

CITY OF MUSKEGON

CITY COMMISSION MEETING

April 8, 2025 @ 5:30 PM

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

AGENDA

- ☐ **CALL TO ORDER:**
- ☐ **PRAYER:**
- ☐ **PLEDGE OF ALLEGIANCE:**
- ☐ **ROLL CALL:**
- ☐ **HONORS, AWARDS, AND PRESENTATIONS:**
- ☐ **PUBLIC HEARINGS:**
 - A. **Brownfield Plan Amendment- 221 W. Webster Ave., 1040 2nd St., 221 West Webster, LLC** Economic Development
- ☐ **FEDERAL/STATE/COUNTY OFFICIALS UPDATE:**
- ☐ **PUBLIC COMMENT ON AGENDA ITEMS:**
- ☐ **CONSENT AGENDA:**
 - A. **Approval of Minutes** City Clerk
 - B. **Beach Shuttle Service Recommendation** Manager's Office
 - C. **Amendment to the zoning ordinance - Planned Unit Development (PUD) compliance** Planning
 - D. **Fireworks Display Permit for Muskegon Country Club** City Clerk
 - E. **Rezoning of 1201 and 1147 3rd St and 236 Monroe Ave. (SECOND READING)** Planning
 - F. **Rezoning of 1148 4th St and 318/350 Houston Ave. (SECOND READING)** Planning
 - G. **Rezoning of 429, 433, 451, 461, 477, 485, 491, 501, 507, 513, 521, 527 E Apple Ave and 1022 Williams St. (SECOND READING)** Planning

- H. **Rezoning of several properties from Two-Family Residential (RT) to Neighborhood Residential (R). (SECOND READING)** Planning
- I. **Rezoning of 1769, 1733, 1715, 1766, 1752, 1736, 1724, 1720, and 1714 Beidler St. (SECOND READING)** Planning
- J. **Ordinance Amendment - International Property Maintenance Code** Public Safety
- K. **Approval of Amendment from Placer Labs. Inc.** Economic Development
- L. **City of Muskegon Park Rules** DPW- Parks
- M. **Community Organization Gatherings at Farmers Market** City Clerk
- N. **Datacenter Core Technology Upgrade** Information Technology
- O. **Concur with CRC Recommendations** City Clerk

☐ **UNFINISHED BUSINESS:**

☐ **NEW BUSINESS:**

A. 2nd Quarter Reforecast FY 2024-25 Finance

☐ **ANY OTHER BUSINESS:**

☐ **GENERAL 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. ► Limit of 3 minutes to address the Commission.

☐ **CLOSED SESSION:**

☐ **ADJOURNMENT:**

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE CITY OF MUSKEGON AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

To give comment on a live-streamed meeting the city will provide a call-in telephone number to the public to be able to call and give comment. For a public meeting that is not live-streamed, and which a citizen would like to watch and give comment, they must contact the City Clerk's Office with at least a two-business day notice. The participant will then receive a zoom link which will allow them to watch live and give comment. Contact information is below. For more details, please visit:

www.shorelinecity.com

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the

meeting with twenty-four (24) hours' notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or by calling the following:

Ann Marie Meisch, MMC. City Clerk. 933 Terrace St. Muskegon, MI 49440. (231)724-6705.
clerk@shorelinecity.com



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Brownfield Plan Amendment- 221 W. Webster Ave., 1040 2nd St., 221 West Webster, LLC						
Submitted by: Contessa Alexander, Development Analyst	Department: Economic Development						
Brief Summary: 221 West Webster, LLC is requesting consideration of their brownfield plan amendment for the redevelopment project located at 221 West Webster Avenue and 1040 2nd Street.							
Detailed Summary & Background: The City of Muskegon Brownfield Redevelopment Authority has received a request from 221 West Webster, LLC for approval of a Brownfield Plan Amendment under Act 381. The proposed amendment involves the completed redevelopment of the former Huntington Bank building, known as Core Plaza, located at 221 West Webster Avenue & 1040 2nd Street, Muskegon, MI 49440. The redevelopment, initiated in 2021 and completed in 2025, successfully transformed the building into a multi-suite commercial structure featuring a restaurant, boutique retail spaces, and office space. The completed project consists of 42,888 sq ft of restored commercial space with an estimated 45 jobs created. Approval of the Act 381 Brownfield Plan Amendment to include the eligible property located at 221 West Webster Avenue & 1040 2nd Street within the City's existing Brownfield Plan. This amendment permits the use of tax increment financing (TIF) to reimburse the developer for eligible activities totaling \$838,500. The estimated administrative cost to the Authority is \$105,018, and the Local Brownfield Revolving Fund capture is estimated at \$306,814.							
Goal/Focus Area/Action Item Addressed: Key Focus Areas: Progress toward completion of ongoing economic development projects Goal/Action Item: 2027 Goal 2: Economic Development Housing and Business							
Amount Requested: N/A	Budgeted Item: <table border="1"><tr><td>Yes</td><td></td><td>No</td><td></td><td>N/A</td><td></td></tr></table>	Yes		No		N/A	
Yes		No		N/A			
Fund(s) or Account(s): N/A	Budget Amendment Needed:						

Yes		No		N/A	
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Recommended Motion:

I move to close the public hearing and approve the Brownfield Plan Amendment for 221 West Webster, LLC and authorize the Mayor and City Clerk to sign.

Approvals:

Immediate Division Head		
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Guest(s) Invited / Presenting:

No

RESOLUTION APPROVING BROWNFIELD PLAN AMENDMENT

221 West Webster, LLC (221 West Webster Avenue, 1040 2nd Street)

County of Muskegon, Michigan

2025-April-8

Minutes of a Regular Meeting of the City Commission of the City of Muskegon, County of Muskegon, Michigan (the "City"), held in the City Commission Chambers on the 8th day of April, 2025 at 5:30 p.m., prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and supported by _____.

WHEREAS, in accordance with the provisions of Act 381, Public Acts of Michigan, 1996, as amended ("Act 381"), the City of Muskegon Brownfield Redevelopment Authority (the "Authority") has prepared and approved a Brownfield Plan Amendment; and

WHEREAS, a Development and Reimbursement Agreement (the "DRA") has been entered into by and among the Authority, the City, and the Developer, outlining the terms and conditions for the reimbursement of eligible activities using Brownfield Tax Increment Financing (TIF) revenue; and

WHEREAS, the Authority has forwarded the Brownfield Plan Amendment, to the City Commission requesting its approval of the Brownfield Plan Amendment; and

NOW, THEREFORE, BE IT RESOLVED THAT:

1. That the Brownfield Plan constitutes a public purpose under Act 381.
2. That the Brownfield Plan meets all the requirements of Section 13(1) of Act 381.
3. That the proposed method of financing the costs of the eligible activities, as identified in the Brownfield Plan and defined in Act 381, is feasible and the Authority has the authority to arrange the financing.
4. That the costs of the eligible activities proposed in the Brownfield Plan are reasonable and necessary to carry out the purposes of Act 381.

5. That the amount of captured taxable value estimated to result from the adoption of the Brownfield Plan is reasonable.
6. That the Brownfield Plan Amendment is approved and is effective immediately.
7. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

Be it Further Resolved that the Mayor and City Clerk are hereby authorized to execute all documents necessary or appropriate to implement the provisions of the Brownfield Plan.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED APPROVED.

Ann Meisch, City Clerk

Ken Johnson, Mayor

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Muskegon, County of Muskegon, State of Michigan, at a regular meeting held on April 8, 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Ann Meisch, City Clerk

City of Muskegon
Brownfield Redevelopment Authority
Application for Inclusion in the Muskegon Brownfield Plan

Introduction

The purpose of the City of Muskegon Brownfield Redevelopment Authority is to provide financial incentives for economic development projects within the City of Muskegon where environmental contamination, blight, or functional obsolescence create an impediment to redevelopment of property. Inclusion of a project in the Muskegon Brownfield Plan can result in certain eligible activities being financed through tax increment financing. The statutory authorization for Brownfield Authorities and Brownfield tax increment financing are found in Michigan's Public Act 381 of 1996, as amended, the Brownfield Redevelopment Financing Act (Act 381).

What are the advantages of being included in the Muskegon Brownfield Plan?

Tax Increment Financing

Inclusion in the Brownfield Plan allows the developer/business the use of tax increment financing for reimbursement of "eligible activities". These may include:

- 1) *Environmental Response Activities, including Baseline Environmental Assessments, Due Care Activities, and other environmental response activities.*
- 2) *Demolition*
- 3) *Public Infrastructure Improvements*
- 4) *Site Preparation*
- 5) *Lead and Asbestos Abatement*

Do you want to be in the City of Muskegon Brownfield Plan?

First, you need to ask yourself the following questions:

- 1) Is the property where the project proposed a "facility"? ("Facility" is defined by Part 201 of NREPA as property where the concentration of a hazardous substance in soil or groundwater exceeds the applicable Michigan Residential Generic Cleanup Criteria.)
- 2) Is a building on the property where the project is proposed considered "Blighted"? Blighted is defined by Act 381, as property that meets any of the following criteria:
 - a) Has been declared a public nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance;
 - b) Is an attractive nuisance to children because of physical condition, use, or occupancy;
 - c) Is a fire hazard or is otherwise dangerous to the safety of persons or property;
 - d) Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.
- 3) Is the property where the project is proposed considered "Functionally Obsolete"? Functionally Obsolete is defined by Act 381, as "unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or super adequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property." The City would be involved in making this determination through a qualified assessor.

If you answer yes to any of the questions above, the following steps should be taken.

- 1) Contact the City of Muskegon Planning & Economic Development Department to discuss your project and discuss the project feasibility (appropriate development, proper zoning, eligible according to the applicable statute, etc).
- 2) City staff and/or Brownfield Consultant will work with you to discuss project eligibility and to evaluate the Brownfield incentives as they may apply to the proposed project (does it make sense for your company to pursue this incentive, or are other avenues more appropriate?)
- 3) Once the decision is made to proceed to prepare an amendment to the Brownfield Plan, the applicant then files an application to the City to be included in the Muskegon Brownfield Plan (see Fees below). The City staff and/or its Brownfield Consultant, and the applicant will identify the “eligible activities” that may be eligible for reimbursement through tax increment financing. Review and approval of eligible activities by the Michigan Strategic Fund (MSF) and/or the Michigan Department of Environmental Quality (MDEQ) will be required if school operating taxes will be captured for certain eligible activities. The applicant must submit a proposed amendment to the Muskegon Brownfield Plan. After review and discussion with the City staff, the proposed amendment to the Brownfield Plan will be presented to the Brownfield Redevelopment Authority for approval, then to the City Commission for a public hearing.
- 4) If approved by the Muskegon City Commission, the Brownfield Plan will be amended to include the project.
- 5) If eligible activities are identified and approved for reimbursement through tax increment financing, it will be necessary for the developer/business to pay the initial costs for MDEQ “eligible activities” and/or MSF eligible activities. Public infrastructure improvements may have alternative financing mechanisms. Act 381 also authorizes bonding; this is entirely subject to consideration and approval by the City. The financing and reimbursement of “eligible activities” through the Brownfield Plan amendment will be addressed in a Development and Reimbursement Agreement between the City and the Developer/Business.

Fees

There is an administrative fee for inclusion in the City of Muskegon Brownfield Plan. These costs include staff time to review and evaluate the proposed Plan Amendment and Development and Reimbursement Agreement, coordination between the developer/business, consultants, and city preparation of and mailing of notices, etc. **The fee for inclusion in the Brownfield Plan is \$5,000**

Process for Adoption of Brownfield Plan Amendment

- I. Potential Brownfield Plan Amendment Applicant contacts the City of Muskegon Department of Planning and Economic Development regarding the City’s interest in helping to facilitate the proposed brownfield redevelopment project. If the project is **located in the City of Muskegon**, and is a “**facility**” (as defined in Part 201 of the Natural Resources and Environmental Protection Act, Act 451, Public Acts of Michigan, 1994, as amended), or is “**functionally obsolete**” or “**blighted**”, as defined by the Brownfield Redevelopment Financing Act, Act 318 of 1996, as amended, and it appears that the proposed project is consistent with the City’s Master Land Use plan and any associated plan, the developer/business will coordinate with planning staff and/or the City Brownfield Consultant.

- II. The applicant works with the City of Muskegon staff/ Brownfield Consultant and evaluates whether inclusion in the Brownfield Plan is appropriate and beneficial to the proposed development project. If it is, the applicant **prepares and submits a Brownfield Plan Application**, (see Fees above). The Plan Amendment is required to be completed by the applicant and/or their consultant/attorney.
- III. The Applicant works with the City Planning & Economic Development Staff/Brownfield consultant to refine/ modify the Plan Amendment as necessary
- IV. The City schedules a Brownfield Redevelopment Authority (BRA) Meeting. The Brownfield Redevelopment Authority considers a resolution approving the Brownfield Plan Amendment and, if approved, recommends approval to the City Commission.
- V. The Developer/business prepares and submits a Development and Reimbursement Agreement to the City. This is reviewed and negotiated. When finalized, it is presented to the BRA for approval and forwarded to the City Commission for approval.
- VI. The City Commission adopts a resolution providing notice to taxing jurisdictions and applicable State Agencies (MDEA and/or MSF) setting a public hearing (the City Commission meets on the second and fourth Tuesday of each month, agenda items must be prepared by the Tuesday prior to City Commission meeting).
- VII. The City posts a notice of the public hearing. Not less than 10 days prior to the public hearing. The City sends notice of the public hearing to the legislative body of each taxing unit levying taxes subject to capture, as well as the MDEQ for plans including eligible environmental response activities and to the Michigan Strategic Fund (MSF) for plans including eligible non-environmental costs, not less than 10 days prior to the public hearing. The City Commission holds a public hearing on the adoption of the resolution approving the Brownfield Plan (not less than 10 days after sending notice of the proposed Brownfield Plan Amendment to the taxing jurisdictions).
- VIII. If the City Commission approves the Brownfield Plan Amendment, the Developer/Business develops an Act 381 work plan for the “eligible activities”. The Brownfield Authority submits the Act 381 to the appropriate state agency (MDEQ for eligible environmental response activities, MSF for Demolition, Public Infrastructure Improvements, Site Preparation, Lead and Asbestos Abatement) for review and approval.
- IX. The City of Muskegon will notify the County Assessor of the Plan Amendment.

City of Muskegon
Brownfield Redevelopment Authority
Application for Inclusion in the Muskegon Brownfield Plan

This application requests information that may be utilized to amend the "City of Muskegon Brownfield Redevelopment Authority Brownfield Plan", as originally approved by the City Commission of the City of Muskegon on April 14, 1998. Please complete the information requested below and return to the Planning Department, City of Muskegon. In order to process the application, a fee of \$5,000 is required.

Applicant Information

Company Name (Developer/Business): 221 West Webster, LLC

Contact Person and Title: John Essex, Manager

Contact Person Mailing Address: 221 West Webster Ave, Muskegon, MI

Contact Person's Phone Number: 231-375-5273 Fax No. _____

Contact Person's E-Mail Address: johnessex@corerealty.com

Project Information

Location of Eligible Property: 221 West Webster Avenue, Muskegon, Michigan

Legal Description/Parcel Number: 61-24-205-333-0001-00, 61-24-205-333-0001-01 & 61-24-205-333-0001-02

Property Ownership: 221 West Webster, LLC currently owns the property

Current Use of Property: Mixed Use Commercial office, retail and restaurant

Type of Brownfield Amendment Requesting: (Please check all that apply:)

Tax Increment Financing for Eligible Activities X

Is the proposed site a "facility" (as defined by Part 201)? Yes (Please provide a copy of the executive summary of any environmental reports available, such as a Phase I or II Environmental Site Assessment, or Baseline Environmental Assessment.)

Is the applicant's property "blighted" (as defined by P.A. 381 of 1996)? _____ (Please provide supporting information.)

Is the applicant's property "functionally obsolete" (as defined by P.A. 381 of 1996)? Yes, PA 146 Already Approved
(Please provide supporting information.)

CITY OF MUSKEGON BROWNFIELD REDEVELOPMENT APPLICATION DISCLOSURE STATEMENT

Project Name: 221 West Webster Redevelopment aka Core Plaza

Developer Name: 221 West Webster, LLC

Contractor Name (if applicable):

Project Location: 221 West Webster, Muskegon, Michigan

Date:

1. Purpose of the Disclosure Statement

The purpose of this document is to inform the City of Muskegon Brownfield Redevelopment Authority and its stakeholders that [Developer Name], the developer engaged in the [Project Name] Brownfield Redevelopment Project, intends to use a contracting business that they own or have a financial interest in, [Contractor Name], to provide services for the project.

This disclosure is made in the interest of transparency and in accordance with ethical business practices, to avoid any perceived or actual conflict of interest, and to ensure compliance with local, state, and federal regulations concerning Brownfield Redevelopment projects.

2. Developer's Affiliated Contracting Business

[Developer Name], through their ownership or partnership in [Contractor Name], will provide contracting services for [Project Name]. These services may include, but are not limited to:

- [List of services provided.]

3. Compliance with City Policies and Regulations

The developer affirms that the selection of [Contractor Name] complies with all applicable procurement policies and regulations governing Brownfield Redevelopment projects. The contracting business is fully licensed and insured to perform the required services in the City of Muskegon.

4. Mitigation of Conflicts of Interest

The developer acknowledges the potential for a perceived conflict of interest due to the dual role of acting as both the developer and contractor. To mitigate any conflicts:

- The developer agrees to maintain clear and transparent records regarding any financial transactions between the developer and [Contractor Name].
- The developer will provide documentation to the City of Muskegon regarding competitive bidding processes (if applicable) and the reason for selecting Contractor Name].



- The developer will comply with any additional requirements set forth by the City of Muskegon to ensure the integrity of the project.

5. Certification

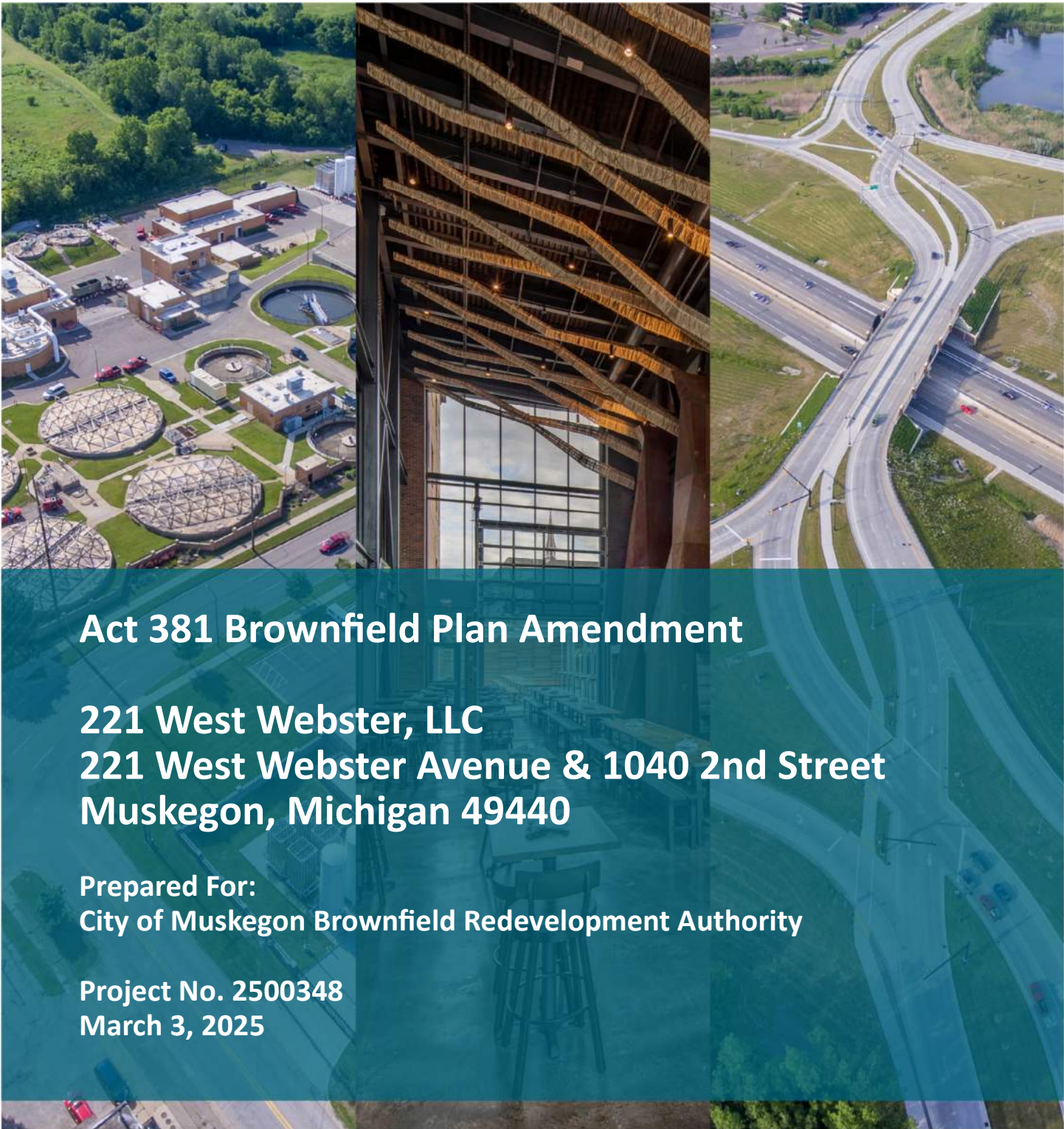
The undersigned certifies that the information provided in this disclosure is true, accurate, and complete to the best of their knowledge. The developer understands that the City of Muskegon reserves the right to request additional information or impose conditions to ensure that the project is conducted in accordance with the city's rules and standards.

B. JOHN ESSEX
Developer Name: _____
Developer Signature: B. John Essex
Date: 3-28-25

Contractor Name (if different): _____
Contractor Signature: _____
Date: _____

Muskegon Brownfield Redevelopment Authority:
City Representative Signature: _____
Date: _____





Act 381 Brownfield Plan Amendment

**221 West Webster, LLC
221 West Webster Avenue & 1040 2nd Street
Muskegon, Michigan 49440**

**Prepared For:
City of Muskegon Brownfield Redevelopment Authority**

**Project No. 2500348
March 3, 2025**

Act 381 Brownfield Plan Amendment

**221 West Webster, LLC
221 West Webster Avenue & 1040 2nd Street
Muskegon, Michigan 49440**

**Prepared For:
City of Muskegon Brownfield Redevelopment Authority
City of Muskegon, Michigan**

**March 3, 2025
Project No. 2500348**

**Recommended for Approval by Brownfield Redevelopment Authority on: _____
Adopted by the City of Muskegon City Commission on: _____**

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Appendix 2 Development/Reimbursement Agreement

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List of Abbreviations/Acronyms

Act 381	Brownfield Redevelopment Financing Act, 1996 PA 381, as amended
Authority	City of Muskegon Brownfield Redevelopment Authority
BEA	Baseline Environmental Assessment
Developer	221 West Webster, LLC
ESA	Environmental Site Assessment
LBRF	Local Brownfield Revolving Fund
NREPA	Natural Resources and Environmental Protect Act
PA	Public Act
Plan Amendment	Brownfield Plan Amendment
Property	221 West Webster Avenue & 1040 2 nd Street, Muskegon, Michigan 49440
QLGU	Qualified Local Governmental Unit

1.0 Introduction

The City of Muskegon Brownfield Redevelopment Authority (the “Authority”) was established by the City of Muskegon (the “City”) pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act (PA) 381 of 1996, as amended (“Act 381”). The primary purpose of Act 381 is to encourage the redevelopment of eligible property by providing economic development incentives through tax increment financing for certain eligible properties.

This Brownfield Plan Amendment (“Plan Amendment”) serves as an amendment to the City of Muskegon’s existing Brownfield Plan, allowing the inclusion of the eligible property described in Sections 1.1 and 1.2 below. Incorporation of eligible property into the City’s Brownfield Plan permits the use of tax increment financing to reimburse 221 W Webster, LLC (“Developer”) for the cost of eligible activities required to redevelop the eligible property. See Appendix 1 for copies of Plan Amendment resolutions.

1.1 Proposed Redevelopment and Future Use for Each Eligible Property

The Developer is in the process of redeveloping the formerly vacant Huntington Bank building, currently known as Core Plaza, located at 221 West Webster Avenue and 1040 2nd Street (the “Property”). Since 2021, floor by floor the building has been fully redeveloped as a multi-suite commercial structure. Once the redevelopment is completed, the building will consist of 42,888 sq ft of restored commercial spaces. The redevelopment plans include a restaurant, boutique commercial retail space, and office space. Construction began in 2021 and is estimated to be completed in 2025/2026. Total investment in the redevelopment is estimated at \$10,000,000 and an estimated 45 jobs will be created once the redevelopment is completed. The proposed site plan is included in Figure 2.

This project serves a public purpose in the City of Muskegon, a Qualified Local Governmental Unit (QLGU), expanding the tax base, investing significant capital into the community, and creating new jobs. Within walking distance from both Muskegon Lake and Downtown Muskegon’s Social District, the Core Plaza building will attract new businesses and companies looking for office/retail space into the heart of downtown Muskegon. There is no existing hotel or hotel in development on this level of service within the region, so it will draw both community members and national visitors looking to visit this region and Lake Michigan.

1.2 Eligible Property Information

Land Parcels:

Parcel ID: 61-24-205-333-0001-00

221 West Webster Avenue, Muskegon, Michigan 49440

Approximately 2.13 acres

Parcel ID: 61-24-205-333-0001-01

221 West Webster Avenue, Muskegon, Michigan 49440

Approximately 0.25 acres

Parcel ID: 61-24-205-333-0001-02

1040 2nd Street, Muskegon, Michigan 49440

Approximately 0.07 acres

OPRA Parcels:

Parcel ID: 61-24-958-021-0040-00

221 West Webster Avenue, Muskegon, Michigan 49440

Parcel ID: 61-24-957-021-0040-00

221 West Webster Avenue, Muskegon, Michigan 49440

The property is located in the City of Muskegon, a QLGU pursuant to Act 381.

The Property was historically developed in the 1880s for use as a cemetery and undertaker/mortuary business, with its most recent use as a banking building. Additionally, the Property was developed in a known area of historical industrial/construction fill material which is known to contain elevated levels of heavy metals. During the acquisition of the Property in 2021, the Developer conducted the appropriate environmental due diligence including a Phase I Environmental Site Assessment (ESA), Phase II ESA, Baseline Environmental Assessment (BEA), and Documentation of Due Care Compliance Report (DDCCR). During the Phase II ESA concentrations of copper, lead, mercury, and zinc were identified in the soil exceeding Michigan Department of Environment, Great Lakes, and Energy (EGLE) Part 201 Generic Residential Cleanup Criteria (GRCC) and lead was identified in the groundwater at concentrations exceeding the EGLE Part 201 GRCC.

The Developer is not a liable party and completed a BEA in accordance with Part 201 of the Natural Resources and Environmental Protect Act, 1995 Public Act (PA) 451, as amended (NREPA) during the acquisition of the Property in 2021.

Given the known soil and groundwater contamination, the Property is a “facility” pursuant to Part 201 of NREPA. As such, it is considered an “eligible property” as defined by the Michigan Redevelopment Financing Act, Act 381 of 1996.

Maps depicting the location and layout of the Property are attached as Figures 1 and 2. Historic environmental data tables and associated sample location maps are provided in Appendix 5.

2.0 Information Required by Section 13(2) of the Statute

2.1 Description of Costs to be Paid for with Tax Increment Revenues

This Brownfield Plan Amendment has been developed to reimburse existing and limited future costs incurred by the Developer since redevelopment began in 2021. Tax increment revenues will be captured for reimbursement from state school taxes (limited to preapproved activities) and local-only tax increment revenues.

The total cost of eligible activities anticipated to be reimbursed to the Developer is anticipated to be \$838,500. Authority administrative costs are anticipated to be up to \$105,018. While all activities are eligible, as defined in Act 381, the estimated eligible activities and costs under this plan are summarized in Table 1. The capture of tax increment revenue for the Local Brownfield Revolving Fund (LBRF) is estimated to be up to \$306,814.

2.1.1 Pre-Approved Activities

Eligible costs for reimbursement include Pre-Approved Activities, permitted to occur prior to Plan Amendment adoption. Preparation of Phase I and II ESA(s), BEA, DDCCR, and a pre-demolition asbestos containing materials (ACM) survey was necessary to protect the Developer from clean up liability for known/existing environmental contamination. The total cost is anticipated to be \$25,500.

Demolition costs, up to \$250,000, are preapproved under Act 381 and all remaining demolition costs will be reimbursed through local-only taxes. Building interior demolition was necessary to redevelop the building. The total cost is anticipated to be \$250,000.

The total Pre-Approved Activities cost is \$275,500.

2.1.2 Local Only Activities

Significant demolition and asbestos abatement activities have been necessary to fully redevelop the activities. Interior/site demolition activities (excluding the pre-approved activities) are anticipated at \$400,000. During

interior demolition activities, significant amounts of ACMs were identified in which abatement was necessary. Asbestos abatement activities are anticipated at \$150,000. Total Local Only Activity cost is \$550,000

2.1.3 Brownfield Plan/Work Plan Preparation

Preparation of the Brownfield Plan is estimated to cost \$8,000 which is split between pre-approved state and local only eligible activities.

2.1.4 Brownfield Plan/Work Plan Implementation

Implementation of the Brownfield Plan is estimated to cost \$5,000.

2.1.5 Authority Administration Cost

Eligible costs incurred by the Authority are included in this plan as an eligible expense at 10% of annual local tax increment capture per year (after the sunset of the PA 146). These expenses will be reimbursed with local tax increment revenues only and are estimated to total as much as \$105,018.

2.1.6 Local Brownfield Revolving Fund

The Authority intends to capture tax increments for deposits in the LBRF for an estimated five years, or as allowed by the statute. This capture is estimated to be up to \$306,814.

2.2 Summary of Eligible Activities

Environmental Activities

Pre-approved environmental costs and department specific activities are anticipated to be reimbursed through a Brownfield Plan with state and local tax increment revenues.

Non-Environmental Activities

As the City of Muskegon is a QLGU, additional non-environmental costs defined in Section 2(o)(ii) of Act 381 can be reimbursed through a Brownfield Plan. While all eligible activities as defined by Act 381 are eligible, this plan is estimated to provide reimbursement of eligible building/site demolition, asbestos abatement, and development of the Brownfield Plan costs. These costs will be reimbursed with state taxes (for a portion of the demolition up to \$250,000) and local-only tax increment revenues.

Authority Expenses

Eligible administrative costs incurred by the Authority are included as a flat fee of 10% of local tax capture. Administration expenses will be reimbursed with local tax increment revenues only.

2.3 Estimate of Captured Taxable Value and Tax Increment Revenues

The base taxable value will be the 2024 combined taxable value, \$1,630,486. An estimate of the captured taxable value for this redevelopment by year is depicted in Table 2. This plan captures all available tax increment revenues, including real and personal property tax increment revenues.

The Project started construction in 2021 and investment in the Project has occurred every year since. Tax increment revenue collection will start within five years of the adoption of this plan and is anticipated to begin as early as 2025.

Future taxable value estimates have been derived using the redevelopment information provided by the Developer and reviewing market comparables. After the completion of the project, the projected taxable value is estimated at \$2,630,486. In addition to tax increment financing, a PA 146 Obsolete Property Rehabilitation Tax Abatement was approved for the Project in 2021. The PA 146 was approved to abate the local taxes through 2029

and a 50% abatement of the state taxes through 2027. Reimbursements will be made on the actual tax increment that is realized. The estimated captured taxable value for this redevelopment by year and in aggregate for each taxing jurisdiction is depicted in tabular form (Table 2). Once eligible expenses are reimbursed, the Authority may capture up to five full years of the tax increment and deposit the revenues into an LBRF or an amount not to exceed the total cost of eligible activities. The Authority intends to capture tax increments for deposits in the LBRF for an estimated five years. The plan also includes a flat fee of 10% of the local tax increment for administrative and operating expenses of the Authority. A summary of the estimated reimbursement schedule and the amount of capture into the LBRF by year and in aggregate is presented in Table 3.

2.4 Method of Financing and Description of Advances Made by the Municipality

The eligible activities contemplated under this plan will be financed by the Developer, as outlined in this plan and the accompanying development and reimbursement agreement (Appendix 2). No advances from the City are anticipated at this time.

2.5 Maximum Amount of Note or Bonded Indebtedness

At this time, there are no plans by the Authority to incur indebtedness to support the development of this site, but such plans could be made in the future to assist in the development if the Authority so chooses.

2.6 Duration of Brownfield Plan

The Authority intends to begin the capture of tax increment as early as 2025. This plan will then remain in place for 24 years, or until the eligible activities have been fully reimbursed and up to five full years of capture into the LBRF (not to exceed the cost of eligible activities or 30 years), whichever occurs sooner. An analysis showing the reimbursement schedule is attached in Table 3.

2.7 Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions

An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions is illustrated in detail in Table 2.

2.8 Legal Description, Property Map, Statement of Qualifying Characteristics, and Personal Property

A map showing eligible property dimensions is attached in Figure 1.

The legal descriptions for the parcels are as follows:

Land Parcels:

Parcel ID: 61-24-205-333-0001-00

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 1 TO 9 INCL BLK 333

Parcel ID: 61-24-205-333-0001-01

CITY OF MUSKEGON BUILDING ON LEASED LAND PARCEL

Parcel ID: 61-24-205-333-0001-02

CITY OF MUSKEGON BUILDING ON LEASED LAND PARCEL

OPRA Parcels:

Parcel ID: 61-24-958-021-0040-00

*CITY OF MUSKEGON- OPRA REHAB
 REAL ID NUMBER 24-205-333-0001-00
 BEGINNING 12/30/2021
 ENDING 12/30/2029
 CERT #3-21-0040*

*Parcel ID: 61-24-957-021-0040-00
 CITY OF MUSKEGON- OPRA REHAB (REAL FROZEN)
 REAL ID NUMBER 24-205-333-0001-00
 BEGINNING 12/30/2021
 ENDING 12/30/2029
 CERT #3-21-0040*

The property is located in the City of Muskegon, a QLGU pursuant to Act 381. The property qualifies as “eligible property” under Act 381 on the basis of meeting the definition of “facility.” This Brownfield Plan does intend to capture tax increment revenues associated with personal property tax, if available.

2.9 Estimates of Residents and Displacement of Individuals/Families

There are no residents or families residing at this property, and thus no residents, families, or individuals will be displaced by the project.

2.10 Plan for Relocation of Displaced Persons

No persons reside on the eligible property. Therefore, this section is not applicable.

2.11 Provisions for Relocation Costs

No persons reside on the eligible property. Therefore, this section is not applicable.

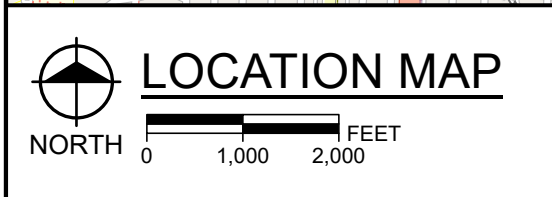
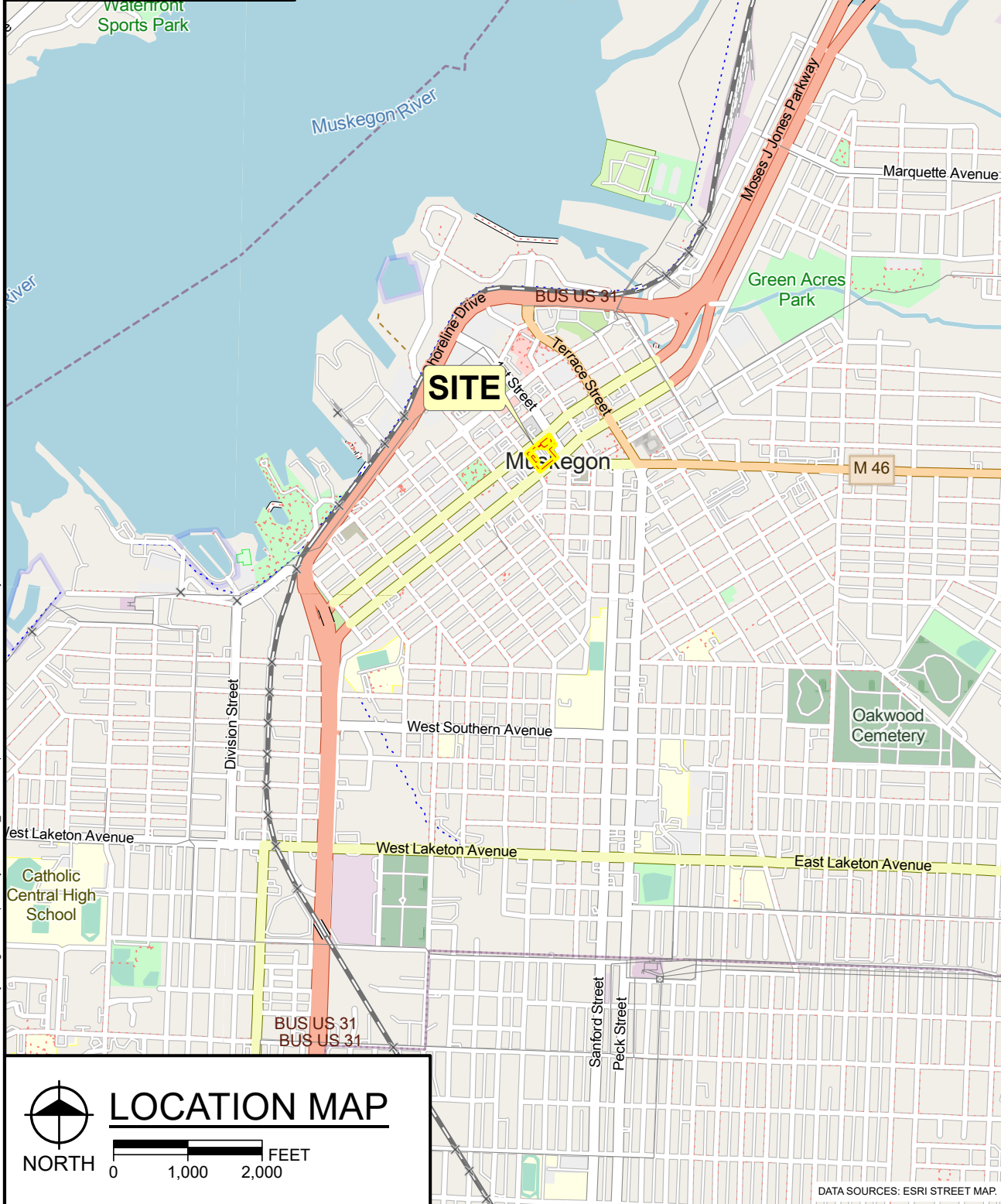
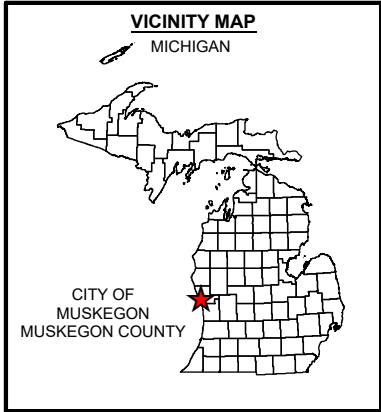
2.12 Strategy for Compliance with Michigan’s Relocation Assistance Law

No persons reside on the eligible property. Therefore, this section is not applicable.

2.13 Other Material that the Authority or Governing Body Considers Pertinent

None.

Figures



Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

221 West Webster Street

Muskegon, Michigan

Brownfield Plan

PROJECT NO.
2500384

FIGURE NO.
1

DATA SOURCES: ESRI STREET MAP.

PLOT INFO: Z:\2025\2500384\CAD\GIS\ProProj\Michigan ESA.aprx Layout: FIG01_Location Map Date: 2/27/2025 8:50 AM User: ebuyce



CORE PLAZA

221 W. Webster Avenue | Muskegon, MI 49440

Listed By:

TROY WASSERMAN
231 750 9627
troywasserman@corerealty.com

BRYAN BENCH
231 578 2508
bryanbench@corerealty.com

CORE
COMMERCIAL

Page 27 of 193



PROPERTY OVERVIEW

Core Plaza is a 42,888 square foot building currently occupied and being simultaneously restored level by level, to a full-service multi-use development in downtown Muskegon.

FLOOR 1 | LUMBERMAN'S VAULT

Be a part of Muskegon's newest downtown hot spot. Lumberman's Vault will be a showcase for some of Muskegon's best ingredients, chefs, and entrepreneurs. The food stalls will house chef-driven concepts that work cohesively together. Lumberman's Vault will also be home to Liquid Assets, Muskegon's newest cocktail bar and lounge. The street-level mezzanine overlooking the food court and cocktail lounge will be home to retail bays perfect for boutique like storefronts, Salons, gift shops and more. The building will be a destination hub connecting people through food while preserving the legacy of a celebrated downtown landmark.

FLOOR 2 | BOUTIQUE RETAIL SUITES

The second floor which will overlook The Lumberman's Vault food court and Liquid Assets Cocktail & Wine Bar will be home to eight unique, boutique like retail suites. Various suite sizes and build-out options are available. The restoration of the building is centered on preserving many original features such as the bank vault, safety deposit boxes, newspaper clippings and construction photos. Call or email to set up a tour to see for yourself one of Downtown Muskegon's exciting new projects.

FLOORS 3 & 4 | OCCUPIED BY CORPORATE OFFICE USERS

FLOOR 5 | COWORKING OFFICE SUITES

Multiple lease options are available ranging in size from 106 – 197 SF. Rates are gross, with use of nicely-appointed reception area, conference rooms, and employee kitchen/break area.

FLOOR 6 | OCCUPIED BY CORPORATE OFFICE USER

Listed By:

TROY WASSERMAN
231 750 9627
troywasserman@corerealty.com

BRYAN BENCH
231 578 2508
bryanbench@corerealty.com



FLOOR 5

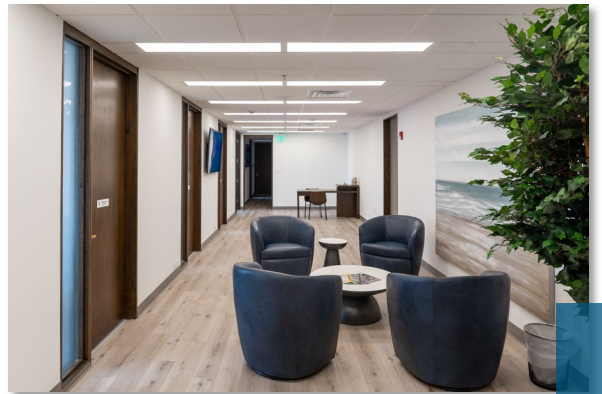
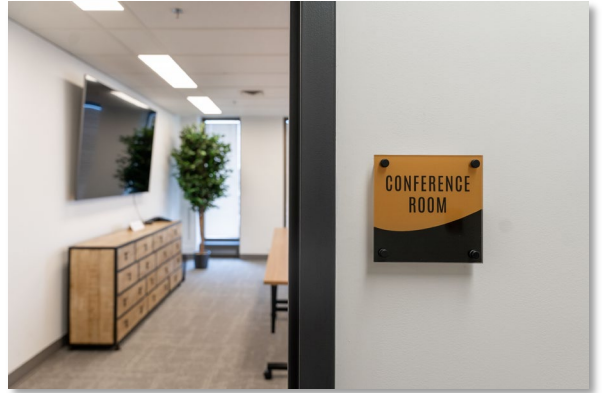
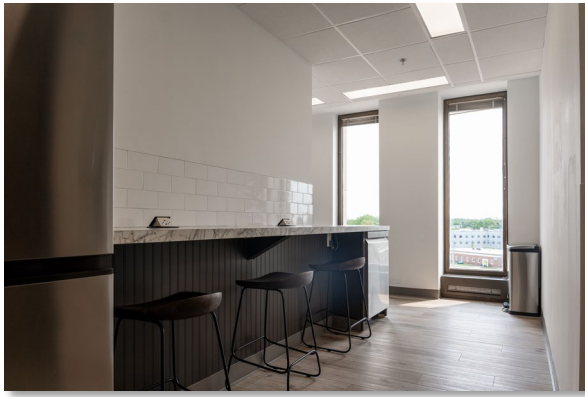
Listed By:

TROY WASSERMAN
231 750 9627
troywasserman@corerealty.com

BRYAN BENCH
231 578 2508
bryanbench@corerealty.com

CORE
COMMERCIAL

Page 29 of 193



FLOOR 5

Listed By:

TROY WASSERMAN
231 750 9627
troywasserman@corerealty.com

BRYAN BENCH
231 578 2508
bryanbench@corerealty.com

Tables

Table 1 – Summary of Eligible Costs
 Act 381 Brownfield Plan
 221 Webster, Muskegon, Michigan

EGLE Eligible Activities Costs and Schedule

EGLE Eligible Activities	Cost
Department Specific Activities	\$ 25,500
<i>Phase I ESA, Phase II ESA, BEA</i>	\$ 20,500
<i>Asbestos Survey</i>	\$ 5,000
EGLE Eligible Activities Subtotal	\$ 25,500
Brownfield Plan/Work Plan Preparation	\$ 2,000
EGLE Eligible Activities Total Costs	\$ 27,500

MEDC Eligible Activities Costs and Schedule

MEDC Eligible Activities	Cost
Demolition (Pre-Approved)	\$ 250,000
<i>Demolition</i>	\$ 250,000
MEDC Eligible Activities Subtotal	\$ 250,000
Brownfield Plan/Work Plan Preparation	\$ 2,000
MEDC Eligible Activities Total Costs	\$ 252,000

Local Only Eligible Activities Costs and Schedule

Local Only Eligible Activities	Cost
Demolition Activities	\$ 550,000
<i>Site Demolition</i>	\$ 400,000
<i>Asbestos Abatement</i>	\$ 150,000
Local Only Eligible Activities Subtotal	\$ 550,000
Brownfield Plan/Work Plan Preparation	\$ 4,000
Brownfield Plan/Work Plan Implementation	\$ 5,000
Local Only Eligible Activities Total Costs	\$ 559,000

Muskegon, MI

Winter 2024 and Summer 2024 Millages

Table 3 – Estimated Reimbursement Schedule

Act 381 Brownfield Plan
221 W Webster, LLC
221 W Webster Street
Muskegon, MI

Developer Maximum Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	45.0%	\$ 172,656	\$ -	\$ 172,656
Local	55.0%	\$ 106,844	\$ 559,000	\$ 665,844
TOTAL				
Local-Only	66.7%		\$ 559,000	\$ 559,000
Pre-Approved	33.3%	\$ 279,500	\$ -	\$ 279,500

Estimated Total Years of Plan:	24
--------------------------------	----

Estimated Capture	
Administrative Fees	\$ 105,018
State Brownfield Redevelopment Fund	\$ 37,495
Local Brownfield Revolving Fund	\$ 306,814

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	TOTAL
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	
Total State Incremental Revenue	\$ 24,000	\$ 25,263	\$ 26,551	\$ 27,864	\$ 29,204	\$ 30,571	\$ 31,965	\$ 33,387	\$ 34,837	\$ 36,317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 299,957
OPRA (50%)	\$ 12,000	\$ 12,631	\$ 13,275																						\$ 37,907
State Brownfield Redevelopment Fund (50% of SET)	\$ 3,000	\$ 3,158	\$ 3,319	\$ 3,483	\$ 3,651	\$ 3,821	\$ 3,996	\$ 4,173	\$ 4,355	\$ 4,540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,495
State TIR Available for Reimbursement	\$ 9,000	\$ 9,473	\$ 9,956	\$ 24,381	\$ 25,554	\$ 26,749	\$ 27,969	\$ 29,213	\$ 30,482	\$ 31,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224,556
Total Local Incremental Revenue	\$ 29,703	\$ 31,266	\$ 32,860	\$ 34,485	\$ 36,144	\$ 37,835	\$ 39,560	\$ 41,320	\$ 43,115	\$ 44,946	\$ 46,814	\$ 48,719	\$ 50,662	\$ 52,643	\$ 54,665	\$ 56,727	\$ 58,830	\$ 60,975	\$ 63,163	\$ 65,395	\$ 67,672	\$ 69,994	\$ 72,362	\$ 74,778	\$ 1,214,633
OPRA (100%)	\$ 29,703	\$ 31,266	\$ 32,860	\$ 34,485	\$ 36,144																				\$ 164,457
BRA Administrative Fee (10%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,784	\$ 3,956	\$ 4,132	\$ 4,312	\$ 4,495	\$ 4,681	\$ 4,872	\$ 5,066	\$ 5,264	\$ 5,466	\$ 5,673	\$ 5,883	\$ 6,098	\$ 6,316	\$ 6,540	\$ 6,767	\$ 7,236	\$ 7,478	\$ 105,018
Local TIR Available for Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,052	\$ 35,604	\$ 37,188	\$ 38,804	\$ 40,452	\$ 42,132	\$ 43,847	\$ 45,595	\$ 47,379	\$ 49,198	\$ 51,054	\$ 52,947	\$ 54,878	\$ 56,847	\$ 58,856	\$ 60,905	\$ 62,994	\$ 65,126	\$ 67,300	\$ 945,159
Total State & Local TIR Available	\$ 9,000	\$ 9,473	\$ 9,956	\$ 24,381	\$ 25,554	\$ 60,801	\$ 63,574	\$ 66,402	\$ 69,286	\$ 72,229	\$ 42,132	\$ 43,847	\$ 45,595	\$ 47,379	\$ 49,198	\$ 51,054	\$ 52,947	\$ 54,878	\$ 56,847	\$ 58,856	\$ 60,905	\$ 62,994	\$ 65,126	\$ 67,300	\$ 1,169,715
DEVELOPER	Beginning Balance																								
Reimbursement Balance	\$ 838,500	\$ 829,500	\$ 820,027	\$ 810,070	\$ 785,689	\$ 760,135	\$ 699,334	\$ 635,761	\$ 569,359	\$ 520,196	\$ 479,745	\$ 437,612	\$ 393,765	\$ 348,170	\$ 300,791	\$ 251,592	\$ 200,538	\$ 147,591	\$ 92,714	\$ 35,867	\$ -	\$ -	\$ -	\$ -	\$ -
Pre-Approved Activities (EGLE/MEDC)	\$ 279,500	\$ 279,500	\$ 270,500	\$ 261,027	\$ 251,070	\$ 226,689	\$ 201,135	\$ 140,334	\$ 76,761	\$ 10,359	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Tax Reimbursement	\$ 172,656	\$ 9,000	\$ 9,473	\$ 9,956	\$ 24,381	\$ 25,554	\$ 26,749	\$ 27,969	\$ 29,213	\$ 10,359	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,656
Local Tax Reimbursement	\$ 106,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,052	\$ 35,604	\$ 37,188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,844
Total Pre-Approved Reimbursement Balance	\$ 270,500	\$ 261,027	\$ 251,070	\$ 226,689	\$ 201,135	\$ 140,334	\$ 76,761	\$ 10,359	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local-Only Costs	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 520,196	\$ 479,745	\$ 437,612	\$ 393,765	\$ 348,170	\$ 300,791	\$ 251,592	\$ 200,538	\$ 147,591	\$ 92,714	\$ 35,867	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Reimbursement	\$ 559,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,804	\$ 40,452	\$ 42,132	\$ 43,847	\$ 45,595	\$ 47,379	\$ 49,198	\$ 51,054	\$ 52,947	\$ 54,878	\$ 56,847	\$ 35,867	\$ -	\$ -	\$ -	\$ 559,000
Total Local-Only Reimbursement Balance	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 559,000	\$ 520,196	\$ 479,745	\$ 437,612	\$ 393,765	\$ 348,170	\$ 300,791	\$ 251,592	\$ 200,538	\$ 147,591	\$ 92,714	\$ 35,867	\$ -	\$ -	\$ -	\$ -	\$ 559,000
Total Annual Developer Reimbursement		\$ 9,000	\$ 9,473	\$ 9,956	\$ 24,381	\$ 25,554	\$ 60,801	\$ 63,574	\$ 66,402	\$ 49,163	\$ 40,452	\$ 42,132	\$ 43,847	\$ 45,595	\$ 47,379	\$ 49,198	\$ 51,054	\$ 52,947	\$ 54,878	\$ 56,847	\$ 35,867	\$ -	\$ -	\$ -	\$ 838,500
LOCAL BROWNFIELD REVOLVING FUND																									
LBRF Deposits *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 306,814
State Tax Capture	\$ 27,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,124	\$ 7,376	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,500
Local Tax Capture	\$ 279,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,989	\$ 60,905	\$ 62,994	\$ 65,126	\$ 279,314
Total LBRF Capture	\$ 306,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
* Up to five years of capture for LBRF Deposits after eligible activities are reimbursed. May be taken from state and local TIR.																									

Appendix 1

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Resolutions Pending

Appendix 2

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Development and Reimbursement Agreement Pending

Appendix 3

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Notices Pending

Appendix 4

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Notices Pending

Appendix 5

EGLE

Baseline Environmental Assessment Submittal Form

This form is for submittal of a Baseline Environmental Assessment (BEA), as defined by Part 201, Environmental Remediation and Part 213, Leaking Underground Storage Tanks, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, for the purpose of establishing an exemption to liability pursuant to Section 20126(1)(c) and Section 21323a(1)(b) for a new owner or operator of property that is a facility as defined by Section 20101(1)(s) or Property as defined by Section 21303(d). The BEA report must be conducted either prior to or within 45 days after becoming the owner or operator, whichever is earliest. This form and the BEA report must be submitted prior to or within 6 months of becoming the owner or operator, whichever is earliest. A separate BEA is required for each legal entity that is or will be a new owner or operator of the property. To maintain the exemption to liability, the owner and operator must also disclose the BEA to any subsequent purchaser or transferee before conveying interest in the property pursuant to Section 20126(1)(c) and Section 21323a(1)(b).

DUE CARE: An owner or operator of a facility or Property also has due care obligations under Section 20107a and Section 21304c with respect to any existing contamination. Documentation of due care evaluations, all conducted response activities, and compliance with 7a or 4c need to be available to EGLE, but not submitted, within 8 months of becoming the owner or operator of a facility and/or Property.

Section A: Legal Entity Information

Name of legal entity that does or will own/operate property: Western Land Co., LLC Mailing Address: 221 W. Webster Avenue City, State and Zip Code: Muskegon, MI 49440 Contact Person (Name and Title): Bruce John Essex, Jr., Member Telephone Number: 231-777-8702 Email Address: johnessex@corerealty.com	Contact for BEA questions if different from submitter, Name & Title: Jayne Schoenborn, Member Company: GGrand Environmental, LLC Address: 3315 3 Mile Road, NW City, State and Zip Code: Walker, MI 49534 Telephone Number: 616-732-3600 Email Address: Jayne@GGrandEnv.com
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Section B: Property Information

Name of Property: Former Huntington Bank Property Street Address(es) of Property: 221 W. Webster Avenue City, State and Zip Code: Muskegon, MI 49440 Property Tax ID (include all applicable IDs): 61-24-205-333-0001-00 Address(es) according to tax records, if different than above: Status of submitter relative to the property (check all that apply) <table border="0"> <tr> <td></td> <td>Former</td> <td>Current</td> <td>Prospective</td> </tr> <tr> <td>Owner</td> <td>☐</td> <td>☐</td> <td>☒</td> </tr> <tr> <td>Operator</td> <td>☐</td> <td>☐</td> <td>☐</td> </tr> </table>		Former	Current	Prospective	Owner	☐	☐	☒	Operator	☐	☐	☐	County: Muskegon City/Village/Township: City of Muskegon Township, Section and Range: T10N Section 19 and R16W Decimal Degrees Latitude and Longitude 43.23445660-43°14'4.43" & -86.2491820-86°14'57.05" Collection Method: Survey ☐ GPS ☐ Interpolation ☒ Reference Point for Latitude and Longitude: Center of site ☒ Main/front door ☐ Front gate/main entrance ☐ Other ☐
	Former	Current	Prospective										
Owner	☐	☐	☒										
Operator	☐	☐	☐										

Section C: Source of Contamination at the Property

Enter ID #

Facility - regulated pursuant to Part 201:	New ☒	Existing ☐	Existing 201 EGLE ID number:	
Property - regulated pursuant to Part 213:	New ☐	Existing ☐	Existing 213 EGLE ID number:	
(check all that are known to apply):				
Source other than Part 201 or Part 213, or source unknown				☐
Oil or gas production and development regulated pursuant to Part 615 or 625				☐
Licensed landfill regulated pursuant to Part 115				☐
Licensed hazardous waste treatment, storage, or disposal facility regulated pursuant to Part 111				☐

Section D: Applicable Dates (provide date for all that are relevant):

MM/DD/YYYY

Date All Appropriate Inquiry (AAI) Report or Phase I Environmental Assessment Report completed:	04/22/2021
Date Baseline Environmental Assessment Report conducted:	06/14/2021
Date submitter first became the owner:	
Date submitter first became the operator:	
Date submitter first became the operator (if prior to ownership):	
Anticipated date of becoming the owner for prospective owners:	06/18/2021
Anticipated date of becoming the operator for prospective operators:	
If former owner or operator of this property, prior dates of being the owner or operator:	

Section E: Check the appropriate response to each of the following questions:

YES NO

1. Is the property at which the BEA was conducted a "facility" as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d)?	☒	☐
2. Was the All Appropriate Inquiry (AAI) or Phase I Environmental Assessment Report completed in accordance with Section 20101(1)(f) and or 21302(1)(b)?	☒	☐
3. Was the BEA, including the sampling, conducted either prior to or within 45 days of the date of becoming the owner, operator, or of foreclosure, whichever is earliest?	☒	☐
4. Is this BEA being submitted to the department within 6 months of the submitter first becoming the owner or operator, or foreclosing?	☒	☐
5. Does the BEA provide sufficient rationale to demonstrate that the data is reliable and relevant to define conditions at the property at the time of purchase, occupancy, or foreclosure, even if the BEA relies on studies of data prepared by others or conducted for other purposes?	☒	☐
6. Does this BEA contain the legal description of the property addressed by the BEA?	☒	☐
7. Does this BEA contain the environmental analytical results, a detailed, scaled map (not aerial photo) showing the sample locations, and the basis for the determination that the property is a facility as defined by Section 20101(1)(s) or the basis for the determination that the property is a Property as defined by Section 21303(d)?	☒	☐

Section F: Environmental Consultant Signature:

I certify to the best of my knowledge and belief, that this BEA and all related materials are true, accurate, and complete. I certify that the property is a facility as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d) and have provided the sampling and analyses that support that determination. I certify that any exceptions to, or deletions from, the All Appropriate Inquiry Rule are described in Section 1 of the BEA report.

Signature:

Printed Name:
Jayne SchoenbornMailing Address:
3315 3 Mile Road, NWTelephone Number:
616-732-3600

Date:

June 21, 2021

Company:
GRand Environmental, LLCCity, State and Zip Code:
Walker, MI 49534Email Address:
Jayne@GRandEnv.com**Section G: Legal Entity Signature:**

With my signature below, I certify that to the best of my knowledge and belief, this BEA and all related materials are true, accurate, and complete.

Signature:

Printed Name:
Bruce John Essex, Jr.Mailing Address:
221 W. Webster AvenueTelephone Number:
231-578-2508

Date:

JUNE 15, 2021

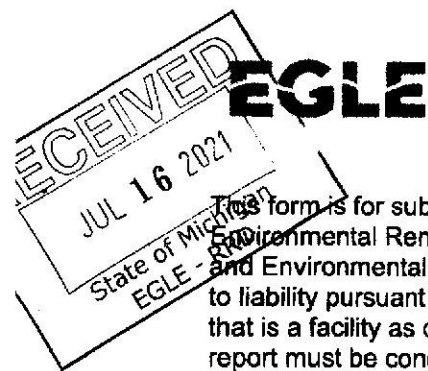
Title and relationship of signatory to
submitter: Member, Western Land Co., LLCCity, State and Zip Code:
Muskegon, MI 49440Email Address:
Johnessex@corerealty.com

This form should be submitted to EGLE Remediation & Redevelopment Division District Office for the county in which the property is located, unless the response activity is related to a facility that is regulated by another EGLE Division. An office map is located at www.michigan.gov/EGLErrd. The BEA report and submittal form should be addressed to the field operations contact, located via the [EGLE-RRD contact map](#). If regulated by another division, contact should be made with that division for information on where to submit the form and report.

For information or assistance on this publication, please contact the (program), through EGLE Environmental Assistance Center at 800-662-9278. This publication is available in alternative formats upon request.

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Baseline Environmental Assessment Submittal Form

This form is for submittal of a Baseline Environmental Assessment (BEA), as defined by Part 201, Environmental Remediation and Part 213, Leaking Underground Storage Tanks, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, for the purpose of establishing an exemption to liability pursuant to Section 20126(1)(c) and Section 21323a(1)(b) for a new owner or operator of property that is a facility as defined by Section 20101(1)(s) or Property as defined by Section 21303(d). The BEA report must be conducted either prior to or within 45 days after becoming the owner or operator, whichever is earliest. This form and the BEA report must be submitted prior to or within 6 months of becoming the owner or operator whichever is earliest. A separate BEA is required for each legal entity that is or will be a new owner or operator of the property. To maintain the exemption to liability, the owner and operator must also disclose the BEA to any subsequent purchaser or transferee before conveying interest in the property pursuant to Section 20126(1)(c) and Section 21323a(1)(b).

DUE CARE: An owner or operator of a facility or Property also has due care obligations under Section 20107a and Section 21304c with respect to any existing contamination. Documentation of due care evaluations, all conducted response activities, and compliance with 7a or 4c need to be available to EGLE, but not submitted, within 8 months of becoming the owner or operator of a facility and/or Property.

Section A: Legal Entity Information

Name of legal entity that does or will own/operate property: 221 West Webster, LLC Mailing Address: 221 W. Webster Avenue City, State and Zip Code: Muskegon, MI 49440 Contact Person (Name and Title): Bruce John Essex, Jr., Member Telephone Number: 231-777-8702 Email Address: johnessex@corerealty.com	Contact for BEA questions if different from submitter, Name & Title: Jayne Schoenborn, Member Company: GGrand Environmental, LLC Address: 3315 3 Mile Road, NW City, State and Zip Code: Walker, MI 49534 Telephone Number: 616-732-3600 Email Address: Jayne@GGrandEnv.com
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Section B: Property Information

Name of Property: Former Huntington Bank Property Street Address(es) of Property: 221 W. Webster Avenue City, State and Zip Code: Muskegon, MI 49440 Property Tax ID (include all applicable IDs): 61-24-205-333-0001-00 Address(es) according to tax records, if different than above: Status of submitter relative to the property (check all that apply) <table> <tr> <td></td> <td>Former</td> <td>Current</td> <td>Prospective</td> </tr> <tr> <td>Owner</td> <td>☐</td> <td>☐</td> <td>☒</td> </tr> <tr> <td>Operator</td> <td>☐</td> <td>☐</td> <td>☐</td> </tr> </table>		Former	Current	Prospective	Owner	☐	☐	☒	Operator	☐	☐	☐	County: Muskegon City/Village/Township: City of Muskegon Township, Section and Range: T10N Section 19 and R16W Decimal Degrees Latitude and Longitude 43.23445660-43°14'4.43" & -86.2491820-86°14'57.05" Collection Method: Survey ☐ GPS ☐ Interpolation ☒ Reference Point for Latitude and Longitude: Center of site ☒ Main/front door ☐ Front gate/main entrance ☐ Other ☐
	Former	Current	Prospective										
Owner	☐	☐	☒										
Operator	☐	☐	☐										

Section C: Source of Contamination at the Property

Enter ID #

Facility - regulated pursuant to Part 201:	New ☒ Existing ☐	Existing 201 EGLE ID number:	
Property - regulated pursuant to Part 213:	New ☐ Existing ☐	Existing 213 EGLE ID number:	
(check all that are known to apply):			
Source other than Part 201 or Part 213, or source unknown			☐
Oil or gas production and development regulated pursuant to Part 615 or 625			☐
Licensed landfill regulated pursuant to Part 115			☐
Licensed hazardous waste treatment, storage, or disposal facility regulated pursuant to Part 111			☐

Section D: Applicable Dates (provide date for all that are relevant):

MM/DD/YYYY

Date All Appropriate Inquiry (AAI) Report or Phase I Environmental Assessment Report completed:	04/22/2021
Date Baseline Environmental Assessment Report conducted:	06/14/2021
Date submitter first became the owner:	
Date submitter first became the operator:	
Date submitter first became the operator (if prior to ownership):	
Anticipated date of becoming the owner for prospective owners:	06/18/2021
Anticipated date of becoming the operator for prospective operators:	
If former owner or operator of this property, prior dates of being the owner or operator:	

Section E: Check the appropriate response to each of the following questions:

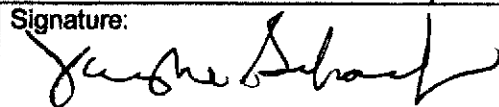
YES NO

1. Is the property at which the BEA was conducted a "facility" as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d)?	☒ ☐
2. Was the All Appropriate Inquiry (AAI) or Phase I Environmental Assessment Report completed in accordance with Section 20101(1)(f) and or 21302(1)(b)?	☒ ☐
3. Was the BEA, including the sampling, conducted either prior to or within 45 days of the date of becoming the owner, operator, or of foreclosure, whichever is earliest?	☒ ☐
4. Is this BEA being submitted to the department within 6 months of the submitter first becoming the owner or operator, or foreclosing?	☒ ☐
5. Does the BEA provide sufficient rationale to demonstrate that the data is reliable and relevant to define conditions at the property at the time of purchase, occupancy, or foreclosure, even if the BEA relies on studies of data prepared by others or conducted for other purposes?	☒ ☐
6. Does this BEA contain the legal description of the property addressed by the BEA?	☒ ☐
7. Does this BEA contain the environmental analytical results, a detailed, scaled map (not aerial photo) showing the sample locations, and the basis for the determination that the property is a facility as defined by Section 20101(1)(s) or the basis for the determination that the property is a Property as defined by Section 21303(d)?	☒ ☐

Section F: Environmental Consultant Signature:

I certify to the best of my knowledge and belief, that this BEA and all related materials are true, accurate, and complete. I certify that the property is a facility as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d) and have provided the sampling and analyses that support that determination. I certify that any exceptions to, or deletions from, the All Appropriate Inquiry Rule are described in Section 1 of the BEA report.

Signature:

Printed Name:
Jayne SchoenbornMailing Address:
3315 3 Mile Road, NWTelephone Number:
616-732-3600

Date:

June 21, 2021

Company:
GRand Environmental, LLCCity, State and Zip Code:
Walker, MI 49534Email Address:
Jayne@GRandEnv.com**Section G: Legal Entity Signature:**

With my signature below, I certify that to the best of my knowledge and belief, this BEA and all related materials are true, accurate, and complete.

Signature:

Printed Name:
Bruce John Essex, Jr.Mailing Address:
221 W. Webster AvenueTelephone Number:
231-578-2508

Date:

JUNE 15th, 2021Title and relationship of signatory to
submitter: Member, 221 West Webster, LLCCity, State and Zip Code:
Muskegon, MI 49440Email Address:
Johnessex@corerealty.com

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	Former	Current	Prospective										
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Operator	☐	☐	☐										

Section C: Source of Contamination at the Property

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(check all that are known to apply):			
Source other than Part 201 or Part 213, or source unknown			☐
Oil or gas production and development regulated pursuant to Part 615 or 625			☐
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If former owner or operator of this property, prior dates of being the owner or operator:	

Section E: Check the appropriate response to each of the following questions:

YES NO

1. Is the property at which the BEA was conducted a "facility" as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d)?	☒ ☐
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Section F: Environmental Consultant Signature:

I certify to the best of my knowledge and belief, that this BEA and all related materials are true, accurate, and complete. I certify that the property is a facility as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d) and have provided the sampling and analyses that support that determination. I certify that any exceptions to, or deletions from, the All Appropriate Inquiry Rule are described in Section 1 of the BEA report.

Signature:

Printed Name:
Jayne SchoenbornMailing Address:
3315 3 Mile Road, NWTelephone Number:
616-732-3600

Date:

June 21, 2021

Company:
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With my signature below, I certify that to the best of my knowledge and belief, this BEA and all related materials are true, accurate, and complete.

Signature:

Printed Name:
Bruce John Essex, Jr.Mailing Address:
221 W. Webster AvenueTelephone Number:
231-578-2508

Date:

JUNE 15th, 2021Title and relationship of signatory to
submitter: Member, Webster Devcore, LLCCity, State and Zip Code:
Muskegon, MI 49440Email Address:
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BASELINE ENVIRONMENTAL ASSESSMENT
CONDUCTED PURSUANT TO SECTION 20126(1)(C) OF 1994 P.A. 451,
PART 201, AS AMENDED

221 W. WEBSTER AVENUE
MUSKEGON, MUSKEGON COUNTY, MICHIGAN

JUNE 14, 2021

GRAND PROJECT NO. 21-1025.01

PREPARED FOR:

WESTERN LAND CO., LLC; 221 WEST WEBSTER, LLC
AND WEBSTER DEVCORE, LLC
221 W. WEBSTER AVENUE
MUSKEGON, MI 49440



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ATTACHMENTS

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	Figure 1 Subject Property Location
	Figure 2 Site Plan
	Figure 3 Site Plan with Soil Boring Locations
	Figure 4 Site Plan with Soil Analytical Results
	Figure 5 Site Plan with Groundwater Analytical Results
Attachment B	Phase I Environmental Site Assessment – Former Huntington Bank Property, 221 W. Webster Avenue, Muskegon, Muskegon County, MI. GRand Environmental, LLC. April 22, 2021
Attachment C	Reliance Letter – Former Huntington Bank Property, 221 W. Webster Avenue, Muskegon, Muskegon County, MI. GRand Environmental, LLC. June 14, 2021
Attachment D	Soil Boring Logs
Attachment E	Table 1: Summary of Analytical Results and EGLE Generic Residential Cleanup Criteria – Soil
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Attachment G	Plat Map and Legal Description
Attachment H	Resumes of Environmental Professionals

**BASELINE ENVIRONMENTAL ASSESSMENT
CONDUCTED PURSUANT
TO SECTION 20126(1)(C) OF 1994 P.A. 451, PART 201, AS AMENDED**

**221 W. WEBSTER AVENUE
MUSKEGON, MUSKEGON COUNTY, MICHIGAN
GRAND PROJECT NO. 21-1025.01
JUNE 7, 2021**

1.0 INTRODUCTION AND DISCUSSION

This Baseline Environmental Assessment (BEA) report has been conducted pursuant to Section 20126(1)(c) of Part 201 of the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, as amended ("Part 201").

GRand Environmental, LLC (GRand) completed this BEA for the property which consists of one parcel with an address of 221 W. Webster Avenue, Muskegon, Muskegon County, Michigan (the "Subject Property" - (see Attachment A – Figure 1 – Subject Property Location).

The Subject Property consists of one irregular-shaped parcel of land. The Subject Property encompasses approximately 2.10 acres and is identified as Tax Identification Number 61-24-205-333-0001-00. The Subject Property maintains one six-story structure that was most recently occupied by Huntington National Bank and one single story drive-up bank building with canopy. The Subject Property was vacant of operations at the time of the site reconnaissance. The Subject Property is currently owned by Muskegon BNK Investors, LLC. Historical addresses identified for the Subject Property during the Phase I ESA included 21, 33, 37, 63, 69, 76, 87, 93, 99, 7614, 7615, 223, 229, 233, 243 and 257 W. Webster Avenue; 4111, 4112, 4113, 60, 66, 1010 and 1018 2nd Street; and 3703, 3704, 3705, 48, 50, 54, 56, 60, 62, 196, 200, 204, 212 and 224 W. Muskegon Avenue.

1.1 Owner / Operator Information

Western Land Co., LLC; 221 West Webster, LLC; and Webster Devcore, LLC, at 794 Pine Street, Muskegon, Michigan 49442, intends to purchase the Subject Property on June 18, 2021 from Muskegon BNK Investors, LLC. Mr. Bruce John Essex is a member of each of the purchasing entities. Western Land Co., LLC intends to own the Subject Property land; 221 West Webster, LLC intends to own the Subject Property buildings; and Webster Devcore, LLC will own the two other entities. The entities intend to renovate the Subject Property for future residential uses.

1.2 Intended Use of Property

Western Land Co., LLC; 221 West Webster, LLC; and Webster Devcore, LLC intend to purchase the Subject Property and intends to renovate the Subject Property and lease the Subject Property to residential tenants. These operations will not utilize, store or generate large quantities of hazardous substances.

1.3 All Appropriate Inquiry Summary

GRand completed an ASTM Standard Phase I Environmental Site Assessment (ESA) on the Subject Property intended to fulfill the All Appropriate Inquiry (AAI) requirements on April 22, 2021 on behalf of Core Development, LLC (see Attachment B – Phase I Environmental Site Assessment). The Phase I ESA revealed the following recognized environmental conditions (RECs):

- *The historical presence of an old cemetery on the Subject Property in at least 1883.*
- *The historical presence of an undertaker and mortuary on the Subject Property between at least 1946 through at least 1963.*
- *The historical presence of an ambulance service on the Subject Property from at least 1960 through 1963.*
- *The potential for historical industrial or construction fill material to be present beneath the Subject Property.*

GRand also prepared a Reliance Letter on June 14, 2021 documenting that Western Land Co., LLC; 221 West Webster, LLC; and Webster Devcore, LLC could also rely on the results of the Phase I ESA report and Phase II ESA activities (see Attachment C – Reliance Letter).

1.4 Exception to or Deletions from the AAI or ASTM E 1527-13

In conducting the Phase I ESA, GRand did not deviate from the standard practice ASTM E1527-13. There were no reported exceptions to or deletions from ASTM Standard E 1527-13, which meets the All Appropriate Inquiry (AAI) requirements.

1.5 Data Gaps

Historical information back to the Subject Property's first known development was not available due to the presence of residential structures and an old cemetery on the Subject Property in 1883 (based on a Sanborn Map). Due to the documented use of the Subject Property and surrounding area between 1883 through at least 1911 as residential, it is unlikely for this "data failure" to change the conclusions of this report, and, therefore, it does not represent a significant data gap.

"Data failure" occurred during Subject Property research between the years 1887 through 1911 and 1911 through 1917; although this is not considered a data gap.

GRand did not observe each of the rooms located in the six-story structure; however, this is not likely to change the conclusions of the Phase I ESA or this BEA Report.

1.6 Sampling Completed, Purpose and Methods

A Phase II ESA was conducted by GRand on the Subject Property on May 13, 2021. The Phase II ESA consisted of the installation of five soil borings across the exterior of the Subject Property for the collection of soil and/or groundwater samples for laboratory analysis to address the RECs identified in the April 2021 Phase I ESA and determine if the Subject Property is defined a 'facility' as defined in Part 201. GRand took into account the RECs for purposes of determining locations of the soil borings. The soil and groundwater samples were collected according to customary practice in laboratory supplied clean containers and stored on ice until delivery to the laboratory under proper chain-of-custody procedures.

Soil Borings

On May 13, 2021, GRand mobilized to the Subject Property to install five soil borings on the exterior of the Subject Property. Each of the soil borings was conducted for purposes of visual observations of the soil and collection of groundwater samples for laboratory analysis. Soil collected from each of the soil borings was retrieved by a Geoprobe® sampling device that was operated by LaPointe Environmental (LaPointe) for the purpose of visual observation in each of the soil borings. The soils were logged by a scientist based on soil description and content (see Attachment D – Soil Boring Logs). The soil was also screened in the field using a Mini-Rae 3000 photoionization detector (PID).

The soil borings were identified as SB-1 through SB-5. Soil borings SB-1 and SB-4 were conducted to a depth of 28 feet below grade level (BGL); soil boring SB-2 was conducted to a depth of 24 feet BGL; and soil borings SB-3 and SB-5 were conducted to a depth of eight feet BGL. Soil boring SB-1 was installed along the north side of the drive-thru structure. Soil boring SB-2 was installed in the northwest corner of the Subject Property. Soil boring SB-3 was installed in the southwest parking area. Soil boring SB-4 was installed in the southeast parking area, west of the adjoining church. Soil boring SB-5 was installed south of the multi-story Subject Property building and canopy in the asphalt (see Attachment A - Figure 3 – Site Plan with Soil Boring Locations).

Each of the soil borings was completed with a Geoprobe sampling device operated by LaPointe. Soil boring SB-4 was converted to a temporary monitor well to enable groundwater sample collection. Due to the lack of groundwater to depths beyond 25 feet BGL, no groundwater samples were collected from soil borings SB-1 and SB-2.

Soil Samples

Soil identified in the soil borings consisted of a mixture of fine to medium to coarse sand that ranged in color from tan to light brown to brown to dark brown to black. Some foundry fill material was observed in soil borings SB-1 and SB-4. Wet soil was identified in soil boring SB-4 at approximately 26.5 feet BGL. Field screening with a PID revealed no concentrations of volatile contaminants in the soil borings (see Attachment C). Furthermore, no visual or other olfactory evidence of contamination was observed in the soil borings. Two representative soil samples were collected from soil boring SB-1 and were identified as SB-1 (4-4.5') and SB-1 (27-28'). One representative soil sample was collected from the remaining soil borings and were identified as SB-2 (23-24'); SB-3 (1-2'), SB-4 (3-4') and SB-5 (1-2'). The soil samples were collected according to customary practice in laboratory supplied clean containers and stored on ice until delivery to the laboratory under proper chain-of-custody procedures. The soil samples were submitted to and received by Bio-Chem Laboratories, Inc. (Bio-Chem) on May 14, 2021 for analysis using standard turnaround time. The soil samples collected from soil borings SB-1 (4-4.5'), SB-3 (1-2'), SB-4 (3-4') and SB-5 (1-2') were submitted for laboratory analysis of polynuclear aromatic hydrocarbons (PNAs) (utilizing Method SW8270C) and Michigan 10 metals (utilizing Methods 7471A, SW6010B and SW7742). The soil samples collected from soil boring SB-1 (27-28') was submitted for laboratory analysis of standard volatile organic compounds (VOCs) (utilizing Method SW8260D) and formaldehyde (utilizing Method N3500M); and the soil sample collected from SB-2 (23-24') was submitted for laboratory analysis of standard VOCs (utilizing Method SW8260D), PNAs (utilizing Method 8270C) and formaldehyde (utilizing Method N3500M).

Groundwater Samples

One groundwater sample was collected from soil boring SB-4 on the Subject Property. The groundwater sample was collected from a five-foot temporary well set at the top of the water table in the soil boring. The groundwater sample from soil boring SB-4 was collected between 23 and 28 feet BGL.

The groundwater sample was obtained on May 13, 2021, using a variable speed peristaltic pump. The groundwater sample was collected directly from the new purge tubing into laboratory provided clean containers. LaPointe set the temporary well in the soil borings, purged the well for approximately 10 minutes and until the water cleared before GRand collected the groundwater sample for analysis. The groundwater sample was collected by GRand according to customary practice in laboratory supplied clean containers and stored on ice until delivery to the laboratory under proper chain-of-custody procedures. The groundwater samples collected were submitted to and received by Bio-Chem for laboratory analysis on May 14, 2021 using standard turnaround time. The groundwater sample collected from soil boring SB-4 was submitted for laboratory analysis of standard VOCs (utilizing Method SW8260B); PNAs (utilizing Method SW8270C); formaldehyde (utilizing Method N3500); and Michigan 10 metals (utilizing Methods SW7470A and SW6010B).

1.7 Location of the Known Contamination

The soil and groundwater analytical results were compared to the current EGLE's Generic Residential Cleanup Criteria (GRCC) to determine if the Subject Property is a "facility" as that term is defined in Part 201.

The soil analytical results did not reveal any detectable concentrations of VOCs or formaldehyde in the soil samples submitted for those analyses. The laboratory results did reveal detectable concentrations of multiple PNAs in at least three of the soil samples collected for laboratory analysis. None of the PNAs detected were present at concentrations above the EGLE's GRCC (see Attachment A – Figure 4 – Site Plan with Soil Analytical Results; Attachment E – Table 1 and Attachment F – Laboratory Analytical Results and Chain of Custody Documents). Multiple metals were detected in each of the soil samples submitted for laboratory analysis. Of the metals detected, the following were present at concentrations that exceed the EGLE's GRCC: copper, lead, mercury and zinc in soil sample SB-4 (3-4') and mercury in soil sample SB-3 (1-2').

The groundwater analytical results did not reveal any detectable concentrations of PNAs in the groundwater sample collected from the Subject Property. However, one VOC (chloroform), one metal (lead) and formaldehyde were detected. Only lead was detected in the groundwater sample at a concentration that exceeds the EGLE's GRCC (see Attachment A – Figure 5 – Site Plan with Groundwater Analytical Results; Attachment E – Table 2 and Attachment F).

Based on the Phase II ESA data, the known soil and groundwater contamination is located across the south portions of the Subject Property. This area of the Subject Property has not been redeveloped over the years.

1.8 Facility Status

The soil analytical results revealed the presence of copper, lead, mercury and zinc the in soil sample identified as SB-4 (3-4') and mercury in the soil sample identified as SB-3 (1-2') at concentrations that exceed the EGLE's GRCC. The remaining PNAs and metals detected in the soil samples were present at concentrations below the EGLE's GRCC. The groundwater sample collected from soil boring SB-4 revealed the presence of chloroform lead and formaldehyde; however, only lead was detected at concentration above EGLE's GRCC.

Based on the soil analytical results documenting the concentrations of copper, lead, mercury and zinc in the soil at concentrations exceeding the EGLE's GRCC and the groundwater analytical results documenting the concentration of lead at a concentration exceeding the EGLE's GRCC, the Subject Property is a 'facility' as that term is defined in Part 201 based on current EGLE guidance.

2.0 PROPERTY DESCRIPTION & INFORMATION

The Subject Property is located in the southeast quarter of Section 19, Township 10 North, Range 16 West in the City of Muskegon, Muskegon County, Michigan. The Subject Property is located on the southeast corner of the W. Webster Avenue and 1st Street intersection (see Figure 1). The Subject Property consists of a single, irregular-shaped parcel identified as Tax Identification Number 61-24-205-333-0001-00 and encompasses approximately 2.10 acres. The Subject Property maintains one multi-story bank building and canopy across the northwest portion of the Subject Property and one single story drive-thru building and canopy across the southwest portion of the Subject Property. The buildings are currently vacant of any operations and according to title documentation, the Subject Property is owned by Muskegon BNK Investors, LLC.

The buildings are surrounded by a mixture of concrete, landscape, grass, and asphalt cover. Parking lots are present along the south and northeast portions of the Subject Property. A scaled area map showing the Subject Property in relation to the surrounding area is included in Attachment A - Figure 1 and a scaled Site Plan is included as Attachment A - Figure 2. The latitude and longitude coordinates were obtained from the database report obtained as part of the Phase I ESA report. The Latitude (North) coordinate is identified as 43.23445660-43°14'4.43" and the Longitude (West) coordinate is identified as -86.2491820-86°14'57.05". The legal description and plat map are provided in Attachment G.

3.0 FACILITY STATUS

3.1 Hazardous Substances Identified at the Subject Property and General Locations

The Subject Property is considered a "*facility*" based on analytical results of soil and groundwater samples collected during the course of a Phase II ESA performed by GRand on May 13, 2021. The soil analytical results revealed the presence of copper, lead, mercury and zinc in one of the soil samples identified as SB-4 (3-4') and mercury in one of the soil samples identified as SB-3 (1-2') at concentrations that exceed the EGLE's GRCC. Additionally, the groundwater sample identified as SB-4 (23-28') revealed lead at a concentration that exceeds the EGLE's GRCC.

The CAS number for each contaminant, their maximum concentration, sample locations and depths and the media affected are identified within the tables located in Attachment E. The soil boring logs are included in Attachment D and the laboratory analytical data sheets and chain of custody documents are included in Attachment F.

4.0 IDENTIFICATION OF AUTHOR AND DATE BEA WAS CONDUCTED

Author: Jayne Schoenborn, Project Manager, GRand Environmental, LLC
(see Attachment H: Resumes of Environmental Professionals)

Reviewer: Christy Bakos, Project Manager, GRand Environmental, LLC
(see Attachment H)

GRand Environmental, LLC
3315 3 Mile Road, NW
Walker, Michigan 49534
Phone 616.732.3600

Date BEA Conducted: June 14, 2021

5.0 ASTM PHASE I ESA AND CONCLUSIONS

The ASTM E 1527-13 Standard Phase I ESA completed on the Subject Property on April 22, 2021 on behalf of Core Development, LLC revealed the following RECs:

- *The historical presence of an old cemetery on the Subject Property in at least 1883.*
- *The historical presence of an undertaker and mortuary on the Subject Property between at least 1946 through at least 1963.*
- *The historical presence of an ambulance service on the Subject Property from at least 1960 through 1963.*
- *The potential for historical industrial or construction fill material to be present beneath the Subject Property.*

A copy of the ASTM E1527-13 compliant Phase I ESA report is included as Attachment B, without the database search report per EGLE requirements. A Reliance Letter is also included in Attachment C documenting that Western Land Co., LLC; 221 West Webster, LLC; and Webster Devcore, LLC can also rely on the April 22, 2021 Phase I ESA and Phase II ESA activities and results.

6.0 REFERENCES

Sources of information for this BEA report were obtained from a review of the following:

- Phase I Environmental Site Assessment – Former Huntington Bank Property, 221 W. Webster Avenue, Muskegon, Muskegon County, Michigan. GRand Environmental, LLC. April 22, 2021.
- Soil Boring Logs. GRand Environmental, LLC
- Soil and Groundwater Analytical Results. Bio-Chem Laboratories, Inc. May 21, 2021.
- Interviews with the representative of Western Land Co., LLC; 221 West Webster, LLC; and Webster Devcore, LLC.
- Michigan Department of Environmental Quality (currently EGLE) – Part 201 Generic Residential Cleanup Criteria and Screening Levels\Part 213 Risk-Based Screening Levels Tables. December 30, 2013 and August 3, 2020.
- Michigan Department of Environmental Quality (currently EGLE). *Contents of a BEA Report (EQP4025)*. April 2021.



Figure 1

Subject Property Location

Project No. 21-1025

Date drawn: 4-20-2021

Former Huntington Bank Property
221 W. Webster Avenue
Muskegon, Michigan

Muskegon County, Michigan

3315 3 Mile Road, NW, Walker, MI 49534 | 616.732.3600 | www.grandenr.com



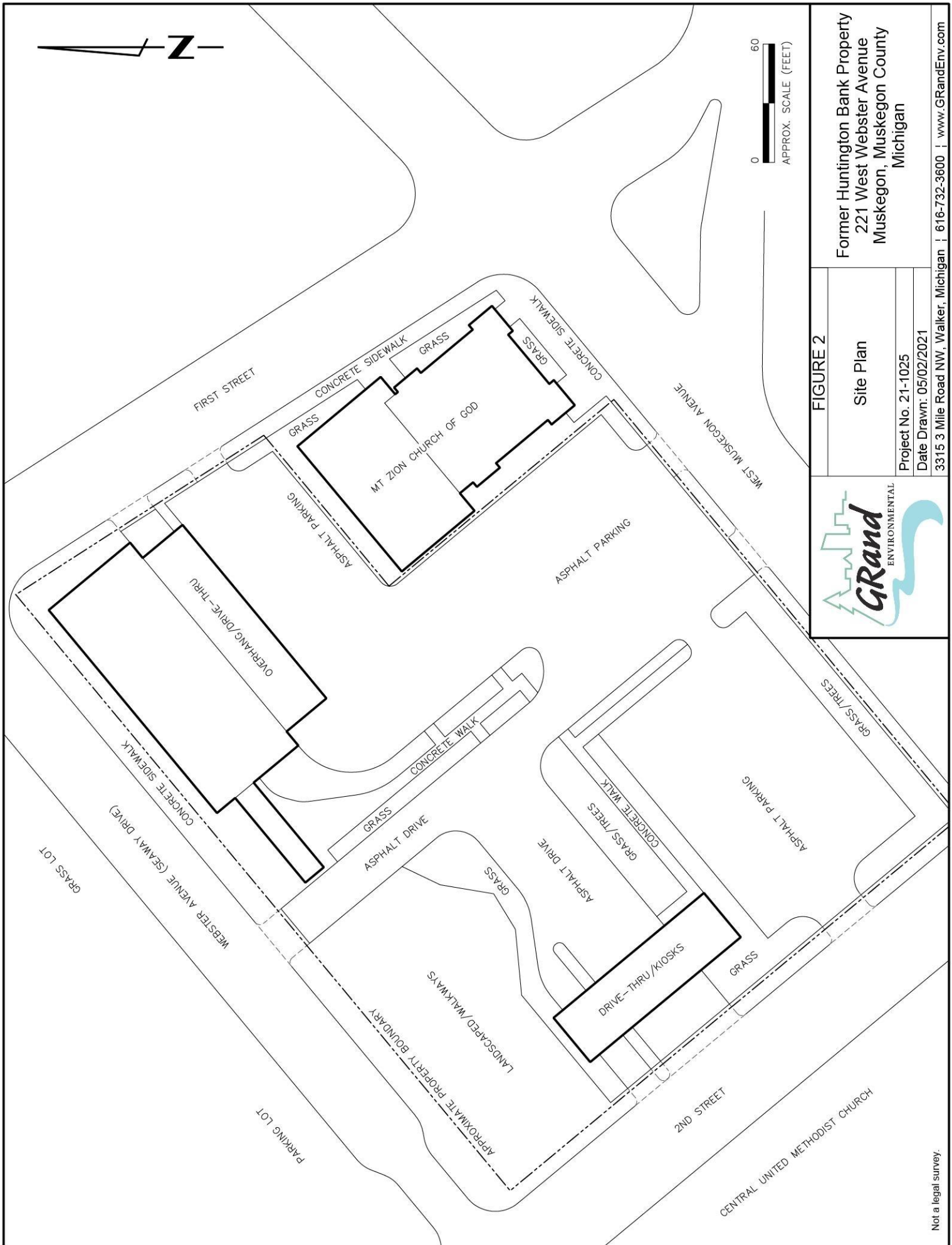
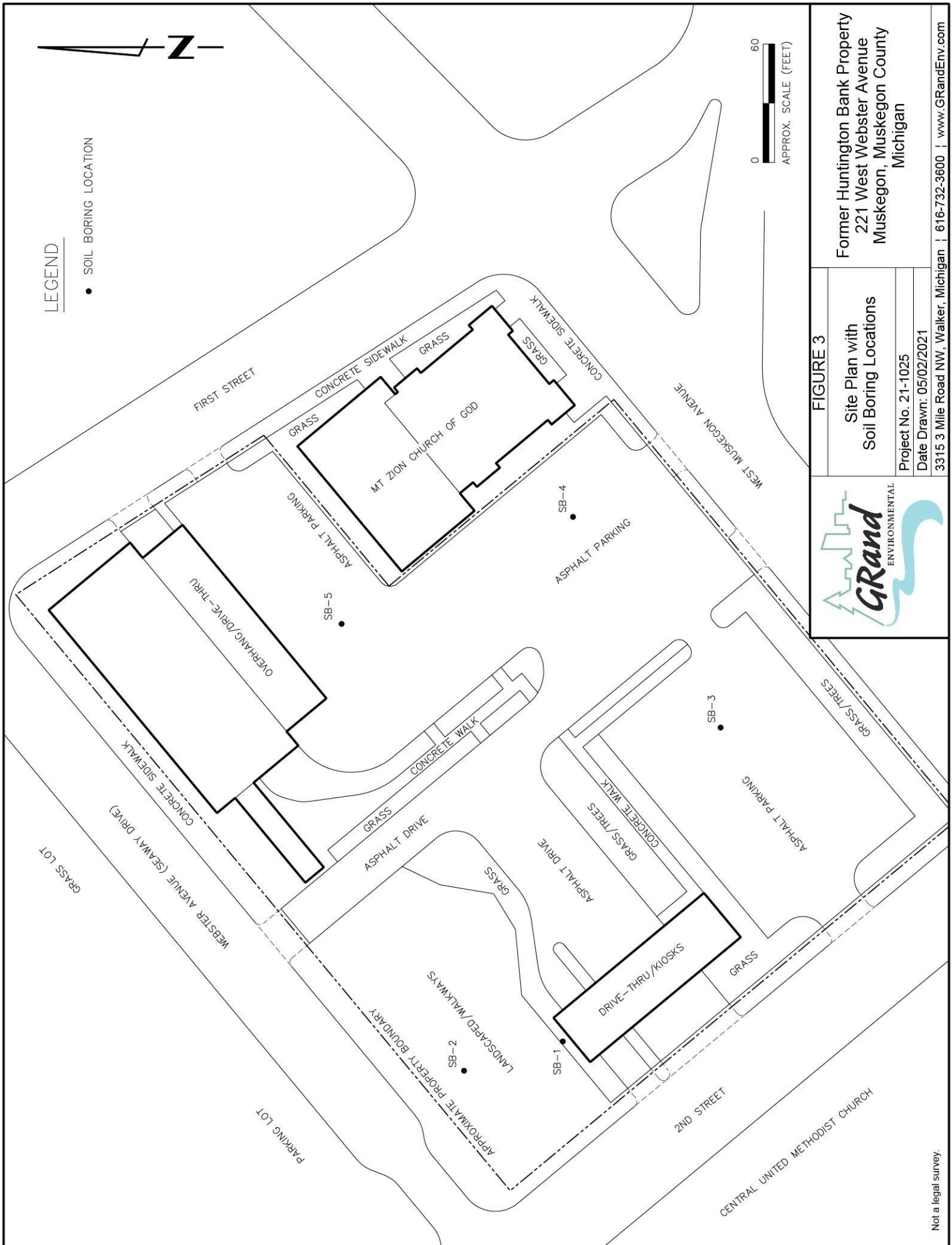


	FIGURE 2		Former Huntington Bank Property 221 West Webster Avenue Muskegon, Muskegon County Michigan
	Site Plan		
Project No. 21-1025 Date Drawn: 05/02/2021		3315 3 Mile Road NW, Walker, Michigan 616-732-3600 www.GRandEnv.com	

Not a legal survey.



LEGEND

- SOIL BORING LOCATION



FIGURE 3

Site Plan with
Soil Boring Locations

Project No. 21-1025
Date Drawn: 05/02/2021
3315 3 Mile Road NW, Walker, Michigan | 616-732-3600 | www.GRandEnv.com



Former Huntington Bank Property
221 West Webster Avenue
Muskegon, Muskegon County
Michigan

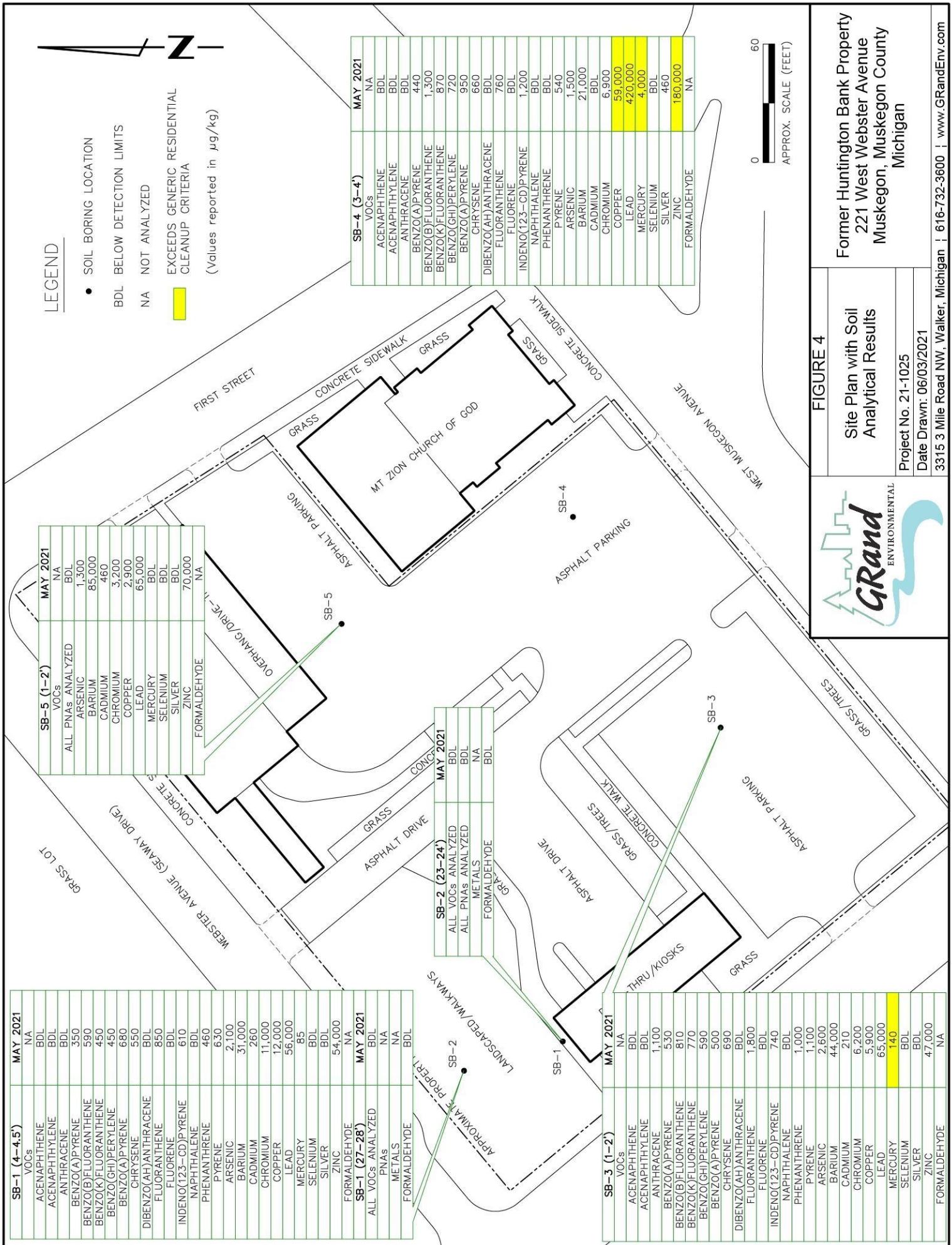


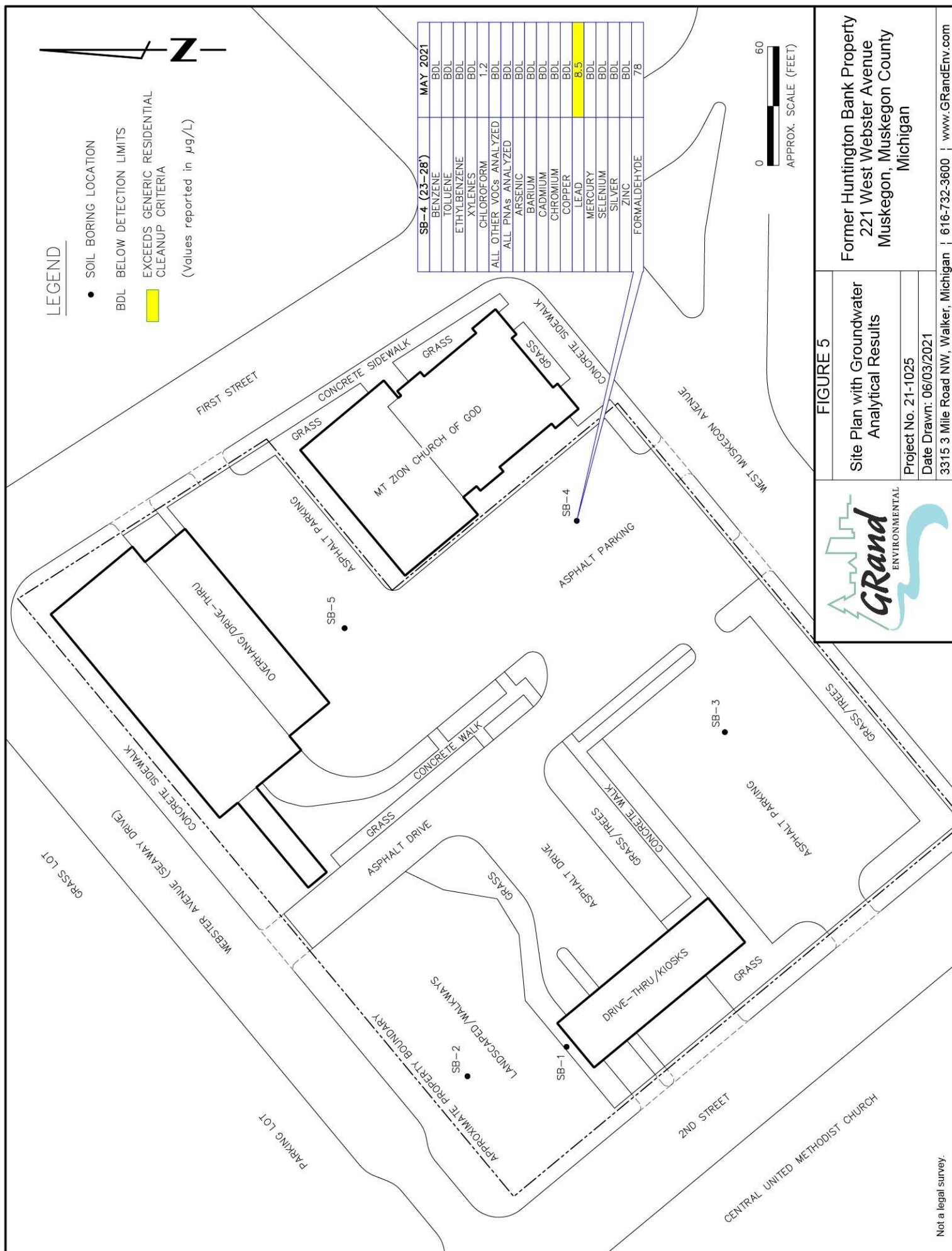
FIGURE 4

Site Plan with Soil Analytical Results

Project No. 21-1025
Date Drawn: 06/03/2021

3315 3 Mile Road NW, Walker, Michigan | 616-732-3600 | www.GrandEnv.com

Former Huntington Bank Property
221 West Webster Avenue
Muskegon, Muskegon County
Michigan



LEGEND

- SOIL BORING LOCATION
 - BDL BELOW DETECTION LIMITS
 - EXCEEDS GENERIC RESIDENTIAL CLEANUP CRITERIA
- (Values reported in µg/L)

SB-4 (23-28')		MAY 2021
BENZENE	BDL	BDL
TOLUENE	BDL	BDL
ETHYLBENZENE	BDL	BDL
XYLENES	BDL	BDL
CHLOROFORM	1.2	BDL
ALL OTHER VOCs ANALYZED	BDL	BDL
ALL PNAs ANALYZED	BDL	BDL
ARSENIC	BDL	BDL
BARIUM	BDL	BDL
CADMIUM	BDL	BDL
CHROMIUM	BDL	BDL
COPPER	BDL	BDL
LEAD	8.5	BDL
MERCURY	BDL	BDL
SELENIUM	BDL	BDL
SILVER	BDL	BDL
ZINC	BDL	BDL
FORMALDEHYDE	78	BDL

FIGURE 5

Site Plan with Groundwater Analytical Results

Project No. 21-1025
Date Drawn: 06/03/2021
3315 3 Mile Road NW, Walker, Michigan | 616-732-3600 | www.GRandEnv.com



Former Huntington Bank Property
221 West Webster Avenue
Muskegon, Muskegon County
Michigan



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025		Title: Approval of Minutes																
Submitted by: Ann Meisch, City Clerk		Department: City Clerk																
Brief Summary: To approve minutes of the March 25, 2025, City Commission Meeting.																		
Detailed Summary & Background:																		
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u>																		
Amount Requested:		Budgeted Item: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>x</td> <td></td> </tr> </table>		Yes		No		N/A	x									
Yes		No		N/A	x													
Fund(s) or Account(s):		Budget Amendment Needed: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>x</td> <td></td> </tr> </table>		Yes		No		N/A	x									
Yes		No		N/A	x													
Recommended Motion: Approve the minutes.																		
Approvals: <table border="1"> <tr> <td>Immediate Division Head</td> <td></td> <td></td> </tr> <tr> <td>Information Technology</td> <td></td> <td></td> </tr> <tr> <td>Other Division Heads</td> <td></td> <td></td> </tr> <tr> <td>Communication</td> <td></td> <td></td> </tr> <tr> <td>Legal Review</td> <td></td> <td></td> </tr> </table>		Immediate Division Head			Information Technology			Other Division Heads			Communication			Legal Review			Guest(s) Invited / Presenting: No	
Immediate Division Head																		
Information Technology																		
Other Division Heads																		
Communication																		
Legal Review																		

CITY OF MUSKEGON

CITY COMMISSION MEETING

March 25, 2025 @ 5:30 PM

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

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, Michigan at 5:30 p.m., Tuesday, March 25, 2025. Pastor Jeremy Lenertz from the First Wesleyan Church, opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL

Present: Mayor Ken Johnson, Vice Mayor Rebecca St. Clair, Commissioners Jay Kilgo, Willie German, Jr., and Katrina Kochin, City Manager Jonathan Seyferth, City Attorney John Schrier, and City Clerk Ann Marie Meisch

Absent: Commissioners Destinee Keener and Rachel Gorman

2025-24 PUBLIC HEARINGS

A. Neighborhood Enterprise Zone Certificates - 572 Agnes St., 561 Mary St., and 425 Octavius St. Economic Development

Staff is requesting the approval of Neighborhood Enterprise Zone (NEZ) certificates for 15 years for new construction homes at 572 Agnes St., 561 Mary St., and 425 Octavius St.

Applications for Neighborhood Enterprise Zone (NEZ) certificates have been submitted by Stephens Homes and Investments for new construction homes at **572 Agnes St., 561 Mary St., and 425 Octavius St.** These properties were formerly City-owned lots that were sold to the developer. The estimated construction cost for each home is between **\$160,000 and \$175,000.**

The applications meet all local and state requirements for NEZ certification. Included in your materials are the new NEZ resolution and a map outlining the updated NEZ boundaries for your review.

STAFF RECOMMENDATION: I move to close the public hearing and approve the Neighborhood Enterprise Zone District certificates at 425 Octavius St., 561 Mary St., and 572 Agnes St. and authorize the City Clerk and Mayor to sign the certificate and

resolution.

The public hearing opened to hear and consider any comments from the public. No public comments were made.

Motion by Vice Mayor St.Clair, second by Commissioner German, to close the public hearing and approve the Neighborhood Enterprise Zone District certificates at 425 Octavius St., 561 Mary St., and 572 Agnes St. for a term of 15 years and authorize the City Clerk and Mayor to sign the certificate and resolution.

**ROLL VOTE: Ayes: Kilgo, German, Kochin, St.Clair, and Johnson
Nays: None**

MOTION PASSES

B. Neighborhood Enterprise Zone Certificate - 1221 Sanford St. Economic Development

Staff is requesting the approval of a Neighborhood Enterprise Zone certificate for 15 years for a new construction home at 1221 Sanford St.

An application for a Neighborhood Enterprise Zone (NEZ) certificate has been submitted by OrangeFin Properties LLC for a new construction home at 1221 Sanford St. This was a former City-owned lot that was sold to the developer. The estimated construction cost is \$145,000.

The application meets all local and state requirements for NEZ certification. Included in your materials are the new NEZ resolution and a map outlining the updated NEZ boundaries for your review.

STAFF RECOMMENDATION: I move to close the public hearing and approve the Neighborhood Enterprise Zone certificate at 1221 Sanford St. and authorize the City Clerk and Mayor to sign the certificate and resolution.

The public hearing opened to hear and consider any comments from the public. No public comments were made.

Motion by Commissioner Kochin, second by Commissioner Kilgo, to close the public hearing and approve the Neighborhood Enterprise Zone certificate at 1221 Sanford St. for a term of 15 years and authorize the City Clerk and Mayor to sign the certificate and resolution.

**ROLL VOTE: Ayes: German, Kochin, St.Clair, Johnson, and Kilgo
Nays: None**

MOTION PASSES

C. Neighborhood Enterprise Zone Certificate - 254 Meeking St. Economic Development

Staff is requesting the approval of a Neighborhood Enterprise Zone certificate for 15 years for a new construction home at 254 Meeking St.

An application for a Neighborhood Enterprise Zone (NEZ) certificate has been received from Green Rabbit Home Builders for a new construction home at 254 Meeking St. The cost of construction is approximately \$216,000. The applicant has met local and state requirements for the issuance of a NEZ certificate. You will also find a copy of the new NEZ resolution and map outlining the new NEZ boundaries.

STAFF RECOMMENDATION: I move to close the public hearing and approve the Neighborhood Enterprise Zone certificate at 254 Meeking St and authorize the City Clerk and Mayor to sign the certificate and resolution.

The public hearing opened to hear and consider any comments from the public. No public comments were made.

Motion by Commissioner Kilgo, second by Vice Mayor St.Clair, to close the public hearing and approve the Neighborhood Enterprise Zone certificate at 254 Meeking St. for a term of 15 years and authorize the City Clerk and Mayor to sign the certificate and resolution.

ROLL VOTE: Ayes: German, Kochin, St.Clair, Johnson, and Kilgo
Nays: None

MOTION PASSES

PUBLIC COMMENT ON AGENDA ITEMS

No public comments were made.

2025-25 CONSENT AGENDA

A. Approval of Minutes City Clerk

Approve minutes of the March 3, 2025, Special Commission Meeting, the March 10, 2025, Commission Worksession Meeting, and the March 11, 2025, City Commission Meeting.

STAFF RECOMMENDATION: Approval of the minutes.

B. Sale of 312 Jackson Planning

Staff is seeking authorization to sell the City-owned vacant lot at 312 Jackson to Sjaarda Homes and Properties LLC (Derek Sjaarda).

Sjaarda Homes and Properties LLC (Derek Sjaarda) would like to purchase the City-owned buildable lot at 312 Jackson for \$2,625 (75% of the True Cash Value of \$3,500) plus half of the closing costs, and the fee to register the deed. Sjaarda Homes and Properties LLC (Derek Sjaarda) will be constructing a single-family home on the property.

STAFF RECOMMENDATION: Authorize staff to sell the City-owned vacant lot at 312 Jackson to Sjaarda Homes and Properties LLC (Derek Sjaarda).

C. Sale of 441 E Isabella Planning

Staff is seeking authorization to sell the City-owned vacant lot at 441 E Isabella to Caleb Schuyten.

Caleb Schuyten would like to purchase the City-owned buildable lot at 441 E Isabella for \$3,000 (75% of the True Cash Value of \$4,000) plus half of the closing costs, and the fee to register the deed. Caleb Schuyten will be constructing a duplex on the property.

STAFF RECOMMENDATION: Authorize staff to sell the City-owned vacant lot at 441 E Isabella to Caleb Schuyten.

D. Harbour Towne Marina Reciprocal License Agreement Manager's Office

Harbour Towne Marina replaced its on-site fuel tanks for its gas dock operations. Their lines cross a section of city-owned property behind the marina fence line. This license agreement allows Harbour Towne Marina to use that section of property, and the City receives a license to use property outside the fence line.

Early in 2025, Harbour Towne Marina approached the City when it discovered that the existing fence line erected in the 1980s did not follow the property line, specifically in the southeast section of their operations (see inset map for reference). The discrepancy was discovered when Harbour Towne Marine replaced its fuel tanks on its property. The new tanks are above-ground tanks that are up to current standards and have been permitted by EGLE (the old tanks were buried). The fuel lines from the new tanks to the fuel docks cross a section of city property.

Harbor Towne Marina suggested that the City and Harbor Towne Marina enter into a licensing agreement (30-year term). The City would license the part of its property behind the fence to Harbor Towne Marina (about 3,000 square feet), and the Marina would license a part of its property outside the fence line to the City (a section at the end of the cul-de-sac that's currently used by the public - about 3,500 square feet). The fence line would not move.

This option is acceptable to legal counsel as it does not convey the property to either party (this is a charter park). Additionally, Harbor Towne Marina will list the City as an additional insured on its insurance policy related to the fuel tanks.

STAFF RECOMMENDATION: To approve the Reciprocal License Agreement between Harbour Towne Marina and the City of Muskegon and authorize the Clerk and Mayor to sign.

E. Pere Marquette Restroom Building - Consumers Energy Easement Public Works

Staff requests authorization to sign the easement document providing Consumers Energy an easement to extend power facilities to serve the new restroom building at Pere Marquette Beach.

Consumers Energy needs to extend their power from the existing power pole located at the intersection of Beach St. & Wilcox Ave. to the restroom building being constructed just north of the Kite Shop. They will use horizontal directional drilling (HDD) technology to install a conduit from the pole to the building, and run the power cable(s) underground. The cost for Consumers to complete the work is \$34,583.30 which is available in the project budget, and the easement language is in the standard Consumers Energy format.

STAFF RECOMMENDATION: Move to authorize staff to sign the easement document providing Consumers Energy an easement to extend power facilities to serve the new restroom building at Pere Marquette Beach.

G. Ordinance Amendment - International Property Maintenance Code Public Safety (ITEM REMOVED PER REQUEST OF STAFF)

H. Agreement with Lakeshore Creative Services, LLC City Clerk

Lakeshore Creative Services, LLC currently operates the City's PEG channel and live broadcast our Commission Meetings and Planning Commission Meetings.

The agreement with Lakeshore Creative Services, LLC has expired and staff is requesting to renew it for three years at \$500 per meeting. Currently the City pays \$450 per meeting that is filmed by the production crew.

STAFF RECOMMENDATION: To approve the request to renew the agreement for Lakeshore Creative Services, LLC for three years at an amount of \$500 per meeting and approve the Mayor and Clerk to sign.

K. PILOT Agreement with Spire Development for Allen Crossing II Senior LIHTC Housing Development Economic Development

Spire is seeking an application to MSHDA to achieve funding for another round of affordable senior housing next door to their project already under construction in the Apple Avenue Corridor.

This site was previously submitted by General Capital Group, but they have elected to not move forward so that they can focus their attention on the recently awarded Nelson School project. Spire has reached a purchase agreement with property owner Wheelfish Group and would like to program a 40-50 unit senior apartment complex on the lot located at 181 Allen Avenue. This lot is contiguous to their current awarded projects under construction. The PILOT payment and MSA amounts requested are concurrent with the policy and identical to their last senior LIHTC agreement approved by commission in December 2023.

STAFF RECOMMENDATION: Motion to approve the Contract for Housing Tax Exemption

between the City of Muskegon and Allen Crossing II Limited Dividend Housing Association Limited Partnership as presented, and to authorize the Mayor and Clerk to sign.

L. Municipal Services Agreement with Spire Development for Allen Crossing II Senior Living LIHTC Application Economic Development

Spire is seeking agreements with the city in order to submit 2 additional affordable senior housing development applications to MSHDA in the upcoming April 1, 2025, LIHTC round.

This site was previously submitted by General Capital Group, but they have elected to not move forward so that they can focus their attention on the recently awarded Nelson School project. Spire has reached a purchase agreement with property owner Wheelfish Group and would like to program a 40-50 unit senior apartment complex on the lot located at 181 Allen Avenue. This lot is contiguous to their current awarded projects under construction. The PILOT payment and MSA amounts requested are concurrent with the policy and identical to their last senior LIHTC agreement approved by commission in December 2023.

STAFF RECOMMENDATION: Motion to approve the Municipal Services Agreement between the City of Muskegon and Allen Crossing II Limited Dividend Housing Association Limited Partnership as presented and to authorize the Mayor and Clerk to sign.

M. PILOT Agreement with Spire Development for Allen Crossing III Senior Housing LIHTC Application Economic Development

Spire is seeking an application to MSHDA to achieve funding for another round of affordable senior housing next door to their project already under construction in the Apple Avenue Corridor.

This site was previously submitted by General Capital Group, but they have elected to not move forward so that they can focus their attention on the recently awarded Nelson School project. Spire has reached a purchase agreement with property owner Wheelfish Group and would like to program a 40-50 unit senior apartment complex on the lot located at 162 East Apple Avenue. This lot is contiguous to their current awarded projects under construction. The PILOT payment and MSA amounts requested are concurrent with the policy and identical to their last senior LIHTC agreement approved by commission in December 2023.

STAFF RECOMMENDATION: Motion to approve the Contract for Housing Tax Exemption between the City of Muskegon and Allen Crossing III Limited Dividend Housing Association Limited Partnership and to authorize the Mayor and Clerk to sign.

N. Municipal Services Agreement with Spire Development for Allen Crossing III Senior Housing LIHTC Application Economic Development

Spire is seeking agreements with the city in order to submit 2 additional affordable senior housing development applications to MSHDA in the upcoming April 1, 2025, LIHTC round.

This site was previously submitted by General Capital Group, but they have elected to not move forward so that they can focus their attention on the recently awarded Nelson School project. Spire has reached a purchase agreement with property owner Wheelfish Group and would like to program a 40-50 unit senior apartment complex on the lot located at 162 East Apple Avenue. This lot is contiguous to their current awarded projects under construction. The PILOT payment and MSA amounts requested are concurrent with the policy and identical to their last senior LIHTC agreement approved by commission in December 2023.

STAFF RECOMMENDATION: Motion to approve the Municipal Services Agreement between the City of Muskegon and Allen Crossing III Limited Dividend Housing Association Limited Partnership as presented and to authorize the Mayor and Clerk to sign.

P. Rezoning of 1148 4th St and 318/350 Houston Ave Planning

Staff-initiated request to rezone the properties at 1148 4th St, 318 Houston Ave from Limited Business (B-1), and 350 Houston Ave from High-Density Multiple-Family Residential (RM-3) to Form-Based Code, Neighborhood Core (FBC, NC).

This area of “Midtown” was rezoned to Form Based Code in 2015. Most of the parcels were zoned to FBC, UR because they were either single-family, duplex, or small multiplex buildings. At the time, these three properties were left out of the rezoning because they did not fit the FBC, UR designation. However, staff has reviewed the form-based code and has determined that the FBC, NC designation will work well for these properties and the buildings and uses would be considered legally conforming. The Nelson Place apartments would be considered a Flex building in the form-based code and the new designation would even allow for mixed-uses if the chose to do that someday. The properties at 1148 4th St and 318 Houston would be considered small multiplexes. Small multiplexes were not allowed as a permitted use in FBC, UR districts at that time, so this property was not included in the initial rezoning request of 2015. This density is allowed within the FBC, NC zoning designation and so are the office uses.

The Planning Commission unanimously (7-0, two members absent) recommended approval of the rezoning request.

STAFF RECOMMENDATION: I move to approve the request to rezone the properties at 1148 4th St, 318 Houston Ave, and 350 Houston Ave to Form-Based Code, Neighborhood Core.

Q. Rezoning of 429, 433, 451, 461, 477, 485, 491, 501, 507, 513, 521, 527 E Apple Ave and 1022 Williams St. Planning

Staff-initiated request to rezone the following properties from Two-Family Residential (RT) to Form-Based Code, Neighborhood Edge (FBC, NE):

429/433/451/461/477/485/491/501/507/513/521/527 E Apple Ave and 1022 Williams St. There are only 70 properties within the City that are zoned RT, Two-Family Residential. The zoning designation could be considered outdated because we now have the FBC, UR designation that also allows for duplexes.

The RT designation requires large lots for the development of duplexes, whereas the FBC designation allows for their development on smaller lots. RT lots must be at least 8,712 sf in size and at least 75 feet wide. This requirement makes almost all properties zoned RT legally-non-conforming because they are not wide enough. Nothing could be developed on most of these properties and the existing houses are considered grandfathered. A duplex in the FBC designation can be built on a lot that is only 40 feet wide.

The FBC, UR designation allows for single-family detached houses, duplexes and accessory dwellings units. It also allows for triplexes if there is an alley present. Staff recommends eliminating the RT zoning designation. In order to do so, we must first rezone all 70 of the RT properties that currently exist. Staff proposes to rezone these 10 properties to FBC, NE because they are located along Apple Ave adjacent to a business district and there are also alleys present, so the infrastructure already exists to support higher density.

Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public.

The Planning Commission unanimously (7-0, two members absent) recommended approval of the rezoning request.

STAFF RECOMMENDATION: I move to approve the request to rezone the addresses listed above from RT to FBC, NE.

R. Rezoning of several properties from Two-Family Residential (RT) to Neighborhood Residential (R). Planning

Staff-initiated request to rezone the following properties from Two-Family Residential (RT) to Neighborhood Residential (R):

410/420/428/438/448/456/466/478/508/524/528/530/532/558/562/568/580/586/592/600 Adams Ave, 275 Marshall St, 462/478/494/508/524/540/556/568/594 S Quarterline Rd, 1150/1160/1168/1192/1206 Ambrosia St, 370/376/384/390 Catherine Ave, 1174/1185/1191 Wood St, 353/357/361/369 E Isabella Ave, 1113/1119 Sophia St, 396/422/428/438 McLaughlin Ave, 463 Catawba Ave, 557 McLaren St, 2407 Barclay St, 11/17 Delaware Ave, and 955 W. Laketon Ave.

As described in the previous case, staff recommends eliminating the RT zones because we now have better options to allow for duplexes and higher densities. Staff is proposing to rezone these properties from RT to R, Neighborhood Residential.

These lots fit the size requirements for the proposed zoning district and the rezonings will make most of these lots legally conforming, whereas most of them are considered legally, non-conforming under the RT designation. These lots are characterized as small-to-medium sized residential lots without the presence of an alley. Without an alley present, the R designation allows only single-family detached houses, duplexes, and accessory dwelling units. Triplexes would not be allowed because there are no alleys associated with these lots.

Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public.

The Planning Commission unanimously (7-0, two members absent) recommended to approve the rezoning request.

STAFF RECOMMENDATION: I move to approve the request to rezone the above listed addresses from Two-Family Residential (RT) to Neighborhood Residential (R).

S. Rezoning of 1769, 1733, 1715, 1766, 1752, 1736, 1724, 1720, and 1714 Beidler St. Planning

Staff-initiated request to rezone the following properties from Neighborhood Residential (R) to Form-Based Code, Neighborhood Edge (FBC-NE):

1769/1733/1715/1766/1752/1736/1724/1720/1714 Beidler St.

This section of Beidler St intersects with the business district along Laketon Ave and is comprised mostly of mixed-use and retail buildings. However, many of the buildings and most of their uses are considered legally non-conforming because they are all zoned R, Neighborhood Residential. The current zoning designation limits development and use options and requires building owners to apply for Special Use Permits for any commercial or multifamily uses. Staff believes these buildings would be better served with a Form Based Code designation that allows for mixed-uses by right. The mid-block alley serves as a natural barrier between the properties proposed for rezoning and the R district to the north. The property at 1727 Beidler St was recently rezoned to FBC, NE this February.

The Planning Commission unanimously (7-0, two members absent) recommended to approve the rezoning request.

STAFF RECOMMENDATION: I move to approve the request to rezone for the addresses listed above from R, Neighborhood Residential to Form Based Code, Neighborhood Edge.

Motion by Commissioner German, second by Vice Mayor St.Clair, to approve the consent agenda as presented minus items F, I, J and O.

ROLL VOTE: Ayes: Kochin, St.Clair, Johnson, Kilgo, and German

Nays: None

MOTION PASSES

2025-26 TEMS REMOVED FROM THE CONSENT AGENDA

F. Social Media Use Policy and Guidelines Community Engagement

Staff recommends the approval of the Social Media Use Policy and Guidelines. To address the evolving landscape of online communication and ensure responsible, effective, and consistent use of social media by the City of Muskegon, a comprehensive Social Media Use Policy and Guidelines has been developed. This Policy establishes protocols for social media use by City officials and employees, ensuring communications are properly authorized, formatted, and legally compliant, particularly considering rulings such as *Lindke v. Freed*, 601 U.S. 187 (2024).

STAFF RECOMMENDATION: Approve the Social Media Use Policy and Guidelines as presented, authorizing its immediate implementation.

Motion by Commissioner Kilgo, second by Vice Mayor St.Clair, to approve the Social Media Use Policy and Guidelines as presented, authorizing its immediate implementation.

ROLL VOTE: Ayes: St.Clair, Johnson, and German

Nays: Kochin and Kilgo

MOTION DID NOT PASSES

I. Rezoning of 1201 and 1147 3rd St and 236 Monroe Ave Planning

Staff-initiated request to rezone the properties at 1201 and 1147 3rd St and 236 Monroe Ave from Convenience & Comparison Business (B-2) to Form-Based Code, Mainstreet (FBC, MS).

The "Midtown" portion of 3rd was rezoned from B-2 to Form-Based Code, Mainstreet in 2015. During the rezoning process a couple of property owners were hesitant to rezone because of current or potential developments. The vacant lot at 1201 3rd St was being used as a used-car sales lot at the time, but it has been vacant for close to 10 years. It's not exactly clear why the parking lot of 1147 3rd St and 236 Monroe Ave were not rezoned at the time. However, both of the parcels are considered non-buildable under the B-2 designation because they do not meet the minimum lot size of 10,890 sf and 100 feet of width.

At the public hearing, the property owners adjacent to the property at 236 Monroe Ave disagreed with the recommendation to rezone it to FBC, MS. Staff agreed with them and suggested that we remove 236 Monroe Ave off of the request. Staff will bring forward another zoning amendment request in the future to rezone the property

to FBC, UR.

The Planning Commission unanimously recommended to approve the request to rezone 1201 and 1147 3rd St from B-2 to FBC, MS.

STAFF RECOMMENDATION: I move to approve the rezoning of 1147 and 1201 3rd St from B-2 to Form Based Code, MS.

Motion by Commissioner German, second by Commissioner Kilgo, to approve the rezoning of 1147 and 1201 3rd St from B-2 to Form Based Code, MS.

ROLL VOTE: Ayes: St.Clair, Johnson, Kilgo, German, and Kochin
Nays: None

MOTION PASSES (REQUIRES SECOND READING)

J. Approval of Community Foundation Fund Requests in Parks & Recreation DPW- Parks

Staff requests authorization to receive grants and awards from the Community Foundation For Muskegon County from certain Parks & Recreation-related funds for a total of \$91,153.

The Community Foundation for Muskegon County has several funds set up to benefit City of Muskegon Parks. Some of these state they need approval from the City Board of Directors, and while others do not specifically need CC approval, this will serve as an informative update on the progress of the funds. On March 19th, the Parks & Recreation Advisory Committee voted to approve these funds to be formally requested for the purposes listed below:

- Darl & Kathleen Staley Charity Fund - \$37,600 - Teen activities & Summer Rec staffing
- City of Muskegon Parks Fund - \$4,659 - Mobi-Mat System at new South PM Restroom Facility
- Lakeshore Trails Improvement Fund - \$13,106 - Trail Maintenance, deck replacement & treat invasives
- Celebration Square Splashpad Fund - \$35,788 - Shade sail, landscaping, painting & other beatification

STAFF RECOMMENDATION: Authorize staff to receive grants and awards from the Community Foundation For Muskegon County from certain Parks & Recreation-related funds for a total of \$91,153.

Motion by Commissioner Kochin, second by Commissioner German, to Authorize staff to receive grants and awards from the Community Foundation For Muskegon County from certain Parks & Recreation-related funds for a total of \$91,153.

ROLL VOTE: Ayes: Johnson, Kilgo, German, Kochin, and St.Clair
Nays: None

MOTION PASSES

O. Muskegon Farmers Market Fees for 2025 City Clerk

The Muskegon Farmers Market Committee met on March 13th, 2025 to review fees along with farmers market rules/updates.

2024 Proposed 2025

Tier 1-Corner - 7 \$750 \$775
months

Tier 1 - Regular \$700 \$725

Tier 2 - Regular \$580 \$600

Tuesday May - \$25 \$25
June

Tuesday July - \$35 \$35
September

Tuesday \$25 \$25
October -
November

Thursday May - \$20 \$20
November

Saturday May- \$45 \$50
November

It is recommended the Flea Market prices increase by \$1.

The committee has requested a \$20 late fee to vendors who do not show up on time and do not call, email, or text the market to let them know.

Vendors will continue to pay an additional \$1 each Saturday that goes towards the Marketing budget of the Farmers Market.

STAFF RECOMMENDATION: To approve the fees as listed above.

Motion by Commissioner Kochin, second by Commissioner Kilgo, to approve the fees as listed above.

ROLL VOTE: Ayes: Kilgo, German, Kochin, St.Clair, and Johnson
Nays: None

MOTION PASSES

ANY OTHER BUSINESS

Commissioner Kilgo commented that the water shut-offs have been changed from \$50 to \$100.

Commissioner Kochin stated that Roosevelt Park is having a playground building event, would like to discuss looking to do this in the future. Community Clean-up is April 4th at McGraft Park and Smith Ryerson.

Commissioner German asked about the Amity Street Development and the Amity Street bridge project. Jake Eckholm, Director of Development Services, and Dan VanderHeide, Public Works Director, explained the development.

GENERAL PUBLIC COMMENT

Public comments received.

ADJOURNMENT

The City Commission meeting adjourned at 7:08 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC City Clerk



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Beach Shuttle Service Recommendation	
Submitted by: LeighAnn Mikesell, Deputy City Manager	Department: Manager's Office	
Brief Summary: Staff is requesting approval of the proposed beach shuttle service.		
Detailed Summary & Background: Staff has investigated options for transit service to and among our beaches. Proposals were made by Muskegon Area Transit and Pioneer Resources. Details can be found in the packet. The first is a beach circulator option where transit service will circulate among Harbour Towne, Margaret Drake Eliot, Pere Marquette, Beachwood, and Kruse Parks. The second option is a downtown to beach connector providing connection from Downtown and Lakeside to Pere Marquette Park. Each end of the route is further serviced by transit through the beach circulator and regular MATS operations/routes (during times of regular MATS operations). Adjustments were made to each of the options per discussion at the recent work session. Details can be seen in the attachment with changes highlighted in yellow.		
Beach Circulator	to 8 pm	to 9 pm
MATS	\$18,000	\$18,400
Pioneer Resources	\$25,100	\$25,900
Downtown to Beach Connector	to 8 pm	to 9 pm
MATS	\$67,500	did not request a quote
Pioneer Resources 1 bus	\$25,100	\$25,900
Pioneer Resources 2 busses	\$50,200	\$51,800
Staff recommends contracting with MATS for the beach circulator and with Pioneer Resources for two busses to cover the downtown to beach connector. Costs for the service will be borne by beach parking revenue. Staff also recommends conducting surveys during the summer service to understand how it is received and what changes should be considered for the future. Once commissioners agree on the service proposal, formal contracts will be developed and follow the approval process per the purchasing policy.		

Goal/Focus Area/Action Item Addressed:**Key Focus Areas:**

Improved access to the waterfront

Improved connections between downtown and the beaches

Public transportation options (tram, scooters, trolley, biking network)

Goal/Action Item:

2027 Goal 1: Destination Community & Quality of Life - Improved transportation connections throughout the community

Amount Requested:

\$70,200 to be budgeted in FY 25/26

Budgeted Item:

Yes		No	X	N/A		
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Fund(s) or Account(s):

101-772-801

Budget Amendment Needed:

Yes		No	X	N/A		
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Recommended Motion:

to approve the beach shuttle service proposal.

Approvals:

Immediate Division Head		
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Guest(s) Invited / Presenting:

No

Beach Shuttle Service Recommendation

April 2025

Service Dates: May 23 to August 31
Service Hours: Fridays and Saturdays, 11 am to 9 pm
Sundays, 11 am to 6 pm
Vehicle Type: Small bus that accommodates 16 seats or 3 wheelchairs and 6 seats
Customer fare: \$0

Beach Circulator Option

MATS Proposal Details

Stops: Harbour Towne Beach
Margaret Drake Eliot Park
Indiana Street
Woodlawn Street
Near Kite Shack Parking Lot
South of Filtration Plant
Beachwood Park
Kruse Park entrance
Kruse Picnic Area
All stops will be signed as other MATS stops currently are

Frequency: 2-3 times per hour at each stop, not timed

Ridership: Numbers will be included in overall MATS reporting

Flex Zone: MATS will operate this as a “flex route” which is essentially an established fixed route with regular stop locations, but with some ability for customers to make advance requests for a slight deviation from the route. The use of a flex route allows MATS to comply with federal requirements without operating an ADA complementary service in conjunction with the beach shuttle because all persons within the flex zone, whether persons with disabilities or not, are able to access the service through the advance notification process. MATS is working out the notification protocols and boundaries of its flex zone for this service, which will be fairly limited due to the geography of the area.

Brochures: Developed in conjunction with MATS and Community Engagement Team

Restrictions: No unaccompanied minors under 12 years of age, no pets

Cost: \$18,400 due to extended weekends and need for overtime

Sponsorship: Possible

Vehicle: Accommodates 2 bikes on a front rack

Pioneer Resources Proposal Details

Stops: Harbour Towne Beach
Silersides Museum
Margaret Drake Eliot Park
Oval Parking Lot
Kite Shack Parking Lot
south of Filtration Plant
Beachwood Park

Kruse Park entrance
Kruse Picnic Area
Frequency: 2-3 times per hour at each stop, not timed
Restrictions: None unless challenges arise
Cost: \$25,900 due to extended time
Vehicle: Does not accommodate bikes

Recommendation

Contract with MATS for a cost of \$18,400

The service proposed by MATS and Pioneer Resources is essentially identical, and the cost for MATS is less.

Downtown to Beach Connector Option

MATS Proposal Details

Stops:	Herman Ivory Terminal Delta Hotel Shoreline Inn Samaritas Apartments (Spring and Clay) Bayview Towers Hartford Terrace Jefferson Towers / Ten21 Berkshire Muskegon Muskegon Museum of Art Hackley Public Library Nelson Place Hackley Hume Site Convention and Visitors Bureau Lakeside Lakeshore Drive near Sherin St. Beach Street Parking Area (on two-way road segment) Margaret Drake Elliot Park Area (on two-way road segment) Silersides Museum Parking Area
Frequency:	2 times per hour at each stop, timed, brief layover at Herman Ivory Terminal
Flex Zone:	Alternate pickup/drop off with request 2 hours in advance Downtown flex zone bounded by Muskegon Lake, Spring St., Hartford/Houston Ave., 7 th St. Lakeshore flex zone bounded by Muskegon Lake, Southern Ave., Montgomery Ave., Ruddiman Creek Lakeside flex zone bounded by Muskegon Lake, Ruddiman Creek, Harrison Ave., Sherin St.
Restrictions:	No unaccompanied minors under 12 years of age, no pets
Cost:	\$45,000

Pioneer Resources Proposal Details

Stops:	Downtown Transit Center Lakeside Pere Marquette Beach Potential stop near Hartshorn Marina Potential stop at Fisherman's Landing City would need to develop signing
Frequency:	2-3 times per hour at each stop, not timed Added stops increase circulation time, only one stop every 45 minutes Second bus brings stop frequency to every 20-25 minutes
Restrictions:	None unless challenges arise
Cost:	\$25,900, second bus to improve frequency doubles cost to \$51,800
Sponsorship:	Possible
Vehicle:	Does not accommodate bikes

Recommendation

Contract with Pioneer Resources for a cost of \$51,800 with added stops and second bus

The Pioneer Resources proposal provides a more efficient route for a lower cost when considering one bus. Even with an additional bus, the cost provides a greater return on investment with improved frequency at each stop. By locating the downtown stop at the terminal, access is provided to transit users from points further east and south, at least for days when the transit service operates. Each stop location is near public parking lots that visitors can use. The simpler route gives a chance to test the need for a downtown to beach connector. Modifications to the route can be contemplated after data is collected from users.

Total expected cost for 2025:	\$70,200
Projected revenue increase for 2025:	\$460,000



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Amendment to the zoning ordinance - Planned Unit Development (PUD) compliance
Submitted by: Mike Franzak, Planning Director	Department: Planning
Brief Summary: Staff-initiated request to amend Section 2101 of the zoning ordinance to require the Zoning Administrator to review all Planned Unit Development sites for accuracy before a certificate of occupancy can be issued for any building.	
Detailed Summary & Background: Staff is proposing to add additional language to the PUD regulations that requires the Zoning Administrator to ensure compliance with the site plan before a certificate of occupancy can be obtained for a building. There have been some issues over the years with some PUDs receiving a certificate of occupancy without fully complying with the approved site plan. Most recently, the absence of this proposed language has caused confusion in the Harbour Towne development regarding the installation of sidewalks. A certificate of occupancy is issued by the Inspections Department. If the amendment is approved, the Inspections Department would require the Zoning Administrator to sign off on the project before the certificate of occupancy is issued. The Planning Commission recommended a different wording for the ordinance amendment. They unanimously recommended in favor (6-0, 3 members absent) of the following ordinance language: Section 2101 6. The Zoning Administrator shall ensure reasonable progress is being made to comply with all of the provisions and requirements of the PUD plan and construction and placement of all of the improvements therein before a certificate of occupancy may be issued for any building within the PUD. Before a certificate of occupancy for the final elements of the PUD, the Zoning Administrator shall ensure complete compliance with all of the provisions and requirements of the PUD plan and construction and placement of all of the improvements therein before a certificate of occupancy is issued.	
Goal/Focus Area/Action Item Addressed: Key Focus Areas: Goal/Action Item: 2027 Goal 2: Economic Development Housing and Business	
Amount Requested: N/A	Budgeted Item:

		<table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>						Yes		No		N/A	X									
Yes		No		N/A	X																	
Fund(s) or Account(s): N/A		Budget Amendment Needed: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>						Yes		No		N/A	X									
Yes		No		N/A	X																	
Recommended Motion: I move to approve the amendment to Section 2101 of the zoning ordinance as proposed by the Planning Commission.																						
Approvals: <table border="1"> <tr> <td>Immediate Division Head</td> <td>X</td> <td></td> </tr> <tr> <td>Information Technology</td> <td></td> <td></td> </tr> <tr> <td>Other Division Heads</td> <td></td> <td></td> </tr> <tr> <td>Communication</td> <td></td> <td></td> </tr> <tr> <td>Legal Review</td> <td></td> <td></td> </tr> </table>			Immediate Division Head	X		Information Technology			Other Division Heads			Communication			Legal Review			Guest(s) Invited / Presenting: No				
Immediate Division Head	X																					
Information Technology																						
Other Division Heads																						
Communication																						
Legal Review																						

PLANNING COMMISSION EXCERPT

Proposed Amendment to Section 2101 (noted in red)

5. PUD Development Time Limits

- a. Construction of the improvements shown on the approved final PUD plan with all proposed buildings, parking areas, landscaping, and infrastructure must commence within one year of approval by the City Commission.
- b. Construction must be continued in a reasonable, diligent manner and be completed within five (5) years.
- c. Said five (5) year period may be extended if applied for in writing by the petitioner and granted by the City Commission following public notice and public hearing in accordance with Section 2332 of this ordinance. Failure to secure an extension shall result in a stoppage of all construction.

6. PUD Plan Compliance

- a. The Zoning Administrator shall ensure reasonable progress is being made to comply with all of the provisions and requirements of the PUD plan and construction and placement of all of the improvements therein before a certificate of occupancy may be issued for any building within the PUD. Before a certificate of occupancy for the final elements of the PUD, the Zoning Administrator shall ensure complete compliance with all of the provisions and requirements of the PUD plan and construction and placement of all of the improvements therein before a certificate of occupancy is issued.

CITY OF MUSKEGON
MUSKEGON COUNTY, MICHIGAN

ORDINANCE NO. _____

An ordinance to amend Section 2101 of the zoning ordinance to create regulations that require the Zoning Administrator to review all Planned Unit Development sites for accuracy before a certificate of occupancy can be issued for any building

THE CITY COMMISSION OF THE CITY OF MUSKEGON HEREBY ORDAINS:

SECTION 2101

6. PUD Plan Compliance

- a. The Zoning Administrator shall ensure reasonable progress is being made to comply with all of the provisions and requirements of the PUD plan and construction and placement of all of the improvements therein before a certificate of occupancy may be issued for any building within the PUD. Before a certificate of occupancy for the final elements of the PUD, the Zoning Administrator shall ensure complete compliance with all of the provisions and requirements of the PUD plan and construction and placement of all of the improvements therein before a certificate of occupancy is issued.

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 8th day of April, 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: _____, 2025.

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 April 8, 2025, the City Commission of the City of Muskegon adopted an ordinance to amend Section 2101 of the zoning ordinance to require the Zoning Administrator to review all Planned Unit Development sites for accuracy before a certificate of occupancy can be issued for any building.

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 _____, 2025.

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: April 8, 2025	Title: Fireworks Display Permit for Muskegon Country Club															
Submitted by: Ann Meisch, City Clerk	Department: City Clerk															
Brief Summary: Pyrotecnico Fireworks, Inc., is requesting approval of a fireworks display permit for Saturday, July 5, 2025, at Muskegon Country Club, 2801 Lakeshore Drive. The Fire Marshall will inspect the fireworks on the day of the event.																
Detailed Summary & Background:																
Goal/Focus Area/Action Item Addressed:																
<u>Key Focus Areas:</u>																
<u>Goal/Action Item:</u>																
Amount Requested:	Budgeted Item: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Yes</td> <td style="width: 10%;"></td> <td style="width: 15%;">No</td> <td style="width: 10%;"></td> <td style="width: 15%;">N/A</td> <td style="width: 10%;">X</td> <td style="width: 15%;"></td> </tr> </table>	Yes		No		N/A	X									
Yes		No		N/A	X											
Fund(s) or Account(s):	Budget Amendment Needed: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Yes</td> <td style="width: 10%;"></td> <td style="width: 15%;">No</td> <td style="width: 10%;"></td> <td style="width: 15%;">N/A</td> <td style="width: 10%;">X</td> <td style="width: 15%;"></td> </tr> </table>	Yes		No		N/A	X									
Yes		No		N/A	X											
Recommended Motion: Approve the fireworks display permit for Pyrotecnico Fireworks, Inc., contingent upon inspection of the fireworks.																
Approvals: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Immediate Division Head</td> <td style="width: 10%;"></td> <td style="width: 30%;"></td> </tr> <tr> <td>Information Technology</td> <td></td> <td></td> </tr> <tr> <td>Other Division Heads</td> <td></td> <td></td> </tr> <tr> <td>Communication</td> <td></td> <td></td> </tr> <tr> <td>Legal Review</td> <td></td> <td></td> </tr> </table>	Immediate Division Head			Information Technology			Other Division Heads			Communication			Legal Review			Guest(s) Invited / Presenting: No
Immediate Division Head																
Information Technology																
Other Division Heads																
Communication																
Legal Review																

2025 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256

The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks
- ☒ Public Display ☐ Private Display
- ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT Pyrotecnico Fireworks, Inc.		ADDRESS OF APPLICANT 299 Wilson Rd, New Castle, PA 16101	AGE OF APPLICANT 18 YEARS OR OLDER X YES ☐ NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Stephen Vitale		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER 299 Wilson Rd, New Castle, PA 16101	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT) Michael Falk		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT) 4369 E Summit Woods Dr NE, Rockford, MI 49341	TELEPHONE NUMBER 616.427.0377
NAME OF PYROTECHNIC OPERATOR Brian Loper		ADDRESS OF PYROTECHNIC OPERATOR 4369 E Summit Woods Dr NE, Rockford, MI 49341	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER X YES ☐ NO
NO. YEARS EXPERIENCE 24 years	NO. DISPLAYS 200+ displays	WHERE Michigan	
NAME OF ASSISTANT Matthew Loper		ADDRESS OF ASSISTANT 4369 E Summit Woods Dr NE, Rockford, MI 49341	AGE OF ASSISTANT 18 YEARS OR OLDER X YES ☐ NO
NAME OF OTHER ASSISTANT Randy Loveland		ADDRESS OF OTHER ASSISTANT 4369 E Summit Woods Dr NE, Rockford, MI 49341	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER X YES ☐ NO
EXACT LOCATION OF PROPOSED DISPLAY Muskegon Country Club, 2801 Lakeshore Drive, Muskegon MI 49441 – on golf course			
DATE OF PROPOSED DISPLAY July 5, 2025		TIME OF PROPOSED DISPLAY Approx 10:25 pm	
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT No storage necessary, delivered on date of display			
AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) \$10,000,000.00		NAME OF BONDING CORPORATION OR INSURANCE COMPANY Britton-Gallagher & Associates	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY One Cleveland Center, Floor 30; 1375 East 9 th Street, Cleveland, OH 44114			
NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)		
Approximately 1250	Aerial display shells ranging in size from 1 ¼ inches to 5 inches in diameter		
SIGNATURE OF APPLICANT 		DATE December 13, 2024	

Bureau of Fire Services
P.O. Box 30700
Lansing, MI 48909
(517) 241-8847

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
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This permit is not transferable. It authorizes the resident wholesale dealer or jobber named below to have in his or her possession fireworks of any type, for sale only to holders of permits for public display or agriculture control.

Issued To Pyrotecnico Fireworks, Inc.		Age (18 or over) Yes
Address 4369 E Summit Woods Dr NE, Rockford, MI 49341		
Name of Organization, Group, Firm, or Corporation Muskegon Country Club		
Address 2801 Lakeshore Drive, Muskegon MI 49441		
Number and Types of Fireworks Approximately 1250 aerial display shells ranging in size from 1 ¼ inches to 5 inches in diameter.		
Exact Location of Display Muskegon Country Club, 2801 Lakeshore Drive, Muskegon MI 49441 – on golf course		
City, Village, Township City of Muskegon, MI	Date July 5, 2025	Time Approx 10:25 pm
Bond or Insurance Filed? ☒ Yes ☐ No		Amount \$10,000,000.00

Issued by action of the Legislative Body of the

☐ City ☐ Village ☐ Township of _____ on the _____ day of _____, 2025
(Name of City, Village, Township)

(Signature and Title of Legislative Body Representative)

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - Display Fireworks – 1.3G fireworks for professional use only
 - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - Public Display – a fireworks display that is open to all persons for viewing.
 - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the [Michigan Fireworks Safety Act, PA 256 of 2011](#), [MCL 28.466, Section 16](#).
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.

Pyrotecnico Fireworks Inc.
12/5/2024 Michael Falk





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/7/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843		CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 E-MAIL ADDRESS: info@brittongallagher.com		FAX (A/C, No): 216-658-7101
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Everest Denali Insurance Company		16044
		INSURER B : Arch Specialty Insurance Company		21199
		INSURER C : Continental Indemnity Company		28258
		INSURER D : James River Insurance Company		12203
		INSURER E : AXIS Surplus Insurance Company		26620
		INSURER F :		

COVERAGES**CERTIFICATE NUMBER:** 1025411428**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC	Y	Y	P0000003353	11/14/2024	10/14/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	Y	Y	GCD0010016-241	11/14/2024	10/14/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☒ CLAIMS-MADE DED ☐ RETENTION \$ ☐	Y	Y	UXP1035252-05	11/14/2024	10/14/2025	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	Y	82-872096-04-38 (MASTER)	10/14/2024	10/14/2025	☒ WC STATU-TORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Excess Liability #2	Y	Y	P-001-001451057-01	11/14/2024	10/14/2025	Each Occ/ Aggregate \$5,000,000 Total Limits \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced liability policies where required by written agreement.

Fireworks Display Date: May 17, 2025; July 4, 2025; July 5, 2025

5/17/25 Location: Heritage Landing, Muskegon, MI

7/4/25 Location: Heritage Landing, Muskegon, MI

7/5/25 Location: Muskegon Country Club, Muskegon, MI

Additional Insured: City of Muskegon, MI, all elected & appointed officials, all employees & volunteers, all boards, commissions, and/or authorities & board members, including employees and volunteers thereof; Boys & Girls Club of the Muskegon Lakeshore; Neal Fitness Center; i'move Physical Therapy; The County of Muskegon; Muskegon Country Club

See Attached...

CERTIFICATE HOLDER**CANCELLATION**

City of Muskegon, MI Muskegon City Hall 933 Terrace Street Muskegon MI 49440	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ADDITIONAL REMARKS SCHEDULE

AGENCY Acrisure Great Lakes Partners Insurance Services		NAMED INSURED Pyrotecnico Fireworks Inc. 299 Wilson Road New Castle PA 16103	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Excess policies are follow form to above listed general and auto liability policies.
 Coverage id Primary and Non-Contributory
 City of Muskegon shall be notified of cancellation of policy thirty (30) days prior, or ten (10) days if due to non-payment of premium

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

City of Muskegon, MI, all elected & appointed officials, all employees & volunteers, all boards, commissions, and/or authorities & board members, including employees and volunteers thereof, Boys & Girls Club of the Muskegon Lakeshore; Neal Fitness Center; i'move Physical Therapy; County of Muskegon; Muskegon Country Club; Parkland Acquisitions, LLC; Shoreline Inn, LLC; Waterworks GR, LLC; West Michigan Dock & Market Corporation

Excess policies are follow form to underlying general liability

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843		CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 E-MAIL ADDRESS: info@brittongallagher.com		FAX (A/C, No): 216-658-7101
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Everest Denali Insurance Company		16044
		INSURER B : Arch Specialty Insurance Company		21199
		INSURER C : Constitution Insurance Company		32190
		INSURER D : James River Insurance Company		12203
		INSURER E : AXIS Surplus Insurance Company		26620
		INSURER F :		

COVERAGES**CERTIFICATE NUMBER:** 1995958692**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC	Y	Y	P0000003353	11/14/2024	10/14/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	Y	Y	GCD0010016-241	11/14/2024	10/14/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☒ CLAIMS-MADE DED ☐ RETENTION \$ ☐	Y	Y	UXP1035252-05	11/14/2024	10/14/2025	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A	82-872096-04-37 (MI)	10/14/2024	10/14/2025	☒ WC STATU-TORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Excess Liability #2			P-001-001451057-01	11/14/2024	10/14/2025	Each Occ/ Aggregate \$5,000,000 Total Limits \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

Fireworks Display Date: July 5, 2025

Location: Muskegon Country Club, 2801 Lakeshore Drive, Muskegon, MI 49441

Additional Insured: Muskegon Country Club; City of Muskegon, MI, all elected & appointed officials, all employees & volunteers, all boards, commissions, and/or authorities & board members, including employees and volunteers thereof

CERTIFICATE HOLDER**CANCELLATION**Muskegon Country Club
2801 Lakeshore Drive
Muskegon MI 49441

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Rezoning of 1201 and 1147 3rd St and 236 Monroe Ave. (SECOND READING)							
Submitted by: Mike Franzak, Planning Director	Department: Planning							
Brief Summary: Staff-initiated request to rezone the properties at 1201 and 1147 3 rd St and 236 Monroe Ave from Convenience & Comparison Business (B-2) to Form-Based Code, Mainstreet (FBC, MS).								
Detailed Summary & Background: The "Midtown" portion of 3rd was rezoned from B-2 to Form-Based Code, Mainstreet in 2015. During the rezoning process a couple of property owners were hesitant to rezone because of current or potential developments. The vacant lot at 1201 3rd St was being used as a used-car sales lot at the time, but it has been vacant for close to 10 years. Its not exactly clear why the parking lot of 1147 3rd St and 236 Monroe Ave were not rezoned at the time. However, both of the parcels are considered non-buildable under the B-2 designation because they do not meet the minimum lot size of 10,890 sf and 100 feet of width. At the public hearing, the property owners adjacent to the property at 236 Monroe Ave disagreed with the recommendation to rezone it to FBC, MS. Staff agreed with them and suggested that we remove 236 Monroe Ave off of the request. Staff will bring forward another zoning amendment request in the future to rezone the property to FBC, UR. The Planning Commission unanimously recommended to approve the request to rezone 1201 and 1147 3rd St from B-2 to FBC, MS.								
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u> 2027 Goal 2: Economic Development Housing and Business								
Amount Requested: N/A	Budgeted Item: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 15%;">Yes</td> <td style="width: 15%;">☐</td> <td style="width: 15%;">No</td> <td style="width: 15%;">☐</td> <td style="width: 15%;">N/A</td> <td style="width: 15%;">☒</td> <td style="width: 15%;">☐</td> </tr> </table>	Yes	☐	No	☐	N/A	☒	☐
Yes	☐	No	☐	N/A	☒	☐		
Fund(s) or Account(s): N/A	Budget Amendment Needed: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 15%;">Yes</td> <td style="width: 15%;">☐</td> <td style="width: 15%;">No</td> <td style="width: 15%;">☐</td> <td style="width: 15%;">N/A</td> <td style="width: 15%;">☒</td> <td style="width: 15%;">☐</td> </tr> </table>	Yes	☐	No	☐	N/A	☒	☐
Yes	☐	No	☐	N/A	☒	☐		

Recommended Motion:

I move to approve the rezoning of 1147 and 1201 3rd St from B-2 to Form Based Code, MS.

Approvals:

Immediate Division Head	X	
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Guest(s) Invited / Presenting:

No

PLANNING COMMISSION PACKET EXCERPT

Hearing, Case 2025-12: Staff-initiated request to rezone the properties at 1201 and 1147 3rd St and 236 Monroe Ave from Convenience & Comparison Business (B-2) to Form-Based Code, Mainstreet (FBC, MS).

SUMMARY

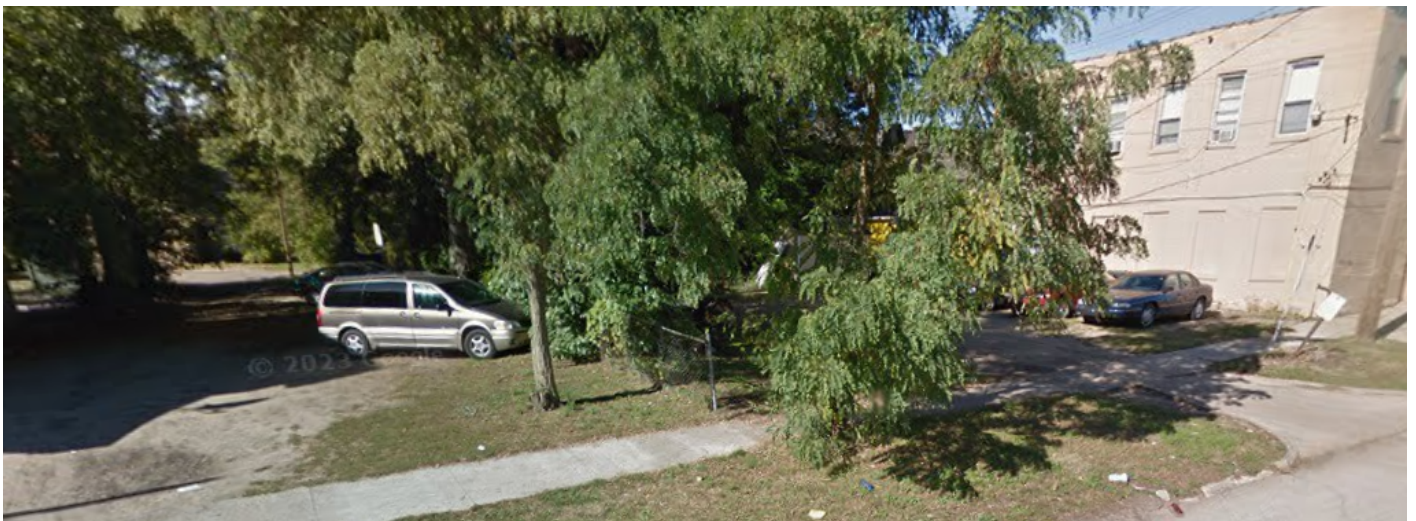
The “Midtown” portion of 3rd was rezoned from B-2 to Form-Based Code, Mainstreet in 2015. During the rezoning process a couple of property owners were hesitant to rezone because of current or potential developments. The vacant lot at 1201 3rd St was being used as a used-car sales lot at the time, but it has been vacant for close to 10 years. Its not exactly clear why the parking lot of 1147 3rd St and 236 Monroe Ave were not rezoned at the time. However, both of the parcels are considered non-buildable under the B-2 designation because they do not meet the minimum lot size of 10,890 sf and 100 feet of width.

Staff was able to discuss the initiative with the owner of 1201 3rd St but was not able to get ahold of anyone at 1147 3rd St or 236 Monroe Ave, despite inviting them to a focus group. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public.

1201 3rd St



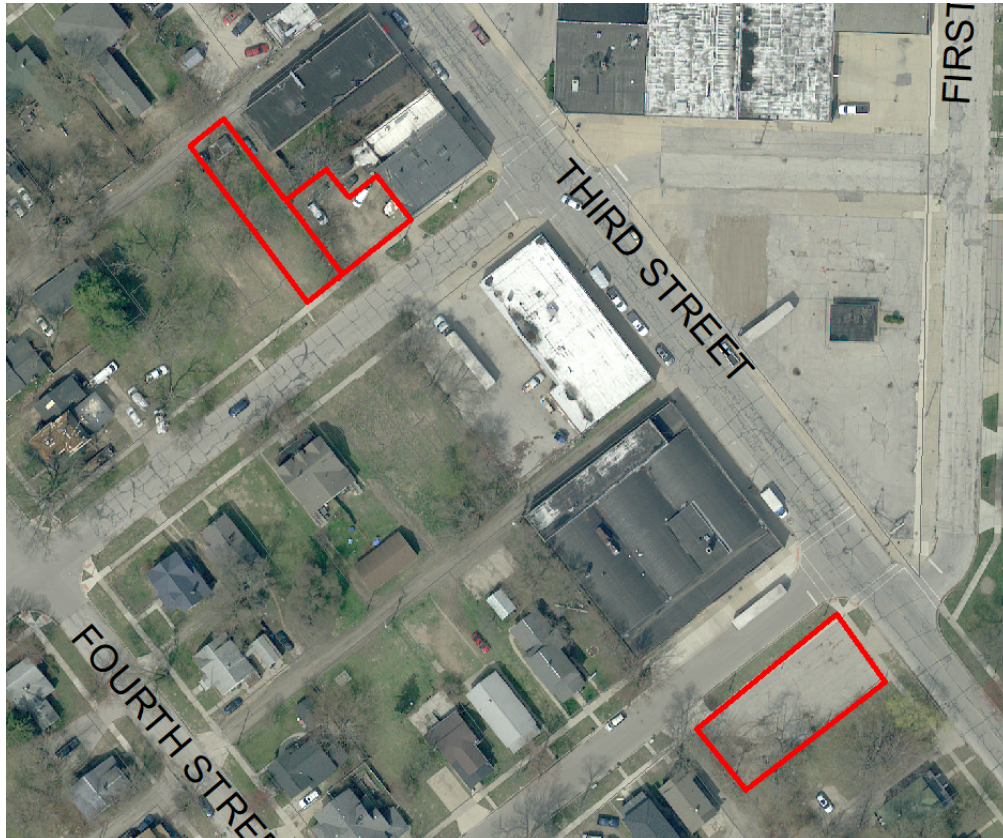
236 Monroe Ave and 1147 3rd St (parking lot behind commercial unit)



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 1147 and 1201 3rd St from B-2 to Form Based Code, MS.

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 from B-2 to FBC, MS.

This ordinance adopted:

Ayes: _____

Nayes: _____

Adoption Date: _____

Effective Date: _____

First Reading: _____

Second Reading: _____

CITY OF MUSKEGON

By: _____

Ann Meisch, MMC

City Clerk

CERTIFICATE

(Rezoning of 1147 and 1201 3rd St to FBC, MS)

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 25th day of March, 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: _____, 2025 _____

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 25, 2025, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning for 1147 and 1201 3rd St to FBC, MS.

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 _____, 2025

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: April 8, 2025	Title: Rezoning of 1148 4th St and 318/350 Houston Ave. (SECOND READING)												
Submitted by: Mike Franzak, Planning Director	Department: Planning												
Brief Summary: Staff-initiated request to rezone the properties at 1148 4 th St, 318 Houston Ave from Limited Business (B-1), and 350 Houston Ave from High-Density Multiple-Family Residential (RM-3) to Form-Based Code, Neighborhood Core (FBC, NC).													
Detailed Summary & Background: This area of "Midtown" was rezoned to Form Based Code in 2015. Most of the parcels were zoned to FBC, UR because they were either single-family, duplex, or small multiplex buildings. At the time, these three properties were left out of the rezoning because they did not fit the FBC, UR designation. However, staff has reviewed the form-based code and has determined that the FBC, NC designation will work well for these properties and the buildings and uses would be considered legally conforming. The Nelson Place apartments would be considered a Flex building in the form-based code and the new designation would even allow for mixed-uses if the chose to do that someday. The properties at 1148 4 th St and 318 Houston would be considered small multiplexes. Small multiplexes were not allowed as a permitted use in FBC, UR districts at that time, so this property was not included in the initial rezoning request of 2015. This density is allowed within the FBC, NC zoning designation and so are the office uses. The Planning Commission unanimously (7-0, two members absent) recommended approval of the rezoning request.													
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u> 2027 Goal 2: Economic Development Housing and Business													
Amount Requested: N/A			Budgeted Item: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>				Yes		No		N/A	X	
Yes		No		N/A	X								
Fund(s) or Account(s): N/A			Budget Amendment Needed: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>				Yes		No		N/A	X	
Yes		No		N/A	X								

Recommended Motion:

I move to approve the request to rezone the properties at 1148 4th St, 318 Houston Ave, and 350 Houston Ave to Form-Based Code, Neighborhood Core.

Approvals:

Immediate Division Head	X	
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Guest(s) Invited / Presenting:

No

PLANNING COMMISSION PACKET EXCERPT

Hearing, Case 2025-13: Staff-initiated request to rezone the properties at 1148 4th St, 318 Houston Ave from Limited Business (B-1), and 350 Houston Ave from High-Density Multiple-Family Residential (RM-3) to Form-Based Code, Neighborhood Core (FBC, NC).

SUMMARY

This area of “Midtown” was rezoned to Form Based Code in 2015. Most of the parcels were zoned to FBC, UR because they were either single-family, duplex, or small multiplex buildings. At the time, these three properties were left out of the rezoning because they did not fit the FBC, UR designation. However, staff has reviewed the form-based code and has determined that the FBC, NC designation will work well for these properties and the buildings and uses would be considered legally conforming. The Nelson Place apartments would be considered a Flex building in the form-based code and the new designation would even allow for mixed-uses if the chose to do that someday. The properties at 1148 4th St and 318 Houston would be considered small multiplexes. Small multiplexes were not allowed as a permitted use in FBC, UR districts at that time, so this property was not included in the initial rezoning request of 2015. This density is allowed within the FBC, NC zoning designation and so are the office uses.

Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public.

Please see the attached FBC, NC zoning ordinance excerpt.

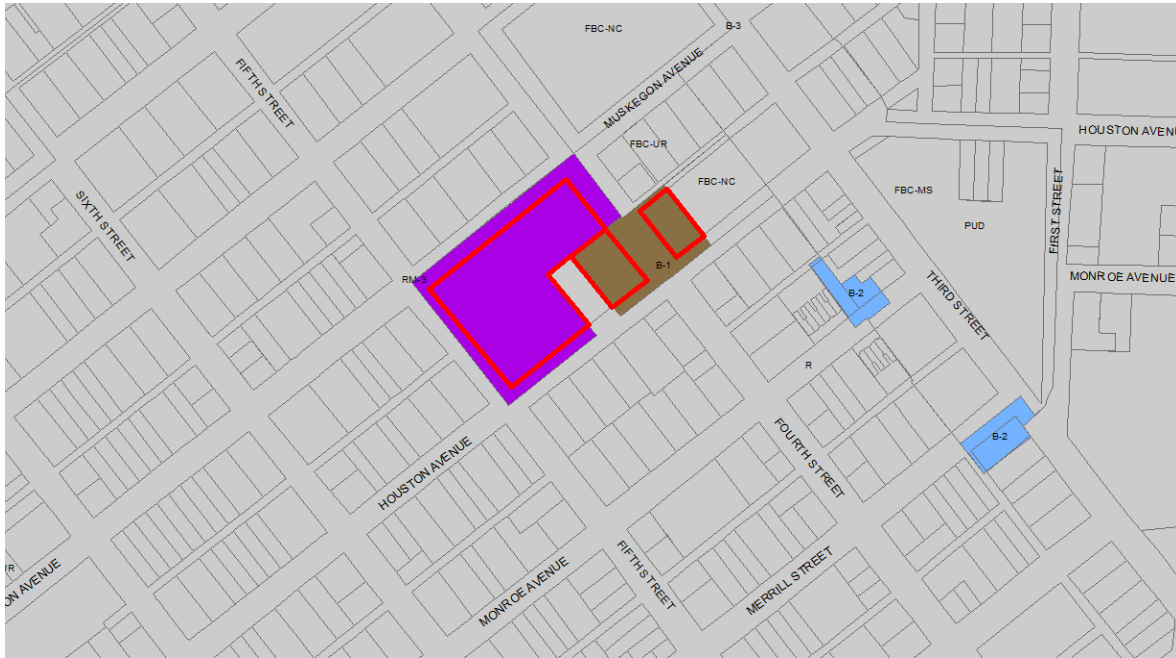
1148 4th St & 318 Houston Ave



350 Houston Ave



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 1148 4th St, 318 Houston Ave and 350 Houston Ave to FBC, NC.

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 to FBC, NC.

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 1148 4th, 318 Houston Ave and 350 Houston Ave)

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 25th day of March, 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: _____, 2025 _____

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 25, 2025, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning for 1148 4th St, 318 Houston Ave and 350 Houston Ave to FBC, NC.

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 _____, 2025

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: April 8, 2025	Title: Rezoning of 429, 433, 451, 461, 477, 485, 491, 501, 507, 513, 521, 527 E Apple Ave and 1022 Williams St. (SECOND READING)
Submitted by: Mike Franzak, Planning Director	Department: Planning
Brief Summary: Staff-initiated request to rezone the following properties from Two-Family Residential (RT) to Form-Based Code, Neighborhood Edge (FBC, NE): 429/433/451/461/477/485/491/501/507/513/521/527 E Apple Ave and 1022 Williams St.	
Detailed Summary & Background: There are only 70 properties within the City that are zoned RT, Two-Family Residential. The zoning designation could be considered outdated because we now have the FBC, UR designation that also allows for duplexes. The RT designation requires large lots for the development of duplexes, whereas the FBC designation allows for their development on smaller lots. RT lots must be at least 8,712 sf in size and at least 75 feet wide. This requirement makes almost all properties zoned RT legally-non-conforming because they are not wide enough. Nothing could be developed on most of these properties and the existing houses are considered grandfathered. A duplex in the FBC designation can be built on a lot that is only 40 feet wide. The FBC, UR designation allows for single-family detached houses, duplexes and accessory dwellings units. It also allows for triplexes if there is an alley present. Staff recommends eliminating the RT zoning designation. In order to do so, we must first rezone all 70 of the RT properties that currently exist. Staff proposes to rezone these 10 properties to FBC, NE because they are located along Apple Ave adjacent to a business district and there are also alleys present, so the infrastructure already exists to support higher density. Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public. The Planning Commission unanimously (7-0, two members absent) recommended approval of the rezoning request.	
Goal/Focus Area/Action Item Addressed: Key Focus Areas:	

Goal/Action Item:

2027 Goal 2: Economic Development Housing and Business

Amount Requested:

N/A

Budgeted Item:

Yes		No		N/A	X	
-----	--	----	--	-----	---	--

Fund(s) or Account(s):

N/A

Budget Amendment Needed:

Yes		No		N/A	X	
-----	--	----	--	-----	---	--

Recommended Motion:

I move to approve the request to rezone the addresses listed above from RT to FBC, NE.

Approvals:

Immediate Division Head	X	
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Guest(s) Invited / Presenting:

No

PLANNING COMMISSION PACKET EXCERPT

Hearing, Case 2025-14: Staff-initiated request to rezone the following properties from Two-Family Residential (RT) to Form-Based Code, Neighborhood Edge (FBC, NE):

429/433/451/461/477/485/491/501/507/513/521/527 E Apple Ave and 1022 Williams St.

SUMMARY

There are only 70 properties within the City that are zoned RT, Two-Family Residential. The zoning designation could be considered outdated because we now have the FBC, UR designation that also allows for duplexes.

The RT designation requires large lots for the development of duplexes, whereas the FBC designation allows for their development on smaller lots. RT lots must be at least 8,712 sf in size and at least 75 feet wide. This requirement makes almost all properties zoned RT legally-non-conforming because they are not wide enough. Nothing could be developed on most of these properties and the existing houses are considered grandfathered. A duplex in the FBC designation can be built on a lot that is only 40 feet wide.

The FBC, UR designation allows for single-family detached houses, duplexes and accessory dwellings units. It also allows for triplexes if there is an alley present.

Staff recommends eliminating the RT zoning designation. In order to do so, we must first rezone all 70 of the RT properties that currently exist. Staff proposes to rezone these 10 properties to FBC, NE because they are located along Apple Ave adjacent to a business district and there are also alleys present, so the infrastructure already exists to support higher density.

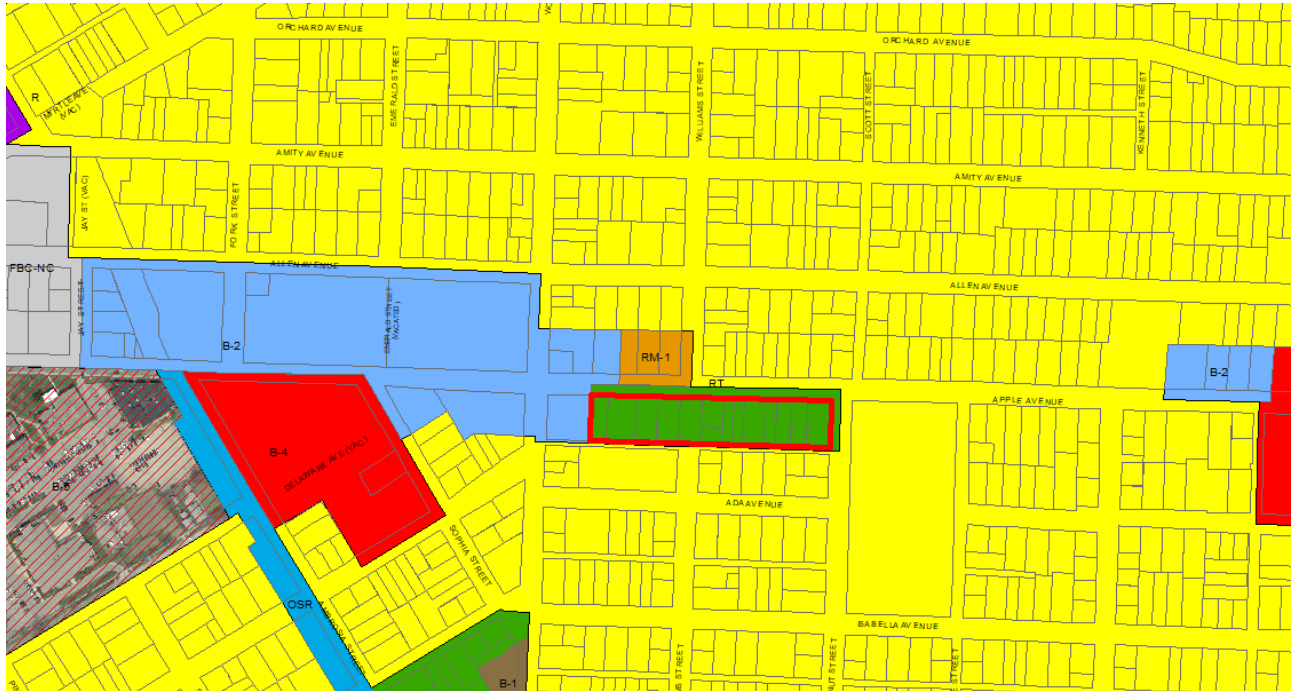
Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public.

Please see the attached zoning ordinance excerpts for R and RT zones.

RT Lots Facing Apple Ave



Zoning Map



Aerial Map



Building Types Allowed in FBC, NE

CONTEXT AREAS AND USE

SECTION 2005

2005.09 NEIGHBORHOOD EDGE (NE) CONTEXT AREA

3.0 PERMITTED BUILDING TYPES, BUILDING TYPE HEIGHTS, AND BUILDING TYPE LOT SIZES

BUILDING TYPE WITH FRONTAGE OPTION		NEIGHBORHOOD EDGE (NE) CONTEXT AREA		
		PERMITTED IN CONTEXT AREA	BUILDING HEIGHT	BUILDING LOT SIZE
MIXED-USE BUILDING TYPE	with STOREFRONT	By Right	3 story max. / 2 story min.	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
	with BALCONY	By Right	3 story max. / 2 story min.	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
	with TERRACE	Conditional *	3 story max. / 2 story min.	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
	with FORECOURT	By Right	3 story max. / 2 story min.	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
	with DRIVE-THROUGH	By Right	3 story max. / 2 story min.	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
RETAIL BUILDING TYPE	with STOREFRONT	By Right	1 story building limit	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
	with TERRACE	Conditional*	1 story building limit	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
	with DRIVE-THROUGH	By Right	1 story building limit	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.
FLEX BUILDING TYPE	with STOREFRONT	By Right	3 story max. / 2 story min.	Lot Width: 50' min. / 250' max. Lot Depth: 100' min.
	with TERRACE	Conditional*	3 story max. / 2 story min.	Lot Width: 50' min. / 250' max. Lot Depth: 100' min.
	with FORECOURT	By Right	3 story max. / 2 story min.	Lot Width: 50' min. / 250' max. Lot Depth: 100' min.
	with DOORYARD	By Right	3 story max. / 2 story min.	Lot Width: 50' min. / 250' max. Lot Depth: 100' min.
COTTAGE RETAIL BUILDING TYPE	with STOREFRONT	By Right	2 story max. / 1 story min.	Lot Width: 25' min. / 80' max. Lot Depth: 80' min.
	with DOORYARD	By Right	2 story max. / 1 story min.	Lot Width: 25' min. / 80' max. Lot Depth: 80' min.
	with STOOP	By Right	2 story max. / 1 story min.	Lot Width: 25' min. / 80' max. Lot Depth: 80' min.
LIVE / WORK BUILDING TYPE	with STOREFRONT	By Right	2 story building required	Lot Width: 18' min. / 35' max. Lot Depth: 80' min.
	with DOORYARD	By Right	2 story building required	Lot Width: 18' min. / 35' max. Lot Depth: 80' min.
	with LIGHTWELL	By Right	2 story building required	Lot Width: 18' min. / 35' max. Lot Depth: 80' min.
	with STOOP	By Right	2 story building required	Lot Width: 18' min. / 35' max. Lot Depth: 80' min.
LARGE MULTI-PLEX BUILDING TYPE	with FORECOURT			
	with DOORYARD			
	with STOOP			
	with PROJECTING PORCH			
SMALL MULTI-PLEX BUILDING TYPE	with STOOP	By Right	3 story max. / 2 story min.	Lot Width: 50' min. / 80' max. Lot Depth: 100' min.
	with PROJECTING PORCH	By Right	3 story max. / 2 story min.	Lot Width: 50' min. / 80' max. Lot Depth: 100' min.
	with ENGAGED PORCH	By Right	3 story max. / 2 story min.	Lot Width: 50' min. / 80' max. Lot Depth: 100' min.
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)
CIVIC BUILDING TYPE		By Right	3 story max. / 2 story min.	Lot Width: 25' min. / 150' max. Lot Depth: 100' min.

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 429, 433, 451, 461, 477, 485, 491, 501, 507, 513, 521, 527 E Apple Ave and 1022 Williams St to FBC, NE.

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 to FBC, NE.

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 429, 433, 451, 461, 477, 485, 491, 501, 507, 513, 521, 527 E Apple Ave and 1022 Williams St)

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 25th day of March, 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: _____, 2025 _____

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 25, 2025, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning for 429, 433, 451, 461, 477, 485, 491, 501, 507, 513, 521, 527 E Apple Ave and 1022 Williams St to FBC, NE.

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 _____, 2025

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: April 8, 2025	Title: Rezoning of several properties from Two-Family Residential (RT) to Neighborhood Residential (R). (SECOND READING)
Submitted by: Mike Franzak, Planning Director	Department: Planning
Brief Summary: Staff-initiated request to rezone the following properties from Two-Family Residential (RT) to Neighborhood Residential (R): 410/420/428/438/448/456/466/478/508/524/528/530/532/558/562/568/580/586/592/600 Adams Ave, 275 Marshall St, 462/478/494/508/524/540/556/568/594 S Quarterline Rd, 1150/1160/1168/1192/1206 Ambrosia St, 370/376/384/390 Catherine Ave, 1174/1185/1191 Wood St, 353/357/361/369 E Isabella Ave, 1113/1119 Sophia St, 396/422/428/438 McLaughlin Ave, 463 Catawba Ave, 557 McLaren St, 2407 Barclay St, 11/17 Delaware Ave, and 955 W. Laketon Ave.	
Detailed Summary & Background: As described in the previous case, staff recommends eliminating the RT zones because we now have better options to allow for duplexes and higher densities. Staff is proposing to rezone these properties from RT to R, Neighborhood Residential. These lots fit the size requirements for the proposed zoning district and the rezonings will make most of these lots legally conforming, whereas most of them are considered legally, non-conforming under the RT designation. These lots are characterized as small-to-medium sized residential lots without the presence of an alley. Without an alley present, the R designation allows only single-family detached houses, duplexes, and accessory dwelling units. Triplexes would not be allowed because there are no alleys associated with these lots. Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public. The Planning Commission unanimously (7-0, two members absent) recommended to approve the rezoning request.	
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u> 2027 Goal 2: Economic Development Housing and Business	

Amount Requested: N/A	Budgeted Item: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>			Yes		No		N/A	X									
Yes		No		N/A	X													
Fund(s) or Account(s): N/A	Budget Amendment Needed: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>			Yes		No		N/A	X									
Yes		No		N/A	X													
Recommended Motion: I move to approve the request to rezone the above listed addresses from Two-Family Residential (RT) to Neighborhood Residential (R).																		
Approvals: <table border="1"> <tr> <td>Immediate Division Head</td> <td>X</td> <td></td> </tr> <tr> <td>Information Technology</td> <td></td> <td></td> </tr> <tr> <td>Other Division Heads</td> <td></td> <td></td> </tr> <tr> <td>Communication</td> <td></td> <td></td> </tr> <tr> <td>Legal Review</td> <td></td> <td></td> </tr> </table>		Immediate Division Head	X		Information Technology			Other Division Heads			Communication			Legal Review			Guest(s) Invited / Presenting: No	
Immediate Division Head	X																	
Information Technology																		
Other Division Heads																		
Communication																		
Legal Review																		

PLANNING COMMISSION PACKET EXCERPT

Hearing, Case 2025-15: Staff-initiated request to rezone the following properties from Two-Family Residential (RT) to Neighborhood Residential (R):

410/420/428/438/448/456/466/478/508/524/528/530/532/558/562/568/580/586/592/600 Adams Ave,
275 Marshall St, 462/478/494/508/524/540/556/568/594 S Quarterline Rd, 1150/1160/1168/1192/1206
Ambrosia St, 370/376/384/390 Catherine Ave, 1174/1185/1191 Wood St, 353/357/361/369 E Isabella
Ave, 1113/1119 Sophia St, 396/422/428/438 McLaughlin Ave, 463 Catawba Ave, 557 McLaren St, 2407
Barclay St, 11/17 Delaware Ave, and 955 W. Laketon Ave.

SUMMARY

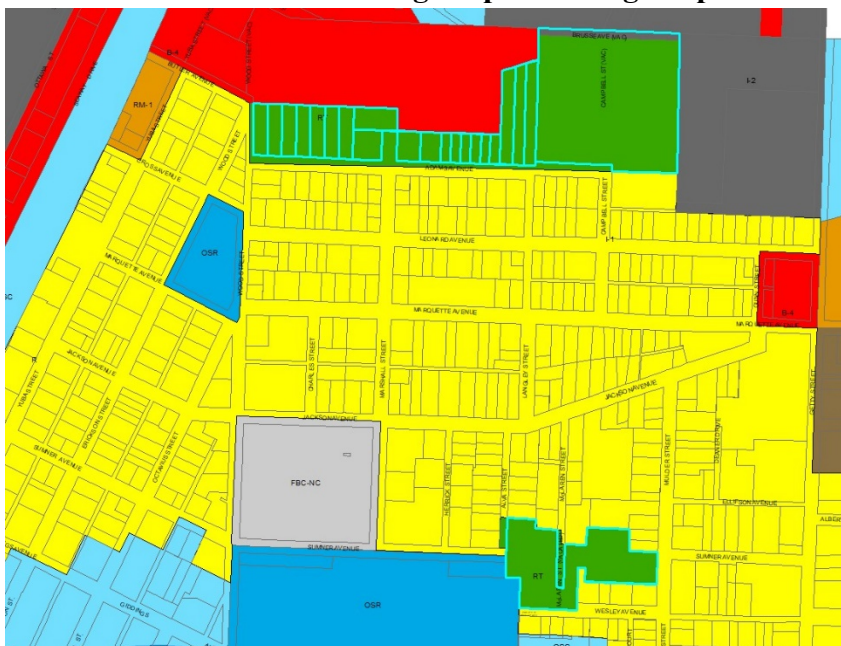
As described in the previous case, staff recommends eliminating the RT zones because we now have better options to allow for duplexes and higher densities.

Staff is proposing to rezone these properties from RT to R, Neighborhood Residential. These lots fit the size requirements for the proposed zoning district and the rezonings will make most of these lots legally conforming, whereas most of them are considered legally, non-conforming under the RT designation. These lots are characterized as small-to-medium sized residential lots without the presence of an alley. Without an alley present, the R designation allows only single-family detached houses, duplexes, and accessory dwelling units. Triplexes would not be allowed because there are no alleys associated with these lots.

Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public.

Please see the attached zoning ordinance excerpts for R and RT zones.

Zoning Maps Showing Proposed RT to R Zones





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 the following properties to R, Neighborhood Residential:

410/420/428/438/448/456/466/478/508/524/528/530/532/558/562/568/580/586/592/600 Adams Ave, 275 Marshall St, 462/478/494/508/524/540/556/568/594 S Quarterline Rd, 1150/1160/1168/1192/1206 Ambrosia St, 370/376/384/390 Catherine Ave, 1174/1185/1191 Wood St, 353/357/361/369 E Isabella Ave, 1113/1119 Sophia St, 396/422/428/438 McLaughlin Ave, 463 Catawba Ave, 557 McLaren St, 2407 Barclay St, 11/17 Delaware Ave, and 955 W. Laketon Ave

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 to R, Neighborhood Residential.

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 410/420/428/438/448/456/466/478/508/524/528/530/532/558/562/568/580/586/592/600 Adams Ave, 275 Marshall St, 462/478/494/508/524/540/556/568/594 S Quarterline Rd, 1150/1160/1168/1192/1206 Ambrosia St, 370/376/384/390 Catherine Ave, 1174/1185/1191 Wood St, 353/357/361/369 E Isabella Ave, 1113/1119 Sophia St, 396/422/428/438 McLaughlin Ave, 463 Catawba Ave, 557 McLaren St, 2407 Barclay St, 11/17 Delaware Ave, and 955 W. Laketon Ave)

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 25th day of March, 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: _____, 2025 _____

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 25, 2025, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning for the following properties to R, Neighborhood Residential: 410/420/428/438/448/456/466/478/508/524/528/530/532/558/562/568/580/586/592/600 Adams Ave, 275 Marshall St, 462/478/494/508/524/540/556/568/594 S Quarterline Rd, 1150/1160/1168/1192/1206 Ambrosia St, 370/376/384/390 Catherine Ave, 1174/1185/1191 Wood St, 353/357/361/369 E Isabella Ave, 1113/1119 Sophia St, 396/422/428/438 McLaughlin Ave, 463 Catawba Ave, 557 McLaren St, 2407 Barclay St, 11/17 Delaware Ave, and 955 W. Laketon 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 _____, 2025

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: April 8, 2025	Title: Rezoning of 1769, 1733, 1715, 1766, 1752, 1736, 1724, 1720, and 1714 Beidler St. (SECOND READING)							
Submitted by: Mike Franzak, Planning Director	Department: Planning							
Brief Summary: Staff-initiated request to rezone the following properties from Neighborhood Residential (R) to Form-Based Code, Neighborhood Edge (FBC-NE): 1769/1733/1715/1766/1752/1736/1724/1720/1714 Beidler St.								
Detailed Summary & Background: This section of Beidler St intersects with the business district along Laketon Ave and is comprised mostly of mixed-use and retail buildings. However, many of the buildings and most of their uses are considered legally non-conforming because they are all zoned R, Neighborhood Residential. The current zoning designation limits development and use options and requires building owners to apply for Special Use Permits for any commercial or multifamily uses. Staff believes these buildings would be better served with a Form Based Code designation that allows for mixed-uses by right. The mid-block alley serves as a natural barrier between the properties proposed for rezoning and the R district to the north. The property at 1727 Beidler St was recently rezoned to FBC, NE this February. The Planning Commission unanimously (7-0, two members absent) recommended to approve the rezoning request.								
Goal/Focus Area/Action Item Addressed: Key Focus Areas: Goal/Action Item: 2027 Goal 2: Economic Development Housing and Business								
Amount Requested: N/A	Budgeted Item: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 12.5%;">Yes</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;">No</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;">N/A</td> <td style="width: 12.5%;">X</td> <td style="width: 12.5%;"></td> </tr> </table>	Yes		No		N/A	X	
Yes		No		N/A	X			
Fund(s) or Account(s): N/A	Budget Amendment Needed: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 12.5%;">Yes</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;">No</td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;">N/A</td> <td style="width: 12.5%;">X</td> <td style="width: 12.5%;"></td> </tr> </table>	Yes		No		N/A	X	
Yes		No		N/A	X			
Recommended Motion: I move to approve the request to rezone for the addresses listed above from R, Neighborhood Residential to Form Based Code, Neighborhood Edge.								

Approvals:

Immediate Division Head	X	
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Guest(s) Invited / Presenting:

No

PLANNING COMMISSION PACKET EXCERPT

Hearing, Case 2025-11: Staff-initiated request to rezone the following properties from Neighborhood Residential (R) to Form-Based Code, Neighborhood Edge (FBC-NE):
1769/1733/1715/1766/1752/1736/1724/1720/1714 Beidler St.

SUMMARY

This section of Beidler St intersects with the business district along Laketon Ave and is comprised mostly of mixed-use and retail buildings. However, many of the buildings and most of their uses are considered legally non-conforming because they are all zoned R, Neighborhood Residential. The current zoning designation limits development and use options and requires building owners to apply for Special Use Permits for any commercial or multifamily uses. Staff believes these buildings would be better served with a Form Based Code designation that allows for mixed-uses by right. The midblock alley serves as a natural barrier between the properties proposed for rezoning and the R district to the north. The property at 1727 Beidler St (listed on map on following page) was recently rezoned to FBC, NE this February.

In the master plan, goal two in the [economic development](#) section calls to “create viable commercial corridors and community nodes.” All five of the action steps associated with this goal appear to relate to this amendment request.

- Invest in placemaking opportunities that capitalize on community assets.
- Encourage the formation of business district associations and development of corridor improvement plans for active business districts.
- Support retail development, growth, and expansion through zoning amendments and economic incentives that encourage a range of potential unit sizes.
- Promote walkability through pedestrian-focused ground-level activities and use micro-transit to bridge long distances.
- Simplify zoning regulations to permit flexibility in business types.

Staff held a focus group in February with all of the associated property owners. Those in attendance were very supportive of the initiative and requested that we move forward with the rezonings. Notice was sent to all properties within 300 feet of the properties to be rezoned. At the time of this writing, staff has not received any comments from the public.

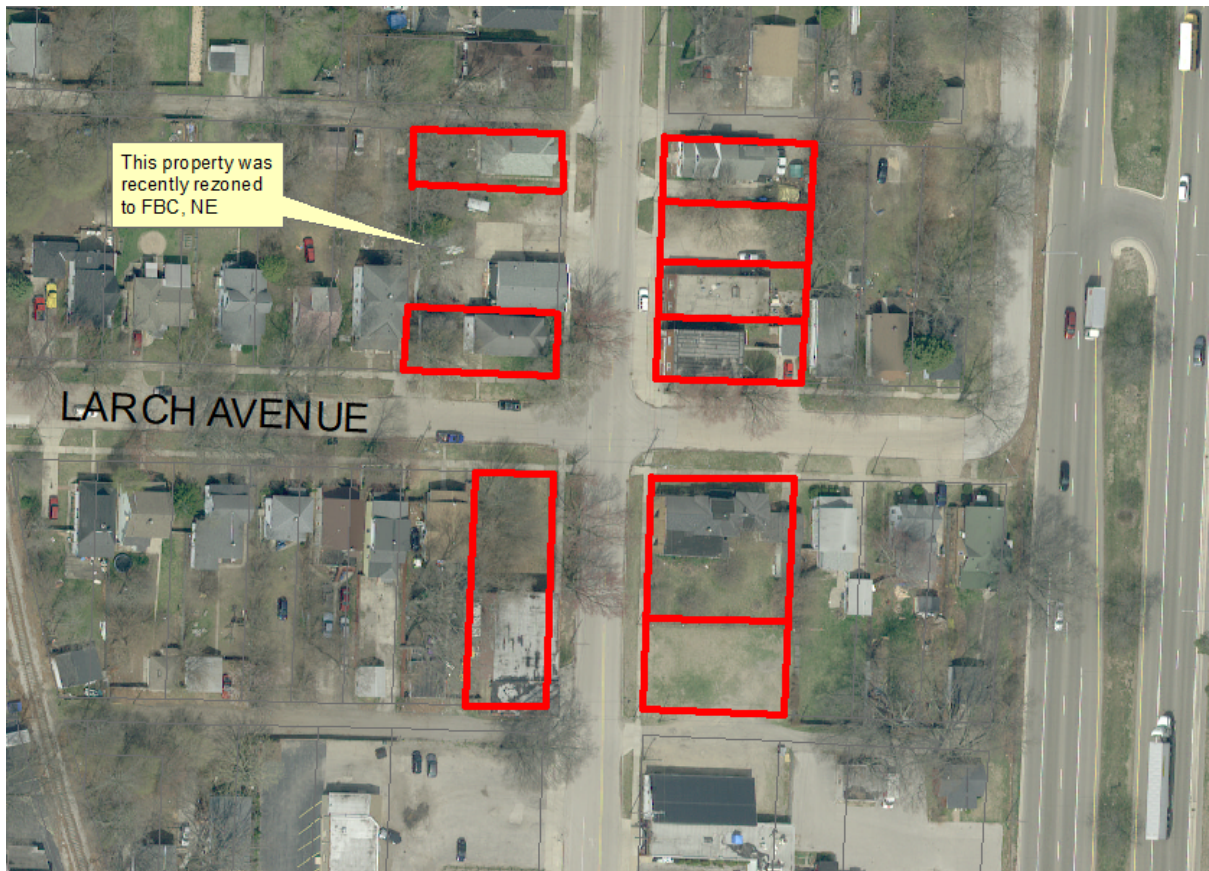




Zoning Map



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 1769, 1733, 1715, 1766, 1752, 1736, 1724, 1720, and 1714 Beidler St from Neighborhood Residential (R) to Form Based Code, Neighborhood Edge (FBC, NE).

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 from B-2 to FBC, NE.

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 1769, 1733, 1715, 1766, 1752, 1736, 1724, 1720, and 1714 Beidler to FBC, NE)

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 25th day of March, 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: _____, 2025 _____

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 25, 2025, the City Commission of the City of Muskegon adopted an ordinance amending the zoning map to provide for the change of zoning for 1769, 1733, 1715, 1766, 1752, 1736, 1724, 1720, and 1714 Beidler St from R to FBC, NE.

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 _____, 2025

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: April 8, 2025	Title: Ordinance Amendment - International Property Maintenance Code												
Submitted by: Timothy Kozal, Public Safety Director	Department: Public Safety												
Brief Summary: Building codes are currently enforced by the 2015 International Property Maintenance Code and need to be updated to follow the 2021 version.													
Detailed Summary & Background: City of Muskegon Building Inspections follow the International Property Maintenance Code (IPMC) to enforce property maintenance. Ordinances are currently written to follow the 2015 code but need to be updated to reflect the 2021 IPMC. Adopting the 2021 IPMC ensures consistent, minimum standards for property maintenance, promotes public health and safety and provides clear expectations for property owners and occupants.													
Goal/Focus Area/Action Item Addressed: Key Focus Areas: Goal/Action Item: 2027 Goal 1: Destination Community & Quality of Life													
Amount Requested: N/A			Budgeted Item: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>				Yes		No		N/A	X	
Yes		No		N/A	X								
Fund(s) or Account(s): N/A			Budget Amendment Needed: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>X</td> <td></td> </tr> </table>				Yes		No		N/A	X	
Yes		No		N/A	X								
Recommended Motion: I move to adopt the 2021 International Property Maintenance Code for all city ordinances.													
Approvals: <table border="1"> <tr> <td>Immediate Division Head</td> <td>X</td> <td></td> </tr> <tr> <td>Information</td> <td></td> <td></td> </tr> </table>			Immediate Division Head	X		Information			Guest(s) Invited / Presenting: No				
Immediate Division Head	X												
Information													

Technology			
Other Division Heads			
Communication			
Legal Review	X		

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

THE CITY OF MUSKEGON HEREBY ORDAINS:

Chapter 10, Sections 10-401 through 415 are repealed and Chapter 10, Sections 10-501 through 10-503 are adopted of the Code of Ordinances of the City of Muskegon, Michigan as follows:

1. Chapter 10, Sections 10-401 through 10-415 of the Code of Ordinances of the City of Muskegon, Michigan, are repealed.
2. Chapter 10, Section 10-501 is adopted to read as follows:

Section 10-501. The International Property Maintenance Code of 2021 and all future amendments and revisions is adopted by reference and is incorporated in the ordinances of the City. A copy shall be kept on file in the office of the Clerk of the City of Muskegon. The International Property Maintenance Code be and is hereby adopted as the Property Maintenance Code of the City of Muskegon, State of Michigan for regulating and governing the conditions and maintenance of all property, buildings, and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the office of the City of Muskegon are hereby referred to, adopted, and made a part hereof, as fully set out in this legislation, with the additions, insertions, deletions and changes prescribed in Section 10-502 of this ordinance.

3. Chapter 10, Section 10-502 is adopted to read as follows:

Section 10-502. The following sections of the International Property Maintenance Code are amended, deleted or adopted as set forth as indicated.

- a) Section 101.1 Title. Shall be amended and restated to read as follows:

101.1 Title. These regulations shall be known as the International Property Maintenance Code of the City of Muskegon hereinafter referred to as “this code”.
- b) Section 104.1 Fees. Shall be amended and restated to read as follows:

104.1 Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as adopted following proper procedures and as amended from time to time by the City of Muskegon.
- c) Section 109.3 Prosecution of Violation. Shall be amended and restated as follows

109.3 Prosecution of Violation. Any person failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed responsible of a civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not

complied with, the code official may institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or the direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

- d) Section 110.4 Failure to comply. Shall be amended and restated to read as follows:

110.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be prosecuted as a civil infraction as provided by state or local laws.

- e) Section 302.4 Weeds. Shall be deleted in its entirety.
- f) Section 302.8 Motor Vehicles. Shall be deleted in its entirety.
- g) Section 304.2 Protective treatment. Shall be amended and restated to read as follows:

304.2 Protective treatment. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks, and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated, and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors, and skylights, shall be maintained weather resistant and watertight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

All materials, colors, and product applications used in or for exterior repairs, including boarded up windows or doors, roofing, ceilings, soffits, fascia, decks, landings, porches, and similar repairs shall be installed in a workmanship manner, consistent with generally accepted construction practices and in accordance with the product manufacturers recommendations. All repairs shall be exterior weather protected and sealed tight. The materials, products, color and general design of the repair shall be the same as that of the existing structure.

- h) Section 304.14 Insect screens. Shall be amended and restated to read as follows:

304.14 Insect screens. During the period from April 1 to October 31, every door, window and other outside opening required for *ventilation* of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured,

packaged or stored shall be supplied with *approved* tightly fitting screens on minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition. Screens shall not be required where other *approved* means, such as air curtains or insect repellent fans, are employed.

- i) Section 307.1. General. Shall be amended and restated to read as follows:

307.1 General. Every existing exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface that is more than 30 inches above the floor or grade below shall have guards. Handrails shall be not less than 30 inches in height or more than 42 inches in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Existing guards shall be not less than 30 inches in height above the floor of the landing, balcony, porch, deck, ramp, stair nosing, or other walking surface and shall not have openings that allow passage of a sphere greater than 6" in diameter. All new guardrails and handrails installed after the adoption of this ordinance shall be installed in accordance with the adopted building code. Guards shall not be required where exempted by the adopted building code.

- j) Section 308.2.2 Refrigerators. Shall be deleted in its entirety.

- k) Section 309.2 Owner. Shall be amended and restated to read as follows:

309.2 Owner. The owner of any structure shall be responsible for pest elimination within the structure prior to renting, leasing, or otherwise allowing occupancy of the structure. If the code official has reason to believe the structure has any insects, pests, or rodents, the code official shall have the authority to require the owner to eliminate the pests and submit a written statement from an licensed pest control agency stating that the structure has been treated and is free from insects, pests, or rodents prior to a certificate of compliance issued and before inspection and occupancy of the structure is permitted.

- l) Section 309.3 Single occupant. Shall be deleted in its entirety.

- m) Section 309.4 Multiple occupancy. Shall be deleted in its entirety.

- n) Section 309.5 Occupant. Shall be deleted in its entirety.

- o) Section 403.1 Habitable spaces. Shall be amended and restated to read as follows:

403.1 Habitable spaces. Every habitable space shall have not less than one openable window. The total openable area of the window in every room shall be equal to not less than 45 percent of the glazed area of the window.

- p) Section 403.3 Cooking facilities. Shall be amended and restated as follows:

403.3 Cooking facilities. All dwelling units shall include a kitchen that at a minimum includes a cooking appliance consisting of a stove, oven, and a refrigerator, all appliances shall be maintained in good condition. A cooking appliance shall not be permitted to be present in a rooming unit or dormitory unit.

- q) Section 404.3 Minimum ceiling heights. Shall be amended and restated as follows:

404.3 Minimum ceiling heights. *Habitable spaces*, hallways, corridors, laundry areas, *bathrooms*, *toilet rooms* and habitable *basement* areas shall have a minimum clear ceiling height of 6 feet 8 inches (2033 mm). In one- and two-family dwellings, beams or girders spaces not less than 4 feet (1219 mm) on center and projecting not greater than 6 inches (152 mm) below the required ceiling height. *Basement* rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a minimum ceiling height 6 feet 8 inches (2033 mm) with a minimum clear height of 6 feet 4 inches (1932 mm) under beams, girders, ducts and similar obstructions. Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a minimum clear ceiling height of 6 feet 8 inches (2033 mm) over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a minimum clear ceiling height of 5 feet (1524 mm) shall be included.

- r) Section 503.1 Privacy. Shall be amended and restated as follows:

503.1 Privacy. Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all bathrooms and toilet rooms in a dwelling.

- s) Section 503.4 Floor surface. Shall be amended and restated as follows:

503.4 Floor surface. Every toilet room, bathroom, and kitchen/cooking room floor shall be maintained to be a smooth, hard, nonabsorbent surface to permit such floor to be easily kept in a clean and sanitary condition.

- t) Section 602.3 Heat Supply. Shall be amended and restated to read as follows:

602.3 Heat supply. Every *owner* and *operator* of any building who rents, leases or lets one or more *dwelling units* or *sleeping units* on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from October 1 to May 31 to maintain a minimum temperature of 68°F (20°C) in all habitable rooms, *bathrooms* and *toilet rooms*.

When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the *International Plumbing Code*.

In areas where the average monthly temperature is above 30°F (1°C), a minimum temperature of 65°F (18°C) shall be maintained.

- u) Section 602.4 Occupiable work spaces. Shall be amended and restated as follows:

602.4 Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat during the period from October 1 to May 31 to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied. This requirement does not apply to does not apply to processing, storage and operation areas that require cooling or special temperature conditions or areas in which persons are primarily engaged in vigorous physical activities.

- v) Section 603.1 Mechanical appliances. Shall be amended and restated as follows:

603.1 Mechanical appliances. Functioning mechanical appliances, fireplaces, solid fuel-burning appliances, furnaces, and water heating appliances shall be properly installed and maintained in a safe working condition and shall be capable of performing the intended function. For all dwelling units all gas fired mechanical appliances shall be inspected by a State of Michigan licensed mechanical contractor and a report of the findings shall be submitted prior to the issuance of a certificate of compliance. The report shall include a part per million reading of carbon monoxide and such reading shall be taken from the clear breathing zone in the interior of the dwelling.

- w) Section 604.3 Electrical service hazards. Shall be amended and restated as follows:

604.3 Electrical service hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle or lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. Electrical cords shall not be the permanent source of connection serving appliances or installed in such a manner that impairs, obstructs, or hinders in any way the path of egress or could result in the electrical cord becoming a trip hazard.

- x) Section 605.2 Receptacles. Shall be amended and restated as follows:

605.2 Receptacles. Every habitable space in a dwelling shall contain not less than two separate and remote receptacle outlets. Every laundry area shall contain not less than one grounding- type receptacle. In addition, all receptacles in laundry areas in the basement must include a ground fault circuit interrupter. Every bathroom shall contain not less than one receptacle. Any bathroom receptacle outlet shall have ground fault circuit interrupter protection. All receptacle outlets within six (6') feet of a water appliance such as sinks, laundry tubs, bathtubs, showers, and similar such appliances with water supplies to it shall have ground fault circuit interrupter protection. All receptacle outlets shall have the appropriate faceplate cover for the location.

- z) Section 704.6.3 Power source. Shall be amended and restated as follows:

704.6.3 Power source. Single station smoke alarms shall receive their primary power from the building wiring provided that such wiring is served from a commercial source and shall be equipped with a battery backup. All hard-wired smoke alarms shall only be replaced with hard wired smoke alarms. Smoke alarms with integral strobes that are not equipped with battery backup shall be connected to an emergency electrical system. Smoke alarms shall emit a signal when the batteries are low. Wiring shall be permanent and without a disconnecting switch other than is required for overcurrent protection.

In existing dwellings, where no construction is taking place, and where smoke alarms are required by 704.2.1.2 smoke alarms are permitted to be factory warrantied 10 year sealed solely battery operated. All smoke detectors must be UL listed.

Smoke alarms are permitted to be factory warrantied 10 year sealed solely battery operated in buildings that are not served from a commercial power source.

Smoke alarms are permitted to be factory warrantied 10 year sealed solely battery operated in existing areas of buildings undergoing alterations or repairs that do not result in the removal of interior walls or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available that could provide access for building wiring without the removal of interior finishes. All smoke detectors must be UL listed.

- aa) Section 705.1 shall be adopted to read as follows.

705.3 Carbon monoxide alarms. Carbon monoxide alarms shall be provided in all dwelling units where the dwelling unit contains a fuel fired appliance and/or the dwelling unit has an attached garage with an opening that communicates with the dwelling unit.

Carbon Monoxide alarms shall be installed in accordance with their listing and the Michigan Residential Building Code in effect at the time of installation of the carbon monoxide detector.

4. Chapter 10, Section 10-503 is adopted to read as follows:

Section 10-503. This ordinance shall supersede the existing Property Maintenance Code of the City of Muskegon but all rights and rights of action now existing, all suits in course of prosecution for or against the city under the former act shall remain unimpaired and in case the course of proceeding provide for in this Ordinance shall differ from that in the Property Maintenance Code that it supersedes, either method may be followed, it being the intention that no rights of any name or nature in existence at the time of the adoption of this Ordinance shall be lost or jeopardized.

This ordinance adopted:

Ayes: _____

Nays: _____

Adoption Date: _____

Effective Date: _____

First Reading: _____

Second Reading: _____

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 _____ day of _____, 2025, 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: _____, 2025

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 _____, 2025, the City Commission of the City of Muskegon repealed Sections 10-401 through 10-415 and adopted Sections 10-501 through 10-503 to Chapter 10 “Buildings and Building Regulations,” whereby the following changes were made:

1. Chapter 10, Sections 10-401 through 10-415 are repealed.
2. Chapter 10, Section 10-501 is adopted to provide that the International Property Maintenance Code of 2021 is the property maintenance code for the City of Muskegon.
3. Chapter 10, Section 502 is adopted to specify amendments to, deletions from and additional adopted provisions to the International Property Maintenance Code of 2021.
4. Chapter 10, Section 10-503 is adopted to provide that the previous property maintenance code is superseded. The section also provides a savings clause for pending matters.

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: _____, 2025 By: _____
Ann Marie Meisch, MMC, Its Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Approval of Amendment from Placer Labs, Inc.							
Submitted by: Contessa Alexander, Development Analyst	Department: Economic Development							
Brief Summary: The City of Muskegon's Placer agreement is due for renewal.								
Detailed Summary & Background: The City of Muskegon entered into an Order Form agreement with Placer Labs, Inc. on April 14, 2021, which is now due for renewal. This Amendment extends the agreement for an additional 12 months starting on April 14, 2025. Key changes include: • Annual License Fee Increase: From \$16,800 to \$17,640. • Future Fee Increases: Placer Labs, Inc. may increase fees annually, by the greater of CPI or 5% per annum.								
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u> 2027 Goal 2: Economic Development Housing and Business								
Amount Requested: \$17,640	Budgeted Item: <table border="1"><tr><td>Yes</td><td>☒</td><td>No</td><td></td><td>N/A</td><td></td><td></td></tr></table>	Yes	☒	No		N/A		
Yes	☒	No		N/A				
Fund(s) or Account(s): 701 Contracted	Budget Amendment Needed: <table border="1"><tr><td>Yes</td><td></td><td>No</td><td>☒</td><td>N/A</td><td></td><td></td></tr></table>	Yes		No	☒	N/A		
Yes		No	☒	N/A				
Recommended Motion: I move to approve the Amendment to Order Form to continue services with Placer Labs, Inc. under the revised terms and authorize Jake Eckholm to sign.								
Approvals: <table border="1"><tr><td>Immediate Division</td><td>☒</td></tr></table>	Immediate Division	☒	Guest(s) Invited / Presenting:					
Immediate Division	☒							

Head			No
Information Technology			
Other Division Heads			
Communication			
Legal Review			



PLACER LABS, INC.

AMENDMENT TO ORDER FORM

This Amendment to Order Form (this “**Amendment**”), dated as of March 4, 2025 (the “**Amendment Date**”), modifies the Order Form executed by City of Muskegon (“**Customer**”) and Placer Labs, Inc. (“**Placer**”) on or about April 14, 2021 (together with any other prior amendments thereto, the “**Order Form**”). Unless otherwise defined, capitalized terms herein have the same meaning as in the Order Form. Placer and Customer agree to amend the Order Form as follows:

1. The Term of the Order Form will be renewed for 12 months starting April 14, 2025 (“**Renewal Date**”).
2. Starting on the Renewal Date, the Annual License Fee will increase, from \$16,800 to \$17,640.
3. Customer will receive an invoice for this upcoming Additional Term on the Renewal Date.
4. Placer may increase the fees any time following the Additional Term (but not more frequently than once in any twelve (12) month period). The amount of such annual increase will equal the greater of CPI or five percent (5%) per annum.
5. In all other respects, the Order Form shall remain in full force and effect.

City of Muskegon	Placer Labs, Inc.
By:	By:
Name:	Name:
Title:	Title:



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: City of Muskegon Park Rules												
Submitted by: Kyle Karczewski, Parks and Recreation Director	Department: DPW- Parks												
Brief Summary: Staff requests approval of Park Rules for City of Muskegon Parks.													
Detailed Summary & Background: These are the same rules proposed to the Commission in February and failed to pass. The PRAC (Parks & Recreation Advisory Committee) voted to propose the same rules again to encourage the City Commission to find a way to move forward. The PRAC continues to believe clear park rules are important to support park rangers and resident safety.													
Goal/Focus Area/Action Item Addressed: Key Focus Areas: Blight cleanup, Enhanced Parks and Recreation Department and Services Goal/Action Item: 2027 Goal 1: Destination Community & Quality of Life													
Amount Requested: n/a	Budgeted Item: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>x</td> <td></td> </tr> </table>	Yes		No		N/A	x						
Yes		No		N/A	x								
Fund(s) or Account(s): n/a	Budget Amendment Needed: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> <td>N/A</td> <td>x</td> <td></td> </tr> </table>	Yes		No		N/A	x						
Yes		No		N/A	x								
Recommended Motion: Move to adopt the Park Rules for City of Muskegon Parks as presented.													
Approvals: <table border="1"> <tr> <td>Immediate Division Head</td> <td>x</td> <td></td> </tr> <tr> <td>Information Technology</td> <td></td> <td></td> </tr> <tr> <td>Other Division Heads</td> <td></td> <td></td> </tr> <tr> <td>Communication</td> <td>x</td> <td></td> </tr> </table>	Immediate Division Head	x		Information Technology			Other Division Heads			Communication	x		Guest(s) Invited / Presenting: No
Immediate Division Head	x												
Information Technology													
Other Division Heads													
Communication	x												

Legal Review			
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City of Muskegon Park Rules

1. **Hours of Operation:** 5am – 11pm
2. **No Littering:** Dispose of trash properly and use designated recycling bins if available.
3. **Leash Laws:** Where allowed, pets must be kept on a leash. Some parks may have off-leash areas, but always check the rules of the park you are at. Clean up after your pet.
4. **No Smoking or Vaping:** Parks are smoke-free to maintain a clean environment and ensure everyone's health.
5. **No Alcohol:** Consumption of alcohol is prohibited in City of Muskegon Parks outside of the social district.
6. **Fires or Grills:** Open flames are only allowed in designated areas for barbecuing or bonfires.
7. **Respect Wildlife:** Do not feed or disturb wildlife. Keep a safe distance and observe birds and animals from afar.
8. **Stay in Designated Areas:** Stick to marked trails and paths to protect natural habitats and prevent erosion. Only park in designated areas.
9. **No Vandalism:** Respect park property, including benches, signs, and playground equipment.
10. **Noise Levels:** Keep noise to a reasonable level to avoid disturbing other park-goers and nearby neighbors & residents
11. **No Unauthorized Motor Vehicles:** This includes ATVs, dirt bikes, or any motorized vehicles not designated for park use.
12. **Follow Event Rules:** If you're attending a special event, adhere to any specific rules or guidelines provided.



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Community Organization Gatherings at Farmers Market				
Submitted by: Ann Meisch, City Clerk	Department: City Clerk				
Brief Summary: Staff met with the City Attorneys to create a guideline for requests from community organizations to be in attendance at the farmers market.					
Detailed Summary & Background: The Farmers Market receives requests from organizations to participate at the farmers market to raise funds for their organization, bring awareness to their organization, gather signatures for petitions, etc. The City Attorneys reviewed our current guideline and suggested some changes. Staff is suggesting groups must fill out the attached request to be at the market. Three organizations will be allowed at the market at a time. The organization may bring one - four foot table and two chairs and a 10x10 tent. The Market Manager will place the organization between the picnic table area and food trucks on Market Street. Organizations may attend up to three times per season. Selling of items will be prohibited.					
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u> 2027 Goal 1: Destination Community & Quality of Life					
Amount Requested:	Budgeted Item: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Yes</td> <td style="width: 25%;">No</td> <td style="width: 25%;">N/A</td> <td style="width: 25%;"></td> </tr> </table>	Yes	No	N/A	
Yes	No	N/A			
Fund(s) or Account(s):	Budget Amendment Needed: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Yes</td> <td style="width: 25%;">No</td> <td style="width: 25%;">N/A</td> <td style="width: 25%;"></td> </tr> </table>	Yes	No	N/A	
Yes	No	N/A			
Recommended Motion: To approve the Community Organization application as presented.					
Approvals: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Immediate Division Head</td> <td style="width: 50%;"></td> </tr> </table>	Immediate Division Head		Guest(s) Invited / Presenting: No		
Immediate Division Head					

Information Technology			
Other Division Heads			
Communication			
Legal Review			



Community Organization Application

1. This application must be received at least 5 days before the group's desired market attendance date.
E-mail: muskfarmermkt@shorelinecity.com
2. Please note that approval of community groups is based on number of applicants and how many times the organization has been at the market during a season. A maximum of three community groups will be allowed each Saturday or other market days. Community groups will be limited to Market Street between the barricades area only near the stage. One table no more than 4' long and two chairs are allowed and you must bring your own. Also allowed is a pop-up tent no larger than a 10'x10'. No community organizations are allowed to enter the vendor area of the market to carry out their activity. Community groups will be limited to no more than 3 times per market season (May – November). During Winter Market (December – April) no community groups will be allowed inside the barn.
3. Community organizations or non-profit organizations include churches, public schools, public charities, public clinics and hospitals, amateur sports organizations, political organizations, legal aid societies, volunteer services, organizations, labor unions, professional associations, research institutes, museums, and some governmental agencies
4. We prohibit the use of megaphones or any sound amplifying systems.
5. Any signage must be no larger than a 24" x 36" and the display of offensive signs is prohibited.
6. Please arrive by 8:45 a.m. and report to the market office. Hours allowed for community groups will be 9:00 a.m. – 1:00 p.m. The purpose of these hours is to allow vendors to set-up and break-down before market opens and after closing.
7. No selling of any items by community groups will be allowed.
8. Community group representatives are responsible for finding parking **OUTSIDE** the market property.
9. The purpose of these rules is to keep walkways open for traffic and to not interfere with the operation of the market, not to prohibit speech.
10. If an organization is found to be disruptive, does not follow the rules listed above, they will be asked to leave and unable to return for the remainder of the season.

Name: _____

Name of Organization: _____

Address: _____

Phone Number: _____

E-Mail: _____

Please provide the following information regarding your organization: Mission and or Vision Statement:
Organization Values and Goals: Why do you wish to be represented at the Muskegon Farmers Market?
What date(s) do you wish to attend? Please attach.

Please sign below. I have read a copy of the Muskegon Farmers Market Operation Guidelines and agree to comply with them.

Signature: _____ Date: _____



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Datacenter Core Technology Upgrade										
Submitted by: Jason Boes, IT Director	Department: Information Technology										
Brief Summary: Staff recommends the approval of the attached equipment and licensing for our main data center upgrade											
Detailed Summary & Background: The core infrastructure of our primary data center is aging and needs upgrades. Our servers have been in production for over eight years, and extended support for them ends in April 2025. The network switches have been in production for over 10 years, are no longer supported, and are considered end-of-life. The Windows Server licensing is required to upgrade our virtual servers to the latest versions.											
Goal/Focus Area/Action Item Addressed: Key Focus Areas: Sustainability in financial practices and infrastructure Goal/Action Item: 2027 Goal 4: Financial Infrastructure											
Amount Requested: \$83,072.98	Budgeted Item: <table border="1"> <tr> <td>Yes</td> <td>X</td> <td>No</td> <td></td> <td>N/A</td> <td></td> <td></td> </tr> </table>		Yes	X	No		N/A				
Yes	X	No		N/A							
Fund(s) or Account(s): 101-228-	Budget Amendment Needed: <table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td>X</td> <td>N/A</td> <td></td> <td></td> </tr> </table>		Yes		No	X	N/A				
Yes		No	X	N/A							
Recommended Motion: To approve the purchase of data center hardware and licensing upgrades.											
Approvals: <table border="1"> <tr> <td>Immediate Division Head</td> <td>X</td> <td></td> </tr> <tr> <td>Information Technology</td> <td>X</td> <td></td> </tr> <tr> <td>Other Division Heads</td> <td></td> <td></td> </tr> </table>		Immediate Division Head	X		Information Technology	X		Other Division Heads			Guest(s) Invited / Presenting: No
Immediate Division Head	X										
Information Technology	X										
Other Division Heads											

Communication			
Legal Review			



Data Center Switching

Budgetary Proposal # 018779

Prepared for:

City Of Muskegon

Jason Boes
jason.boes@shorelinecity.com

Prepared by:

Sentinel Technologies, Inc

Patrick Elkins
pelkins@sentinel.com

Appendix A

This Appendix A is governed by the Master Services Agreement by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and City Of Muskegon with principal offices at 933 Terrace St Muskegon, MI 49440-1348.

Meraki Switching

Product Description	Qty	Price	Ext. Price
Initial Term: 60 Months Requested Start Date: Upon Booking Billing Model: Prepaid Renewal Term: Requote			
<i>Solution Subscriptions - Unless explicitly indicated otherwise within this contract, the below term for these subscription services will automatically renew, absent at least ninety (90) days' notice of cancelation by Customer before the start of the renewal term. For subscription services that do not automatically renew, Customer must provide Sentinel with at least ninety (90) days' notice of its intention to renew the services and shall hold Sentinel harmless from any service interruption to result from the cessation of services due to Customer's failure to provide timely notice as stated herein.</i>			
C9300X 24x25GE SFP+, 715wac PS, w/MERAKI	2	\$5,637.32	\$11,274.64
C9000 Stack Power Cable 30 CM, w/MERAKI	2	\$23.75	\$47.50
C9300L 50CM Type 3A Stacking Cable used with KIT2, w/MERAKI	6	\$23.75	\$142.50
Meraki AC Power Cord for MX and MS (US Plug)	16	\$5.35	\$85.60
C9300L 48-port PoE, 4x10G Uplink, 715wac PS, w/MERAKI	6	\$2,184.34	\$13,106.04
Meraki C9000 715W AC Platinum Power Supply	6	\$281.82	\$1,690.92
Meraki C9300 24-port Enterprise License, 5 year	2	\$450.21	\$900.42
Meraki Enterprise License for C9300-M 48-port, 5 year	6	\$846.71	\$5,080.26
Subtotal:			\$32,327.88

Data Center Switching

Prepared by:**Sentinel Technologies, Inc**

Patrick Elkins

pelkins@sentinel.com

Prepared for:**City Of Muskegon**

933 Terrace St

Muskegon, MI 49440-1348

Jason Boes

+12317243345

jason.boes@shorelinecity.com

Contract Information:**Budgetary Proposal # 018779**

Version: 3

Delivery Date: 03/20/2025

Expiration Date: 04/10/2025

Quote Summary

Description	Amount
Meraki Switching	\$32,327.88

Total: \$32,327.88

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Terms and Conditions

By signing below, Customer agrees that the products and services being purchased through this contract are subject to the Sentinel Technologies Terms and Conditions, as applicable, located at <https://sentinel.com/Termsand-Conditions> unless expressly provided herein or otherwise addressed in a separate Agreement between the parties.

Invoice Terms

Hardware: Upon Shipment

Subscription/License: At the beginning of the contract - In Full

From: Kevin.Spenser@dell.com
To: [Jason Boes](#)
Cc: Kevin.Spenser@dell.com
Subject: Your Dell Quote 3000186260918.3
Date: Tuesday, February 25, 2025 10:00:19 AM

Warning: Unusual sender <kevin.spenser@dell.com>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.



Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Mar. 27, 2025**.

You can download a copy of this quote during checkout.

[Place your order](#)

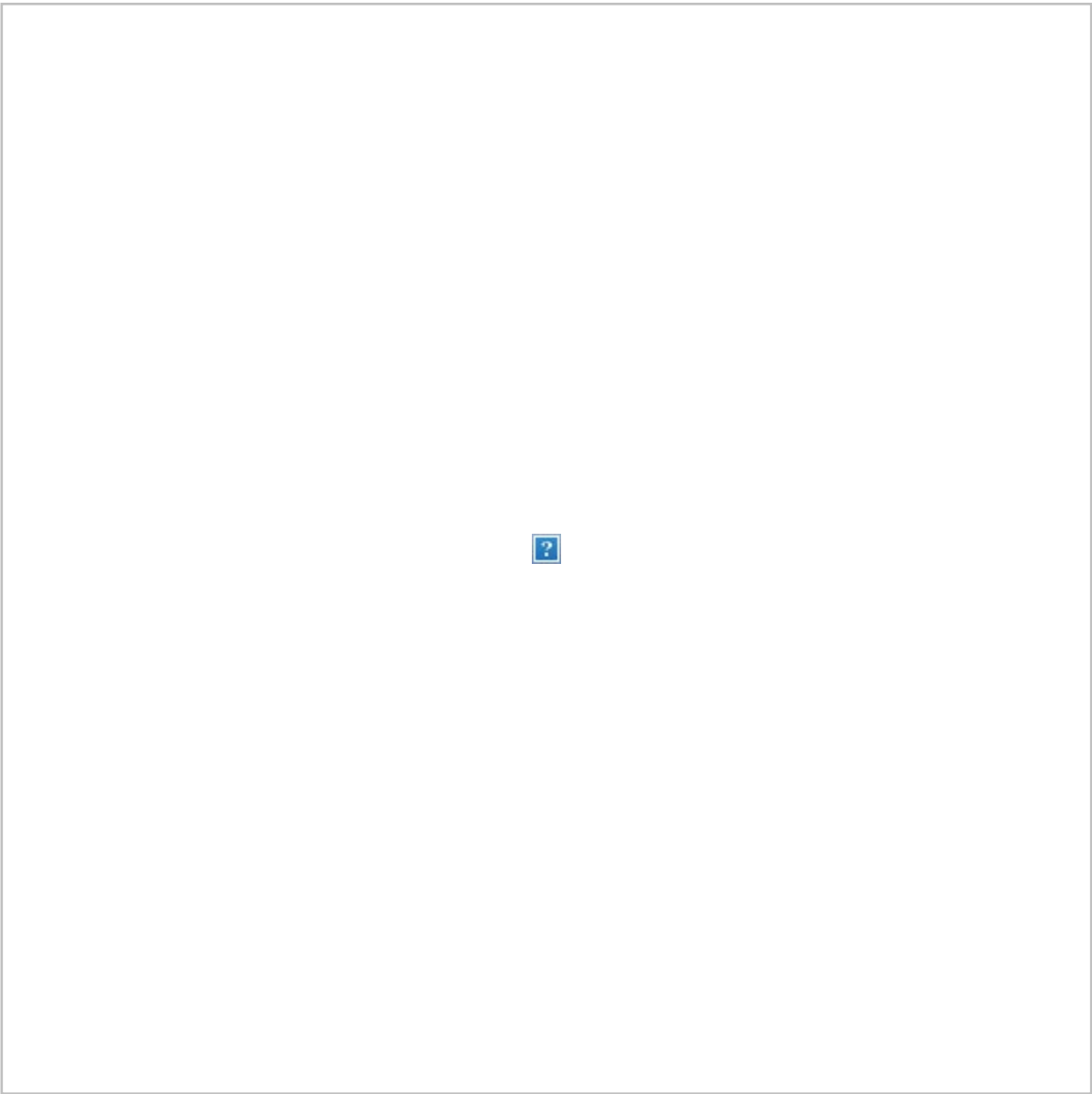
Quote Name:	CHDCSERVER	Sales Rep	Kevin Spenser
Quote No.	3000186260918.3	Phone	1(800) 456-3355, 6180014
Total	\$27,268.10	Email	Kevin_Spenser@Dell.com
Customer #	3923456	Billing To	ACCOUNTS PAYABLE CITY OF MUSKEGON 933 TERRACE ST MUSKEGON, MI 49440
Quoted On	Feb. 25, 2025		
Expires by	Mar. 27, 2025		
Contract Name	State of Michigan MiDeals Agreement		
Contract Code	C000000009850		
Customer Agreement #	071B6600111		

Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,
Kevin Spenser

Product	Unit Price	Quantity	Subtotal
PowerEdge R650	\$13,634.05	2	\$27,268.10
Subtotal:			\$27,268.10
Shipping:			\$0.00
Non-Taxable Amount:			\$27,268.10
Taxable Amount:			\$0.00
Estimated Tax:			\$0.00
Total:			\$27,268.10



Shipping Group Details

Shipping To

JASON BOES
CITY OF MUSKEGON
933 TERRACE ST
MUSKEGON, MI 49440-1348
(231) 724-3345

Shipping Method

Standard Delivery Free Cost

Install At

CITY OF MUSKEGON

PowerEdge R650

Estimated delivery if purchased today:

Mar. 10, 2025

Contract # C000000009850

Customer Agreement # 071B6600111

Unit Price	Quantity	Subtotal
\$13,634.05	2	\$27,268.10

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge R650 Server	210-AYJZ	-	2	-
8x2.5 Front Storage	379-BEIC	-	2	-
NVMe Backplane	379-BDSX	-	2	-
No Rear Storage	379-BDTE	-	2	-
Trusted Platform Module 2.0 V5	461-AAIG	-	2	-
2.5" Chassis with up to 8 NVMe Drives, RAID Config, 3 PCIe Slots, 2 CPU	321-BGHG	-	2	-
Intel Xeon Gold 6326 2.9G, 16C/32T, 11.2GT/s, 24M Cache, Turbo, HT (185W) DDR4-3200	338-CBXJ	-	2	-
Intel Xeon Gold 6326 2.9G, 16C/32T, 11.2GT/s, 24M Cache, Turbo, HT (185W) DDR4-3200	338-CBXJ	-	2	-
Additional Processor Selected	379-BDCO	-	2	-
Heatsink for 2 CPU configuration (CPU more than 165W)	412-AAVM	-	2	-
Performance Optimized	370-AAIP	-	2	-
3200MT/s RDIMMs	370-AEVR	-	2	-
C31, No RAID with NVMe and front PERC	379-BEGI	-	2	-
PERC H755N Front	405-AAZE	-	2	-
Front PERC Mechanical Parts, rear load	750-ACFQ	-	2	-
No Hard Drive	400-ABHL	-	2	-
Performance BIOS Settings	384-BBBL	-	2	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	-	2	-
4 Very High Performance Fans	384-BCUJ	-	2	-
Dual, Redundant(1+1), Hot-Plug Power Supply, 1100W MM(100-240Vac) Titanium	450-AKLF	-	2	-
Riser Config 0, 2CPU, Half Length, Low Profile, 3 x16 Slots, SW GPU Capable	330-BBRP	-	2	-
PowerEdge R650 Motherboard MLK with Broadcom 5720 Dual Port 1Gb On-Board LOM, Ti	329-BHMF	-	2	-

Broadcom 57414 Dual Port 10/25GbE SFP28, OCP NIC 3.0	540-BCOC	-	2	-
Standard Bezel	325-BCHH	-	2	-
Luggage Tray x8 and x10 Chassis, R650	350-BCEI	-	2	-
BOSS Blank	403-BCID	-	2	-
No Operating System, No Utility Partition	611-BBBG	-	2	-
No Media Required	605-BBFN	-	2	-
Dell Connectivity Client - Enabled	379-BFXS	-	2	-
Dell Connectivity Module	634-CYDF	-	2	-
iDRAC9, Enterprise 15G	385-BBQV	-	2	-
No Quick Sync	350-BBXM	-	2	-
iDRAC,Factory Generated Password	379-BCSF	-	2	-
iDRAC Service Module (ISM), NOT Installed	379-BCQX	-	2	-
iDRAC Group Manager, Disabled	379-BCQY	-	2	-
ReadyRails Sliding Rails (A15)	770-BECD	-	2	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	2	-
PowerEdge R650 Shipping	340-CUQR	-	2	-
R650 Ship 4x3.5, 10x2.5, 8x2.5 NVMe	340-CUQN	-	2	-
R650 Dell/EMC label (BIS) for 2.5" Chassis	343-BBQY	-	2	-
PowerEdge R650 CCC Marking, No CE Marking	389-DYHX	-	2	-
Custom Configuration	817-BBBB	-	2	-
Dell Hardware Limited Warranty Plus Onsite Service	853-2137	-	2	-
ProSupport Next Business Day Onsite Service After Problem Diagnosis 5 Years	853-2151	-	2	-
ProSupport 7x24 Technical Support and Assistance 5 Years	853-2171	-	2	-
Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800-945-3355	989-3439	-	2	-
On-Site Installation Declined	900-9997	-	2	-
32GB RDIMM, 3200MT/s, Dual Rank 16Gb BASE x8	370-AGDS	-	24	-
960GB Data Center NVMe Read Intensive AG Drive U2 Gen4 with carrier	400-BMTJ	-	2	-
Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	450-AALV	-	4	-

Subtotal:	\$27,268.10
Shipping:	\$0.00
Estimated Tax:	\$0.00

Total: \$27,268.10

CONNECT WITH DELL:



BROWSE MORE OPTIONS:

IT Transformation	Laptops	Desktops
Servers & Storage	2-in-1's	Electronics & Accessories
Financing Options	Dell Services	Dell Support
Subscription Center	Events	Dell Premier

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier

("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

WARNING: This email originated outside of the City of Muskegon email system!
DO NOT CLICK links if the sender is unknown.
NEVER provide your User ID or Password.



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

JASON BOES,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PHNV135	2/19/2025	MS SLD+ WIN SVR DC 16CORE/DCAL	5515496	\$23,477.00

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Microsoft Windows Server 2025 Datacenter - license - 16 cores Mfg. Part#: EP2-25015 Windows Server Standard 2025 16-Core -Covers 16 Cores on a 2 Processor Server. Min req 8 cores per Proc and 16 cores per server. Allows 2 virtual Servers to run. Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	4	8143178	\$4,803.50	\$19,214.00
Microsoft Windows Server 2025 Standard - license - 1 device CAL Mfg. Part#: EP2-24897 Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	150	8143166	\$28.42	\$4,263.00

SUBTOTAL	\$23,477.00
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$23,477.00

PURCHASER BILLING INFO	DELIVER TO
Billing Address: CITY OF MUSKEGON ACCTS PAYABLE 933 TERRACE ST MUSKEGON, MI 49440-1348 Phone: (231) 724-4126 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: CITY OF MUSKEGON JASON BOES 933 TERRACE ST MUSKEGON, MI 49440-1348 Phone: (231) 724-4126 Shipping Method: ELECTRONIC DISTRIBUTION
Please remit payments to:	



Sales Contact Info

Dave Engmark | 800.808.4239 | davieng@cdwg.com

Need Help?



My Account



Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.

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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: Concur with CRC Recommendations							
Submitted by: Ann Meisch, City Clerk	Department: City Clerk							
Brief Summary: To concur with CRC recommendations to accept resignation and make appointments.								
Detailed Summary & Background: To accept the resignation of Dave Wendtland from the Civil Service Commission and appoint Georgia Moss as Citizen, with a term ending 1/31/2027; appoint Nils Bodman to the Lakeside Business Improvement District as Assessed Property Owner or Representative, with a term ending 1/31/2026; and appoint William C. Muhammad to the Citizen's Police Review Board as a Member of a Minority-Based Organization, with a term ending 1/31/2027.								
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u>								
Amount Requested:	Budgeted Item: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 15%;">Yes</td> <td style="width: 15%;"></td> <td style="width: 15%;">No</td> <td style="width: 15%;"></td> <td style="width: 15%;">N/A</td> <td style="width: 15%;">X</td> <td style="width: 15%;"></td> </tr> </table>	Yes		No		N/A	X	
Yes		No		N/A	X			
Fund(s) or Account(s):	Budget Amendment Needed: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 15%;">Yes</td> <td style="width: 15%;"></td> <td style="width: 15%;">No</td> <td style="width: 15%;"></td> <td style="width: 15%;">N/A</td> <td style="width: 15%;">X</td> <td style="width: 15%;"></td> </tr> </table>	Yes		No		N/A	X	
Yes		No		N/A	X			
Recommended Motion: To accept the resignation of Dave Wendtland from the Civil Service Commission and appoint Georgia Moss as Citizen, with a term ending 1/31/2027; appoint Nils Bodman to the Lakeside Business Improvement District as Assessed Property Owner or Representative, with a term ending 1/31/2026; and appoint William C. Muhammad to the Citizen's Police Review Board as a Member of a Minority-Based Organization, with a term ending 1/31/2027.								
Approvals: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Immediate Division Head</td> <td style="width: 10%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Information Technology</td> <td></td> <td></td> </tr> </table>	Immediate Division Head			Information Technology			Guest(s) Invited / Presenting: No	
Immediate Division Head								
Information Technology								

Other Division Heads			
Communication			
Legal Review			



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: April 8, 2025	Title: 2nd Quarter Reforecast FY 2024-25							
Submitted by: Kenneth Grant, Finance Director	Department: Finance							
Brief Summary: At this time, staff is asking for approval of the 2nd Quarter budget reforecast for the 24/25 fiscal year.								
Detailed Summary & Background: Highlights of 2 nd Quarter Budget Reforecast: <u>101 General Fund</u> <u>Revenues:</u> Overall General Fund revenue projections are going up close by almost \$1,000,000. Led by Marijuana Tax collections, Miscellaneous, Federal Grants, and Parking Revenues. <u>Expenditures:</u> Overall, General Fund expenditures went up by \$600,000. Mostly due to salary increases and grant expenditures Overall, the General Fund has reduced the Original budgeted deficit by more than \$300,000.								
Goal/Focus Area/Action Item Addressed: <u>Key Focus Areas:</u> <u>Goal/Action Item:</u>								
Amount Requested:	Budgeted Item: <table border="1"><tr><td>Yes</td><td></td><td>No</td><td></td><td>N/A</td><td></td><td></td></tr></table>	Yes		No		N/A		
Yes		No		N/A				
Fund(s) or Account(s):	Budget Amendment Needed: <table border="1"><tr><td>Yes</td><td></td><td>No</td><td></td><td>N/A</td><td></td><td></td></tr></table>	Yes		No		N/A		
Yes		No		N/A				
Recommended Motion: To approve the 2nd Quarter fiscal year 2024-25 budget reforecast as presented by staff.								
Approvals: <table border="1"><tr><td>Immediate Division Head</td><td></td><td></td></tr><tr><td>Information</td><td></td><td></td></tr></table>	Immediate Division Head			Information			Guest(s) Invited / Presenting: No	
Immediate Division Head								
Information								

Technology			
Other Division Heads			
Communication			
Legal Review			

03/13/2025

BUDGET REPORT FOR CITY OF MUSKEGON

		24-25	24-25	24-25	24-25	24-25
GL Number	Description	Original Budget	Amended Budget	Activity	% Budget Used	RECOMMENDED
Fund: 202 MAJOR STREETS						
202-000-502	FEDERAL GRANTS	748,530.00	748,530.00			748,530.00
202-000-540	STATE GRANTS	508,300.00	508,300.00	231,588.89	45.56	508,300.00
202-000-546	STATE RECEIPT MAJORS	4,880,000.00	4,880,000.00	2,120,380.17	43.45	4,880,000.00
202-000-581	LRP LOCAL ROADS PROGRAM	80,000.00	80,000.00	33,316.92	41.65	80,000.00
202-000-620-004619	MISC. SALES AND SERVICES	0.00	0.00			0.00
202-000-665-004970	INTEREST INCOME	0.00	0.00	7,546.92		0.00
202-000-684-004800	MISC. & SUNDRY	0.00	0.00	530.84		0.00
Estimated Revenues		6,216,830.00	6,216,830.00	2,393,363.74	38.50	6,216,830.00
Account Category: Appropriations						
450	ROUTINE MAINTENANCE	1,078,255.00	1,078,255.00	382,021.47	35.43	1,078,255.00
463	WINTER MAINTENANCE	486,413.00	486,413.00	116,757.66	24.00	486,413.00
518	TRAFFIC SIGNALS	0.00	0.00	51.71		0.00
519	TRAFFIC SERVICES	207,591.00	207,591.00	74,429.79	35.85	207,591.00
564	DRAINAGE MAINTENANCE	59,539.00	59,539.00	12,576.70	21.12	59,539.00
571	TREES & SCHRUBS	0.00	0.00			0.00
573	MISCELLANEOUS EXPENSES	0.00	0.00			0.00
574	ADMINISTRATION & RECORDKEEPING	582,772.00	582,772.00	194,257.32	33.33	582,772.00
575	LEAVES & BENEFITS	306,340.00	306,340.00	154,420.74	50.41	306,340.00
901	CAPITAL PROJECTS	3,794,800.00	3,794,800.00	655,275.39	17.27	2,603,815.00
999	TRANSFERS TO OTHER FUNDS	2,200,000.00	2,200,000.00	(105,068.16)	(4.78)	2,200,000.00
Appropriations		8,715,710.00	8,715,710.00	1,484,722.62	17.04	7,524,725.00
Fund 202 - MAJOR STREETS:						
TOTAL ESTIMATED REVENUES		6,216,830.00	6,216,830.00	2,393,363.74	38.50	6,216,830.00
TOTAL APPROPRIATIONS		8,715,710.00	8,715,710.00	1,484,722.62	17.04	7,524,725.00
NET OF REVENUES & APPROPRIATIONS:		(2,498,880.00)	(2,498,880.00)	908,641.12		(1,307,895.00)
Fund: 203 LOCAL STREETS						
Account Category: Estimated Revenues						
203-000-492	TELECOM FRANCHISE FEES	205,000.00	205,000.00			205,000.00
203-000-553	STATE RECEIPT LOCAL	1,360,000.00	1,360,000.00	561,249.19	41.27	1,360,000.00
203-000-581	LRP LOCAL ROADS PROGRAM	20,000.00	20,000.00	9,185.58	45.93	20,000.00
203-000-657-004802	REIMB:SERVICES RENDERED	0.00	0.00			0.00
203-000-665-004970	INTEREST INCOME	0.00	0.00	229.93		0.00
203-000-684-004800	MISC. & SUNDRY	0.00	0.00			0.00
203-000-699-200000	OP. TRANS FROM SPECIAL REVENUE	2,200,000.00	2,200,000.00			2,200,000.00
Estimated Revenues		3,785,000.00	3,785,000.00	570,664.70	15.08	3,785,000.00
Account Category: Appropriations						
450	ROUTINE MAINTENANCE	686,172.00	686,172.00	504,294.94	73.49	686,172.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
463	WINTER MAINTENANCE	247,705.00	247,705.00	41,894.47	16.91	247,705.00
519	TRAFFIC SERVICES	12,094.00	12,094.00	2,431.56	20.11	12,094.00
564	DRAINAGE MAINTENANCE	94,418.00	94,418.00	59,105.99	62.60	94,418.00
565	CATCH BASINS	0.00	0.00			0.00
574	ADMINISTRATION & RECORDKEEPING	386,789.00	386,789.00	128,929.68	33.33	386,789.00
575	LEAVES & BENEFITS	271,842.00	271,842.00	119,249.24	43.87	271,842.00
901	CAPITAL PROJECTS	2,130,000.00	2,130,000.00	1,381,220.20	64.85	1,501,000.00
Appropriations		3,829,020.00	3,829,020.00	2,237,126.08	58.43	3,200,020.00
Fund 203 - LOCAL STREETS:						
TOTAL ESTIMATED REVENUES		3,785,000.00	3,785,000.00	570,664.70	15.08	3,785,000.00
TOTAL APPROPRIATIONS		3,829,020.00	3,829,020.00	2,237,126.08	58.43	3,200,020.00
NET OF REVENUES & APPROPRIATIONS:		(44,020.00)	(44,020.00)	(1,666,461.38)		584,980.00
Fund: 231 LAKESIDE CORRIDOR IMPROVEM						
Account Category: Estimated Revenues						
231-000-402	PROPERTY TAX	30,569.00	30,569.00			36,584.00
231-000-665-004970	INCOME TAX-PENALTY & INTEREST	25.00	25.00	37.20	148.80	150.00
Estimated Revenues		30,594.00	30,594.00	37.20	0.12	36,734.00
Account Category: Appropriations						
717	BROWNFIELD	30,594.00	30,594.00	6,374.17	20.83	36,584.00
Appropriations		30,594.00	30,594.00	6,374.17	20.83	36,584.00
Fund 231 - LAKESIDE CORRIDOR IMPROVEMENT AUTHORITY:						
TOTAL ESTIMATED REVENUES		30,594.00	30,594.00	37.20	0.12	36,734.00
TOTAL APPROPRIATIONS		30,594.00	30,594.00	6,374.17	20.83	36,584.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	(6,336.97)		150.00
Fund: 232 HARBOR WEST BROWNFIELD						
Account Category: Estimated Revenues						
232-000-402	PROPERTY TAX	13,789.00	13,789.00			14,561.00
Estimated Revenues		13,789.00	13,789.00	0.00	0.00	14,561.00
Account Category: Appropriations						
735	DEVELOPMENT ACTIVITY	0.00	0.00			0.00
Appropriations		0.00	0.00	0.00	0.00	0.00
Fund 232 - HARBOR WEST BROWNFIELD:						
TOTAL ESTIMATED REVENUES		13,789.00	13,789.00	0.00	0.00	14,561.00
TOTAL APPROPRIATIONS		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & APPROPRIATIONS:		13,789.00	13,789.00	0.00		14,561.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Fund: 233 SCATTERED HOUSING BROWNFIE						
Account Category: Estimated Revenues						
233-000-402	SCATTERED HOUSING BROWNFIELD FUN	154,171.00	154,171.00			206,904.00
233-000-665-004970	INTEREST INCOME	0.00	0.00	46.35		190.00
Estimated Revenues		154,171.00	154,171.00	46.35	0.03	207,094.00
Account Category: Appropriations						
901	CAPITAL PROJECTS	0.00	0.00			0.00
Appropriations		0.00	0.00	0.00	0.00	0.00
Fund 233 - SCATTERED HOUSING BROWNFIELD FUN:						
TOTAL ESTIMATED REVENUES		154,171.00	154,171.00	46.35	0.03	207,094.00
TOTAL APPROPRIATIONS		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & APPROPRIATIONS:		154,171.00	154,171.00	46.35		207,094.00
Fund: 234 BROWNFIELD AUTHORITY (PIGEC						
Account Category: Estimated Revenues						
234-000-402	PROPERTY TAX	18,147.00	18,147.00			17,508.00
234-000-665-004970	INTEREST INCOME	0.00	0.00	2.25		9.00
Estimated Revenues		18,147.00	18,147.00	2.25	0.01	17,517.00
Account Category: Appropriations						
717	BROWNFIELD	18,147.00	18,147.00			17,508.00
Appropriations		18,147.00	18,147.00	0.00	0.00	17,508.00
Fund 234 - BROWNFIELD AUTHORITY (PIGEON HILL):						
TOTAL ESTIMATED REVENUES		18,147.00	18,147.00	2.25	0.01	17,517.00
TOTAL APPROPRIATIONS		18,147.00	18,147.00	0.00	0.00	17,508.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	2.25		9.00
Fund: 235 BROWNFIELD AUTHORITY (BETTE						
Account Category: Estimated Revenues						
235-000-402	PROPERTY TAX	167,373.00	167,373.00			0.00
235-000-428	REIMBURSEMENT STATE	12,000.00	12,000.00	10,674.23	88.95	11,000.00
Estimated Revenues		179,373.00	179,373.00	10,674.23	5.95	11,000.00
Account Category: Appropriations						
906	DEBT SERVICE	3,760.00	3,760.00	2,499.60	66.48	3,760.00
Appropriations		3,760.00	3,760.00	2,499.60	66.48	3,760.00
Fund 235 - BROWNFIELD AUTHORITY (BETTEN):						
TOTAL ESTIMATED REVENUES		179,373.00	179,373.00	10,674.23	5.95	11,000.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
TOTAL APPROPRIATIONS		3,760.00	3,760.00	2,499.60	66.48	3,760.00
NET OF REVENUES & APPROPRIATIONS:		175,613.00	175,613.00	8,174.63		7,240.00
Fund: 236 BROWNFIELD AUTHORITY (FORM						
Account Category: Estimated Revenues						
236-000-402	PROPERTY TAX	273,124.00	273,124.00			265,357.00
236-000-428	REIMBURSEMENT STATE	14,900.00	14,900.00	15,283.74	102.58	15,284.00
236-000-665-004970	INTEREST INCOME	350.00	350.00	128.77	36.79	516.00
Estimated Revenues		288,374.00	288,374.00	15,412.51	5.34	281,157.00
Account Category: Appropriations						
999 TRANSFERS TO OTHER FUNDS		288,374.00	288,374.00			265,357.00
Appropriations		288,374.00	288,374.00	0.00	0.00	265,357.00
Fund 236 - BROWNFIELD AUTHORITY (FORMER MALL SITE):						
TOTAL ESTIMATED REVENUES		288,374.00	288,374.00	15,412.51	5.34	281,157.00
TOTAL APPROPRIATIONS		288,374.00	288,374.00	0.00	0.00	265,357.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	15,412.51		15,800.00
Fund: 237 BROWNFIELD AUTHORITY TERRA						
Account Category: Estimated Revenues						
237-000-402	PROPERTY TAX	455,280.00	455,280.00			346,459.00
237-000-665-004970	INTEREST INCOME	0.00	0.00	43.53		0.00
Estimated Revenues		455,280.00	455,280.00	43.53	0.01	346,459.00
Account Category: Appropriations						
716 TERRACE POINT LANDING		455,280.00	455,280.00			346,459.00
Appropriations		455,280.00	455,280.00	0.00	0.00	346,459.00
Fund 237 - BROWNFIELD AUTHORITY TERRACE POINT:						
TOTAL ESTIMATED REVENUES		455,280.00	455,280.00	43.53	0.01	346,459.00
TOTAL APPROPRIATIONS		455,280.00	455,280.00	0.00	0.00	346,459.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	43.53		0.00
Fund: 238 SWEETWATER BROWNFIELD						
Account Category: Estimated Revenues						
238-000-402	PROPERTY TAX	72,287.00	72,287.00			72,287.00
238-000-665-004970	INCOME TAX-PENALTY & INTEREST	0.00	0.00	5.13		0.00
Estimated Revenues		72,287.00	72,287.00	5.13	0.01	72,287.00
Account Category: Appropriations						
717 BROWNFIELD		72,287.00	72,287.00			72,287.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Appropriations		72,287.00	72,287.00	0.00	0.00	72,287.00
Fund 238 - SWEETWATER BROWNFIELD:						
TOTAL ESTIMATED REVENUES		72,287.00	72,287.00	5.13	0.01	72,287.00
TOTAL APPROPRIATIONS		72,287.00	72,287.00	0.00	0.00	72,287.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	5.13		0.00
Fund: 241 ADELAIDE POINTE BROWNFIELD						
Account Category: Estimated Revenues						
241-000-402	PROPERTY TAX	54,404.00	54,404.00			142,143.00
241-000-665-004970	INCOME TAX-PENALTY & INTEREST	0.00	0.00	2.34		0.00
Estimated Revenues		54,404.00	54,404.00	2.34	0.00	142,143.00
Account Category: Appropriations						
717 BROWNFIELD		0.00	0.00	2,574.00		144,717.00
Appropriations		0.00	0.00	2,574.00	0.00	144,717.00
Fund 241 - ADELAIDE POINTE BROWNFIELD:						
TOTAL ESTIMATED REVENUES		54,404.00	54,404.00	2.34	0.00	142,143.00
TOTAL APPROPRIATIONS		0.00	0.00	2,574.00	0.00	144,717.00
NET OF REVENUES & APPROPRIATIONS:		54,404.00	54,404.00	(2,571.66)		(2,574.00)
Fund: 250 LOCAL DEVELOPMENT FINANCE /						
Account Category: Estimated Revenues						
250-000-402	PROPERTY TAX	106,333.00	106,333.00			250,064.00
250-000-428	REIMBURSEMENT STATE	0.00	0.00	3,135.72		3,136.00
250-000-665-004970	INTEREST INCOME	100.00	100.00	72.86	72.86	100.00
250-000-699-100000	OP. TRANS FROM GENERAL FUND	200,000.00	200,000.00	66,666.68	33.33	200,000.00
Estimated Revenues		306,433.00	306,433.00	69,875.26	22.80	453,300.00
Account Category: Appropriations						
906 DEBT SERVICE		182,848.00	182,848.00	36,233.41	19.82	182,848.00
Appropriations		182,848.00	182,848.00	36,233.41	19.82	182,848.00
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND:						
TOTAL ESTIMATED REVENUES		306,433.00	306,433.00	69,875.26	22.80	453,300.00
TOTAL APPROPRIATIONS		182,848.00	182,848.00	36,233.41	19.82	182,848.00
NET OF REVENUES & APPROPRIATIONS:		123,585.00	123,585.00	33,641.85		270,452.00
Fund: 252 FARMERS MARKET & KITCHEN 24						
Account Category: Estimated Revenues						
252-000-613-004664	FARMERS MARKET INCOME	141,000.00	141,000.00	89,406.50	63.41	141,000.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
252-000-613-004690	KITCHEN 242 RENTAL	29,000.00	29,000.00	24,415.90	84.19	29,000.00
252-000-613-004693	FARMERS MARKET EVENT RENTAL	7,000.00	7,000.00	1,240.00	17.71	7,000.00
252-000-613-004694	FARMERS MARKET EBT FEES	18,000.00	18,000.00	11,169.35	62.05	18,000.00
252-000-613-004699	EBT PROGRAM	325,000.00	325,000.00	185,439.00	57.06	325,000.00
252-000-614-004663	FLEA MARKET AT FARMERS MARKET	23,000.00	23,000.00	14,449.00	62.82	23,000.00
252-000-614-004697	ALCOHOLIC BEVERAGE	0.00	0.00	497.00		0.00
252-000-665-004970	INTEREST INCOME	800.00	800.00	252.75	31.59	800.00
252-000-667-004677	RENT	37,000.00	37,000.00	6,138.96	16.59	37,000.00
252-000-674-004805	CONTRIBUTIONS	0.00	0.00	1,612.20		0.00
252-000-679-004840	FRIENDS OF THE MARKET	0.00	0.00	361.85		0.00
252-000-679-004845	FUNDRAISING REVENUE	60,000.00	60,000.00	21,020.50	35.03	60,000.00
252-000-684-004800	MISC. & SUNDRY	0.00	0.00	154.09		0.00
252-000-684-004814	PROMOTIONAL PRODUCTS	2,500.00	2,500.00			2,500.00
252-000-699-100000	OP. TRANS FROM GENERAL FUND	7,000.00	7,000.00			7,000.00
252-000-699-300000	OPERATING TRANSFERS IN	0.00	0.00			0.00
252-000-699-400000	OP. TRANS FROM CAPITAL PROJECTS	30,000.00	30,000.00			30,000.00
Estimated Revenues		680,300.00	680,300.00	356,157.10	52.35	680,300.00
Account Category: Appropriations						
807	WESTERN AVENUE CHALETs	28,200.00	28,200.00	5,081.09	18.02	28,200.00
808	FARMERS & FLEA MARKET	652,021.00	652,021.00	392,179.84	60.15	652,021.00
Appropriations		680,221.00	680,221.00	397,260.93	58.40	680,221.00
Fund 252 - FARMERS MARKET & KITCHEN 242:						
TOTAL ESTIMATED REVENUES		680,300.00	680,300.00	356,157.10	52.35	680,300.00
TOTAL APPROPRIATIONS		680,221.00	680,221.00	397,260.93	58.40	680,221.00
NET OF REVENUES & APPROPRIATIONS:		79.00	79.00	(41,103.83)		79.00
Fund: 254 MERCY HEALTH ARENA						
Account Category: Estimated Revenues						
254-000-502	FEDERAL GRANTS	0.00	0.00			0.00
254-000-613-004691	EVENT REVENUE	540,000.00	540,000.00	134,130.18	24.84	540,000.00
254-000-613-004696	CONCESSION NON ALCOHOLIC	87,500.00	87,500.00	23,391.72	26.73	87,500.00
254-000-613-004699	FOOD HUB	52,500.00	52,500.00	15,710.13	29.92	52,500.00
254-000-614-004630	CARLISLES	100,000.00	100,000.00	42,028.75	42.03	100,000.00
254-000-614-004639	RAD DADS	200,000.00	200,000.00	100,215.21	50.11	200,000.00
254-000-614-004640	TICKET SURCHARGE	45,000.00	45,000.00	14,519.73	32.27	45,000.00
254-000-614-004646	CONCESSIONS FOOD	105,000.00	105,000.00	35,095.22	33.42	105,000.00
254-000-614-004697	ALCOHOLIC BEVERAGE	190,000.00	190,000.00	39,809.62	20.95	190,000.00
254-000-614-004698	FLOOR RENTAL	250,000.00	250,000.00	89,585.00	35.83	250,000.00
254-000-620-004619	MISC. SALES AND SERVICES	12,000.00	12,000.00	17,230.69	143.59	35,000.00
254-000-626-004666	PARKING LOT RENTAL - WESTERN AVENUE	45,000.00	45,000.00	9,035.00	20.08	45,000.00
254-000-632	ANNEX REVENUE	95,000.00	95,000.00	52,802.50	55.58	95,000.00
254-000-657-004802	REIMB:SERVICES RENDERED	2,500.00	2,500.00			15,000.00
254-000-665-004970	INTEREST INCOME	10,000.00	10,000.00	7,488.65	74.89	10,000.00
254-000-667-004667	PARKING LOT RENTAL - SHORELINE	5,000.00	5,000.00	5,828.01	116.56	12,000.00
254-000-667-004677	RENT	90,000.00	90,000.00	7,812.64	8.68	90,000.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
254-000-671	ADVERTISING REVENUE	120,000.00	120,000.00	105,700.00	88.08	120,000.00
254-000-684-004800	MISC. & SUNDRY	14,000.00	14,000.00	11.33	0.08	14,000.00
254-000-699-100000	OP. TRANS FROM GENERAL FUND	420,000.00	420,000.00			420,000.00
254-000-699-400000	OP. TRANS FROM CAPITAL PROJECTS	0.00	0.00			0.00
Estimated Revenues		2,383,500.00	2,383,500.00	700,394.38	29.39	2,426,000.00
Account Category: Appropriations						
806	MERCY HEALTH ARENA	2,310,333.00	2,310,333.00	1,112,504.47	48.15	2,429,551.00
812	CARLISLE	60,000.00	60,000.00	35,251.21	58.75	60,000.00
901	CAPITAL PROJECTS	0.00	0.00	211,714.96		0.00
Appropriations		2,370,333.00	2,370,333.00	1,359,470.64	57.35	2,489,551.00
Fund 254 - MERCY HEALTH ARENA:						
TOTAL ESTIMATED REVENUES		2,383,500.00	2,383,500.00	700,394.38	29.39	2,426,000.00
TOTAL APPROPRIATIONS		2,370,333.00	2,370,333.00	1,359,470.64	57.35	2,489,551.00
NET OF REVENUES & APPROPRIATIONS:		13,167.00	13,167.00	(659,076.26)		(63,551.00)
Fund: 259 CRIMINAL FORFEITURES						
Account Category: Estimated Revenues						
259-000-657-004804	CRIMINAL FORFEITURES/POLICE	1,000.00	1,000.00			1,000.00
259-000-665-004970	INTEREST INCOME	100.00	100.00	22.83	22.83	100.00
Estimated Revenues		1,100.00	1,100.00	22.83	2.08	1,100.00
Fund 259 - CRIMINAL FORFEITURES:						
TOTAL ESTIMATED REVENUES		1,100.00	1,100.00	22.83	2.08	1,100.00
TOTAL APPROPRIATIONS		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & APPROPRIATIONS:		1,100.00	1,100.00	22.83		1,100.00
Fund: 285 TREE REPLACEMENT						
285-000-665-004970	INTEREST INCOME	0.00	0.00	22.19		60.00
285-000-674-004805	CONTRIBUTIONS	0.00	0.00	9,000.00		9,000.00
285-000-684-004800	MISC. & SUNDRY	7,500.00	7,500.00			7,500.00
Estimated Revenues		7,500.00	7,500.00	9,022.19	120.30	16,560.00
Account Category: Appropriations						
771	FORESTRY	7,500.00	7,500.00	6,740.00	89.87	9,000.00
Appropriations		7,500.00	7,500.00	6,740.00	89.87	9,000.00
Fund 285 - TREE REPLACEMENT:						
TOTAL ESTIMATED REVENUES		7,500.00	7,500.00	9,022.19	120.30	16,560.00
TOTAL APPROPRIATIONS		7,500.00	7,500.00	6,740.00	89.87	9,000.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	2,282.19		7,560.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Fund: 394 DOWNTOWN DEVELOPMENT AU						
Account Category: Estimated Revenues						
394-000-402	PROPERTY TAX	510,544.00	510,544.00			516,659.00
394-000-540	STATE GRANTS	0.00	0.00	12,000.00		0.00
394-000-613	EVENT REVENUE	115,000.00	115,000.00	9,309.20	8.09	200,000.00
394-000-665-004970	INTEREST INCOME	1,300.00	1,300.00	555.19	42.71	1,300.00
394-000-679-004845	FUNDRAISING REVENUE	5,000.00	5,000.00			15,000.00
394-000-679-004846	SPONSORSHIP REVENUE	350,000.00	350,000.00			42,000.00
394-000-679-004847	SPONSORSHIP REVENUE - MUSK ART FAIR	65,000.00	65,000.00	1,000.00	1.54	0.00
394-000-699-200000	OP. TRANS FROM SPECIAL REVENUE	0.00	0.00	600.00		0.00
394-000-699-300000	OP. TRANS FROM DEBT SERVICE	0.00	0.00			0.00
Estimated Revenues		1,046,844.00	1,046,844.00	23,464.39	2.24	774,959.00
Account Category: Appropriations						
703	DOWNTOWN MUSKEGON BID	378,481.00	378,481.00	75,712.06	20.00	446,534.94
778	LAKESHORE ART FESTIVAL	160,000.00	160,000.00	12,719.01	7.95	160,000.00
780	TASTE OF MUSKEGON	90,000.00	90,000.00	25,115.20	27.91	90,000.00
808	FARMERS & FLEA MARKET	0.00	0.00	1,023.00		0.00
809	EVENTS	21,000.00	21,000.00	2,346.74	11.17	21,000.00
906	DEBT SERVICE	160,000.00	160,000.00	122,667.63	76.67	160,000.00
Appropriations		809,481.00	809,481.00	239,583.64	29.60	877,534.94
Fund 394 - DOWNTOWN DEVELOPMENT AUTH DS:						
TOTAL ESTIMATED REVENUES		1,046,844.00	1,046,844.00	23,464.39	2.24	774,959.00
TOTAL APPROPRIATIONS		809,481.00	809,481.00	239,583.64	29.60	877,534.94
NET OF REVENUES & APPROPRIATIONS:		237,363.00	237,363.00	(216,119.25)		(102,575.94)
Fund: 395 TIFA DEBT SERVICE						
Account Category: Estimated Revenues						
395-000-402	PROPERTY TAX	50,144.00	50,144.00			48,776.00
395-000-428	REIMBURSEMENT STATE	0.00	0.00	9,497.18		9,497.00
395-000-665-004970	INTEREST INCOME	0.00	0.00	32.07		112.00
Estimated Revenues		50,144.00	50,144.00	9,529.25	19.00	58,385.00
Account Category: Appropriations						
906	DEBT SERVICE	50,000.00	50,000.00	16,666.68	33.33	50,000.00
Appropriations		50,000.00	50,000.00	16,666.68	33.33	50,000.00
Fund 395 - TIFA DEBT SERVICE:						
TOTAL ESTIMATED REVENUES		50,144.00	50,144.00	9,529.25	19.00	58,385.00
TOTAL APPROPRIATIONS		50,000.00	50,000.00	16,666.68	33.33	50,000.00
NET OF REVENUES & APPROPRIATIONS:		144.00	144.00	(7,137.43)		8,385.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Fund: 420 CONVENTION CENTER CONSTRUCTION						
Account Category: Estimated Revenues						
420-000-665-004970	INTEREST INCOME	400.00	400.00	95.36	23.84	400.00
420-000-676	COUNTY REIM PA 59 FUNDS COLLECTED	950,000.00	950,000.00	619,922.50	65.26	950,000.00
Estimated Revenues		950,400.00	950,400.00	620,017.86	65.24	950,400.00
Account Category: Appropriations						
782	CONVENTION CENTER	15,000.00	15,000.00			15,000.00
901	CAPITAL PROJECTS	500.00	500.00	500.00	100.00	500.00
906	DEBT SERVICE	900,000.00	900,000.00	619,922.50	68.88	900,000.00
Appropriations		915,500.00	915,500.00	620,422.50	67.77	915,500.00
Fund 420 - CONVENTION CENTER CONSTRUCTION:						
TOTAL ESTIMATED REVENUES		950,400.00	950,400.00	620,017.86	65.24	950,400.00
TOTAL APPROPRIATIONS		915,500.00	915,500.00	620,422.50	67.77	915,500.00
NET OF REVENUES & APPROPRIATIONS:		34,900.00	34,900.00	(404.64)		34,900.00
Fund: 445 PUBLIC IMPROVEMENT						
Account Category: Estimated Revenues						
445-000-540	STATE GRANTS	300,000.00	300,000.00			300,000.00
445-000-626-004651	REIMBURSEMENT	250,000.00	250,000.00			250,000.00
445-000-665-004970	INTEREST INCOME	6,225.00	6,225.00	1,256.11	20.18	6,225.00
445-000-667-004677	RENT	25,100.00	25,100.00	1,300.00	5.18	25,100.00
445-000-669	GAIN ON INVESTMENT	0.00	0.00			0.00
445-000-671	LEASE BILLBOARDS	2,500.00	2,500.00	5,875.00	235.00	7,000.00
445-000-674-004805	CONTRIBUTIONS	0.00	0.00	4,105.00		0.00
445-000-677-004808	SALE OF LAND	1,981,500.00	1,981,500.00	2,234,700.59	112.78	2,750,000.00
445-000-679-004847	SPONSORSHIP REVENUE - PARKS	135,000.00	135,000.00	75,000.00	55.56	150,000.00
445-000-684-004800	MISC. & SUNDRY	500.00	500.00			500.00
445-000-699-300000	OP. TRANS FROM DEBT SERVICE	130,000.00	130,000.00			130,000.00
Estimated Revenues		2,830,825.00	2,830,825.00	2,322,236.70	82.03	3,618,825.00
Account Category: Appropriations						
728	ECONOMIC DEVELOPMENT	0.00	0.00	25,219.97		0.00
770	PARKS MAINTENANCE	0.00	0.00			0.00
807	WESTERN AVENUE CHALETs	0.00	0.00	1,290.00		0.00
901	CAPITAL PROJECTS	2,259,000.00	2,259,000.00	1,168,526.51	51.73	2,659,000.00
Appropriations		2,259,000.00	2,259,000.00	1,195,036.48	52.90	2,659,000.00
Fund 445 - PUBLIC IMPROVEMENT:						
TOTAL ESTIMATED REVENUES		2,830,825.00	2,830,825.00	2,322,236.70	82.03	3,618,825.00
TOTAL APPROPRIATIONS		2,259,000.00	2,259,000.00	1,195,036.48	52.90	2,659,000.00
NET OF REVENUES & APPROPRIATIONS:		571,825.00	571,825.00	1,127,200.22		959,825.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Fund: 472 COMMUNITY DEVELOPMENT BLK						
Account Category: Estimated Revenues						
472-000-502	FEDERAL GRANTS	0.00	0.00	198,169.06		885,060.00
472-000-677-004808	SALE OF PROPERTY	0.00	0.00			0.00
472-000-677-004810	PRIORITY HOUSING PROGRAM	0.00	0.00	300.00		0.00
472-000-677-004811	VINYL APPLCATION FEES	0.00	0.00	8,995.00		0.00
472-000-677-004833	DTE REVENUE	0.00	0.00			0.00
Estimated Revenues		0.00	0.00	207,464.06	0.00	885,060.00
Account Category: Appropriations						
684	CDBG ADMIN	0.00	0.00	76,883.54		177,012.00
695	CDBG PUBLIC FACILITIES & IMPROVEMENTS	0.00	0.00	9,159.24		364,414.00
697	CDBG HOUSING	0.00	0.00	57,829.11		117,807.00
718	HOUSING EMERGENCY REPAIR	0.00	0.00	234,329.15		136,376.00
719	HOUSING PAINTING/SIDING	0.00	0.00	40,751.23		89,451.00
741	DTE TNT PROGRAM	0.00	0.00	1,243.77		0.00
742	CDBG COVID	0.00	0.00			0.00
Appropriations		0.00	0.00	420,196.04	0.00	885,060.00
Fund 472 - COMMUNITY DEVELOPMENT BLK GRT:						
TOTAL ESTIMATED REVENUES		0.00	0.00	207,464.06	0.00	885,060.00
TOTAL APPROPRIATIONS		0.00	0.00	420,196.04	0.00	885,060.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	(212,731.98)		0.00
Fund: 473 HOME REHAB PROGRAM						
Account Category: Estimated Revenues						
473-000-502	FEDERAL GRANTS	0.00	0.00	16,676.83		251,818.00
473-000-677-004808	SALE OF PROPERTY	0.00	0.00	11,303.83		0.00
473-000-677-004831	CNS RENT	0.00	0.00	8,876.00		0.00
Estimated Revenues		0.00	0.00	36,856.66	0.00	251,818.00
Account Category: Appropriations						
686	CDBG-ARP	0.00	0.00			0.00
698	CHDO-CONTRACTS	0.00	0.00	0.00		226,636.00
706	HOME BUYERS ASSISTANCE	0.00	0.00	34,922.98		0.00
731	TAX REVERTED PROPERTY REHAB	0.00	0.00	2,620.27		0.00
734	HOME INVESTMENT PARTNERSHIP	0.00	0.00	30,718.15		25,182.00
738	LEASED HOMES	0.00	0.00	13,168.76		0.00
Appropriations		0.00	0.00	81,430.16	0.00	251,818.00
Fund 473 - HOME REHAB PROGRAM:						
TOTAL ESTIMATED REVENUES		0.00	0.00	36,856.66	0.00	251,818.00
TOTAL APPROPRIATIONS		0.00	0.00	81,430.16	0.00	251,818.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	(44,573.50)		0.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Fund: 482 STATE GRANTS						
Account Category: Estimated Revenues						
482-000-502-092334	FEDERAL GRANTS	0.00	0.00	176,800.00		287,300.00
482-000-502-092339	FEDERAL GRANTS	0.00	0.00	327,924.29		1,500,000.00
482-000-540	STATE GRANTS	0.00	0.00			500,000.00
482-000-540-092415	STATE GRANTS	0.00	0.00	2,500,000.00		2,500,000.00
482-000-540-092419	STATE GRANTS	0.00	0.00	93,640.00		1,000,000.00
482-000-665-004970	INTEREST INCOME	0.00	0.00	83,239.73		0.00
482-000-699-200000	OP. TRANS FROM SPECIAL REVENUE	0.00	0.00	(105,068.16)		0.00
482-901-502-092112	FEDERAL GRANTS	1,550,000.00	1,550,000.00			50,000.00
482-901-540-092206	STATE GRANTS	0.00	0.00	223,446.25		223,446.00
482-901-540-092345	STATE GRANTS	0.00	0.00			0.00
Estimated Revenues		1,550,000.00	1,550,000.00	3,299,982.11	212.90	6,060,746.00
Account Category: Appropriations						
901	CAPITAL PROJECTS	1,550,000.00	1,550,000.00	3,259,233.13	210.27	6,060,746.00
Appropriations		1,550,000.00	1,550,000.00	3,259,233.13	210.27	6,060,746.00
Fund 482 - STATE GRANTS:						
TOTAL ESTIMATED REVENUES		1,550,000.00	1,550,000.00	3,299,982.11	212.90	6,060,746.00
TOTAL APPROPRIATIONS		1,550,000.00	1,550,000.00	3,259,233.13	210.27	6,060,746.00
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	40,748.98		0.00
Fund: 590 SEWAGE DISPOSAL SYSTEM						
Account Category: Estimated Revenues						
590-000-540	STATE GRANTS	0.00	0.00			0.00
590-000-620-004619	MISC. SALES AND SERVICES	100,000.00	100,000.00	55,400.00	55.40	100,000.00
590-000-628-004605	METERED SALES	9,980,000.00	9,980,000.00	5,098,756.36	51.09	9,980,000.00
590-000-638-004606	DEBT SERVICE FEE	399,455.00	399,455.00	192,914.17	48.29	399,455.00
590-000-657-004704	PENALTIES/INTEREST/FINES	200,000.00	200,000.00	99,169.90	49.58	200,000.00
590-000-657-004802	REIMB:SERVICES RENDERED	0.00	0.00	100,035.35		165,000.00
590-000-665-004970	INTEREST INCOME	10,000.00	10,000.00	7,110.39	71.10	10,000.00
590-000-684-004800	MISC. & SUNDRY	0.00	0.00			0.00
590-000-696-004961	BOND PROCEEDS	0.00	0.00	435,020.56		1,305,000.00
Estimated Revenues		10,689,455.00	10,689,455.00	5,988,406.73	56.02	12,159,455.00
Account Category: Appropriations						
203	PENSION ADMINISTRATION	127,963.00	127,963.00	63,981.72	50.00	127,963.00
557	MUSKEGON CO. WASTEWATER TREATMENT	5,110,000.00	5,110,000.00	2,083,124.31	40.77	5,110,000.00
558	WATER SUPPLY & FILTRATION	0.00	0.00	138.73		0.00
559	WATER & SEWER MAINTENANCE	2,837,386.00	2,837,386.00	1,354,027.35	47.72	3,027,386.00
901	CAPITAL PROJECTS	835,000.00	835,000.00	1,102,761.59	132.07	1,806,090.00
906	DEBT SERVICE	680,618.00	680,618.00	666,652.76	97.95	1,165,618.00
Appropriations		9,590,967.00	9,590,967.00	5,270,686.46	54.95	11,237,057.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Fund 590 - SEWAGE DISPOSAL SYSTEM:						
TOTAL ESTIMATED REVENUES		10,689,455.00	10,689,455.00	5,988,406.73	56.02	12,159,455.00
TOTAL APPROPRIATIONS		9,590,967.00	9,590,967.00	5,270,686.46	54.95	11,237,057.00
NET OF REVENUES & APPROPRIATIONS:		1,098,488.00	1,098,488.00	717,720.27		922,398.00
Fund: 591 WATER SUPPLY SYSTEM						
Account Category: Estimated Revenues						
591-000-502	FEDERAL GRANTS	0.00	0.00			0.00
591-000-540	STATE GRANTS	289,084.00	289,084.00	108,082.93	3.74	289,084.00
591-000-540-092414	STATE GRANTS	0.00	0.00			125,000.00
591-000-620-004619	MISC. SALES AND SERVICES	150,000.00	150,000.00	35,588.92	23.73	150,000.00
591-000-628-004605	METERED SALES	3,850,000.00	3,850,000.00	2,306,935.61	59.92	3,850,000.00
591-000-637	WHOLESALE WATER	4,972,000.00	4,972,000.00	2,957,929.85	59.49	4,972,000.00
591-000-638-004606	DEBT SERVICE FEE	1,177,421.00	1,177,421.00	552,774.06	46.95	1,177,421.00
591-000-642-004652	TOWNSHIP MAINTENANCE CONTRACT	100,000.00	100,000.00	58,788.55	58.79	100,000.00
591-000-644-004618	LEAD REPLACEMENT FEE	750,000.00	750,000.00	380,856.00	50.78	750,000.00
591-000-657-004704	PENALTIES/INTEREST/FINES	100,000.00	100,000.00	65,661.04	65.66	100,000.00
591-000-657-004802	REIMB:SERVICES RENDERED	40,000.00	40,000.00	17,173.18	42.93	40,000.00
591-000-665-004970	INTEREST INCOME	0.00	0.00			0.00
591-000-684-004800	MISC. & SUNDRY	10,000.00	10,000.00	10,536.66	105.37	10,000.00
591-000-692-004661	LEASE/RENTAL	250,000.00	250,000.00	169,309.68	67.72	250,000.00
591-000-696-004961	BOND PROCEEDS	5,803,000.00	5,803,000.00	637,082.21	10.98	5,964,000.00
591-000-699-400000	OP. TRANS FROM CAPITAL PROJECTS	0.00	0.00			0.00
Estimated Revenues		17,491,505.00	17,491,505.00	7,300,718.69	41.74	17,777,505.00
Account Category: Appropriations						
203	PENSION ADMINISTRATION	253,442.00	253,442.00	126,721.14	50.00	253,442.00
555	LEAD SERVICE LINE	844,707.00	844,707.00	443,848.61	52.54	844,707.00
558	WATER SUPPLY & FILTRATION	3,229,706.00	3,229,706.00	1,266,795.82	39.22	3,229,706.00
559	WATER & SEWER MAINTENANCE	3,198,748.00	3,198,748.00	1,472,627.12	46.04	3,273,748.00
560	WATER & SEWER MAINTENANCE-TWP	53,228.00	53,228.00	33,498.68	62.93	53,228.00
901	CAPITAL PROJECTS	7,593,000.00	7,593,000.00	2,096,609.83	27.61	7,293,000.00
906	DEBT SERVICE	1,690,783.00	1,690,783.00	1,871,358.67	110.68	2,790,783.00
Appropriations		16,863,614.00	16,863,614.00	7,311,459.87	43.36	17,738,614.00
Fund 591 - WATER SUPPLY SYSTEM:						
TOTAL ESTIMATED REVENUES		17,491,505.00	17,491,505.00	7,200,101.65	41.16	17,777,505.00
TOTAL APPROPRIATIONS		16,863,614.00	16,863,614.00	7,311,459.87	43.36	17,738,614.00
NET OF REVENUES & APPROPRIATIONS:		627,891.00	627,891.00	(111,358.22)		38,891.00
Fund: 594 MARINA AND LAUNCH RAMP						
Account Category: Estimated Revenues						
594-000-631	ICE SALES	0.00	0.00	300.00		0.00
594-000-644-004626	LARGE BASIN FEES	170,000.00	170,000.00	469.00	0.28	170,000.00
594-000-644-004627	SMALL BASIN FEES	0.00	0.00			0.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
594-000-644-004628	MOORING FEES	5,000.00	5,000.00	2,185.00	43.70	5,000.00
594-000-644-004629	TRANSIENT FEES	0.00	0.00			0.00
594-000-653	LAUNCH RAMP	100,000.00	100,000.00	48,832.00	48.83	100,000.00
594-000-656	TRAFFIC FINES & FEES	0.00	0.00			0.00
594-000-665-004970	INTEREST INCOME	0.00	0.00	491.89		0.00
594-000-684-004800	MISC. & SUNDRY	0.00	0.00	1,681.03		0.00
594-000-699-100000	OP. TRANS FROM GENERAL FUND	300,000.00	300,000.00			300,000.00
Estimated Revenues		575,000.00	575,000.00	53,958.92	9.38	575,000.00
Account Category: Appropriations						
597	MUNICIPAL MARINA	636,926.00	636,926.00	218,140.18	34.25	646,326.00
759	LAUNCH RAMPS	28,500.00	28,500.00	14,193.63	49.80	28,500.00
901	CAPITAL PROJECTS	0.00	0.00			0.00
Appropriations		665,426.00	665,426.00	232,333.81	34.92	674,826.00
Fund 594 - MARINA AND LAUNCH RAMP:						
TOTAL ESTIMATED REVENUES		575,000.00	575,000.00	53,958.92	9.38	575,000.00
TOTAL APPROPRIATIONS		665,426.00	665,426.00	232,333.81	34.92	674,826.00
NET OF REVENUES & APPROPRIATIONS:		(90,426.00)	(90,426.00)	(178,374.89)		(99,826.00)
Fund: 642 PUBLIC SERVICE BUILDING						
Account Category: Estimated Revenues						
642-000-665-004970	INTEREST INCOME	0.00	0.00	1,342.44		0.00
642-000-667-004677	RENT	2,302,000.00	2,302,000.00	767,334.00	33.33	2,302,000.00
642-000-699-100000	OP. TRANS FROM GENERAL FUND	0.00	0.00			0.00
Estimated Revenues		2,302,000.00	2,302,000.00	768,676.44	33.39	2,302,000.00
Account Category: Appropriations						
203	PENSION ADMINISTRATION	542,706.00	542,706.00	271,352.94	50.00	542,706.00
441	PUBLIC SERVICE BUILDING	1,946,141.00	1,946,141.00	768,247.97	39.48	1,951,141.00
561	INVENTORY	0.00	0.00	(1,534.19)		0.00
901	CAPITAL PROJECTS	150,000.00	150,000.00	787.67	0.53	150,000.00
Appropriations		2,638,847.00	2,638,847.00	1,038,854.39	39.37	2,643,847.00
Fund 642 - PUBLIC SERVICE BUILDING:						
TOTAL ESTIMATED REVENUES		2,302,000.00	2,302,000.00	768,676.44	33.39	2,302,000.00
TOTAL APPROPRIATIONS		2,638,847.00	2,638,847.00	1,038,854.39	39.37	2,643,847.00
NET OF REVENUES & APPROPRIATIONS:		(336,847.00)	(336,847.00)	(270,177.95)		(341,847.00)
Fund: 643 ENGINEERING SERVICES						
Account Category: Estimated Revenues						
643-000-498	LICENSE AND PERMIT MISC.	5,000.00	5,000.00	2,600.00	52.00	5,000.00
643-000-665-004970	INTEREST INCOME	0.00	0.00	184.40		0.00
643-000-682	ENGINEERING FEES	50,000.00	50,000.00	24,627.00	49.25	50,000.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
643-000-684-004680	INTERDEPT.ENGINEERING FEES	575,000.00	575,000.00	431,044.19	74.96	575,000.00
643-000-699-100000	OPERATING TRANSFER FROM GENERAL FUND	400,000.00	400,000.00			400,000.00
Estimated Revenues		1,030,000.00	1,030,000.00	458,455.59	44.51	1,030,000.00
Account Category: Appropriations						
203	PENSION ADMINISTRATION	74,507.00	74,507.00	37,253.76	50.00	74,507.00
447	ENGINEERING	908,503.00	908,503.00	404,035.45	44.47	925,503.00
Appropriations		983,010.00	983,010.00	441,289.21	44.89	1,000,010.00
Fund 643 - ENGINEERING SERVICES:						
TOTAL ESTIMATED REVENUES		1,030,000.00	1,030,000.00	458,455.59	44.51	1,030,000.00
TOTAL APPROPRIATIONS		983,010.00	983,010.00	441,289.21	44.89	1,000,010.00
NET OF REVENUES & APPROPRIATIONS:		46,990.00	46,990.00	17,166.38		29,990.00
Fund: 661 EQUIPMENT						
Account Category: Estimated Revenues						
661-000-614	REIMBURSEMENT INCOME	0.00	0.00	463,463.28		0.00
661-000-614-004662	EQUIPMENT RENTAL BY DEPTS.	3,912,922.00	3,912,922.00	983,656.36	25.14	3,912,922.00
661-000-642-004654	METERED SALES-FUEL	0.00	0.00	14,496.34		11,000.00
661-000-657-004802	REIMB:SERVICES RENDERED	0.00	0.00	12,040.44		14,000.00
661-000-665-004970	INTEREST INCOME	0.00	0.00	3,114.10		5,000.00
661-000-673	GAIN ON SALE OF FIXED ASSETS	0.00	0.00			0.00
661-000-684-004800	MISC. & SUNDRY	0.00	0.00	1,617.68		0.00
661-000-693	SALE OF FIXED ASSETS	0.00	0.00	5,600.00		0.00
661-563-673	GAIN ON SALE OF FIXED ASSETS	0.00	0.00	(3,517.50)		0.00
Estimated Revenues		3,912,922.00	3,912,922.00	1,480,470.70	37.84	3,942,922.00
Account Category: Appropriations						
203	PENSION ADMINISTRATION	90,621.00	90,621.00	45,310.56	50.00	90,621.00
563	EQUIPMENT SERVICES	4,122,371.00	4,122,371.00	1,485,177.92	36.03	4,122,371.00
901	CAPITAL PROJECTS	0.00	0.00			0.00
Appropriations		4,212,992.00	4,212,992.00	1,530,488.48	36.33	4,212,992.00
Fund 661 - EQUIPMENT:						
TOTAL ESTIMATED REVENUES		3,912,922.00	3,912,922.00	1,480,470.70	37.84	3,942,922.00
TOTAL APPROPRIATIONS		4,212,992.00	4,212,992.00	1,530,488.48	36.33	4,212,992.00
NET OF REVENUES & APPROPRIATIONS:		(300,070.00)	(300,070.00)	(50,017.78)		(270,070.00)
Fund: 677 GENERAL INSURANCE						
Account Category: Estimated Revenues						
677-000-626-004651	REIMBURSEMENT	0.00	0.00			0.00
677-000-642-004652	REIMBURSEMENT RETIREE HEALTHCARE	1,770,200.00	1,770,200.00	15,854.20	0.90	1,770,200.00
677-000-665-004970	INTEREST INCOME	9,000.00	9,000.00	2,047.46	22.75	9,000.00
677-000-674	CONTRIBUTIONS	353,733.78	353,733.78	171,084.88	48.37	353,733.78

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
677-000-677-004807	COBRA RECEIPTS	7,900.00	7,900.00			7,900.00
677-000-692	INTERDEPT.CHARGES	4,165,184.00	4,165,184.00	1,990,372.96	47.79	4,165,184.00
Estimated Revenues		6,306,017.78	6,306,017.78	2,179,359.50	34.56	6,306,017.78
Account Category: Appropriations						
	272 INSURANCE SERVICES	6,422,052.71	6,422,052.71	3,048,915.18	47.48	6,422,052.71
Appropriations		6,422,052.71	6,422,052.71	3,048,915.18	47.48	6,422,052.71
Fund 677 - GENERAL INSURANCE:						
TOTAL ESTIMATED REVENUES		6,306,017.78	6,306,017.78	2,179,359.50	34.56	6,306,017.78
TOTAL APPROPRIATIONS		6,422,052.71	6,422,052.71	3,048,915.18	47.48	6,422,052.71
NET OF REVENUES & APPROPRIATIONS:		(116,034.93)	(116,034.93)	(869,555.68)		(116,034.93)

03/13/2025

BUDGET REPORT FOR CITY OF MUSKEGON
Calculations As Of 12/31/2024

		24-25	24-25	24-25	24-25	24-25
GL Number	Description	Original Budget	Amended Budget	Activity	% Budget Used	RECOMMENDED
Fund: 101 GENERAL						
Account Category: Estimated Re						
101-000-402	PROPERTY TAX	7,097,926.00	7,097,926.00	288,188.09	4.06	7,097,926.00
101-000-432	IN LIEU OF TAX	132,000.00	132,000.00			132,000.00
101-000-436	PROPERTY TAX SANITATION	2,113,659.00	2,113,659.00	85,913.32	4.06	2,113,659.00
101-000-437	IFT/CFT TAX	155,000.00	155,000.00			155,000.00
101-000-438	INCOME TAX	12,750,000.00	12,750,000.00	5,700,146.67	44.71	12,750,000.00
101-000-439	MARIJUANA TAX	654,000.00	654,000.00			699,000.00
101-000-451	SPECIAL ASSESSMENTS	165,000.00	165,000.00	6,842.15	4.15	165,000.00
101-000-476-004202	BUSINESS LICENSES & PERMITS	43,500.00	43,500.00	7,945.00	18.26	43,500.00
101-000-476-004217	SHORT TERM RENTALS	90,000.00	90,000.00	17,090.00	18.99	90,000.00
101-000-476-004642	LIEN LOOK UPS	15,000.00	15,000.00			0.00
101-000-477	CABLE TV LICENSES OR FEES	350,000.00	350,000.00	68,761.62	19.65	275,000.00
101-000-478	LIQUOR LICENSES & TAX REBATE	53,000.00	53,000.00	25,847.30	48.77	53,000.00
101-000-480-004207	CEMETERY-BURIAL PERMITS	60,000.00	60,000.00	41,505.00	69.18	70,000.00
101-000-480-004649	CEMETERY-MISC. INCOME	31,000.00	31,000.00	15,352.31	49.52	31,000.00
101-000-480-004657	COLUMBARIUM NICHE	0.00	0.00	1,600.00		1,600.00
101-000-481	BUILDING PERMITS	1,050,000.00	1,050,000.00	563,890.03	53.70	1,050,000.00
101-000-482	ELECTRICAL PERMITS	210,000.00	210,000.00	77,361.31	36.84	210,000.00
101-000-483	PLUMBING PERMITS	120,750.00	120,750.00	63,455.50	52.55	120,750.00
101-000-484	HEATING PERMITS	157,500.00	157,500.00	59,705.80	37.91	157,500.00
101-000-485	DEVELOPMENT PERMIT FEE	0.00	0.00	2,340.00		3,000.00
101-000-486	RENTAL PROPERTY REGISTRATION	410,000.00	410,000.00	158,405.00	38.64	410,000.00
101-000-487	TEMPORARY LIQUOR LICENSE	5,000.00	5,000.00	2,075.00	41.50	5,000.00
101-000-488	MARIHUANA FACILITIES LICENSE	150,000.00	150,000.00	75,000.00	50.00	150,000.00
101-000-495	VACANT BUILDING FEE	15,500.00	15,500.00	700.00	4.52	15,500.00
101-000-502	FEDERAL GRANTS	636,294.00	636,294.00	156,424.19	24.58	808,794.00
101-000-540	STATE GRANTS	250,000.00	250,000.00	152,911.78	6.12	250,000.00
101-000-542	STATE REPLACEMENT REV FOR PPT	900,000.00	900,000.00			850,000.00
101-000-549	STATE CVTRS/EVIP PAYMENTS	1,450,382.00	1,450,382.00	223,940.00	15.44	1,450,382.00
101-000-574	STATE SALES TAX CONSTITUTIONAL	4,200,000.00	4,200,000.00	705,381.00	16.79	4,200,000.00
101-000-603	CITY SERVICE FOR ENTERPRISE FUNDS	557,045.00	557,045.00	185,682.00	33.33	557,045.00
101-000-604	TAX COLLECTION FEE	431,000.00	431,000.00	35,470.00	8.23	431,000.00
101-000-606-004604	GARBAGE COLLECTION	75,000.00	75,000.00	42,273.33	56.36	75,000.00
101-000-607-004759	STORM WATER FEES	10,000.00	10,000.00	10,000.00	100.00	14,000.00
101-000-608	COURT FEES	70,000.00	70,000.00	21,713.34	31.02	70,000.00
101-000-614-004617	REIMBURSEMENT INCOME	6,500.00	6,500.00			6,500.00
101-000-615-004615	POLICE DEPARTMENT INCOME	185,000.00	185,000.00	49,641.07	26.83	185,000.00
101-000-615-004648	FALSE ALARM FEES/POLICE	5,000.00	5,000.00	3,360.00	67.20	6,550.00
101-000-615-004806	BIKE/PROPERTY AUCTIONS-POLICE	1,100.00	1,100.00			1,100.00
101-000-616	FIRE PROTECTION-STATE PROP	100,000.00	100,000.00	96,111.80	96.11	96,112.00
101-000-617	ZONING & ENCROACHMENT FEES	15,000.00	15,000.00	22,640.00	150.93	39,000.00
101-000-618-004622	MISC. CLERK FEES	3,000.00	3,000.00	878.78	29.29	3,000.00
101-000-618-004634	PASSPORTS	80,000.00	80,000.00	30,715.00	38.39	80,000.00
101-000-620-004619	MISC. SALES AND SERVICES	20,000.00	20,000.00	8,344.09	41.72	40,000.00
101-000-620-004660	MISC RECREATION INCOME	68,000.00	68,000.00	3,432.21	5.05	68,000.00
101-000-626-004631	REIMBURSEMENT SCHOOL OFFICER	81,000.00	81,000.00	27,015.89	33.35	81,000.00
101-000-626-004659	CODE ENFORCEMENT LABOR	45,000.00	45,000.00	18,666.00	41.48	45,000.00
101-000-626-004666	SNOW PLOWING -DOWNTOWN BID	65,000.00	65,000.00			65,000.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
101-000-626-004672	SAFEBUILT LOT MOWING	0.00	0.00			0.00
101-000-626-004676	SAFEBUILT - TRASH PICKUP	0.00	0.00			0.00
101-000-629	REIMBURSEMENT ELECTIONS	25,000.00	25,000.00	48,915.01	195.66	62,000.00
101-000-630	INDIRECT COST ALLOCATION	2,134,808.00	2,134,808.00	711,602.68	33.33	2,134,808.00
101-000-631	PROCUREMENT CARD REBATE	70,000.00	70,000.00			70,000.00
101-000-633	SPECIAL EVENTS REIMBURSEMENT	35,000.00	35,000.00	49,245.56	140.70	55,000.00
101-000-634	CEMETERY SALE OF LOTS	35,000.00	35,000.00	19,880.00	56.80	35,000.00
101-000-640	TAX ABATEMENT APPLICATION FEES	1,000.00	1,000.00	5,350.00	535.00	10,000.00
101-000-642-004654	FIRE RESPONSE FEE	2,500.00	2,500.00	1,000.00	40.00	2,500.00
101-000-643-004625	MISC. TREAS. FEES	50,000.00	50,000.00	9,604.17	19.21	50,000.00
101-000-645	FISHERMANS LANDING REIMBURSEMENT	25,000.00	25,000.00			26,091.00
101-000-647-004635	START UP CHARGE/REFUSE	7,500.00	7,500.00	3,410.00	45.47	7,500.00
101-000-647-004636	REFUSE BAG & BULK SALES	40,000.00	40,000.00	20,015.60	50.04	40,000.00
101-000-647-004638	MISC. SALES CHARGE/REFUSE	543,000.00	543,000.00	274,960.11	50.64	543,000.00
101-000-651	ADMINISTRATION FEES	325,500.00	325,500.00	108,500.00	33.33	325,500.00
101-000-652-004655	PAID PARKING - BEACH	860,000.00	860,000.00	568,490.10	66.10	1,100,000.00
101-000-656	TRAFFIC FINES & FEES	200,000.00	200,000.00	192,099.00	96.05	258,000.00
101-000-657-004202	DELINQUENT FEES	0.00	0.00	2,610.00		5,000.00
101-000-657-004702	DELINQUENT FEES	22,000.00	22,000.00			22,000.00
101-000-657-004704	PENALTIES/INTEREST/FINES	20,000.00	20,000.00	10,638.68	53.19	20,000.00
101-000-657-004706	LATE FEE ON INVOICES OVER 45 DAYS	4,000.00	4,000.00			4,000.00
101-000-657-004708	LATE FEE ON RENTAL REGISTRATION	30,000.00	30,000.00	19,248.00	64.16	30,000.00
101-000-657-004751	CIVIL INFRACTIONS	10,000.00	10,000.00	15,730.00	157.30	28,000.00
101-000-657-004802	REIMB:DEMOS AND BOARD-UPS	5,000.00	5,000.00			13,000.00
101-000-657-004803	CDBG PROGRAM REIMBURSEMENTS	214,760.00	214,760.00	1,152.00	0.54	214,760.00
101-000-659-004656	SITE PLAN REVIEW	8,500.00	8,500.00	5,200.00	61.18	8,500.00
101-000-659-004658	IMPOUND FEES	35,000.00	35,000.00	12,485.00	35.67	35,000.00
101-000-659-004679	CODE ENFORCEMENT ADMIN	30,000.00	30,000.00	12,025.00	40.08	30,000.00
101-000-665-004701	INCOME TAX-PENALTY & INTEREST	270,000.00	270,000.00	141,138.52	52.27	270,000.00
101-000-665-004970	INTEREST INCOME	450,000.00	450,000.00	270,924.32	60.21	450,000.00
101-000-667-004669	SMITH RYERSON	21,000.00	21,000.00	10,089.50	48.05	23,000.00
101-000-667-004670	PICNIC SHELTER	13,000.00	13,000.00	4,774.75	36.73	13,000.00
101-000-667-004671	MCGRAFT PARK	140,000.00	140,000.00	11,927.50	8.52	140,000.00
101-000-667-004673	RENTAL - CENTRAL DISPATCH	465,100.00	465,100.00	231,068.28	49.68	465,100.00
101-000-667-004674	RENTAL - CITY HALL	17,200.00	17,200.00	8,854.83	51.48	38,690.00
101-000-669	GAIN ON INVESTMENT	150,000.00	150,000.00	103,290.09	68.86	160,000.00
101-000-671	LEASE BILLBOARDS	4,400.00	4,400.00	3,800.00	86.36	10,000.00
101-000-674-004805	CONTRIBUTIONS	30,000.00	30,000.00	15,128.00	50.43	30,000.00
101-000-674-004821	CONTRIBUTIONS/GRANTS	10,000.00	10,000.00	30,000.00	300.00	40,000.00
101-000-674-004825	CONTRIBUTIONS - VETERAN'S PARK MAINT	40,000.00	40,000.00			40,000.00
101-000-674-004828	DONATION - POLICE DEPT	2,500.00	2,500.00	325.00	13.00	3,500.00
101-000-674-004845	FUNDRAISING REVENUE	5,000.00	5,000.00			5,000.00
101-000-675	COMMUNITY FOUNDATION GRANT - MCGRAFT PAR	10,000.00	10,000.00			11,366.00
101-000-681	DOWNTOWN SOCIAL DISTRICT	42,000.00	42,000.00	1,900.00	4.52	42,000.00
101-000-683-004820	MARIHUANA CONTRIBUTIONS	5,000.00	5,000.00			5,000.00
101-000-684-004800	MISC. & SUNDRY	20,000.00	20,000.00	274,283.20	1,371.42	365,000.00
101-000-684-302023	MISC FAIR HOUSING MONEY	0.00	0.00	0.00		0.00
101-000-699-200000	OP. TRANS FROM SPECIAL REVENUE	288,374.00	288,374.00			288,374.00
101-000-699-300000	OP. TRANS FROM DEBT SERVICE	50,000.00	50,000.00	16,666.68	33.33	50,000.00
101-000-699-400000	OP. TRANS FROM CAPITAL PROJECTS	50,000.00	50,000.00			50,000.00

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	24-25 Activity	24-25 % Budget Used	24-25 RECOMMENDED
Estimated Revenues		41,900,298.00	41,900,298.00	12,273,056.16	29.29	42,850,607.00
Account Category: Appropriatio						
101	CITY COMMISSION	139,575.00	139,575.00	68,489.48	49.07	142,692.00
103	CITY PROMOTIONS & PUBLIC RELATIONS	113,148.00	113,148.00	25,223.49	22.29	113,148.00
172	MANAGERS OFFICE	883,705.00	883,705.00	444,837.01	50.34	796,653.00
202	FINANCE ADMINSTRATION	847,590.00	847,590.00	418,560.80	49.38	858,290.00
203	PENSION ADMINISTRATION	3,888,096.00	3,888,096.00	1,944,047.88	50.00	3,888,096.00
205	INCOME TAX	584,101.00	584,101.00	263,130.70	45.05	589,436.00
215	CITY CLERK	806,182.00	806,182.00	386,174.01	47.90	878,182.00
227	AFFIRMATIVE ACTION	0.00	0.00			0.00
228	INFORMATION SYSTEMS ADMINISTRATION	946,467.00	946,467.00	432,667.86	45.71	937,245.00
251	CONTINGENCY	0.00	0.00			0.00
252	CONTRIBUTIONS	347,176.00	347,176.00	231,480.00	69.55	347,176.00
253	CITY TREASURER	723,396.00	723,396.00	322,169.05	44.54	701,070.00
257	CITY ASSESSOR	421,000.00	421,000.00	230,128.12	54.66	421,000.00
265	CITY HALL MAINTENANCE	501,577.00	501,577.00	250,388.89	49.92	559,315.00
266	CITY ATTORNEY	450,000.00	450,000.00	212,464.50	47.21	460,026.00
269	CIVIL SERVICE	324,016.00	324,016.00	133,272.70	41.13	324,016.00
272	INSURANCE SERVICES	750,000.00	750,000.00	250,000.00	33.33	750,000.00
301	POLICE DEPARTMENT	12,660,509.00	12,660,509.00	6,061,354.33	47.88	12,610,000.00
336	FIRE DEPARTMENT	4,781,990.64	4,781,990.64	1,925,530.58	40.27	5,374,617.64
340	NEW CENTRAL FIRE STATION	104,530.00	104,530.00	54,410.05	52.05	104,530.00
387	BUILDING INSPECTIONS	1,979,050.00	1,979,050.00	783,702.88	39.60	1,979,050.00
446	COMMUNITY EVENT SUPPORT/DOWNTOWN BID	51,685.00	51,685.00	75,347.54	145.78	115,000.00
448	STREET LIGHTING	285,000.00	285,000.00	179,864.14	63.11	335,000.00
521	SANITATION	2,685,195.00	2,685,195.00	1,018,839.26	37.94	2,690,232.00
550	STORM WATER MANAGEMENT	23,750.00	23,750.00	6,815.77	28.70	23,750.00
567	CEMETERIES	549,852.00	549,852.00	327,608.27	59.58	549,852.00
701	PLANNING	1,080,571.00	1,080,571.00	532,600.73	49.29	1,125,826.00
751	RECREATION	358,610.00	358,610.00	169,085.61	47.15	358,610.00
757	MC GRAFT PARK	140,248.00	140,248.00	55,607.55	39.65	140,248.00
770	PARKS MAINTENANCE	2,625,513.00	2,625,513.00	1,486,674.97	56.62	2,715,513.00
771	FORESTRY	29,000.00	29,000.00	10,608.10	36.58	29,000.00
772	PAID BEACH PARKING	471,492.00	471,492.00	229,227.13	48.62	471,492.00
773	SOCIAL DISTRICT	45,000.00	45,000.00	10,214.30	22.70	45,000.00
901	CAPITAL PROJECTS	894,000.00	894,000.00	836,155.59	93.53	1,063,218.00
906	DEBT SERVICE	1,456,338.00	1,456,338.00	935,380.63	64.23	1,076,338.00
999	TRANSFERS TO OTHER FUNDS	1,327,000.00	1,327,000.00	66,666.68	5.02	1,327,000.00
Appropriations		43,275,362.64	43,275,362.64	20,378,728.60	47.09	43,900,621.64
Fund 101 - GENERAL:						
TOTAL ESTIMATED REVENUES		41,900,298.00	41,900,298.00	12,273,056.16	29.29	42,850,607.00
TOTAL APPROPRIATIONS		43,275,362.64	43,275,362.64	20,378,728.60	47.09	43,900,621.64
NET OF REVENUES & APPROPRI.		(1,375,064.64)	(1,375,064.64)	(8,105,672.44)		(1,050,014.64)