning outward. SE quad soil behind the sheeting has settled. Holes in SE sheeting allowing the soil to wash from under sidewalk. Trees and brush overgrowing sidewalk in each quad cause pedestrians to walk into the street. (08/18) Slopes are vegetated. Steel sheeting in NW & SE quads are rusted and leaning outward. SE quad soil behind the sheeting has settled. Trees and brush overgrowing sidewalk in each quad cause pedestrians to walk into street. (08/16)
21. Utilities				None noted (08/20) None noted (08/18) None noted (08/16)
22. Drainage Culverts				none noted (08/20) none noted (08/18) none noted (08/16)

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 7699

BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
AMITY ST	43.2361 / -86.2394	614461800071R01	Poor Condition(4)
Feature	Length / Width / Spans	Owner	
C O RAILROAD	100.7 / 31.8 / 5	City: MUSKEGON(4618)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
0.02 E OF MYRTLE AVE	1900 / 1969 / /	Muskegon(21)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Muskegon(61)	4 Steel Continuous / 02 Multi Str Non Comp	08/26/2020 / MRV8	N Not Over Waterway



MISCELLANEOUS

Guard Rail

Item	Rating
36A. Bridge Railings	0
36B. Transitions	0
36C. Approach Guardrail	0
36D. Approach Guardrail Ends	0

Other Items

Item	Rating
71. Water Adequacy	N
72. Approach Alignment	4
Temporary Support	0 No Temporary Supports
High Load Hit (M)	No
Special Insp. Equipment	
Underwater Insp. Method	0

False Decking (Timber) Removed to Complete Inspection

N/A - No False Decking

Critical Feature Inspections (SIA-92)

	Freq	Date
92A. Fracture Critical		
92B. Underwater		
92C. Other Special		
92D. Fatigue Sensitive		

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 7699

STRUCTURE INVENTORY AND APPRAISAL

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
AMITY ST	43.2361 / -86.2394	614461800071R01	Poor Condition(4)
Feature	Length / Width / Spans	Owner	
C O RAILROAD	100.7 / 31.8 / 5	City: MUSKEGON(4618)	
Location	Built / Recon. / Paint / Ovly.	TSC	Operational Status
0.02 E OF MYRTLE AVE	1900 / 1969 / /	Muskegon(21)	A Open, no restriction(A)
Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Muskegon(61)	4 Steel Continuous / 02 Multi Str Non Comp	08/26/2020 / MRV8	N Not Over Waterway



Bridge History, Type, Materials		Route Carried By Structure(ON Record)		Route Under Structure (UNDER Record)	
27 - Year Built	1900	5A - Record Type	1	5A - Record Type	
106 - Year Reconstructed	1969	5B - Route Signing	5	5B - Route Signing	
202 - Year Painted		5C - Level of Service	0	5C - Level of Service	
203 - Year Overlay		5D - Route Number	00000	5D - Route Number	
43 - Main Span Bridge Type	4 02	5E - Direction Suffix	0	5E - Direction Suffix	
44 - Appr Span Bridge Type		10L - Best 3m Unclr-Lt	0 0	10L - Best 3m Unclr-Lt	
77 - Steel Type	2	10R - Best 3m Unclr-Rt	99 99	10R - Best 3m Unclr-Rt	
78 - Paint Type	0	PR Number		PR Number	
79 - Rail Type	3	Control Section		Control Section	
80 - Post Type	0	11 - Mile Point	0	11 - Mile Point	
107 - Deck Type	1	12 - Base Highway Network	0	12 - Base Highway Network	
108A - Wearing Surface	1	13 - LRS Route-Subroute	0000008658 09	13 - LRS Route-Subroute	
108B - Membrane	0	19 - Detour Length	3	19 - Detour Length	
108C - Deck Protection	0	20 - Toll Facility	3	20 - Toll Facility	
Structure Dimensions		26 - Functional Class	19	26 - Functional Class	
34 - Skew	0	28A - Lanes On	2	28B - Lanes Under	
35 - Struct Flared	N	29 - ADT	1972	29 - ADT	
45 - Num Main Spans	5	30 - Year of ADT	2004	30 - Year of ADT	
46 - Num Apprs Spans	0	32 - Appr Roadway Width	29.9	42B - Service Type Under	2
48 - Max Span Length	28.9	32A/B - Ap Pvt Type/Width	5 29.99	47L - Left Horizontal Clear	
49 - Structure Length	100.7	42A - Service Type On	1	47R - Right Horizontal Clear	
50A - Width Left Curb/SW	3	47L - Left Horizontal Clear	0.0	54A - Left Feature	
50B - Width Right Curb/SW	3	47R - Right Horizontal Clear	24.0	54B - Left Underclearance	99 99
33 - Median	0	53 - Min Vert Clr Ov Deck	99 99	54C - Right Feature	
51 - Width Curb to Curb	24	100 - STRAHNET	0	54D - Right Clearance	99 99
52 - Width Out to Out	31.8	102 - Traffic Direct	2	Under Clearance Year	
112 - NBIS Length	Y	109 - Truck %	0	55A - Reference Feature	R
Inspection Data		110 - Truck Network	0	55B - Right Horiz Clearance	99.9
90 - Inspection Date	08/26/2020	114 - Future ADT	2009	56 - Left Horiz Clearance	0
91 - Inspection Freq	12	115 - Year Future ADT	2024	100 - STRAHNET	
92A - Frac Crit Req/Freq	N	Freeway	0	102 - Traffic Direct	
93A - Frac Crit Insp Date		Structure Appraisal		109 - Truck %	
92B - Und Water Req/Freq	N	36A - Bridge Railing	0	110 - Truck Network	
93B - Und Water Insp Date		36B - Rail Transition	0	114 - Future ADT	
92C - Oth Spec Insp Req/Freq	N	36C - Approach Rail	0	115 - Year Future ADT	
93C - Oth Spec Insp Date		36D - Rail Termination	0	Freeway	
92D - Fatigue Req/Freq	N	67 - Structure Evaluation	5	Proposed Improvements	
93D - Fatigue Insp Date		68 - Deck Geometry	4	75 - Type of Work	
176A - Und Water Insp Method	0	69 - Underclearance	4	76 - Length of Improvement	
58 - Deck Rating	5	71 - Waterway Adequacy	N	94 - Bridge Cost	
58A/B - Deck Surface/Bottom	5 5	72 - Approach Alignment	4	95 - Roadway Cost	
59 - Superstructure Rating	4	103 - Temporary Structure		96 - Total Cost	
59A - Paint Rating	4	113 - Scour Criticality	N	97 - Year of Cost Estimate	
60 - Substructure Rating	6	Miscellaneous		Load Rating and Posting	
61 - Channel Rating	N	37 - Historical Significance	5	31 - Design Load	5
62 - Culvert Rating	N	98A - Border Bridge State		41 - Open, Posted, Closed	A
Navigation Data		98B - Border Bridge %		63 - Fed Oper Rtg Method	1
38 - Navigation Control	N	101 - Parallel Structure	N	64F - Fed Oper Rtg Load	52.8
39 - Vertical Clearance	0	EPA ID		64MA - Mich Oper Rtg Method	1
40 - Horizontal Clearance	0	Stay in Place Forms		64MB - Mich Oper Rtg	77.5
111 - Pier Protection		143 - Pin & Hanger Code		64MC - Mich Oper Truck	18
116 - Lift Brdg Vert Clear	0	148 - No. of Pin & Hangers		65 - Inv Rtg Method	1
				66 - Inventory Load	31.6
				70 - Posting	5
				141 - Posted Loading	
				193 - Overload Class	N

MICHIGAN DEPARTMENT OF TRANSPORTATION

STR 7699

WORK RECOMMENDATIONS

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
AMITY ST	43.2361 / -86.2394	614461800071R01	Poor Condition(4)
Feature	Length / Width / Spans	Owner	
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Region / County	Material / Design	Last NBI Inspection	Scour Evaluation
Grand(3) / Muskegon(61)	4 Steel Continuous / 02 Multi Str Non Comp	08/26/2020 / MRV8	N Not Over Waterway



WORK RECOMMENDATIONS

MRV8

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Ryan Worden	Scott Civil Engineering	12	08/26/2020

RECOMMENDATIONS & ACTION ITEMS

Recommendation Type	Priority	Description
Brush Cut	H	Cut brush around bridge
Slope Repair	H	repair failing sheet walls and seal any wall gaps allowing erosion and settlement of approach sidewalk.
Joint Repair	H	Replace joints
Deep Overlay	H	Place concrete overlay
Zone Paint	H	Beam ends and bearings clean and coat, spot paint areas under cracks.
Super Repair	H	Repair beam ends
Other	H	Remove the bridge is likely the best option since the crossing is no longer needed.



Bridge section



West expansion joint with spalled deck end in WB lane



Animal hole under NW sidewalk, settlement at the bridge sidewalk where the retaining wall sheets failing



Many full depth transverse cracks in the deck. Spalling, patches, and delamination along center 1/3rd of deck



Spalling along east expansion joint



Retaining wall sheets failing the SE quadrant leading to sidewalk and curb settlement



SE steel sheet wall failing, settlement and loss of fill at ends



Bridge elevation



West abutment elevation, exposed footing, no undermining



North fascia at west abutment, sheared off anchor bolt



Full section loss along edge of bottom flange, north fascia at west abutment



Joint leakage causing heavy corrosion to beam ends, beam 5S



Beam 5S holes have formed under heavy pack rust



Beam 4S web mostly gone at the end, west abutment



Beam 3S west end, hole along bottom of web



Pier elevation



Full depth deck cracks with efflorescence, causing rust on beam flanges



Lower plate are welded at each pier column



Pier 1W north support has exposed footing.



Center span deck bottom cracks



Light rust along beam flanges, splices remain good



East abutment elevation



Section loss to east end of north fascia bottom flange and anchor bolt

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: 3/23/2021	Title: Concession Agreement with Lake Effect Sport
Submitted By: Doug Sayles/Leo Evans	Department: Public Works
Brief Summary: Staff is requesting permission to enter into a 1-year Contractual Business/Concession Agreement, with Andrea Chambers of Lake Effect Sport, Bike Rentals, at PM Park, for the 2021 season.	
Detailed Summary: The Department of Public Works is requesting permission to enter into a 1-year Contractual Business/Concession Agreement, for 2021, with Andrea Chambers, for a Bike Rental Business/Concession at PM Park. The business will be renting out various bikes per their proposal. Commission is \$1,000.00 and 5% gross receipts annually.	
Amount Requested	Amount Budgeted:
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: Authorize staff to enter into a 1-year Contractual Business/Concession Agreement with Andrea Chambers of Lake Effect Sport, Bike Rentals at PM Park for the 2021 season.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	



Andrea Chambers, Owner

Project Proposal

Prepared for: City of Muskegon Zoning Board/Planning Office

March 12, 2021

Lake Effect Sport, LLC is a Muskegon bike rental company seeking to provide rental of custom pedal and electric bikes in the City of Muskegon. Specifically, at a designated location within the City, Pere Marquette Beach. We have developed the following project proposal to provide the necessary information for the City of Muskegon Zoning Board/Planning Office as Lake Effect Sport LLC moves through the zoning and permitting process to add this satellite location to our business model.

Company Description

Lake Effect Sport (LES) is a locally owned bike rental and repair shop that provides affordable hourly, daily, and weekly bike and electric bike rentals. We are equipped to outfit the whole family with a variety of adult and youth bikes. Our goal is to offer an affordable and adventurous outdoor activity for our residents and visitors alike. By having our bike rentals at Pere Marquette beach, we believe it will help enhance and increase activity in the area and offer amenities similar to what other beach town communities offer to their guests.



Proposed Location

As mentioned above, Lake Effect Sport is requesting permission to set up and rent out our custom bikes at Pere Marquette Beach. If this request is granted, we would be seeking seasonal use in a location ideally located south of the chalet and closer to The Deck and Indiana Street to ensure the safety of our riders as well as increase visibility due to the location of the restaurant, playground, pier, and concessions. (See images below)

Specifications

At minimum, LES will require designated space for our renters to be fitted on their bikes, fill the tires, and perform a brief pre-ride checklist while also allowing for our guests to safely enter and exit the road/path smoothly without competing with vehicles backing out in the parking lot. A location on asphalt would be ideal as we will be bringing a bike rack and a small tent/canopy for shelter. We will be transporting the bikes daily using our truck and small trailer and storing them in our Lakeside building overnight.



Hours of operation

Lake Effect Sport would like to operate at the beach during the months of May- October 2021. Seasonal start and end dates are weather dependent. To start, rentals would be available at the beach on weekends between the hours of 10am-6pm. During the peak months of June, July, and August we would tentatively operate Wednesday-Sunday 10am-6pm. This would be a trial period in hopes of determining public interest and community support. LES will employ at least one trained staff member to oversee the Pere Marquette Beach location and will always be reachable on the provided cell phones or by contacting the shop at 1929 Lakeshore Drive.

All administrative aspects of Lake Effect Sport's business will occur at their Lakeside location at 1929 Lakeshore Drive, Muskegon, MI 49441.

There are currently no bike rental activities located at Pere Marquette Beach and we believe our business will be a great addition to not only the beach but to the nearby neighborhoods that include local cyclists and many short-term rental visitors. As a growing tourist town, we believe it is vital to offer a variety of activities to encourage engagement in the community and ways to easily experience all that Muskegon has to offer on and offshore. Our vision for the area is to promote tourism and community engagement while bringing awareness and interest to our slice of paradise.

Thank you for your consideration of Lake Effect Sport's proposal to rent bikes at Pere Marquette Beach and for the opportunity to help contribute to the growth and progress of our community while offering a fun, healthy, and affordable activity for residents and visitors to the Muskegon area.

1929 Lakeshore Dr, Muskegon, MI 49441 | (231) 288-1350 |
<https://www.lakeeffectsportrentals.com/>



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: 3/23/2021	Title: Chalet Lease with Mac Kites
Submitted By: Doug Sayles/Leo Evans	Department: Public Works
Brief Summary: Staff is requesting permission to enter into a 1-year Contractual Lease Agreement, with Steve Negen of MacKite, for the PM Park Chalet, for the 2021 season.	
Detailed Summary: The Department of Public Works is requesting permission to enter into a 1-year contractual lease agreement, for 2021, with Steve Negen of MacKite, for lease of the Beach Chalet at PM Park. The business will be giving lessons on Wing Foil and Efoil equipment per their proposal. MacKite is proposing, for rental of the Chalet, \$2000.00 and 5% gross receipts annually.	
Amount Requested	Amount Budgeted:
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: Authorize staff to enter into a 1-year Contractual Lease Agreement with Steve Negen of MacKite for the PM Park Chalet, for 2021.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

Leo Evans

From: Steve Negen <steve@mackite.com>
Sent: Monday, March 15, 2021 11:44 AM
To: Doug Sayles
Subject: Fwd: MACkite | Proposal for Pere Marquette Beach Chalet
Attachments: File_000.jpeg; File_001.jpeg; File_002.jpeg; File_003.jpeg

Hello Doug,

Just making sure you received this.

Cheers,

Steve

----- Forwarded message -----

From: **Aaron Johnson** <aaron@mackite.com>
Date: Mon, Mar 15, 2021 at 11:42 AM
Subject: MACkite | Proposal for Pere Marquette Beach Chalet
To: <doug.sayles@shorelinecity.com>
Cc: Steve Negen <steve@mackite.com>

March 15, 2021

Proposal for eFoil and Wing Foil Lessons at Pere Marquette Beach Chalet

To: City of Muskegon Department of Public Works
Re: Beach Chalet, located south of U.S. Coast Guard Station
For: MACkite eFoil and Wing Foil lessons

Electric hydrofoil (eFoil) boards are ridden on the water, similar to a surfboard, in either the standing or kneeling position. They are battery-powered, silent to operate, and produce zero emissions.

The rider controls the onboard propulsion system with a wireless handheld remote. Boards weigh around 50 lbs and are transported to and from the water by hand.

Please click below to watch electric hydrofoils being ridden:
<https://www.youtube.com/watch?v=5G0yxfgzRE4>

Wing foiling (wind-powered) is similar to eFoiling, except that they are powered by a small sail that is held by the rider (images attached).

Rent: \$2000.00 annual + 5% gross sales.

Note:

- Lesson students will be accompanied by experienced MACkite staff at all times.
 - Lessons ONLY—NO rentals.
-

Thank you for your time and consideration.

Sincerely,

Steve Negen

MACkite Board Sports Center
16881 Hayes St
Grand Haven, MI 49417
(616) 607-9355

--



Aaron Johnson

Social Media & Marketing Guy
Kiteboarding & Hydrofoiling Sales

MACkiteboarding.com: Kiteboarding & Hydrofoiling
800.622.4655 | 16881 Hayes St, Grand Haven, MI 49417



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NEVER provide your User ID or Password.









WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Recommendation for Annual Renewal of Liquor Licenses
Submitted By: Ann Meisch	Department: City Clerk
Brief Summary: To adopt a resolution recommending the State withhold renewal of those liquor license establishments who are in violation of Section 50-146 and 50-147 of the Code of Ordinances for the City of Muskegon. These establishments have been found to be in non-compliance with the City Code of Ordinances and renewal of their liquor licenses should not be recommended by the City Commission. If any of these establishments come into compliance by March 23, 2021, they will be removed from this resolution.	
Detailed Summary:	
Amount Requested: none	Amount Budgeted: none
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: To adopt the resolution.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

RESOLUTION RECOMMENDING STATE WITHHOLD RENEWAL OF LIQUOR LICENSES FOR CODE VIOLATIONS

Resolution #

THE CITY COMMISSION OF THE CITY OF MUSKEGON DO RESOLVE, that whereas, the attached business establishments in the City of Muskegon have liquor licenses and are found to be in violation of Article V, Section 50-146 and 50-147 of the Code of Ordinances of the City of Muskegon.

AND WHEREAS, a hearing was held on March 23, 2021, before the City Commission to allow such licensees an opportunity to refute the determination of the City Commission that such establishments are in non-compliance with the City Code of Ordinances and renewal of their liquor licenses should not be recommended by the City Commission; and

WHEREAS, an affidavit of mailing of Notices of Hearing and Notification of Non-Compliance to City Standards to the licensees has been filed;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Muskegon hereby recommends that these liquor licenses not be approved for renewal, and a copy of this Resolution be sent to the State Liquor Control Commission. If any of these establishments come into compliance by March 23, 2021, they will be removed from this Resolution.

Approved and adopted this 23rd day of March, 2021.

AYES:

NAYS: None

By: _____
Ann Marie Meisch, MMC
City Clerk



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: March 23, 2021 Tabled on 1/26/2021 to 2/9/2021 Tabled on 2/9/2021 to 3/23/2021	Title: Amendment to the Marihuana Facilities Overlay District – 885 E Apple Ave
Submitted By: Mike Franzak	Department: Planning
Brief Summary: Request to amend section 2331 of the zoning ordinance to include 885 E Apple Ave in the marihuana facilities overlay district, by Khi Guy.	
Detailed Summary: A motion was made that that request to amend Section 2331 of the zoning ordinance to expand the marihuana facilities overlay district to allow for Retail license types at 885 E Apple Ave be recommended to the City Commission for approval. The motion passed by a 5-1 vote.	
Amount Requested:	Amount Budgeted:
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: To approve the request to amend Section 2331 of the zoning ordinance to expand the marihuana facilities overlay district to allow for retail and provisioning license types at 885 E Apple Ave.	

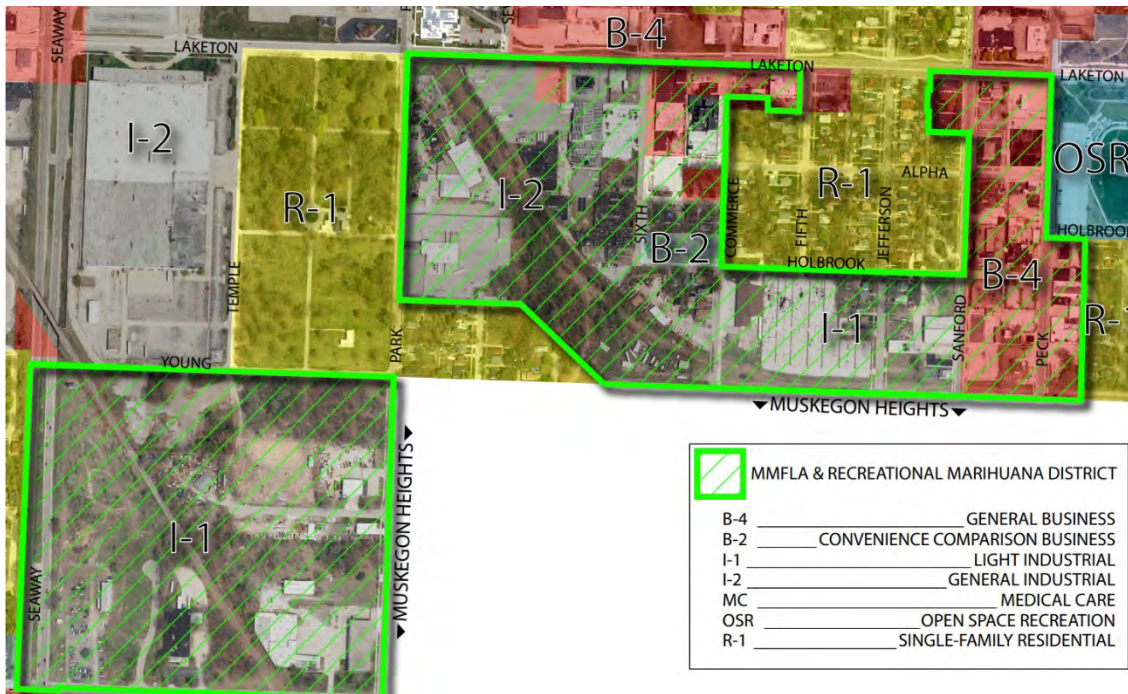
Planning Commission Excerpt

Hearing, Case 2021-02: Request to amend section 2331 of the zoning ordinance to include 885 E Apple Ave in the marihuana facilities overlay district, by Khi Guy.

SUMMARY

1. The applicant is requesting to amend the Marihuana Facilities ordinance to be included into the overlay district. They are seeking approval to be allowed to have a retail license type.
2. This property was recently denied inclusion into the overlay district as a staff requested initiative. This request is from the property owner and potential business partner.
3. Please see the maps below depicting the current overlay districts.
4. Notice was sent to everyone within 300 feet of this property.

Original Overlay District



Expanded Overlay Districts





Zoning Map



Aerial Map



CITY OF MUSKEGON

MUSKEGON COUNTY, MICHIGAN

ORDINANCE NO. _____

An ordinance to amend Section 2331 of the zoning ordinance to expand the marihuana facilities overlay district to allow for Provisioning/Retail license types at 885 E Apple Ave.

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

885 E Apple Ave will be added to the Marihuana Facilities Overlay District as a location allowed for Provisioning/Retail license types.

CITY OF MUSKEGON EASTGATE ADD LOTS 39-42 INCLUSIVE

This ordinance adopted:

Ayes: _____

Nayes: _____

Adoption Date: _____

Effective Date: _____

First Reading:_____

Second Reading:_____

CITY OF MUSKEGON

By: _____
Ann Meisch, MMC, City Clerk

CERTIFICATE

The undersigned, being the duly qualified clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the 9th day of February 2021, at which meeting a quorum was present and remained throughout, and that the original of said ordinance is on file in the records of the City of Muskegon. I further certify that the meeting was conducted and public notice was given pursuant to and in full compliance with the Michigan Zoning Enabling Act, Public Acts of Michigan No. 33 of 2006, and that minutes were kept and will be or have been made available as required thereby.

DATED: _____, 2020.

Ann Meisch, MMC

Clerk, City of Muskegon

Publish: Notice of Adoption to be published once within ten (10) days of final adoption.

CITY OF MUSKEGON
NOTICE OF ADOPTION

Please take notice that on February 9, 2021, the City Commission of the City of Muskegon adopted an ordinance to amend Section 2331 of the zoning ordinance to expand the marihuana facilities overlay district to allow for Provisioning/Retail license types at 885 E Apple Ave.

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the City Clerk in the City Hall, 933 Terrace Street, Muskegon, Michigan, during regular business hours.

This ordinance amendment is effective ten days from the date of this publication.

Published _____, 2021.

CITY OF MUSKEGON

By _____

Ann Meisch, MMC

City Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE.

Account No. 101-80400-5354



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Rezoning of 420 S Harvey St
Submitted By: Mike Franzak	Department: Planning
Brief Summary: Request to amend Section 2331 of zoning ordinance to allow the following marihuana related license types at 420 S Harvey St, by Corey Roberts: Recreational class b growing, processing, retail, designated consumption establishments and special events.	
Detailed Summary: The Planning Commission will make a recommendation on this agenda item at their special meeting on Thursday, March 18.	
Amount Requested:	Amount Budgeted:
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: To (approve/deny) the request to amend Section 2331 of zoning ordinance to allow the following marihuana related license types at 420 S Harvey St, by Corey Roberts: Recreational class b growing, processing, retail, designated consumption establishments and special events.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

**PLANNING COMMISSION EXCERPT
STAFF REPORT
March 18, 2021**

Hearing, Case 2021-06: Request to amend Section 2331 of zoning ordinance to allow the following marihuana related license types at 420 S Harvey St, by Corey Roberts: Recreational class b growing, processing, retail, designated consumption establishments and special events.

SUMMARY

1. The applicant applied in October 2020 to amend the ordinance to allow for microbusiness, designated consumption establishment and special event license types at this same location. The case was tabled and eventually denied (2-7 vote by Planning Commission. City Commission denied by a 0-5 vote). At the December hearing where it was denied, the applicant had also applied for a new case where they were requesting to amend the ordinance to allow for growing, processing, provisioning, retail, designated consumption establishments and special event license types at this same address. The motion to recommend approval to the City Commission failed again 2-7. The motion to adopt the amendment passed by a 5-0 vote at the first City Commission meeting, however, a second reading was required and a motion to pass the amendment failed 0-5. This was after the applicant spoke to the Commission about ownership issues.
2. The applicant has stated that there are no more ownership issues associated with the property and is requesting the same license types they applied for in December.
3. Notice was sent to properties within 300 feet of this property. At the time of this writing, staff had not received any comments.

420 Harvey St



CITY OF MUSKEGON
MUSKEGON COUNTY, MICHIGAN

ORDINANCE NO. _____

An ordinance to amend the Marihuana Facilities Overlay District to include 420 S Harvey St as a location allowed for class B grower, processor, retailer, designated consumption establishment and marihuana special events license types.

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

420 S Harvey St will be added to the Marihuana Facilities Overlay District as a location allowed for class B grower, processor, retailer, designated consumption establishment and marihuana special events license types.

CITY OF MUSKEGON W 436 FT OF N 436 FT OF SW 1/4 OF NW 1/4 SEC 22 T10N R16W EXC N 33 FT & W 33 FT FOR ROAD (DESCR FOR ASSESSMENTS - DEED CLAIMS ONLY N 400 FT)

This ordinance adopted:

Ayes: _____

Nays: _____

Adoption Date: _____

Effective Date: _____

First Reading: _____

Second Reading: _____

CITY OF MUSKEGON

By: _____
Ann Meisch, MMC, City Clerk

CERTIFICATE

The undersigned, being the duly qualified clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the 23rd day of March 2021, at which meeting a quorum was present and remained throughout, and that the original of said ordinance is on file in the records of the City of Muskegon. I further certify that the meeting was conducted and public notice was given pursuant to and in full compliance with the Michigan Zoning Enabling Act, Public Acts of Michigan No. 33 of 2006, and that minutes were kept and will be or have been made available as required thereby.

DATED: _____, 2020.

Ann Meisch, MMC

Clerk, City of Muskegon

Publish: Notice of Adoption to be published once within ten (10) days of final adoption.

CITY OF MUSKEGON
NOTICE OF ADOPTION

Please take notice that on March 23, 2021, the City Commission of the City of Muskegon adopted an ordinance to amend the Marihuana Facilities Overlay District to include 420 S Harvey St as a location allowed for class B grower, processor, retailer, designated consumption establishment and marihuana special events license types license types.

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the City Clerk in the City Hall, 933 Terrace Street, Muskegon, Michigan, during regular business hours.

This ordinance amendment is effective ten days from the date of this publication.

Published _____, 2021.

CITY OF MUSKEGON

By _____

Ann Meisch, MMC

City Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE.

Account No. 101-80400-5354

WATCH MUSKEGON

Agenda Item Review Form Muskegon City Commission

Commission Meeting Date: March 23, 2021	Title: Rezoning Requests – Dowd/Hudson
Submitted By: Mike Franzak	Department: Planning
Brief Summary: Request to rezone 2172 Dowd St, 2184 Dowd St, 2157 Hudson St, 2169 Hudson St and 2171 Hudson St from R-1, Low Density Single Family Residential to Form Based Code, Urban Residential by Stephen Benedict.	
Detailed Summary: The Planning Commission will make a recommendation to this request at their special meeting on Thursday, March 18.	
Amount Requested:	Amount Budgeted:
Fund(s) or Account(s):	Fund(s) or Account(s):
Recommended Motion: To approve the request to rezone 2172 Dowd St, 2184 Dowd St, 2157 Hudson St, 2169 Hudson St and 2171 Hudson St from R-1, Low Density Single Family Residential to Form Based Code.	
Check if the following Departments need to approve the item first: Police Dept. ☐ Fire Dept. ☐ IT Dept. ☐ For City Clerk Use Only: Commission Action:	

Hearing, Case 2021-07: Request to rezone 2172 Dowd St, 2184 Dowd St, 2157 Hudson St, 2169 Hudson St and 2171 Hudson St from R-1, Low Density Single Family Residential to Form Based Code, Urban Residential by Stephen Benedict.

SUMMARY

1. The properties are zoned R-1, Low Density Single Family Residential and measure 1.3 acres combined.
2. The City of Muskegon owns 2169, 2171, 2184 Hudson St and 2172 Dowd St (mechanical tower site). A private citizen owns 2157 Hudson St and is willing to sell the property to the applicant on the condition of rezoning. (See aerial map with addresses). The applicant is planning a development that would include duplexes.
3. The area is identified by a mixture of residential zoning types and offers a variety of housing options such as single family, duplexes and large apartment complexes. (See zoning map and aerial map)
4. A former fire station was located on 2171 and 2184 Hudson St. It was demolished in 2002 and the property has sat vacant since.
5. The mechanical tower on 2172 Dowd St is no longer functional and options are being explored to remove.
6. The FBC, UR zoning designation would allow for single-family, duplexes, rowhomes and carriage houses (accessory dwelling units). It would not allow for small multiplexes because the lots are not serviced by an alley.
7. Notice was sent to properties within 300 feet. At the time of this writing, staff had not received any comments from the public.

The form based code can be viewed at:

<https://www.muskegon-mi.gov/documents/pdf/2562.pdf>

Urban Residential Context Area starts on pdf page 67.

Relevant housing types start on pdf page 161.

Examples of housing types that would be allowed under FBC, UR zoning:

Detached (single-family)



Rowhouse



Duplex



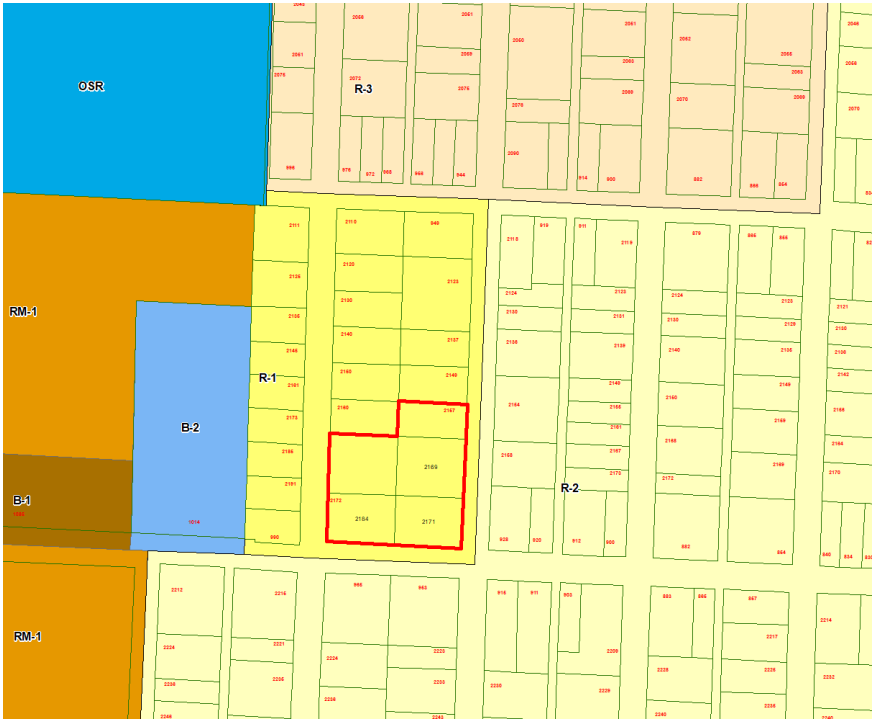
Carriage House



Required building heights and lot sizes:

ROWHOUSE BUILDING TYPE	with LIGHTWELL			
	with STOOP	By Right	2 story building required	Lot Width: 18' min. / 30' max. Lot Depth: 100' min.
	with PROJECTING PORCH	By Right	2 story building required	Lot Width: 18' min. / 30' max. Lot Depth: 100' min.
DUPLEX BUILDING TYPE	with STOOP	By Right	2 story building required	Lot Width: 40' min. / 60' max. Lot Depth: 100' min.
	with PROJECTING PORCH	By Right	2 story building required	Lot Width: 40' min. / 60' max. Lot Depth: 100' min.
	with ENGAGED PORCH	By Right	2 story building required	Lot Width: 40' min. / 60' max. Lot Depth: 100' min.
DETACHED HOUSE BUILDING TYPE	with STOOP	By Right	2 story max. / 1 story min.	Lot Width: 30' min. / 60' max. Lot Depth: 100' min.
	with PROJECTING PORCH	By Right	2 story max. / 1 story min.	Lot Width: 30' min. / 60' max. Lot Depth: 100' min.
	with ENGAGED PORCH	By Right	2 story max. / 1 story min.	Lot Width: 30' min. / 60' max. Lot Depth: 100' min.
CARRIAGE HOUSE BUILDING TYPE		By Right	2 story building required	Not Applicable - Carriage House Building Type must be used as an accessory building to another building type (refer to Section 2006)

Zoning Map



Aerial Map



CITY OF MUSKEGON

MUSKEGON COUNTY, MICHIGAN

ORDINANCE NO.

An ordinance to amend the zoning map of the City to provide for a zone change for 2172 Dowd St, 2184 Dowd St, 2157 Hudson St, 2169 Hudson St and 2171 Hudson St from R-1 to FBC, UR

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

The zoning map of the City of Muskegon is hereby amended to change the zoning for 2172 Dowd St, 2184 Dowd St, 2157 Hudson St, 2169 Hudson St and 2171 Hudson St from R-1 to FBC, UR:

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE W 1/2 OF N 107.07 FT OF LOT 1 GLEN VIEW

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE W 1/2 OF S 87.07 FT OF LOT 1 GLEN VIEW

CITY OF MUSKEGON GLEN VIEW RESUB OF LOTS 376 TO 390 & 451 TO 465 INCL OF ORCHARD GROVE SUB LOT 13

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE E 1/2 OF N 107.07 FT OF LOT 1 GLEN VIEW

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE E 1/2 OF S 87.07 FT OF LOT 1 OF GLEN VIEW

This ordinance adopted:

Ayes: _____

Nays: _____

Adoption Date: _____

Effective Date: _____

First Reading: _____

Second Reading: _____

CITY OF MUSKEGON

By: _____

Ann Meisch, MMC

City Clerk

CERTIFICATE

(Rezoning of 2172 Dowd St, 2184 Dowd St, 2157 Hudson St, 2169 Hudson St and 2171 Hudson St from R-1 to FBC-UR)

The undersigned, being the duly qualified clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the 23rd day of March 2021, at which meeting a quorum was present and remained throughout, and that the original of said ordinance is on file in the records of the City of Muskegon. I further certify that the meeting was conducted and public notice was given pursuant to and in full compliance with the Michigan Zoning Enabling Act, Public Acts of Michigan No. 33 of 2006, and that minutes were kept and will be or have been made available as required thereby.

DATED: _____, 2021 _____

Ann Meisch, MMC

Clerk, City of Muskegon

Publish Notice of Adoption to be published once within ten (10) days of final adoption.

CITY OF MUSKEGON
NOTICE OF ADOPTION

Please take notice that on March 23, 2021, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning for 2172 Dowd St, 2184 Dowd St, 2157 Hudson St, 2169 Hudson St and 2171 Hudson St from R-1 to FBC-UR:

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE W 1/2 OF N 107.07 FT OF LOT 1 GLEN VIEW

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE W 1/2 OF S 87.07 FT OF LOT 1 GLEN VIEW

CITY OF MUSKEGON GLEN VIEW RESUB OF LOTS 376 TO 390 & 451 TO 465 INCL OF ORCHARD GROVE SUB LOT 13

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE E 1/2 OF N 107.07 FT OF LOT 1 GLEN VIEW

CITY OF MUSKEGON SEC 36 T10N R16W GLEN VIEW RESUB THE E 1/2 OF S 87.07 FT OF LOT 1 OF GLEN VIEW

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the City Clerk in the City Hall, 933 Terrace Street, Muskegon, Michigan, during regular business hours.

This ordinance amendment is effective ten days from the date of this publication.

Published _____, 2021

CITY OF MUSKEGON

By _____

Ann Meisch, MMC

City Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE.

Account No. 101-80400-5354