

City of Muskegon
City Commission Meeting
Minutes

February 28, 2023, 5:00 pm
Muskegon City Hall
933 Terrace Street, Muskegon, MI 49440

Present: Mayor Ken Johnson
Commissioner Rachel Gorman
Commissioner Rebecca St.Clair
Commissioner Eric Hood
Vice Mayor Willie German, Jr.
Commissioner Michael Ramsey
Commissioner Teresa Emory

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

1. Call To Order

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

2. Prayer

Vice Mayor German opened the meeting with a prayer.

3. Pledge of Allegiance

The Commission and public recited the Pledge of Allegiance to the Flag.

4. Roll Call

As recorded above

5. Honors, Awards, and Presentations

5.a Introduce New Staff - Department of Public Works

Dan VanderHeide, Director of Public Works, introduced Kyle Karczewski - our new Parks & Recreation Director.

5.b Ken James from Muskegon Community College

To present to the City Commission on the work that has been done to advance DEI at MCC and in our community.

Ken James, Chief Diversity Officer with Muskegon Community College was in attendance to provide an update to the City Commission regarding Diversity, Equity and Inclusion programs and opportunities that are offered by his Department.

5.c Fair Housing Settlement Update - Community and Neighborhood Services

Presenting Update on Fair Housing of West Michigan settlement with Fannie Mae.

Sharonda Carson, Community and Neighborhood Services Director, provided an update on the Fair Housing Settlement.

6. Public Comment on Agenda Items

No public comments were received.

7. Consent Agenda

Action No. 2023-36

Motion by: Commissioner Ramsey

Second by: Commissioner Hood

To accept the consent agenda as presented, minus item B.

Ayes: (7): Mayor Johnson, Commissioner Gorman, Commissioner St.Clair, Commissioner Hood, Vice Mayor German, Commissioner Ramsey, and Commissioner Emory

MOTION PASSES (7 to 0)

7.a Approval of Minutes - City Clerk

To approve the corrected September 13, 2022 minutes and the January 24, 2023 Regular meeting minutes.

STAFF RECOMMENDATION: To approve the minutes.

7.c Landscaping Contract - Department of Public Works

Staff requests award of a three-year landscaping services contract to Barry's Greenhouses in the amount of \$111,185 (first year) for service areas including downtown, City Hall, the Farmers Market, and others.

Staff has worked with the Downtown BID, DDA, Chamber and other stakeholders to develop a landscaping contract that covers a wide array of landscaping services currently provided through the City Parks Department. There is a desire among the stakeholders to improve the level of service being provided, and a desire among city staff to free up staffing resources to improve service in other areas of the city parks. The RFP was presented to the Commission at the November 7, 2022 combined work session and regular meeting, and the results were discussed with the Commission at the Work Session Meeting on February 13, 2023.

The contract proposes eight (8) areas identified on the included map, with each area having a distinct scope of work and a proposed assigned cost share, as a 3-year contract with optional extensions for a 4th and 5th year. The original RFP included work in the Lakeside area, but those businesses have decided not to participate at this time.

The Community Foundation for Muskegon County (CFFMC, via a generous donor, is participating in this contract by contributing the full amount for the continuation of services at Hackley Park in the amount of \$36,500 (for the first year).

The DDA and Downtown BID discussed their future in a joint meeting on February 14, 2023. The Downtown BID is expiring at the end of 2023, so the organizations have decided to jointly fund their share going forward (the BID in year one, and the DDA in the following years). The City will manage the contract on behalf of the BID and DDA and invoice for their portions (\$38,925 in the first year).

AMOUNT REQUESTED: \$27,840 Parks/General and \$7,920 Farmers Market

AMOUNT BUDGETED: \$0 FY23 and As Needed FY24

FUND OR ACCOUNT: 101-770 (Parks) and 101-808 (Farmers Mkt)

STAFF RECOMMENDATION: To authorize staff to enter into a three-year contract with Barry's Greenhouses for landscaping services in various parts of the City for a first-year contract total of \$111,185.

7.d Sale of 769 Catawba - Community and Neighborhood Services

Seeking authorization to sell 769 Catawba to a qualified buyer. The CNS Department utilized HOME Investment Partnership Program funds to rehabilitate a home at 769 Catawba to sell through our Homebuyer Program. Renovations are completed, and a qualified buyer, Jacob Insinga, has put in an offer of \$134,000 with a \$14,000 subsidy, which CNS has accepted. Income from this sale will be reinvested in our programming.

STAFF RECOMMENDATION: Adopt the resolution for the sale of 769 Catawba to Jacob Idsigna and authorize the City Clerk to sign it.

7.e Relocation Plan - Community & Neighborhood Services

As an entitlement community that receives CDBG and HOME funds from the US Department of Housing and Urban Development (HUD), we are required to have a written Residential Antidisplacement and Relocation Assistance Plan (RARAP). This plan has been reviewed and approved by the regional relocation expert for HUD, Maureen Thurman on February 13, 2023. The standards set forth in this plan minimizes and prevents unnecessary displacement of people within our community for CDBG and HOME funded projects.

STAFF RECOMMENDATION: Adopt the resolution for the approval of the Residential Antidisplacement and Relocation Assistance Plan (RARAP).

7.f 1194 Pine Lease Agreement

Staff is seeking commission approval to adopt lease agreement for 1194 Pine St. Unit B. Tenant living at 1194 Pine Unit B is subject to protection from displacement under the Residential Anti-displacement and Relocation Assistance Plan. The Plan was executed by way of the Uniform Rental Assistance (URA) Act of 1070 to avoid unnecessary displacement triggered by acquisition or demolition of properties purchased utilizing CDBG or HOME funds.

STAFF RECOMMENDATION: To approve the lease agreement for 1194 Pine Street, Unit B.

7.b Financing a Fire Pumper Truck - Finance

At this time, we are seeking authorization to enter into a lease agreement with Huntington Bank for the purchase of a Fire Pumper Truck. At the August 10, 2021 City Commission meeting the Commission voted to

purchase two Fire Trucks. The first truck has already been financed in 2021. By the beginning of March 2023, the second Fire Pumper Truck will be ready to purchase for \$761,602.65. At this time, we are seeking authorization to enter into a lease agreement with Huntington Bank. The proposed terms are for a five-year lease at 4.4% interest rate with the City purchasing the truck at the end of the lease for \$1. There is a one-time \$500.00 processing fee.

AMOUNT BUDGETED: \$14,163.97 per month for 60 months

FUND OR ACCOUNT: 101-50336-5700

STAFF RECOMMENDATION: To allow staff to enter into a lease agreement with Huntington Bank for Fire Pumper Truck.

Action No. 2023-37

Motion by: Commissioner St.Clair

Second by: Vice Mayor German

To allow staff to enter into a lease agreement with Huntington Bank for Fire Pumper Truck.

Ayes: (7): Mayor Johnson, Commissioner Gorman, Commissioner St.Clair, Commissioner Hood, Vice Mayor German, Commissioner Ramsey, and Commissioner Emory

MOTION PASSES (7 to 0)

8. Public Hearings

9. Unfinished Business

9.a Housing Board of Appeals, Demolition 835 W. Forest - Public Safety

To concur with the Housing Board of Appeals decision to demolish and authorize administration to obtain bids for the demolition and that the Mayor and Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder. The Housing Board of Appeals has deemed 835 W. Forest Avenue to be in property maintenance violation. Property has been a long-standing area of blight and public nuisance/hazard.

STAFF RECOMMENDATION: To concur with the Housing Board of Appeals decision to demolish and authorize administration to obtain bids

for the demolition and that the Mayor and Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Action No. 2023-38

Motion by: Commissioner Ramsey

Second by: Commissioner Emory

To concur with the Housing Board of Appeals decision to demolish and authorize administration to obtain bids for the demolition and that the Mayor and Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Amendment:

Motion by: Vice Mayor German

Second by: Commissioner St.Clair

To table this item until the April 11, 2023 General Session.

Ayes: (3): Commissioner St.Clair, Commissioner Hood, and Vice Mayor German

Nays: (4): Mayor Johnson, Commissioner Gorman, Commissioner Ramsey, and Commissioner Emory

MOTION FAILS (3 to 4)

Amendment:

Motion by: Commissioner St.Clair

Second by: Commissioner Hood

To table this item until the March 14, 2023 General Session.

Ayes: (4): Mayor Johnson, Commissioner St.Clair, Commissioner Hood, and Vice Mayor German

Nays: (3): Commissioner Gorman, Commissioner Ramsey, and Commissioner Emory

MOTION PASSES (4 to 3)

10. New Business

10.a Housing Board of Appeals, Demolition - 771 McLaughlin Ave & 1984 Reynolds St. - Public Safety

To concur with the Housing Board of Appeals decision to demolish and authorize administration to obtain bids for the demolition and that the Mayor and Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder. Housing Board of Appeals has deemed 771 McLaughlin Ave and 1984 Reynolds St. to be in property maintenance violation. Property has been a long-standing area of blight and public nuisance/hazard.

STAFF RECOMMENDATION: To concur with the Housing Board of Appeals decision to demolish and authorize administration to obtain bids for the demolition and that the Mayor and Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Action No. 2023-39

Motion by: Commissioner Ramsey

Second by: Vice Mayor German

To concur with the Housing Board of Appeals decision to demolish and authorize administration to obtain bids for the demolition and that the Mayor and Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Ayes: (7): Mayor Johnson, Commissioner Gorman, Commissioner St.Clair, Commissioner Hood, Vice Mayor German, Commissioner Ramsey, and Commissioner Emory

MOTION PASSES (7 to 0)

11. Any Other Business

Vice Mayor German recognizes that it is Black History month and would like to pay tribute to several historic black leaders including:

- U.S. House Representative, Joseph Hayne Rainey - the first African American to serve in the U.S. House of Representatives. The First to preside over the House, and the longest-serving Black lawmaker in Congress during the Reconstruction era.
- Lewis Howard Latimer - an African American inventor and patent draftsman of the late 19th and early 20th centuries
- Benjamin O Davis, Sr. - the first Black general in the United States Army. He led the Tuskegee Airmen during World War II and played an essential role in integrating the U.S. Air Force.

- Dr. June Jackson Christmas - Graduate from Vassar College, psychiatrist specializing in community mental health care and was mental health commissioner for New York City under three mayors. Her fight against housing discrimination changed New York City law.
- President Barack Hussein Obama - 44th President of the United States and the first African American commander-in-chief. He served two terms, in 2008 and 2012.

Community Engagement Manager, Deborah Sweet announced three open houses coming up to discuss road projects happening in the City.

12. Public Comment on Non-Agenda items

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

Public comments were received.

13. Closed Session

14. Adjournment

Motion by: Vice Mayor German

Second by: Commissioner St.Clair

To adjourn the City Commission meeting at 7:43 p.m.

MOTION PASSES

Respectfully Submitted,
Ann Marie Meisch, MMC - City Clerk