

CITY OF MUSKEGON

CITY COMMISSION MEETING

FEBRUARY 26, 2008

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ❑ CALL TO ORDER:
- ❑ PRAYER:
- ❑ PLEDGE OF ALLEGIANCE:
- ❑ ROLL CALL:
- ❑ HONORS AND AWARDS:
 - A. Honorary Ambassador Awards.
 - B. Outstanding Citizenship Awards.
- ❑ INTRODUCTIONS/PRESENTATION:
- ❑ CONSENT AGENDA:
 - A. Approval of Minutes. CITY CLERK
 - B. Fireworks Display Permit for the Shrine Circus. CITY CLERK
 - C. Meter Reading Radio Equipment Purchase. PUBLIC WORKS
 - D. Signing of Memorandum of Understanding with Muskegon County Health Department. COMMUNITY & NEIGHBORHOOD SERVICES
 - E. Signing of Memorandum of Understanding with Muskegon County Health Project. COMMUNITY & NEIGHBORHOOD SERVICES
 - F. 2008 - 2009 CDBG/HOME Recommendations. COMMUNITY & NEIGHBORHOOD SERVICES
 - G. Consideration of Bids for Pine Street, Apple to Western (H-1612). ENGINEERING
- ❑ PUBLIC HEARINGS:
 - A. Spreading of the Special Assessment Roll for Park Street, Hackley to Young. ENGINEERING
 - B. Create Special Assessment District for Jiroch Street, Southern to Irwin. ENGINEERING

C. Create Special Assessment District for Quarterline Road, Apple to MacArthur. ENGINEERING

❑ COMMUNICATIONS:

❑ CITY MANAGER'S REPORT:

❑ UNFINISHED BUSINESS:

❑ NEW BUSINESS:

A. 2008/2009 Goals. CITY MANAGER

B. Appointments to the Citizen's Police Review Board. CITY CLERK

C. Concurrence with the Housing Board of Appeals Notice and Order to Demolish 1125 Maple Street and 4 W. Webster Avenue. PUBLIC SAFETY

❑ ANY OTHER BUSINESS:

❑ PUBLIC PARTICIPATION:

- *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.)

❑ ADJOURNMENT:

ADA POLICY: THE CITY OF MUSKEGON WILL PROVIDE NECESSARY AUXILIARY AIDS AND SERVICES TO INDIVIDUALS WHO WANT TO ATTEND THE MEETING UPON TWENTY FOUR HOUR NOTICE TO THE CITY OF MUSKEGON. PLEASE CONTACT ANN MARIE BECKER, CITY CLERK, 933 TERRACE STREET, MUSKEGON, MI 49440 OR BY CALLING (231) 724-6705 OR TDD: (231) 724-4172.

Date: February 26, 2008
To: Honorable Mayor and City Commissioners
From: Ann Marie Becker, City Clerk
RE: Approval of Minutes

SUMMARY OF REQUEST: To approve minutes for the January 25th Goal Setting Session, the February 11th Commission Worksession, and the February 12th Regular Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

CITY OF MUSKEGON

CITY COMMISSION MEETING

FEBRUARY 26, 2008

CITY COMMISSION CHAMBERS @ 5:30 P.M.

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, February 26, 2008.

Mayor Warmington opened the meeting with a prayer from Pastor Gordon Aikin from the Central Assembly of God after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Warmington, Vice Mayor Stephen Gawron, Commissioners Clara Shepherd, Lawrence Spataro, Sue Wierengo, Steve Wisneski, and Chris Carter, City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Ann Marie Becker.

2008-19 HONORS AND AWARDS:

A. Honorary Ambassador Awards. Vice Mayor Gawron presented certificates to students from Third Street Transition Center.

B. Outstanding Citizenship Awards. Vice Mayor Gawron presented awards to Margarita DeHaan and Wilmern G. Griffin.

2008-20 CONSENT AGENDA:

A. Approval of Minutes. CITY CLERK

SUMMARY OF REQUEST: To approve minutes for the January 25th Goal Setting Session, the February 11th Commission Worksession, and the February 12th Regular Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. Fireworks Display Permit for the Shrine Circus. CITY CLERK

SUMMARY OF REQUEST: Jordan Productions, Inc. is requesting approval of a fireworks display permit for February 29th and March 1st at the Walker Arena. Fire Marshall Metcalf will inspect the fireworks on the day of the event.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval contingent on inspection of the fireworks and approval of the insurance.

C. Meter Reading Radio Equipment Purchase. PUBLIC WORKS

SUMMARY OF REQUEST: Approval to purchase 1,400 Radio Transceiver units. Currently the City manually reads 1,800 residential meter pits throughout the City. Initially 400 Radio Units were purchased in October 2007.

FINANCIAL IMPACT: Total Cost \$154,000.

BUDGET ACTION REQUIRED: None, the 2008 Water Maintenance Budget includes funding for this purchase.

STAFF RECOMMENDATION: To approve purchase from ETNA Supply.

D. Signing of Memorandum of Understanding with Muskegon County Health Department. COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To have the Mayor and City Clerk sign the Memorandum of Understanding between the City of Muskegon and the Muskegon County Health Department.

The Muskegon County Health Department has agreed to supply Clearance Inspection services to the City's Lead Based-Paint Abatement program. Community and Neighborhood Services would like to establish an agreement with the Muskegon County Health Department in an effort to keep the inspection cost at a minimum.

The City of Muskegon received a grant from the US Department of Housing and Urban Development to abate lead from 204 housing units in the City. The Muskegon County Health Department has significant experience as it relates to Lead Clearance Inspections since they administered a Lead Grant through the State of Michigan for approximately three years.

FINANCIAL IMPACT: The total cost of each clearance will be approximately \$750 per unit. The funding for the cost will be covered by the City's Healthy Homes Grant.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To approve the Memorandum of Understanding.

E. Signing of Memorandum of Understanding with Muskegon County Health Project. COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To have the Mayor and City Clerk sign the contract between the City of Muskegon and the Muskegon County Health Project.

The Muskegon County Health Project has agreed to supply educational

outreach services to the City's Lead Based-Paint Abatement program through its' employee Mrs. Tressa Duncan. Community and Neighborhood Services would like to establish an agreement with the Muskegon County Health Project in an effort to keep the educational outreach expenses at a minimum.

The City of Muskegon received a grant from the US Department of Housing and Urban Development to abate Lead from 204 housing units in the City during the next three years. The Muskegon County Health Project has significant experience as it relates to educating the public about lead base paint in their homes and the possible dangers.

FINANCIAL IMPACT: The total cost of the educational outreach will be allocated from the City's Health Homes Grant.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To approve the contract.

G. Consideration of Bids for Pine Street, Apple to Western (H-1612).
ENGINEERING

SUMMARY OF REQUEST: Award the contract for the reconstruction of Pine Street from Apple to Western to Felco Contractors, Inc. of Muskegon, MI since they were the lowest, responsible bidder with a bid price of \$617,211.30.

FINANCIAL IMPACT: The construction cost of \$617,211.30 plus engineering cost which is estimated at an additional 15%.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Award the contract to Felco Contractors, Inc.

Motion by Vice Mayor Gawron, second by Commissioner Shepherd to approve the Consent Agenda as read minus item F.

ROLL VOTE: Ayes: Spataro, Warmington, Wierengo, Wisneski, Carter, Gawron, and Shepherd

Nays: None

MOTION PASSES

2008-21 ITEM REMOVED FROM THE CONSENT AGENDA:

F. 2008 - 2009 CDBG/HOME Recommendations. COMMUNITY &
NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To accept the administration's and Citizens District Council's recommendation in regards to the 2008-2009 CDBG/HOME anticipated entitlement. The Commission is scheduled to make their preliminary decision regarding the 2008-2009 CDBG/HOME allocation entitlement during the Public Hearing scheduled for March 11, 2008.

FINANCIAL IMPACT: None at this time.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the acceptance of administration and the Citizen District Council's recommendations.

COMMITTEE RECOMMENDATION: The Citizen District Council has made their recommendations.

Motion by Commissioner Carter, second by Commissioner Wierengo to approve the acceptance of administration and the Citizen District Councils recommendations for 2008 – 2009.

ROLL VOTE: Ayes: Warmington, Wierengo, Wisneski, Carter, Gawron, Shepherd, and Spataro

Nays: None

MOTION PASSES

2008-22 PUBLIC HEARINGS:

A. Spreading of the Special Assessment Roll for Park Street, Hackley to Young. ENGINEERING

SUMMARY OF REQUEST: To hold a public hearing on the spreading of the special assessment for Park Street from Hackley to Young and to adopt the resolution confirming the special assessment roll.

FINANCIAL IMPACT: A total of \$28,269.81 would be spread against the five parcels abutting the project.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To approve the special assessment roll and adopt the resolution.

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

Motion by Commissioner Carter, second by Commissioner Spataro to close the public hearing and approve the spreading of the special assessment roll for Park Street, Hackley to Young.

ROLL VOTE: Ayes: Wierengo, Wisneski, Carter, Gawron, Shepherd, Spataro, and Warmington

Nays: None

MOTION PASSES

B. Create Special Assessment District for Jiroch Street, Southern to Irwin. ENGINEERING

SUMMARY OF REQUEST: To hold a public hearing on the proposed special assessment of the Jiroch Street, Southern to Irwin project, and to create the

special assessment district and appoint two City Commissioners to the Board of Assessors if it is determined to proceed with the project.

FINANCIAL IMPACT: None at this time.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To create the special assessment district and assign two City Commissioners to the Board of Assessors by adopting the resolution.

The public hearing opened to hear and consider any comments from the public. Comments in opposition were heard from Ken and Suzanne Kampenga, own lot at 1515 Jiroch; and from Sam Turnipseed, 112 E. Grand.

Motion by Commissioner Spataro, second by Vice Mayor Gawron to close the public hearing and approve the special assessment district for Jiroch Street, Southern to Irwin.

ROLL VOTE: Ayes: Wisneski, Carter, Gawron, Shepherd, Spataro, Warmington, and Wierengo

Nays: None

MOTION PASSES

Mayor Warmington appointed Commissioner Spataro and Mayor Warmington to the Board of Assessors.

C. Create Special Assessment District for Quarterline Road, Apple to MacArthur. ENGINEERING

SUMMARY OF REQUEST: To hold a public hearing on the proposed special assessment of the Quarterline Road, Apple to MacArthur project, and to create the special assessment district and appoint two City Commissioners to the Board of Assessors if it is determined to proceed with the project.

FINANCIAL IMPACT: None at this time.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To create the special assessment district and assign two City Commissioners to the Board of Assessors by adopting the resolution.

The public hearing opened to hear and consider any comments from the public. Comments were heard from Robin representing Choice Properties, 508 Quarterline, in opposition to the project.

Motion by Commissioner Spataro, second by Vice Mayor Gawron to close the public hearing and create the special assessment district for Quarterline Road, Apple to MacArthur contingent upon award of Federal and State grants.

ROLL VOTE: Ayes: Carter, Gawron, Shepherd, Spataro, Warmington, Wierengo, and Wisneski

Nays: None

MOTION PASSES

Mayor Warmington appointed Commissioner Carter and Vice Mayor Gawron to the Board of Assessors.

2008-23 NEW BUSINESS:

A. 2008/2009 Goals. CITY MANAGER

SUMMARY OF REQUEST: To adopt the proposed 2008/2009 goals, based on the goal setting session held on January 25, 2008.

FINANCIAL IMPACT: None at this time.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To approve the proposed 2008/2009 goals.

Motion by Vice Mayor Gawron, second by Commissioner Shepherd to approve the proposed 2008/2009 goals based on the goal setting session held on January 25, 2008.

ROLL VOTE: Ayes: Gawron, Shepherd, Spataro, Warmington, Wierengo, Wisneski, and Carter

Nays: None

MOTION PASSES

B. Appointments to the Citizen's Police Review Board. CITY CLERK

SUMMARY OF REQUEST: To reappoint Charlotte Perez as a member of a Minority Based Organization; and appoint David Bukala or Philip Marcil as the Law Enforcement Professional.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

Motion by Commissioner Spataro, second by Commissioner Carter to reappoint Charlotte Perez as a member of a Minority Based Organization and appoint David Bukala as the Law Enforcement Professional to the Citizen's Police Review Board.

ROLL VOTE: Ayes: Shepherd, Spataro, Warmington, Wierengo, Wisneski, Carter, and Gawron

Nays: None

MOTION PASSES

C. Concurrence with the Housing Board of Appeals Notice and Order to Demolish 1125 Maple Street and 4 W. Webster Avenue. PUBLIC SAFETY

SUMMARY OF REQUEST: This is to request that the City Commission concur with

the findings of the Housing Board of Appeals that the structures are unsafe, substandard, a public nuisance and that they be demolished within 30 days. It is further requested that administration be directed to obtain bids for the demolition of the structures and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

FINANCIAL IMPACT: CDBG Funds.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To concur with the Housing Board of Appeals decision to demolish.

Motion by Commissioner Spataro, second by Vice Mayor Gawron to concur with the Housing Board of Appeals notice and order to demolish 1125 Maple Street.

ROLL VOTE: Ayes: Spataro, Warmington, Wierengo, Wisneski, Carter, Gawron, and Shepherd

Nays: None

MOTION PASSES

Motion by Commissioner Spataro, second by Commissioner Carter to concur with the Housing Board of Appeals notice and order to demolish 4 W. Webster.

ROLL VOTE: Ayes: Warmington, Wierengo, Wisneski, Gawron, and Spataro

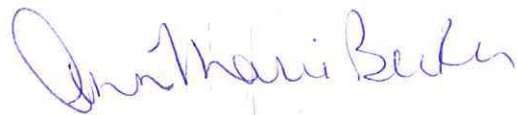
Nays: Shepherd

Absent: Carter

MOTION PASSES

ADJOURNMENT: The City Commission Meeting adjourned at 6:45 p.m.

Respectfully submitted,



Ann Marie Becker, MMC
City Clerk

Date: February 26, 2008
To: Honorable Mayor and City Commissioners
From: Ann Marie Becker, City Clerk
RE: Fireworks Display Permit for the Shrine Circus

SUMMARY OF REQUEST: Jordan Productions, Inc. is requesting approval of a fireworks display permit for February 29th and March 1st at the Walker Arena. Fire Marshall Metcalf will inspect the fireworks on the day of the event.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval contingent on inspection of the fireworks and approval of the insurance.

PERMIT FOR FIREWORKS DISPLAY

Act 358, P.A. 1968

This permit is not transferable. Possession of this permit by the herein named person will authorize him to possess, transport and display fireworks in the amounts, for the purpose, and at the place listed below only.

TYPE OF DISPLAY: ☒ PUBLIC DISPLAY ☐ AGRICULTURAL PEST CONTROL

ISSUED TO:

NAME Jody Jordan

ADDRESS 4040 S. Pearl, LasVegas, NV AGE 40

REPRESENTING Jordan Productions, Inc.

NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION

4040 S. Pearl, LasVegas, NV 89121

ADDRESS

NUMBER & TYPES OF FIREWORKS:

6 20-20 6 inch every show

DISPLAY: L C Walker Arena, Floor Area

EXACT LOCATION

955 Fourth Street, Muskegon, MI 49440

CITY, VILLAGE, TOWNSHIP

DATE

TIME

City of Muskegon

2-29-08 and 3-1-08

4 shows as scheduled

BOND OR INSURANCE FILED:

☒ YES ☐ NO

AMOUNT 2,000,000.00

ISSUED BY:

Issued by action of the MUSKEGON CITY COMMISSION

(council, commission, board)

of the CITY

of

MUSKEGON

(city, village, township)

(name of city, village, township)

on the 26th day of February, 2008

Ann Marie Becker
Ann Marie Becker, MMC
City Clerk

(signature & position of council, commission or board representative)

FM 32(12-88)		APPLICATION		DATE OF APPLICATION	
FOR FIREWORKS DISPLAY PERMIT		Act 358, P.A. 1968			
1. TYPE OF DISPLAY:		☒ Public Display		☐ Agricultural Pest Control	
2. APPLICANT					
NAME OF PERSON		ADDRESS		AGE: Must be 21 or over	
JORDAN PRODUCTIONS, INC		4040 S. PEARL, LAS VEGAS, NV 89121		40	
IF A CORPORATION: Name of President		ADDRESS			
TODD JORDAN		4040 S. PEARL, LAS VEGAS, NV, 89121			
3. PYROTECHNIC OPERATOR					
NAME		ADDRESS		AGE: Must be 21 or over	
TODD JORDAN		AS ABOVE		40	
EXPERIENCE:					
NUMBER OF YEARS	NUMBER OF DISPLAYS	WHERE			
13		VARIOUS US CITIES, ANNUALLY			
NAMES OF ASSISTANTS:					
NAME		ADDRESS		AGE	
N/A					
NAME		ADDRESS		AGE	
4. NON-RESIDENT APPLICANT					
NAME		ADDRESS			
Name of Michigan Attorney or Resident Agent		ADDRESS		TELEPHONE NUMBER	
5. EXACT LOCATION OF PROPOSED DISPLAY					
WALKER ARCADE FLOOR ARCADE		955 4 th ST. MUSKOGEE, MI. 49440			
DATE		TIME			
2/29 & 3/1, 2008		(4 Show) As Scheduled			
6. NUMBER AND KINDS OF FIREWORKS TO BE DISPLAYED					
G 20-20 6 inch Stars					
EVERY SHOW					
MANNER & PLACE OF STORAGE PRIOR TO DISPLAY					
Lockers Pkgs Box					
(Subject to Approval of Local Fire Authorities)					
7. FINANCIAL RESPONSIBILITY		A. AMOUNT OF BOND OR INSURANCE			
		(to be set by municipality) \$			
B. BONDING CORPORATION OF INSURANCE COMPANY: NAME		ADDRESS			

CERTIFICATE OF INSURANCE

PRODUCER: LESTER KALMANSON AGENCY, INC. P.O. BOX 940008 MAITLAND, FL 32794-0008 PH: (407) 645-5000 FAX: (407) 645-2810		DATE ISSUED: 02/06/2008 COMPANY: 100% CERTAIN UNDERWRITERS AT LLOYD'S / LONDON	
		POLICY NUMBER: NCM06510	
NAMED INSURED: JORDAN PRODUCTIONS, INC. DBA: JORDAN WORLD CIRCUS 4040 S. PEARL STREET LAS VEGAS, NEVADA 89121		EFFECTIVE DATE: 04/04/2007 (BOTH DAYS AT 12:01 A.M.	EXPIRATION DATE: 04/04/2008 LOCAL STANDARD TIME)
COVERAGE INFORMATION			
THIS IS TO CERTIFY THAT THE POLICY(S) OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOT WITHSTANDING ANY REQUIREMENT, TERM(S) OR CONDITION(S) OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE(S) MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND/OR CONDITIONS OF SUCH POLICIES. LIMITS OF LIABILITY SHOWN MAY HAVE BEEN REDUCED BY ANY PAID CLAIMS			
TYPE OF INSURANCE: ☒ GENERAL LIABILITY ☒ CLAIMS MADE ☒ OWNERS, LANDLORDS, & TENANTS		LIMITS: GENERAL AGGREGATE: \$2,000,000.00 LIMITED PRODUCTS AGGREGATE \$1,000,000.00 PERSONAL & ADV. INJURY: \$- EACH OCCURRENCE: \$1,000,000.00 FIRE DAMAGE (ANY ONE FIRE) \$-	
RETRO DATE: 04/04/2007			
ADDITIONAL INSURED(S): SALADIN SHRINE CENTER AAOOMS, THE IMPERIAL COUNCIL AAOOMS, AN IOWA CORP, SHRINERS HOSPITALS FOR CHILDREN, A COLORADO CORP ALL OF THEIR AFFILIATED CORPS, ARENA MANAGEMENT GROUP, LLC, CITY & COUNTY MUSKEGON, ALL ELECTED OFFICIALS, ALL EMPLOYEES & VOLUNTEERS, ALL BOARD, COMMISSIONS & AUTHORITIES & VOLUNTEERS THEREOF, WALKER ARENA IS/ARE HEREBY ADDED AS ADDITIONAL INSURED ONLY AS THEIR INTEREST MAY APPEAR IN RESPECTS TO THE OPERATION(S) PERFORMED BY THE NAMED INSURED AND/OR ITS EMPLOYEE(S) ONLY			
SEE ATTACHED ADDENDUM "A" FOR DESCRIPTION OF LIABILITY COVERAGE(S) AFFORDED. EVENT DATE(S): FEBRUARY 29, 2008 AND MARCH 01, 2008 LOCATION: WALKER ARENA MUSKEGON MICHIGAN			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE(S) AFFORDED BY THE POLICY(S) LISTED. "LIMITS SHOWN ARE THOSE IN EFFECT AS OF POLICY INCEPTION"			
SHOULD ANY OF THE ABOVE DESCRIBED POLICY(S) BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL PROVIDE TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER. THE CERTIFICATE HOLDER SHALL BE RESPONSIBLE FOR THE COVERAGE OF THE POLICY(S) LISTED. THE CERTIFICATE HOLDER SHALL BE RESPONSIBLE FOR THE COVERAGE OF THE POLICY(S) LISTED. THE CERTIFICATE HOLDER SHALL BE RESPONSIBLE FOR THE COVERAGE OF THE POLICY(S) LISTED.			
CERTIFICATE HOLDER / ADDITIONAL INSURED: CITY OF MUSKEGON 933 TERRACE STREET MUSKEGON, MICHIGAN 49440 ATTN: TIM PAUL FAX# 702/451-2822		AUTHORIZED REPRESENTATIVE:  X MITCHEL KALMANSON / PRESIDENT	

6555

JORDAN PRODUCTIONS, INC.

ACCOUNT #2

4040 S. PEARL ST. (702) 456-2642
LAS VEGAS, NV 89121

94-72-1224

DATE 2-19-08

PAY
TO THE
ORDER OF

City of Muskegon

\$ 50.00

DOLLARS

Bank of America



ACH R/T 122400724

FOR

FIREWORKS PERMIT

Patty A. Jordan

⑈006555⑈ ⑆122400724⑆ 004967982364⑈

Date: 02/19/08
To: Honorable Mayor and City Commission
From: Department of Public Works
RE: Meter Reading Radio Equipment Purchase

SUMMARY OF REQUEST: Approval to purchase 1,400 Radio Transceiver units. Currently the City manually reads 1,800 residential meter pits throughout the City. Initially 400 Radio Units were purchased in October 2007.

FINANCIAL IMPACT: Total Cost \$ 154,000.00

BUDGET ACTION REQUIRED: None: The 2008 Water Maintenance Budget Includes Funding for this purchase.

STAFF RECOMMENDATION: To approve purchase from ETNA SUPPLY.

February 19, 2008

Meter Reading Radio Equipment Purchase Quote

Meter Reading Radio Read Pit Version units (1400)

MXU 520 R TOUCH COUPLER

ETNA SUPPLY	1400 each x \$110.00 =	\$154,000.00
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SENSUS	1 400 each x \$112.50 =	\$157,500.00
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Community and Neighborhood Services
City of Muskegon
933 Terrace Street
PO Box 536
Muskegon, MI 49443

Memo

To: Honorable Mayor Warmington and City Commission

From: Wil Griffin, Director
Community and Neighborhood Services

Date: February 19, 2008

Re: COMMISSION MEETING DATE: FEBRUARY 26, 2008
SIGNING OF MEMORANDUM OF UNDERSTANDING WITH MUSKEGON COUNTY
HEALTH DEPARTMENT

Summary of Request: To have the Mayor and City Clerk sign the Memorandum of Understanding between the City of Muskegon and the Muskegon County Health Department.

The Muskegon County Health Department has agreed to supply Clearance Inspection services to the City's Lead Based-Paint Abatement program. The City of Muskegon Community and Neighborhood Services would like to establish an agreement with the Muskegon County Health Department in an effort to keep the inspection cost at a minimum.

As you know, the City of Muskegon received a grant from the US Department of Housing and Urban Development to abate Lead from 204 housing units in the City. The Muskegon County Health Department has significant experience as it relates to Lead Clearance Inspections since they administered a Lead Grant through the State of Michigan for approximately three (3) years.

Financial Impact: The total cost of each clearance will be approximately \$750 per unit. The funding for the cost will be covered by the City's Healthy Homes Grant.

Budget Action Required: None at this time

Staff Recommendation: To approve the Memorandum of Understanding.

Committee Recommendation: None at this time.



Muskegon County Health Department • 209 E Apple Avenue • Muskegon, Michigan 49442
Main: 231.724.6246 • Fax: 231.724.6674 • TTY: 231.722.4103 • www.muskegonhealth.net

Public Health
Prevent. Promote. Protect.

Ms. Cathy Brubaker-Clarke
City of Muskegon
P.O. Box 536
Muskegon, MI 49443

January 17, 2008

Re: Letter of Understanding – Lead Activities Provided by Muskegon County Health Department

Dear Ms. Brubaker-Clarke:

Services will be provided according the Lead Abatement and Investigation Services fee schedule. The fees are valid through December 31, 2008.

Muskegon County Health Department (MCHD) will maintain staff certified to provide lead services including Lead Risk Assessments and Abatement Clearance Inspections. These services will be provided in a reasonable time frame for the work involved. Risk Assessments will be scheduled according to the occupant's schedule.

Clearance Inspections will be given priority based on the time sensitive nature of the work. The city will provide a copy of the bid specifications and estimate of when the work will be scheduled so MCHD can ensure staff will be available for the clearance.

In order to ensure the home is safe after abatement, samples must be collected and analyzed by a certified laboratory. Corrosion Control out of Grand Rapids can provide same day turnaround at additional cost. If the city wishes to expedite the laboratory analysis, arranging the expedited turnaround in advance, and transporting the samples would be handled by the city, or additional hourly staff time would apply.

The city will arrange standing work orders with laboratories of their choice, and laboratory analysis fees associated with clearance inspections will be billed directly to the city for reimbursement. Sample analysis costs are in addition to the clearance inspection fee.

Both parties agree this letter of understanding can be renegotiated as needed.

Kenneth A. Kraus, MPA/Health Officer
Director of Health and Community Resources

Date



Cathy Brubaker-Clarke
Director of Planning & Economic Development

3-13-08

Date

Attachments: Request for Service
Lead Abatement and Investigation Services



Public Health
Prevent. Promote. Protect.

LEAD ABATEMENT AND INVESTIGATION SERVICES

\$450 Lead Inspection/ Risk Assessment: Required by HUD in order to proceed with a lead abatement project. This flat fee is based on an average assessment and allows for up to 5 hours of assessment and reporting time. Homes larger than ~ 2000 square feet generally take more time. A fee of \$60/ hour after exceedance of the 5 hours allowed in the fee will be charged to complete larger properties.

Credential Required: State of Michigan Lead Inspector/ Lead Risk Assessor Certification.

Equipment Required: Dust wipe and soil collection materials (for Laboratory Analysis); XRF Onsite Analyzer.

\$360 Lead Inspection: Surface by surface investigation. Designed to locate lead paint, and how much lead is in the paint. Used to satisfy real estate transactions, and to determine if lead paint will be a hazard during renovation. Not as extensive as a risk assessment, does not identify lead-safe property.

Credential Required: State of Michigan Lead Inspector Certification.

Equipment Required: Dust wipe and soil collection materials (for Laboratory Analysis); XRF Onsite Analyzer.

\$330 Environmental Elevated Blood Lead (EBL) Investigation: In home investigation provided when a child has a blood lead level exceeding CDC standards. This investigation relies on information supplied by the parent, visual inspection of the home and experience by the evaluator pertaining to the appearance of materials that may contain lead and knowledge of child behavior.

Credential Required: Lead Inspector/Risk Assessor/EBL Investigator

Equipment Required: Dust wipe and soil collection materials (for Laboratory Analysis).

\$150 Environmental Elevated Blood Lead (EBL) Investigation Follow-up: A follow-up home visit to ensure the lead hazards identified in a previous report have been adequately addressed.

Credential Required: Lead Inspector/Risk Assessor/EBL Investigator

Equipment Required: Dust wipe and soil collection materials (for Laboratory Analysis).

\$60/Hour Abatement Specification Writing: Compilation of repairs/replacements for contractors to bid on. Not to exceed 2 hours if Muskegon County Health Department completed the risk assessment. Not to exceed 4 hours if this department did not complete the risk assessment. To ensure the specifications are accurate, the spec writer should expect to make a site visit. Note: The contractor's will normally request a walk through of the properties prior to submitting their bid. In addition, many contractors will want to discuss the project.

Credential Required: none

\$60/hour Abatement oversight: Quality Assurance to ensure the contractor is meeting the terms of the contract, and conducting the abatement in compliance with their certification. The state requires oversight for 25% of the time the work is in progress.

Credential Required: Lead Worker or Lead Supervisor Certification

Equipment Required: Personal Protection Equipment (PPE).

\$300 Clearance Inspection: Ensure all repairs/replacements in the contract were properly completed. Dust wipe samples to ensure adequate clean up after completion of the work.

Credential Required: Lead Inspector/ Risk Assessor or Clearance Technician

\$15* Referral: Assist guardians of lead burdened children in completion of a HIPPA waiver, forward information to a specified individual at the City of Muskegon as a high priority location for abatement.

\$60/hour Educational Outreach: Outreach events that have proven helpful in recent years include workshops for landlords, participation at building fairs, etc.

\$125 Educational Home Visit: For families with small children and children with blood lead levels that exceed federal action guidelines, including families with children having blood lead levels between 5 and 9 ug/dl.

\$60/hour Customer Service: Client concerns pertaining to the abatement process are common. Response to concerns pertaining to abatement contractor quality of work, work safety, work schedules, etc.

There was discussion of quality assurance activities needed to ensure regulatory standards are met during the planning stage of the grant. Quality assurance activities include the clearance inspection and abatement oversight.

Staff Qualifications

Jeff Croll

BS in Environmental Science, 2001	Lead Worker Certification, 2003
Environmental Quality Sanitarian, 2003	Lead Supervisor Certification, 2005
Lead Inspector/Risk Assessor Certification, 2003	
EBL Investigator Certification, 2006	

Ann Schrader

BS in Environmental Health Science, 1998	EBL Investigator Certification, 2005
Environmental Quality Sanitarian, 2000	Healthy Homes Certification, 2007
Lead Inspector/Risk Assessor Certification, 2003	

Carolyn Warren RN

AAS in Nursing, 1993
Public Health Nurse, 1997
Began work in Lead Program, 1997
Lead Inspector/Risk Assessor Certification, 2003
EBL Investigator Certification, 2006

* Based on \$60/hour professional fee, referral processing time not to exceed 15 minutes.

Community and Neighborhood Services
City of Muskegon
933 Terrace Street
PO Box 536
Muskegon, MI 49443

Memo

To: Honorable Mayor Warmington and City Commission

**From: Wil Griffin, Director
Community and Neighborhood Services**

Date: February 19, 2008

**Re: COMMISSION MEETING DATE: FEBRUARY 26, 2008
SIGNING OF MEMORANDUM OF UNDERSTANDING WITH MUSKEGON COUNTY
HEALTH Project**

Summary of Request: To have the Mayor and City Clerk sign the contract between the City of Muskegon and the Muskegon County Health Project

The Muskegon County Health Project has agreed to supply educational outreach services to the City's Lead Based-Paint Abatement program through its' employee Mrs. Tressa Duncan. The City of Muskegon Community and Neighborhood Services would like to establish an agreement with the Muskegon County Health Project in an effort to keep the educational outreach expenses at a minimum.

As you know, the City of Muskegon received a grant from the US Department of Housing and Urban Development to abate Lead from 204 housing units in the City during the next three years. The Muskegon County Health Project has significant experience as it relates to educating the public about lead base paint in their homes and the possible dangers.

Financial Impact: The total cost of the educational outreach will be allocated from the City's Health Homes Grant.

Budget Action Required: None at this time

Staff Recommendation: To approve the contract.

Committee Recommendation: None at this time.

Agreement Between the City of Muskegon and Muskegon Community Health Project for Employment of Education/Outreach Program Coordinator of the Muskegon Lead Program

This Agreement is entered into effective November 1, 2007 ("Effective Date"), between the City of Muskegon, Michigan ("City") and Muskegon Community Health Project ("Health Project"), of the City of Muskegon, Michigan for the services of Education/Outreach Program Coordinator of the Muskegon Lead Program as follows:

RECITALS

WHEREAS, the United States Department of Housing and Urban Development, Office of Healthy Homes and Lead Hazard Control, has awarded funding to City for the Muskegon Lead Program to focus on protecting children in the City of Muskegon from the dangers of lead poisoning; and

WHEREAS, Community Neighborhood Services, a department of City, has a need for a qualified candidate to fill the position of Education/Outreach Program Coordinator for the Muskegon Lead Program ("Program Coordinator"); and

WHEREAS, Tressa Duncan is a full-time employee of the Health Project and is well-qualified to perform the duties of Program Coordinator;

NOW, THEREFORE, the Parties hereby agree as follows:

1. HEALTH PROJECT OBLIGATIONS

- 1.1 The Health Project will assign Tressa Duncan ("Employee") to devote 65% of her time (26 hours of her 40 hour work week) to her responsibilities as Program Coordinator for the Muskegon Lead Program. The remainder of her time will be devoted to her other regular duties as an employee of the Health Project.
- 1.2 In the event that Employee leaves her position as employee of the Health Project, the Health Project will assign another Health Project employee, subject to the approval of City, who will assume the duties of Program Coordinator of the Muskegon Lead Program with the same rights and obligations as outlined in this contract.

2. EMPLOYEE DUTIES

- 2.1 Employee will prioritize all applications for assistance through the Muskegon Lead Program and provide City with said applications, make contacts with households, conduct training sessions, provide City with referrals, provide education to community groups and perform all other duties as required.
- 2.2 Employee will provide monthly reports to City by thoroughly and carefully completing all documentation provided to Employee by City.
- 2.3 Employee will submit monthly timesheets to City, detailing the number of hours worked in the role of Program Coordinator, with a description of the type of work completed and the amount of time spent on each type of work. Each monthly timesheet will show that Employee spent a minimum average of 26 hours per week performing duties as Program Coordinator.
- 2.4 The Health Project acknowledges that receipt of monthly compensation from City for the services of Employee is contingent upon timely receipt of Employee's monthly reports and timesheets as described in Sections 2.2 and 2.3. The Health Project further understands and acknowledges that City is unable to access its funds for payment of Employee's compensation prior to submitting its government reports, which are comprised of and dependent upon information contained in Employee's monthly reports to City.
- 2.5 Employee shall serve City loyally, diligently, and effectively, and shall at all times exert the best efforts to promote the success of City and related activities as stated herein. Employee shall devote all the necessary time, energy and ability to the interests of City and to the discharge of all duties and responsibilities in an efficient, trustworthy and businesslike manner. Employee shall do nothing that will in any way impair or prejudice the name or reputation of City.
- 2.6 Employee recognizes that in the pursuit of her duties she may obtain confidential information concerning citizens of the City of Muskegon and she agrees not to divulge any such information to persons other than authorized personnel of City.

3. CITY OBLIGATIONS

- 3.1 City will provide Employee with documents for reporting work specifics to be completed by Employee on a monthly basis. These documents will provide the basis for government reports that City is required to file to access its program funding.

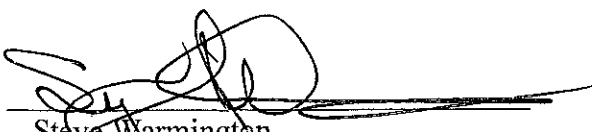
- 3.2 City shall pay the Health Project \$1,802.67 per month for a term of 36 months, for a total of \$64,896.00. City's monthly obligation to pay the Health Project is contingent upon receipt of documentation from Employee as outlined in Sections 2.2, 2.3 and 2.4 above.

4. Term; Termination.

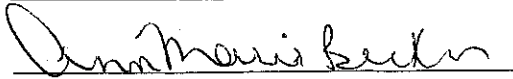
- 4.1 Term. Unless earlier terminated as provided below, the term of this Agreement shall be three (3) years, commencing on the Effective Date.
- 4.2 Earlier Termination. This Agreement may terminate prior to expiration of the three year term by:
- a. mutual written agreement of the parties at any time; or
 - b. upon a material breach of this Agreement by Employee or the Health Project.

5. Miscellaneous.

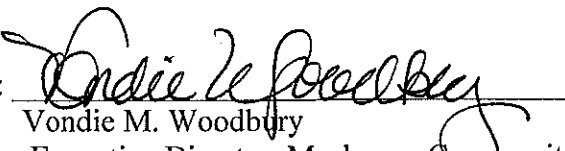
- 5.1. Entire Agreement. This Agreement contains the entire agreement between the parties. This Agreement may not be modified or amended, except by a written agreement executed by the parties hereto.
- 5.2. Binding Effect. This Agreement shall be binding upon, and inure to the benefit of, and be enforceable by, the parties, any subsidiaries or related entities, and their respective legal representatives, permitted successors and assigns.
- 5.3. Assignment. The benefit of this Agreement may not be assigned by Employee without the prior written consent of City, and this Agreement shall be binding upon, and inure to the benefit of, the successors and permitted assigns of the parties.
- 5.4. Governing Law. This Agreement shall be subject to, and governed by, the laws of the State of Michigan.
- 5.5. Venue. The parties agree that, for purposes of any dispute in connection with this Agreement, the Muskegon County Circuit Court shall have exclusive personal and subject matter jurisdiction and venue.
- 5.6. Invalid Provision. The invalidity of all or any part of any section or sections of this Agreement shall not invalidate the remainder of this Agreement or the remainder of any section not invalidated.

By: 
Steve Warmington
Mayor, City of Muskegon

Date: 3-11-08


Ann Marie Becker
Clerk, City of Muskegon

Date: 3-11-08

By: 
Vondie M. Woodbury
Executive Director, Muskegon Community Health Project

Date: February 11, 08

Date: February 26, 2008
To: Honorable Mayor and City Commissioners
From: Engineering
RE: Consideration of Bids
Pine St., Apple Ave. to Western Ave. (H-1612)

SUMMARY OF REQUEST:

Award the contract for the reconstruction of Pine St. from Apple Ave. to Western Ave. to Felco Contractors, Inc. of Muskegon, MI since they were the lowest, responsible bidder with a bid price of \$617,211.30.

FINANCIAL IMPACT:

The construction cost of \$617,211.30 plus engineering cost which is estimated at an additional 15%.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Award the contract to Felco Contractors, Inc.

COMMITTEE RECOMMENDATION:

H-1612 PINE ST. APPLE AVE. TO WESTERN AVE.
STREET, WATERMAIN & SEWER IMPROVEMENTS

BID TABULATION 02/19/08
EEL CO CONTRACTORS INC K A

[illegible]

H-1612 PINE ST. APPLE AVE. TO WESTERN AVE.
STREET, WATERMAIN & SEWER IMPROVEMENTS

BID TABULATION 02/19/01

[illegible]

Commission Meeting Date: February 26, 2008

Date: February 19, 2008

To: Honorable Mayor & City Commission

**From: Community and Neighborhood Services
Department**

RE: 2008 – 2009 CDBG/HOME Recommendations.

SUMMARY OF REQUEST: To accept the administrations and Citizens District Councils recommendation in regards to the 2008 – 2009 CDBG/HOME anticipated entitlement. The Commission is scheduled to make their preliminary decision regarding the 2008-2009 CDBG/ Home allocation entitlement during the Public Hearing scheduled for March 11, 2008

FINANCIAL IMPACT: None at this time.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the acceptance of administration and the Citizen District Councils recommendations.

COMMITTEE RECOMMENDATION: The Citizen District Council has made their recommendations. (See attached spreadsheet.)

Community Development Block Grant 2008 - 2009

Organization/Agency	Activity	Amount Requested	Administration Recommendation	CDC Rec	City Commission Preliminary Rec.	City Comm Final Determination
Love INC	Handicap Ramps	\$5,000	\$2,500	\$2,500		
American Red Cross	Senior Transit	\$5,000	\$3,500	\$3,500		
West Michigan Veterans	Food Bank/Transportation	\$3,000	\$2,850	\$2,850		
Sacred Suds	Laundry/Shower	\$6,000	\$2,850	\$3,000		
COM - DPW	Senior Transit	\$62,488	\$42,500	\$42,500		
COM - Planning CDBG Code Enf	Code Enforcement	\$57,675	\$40,000	\$40,000		
COM - Planning Comm Economic Dev	Façade	\$15,000	\$5,000	\$5,000		
COM - CNS CDBG Service Delivery	Delivery Service	\$82,000	\$70,000	\$70,000		
COM - Finance Bond Repayment	Fire Station Bond	\$149,169	\$149,169	\$128,169		
HealthCARE	Health Outreach	\$3,500	\$3,000	\$3,000		
Legal Aid	Legal Services	\$5,000	\$3,500	\$3,500		
Legal Aid	Foreclosure Legal Aid	\$15,000	\$8,500	\$15,000		
Muskegon Community Health Project	Diabetes	\$5,000	\$2,750	\$2,750		
COM - CNS CDBG Administration	Admin	\$179,000	\$168,500	\$168,500		
COM - Engineering Street Construction	Street	\$65,000	\$48,500	\$48,500		
COM - Leisure Services	Recreation	\$98,521	\$73,000	\$73,000		
COM - CNS CDBG Siding	Siding	\$195,000	\$172,500	\$162,500		
COM - CNS CDBG Emergency Repair	Emergency Repair	\$200,000	\$175,000	\$200,000		
COM - Inspections Dangerous Bldgs	Demolition	\$57,500	\$43,500	\$43,500		
COM - Affirmative Action	Affirmative Action	\$10,000	\$4,500	\$4,000		
Total CDBG Request		\$1,218,853	\$1,021,619	\$1,021,769	\$0	\$0
Total CDBG Allocated		\$984,207	\$984,207	\$984,207	\$984,207	\$984,207
Expected program income		\$40,000	\$40,000	\$40,000		
Total		\$1,024,207	\$1,024,207	\$1,024,207		
Allocated/Request Difference		(\$194,646)	\$2,588	\$2,588	\$984,207	\$984,207
Total Amt of Public Service*		\$208,509	\$144,950	\$151,600	\$0	\$0
Public Service mandated Amt <= to 15%		\$147,631	\$153,631	\$153,631	\$159,000	\$159,000
Difference		(\$60,878)	\$8,681	\$2,031	\$159,000	\$159,000
Total Amt of City Administration Request**		\$179,000	\$168,500	\$168,500	\$0	\$0
Administrative mandated Amt < 20%		\$196,841	\$196,841	\$196,841	\$196,841	\$196,841
Difference		\$17,841	\$28,341	\$28,341	\$196,841	\$196,841

2008-2009 CDBG CDBG-HOME ACTIVITY

HOME 2008 - 2009

Organization/Agency	Activity	Amount Requested	Administration Recommendation	CDC Rec	City Commission Preliminary Rec.	City Comm Final Determination
Bethany Housing Ministries	Housing Transition Asst	\$70,000	\$47,500	\$57,500		
Community & Neighborhood Servicesc	HOME Administration	\$25,000	\$25,000	\$25,000		
Community & Neighborhood Servicesc	HOME Tax Reverted Rehabilitation	\$65,000	\$47,500	\$47,500		
Community & Neighborhood Servicesc	HOME Rental Rehabilitation	\$75,000	\$62,500	\$32,500		
Community & Neighborhood Servicesc	HOME Infill New Construction	\$75,000	\$60,000	\$60,000		
Community & Neighborhood Servicesc	Foreclosure Prevention Assistance	\$35,000	\$35,000	\$35,000		
Muskegon County Habitat for Humanity	Infrastructure/construction (5 homes)	\$87,000	\$55,000	\$65,000		
Neighborhood Investment Corporation	Home purchase rehab loans	\$120,000	\$55,000	\$65,000		
	Total HOME Request	\$552,000	\$387,500	\$387,500	\$0	\$0
	Total HOME Allocated	\$290,049	\$290,049	\$290,049	\$290,049	\$290,049
	(+) Program Income	\$100,000	\$100,000	\$100,000	\$0	\$0
		\$390,049	\$390,049	\$390,049	\$290,049	\$290,049
	Allocated/Request Difference	(\$161,951)	\$2,549	\$2,549	\$290,049	\$290,049
	Total Amt of HOME Administration***	\$25,000	\$25,000	\$25,000	\$0	\$0
	Total Amt mandated Amt = 10%	\$29,005	\$39,049	\$39,049	\$29,005	\$29,005
	Difference	\$4,005	\$14,049	\$14,049	\$29,005	\$29,005
	Total Amt of HOME CHDO request****	\$277,000	\$157,500	\$187,500	\$0	\$0
	Total Amt mandated 15%	\$58,500	\$58,500	\$58,500	\$43,507	\$43,507
	Difference	(\$218,500)	(\$99,000)	(\$129,000)	\$43,507	\$43,507

NOTE:

- * Public Service
- ** City CDBG Administration
- ***Home Administration
- ****CHDO Request

O:\CNS\COMMON\EXCEL\2007-2008 CDBG
(SHEET:CDBG-HOME ACT)

TO: Honorable Mayor and City Commissioners

FROM: Engineering

DATE: February 26, 2008

RE: Public Hearing
Spreading of the Special Assessment Roll
Park St., Hackley Ave. to Young Ave.

SUMMARY OF REQUEST:

To hold a public hearing on the spreading of the special assessment for **Park St. from Hackley Ave. to Young Ave.** and to adopt the attached resolution confirming the special assessment roll.

FINANCIAL IMPACT:

A total of \$28,269.81 would be spread against the five -(5) parcels abutting the project.

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

To approve the special assessment roll and adopt the attached resolution.

COMMITTEE RECOMMENDATION:

CITY OF MUSKEGON

Resolution No. 2008-22(a)

Resolution Confirming Special Assessment Roll

For Park St. from Hackley Ave. to Young Ave.

Properties Assessed: See Exhibit A attached to this resolution.

RECITALS:

1. The City Commission determined to create a special assessment district covering the Properties set forth in Exhibit A attached to this resolution on **February 13, 2007**, at the first hearing.
2. The City has reviewed the special assessment roll which purports to levy a special assessment in the said district, levying on each property a portion of the cost which has been determined to be appropriate, considering the improvements, the benefit to the assessed properties, and the policies of the City.
3. The City Commission has received final bids for the construction and/or installation of the improvements and determines it to be fair and reasonable.
4. The City Commission has heard all objections to the roll filed before or at the hearing.

THEREFORE, BE IT RESOLVED:

1. That the special assessment roll submitted by the Board of Assessors is hereby approved.
2. That the assessments levied may be made in installments as follows: annual installments over ten (10) years. Any assessment that is paid in installments shall carry interest at the rate of five (5) percent per annum to be paid in addition to the principal payments on the special assessment.

RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL

FOR: **Park St., from Hackley Ave. to Young Ave.**

Continued...

3. The Clerk is directed to endorse the certificate of this confirmation resolution and the Mayor may endorse or attach his warrant bearing the date of this resolution which is the date of confirmation.

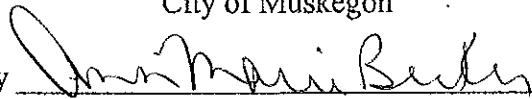
This resolution passed.

Ayes: Wierengo, Wisneski, Carter, Gawron, Shepherd,
Spataro, and Warmington

Nays: None

City of Muskegon

By



Ann Marie Becker, MMC
City Clerk

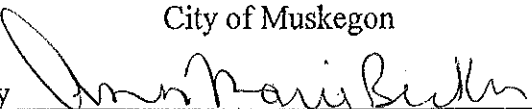
CERTIFICATE

This resolution was adopted at a meeting of the City Commission, held on **February 26, 2008**. The meeting was properly held and noticed pursuant to the Open Meetings Act of the State of Michigan, Act 267 of the Public Acts of 1976.

Further, I hereby certify that the special assessment roll referred to in this resolution was confirmed on this date, being **February 26, 2008**.

City of Muskegon

By



Ann Marie Becker, MMC
City Clerk

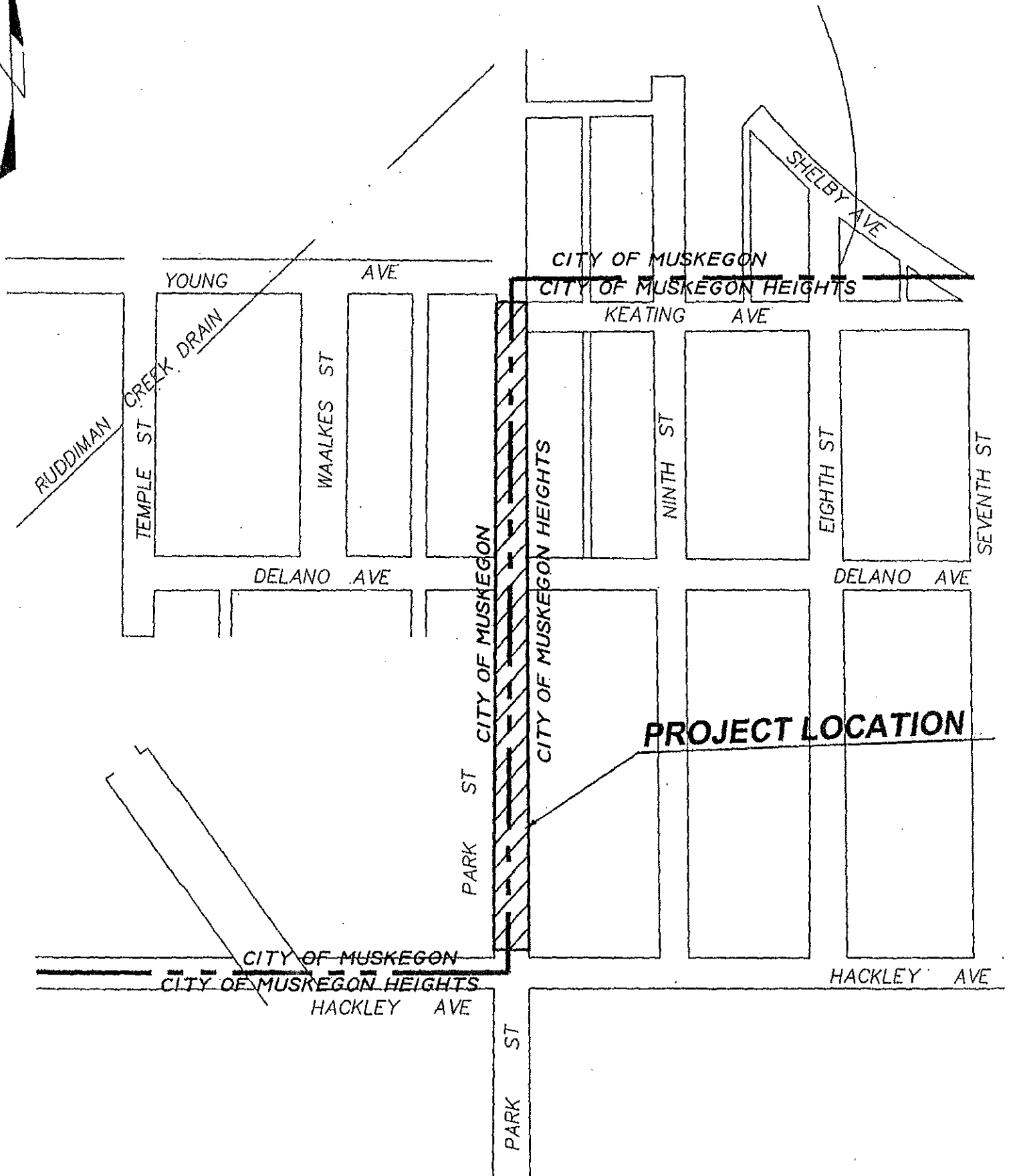
EXHIBIT A

PARK ST., HACKLEY AVE. TO YOUNG AVE.

SPECIAL ASSESSMENT DISTRICT

**All properties abutting the Westerly side of PARK ST., FROM HACKLEY AVE. TO YOUNG
AVE.**

EXHIBIT "A" PARK STREET



PARK ST., HACKLEY AVE. TO YOUNG AVE.

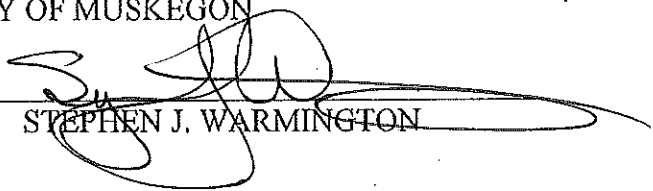
MAYOR'S ENDORSEMENT AND WARRANT

I, STEPHEN J. WARMINGTON, MAYOR OF THE CITY OF MUSKEGON, HEREBY
ENDORSE THE ABOVE CONFIRMATION RESOLUTION AND HEREBY WARRANT
TO THE CITY TREASURER THIS DATE THAT HE SHALL PROCEED TO COLLECT THE

ASSESSMENTS AT THE TIME AND IN THE MANNER SET FORTH ABOVE.

CITY OF MUSKEGON

BY


STEPHEN J. WARMINGTON

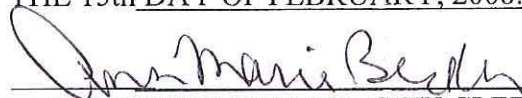
AFFIDAVIT OF MAILING

STATE OF MICHIGAN)
) SS
COUNTY OF MUSKEGON)

**TO CONFIRM THE SPECIAL ASSESSMENT DISTRICT FOR THE
FOLLOWING:**

H-1617, Park St., Hackley Ave. To Young Ave Ave.

THE DEPONENT SAYS THAT THE NOTICE OF HEARING WAS SERVED UPON EACH OWNER OF OR PARTY IN INTEREST IN PROPERTY TO BE ASSESSED IN THE SPECIAL ASSESSMENT DISTRICT WHOSE NAME APPEARS UPON THE LAST TAX ASSESSMENT RECORDS OF THE CITY OF MUSKEGON BY MAILING SUCH NOTICE IN A SEALED ENVELOPE BY FIRST CLASS UNITED STATES MAIL, WITH POSTAGE PREPAID, ADDRESSED TO EACH SUCH OWNER OR PARTY IN INTEREST AT THE ADDRESS SHOWN ON SAID LAST TAX ASSESSMENT RECORDS BY DEPOSITING THEM IN AN OFFICIAL UNITED STATES MAIL RECEPTACLE ON THE 15th DAY OF FEBRUARY, 2008.



ANN MARIE BECKER, CITY CLERK

SUBSCRIBED AND SWORN TO BEFORE ME THIS
11th DAY OF March, 2008.



NOTARY PUBLIC, MUSKEGON COUNTY, MICHIGAN
MY COMMISSION EXPIRES 9-25-08

**CITY OF MUSKEGON
NOTICE OF PUBLIC HEARING
CONFIRMATION OF SPECIAL ASSESSMENT ROLL**

SPECIAL ASSESSMENT DISTRICT:

PARK ST., TO YOUNG AVE. TO HACKLEY AVE.

The location of the special assessment district and the properties proposed to be assessed are:

All parcels abutting the west side of Park St., from Hackley Ave. to Young Ave.

PLEASE TAKE NOTICE that a hearing to confirm the special assessment roll will be held at the City of Muskegon Commission Chambers on **February 26, 2008 at 5:30 p.m.**

At the time set for the hearing the City Commission will examine and determine whether to approve the special assessment roll that have been prepared and submitted for the purpose of said hearing and for examination by those persons to be assessed. The special assessment roll are on file and may be examined during regular business hours at the City Engineer's office between 8:00 a.m. and 5:00 p.m. on weekdays, except holidays.

YOU ARE HEREBY NOTIFIED THAT YOU HAVE A RIGHT TO PROTEST YOUR ASSESSMENT EITHER IN WRITING OR IN PERSON AT THE HEARING. IF THE SPECIAL ASSESSMENT ROLL IS CONFIRMED, YOU WILL HAVE THIRTY (30) DAYS FROM THE DATE OF CONFIRMATION OF THE ROLL TO FILE A WRITTEN APPEAL WITH THE MICHIGAN STATE TAX TRIBUNAL. HOWEVER, UNLESS YOU PROTEST AT THIS HEARING OR DID SO AT THE PREVIOUS HEARING ON THIS SPECIAL ASSESSMENT DISTRICT EITHER IN PERSON OR BY AGENT, OR IN WRITING BEFORE OR AT THE HEARING, YOUR RIGHT TO APPEAL TO THE MICHIGAN TAX TRIBUNAL WILL BE LOST.

You are further notified that at the first hearing the City Commission determined that the special assessment district should be created, the improvements made, and the assessments levied. The purpose of these hearing is to hear objections to the assessment roll and to approve, reject, or correct the said roll.

Ann Becker, City Clerk

Publish: **February 16, 2008**

ADA POLICY

The City will provide necessary appropriate auxiliary aids and services, for example, signers for the hearing impaired, audiotapes for the visually impaired, etc., for disabled persons who want to attend the meeting, upon twenty-four hours notice to the City. Contact:

Ann Becker, City Clerk
933 Terrace Street, Muskegon, MI 49440
(231) 724-6705 of TDD (231) 724-6773

Acct# 643-60447-5267

February 15, 2008

OWNERS NAME
OWNERS ADDRESS
OWNERS CITY, OWNERS STATE OWNERS ZIPCODE

1

Property Parcel Number: 24-XXX-XXX-XXXX-XX at PROPERTY ADDRESS & STREET

NOTICE OF HEARING TO CONFIRM SPECIAL ASSESSMENT ROLL

Dear Property Owner:

The Muskegon City Commission has previously approved the project described below and will now consider final confirmation of the special assessment roll:

PARK STREET, HACKLEY AVE. TO YOUNG AVE.

Public Hearings

A public confirmation hearing will be held in the City of Muskegon Commission Chambers on Tuesday, FEBRUARY 26, 2008 at 5:30 P.M. You are entitled to appear at this hearing, either in person, by agent or in writing to express your opinion, approval, or objection concerning the special assessment. Written appearances or objections must be made at or prior to the hearing.

YOU ARE HEREBY NOTIFIED THAT YOU HAVE THE RIGHT TO PROTEST YOUR ASSESSMENT EITHER IN WRITING OR IN PERSON AT THE HEARING. ALSO, IF THE SPECIAL ASSESSMENT IS CONFIRMED FEBRUARY 26, 2008 YOU WILL HAVE THIRTY (30) DAYS FROM THE DATE OF THE CONFIRMATION TO FILE A WRITTEN APPEAL WITH THE MICHIGAN TAX TRIBUNAL (517-334-4712) OR EMAIL ADDRESS: TAXTRIB@MICHIGAN.GOV. HOWEVER, UNLESS YOU PROTEST AT THIS HEARING EITHER IN WRITING OR BY AGENT, OR IN WRITING BEFORE OR AT THE HEARING, YOUR RIGHT TO APPEAL TO THE MICHIGAN TAX TRIBUNAL WILL BE LOST.

Costs

The final projected cost of the street improvement portion of the project is approximately \$229,050.00; one half of which (\$114,519.26) is the City of Muskegon's share. \$28,629.81 will be paid by special assessment. If the special assessment is confirmed, your property will be assessed \$X.XX based on X feet assessable front footage at \$27.28 per assessable foot for the street improvements. In addition, you will be assessed \$0.00 for driveway approach and/or sidewalk improvements made to your property for a total special assessment cost of \$X.XX. Following are the terms of the special assessment:

The total assessment of \$X.XX may be paid in full any time by the due date of **April 22, 2008** without interest being charged. After this date, interest will be charged at the **annual rate of 5%** on the **remaining balance**. Assessments also may be paid over a ten-year period in ten equal principal installments of \$X.XX (plus accrued interest). If you pay your assessment in installments, your annual installment (plus accrued interest) will be included as a separate item on your property tax bill each year. Therefore, if you pay your property taxes through a mortgage escrow agent, you should notify them of this charge. **Should you wish to avoid having the annual installment placed on the property tax bill by making a separate payment or to pay the total balance due, please contact the Treasurer's office at (231) 724-6720.**

The total assessment may be paid in full any time prior to the due date shown above without interest being charged. After this date, interest will be charged at the rate shown above on the outstanding balance. Assessments also may be paid over a ten year period in ten equal principal installments. If you pay your assessment in installments, your annual installment (including interest) will be included as a separate item on your property tax bill each year. Therefore, if you pay your property taxes through a mortgage escrow agent, you should notify them of this change. Early payments may be made at any time and are encouraged.

PLEASE NOTE THAT IF THE ASSESSMENT IS NOT CONFIRMED AT THE PUBLIC HEARING YOU WILL BE NOTIFIED. IF THE ASSESSMENT IS CONFIRMED, THIS LETTER WILL REPRESENT YOUR INITIAL BILLING IF YOU WISH TO PAY IN FULL PRIOR TO THE DUE DATE AND AVOID INTEREST COSTS. OTHERWISE, YOU WILL AUTOMATICALLY BE BILLED ON AN INSTALLMENT BASIS WITH THE FIRST INSTALLMENT SHOWN ON YOUR NEXT PROPERTY TAX BILL

If you have any specific questions about the work done please call the Engineering Department at 231- 724-6707 before the hearing date.

Please refer to the enclosed sheet entitled Special Assessment Payment Options for more information on the payment options and Application for Waiver of Special Assessment for financial assistance.

Sincerely,


Mohammed Al-Shatel, P.E.
City Engineer

Enclosures

Special Assessment Payment Options

Property owners in the City of Muskegon who are being specially assessed for street, sidewalk or other public improvements may pay their assessment in the following ways:

I. Lump Sum Payment in Full

Assessments may be paid in full within sixty (60) days of the confirmation of the special assessment roll without interest.

II. Installment Payments

Assessments not paid within the first sixty (60) days may be paid in installments over several years as follows:

Street and Alley Assessments – Ten (10) years equal annual principal payments. For example, if the amount of your assessment is \$850.00, you will be billed \$85.00 per year plus applicable interest as described below.

Driveway, Sidewalk, and Approach Assessments – Ten (10) years equal annual principal payments plus applicable interest as described below.

Interest – Simple interest is charged at the rate of 5.00% per year unless the City has borrowed money to complete the project for which you are assessed and has pledged your assessments for repayment of the borrowed money. In such cases, the interest you are charged is equal to the interest rate the City must pay on the borrowed money plus 1.00%.

III. Special Assessment Deferral (Low Income Seniors and Disabled Persons)

To qualify for a special assessment deferral you or your spouse (if jointly owned) must:

- Be 65 years or older or be totally or permanently disabled.
- Have been a Michigan resident for five (5) years or more and have owned and occupied the homestead being assessed for five (5) years or more.
- Be a citizen of the U.S.
- Have a total household income not in excess of \$16,823.00
- Have a special assessment of \$300.00 or more.

Under this program the State of Michigan will pay the entire balance owing of the special assessment, including delinquent, current, and further installments. At the time of payment a lien will be recorded on your property in favor of the State of Michigan. Repayment to the State must be made at the time the property is sold or transferred or after the death of the owner(s). During the time the special assessment is deferred interest is accrued at the rate of 6.00% per year.

IV. Further Information About the Above Programs

Further information about any of the above payment options may be obtained by calling either the **City Assessor's Office at 724-6708** or the **City Treasurer's Office at 724-6720**. Applications may be obtained at the **Muskegon County Equalization Office in the Muskegon County building** or **City of Muskegon Assessor's Office in City Hall**.

V. Additional Special Assessment Payment Assistance

Qualified low and moderate income homeowners who are being assessed may be eligible for payment assistance through the City of Muskegon Community Development Block Grant (CDBG) Program. Assistance from this program will be available to the extent that funds are available. To obtain further information and determine whether you are eligible, contact the **Community and Neighborhood Services Department at 724-6717**.

CITY OF MUSKEGON

PARK STREET, TO YOUNG AVE. TO HACKLEY AVE. H 1622
CDBG APPLICATION FOR WAIVER OF SPECIAL ASSESSMENT

HOUSEHOLD INFORMATION

Name: _____ Birthdate: _____ Social Security # _____
Spouse: _____ Birthdate: _____ Social Security # _____
Address: _____ Phone: _____ Race: _____
Parcel # _____ Owner/Spouse Legally Handicapped Or Disabled? () Yes () No

(Please refer to your assessment letter for this information)

Number Living in Household: _____ List information for household members besides owner/spouse here.

Name _____ Birthdate _____ Social Security # _____
Name _____ Birthdate _____ Social Security # _____
Name _____ Birthdate _____ Social Security # _____
Name _____ Birthdate _____ Social Security # _____

INCOME INFORMATION

ANNUAL Household Income: \$ _____ **Wage earner:** _____
(Must include all household income)
Wage earner: _____
Wage earner: _____
Wage earner: _____
Total: \$ _____

PROPERTY INFORMATION

Proof Of Ownership: () Deed () Mortgage () Land Contract
Homeowner's Insurance Co: _____ **Expiration Date:** _____
Property Taxes: () Current () Delinquent Year(s) Due
(Property taxes must be current to qualify and will be verified by CDBG staff)

OWNER'S SIGNATURE

Owner's Signature: _____ **Date:** _____
By signing this application, the applicant verifies he/she **owns and occupies** the dwelling. The Applicant/Owner certifies that all information in this application, and all information furnished in support of this application, is true and complete to the best of the Applicant/Owner's knowledge and belief. The property owner's signature will be required prior to the application being processed. **NO APPLICATION WILL BE ACCEPTED AFTER CONFIRMATION**

FOR OFFICE USE ONLY

APPROVED () DENIED () DATE _____ CENSUS TRACT NO. _____
SIGNATURE _____ TITLE _____

COMMENTS/REMARKS

****ATTENTION APPLICANT****

Please see reverse side for instructions on providing proof of income, ownership, and property insurance.

CITY OF MUSKEGON
PARK ST., TO YOUNG AVE. TO HACKLEY AVE.H 1622
REQUEST FOR WAIVER OF SPECIAL ASSESSMENT

Note: You may receive this application several times – If you have already applied, please discard.

Dear Resident:

The City of Muskegon has selected your neighborhood and your property for its comprehensive sidewalk replacement program. City ordinances require that property owners be responsible for the repair/replacement of damaged or unsafe sidewalks adjoining their properties. To assist homeowners, who may have difficulty paying the cost of sidewalk repairs, the City offers assessment waivers through the Community Development Block Grant (CDBG) Program for eligible households and families. If you meet the CDBG program qualifications, the City may pay the street assessment for you **to the extent that funds are available.**

Application Requirements:

- ✓ **Applicants must submit proof that their total household income does not exceed 65% of Area Median Income** (see chart below); Proof of income may include copies of Wage & Tax Statement (W-2's) from the year 2006, pension or other benefit checks, bank statements for direct deposits or agency statements for all household income.

2008

65% MEDIAN HOUSEHOLD INCOME CHART	
FAMILY SIZE	INCOME LIMIT
1	\$28,210
2	32,240
3	36,270
4	40,365
5	43,550
6	46,800
7	49,985
8	53,235
For each extra, add	3,250

- ✓ **Applicants must submit proof that they both own and occupy property at the time of application;** Land Contract purchasers must obtain approval of titleholder prior to receiving assistance. Proof of ownership should be a deed, mortgage, or land contract; proof of occupancy can be a copy of a driver's license or other official document showing both your name and address.
- ✓ **Applicants must submit proof of current property insurance.**

Please complete the first four (4) sections of the application on the reverse side of this notice, and return it, along with supporting documentation, to:

City of Muskegon
Community & Neighborhood Services
933 Terrace Street, 2nd Floor
Muskegon, MI 49440

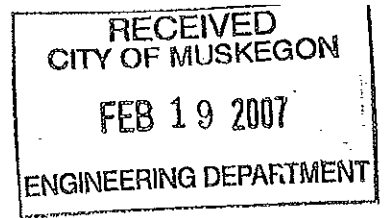
For further information, please contact this office by calling 724-6717, weekdays from 8:30 a.m. and 5:00 p.m.

The City reserves the right to verify all application information. If current owner sells the home prior to the special assessment confirmation, the application is no longer valid. The City also reserves the right to reject any applications that contains falsified information or insufficient documentation. The City must complete the sidewalks. Costs incurred from repairs done by you or a private contractor will not be reimbursed.

Please see reverse side for instructions on providing proof of income, ownership, and property insurance.

CITY OF MUSKEGON

Resolution No. 2007-16(d)



Resolution At First Hearing Creating Special Assessment District
For **Westerly side of PARK ST., HACKLEY AVE. TO YOUNG AVE.**

Location and Description of Properties to be Assessed:

See Exhibit A attached to this resolution

RECITALS:

1. A hearing has been held on **February 13, 2007** at 5:30 o'clock p.m. at the City Commission Chambers. Notice was given by mail and publication as required by law.
2. That estimates of costs of the project, a feasibility report and valuation and benefit information are on file with the City and have been reviewed for this hearing.
3. At the hearing held **February 13, 2007**, there were 0.00% objections by the owners of the property in the district registered at the hearing either in writing received before or at the hearing or by owners or agents present at the hearing, and the Commission has considered the advisability of proceeding with the project.

FINDINGS:

1. The City Commission has examined the estimates of cost to construct the project including all assessable expenses and determines them to be reasonable.
2. The City Commission has considered the value of the property to be assessed and the value of the benefit to be received by each property proposed to be assessed in the district after the improvements have been made. The City Commission determines that the assessments of costs of the City project will enhance the value of the properties to be assessed in an amount at least equivalent to the assessment and that the improvement thereby constitutes a benefit to the property.

THEREFORE, BE IT RESOLVED:

1. The City Commission hereby declares a special assessment district to include the property set forth in Exhibit A attached to this resolution.
2. The City Commission determines to proceed with the improvements as set forth in the feasibility study and estimates of costs, and directs the City Engineer to proceed with project design, preparation of specifications and the bidding process. If appropriate and if bonds are to be sold for the purposes of financing the improvements, the Finance Department shall prepare plans for financing including submission of application to the Michigan Department of Treasury and the beginning of bond proceedings.
3. The City Commission hereby appoints a Board of Assessors consisting of City Commissioners Spataro and Gawron

and the City Assessor who are hereby directed to prepare an assessment roll.
Assessments shall be made upon front foot basis.

4. Based on the City's Special Assessment policy and preliminary estimates it is expected that approximately **12.67%** of the cost of the street improvement will be paid by special assessments.
5. Upon submission of the special assessment roll, the City staff is hereby directed to notify all owners and persons interested in properties to be assessed of the hearing at which the City Commission will consider confirmation of the special assessment roll.

This resolution adopted.

Ayes Warmington, Wierengo, Carter, Davis, Gawron, Shepherd, and Spataro

Nays None

CITY OF MUSKEGON

By Ann Marie Becker
Ann Marie Becker, City Clerk

ACKNOWLEDGMENT

This resolution was adopted at a meeting of the City Commission, held on **February 13, 2007**.
The meeting was properly held and noticed pursuant to the Open Meetings Act of the State of Michigan, Act 267 of the Public Acts of 1976.

CITY OF MUSKEGON

By Ann Marie Becker
Ann Marie Becker, City Clerk

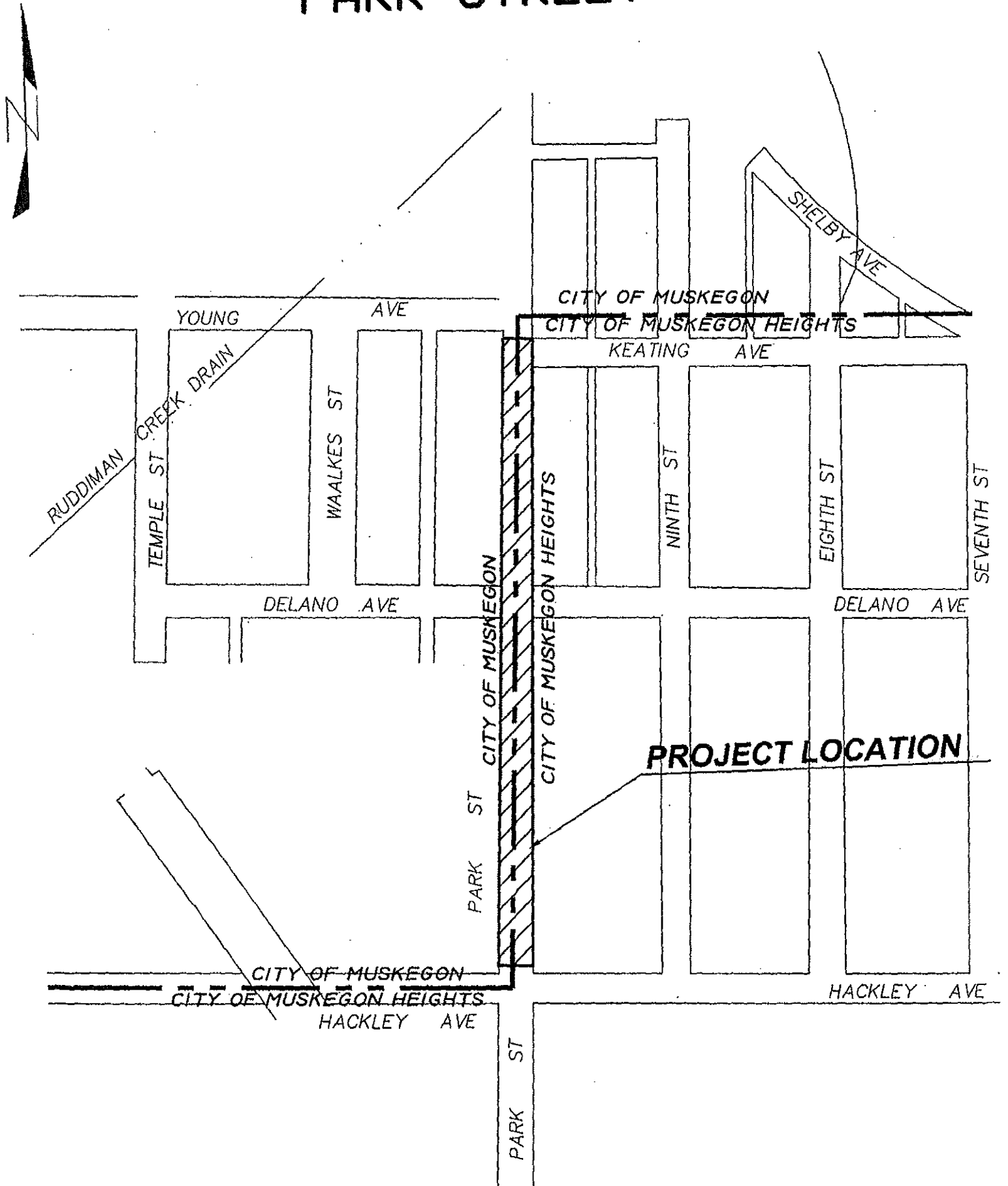
EXHIBIT A

PARK ST., HACKLEY AVE. TO YOUNG AVE.

SPECIAL ASSESSMENT DISTRICT

All properties abutting the Westerly side of PARK ST., FROM HACKLEY AVE. TO YOUNG AVE.

EXHIBIT "A" PARK STREET



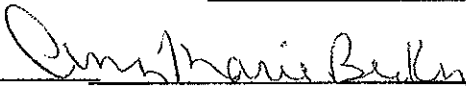
AFFIDAVIT OF MAILING

STATE OF MICHIGAN)
) SS
COUNTY OF MUSKEGON)

TO CREATE A SPECIAL ASSESSMENT DISTRICT FOR THE FOLLOWING:

Park Street, Hackley Ave. to Young Ave.

THE DEPONENT SAYS THAT THE NOTICE OF HEARING WAS SERVED UPON EACH OWNER OF OR PARTY IN INTEREST IN PROPERTY TO BE ASSESSED IN THE SPECIAL ASSESSMENT DISTRICT WHOSE NAME APPEARS UPON THE LAST TAX ASSESSMENT RECORDS OF THE CITY OF MUSKEGON BY MAILING SUCH NOTICE IN A SEALED ENVELOPE BY FIRST CLASS UNITED STATES MAIL, WITH POSTAGE PREPAID, ADDRESSED TO EACH SUCH OWNER OR PARTY IN INTEREST AT THE ADDRESS SHOWN ON SAID LAST TAX ASSESSMENT RECORDS BY DEPOSITING THEM IN AN OFFICIAL UNITED STATES MAIL RECEPTACLE ON THE 2nd DAY OF FEBRUARY, 2007.


ANN MARIE BECKER, CITY CLERK

SUBSCRIBED AND SWORN TO BEFORE ME THIS
15th DAY OF February, 2007.


NOTARY PUBLIC, MUSKEGON COUNTY, MICHIGAN
MY COMMISSION EXPIRES 9-25-2012

H-1617

HEARING DATE: FEBRUARY 26, 2008

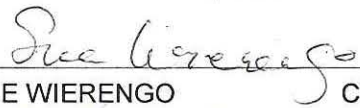
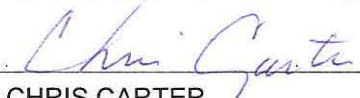
PARK STREET, HACKLEY AVE. TO YOUNG AVE.

SPECIAL ASSESSMENT ROLL

PARCEL	@	OWNER	MAILING ADDRESS			PAVING DR APP/SW			TOTAL
24-895-001-0006	2075 PARK ST	EASTWOOD DEVE	2075 PARK ST	MUSKEGON	MI	49442	\$6,841.28	\$0.00	\$6,841.28
24-131-100-0020	418 W HACKLEY	SEAVEN PROPERT	809 TASTENABE LN	MUSKEGON	MI	49445	\$7,502.00	\$0.00	\$7,502.00
24-895-004-0001	421 DELANO AVE	SCHULTZ TRANSP	1559 GETZ RD	MUSKEGON	MI	49441	\$2,316.34	\$0.00	\$2,316.34
24-131-100-0019	450 W HACKLEY	BLUEBURY LLC	6386 S 56TH AVE	MONTAGUE	MI	49437	\$5,155.92	\$0.00	\$5,155.92
24-895-001-0001	WAALKES ST	CITY OF MUSKEGO	933 TERRACE ST	MUSKEGON	MI	49440	\$6,814.27	\$0.00	\$6,814.27
TOTALS:							\$28,629.81	\$0.00	\$28,629.81

PLEASE NOTE: PARCELS SHOWING \$0.00 IN THE TOTAL COLUMN ARE EXEMPT

BOARD OF ASSESSORS

	2/26/08
DONNA BETH STOKES, COUNTY EQUALIZATION	DATE
	3/27/08
SUE WIERENGO	CITY COMMISSIONER
	DATE
	3-3-08
CHRIS CARTER	CITY COMMISSIONER
	DATE

Date: February 26, 2008
To: Honorable Mayor and City Commissioners
From: Engineering
RE: Public Hearing
Create Special Assessment District for:
JIROCH ST., SOUTHERN AVE. TO IRWIN AVE

SUMMARY OF REQUEST:

To hold a public hearing on the proposed special assessment of the **Jiroch St., Southern Ave. to Irwin Ave** project, and to create the special assessment district and appoint two City Commissioners to the Board of Assessors if it is determined to proceed with the project

FINANCIAL IMPACT:

None at this time.

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

To create the special assessment district and assign two City Commissioners to the Board of Assessors by adopting the attached resolution

COMMITTEE RECOMMENDATION:

CITY OF MUSKEGON

Resolution No. 2008-22(b)

Resolution At First Hearing Creating Special Assessment District
For: **Jiroch St. from Southern Ave. to Irwin Ave**

Location and Description of Properties to be Assessed:
See Exhibit A attached to this resolution

RECITALS:

1. A hearing has been held on **February 26, 2008** at 5:30 o'clock p.m. at the City Commission Chambers. Notice was given by mail and publication as required by law.
2. That estimates of costs of the project, a feasibility report and valuation and benefit information are on file with the City and have been reviewed for this hearing.
3. At the hearing held **February 26, 2008**, there were 39.43 % objections by the owners of the property in the district registered at the hearing either in writing received before or at the hearing or by owners or agents present at the hearing, and the Commission has considered the advisability of proceeding with the project.

FINDINGS:

1. The City Commission has examined the estimates of cost to construct the project including all assessable expenses and determines them to be reasonable.
2. The City Commission has considered the value of the property to be assessed and the value of the benefit to be received by each property proposed to be assessed in the district after the improvements have been made. The City Commission determines that the assessments of costs of the City project will enhance the value of the properties to be assessed in an amount at least equivalent to the assessment and that the improvement thereby constitutes a benefit to the property.

THEREFORE, BE IT RESOLVED:

1. The City Commission hereby declares a special assessment district to include the property set forth in Exhibit A attached to this resolution.
2. The City Commission determines to proceed with the improvements as set forth in the feasibility study and estimates of costs, and directs the City Engineer to proceed with project design, preparation of specifications and the bidding process. If appropriate and if bonds are to be sold for the purposes of financing the improvements, the Finance Department shall prepare plans for financing including submission of application to the Michigan Department of Treasury and the beginning of bond proceedings.

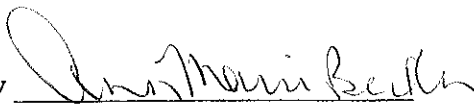
3. The City Commission hereby appoints a Board of Assessors consisting of City Commissioners Spataro and Warmington and the City Assessor who are hereby directed to prepare an assessment roll. Assessments shall be made upon front foot basis.
4. Based on the City's Special Assessment policy and preliminary estimates it is expected that approximately 31.5% of the cost of the street improvement will be paid by special assessments.
5. Upon submission of the special assessment roll, the City staff is hereby directed to notify all owners and persons interested in properties to be assessed of the hearing at which the City Commission will consider confirmation of the special assessment roll.

This resolution adopted.

Ayes Wisneski, Carter, Gawron, Shepherd, Spataro, Warmington, and Wierengo

Nays None

CITY OF MUSKEGON

By 
Ann Marie Becker, City Clerk

ACKNOWLEDGMENT

This resolution was adopted at a meeting of the City Commission, held on **February 26, 2008**. The meeting was properly held and noticed pursuant to the Open Meetings Act of the State of Michigan, Act 267 of the Public Acts of 1976.

CITY OF MUSKEGON

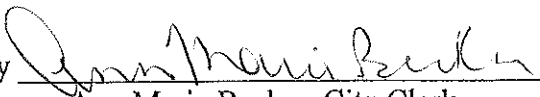
By 
Ann Marie Becker, City Clerk

EXHIBIT A

**Jiroch St., from
Southern Ave. to Irwin Ave**

SPECIAL ASSESSMENT DISTRICT

All properties abutting that section of
Jiroch St., from Southern Ave. to Irwin Ave

EXHIBIT "A" SPECIAL ASSESSMENT DISTRICT



NOT TO SCALE

ARTHUR ST.

CATHERINE AVE.

McLAUGHLIN SCHOOL

IRWIN AVE.

GRAND AVE.

SOUTHERN AVE.

PECK ST.

CLINTON ST.

JIROCH ST.

LEAHY ST.

HOYT ST.

FOREST AVE.

HACKLEY HOSPITAL

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)
) SS
COUNTY OF MUSKEGON)

TO CREATE A SPECIAL ASSESSMENT DISTRICT FOR THE FOLLOWING:

Jiroch Street, Southern Ave. to Irwin Ave.

THE DEPONENT SAYS THAT THE NOTICE OF HEARING WAS SERVED UPON EACH OWNER OF OR PARTY IN INTEREST IN PROPERTY TO BE ASSESSED IN THE SPECIAL ASSESSMENT DISTRICT WHOSE NAME APPEARS UPON THE LAST TAX ASSESSMENT RECORDS OF THE CITY OF MUSKEGON BY MAILING SUCH NOTICE IN A SEALED ENVELOPE BY FIRST CLASS UNITED STATES MAIL, WITH POSTAGE PREPAID, ADDRESSED TO EACH SUCH OWNER OR PARTY IN INTEREST AT THE ADDRESS SHOWN ON SAID LAST TAX ASSESSMENT RECORDS BY DEPOSITING THEM IN AN OFFICIAL UNITED STATES MAIL RECEPTACLE ON THE 15TH DAY OF FEBRUARY, 2008.



ANN BECKER, CITY CLERK

SUBSCRIBED AND SWORN TO BEFORE ME THIS

11th DAY OF March, 2008.



NOTARY PUBLIC, MUSKEGON COUNTY, MICHIGAN

MY COMMISSION EXPIRES 9-25-2012

CITY OF MUSKEGON
NOTICE OF PUBLIC HEARINGS
SPECIAL ASSESSMENT DISTRICTS

IN AN EFFORT TOWARDS NEIGHBORHOOD IMPROVEMENT, the Muskegon City Commission is proposing that special assessment districts be created for the following projects:

**JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.
AND
QUARTERLINE RD., APPLE AVE. TO MACARTHUR RD**

The specific locations of the special assessment districts and the properties proposed to be assessed are:

All parcels abutting Jiroch St., from Southern Ave. to Irwin Ave.

and

All parcels abutting Quarterline Rd. from Apple Ave. to MacArthur Rd.

The City Commission proposes that the City and property owners by means of special assessments will share the cost of improvement. You may examine preliminary plans and cost estimates in the City Hall's Engineering Department during regular business hours - between 8:00 A.M. and 5:00 P.M. on weekdays, except holidays.

PLEASE TAKE NOTICE: A PUBLIC HEARING WILL BE HELD IN THE MUSKEGON CITY COMMISSION CHAMBERS ON **FEBRUARY 26, 2008 AT 5:30 O'CLOCK P.M.**

PLEASE UNDERSTAND THAT YOU HAVE A RIGHT TO PROTEST YOUR ASSESSMENT EITHER IN WRITING OR IN PERSON AT THE HEARING. IF THE SPECIAL ASSESSMENT ROLL IS CONFIRMED (AT A LATER HEARING) YOU WILL HAVE THIRTY (30) DAYS FROM THE DATE OF THE ROLL'S CONFIRMATION TO FILE A WRITTEN APPEAL WITH THE MICHIGAN STATE TAX TRIBUNAL. HOWEVER, UNLESS YOU PROTEST AT THIS HEARING OR AT THE HEARING CONFIRMING THE ROLL, EITHER IN PERSON, BY YOUR AGENT OR REPRESENTATIVE, OR IN WRITING BEFORE OR AT THE HEARING, YOUR RIGHT TO APPEAL TO THE MICHIGAN TAX TRIBUNAL WILL BE LOST.

By City Charter, if the owners of more than one-half of the properties to be assessed shall object to the assessment in writing at or before the hearing, the improvement shall not be made unless the City Commission determines by affirmative vote of all its members that the safety or health of the public necessitates the improvement.

PUBLISH: **February 16, 2008**

Ann Becker City Clerk

ADA POLICY

The City will provide necessary appropriate auxiliary aids and services, for example, signers for the hearing impaired, audiotapes for the visually impaired, etc., for disabled persons who want to attend the meeting, upon twenty-four hours notice to the City. Contact:

Ann Becker City Clerk
933 Terrace Street, Muskegon, MI 49440
(231) 724-6705 or TDD (231) 724-6773

ENGINEERING FEASIBILITY STUDY

Jiroch St. from Southern Ave. to Irwin Ave

The proposed reconstruction of Jiroch St. between Southern Ave. & Irwin Ave, see attached special assessment district map, was initiated by the City due to the street condition and the need for upgrade of aging utilities such as water, sewer & storm. We feel that reconstruction is the most effective method especially with the needs for other utility work.

The proposed reconstruction consists of removing existing pavement, new water, sewers and replace with new curb & gutter along with all new utilities and services where needed.

A memorandum from the Assessor's office, which addresses appraisal and benefits to abutting properties, is attached.

The preliminary cost estimate for the work associated with paving is approximately \$165,000.00 with the length of the project being approximately 977 lineal feet or 1,626.29 feet of assessable front footage. This translates into an estimated improvement cost of \$101.00 per assessable foot. However, based on the 2008 assessment figure for this type of improvement, the assessment will not exceed \$32.00 per assessable foot.

MUSKEGON COUNTY

M I C H I G A N

BOARD OF COMMISSIONERS

James J. Derezinski
Chair, District 4

I. John Snider II
Vice Chair, District 3

P. Don Aley
District 7

Charles L. Buzzell
District 2

Lew Collins
District 6

Marvin R. Engle
District 5

Bill Gill
District 8

Kenneth Mahoney
District 1

Louis A. McMurray
District 9

Robert Scolnik
District 11

Roger C. Wade
District 10

February 14, 2008

Mohammed Al-Shatel, City Engineer
City of Muskegon
933 Terrace Street
Muskegon, MI 49443

Mr. Al-Shatel:

In accordance with your request, I have examined the proposed special assessment district entailing the reconstruction of Jiroch Street from Southern Avenue to Irwin Avenue (Project # H-1634). The purpose of this analysis is to document the reasonableness of this special assessment district by identifying and quantifying any accrued benefits. It is subject to the normal governmental restrictions of escheat, taxation, police power and eminent domain. The effective date is February 14, 2008.

The proposed special assessment district encompasses primarily residential properties. The City of Muskegon's Engineering Department has provided all frontage estimates in accordance with the City's Special Assessment Policy and all project-related costs. The total project cost is estimated to be \$165,000. The amount of money to be spread to the 30 property owners has been estimated at \$52,041.28 or 31.5% of the total costs. The proposed front foot rated to be spread is \$32.00. The City's Engineering Department is solely responsible for these figures.

In conclusion, it is my opinion that the special assessment amounts as provided by the City justly and reasonably represents the accrued benefits to the properties encompassed by this project. The amounts reflect the sum of the immediate estimated value enhancement and the intrinsic value that will accrue from an overall increase in property values due to an improved quality of life created by the proposed project. Simply stated, the front foot rate of \$32.00 to be spread over an assessable footage of 1626.29 for the reconstruction of the above mentioned project area appears reasonable and equitable based upon the data presented by the City of Muskegon Engineering Department, and on supporting office records.

Sincerely,



Dennis W. Burns, CMAE 3

Assessment Administration Supervisor

FEBRUARY 26, 2008

«OwnerName1»

«OwnerStreetAddress»

«OwnerCity», «OwnerState» «OwnerZipCode» «NUMBER»

The City of Muskegon is asking for your support for improvement of the street adjoining your property located at «PropAddressCombined».

The City of Muskegon believes that by making the proposed street improvements you will have less road noise, dust, and wear and tear on your vehicle. In addition, street improvements provide easier access for delivery of services such as snow plowing, mail delivery, and bus service.

Called a special assessment district, the largest percentage of the proposed street improvement will be paid for by the City of Muskegon (via local funds and or grants); however, it will be necessary for you to cover a share of the cost (which you can spread over a period of ten years) based on the amount of property you own bordering the street. A description of the project, including the associated cost to you and the City, is located in the documents attached to this letter.

While the City of Muskegon believes that the proposed improvements will result in a safer and cleaner street while adding curb appeal to your property, you do have the right to ask further questions, decline, or protest participation in this particular project. Please carefully review the enclosed materials and call the City's Engineering Department at 724-6707 or your ward commissioner if you require more information.

A public hearing is also scheduled for this project on «HEARING_DATE». If you attend this public hearing you will be given an opportunity to present your questions and potential concerns on the proposed special assessment district to the commission.

Also located in this packet of materials is a Special Assessment Hearing Response Card. If mailed back to the City of Muskegon City Clerk's Office before the scheduled public hearing your vote will be added to the tabulation of votes during the public hearing. If you do not send in this form your vote counts as "in favor" of the project.

Thank you for your participation in improving the quality of life in the Muskegon community.

February 15, 2008

«OWNERS_NAME»

«OWNERS_ADDRESS»

«OWNERS_CITY», «OWNERS_STATE» «OWNERS_ZIPCODE» «ID»

Parcel Number: 24-XXX-XXX-XXXX-XX at PROPERTY ADDRESS & STREET

NOTICE OF HEARING ON SPECIAL ASSESSMENT

Dear Property Owner:

The Muskegon City Commission is considering whether or not to create a special assessment district which would assess your property for the following paving project:

Jiroch St. from Southern Ave. to Irwin Ave.

The proposed special assessment district will be located as follows:

All parcels abutting Jiroch Street from Southern Ave. to Irwin Ave.

It is proposed that a portion of the above improvement will be paid by special assessment against properties in the aforementioned district. Following are conditions of the proposed special assessment, which are important to you.

Public Hearings

An initial public hearing to consider the creation of a special assessment district will be held at the City of Muskegon City Commission Chambers on FEBRUARY 26, 2008 at 5:30 p.m. You are encouraged to appear at this hearing, either in person, by agent or in writing to express your opinion, approval, or objection concerning the proposed special assessment. We are enclosing a Hearing Response Card for you to indicate your agreement or opposition to the special assessment. This card includes the property identification and description, assessable footage per City policy, and the estimated cost of the assessment. You may also appear, as above, in lieu of, or in addition to mailing your response card to the City Clerk. Written objections or appearances must be made at or prior to the hearing. **NOTE: THE SPECIAL ASSESSMENT WILL BE CREATED OR NULLIFIED AT THIS HEARING. IT IS IMPORTANT FOR YOU TO COMMENT AT THIS HEARING IF YOU WANT YOUR OPINION COUNTED FOR THE SPECIAL ASSESSMENT.**

A second public hearing will be held to confirm the special assessment roll after the project is under way. You will be mailed a separate notice for the second hearing. At this second hearing the special assessment costs will be spread on the affected properties accordingly. YOU ARE HEREBY NOTIFIED THAT YOU HAVE A RIGHT TO PROTEST YOUR ASSESSMENT AMOUNT AGAINST YOUR PARCEL EITHER IN WRITING OR IN PERSON AT THIS HEARING. IF THE SPECIAL ASSESSMENT ROLL IS CONFIRMED AT THE SECOND HEARING, YOU WILL HAVE THIRTY (30) DAYS FROM THE DATE OF CONFIRMATION OF THE ROLL TO FILE A WRITTEN APPEAL WITH THE MICHIGAN STATE TAX TRIBUNAL. HOWEVER, UNLESS YOU PROTEST AT THE INITIAL HEARING OR AT THE SECOND HEARING CONFIRMING THE ROLL, EITHER IN PERSON, BY AGENT, OR IN WRITING BEFORE OR AT THE HEARING, YOUR RIGHT TO APPEAL TO THE MICHIGAN TAX TRIBUNAL WILL BE LOST.

By City Charter, if the owners of more than one-half of the properties to be assessed shall object to the assessment in writing at or before the hearing, the improvement shall not be made unless the City Commission determines by affirmative vote of all its members that the safety or health of the public necessitates the improvement.

Estimated Costs

The total estimated cost of the street portion of the project is \$165,000.00, of which, approximately 31% (\$50,601.28) will be paid by property owners through special assessment. Your property's estimated share of the special assessment is shown on the attached hearing response card. The remaining costs will be paid by the City.

The street special assessment, which covers improvements to the roadway, may be paid in installments over a period of up to ten (10) years. Any work on drive approaches or sidewalks will be assessed to the property at actual contract prices and these costs may also be paid in installments over ten (10) years. Please note this work is in addition to the street special assessment.

Please refer to the enclosed sheet entitled Special Assessment Payment Options for more information on the payment options and financial assistance programs available.

I urge you to return the enclosed Hearing Response Card indicating your preference and to attend the scheduled public hearing. Your views are important to the City and to your neighbors. Additional information, including preliminary project plans and cost estimates are available in the Engineering Department located on the second floor of City Hall. Regular business hours are from 8:00 A.M. to 5:00 P.M. Monday through Friday except holidays.

Sincerely,



Mohammed Al-Shatel, P.E.
City Engineer

CITY OF MUSKEGON
JIROCH ST., SOUTHERN AVE. TO IRWIN AVE H-1631
CDBG APPLICATION FOR WAIVER OF SPECIAL ASSESSMENT

HOUSEHOLD INFORMATION

Name: _____ Birthdate: _____ Social Security # _____ - _____ - _____

Spouse: _____ Birthdate: _____ Social Security # _____ - _____ - _____

Address: _____ Phone: _____ Race: _____

Parcel # _____ Owner/Spouse Legally Handicapped Or Disabled? () Yes () No

(Please refer to your assessment letter for this information)

Number Living in Household: _____ List information for household members besides owner/spouse here.

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

INCOME INFORMATION

ANNUAL Household Income: \$ _____ Wage earner: _____

(Must include all household income)

Wage earner: _____

Wage earner: _____

Wage earner: _____

Total: \$ _____

PROPERTY INFORMATION

Proof Of Ownership: () Deed () Mortgage () Land Contract

Homeowner's Insurance Co: _____ Expiration Date: _____

Property Taxes: () Current () Delinquent Year(s) Due

(Property taxes must be current to qualify and will be verified by CDBG staff)

OWNER'S SIGNATURE

Owner's Signature: _____ Date: _____

By signing this application, the applicant verifies he/she owns and occupies the dwelling. The Applicant/Owner certifies that all information in this application, and all information furnished in support of this application, is true and complete to the best of the Applicant/Owner's knowledge and belief. The property owner's signature will be required prior to the application being processed. **NO APPLICATION WILL BE ACCEPTED AFTER CONFIRMATION**

FOR OFFICE USE ONLY

APPROVED () DENIED () DATE _____ CENSUS TRACT NO. _____

SIGNATURE _____ TITLE _____

COMMENTS/REMARKS _____

ATTENTION APPLICANT

Please see reverse side for instructions on providing proof of income, ownership, and property insurance.

CITY OF MUSKEGON
JIROCH ST., SOUTHERN AVE. TO IRWIN AVE H-1631
CDBG APPLICATION FOR WAIVER OF SPECIAL ASSESSMENT

Note: You may receive this application several times – If you have already applied, please discard.

Dear Resident:

The City of Muskegon has selected your neighborhood and your property for its comprehensive sidewalk replacement program. City ordinances require that property owners be responsible for the repair/replacement of damaged or unsafe sidewalks adjoining their properties. To assist homeowners, who may have difficulty paying the cost of sidewalk repairs, the City offers assessment waivers through the Community Development Block Grant (CDBG) Program for eligible households and families. If you meet the CDBG program qualifications, the City may pay the street assessment for you **to the extent that funds are available.**

Application Requirements:

- ✓ **Applicants must submit proof that their total household income does not exceed 65% of Area Median Income** (see chart below); Proof of income may include copies of Wage & Tax Statement (W-2's) from the year 2007, pension or other benefit checks, bank statements for direct deposits or agency statements for all household income.

2008

65% MEDIAN HOUSEHOLD INCOME CHART	
FAMILY SIZE	INCOME LIMIT
1	\$28,210
2	32,240
3	36,270
4	40,365
5	43,550
6	46,800
7	49,985
8	53,235
For each extra, add	3,250

- ✓ **Applicants must submit proof that they both own and occupy property at the time of application;** Land Contract purchasers must obtain approval of titleholder prior to receiving assistance. Proof of ownership should be a deed, mortgage, or land contract; proof of occupancy can be a copy of a driver's license or other official document showing both your name and address.
- ✓ **Applicants must submit proof of current property insurance.**

Please complete the first four (4) sections of the application on the reverse side of this notice, and return it, along with supporting documentation, to:

City of Muskegon
Community & Neighborhood Services
933 Terrace Street, 2nd Floor
Muskegon, MI 49440

For further information, please contact this office by calling 724-6717, weekdays from 8:30 a.m. and 5:00 p.m.

The City reserves the right to verify all application information. If current owner sells the home prior to the special assessment confirmation, the application is no longer valid. The City also reserves the right to reject any applications that contains falsified information or insufficient documentation. The City must complete the sidewalks. Costs incurred from repairs done by you or a private contractor will not be reimbursed

Special Assessment Payment Options

Property owners in the City of Muskegon who are being specially assessed for street, sidewalk or other public improvements may pay their assessment in the following ways:

I. Lump Sum Payment in Full

Assessments may be paid in full within sixty (60) days of the confirmation of the special assessment roll *without interest*.

II. Installment Payments

Assessments not paid within the first sixty (60) days may be paid in installments over several years as follows:

Street and Alley Assessments – Ten (10) years equal annual principal payments. For example, if the amount of your assessment is \$850.00, you will be billed \$85.00 per year plus applicable interest as described below.

Driveway, Sidewalk, and Approach Assessments - Ten (10) years equal annual principal payments plus applicable interest as described below.

Interest – Simple interest is charged at the rate of 5.00% per year *unless* the City has borrowed money to complete the project for which you are assessed and has pledged your assessments for repayment of the borrowed money. In such cases, the interest you are charged is equal to the interest rate the City must pay on the borrowed money plus 1.00%.

III. Special Assessment Deferral (Low Income Seniors and Disabled Persons)

To qualify for a special assessment deferral you or your spouse (if jointly owned) must:

- Be 65 years or older or be totally or permanently disabled.
- Have been a Michigan resident for five (5) years or more and have owned and occupied the homestead being assessed for five (5) years or more.
- Be a citizen of the U.S.
- Have a total household income not in excess of \$16,823.00
- Have a special assessment of \$300.00 or more.

Under this program the State of Michigan will pay the entire balance owing of the special assessment, including delinquent, current, and further installments. At the time of payment a lien will be recorded on your property in favor of the State of Michigan. Repayment to the State must be made at the time the property is sold or transferred or after the death of the owner(s). During the time the special assessment is deferred interest is accrued at the rate of 6.00% per year.

IV. Further Information About the Above Programs

Further information about any of the above payment options may be obtained by calling either the **City Assessor's Office at 724-6708** or the **City Treasurer's Office at 724-6720**. Applications may be obtained at the Muskegon County Equalization Office in the Muskegon County building or City of Muskegon Assessor's Office in City Hall.

V. Additional Special Assessment Payment Assistance

Qualified low and moderate income homeowners who are being assessed may be eligible for payment assistance through the City of Muskegon Community Development Block Grant (CDBG) Program. Assistance from this program will be available to the extent that funds are available. To obtain further information and determine whether you are eligible, contact the **Community and Neighborhood Services Department at 724-6717**.

CITY OF MUSKEGON
JIROCH ST., SOUTHERN AVE. TO IRWIN AVE H-1631
CDBG APPLICATION FOR WAIVER OF SPECIAL ASSESSMENT

HOUSEHOLD INFORMATION

Name: _____ Birthdate: _____ Social Security # _____ - _____ - _____
 Spouse: _____ Birthdate: _____ Social Security # _____ - _____ - _____
 Address: _____ Phone: _____ Race: _____
 Parcel # _____ Owner/Spouse Legally Handicapped Or Disabled? () Yes () No

(Please refer to your assessment letter for this information)

Number Living in Household: _____ List information for household members besides owner/spouse here.

Name _____ Birthdate _____ Social Security # _____ - _____ - _____
 Name _____ Birthdate _____ Social Security # _____ - _____ - _____
 Name _____ Birthdate _____ Social Security # _____ - _____ - _____
 Name _____ Birthdate _____ Social Security # _____ - _____ - _____

INCOME INFORMATION

ANNUAL Household Income: \$ _____ **Wage earner:** _____
 (Must include all household income) _____ **Wage earner:** _____
 _____ **Wage earner:** _____
 _____ **Wage earner:** _____
Total: \$ _____

PROPERTY INFORMATION

Proof Of Ownership: () Deed () Mortgage () Land Contract

Homeowner's Insurance Co: _____ **Expiration Date:** _____

Property Taxes: () Current () Delinquent Year(s) Due _____

(Property taxes must be current to qualify and will be verified by CDBG staff)

OWNER'S SIGNATURE

Owner's Signature: _____ **Date:** _____

By signing this application, the applicant verifies he/she owns and occupies the dwelling. The Applicant/Owner certifies that all information in this application, and all information furnished in support of this application, is true and complete to the best of the Applicant/Owner's knowledge and belief. The property owner's signature will be required prior to the application being processed. **NO APPLICATION WILL BE ACCEPTED AFTER CONFIRMATION**

FOR OFFICE USE ONLY

APPROVED () DENIED () DATE _____ CENSUS TRACT NO. _____

SIGNATURE _____ TITLE _____
 COMMENTS/REMARKS _____

****ATTENTION APPLICANT****

Please see reverse side for instructions on providing proof of income, ownership, and property insurance.

CITY OF MUSKEGON
JIROCH ST., SOUTHERN AVE. TO IRWIN AVE H-1631
CDBG APPLICATION FOR WAIVER OF SPECIAL ASSESSMENT

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Dear Resident:

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Application Requirements:

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Community & Neighborhood Services
933 Terrace Street, 2nd Floor
Muskegon, MI 49440

For further information, please contact this office by calling 724-6717, weekdays from 8:30 a.m. and 5:00 p.m.

The City reserves the right to verify all application information. If current owner sells the home prior to the special assessment confirmation, the application is no longer valid. The City also reserves the right to reject any applications that contains falsified information or insufficient documentation. The City must complete the sidewalks. Costs incurred from repairs done by you or a private contractor will not be reimbursed

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **JIROCH ST. SOUTHERN AVE. TO IRWIN AVE.**

Project Description **RECONSTRUCTION**

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address: **NUMBER AND STREET**

Parcel Number: **XX-XXX-XXX-XXXX-XX**

Assessable Frontage: **XX.XX Feet**

Estimated Front Foot Cost: **\$32.00 per Foot**

ESTIMATED TOTAL COST **Assessable Frontage x cost per foot**

Property Description

Legal Description

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☐

Owner _____

CoOwner/Spouse _____

Signature _____

Signature _____

Address _____

Address _____

Thank you for taking the time to vote on this important issue.

SPECIAL ASSESSMENT

H-1634

CITY OF MUSKEGON

HEARING DATE

FEBRUARY 26, 2008

JIROCH STREET, SOUTHERN AVE. TO IRWIN AVE.

1	PROFITT JOHN M	ASSESSABLE FEET:	41.75
24-205-274-0004-00	109 IRWIN AVE	COST PER FOOT:	\$32.00
@ 109 IRWIN AVE	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$1,336.00</u>
2	BROWN PINKY L	ASSESSABLE FEET:	45.00
24-205-274-0004-10	1422 JIROCH ST	COST PER FOOT:	\$32.00
@ 1422 JIROCH ST	MUSKEGON MI 49441	<u>ESTIMATED P.O. COST:</u>	<u>\$1,440.00</u>
3	BROWN KATHRYN C	ASSESSABLE FEET:	64.25
24-205-274-0005-00	1432 JIROCH ST	COST PER FOOT:	\$32.00
@ 1432 JIROCH ST	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$2,056.00</u>
4	BROOKS RENTAL PROPERTIES	ASSESSABLE FEET:	64.25
24-205-274-0006-00	12603 VAN WAGONER AVE	COST PER FOOT:	\$32.00
@ 1440 JIROCH ST	GRANT MI 49327	<u>ESTIMATED P.O. COST:</u>	<u>\$2,056.00</u>
5	STRANDBERG CLARE J/KELLY L	ASSESSABLE FEET:	32.13
24-205-274-0007-00	640 N HILTON PARK RD	COST PER FOOT:	\$32.00
@ 1448 JIROCH ST	MUSKEGON MI 49442-924	<u>ESTIMATED P.O. COST:</u>	<u>\$1,028.16</u>
6	GUIHER KELLY	ASSESSABLE FEET:	32.13
24-205-274-0007-10	1452 JIROCH ST	COST PER FOOT:	\$32.00
@ 1452 JIROCH ST	MUSKEGON MI 49441	<u>ESTIMATED P.O. COST:</u>	<u>\$1,028.16</u>

JIROCH STREET, SOUTHERN AVE. TO IRWIN AVE.

7	ORCUTT BRIAN/SERENA	ASSESSABLE FEET:	32.13
24-205-274-0008-00	1458 JIROCH ST	COST PER FOOT:	\$32.00
@ 1458 JIROCH ST	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$1,028.16
8	WILLIAMS NASHANTA L	ASSESSABLE FEET:	32.13
24-205-274-0008-10	1464 JIROCH ST	COST PER FOOT:	\$32.00
@ 1464 JIROCH ST	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$1,028.16
9	MONTES LENER/MONTES PEDR	ASSESSABLE FEET:	32.13
24-205-274-0009-00	11886 BARKTON DR	COST PER FOOT:	\$32.00
@ 1468 JIROCH ST	HOLLAND MI 49424	ESTIMATED P.O. COST:	\$1,028.16
10	RITTER ROBERT	ASSESSABLE FEET:	32.13
24-205-274-0009-10	1472 JIROCH ST	COST PER FOOT:	\$32.00
@ 1472 JIROCH ST	MUSKEGON MI 49442-000	ESTIMATED P.O. COST:	\$1,028.16
11	TURNIPSEED SAM L/ANN	ASSESSABLE FEET:	64.25
24-205-274-0010-00	112 E GRAND AVE	COST PER FOOT:	\$32.00
@ 112 E GRAND AVE	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$2,056.00
12	BROOKS RENTAL PROPERTIES	ASSESSABLE FEET:	56.25
24-205-275-0010-10	12603 VAN WAGONER	COST PER FOOT:	\$32.00
@ 1471 JIROCH ST	GRANT MI 49327	ESTIMATED P.O. COST:	\$1,800.00
13	BROOKS RENTAL PROPERTIES	ASSESSABLE FEET:	40.00
24-205-275-0012-00	12603 VAN WAGONER	COST PER FOOT:	\$32.00
@ 1459 JIROCH ST	GRANT MI 49327	ESTIMATED P.O. COST:	\$1,280.00

JIROCH STREET, SOUTHERN AVE. TO IRWIN AVE.

14	CHERRY YOLANDA K	ASSESSABLE FEET:	40.50
24-205-275-0012-10	1465 JIROCH ST	COST PER FOOT:	\$32.00
@ 1465 JIROCH ST	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$1,296.00</u>
15	GREEN ROBERT A/WANDA L	ASSESSABLE FEET:	64.25
24-205-275-0013-00	1449 JIROCH ST	COST PER FOOT:	\$32.00
@ 1449 JIROCH ST	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$2,056.00</u>
16	CHALKO PATRICIA A/LANGLEY	ASSESSABLE FEET:	32.13
24-205-275-0014-00	6276 BEECHAM DR	COST PER FOOT:	\$32.00
@ 1443 JIROCH ST	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$1,028.16</u>
17	MACLEAN CHARLES/CYNTHIA	ASSESSABLE FEET:	96.38
24-205-275-0015-00	1387 WILKE RD	COST PER FOOT:	\$32.00
@ 1437 JIROCH ST	ROTHBURY MI 49452-810	<u>ESTIMATED P.O. COST:</u>	<u>\$3,084.16</u>
18	LEATHERMAN DERITA ET AL	ASSESSABLE FEET:	64.25
24-205-275-0016-00	3655 MCARTHUR	COST PER FOOT:	\$32.00
@ 1423 JIROCH ST	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$2,056.00</u>
19	BROOKS RENTAL PROPERTIES	ASSESSABLE FEET:	64.25
24-205-275-0017-20	12603 VANWAGONER	COST PER FOOT:	\$32.00
@ 91 IRWIN AVE	GRANT MI 49327	<u>ESTIMATED P.O. COST:</u>	<u>\$2,056.00</u>
20	RAMILE KIMBERLY J	ASSESSABLE FEET:	79.00
24-205-278-0007-10	3938 N ROCK 38TH RD	COST PER FOOT:	\$32.00
@ 1537 JIROCH ST	ROCK MI 49880-952	<u>ESTIMATED P.O. COST:</u>	<u>\$2,528.00</u>

JIROCH STREET, SOUTHERN AVE. TO IRWIN AVE.

21	COON RANDAL L	ASSESSABLE FEET:	42.00
24-205-278-0007-20	1205 TERRACE ST	COST PER FOOT:	\$32.00
@ 1543 JIROCH ST	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$1,344.00
22	KOZAL JOHN/PEREZ ROBERTO	ASSESSABLE FEET:	96.50
24-205-278-0009-00	1523 JIROCH ST	COST PER FOOT:	\$32.00
@ 1523 JIROCH ST	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$3,088.00
23	HEAD STARLEAN N	ASSESSABLE FEET:	43.50
24-205-278-0011-20	1503 JIROCH ST	COST PER FOOT:	\$32.00
@ 1503 JIROCH ST	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$1,392.00
24	KAMPENGA KENNETH	ASSESSABLE FEET:	43.50
24-205-278-0011-30	17275 COLFAX ST	COST PER FOOT:	\$32.00
@ 1515 JIROCH ST	WEST OLIVE MI 49460	ESTIMATED P.O. COST:	\$1,392.00
25	ADVANCED REALTY SYSTEMS L	ASSESSABLE FEET:	43.50
24-205-278-0012-00	517 LIVINGSTON AVE NE	COST PER FOOT:	\$32.00
@ 1497 JIROCH ST	GRAND RAPIDS MI 49503	ESTIMATED P.O. COST:	\$1,392.00
26	ARNOLDI ERIC J	ASSESSABLE FEET:	87.00
24-205-279-0001-00	1989 HARRISON AVE	COST PER FOOT:	\$32.00
@ 111 E GRAND AVE	MUSKEGON MI 49441	ESTIMATED P.O. COST:	\$2,784.00
27	BROOKS RENTAL PROPERTIES	ASSESSABLE FEET:	95.00
24-205-279-0003-00	12603 VAN WAGONER AVE	COST PER FOOT:	\$32.00
@ 1518 JIROCH ST	GRANT MI 49327	ESTIMATED P.O. COST:	\$3,040.00

JIROCH STREET, SOUTHERN AVE. TO IRWIN AVE.

28	HAAS LINDA L	ASSESSABLE FEET:	50.00
24-205-279-0004-00	1526 JIROCH ST	COST PER FOOT:	\$32.00
@ 1526 JIROCH ST	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$1,600.00

29	NOORDHOFF ROBERT J	ASSESSABLE FEET:	58.00
24-205-279-0005-00	195 W APPLE APT 5	COST PER FOOT:	\$32.00
@ 1536 JIROCH ST	MUSKEGON MI 49440	ESTIMATED P.O. COST:	\$1,856.00

30	KUREK KARLA J	ASSESSABLE FEET:	58.00
24-205-279-0006-00	5080 DAVIS RD	COST PER FOOT:	\$32.00
@ 1544 JIROCH ST	MUSKEGON MI 49441	ESTIMATED P.O. COST:	\$1,856.00

SUM OF ASSESSABLE FOOTAGE	1626.29	PROJECT LENGTH:	990 FEET
TOTAL NUMBER OF ASSESSABLE PARCELS	30	ROADWAY RIGHT-OF-WAY LENGTH:	1725 FEET

ESTIMATED PROJECT COST: \$165,000

SUM OF EST. PROP.OWN. COSTS: \$52,041.28

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.**

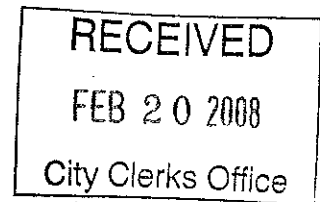
Project Description: **RECONSTRUCTION**

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address: **1497 JIROCH ST**
Parcel Number **24-205-278-0012-00**
Assessable Frontage: **43.5** Feet
Estimated Front Foot Cost: **\$32.00** per Foot



ESTIMATED TOTAL COST \$1,392.00

Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 E 60 FT OF N

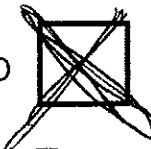
Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED



Owner _____
Signature _____
Address _____

CoOwner/Spouse Brian Van Farowwe
Signature [Signature]
Address 517 Livingston Ave NE Grand Bay MI 49501

Thank you for taking the time to vote on this important issue.

for property at
1497 Jiroch

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner

Sam Turnipseed

CoOwner/Spouse

Ann Turnipseed

Signature

Sam Turnipseed

Signature

Ann Turnipseed

Address

112 E Grand

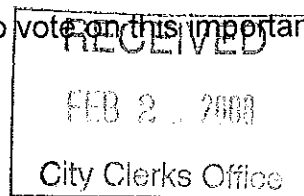
Address

112 E Grand

Thank you for taking the time to vote on this important issue.

TURNIPSEED SAM LIANN

11



SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.

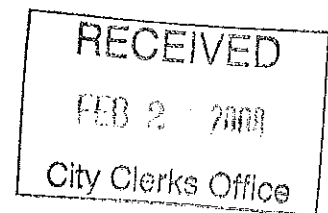
Project Description: RECONSTRUCTION

INSTRUCTIONS

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Assessment Information

Property Address:	1464 JIROCH ST
Parcel Number	24-205-274-0008-10
Assessable Frontage:	32.13 Feet
Estimated Front Foot Cost:	\$32.00 per Foot
ESTIMATED TOTAL COST	\$1,028.16



Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 S 1/2 LOT 8

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner	<u>Nashanta Williams</u>	CoOwner/Spouse	_____
Signature	<u>Nashanta Williams</u>	Signature	_____
Address	<u>1464 JIROCH Street</u>	Address	_____

Thank you for taking the time to vote on this important issue.

WILLIAMS NASHANTA L.

8

I cant afford it !!!

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.

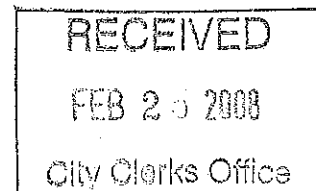
Project Description: RECONSTRUCTION

INSTRUCTIONS

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Assessment Information

Property Address: 1440 JIROCH ST
Parcel Number 24-205-274-0006-00
Assessable Frontage: 64.25 Feet
Estimated Front Foot Cost: \$32.00 per Foot



ESTIMATED TOTAL COST \$2,056.00

Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 6 BLK 27

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR



I AM OPPOSED



Owner ELAINE BROOKS

CoOwner/Spouse DAVID BROOKS

Signature Elaine Brooks

Signature David Brooks

Address 12603 VANWAGONER
Grant Mi 49327

Address 12603 VANWAGONER Grant Mi
49327

Thank you for taking the time to vote on this important issue.

BROOKS RENTAL PROPERTIES 14

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.

Project Description: RECONSTRUCTION

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

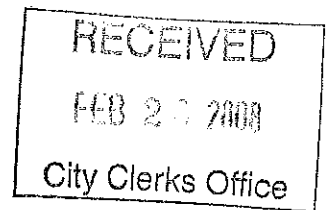
Assessment Information

Property Address: 1459 JIROCH ST
Parcel Number 24-205-275-0012-00
Assessable Frontage: 40 Feet
Estimated Front Foot Cost: \$32.00 per Foot

ESTIMATED TOTAL COST \$1,280.00

Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 N 40 FT LOT



Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR



I AM OPPOSED



Owner ELAINE BROOKS

CoOwner/Spouse DAVID BROOKS

Signature Elaine Brooks

Signature David Brooks

Address 12603 VanLagoner

Address 12603 VANLWAGONER GRANT MI

Grant Mi. 49327
Thank you for taking the time to vote on this important issue.

BROOKS RENTAL PROPERTIES 13
49327

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.**

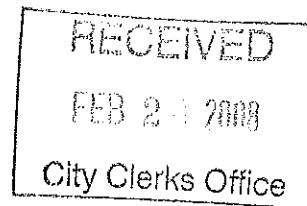
Project Description: **RECONSTRUCTION**

INSTRUCTIONS

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Assessment Information

Property Address: **1518 JIROCH ST**
Parcel Number **24-205-279-0003-00**
Assessable Frontage: **95** Feet
Estimated Front Foot Cost: **\$32.00** per Foot
ESTIMATED TOTAL COST \$3,040.00



Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 S 29 FT LOT

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR



I AM OPPOSED



Owner ELAINE BROOKS

CoOwner/Spouse DAVID BROOKS

Signature Elaine Brooks

Signature David Brooks

Address 12603 VANWAGONER
GRANT MI 49327

Address 12603 VANWAGONER GRANT MI

Thank you for taking the time to vote on this important issue.

BROOKS RENTAL PROPERTIES 127
49327

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.**

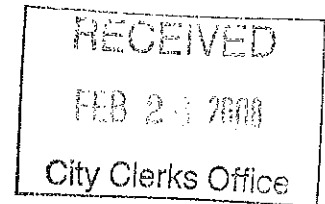
Project Description: **RECONSTRUCTION**

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address: **1471 JIROCH ST**
Parcel Number **24-205-275-0010-10**
Assessable Frontage: **56.25** Feet
Estimated Front Foot Cost: **\$32.00** per Foot
ESTIMATED TOTAL COST \$1,800.00



Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 PART OF LOTS

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR



I AM OPPOSED



Owner ELAINE BROOKS

CoOwner/Spouse David Brooks

Signature Elaine Brooks

Signature David Brooks

Address 12603 VanWagoner Grant mi

Address 17603 VANWAGONER GRANT mi

Thank you for taking the time to vote on this important issue.

BROOKS RENTAL PROPERTIES 12 49327

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.

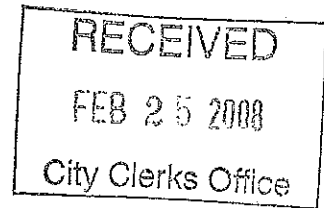
Project Description: RECONSTRUCTION

INSTRUCTIONS

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Assessment Information

Property Address:	91 IRWIN AVE
Parcel Number	24-205-275-0017-20
Assessable Frontage:	64.25 Feet
Estimated Front Foot Cost:	\$32.00 per Foot
ESTIMATED TOTAL COST	\$2,056.00



Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 E 1/2 LOT 17

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner ELAINE BROOKS

CoOwner/Spouse DAVID BROOKS

Signature Elaine Brooks

Signature David Brooks

Address 12603 VANWAGONER

Address 12603 VANWAGONER GRANT MI

Thank you for taking the time to vote on this important issue.

BROOKS RENTAL PROPERTIES | 19

49327

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.**

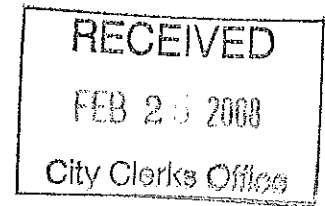
Project Description: **RECONSTRUCTION**

INSTRUCTIONS

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Assessment Information

Property Address: **109 IRWIN AVE**
Parcel Number **24-205-274-0004-00**
Assessable Frontage: **41.75** Feet
Estimated Front Foot Cost: **\$32.00** per Foot
ESTIMATED TOTAL COST \$1,336.00



Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 N 83 1/2 FT

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner

JOHN PROFITT

CoOwner/Spouse

Signature

[Signature]

Signature

Address

109 Irwin St

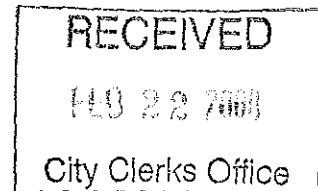
Address

Thank you for taking the time to vote on this important issue.

PROFITT JOHN M

1

SPECIAL ASSESSMENT
HEARING RESPONSE CARD



NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.**

Project Description: **RECONSTRUCTION**

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address:	1423 JIROCH ST
Parcel Number	24-205-275-0016-00
Assessable Frontage:	64.25 Feet
Estimated Front Foot Cost:	\$32.00 per Foot
ESTIMATED TOTAL COST	\$2,056.00

Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 LOT 16 BLK 2

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR



I AM OPPOSED



Owner Devita Leathman

CoOwner/Spouse Darlene Wheeler

Signature Devita Leathman

Signature Darlene Wheeler

Address 30 N. Mill Brook Ct

Address 3655 Mac Arthur Rd.

Muskegon MI 49742
Thank you for taking the time to vote on this important issue. Mark Eggen, Mich 49742

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.

Project Description: RECONSTRUCTION

INSTRUCTIONS

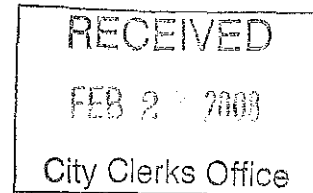
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Assessment Information

Property Address: 1472 JIROCH ST
Parcel Number 24-205-274-0009-10
Assessable Frontage: 32.13 Feet
Estimated Front Foot Cost: \$32.00 per Foot
ESTIMATED TOTAL COST \$1,028.16

Property Description

CITY OF MUSKEGON REVISED PLAT OF 1903 S 1/2 LOT 9



Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner Robert W Ritter CoOwner/Spouse _____

Signature Robert W Ritter Signature _____

Address 1472 Jiroch St. Address _____

Thank you for taking the time to vote on this important issue.

BITTER ROBERT

10

H-1634 JIROCH ST., SOUTHERN AVE. TO IRWIN AVE
PROPERTY OWNER SPECIAL ASSESSMENT RESPONSE TABULATION

	FEET	PERCENTAGE	TOTAL NUMBER OF PARCELS - 30									
			FOR			OPPOSE						
			LETTER#	ST#	ST NAME	PARCEL#	FEET	LETTER#	ST#	ST NAME	PARCEL#	FEET
TOTAL ASSESSABLE FRONT FOOTAGE	1626.29 ***							11	112	E GRAND	24-205-274-0010-00	64.25
FRONT FEET OPPOSED	597.76	36.76% 39.43						19	91	IRWIN	24-205-275-0017-20	64.25
								1	109	IRWIN	24-205-274-0004-00	41.75
RESPONDING FRONT FEET IN FAVOR	0.00	0.00%						18	1423	JIROCH	24-205-275-0016-00	64.25
								4	1440	JIROCH	24-205-274-0006-00	64.25
NOT RESPONDING - FRONT FEET IN FAVOR	1028.53	63.24%						13	1459	JIROCH	24-205-275-0012-00	40.00
								8	1464	JIROCH	24-205-274-0008-10	32.13
TOTAL FRONT FEET IN FAVOR	1028.53	63.24%						12	1471	JIROCH	24-205-275-0010-10	56.25
								10	1472	JIROCH	24-205-274-0009-10	32.13
								25	1497	JIROCH	24-205-278-0012-00	43.50
								27	1518	JIROCH	24-205-279-0003-00	95.00
TOTALS							0.00	597.76				

Date: February 26, 2008
To: Honorable Mayor and City Commissioners
From: Engineering
RE: Public Hearing
Create Special Assessment District for:
QUARTERLINE RD., APPLE AVE. TO MACARTHUR RD.

SUMMARY OF REQUEST:

To hold a public hearing on the proposed special assessment of the **Quarterline Rd., Apple Ave. to MacArthur Rd.** project, and to create the special assessment district and appoint two City Commissioners to the Board of Assessors if it is determined to proceed with the project.

FINANCIAL IMPACT:

None at this time.

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

To create the special assessment district and assign two City Commissioners to the Board of Assessors by adopting the attached resolution

COMMITTEE RECOMMENDATION:

CITY OF MUSKEGON

Resolution No. 2008-22(c)

Resolution At First Hearing Creating Special Assessment District
For: **Quarterline Rd. from Apple Ave. to MacArthur Rd.**

Location and Description of Properties to be Assessed:
See Exhibit A attached to this resolution

RECITALS:

1. A hearing has been held on **February 26, 2008** at 5:30 o'clock p.m. at the City Commission Chambers. Notice was given by mail and publication as required by law.
2. That estimates of costs of the project, a feasibility report and valuation and benefit information are on file with the City and have been reviewed for this hearing.
3. At the hearing held **February 26, 2008**, there were 40.51% objections by the owners of the property in the district registered at the hearing either in writing received before or at the hearing or by owners or agents present at the hearing, and the Commission has considered the advisability of proceeding with the project.

FINDINGS:

1. The City Commission has examined the estimates of cost to construct the project including all assessable expenses and determines them to be reasonable.
2. The City Commission has considered the value of the property to be assessed and the value of the benefit to be received by each property proposed to be assessed in the district after the improvements have been made. The City Commission determines that the assessments of costs of the City project will enhance the value of the properties to be assessed in an amount at least equivalent to the assessment and that the improvement thereby constitutes a benefit to the property.

THEREFORE, BE IT RESOLVED:

1. The City Commission hereby declares a special assessment district to include the property set forth in Exhibit A attached to this resolution.
2. The City Commission determines to proceed with the improvements as set forth in the feasibility study and estimates of costs, and directs the City Engineer to proceed with project design, preparation of specifications and the bidding process. If appropriate and if bonds are to be sold for the purposes of financing the improvements, the Finance Department shall prepare plans for financing including submission of application to the Michigan Department of Treasury and the beginning of bond proceedings.

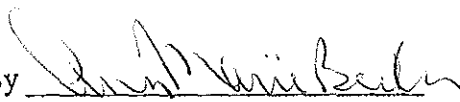
3. The City Commission hereby appoints a Board of Assessors consisting of City Commissioners Carter and Gawron and the City Assessor who are hereby directed to prepare an assessment roll. Assessments shall be made upon front foot basis.
4. Based on the City's Special Assessment policy and preliminary estimates it is expected that approximately 16.8% of the cost of the street improvement will be paid by special assessments.
5. Upon submission of the special assessment roll, the City staff is hereby directed to notify all owners and persons interested in properties to be assessed of the hearing at which the City Commission will consider confirmation of the special assessment roll.

This resolution adopted.

Ayes Carter, Gawron, Shepherd, Spataro, Warmington, Wierengo, and
Wisneski

Nays None

CITY OF MUSKEGON

By 
Ann Marie Becker, City Clerk

ACKNOWLEDGMENT

This resolution was adopted at a meeting of the City Commission, held on **February 26, 2008**. The meeting was properly held and noticed pursuant to the Open Meetings Act of the State of Michigan, Act 267 of the Public Acts of 1976.

CITY OF MUSKEGON

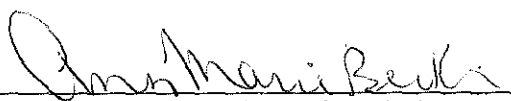
By 
Ann Marie Becker, City Clerk

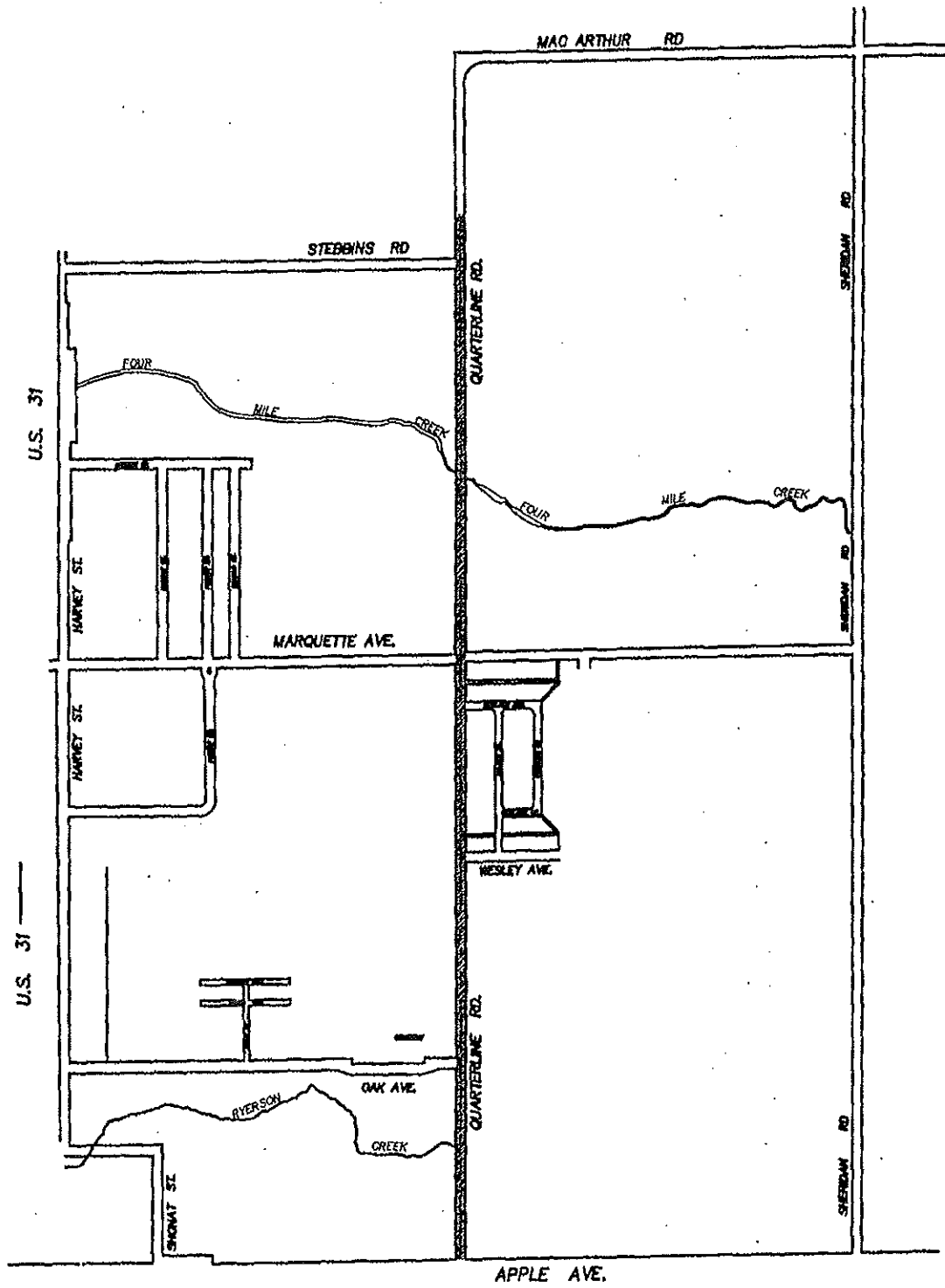
EXHIBIT A

**Quarterline Rd., from
Apple Ave. to MacArthur Rd.**

SPECIAL ASSESSMENT DISTRICT

All properties within the city of Muskegon butting that section of
Quarterline Rd., from Apple Ave. to Stebbins Rd.

EXHIBIT "A" SPECIAL ASSESSMENT DISTRICT



NO SCALE

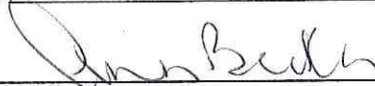
AFFIDAVIT OF MAILING

STATE OF MICHIGAN)
) SS
COUNTY OF MUSKEGON)

TO CREATE A SPECIAL ASSESSMENT DISTRICT FOR THE FOLLOWING:

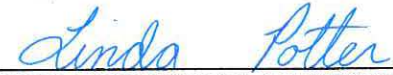
Quarterline Rd., Apple Ave. to McAurther Rd.

THE DEPONENT SAYS THAT THE NOTICE OF HEARING WAS SERVED UPON EACH OWNER OF OR PARTY IN INTEREST IN PROPERTY TO BE ASSESSED IN THE SPECIAL ASSESSMENT DISTRICT WHOSE NAME APPEARS UPON THE LAST TAX ASSESSMENT RECORDS OF THE CITY OF MUSKEGON BY MAILING SUCH NOTICE IN A SEALED ENVELOPE BY FIRST CLASS UNITED STATES MAIL, WITH POSTAGE PREPAID, ADDRESSED TO EACH SUCH OWNER OR PARTY IN INTEREST AT THE ADDRESS SHOWN ON SAID LAST TAX ASSESSMENT RECORDS BY DEPOSITING THEM IN AN OFFICIAL UNITED STATES MAIL RECEPTACLE ON THE 15TH DAY OF FEBRUARY, 2008.



ANN BECKER, CITY CLERK

SUBSCRIBED AND SWORN TO BEFORE ME THIS
11th DAY OF March, 2008.



NOTARY PUBLIC, MUSKEGON COUNTY, MICHIGAN
MY COMMISSION EXPIRES 9-25-2012

CITY OF MUSKEGON
NOTICE OF PUBLIC HEARINGS
SPECIAL ASSESSMENT DISTRICTS

IN AN EFFORT TOWARDS NEIGHBORHOOD IMPROVEMENT, the Muskegon City Commission is proposing that special assessment districts be created for the following projects:

**JIROCH ST., SOUTHERN AVE. TO IRWIN AVE.
AND
QUARTERLINE RD., APPLE AVE. TO MACARTHUR RD**

The specific locations of the special assessment districts and the properties proposed to be assessed are:

All parcels abutting Jiroch St., from Southern Ave. to Irwin Ave.

and

All parcels abutting Quarterline Rd. from Apple Ave. to MacArthur Rd.

The City Commission proposes that the City and property owners by means of special assessments will share the cost of improvement. You may examine preliminary plans and cost estimates in the City Hall's Engineering Department during regular business hours - between 8:00 A.M. and 5:00 P.M. on weekdays, except holidays.

PLEASE TAKE NOTICE: A PUBLIC HEARING WILL BE HELD IN THE MUSKEGON CITY COMMISSION CHAMBERS ON **FEBRUARY 26, 2008 AT 5:30 O'CLOCK P.M.**

PLEASE UNDERSTAND THAT YOU HAVE A RIGHT TO PROTEST YOUR ASSESSMENT EITHER IN WRITING OR IN PERSON AT THE HEARING. IF THE SPECIAL ASSESSMENT ROLL IS CONFIRMED (AT A LATER HEARING) YOU WILL HAVE THIRTY (30) DAYS FROM THE DATE OF THE ROLL'S CONFIRMATION TO FILE A WRITTEN APPEAL WITH THE MICHIGAN STATE TAX TRIBUNAL. HOWEVER, UNLESS YOU PROTEST AT THIS HEARING OR AT THE HEARING CONFIRMING THE ROLL, EITHER IN PERSON, BY YOUR AGENT OR REPRESENTATIVE, OR IN WRITING BEFORE OR AT THE HEARING, YOUR RIGHT TO APPEAL TO THE MICHIGAN TAX TRIBUNAL WILL BE LOST.

By City Charter, if the owners of more than one-half of the properties to be assessed shall object to the assessment in writing at or before the hearing, the improvement shall not be made unless the City Commission determines by affirmative vote of all its members that the safety or health of the public necessitates the improvement.

PUBLISH: **February 16, 2008**

Ann Becker City Clerk

ADA POLICY

The City will provide necessary appropriate auxiliary aids and services, for example, signers for the hearing impaired, audiotapes for the visually impaired, etc., for disabled persons who want to attend the meeting, upon twenty-four hours notice to the City. Contact:

Ann Becker City Clerk
933 Terrace Street, Muskegon, MI 49440
(231) 724-6705 or TDD (231) 724-6773

ENGINEERING FEASIBILITY STUDY
Quarterline Rd. from
Apple Ave. to MacArthur Rd.

The proposed milling & resurfacing of Quarterline Rd. between Apple Ave. & MacArthur Rd., see attached special assessment district map, was initiated by the City and the Muskegon County road commission due to the street conditions and the availability of Federal and state funds. We feel that milling & resurfacing is the most effective method before the conditions deteriorate further and renders this method of improvement unacceptable.

The proposed construction consists of removing the existing asphalt and two new course of asphalt applied. In addition, a section of water main will be installed to replace an exiting one between Marquette & Stebbins. As a result of this proposed improvement, the section of Quarterline between Oak & Marquette will become a three lanes road with a left turn lane and two through lanes as per the alignment that was previously approved by the Commission to improve traffic movements and create a non-motorized pavement along both sides of Quarterline.

A memorandum from the Assessor's office, which addresses appraisal and benefits to abutting properties, is attached.

The preliminary cost estimate for the work associated with paving is approximately \$800,000.00 with the length of the project being approximately 6,940 lineal feet or 7,820.34 feet of assessable front footage. This translates into an estimated improvement cost of \$102 per assessable foot. However, based on the 2008 assessment figure for this type of improvement, the assessment will not exceed \$17.15 per assessable foot and there is great chance it will be reduced considerably due to available grants.

MUSKEGON COUNTY

M I C H I G A N

February 8, 2008

BOARD OF COMMISSIONERS

James J. Derezhinski
Chair, District 4

I. John Snider II
Vice Chair, District 3

P. Don Aley
District 7

Charles L. Buzzell
District 2

Lew Collins
District 6

Marvin R. Engle
District 5

Bill Gill
District 8

Kenneth Mahoney
District 1

Louis A. McMurray
District 9

Robert Scolnik
District 11

Roger C. Wade
District 10

Mohammed Al-Shatel, City Engineer
City of Muskegon
933 Terrace Street
Muskegon, MI 49443

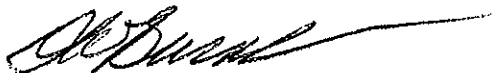
Mr. Al-Shatel:

In accordance with your request, I have examined the proposed special assessment district entailing the milling and resurfacing of Quarterline Road from the Apple Avenue to McArthur Road (Project # H-1635). The purpose of this analysis is to document the reasonableness of this special assessment district by identifying and quantifying any accrued benefits. It is subject to the normal governmental restrictions of escheat, taxation, police power and eminent domain. The effective date is February 8, 2008.

The proposed special assessment district encompasses a mix of residential properties and institutions of higher learning. The City of Muskegon's Engineering Department has provided all frontage estimates in accordance with the City's Special Assessment Policy and all project-related costs. The total project cost is estimated to be \$440,000. The amount of money to be spread to the 18 property owners has been estimated at \$134,118.83 or 30.5% of the total costs. The proposed front foot rated to be spread is \$17.15. The City's Engineering Department is solely responsible for these figures.

In conclusion, it is my opinion that the special assessment amounts as provided by the City justly and reasonably represents the accrued benefits to the properties encompassed by this project. The amounts reflect the sum of the immediate estimated value enhancement and the intrinsic value that will accrue from an overall increase in property values due to an improved quality of life created by the proposed project. Simply stated, the front foot rate of \$17.15 to be spread over an assessable footage of 7820.34 for the milling and resurfacing of the above mentioned project area appears reasonable and equitable based upon the data presented by the City of Muskegon Engineering Department, and on supporting office records.

Sincerely,



Dennis W. Burns, CMAE 3
Assessment Administration Supervisor

FEBRUARY 26, 2008

«OwnerName1»

«OwnerStreetAddress»

«OwnerCity», «OwnerState» «OwnerZipCode» «NUMBER»

The City of Muskegon is asking for your support for improvement of the street adjoining your property located at «PropAddressCombined».

The City of Muskegon believes that by making the proposed street improvements you will have less road noise, dust, and wear and tear on your vehicle. In addition, street improvements provide easier access for delivery of services such as snow plowing, mail delivery, and bus service.

Called a special assessment district, the largest percentage of the proposed street improvement will be paid for by the City of Muskegon (via local funds and or grants); however, it will be necessary for you to cover a share of the cost (which you can spread over a period of ten years) based on the amount of property you own bordering the street. A description of the project, including the associated cost to you and the City, is located in the documents attached to this letter.

While the City of Muskegon believes that the proposed improvements will result in a safer and cleaner street while adding curb appeal to your property, you do have the right to ask further questions, decline, or protest participation in this particular project. Please carefully review the enclosed materials and call the City's Engineering Department at 724-6707 or your ward commissioner if you require more information.

A public hearing is also scheduled for this project on «HEARING_DATE». If you attend this public hearing you will be given an opportunity to present your questions and potential concerns on the proposed special assessment district to the commission.

Also located in this packet of materials is a Special Assessment Hearing Response Card. If mailed back to the City of Muskegon City Clerk's Office before the scheduled public hearing your vote will be added to the tabulation of votes during the public hearing. If you do not send in this form your vote counts as "in favor" of the project.

Thank you for your participation in improving the quality of life in the Muskegon community.

February 15, 2008

«OWNERS_NAME»

«OWNERS_ADDRESS»

«OWNERS_CITY», «OWNERS_STATE» «OWNERS_ZIPCODE» «ID»

Parcel Number: 24-XXX-XXX-XXXX-XX at PROPERTY ADDRESS & STREET

NOTICE OF HEARING ON SPECIAL ASSESSMENT

Dear Property Owner:

The Muskegon City Commission is considering whether or not to create a special assessment district which would assess your property for the following paving project:

Quarterline Rd. from Apple Ave. to MacArthur Rd..

The proposed special assessment district will be located as follows:

All parcels abutting Quarterline Rd. from Apple Ave. to MacArthur Rd.

It is proposed that a portion of the above improvement will be paid by special assessment against properties in the aforementioned district. Following are conditions of the proposed special assessment, which are important to you.

Public Hearings

An initial public hearing to consider the creation of a special assessment district will be held at the City of Muskegon City Commission Chambers on FEBRUARY 26, 2008 at 5:30 p.m. You are encouraged to appear at this hearing, either in person, by agent or in writing to express your opinion, approval, or objection concerning the proposed special assessment. We are enclosing a Hearing Response Card for you to indicate your agreement or opposition to the special assessment. This card includes the property identification and description, assessable footage per City policy, and the estimated cost of the assessment. You may also appear, as above, in lieu of, or in addition to mailing your response card to the City Clerk. Written objections or appearances must be made at or prior to the hearing. **NOTE: THE SPECIAL ASSESSMENT WILL BE CREATED OR NULLIFIED AT THIS HEARING. IT IS IMPORTANT FOR YOU TO COMMENT AT THIS HEARING IF YOU WANT YOUR OPINION COUNTED FOR THE SPECIAL ASSESSMENT.**

A second public hearing will be held to confirm the special assessment roll after the project is under way. You will be mailed a separate notice for the second hearing. At this second hearing the special assessment costs will be spread on the affected properties accordingly. YOU ARE HEREBY NOTIFIED THAT YOU HAVE A RIGHT TO PROTEST YOUR ASSESSMENT AMOUNT AGAINST YOUR PARCEL EITHER IN WRITING OR IN PERSON AT THIS HEARING. IF THE SPECIAL ASSESSMENT ROLL IS CONFIRMED AT THE SECOND HEARING, YOU WILL HAVE THIRTY (30) DAYS FROM THE DATE OF CONFIRMATION OF THE ROLL TO FILE A WRITTEN APPEAL WITH THE MICHIGAN STATE TAX TRIBUNAL. HOWEVER, UNLESS YOU PROTEST AT THE INITIAL HEARING OR AT THE SECOND HEARING CONFIRMING THE ROLL, EITHER IN PERSON, BY AGENT, OR IN WRITING BEFORE OR AT THE HEARING, YOUR RIGHT TO APPEAL TO THE MICHIGAN TAX TRIBUNAL WILL BE LOST.

By City Charter, if the owners of more than one-half of the properties to be assessed shall object to the assessment in writing at or before the hearing, the improvement shall not be made unless the City Commission determines by affirmative vote of all its members that the safety or health of the public necessitates the improvement.

Estimated Costs

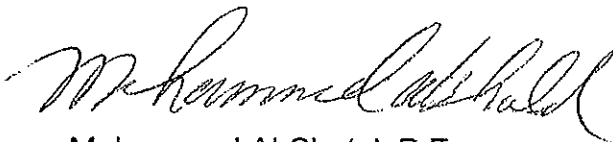
The total estimated cost of the street portion of the project is \$800,000.00, of which, approximately 16.8% (\$134,118.83) will be paid by property owners through special assessment. Your property's estimated share of the special assessment is shown on the attached hearing response card. The remaining costs will be paid by the City.

The street special assessment, which covers improvements to the roadway, may be paid in installments over a period of up to ten (10) years. Any work on drive approaches or sidewalks will be assessed to the property at actual contract prices and these costs may also be paid in installments over ten (10) years. Please note this work is in addition to the street special assessment.

Please refer to the enclosed sheet entitled Special Assessment Payment Options for more information on the payment options and financial assistance programs available.

I urge you to return the enclosed Hearing Response Card indicating your preference and to attend the scheduled public hearing. Your views are important to the City and to your neighbors. Additional information, including preliminary project plans and cost estimates are available in the Engineering Department located on the second floor of City Hall. Regular business hours are from 8:00 A.M. to 5:00 P.M. Monday through Friday except holidays.

Sincerely,



Mohammed Al-Shatel, P.E.
City Engineer

Special Assessment Payment Options

Property owners in the City of Muskegon who are being specially assessed for street, sidewalk or other public improvements may pay their assessment in the following ways:

I. Lump Sum Payment in Full

Assessments may be paid in full within sixty (60) days of the confirmation of the special assessment roll without interest.

II. Installment Payments

Assessments not paid within the first sixty (60) days may be paid in installments over several years as follows:

Street and Alley Assessments – Ten (10) years equal annual principal payments. For example, if the amount of your assessment is \$850.00, you will be billed \$85.00 per year plus applicable interest as described below.

Driveway, Sidewalk, and Approach Assessments - Ten (10) years equal annual principal payments plus applicable interest as described below.

Interest – Simple interest is charged at the rate of 5.00% per year unless the City has borrowed money to complete the project for which you are assessed and has pledged you assessments for repayment of the borrowed money. In such cases, the interest you are charged is equal to the interest rate the City must pay on the borrowed money plus 1.00%.

III. Special Assessment Deferral (Low Income Seniors and Disabled Persons)

To qualify for a special assessment deferral you or your spouse (if jointly owned) must:

- Be 65 years or older or be totally or permanently disabled.
- Have been a Michigan resident for five (5) years or more and have owned and occupied the homestead being assessed for five (5) years or more.
- Be a citizen of the U.S.
- Have a total household income not in excess of \$16,823.00
- Have a special assessment of \$300.00 or more.

Under this program the State of Michigan will pay the entire balance owing of the special assessment, including delinquent, current, and further installments. At the time of payment a lien will be recorded on your property in favor of the State of Michigan. Repayment to the State must be made at the time the property is sold or transferred or after the death of the owner(s). During the time the special assessment is deferred interest is accrued at the rate of 6.00% per year.

IV. Further Information About the Above Programs

Further information about any of the above payment options may be obtained by calling either the **City Assessor's Office at 724-6708** or the **City Treasurer's Office at 724-6720**. Applications may be obtained at the Muskegon County Equalization Office in the Muskegon County building or City of Muskegon Assessor's Office in City Hall.

V. Additional Special Assessment Payment Assistance

Qualified low and moderate income homeowners who are being assessed may be eligible for payment assistance through the City of Muskegon Community Development Block Grant (CDBG) Program. Assistance from this program will be available to the extent that funds are available. To obtain further information and determine whether you are eligible, contact the **Community and Neighborhood Services Department at 724-6717**.

CITY OF MUSKEGON
QUARTERLINE RD., APPLE AVE. TO MACARTHUR RD. H-1631
CDBG APPLICATION FOR WAIVER OF SPECIAL ASSESSMENT

HOUSEHOLD INFORMATION

Name: _____ Birthdate: _____ Social Security # _____ - _____ - _____

Spouse: _____ Birthdate: _____ Social Security # _____ - _____ - _____

Address: _____ Phone: _____ Race: _____

Parcel # _____ Owner/Spouse Legally Handicapped Or Disabled? () Yes () No

(Please refer to your assessment letter for this information)

Number Living in Household: _____ List information for household members besides owner/spouse here.

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

Name _____ Birthdate _____ Social Security # _____ - _____ - _____

INCOME INFORMATION

ANNUAL Household Income: _____
(Must include all household income)

\$ _____

Wage earner:

_____ **Wage earner:**

_____ **Wage earner:**

_____ **Wage earner:**

Total: \$ _____

PROPERTY INFORMATION

Proof Of Ownership: () Deed () Mortgage () Land Contract

Homeowner's Insurance Co: _____ **Expiration Date:** _____

Property Taxes: () Current () Delinquent Year(s) Due

(Property taxes must be current to qualify and will be verified by CDBG staff)

OWNER'S SIGNATURE

Owner's Signature: _____ **Date:** _____

By signing this application, the applicant verifies he/she owns and occupies the dwelling. The Applicant/Owner certifies that all information in this application, and all information furnished in support of this application, is true and complete to the best of the Applicant/Owner's knowledge and belief. The property owner's signature will be required prior to the application being processed. **NO APPLICATION WILL BE ACCEPTED AFTER CONFIRMATION**

FOR OFFICE USE ONLY

APPROVED () DENIED () DATE _____ CENSUS TRACT NO. _____

SIGNATURE _____ TITLE _____

COMMENTS/REMARKS _____

****ATTENTION APPLICANT****

Please see reverse side for instructions on providing proof of income, ownership, and property insurance.

CITY OF MUSKEGON
QUARTERLINE RD., APPLE AVE. TO MACARTHUR RD. H-1631
CDBG APPLICATION FOR WAIVER OF SPECIAL ASSESSMENT

Note: You may receive this application several times – If you have already applied, please discard.

Dear Resident:

The City of Muskegon has selected your neighborhood and your property for its comprehensive sidewalk replacement program. City ordinances require that property owners be responsible for the repair/replacement of damaged or unsafe sidewalks adjoining their properties. To assist homeowners, who may have difficulty paying the cost of sidewalk repairs, the City offers assessment waivers through the Community Development Block Grant (CDBG) Program for eligible households and families. If you meet the CDBG program qualifications, the City may pay the street assessment for you **to the extent that funds are available.**

Application Requirements:

- ✓ **Applicants must submit proof that their total household income does not exceed 65% of Area Median Income** (see chart below); Proof of income may include copies of Wage & Tax Statement (W-2's) from the year 2007, pension or other benefit checks, bank statements for direct deposits or agency statements for all household income.

2008

65% MEDIAN HOUSEHOLD INCOME CHART	
FAMILY SIZE	INCOME LIMIT
1	\$28,210
2	32,240
3	36,270
4	40,365
5	43,550
6	46,800
7	49,985
8	53,235
For each extra, add	3,250

- ✓ **Applicants must submit proof that they both own and occupy property at the time of application;** Land Contract purchasers must obtain approval of titleholder prior to receiving assistance. Proof of ownership should be a deed, mortgage, or land contract; proof of occupancy can be a copy of a driver's license or other official document showing both your name and address.
- ✓ **Applicants must submit proof of current property insurance.**

Please complete the first four (4) sections of the application on the reverse side of this notice, and return it, along with supporting documentation, to:

City of Muskegon
Community & Neighborhood Services
933 Terrace Street, 2nd Floor
Muskegon, MI 49440

For further information, please contact this office by calling 724-6717, weekdays from 8:30 a.m. and 5:00 p.m.

The City reserves the right to verify all application information. If current owner sells the home prior to the special assessment confirmation, the application is no longer valid. The City also reserves the right to reject any applications that contains falsified information or insufficient documentation. The City must complete the sidewalks. Costs incurred from repairs done by you or a private contractor will not be reimbursed

SPECIAL ASSESSMENT

H-1635

MILLING & RESURFACE

HEARING DATE

FEBRUARY 26, 2008

QUARTERLINE ROAD
APPLE AVE. TO McARTHUR RD.

1	MUSKEGON COMMUNITY COLL	ASSESSABLE FEET:	1023.00
24-115-300-0001-00	221 QUARTERLINE RD	COST PER FOOT:	\$17.15
@ 285 QUARTERLINE R	MUSKEGON MI 49442-149	ESTIMATED P.O. COST:	\$17,544.45
2	MUSKEGON COMMUNITY COLL	ASSESSABLE FEET:	957.00
24-115-400-0001-00	221 QUARTERLINE RD	COST PER FOOT:	\$17.15
@ 180 S QUARTERLINE	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$16,412.55
3	MUSKEGON COMMUNITY COLL	ASSESSABLE FEET:	1212.00
24-122-100-0003-00	221 QUARTERLINE RD	COST PER FOOT:	\$17.15
@ 221 S QUARTERLINE	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$20,785.80
4	BAKER COLLEGE OF MUSKEGO	ASSESSABLE FEET:	1262.49
24-122-100-0008-00	1903 MARQUETTE AVE	COST PER FOOT:	\$17.15
@ 1903 MARQUETTE AV	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$21,651.70
5	MUSKEGON COMMUNITY COLL	ASSESSABLE FEET:	1287.00
24-122-200-0001-00	221 QUARTERLINE RD	COST PER FOOT:	\$17.15
@ 2100 S MARQUETTE	MUSKEGON MI 49442	ESTIMATED P.O. COST:	\$22,072.05
6	GLICK GENE B CO INC	ASSESSABLE FEET:	632.48
24-122-300-0005-00	PO BOX 40177 ACCT DPT	COST PER FOOT:	\$17.15
@ 1890 CARRIAGE RD	INDIANAPOLIS IN 46240	ESTIMATED P.O. COST:	\$10,847.03

QUARTERLINE ROAD APPLE AVE. TO McARTHUR RD.

7	FNMA	ASSESSABLE FEET:	365.00
24-122-300-0007-00	PO BOX 40177	COST PER FOOT:	\$17.15
@ 1891 CARRIAGE RD	INDIANAPOLIS IN 46240	<u>ESTIMATED P.O. COST:</u>	<u>\$6,259.75</u>

8	GUPTA INDU/GUPTA KUMAR V	ASSESSABLE FEET:	139.37
24-760-000-0001-00	6195 SABLEWOOD CIR	COST PER FOOT:	\$17.15
@ 2021 MARQUETTE AV	PORTAGE MI 49024-953	<u>ESTIMATED P.O. COST:</u>	<u>\$2,390.20</u>

9	BAKER COLLEGE OF MUSKEGO	ASSESSABLE FEET:	128.00
24-760-000-0005-00	1903 MARQUETTE AVE	COST PER FOOT:	\$17.15
@ 440 S QUARTERLINE	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$2,195.20</u>

10	STEARNS PAUL H	ASSESSABLE FEET:	58.00
24-760-000-0063-00	594 S QUARTERLINE RD	COST PER FOOT:	\$17.15
@ 594 S QUARTERLINE	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$994.70</u>

11	TURRELL RONALD	ASSESSABLE FEET:	100.00
24-760-000-0064-00	1186 E ELLIS RD	COST PER FOOT:	\$17.15
@ 568 S QUARTERLINE	MUSKEGON MI 49441	<u>ESTIMATED P.O. COST:</u>	<u>\$1,715.00</u>

12	TURRELL WILLIAM	ASSESSABLE FEET:	100.00
24-760-000-0066-00	1426 NEECE	COST PER FOOT:	\$17.15
@ 556 S QUARTERLINE	MUSKEGON MI 49441	<u>ESTIMATED P.O. COST:</u>	<u>\$1,715.00</u>

QUARTERLINE ROAD
APPLE AVE. TO McARTHUR RD.

13	TURRELL WM	ASSESSABLE FEET:	100.00
24-760-000-0067-00	1426 NEECE	COST PER FOOT:	\$17.15
@ 540 S QUARTERLINE	MUSKEGON MI 49441	<u>ESTIMATED P.O. COST:</u>	<u>\$1,715.00</u>
14	HURST ALBERT III	ASSESSABLE FEET:	100.00
24-760-000-0068-00	524 S QUARTERLINE RD	COST PER FOOT:	\$17.15
@ 524 S QUARTERLINE	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$1,715.00</u>
15	CHOICE PROPERTIES MANAGE	ASSESSABLE FEET:	100.00
24-760-000-0070-00	1893 GREENWOODS DR	COST PER FOOT:	\$17.15
@ 508 S QUARTERLINE	JENISON MI 49428	<u>ESTIMATED P.O. COST:</u>	<u>\$1,715.00</u>
16	TURRELL RONALD	ASSESSABLE FEET:	100.00
24-760-000-0071-00	1186 E ELLIS RD	COST PER FOOT:	\$17.15
@ 494 S QUARTERLINE	MUSKEGON MI 49441	<u>ESTIMATED P.O. COST:</u>	<u>\$1,715.00</u>
17	TURRELL WILLIAM	ASSESSABLE FEET:	100.00
24-760-000-0072-00	1426 NEECE	COST PER FOOT:	\$17.15
@ 478 S QUARTERLINE	MUSKEGON MI 49441	<u>ESTIMATED P.O. COST:</u>	<u>\$1,715.00</u>
18	LAKATOS JULIUS E	ASSESSABLE FEET:	56.00
24-760-000-0074-00	462 QUARTERLINE	COST PER FOOT:	\$17.15
@ 462 S QUARTERLINE	MUSKEGON MI 49442	<u>ESTIMATED P.O. COST:</u>	<u>\$960.40</u>

QUARTERLINE ROAD
APPLE AVE. TO McARTHUR RD.

SUM OF ASSESSABLE FOOTAGE 7820.34 PROJECT LENGTH: 6,940

TOTAL NUMBER OF ASSESSABLE PARCELS 18 ROADWAY RIGHT-OF-WAY LENGTH: FEET

ESTIMATED PROJECT COST: \$800,000

SUM OF EST. PROP.OWN. COSTS: \$134,118.83

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: QUARTERLINE ROAD, APPLE AVE. TO McARTHUR RD.

Project Description: RECONSTRUCTION

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

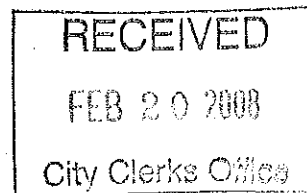
Property Address: 568 S QUARTERLINE RD

Parcel Number 24-760-000-0064-00

Assessable Frontage: 100 Feet

Estimated Front Foot Cost: \$17.15 per Foot

ESTIMATED TOTAL COST \$1,715.00



Property Description

CITY OF MUSKEGON SHADY LANE LOT 64 & S 26 FT LOT 6

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner

Ron Turrell

CoOwner/Spouse

Mary Turrell

Signature

Ron Turrell

Signature

Mary Turrell

Address

640 1186 E Ellis 49441

Address

6906 Windwater Crt 49441

Thank you for taking the time to vote on this important issue.

TURRELL RONALD

11

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **QUARTERLINE ROAD, APPLE AVE. TO McAURTHUR RD.**

Project Description: **RECONSTRUCTION**

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address: **508 S QUARTERLINE RD**

Parcel Number **24-760-000-0070-00**

Assessable Frontage: **100** Feet

Estimated Front Foot Cost: **\$17.15** per Foot

ESTIMATED TOTAL COST \$1,715.00

Property Description

CITY OF MUSKEGON SHADY LANE S 61 FT LOT 70 & N 39

RECEIVED

FEB 20 2008

City Clerks Office

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner

CoOwner/Spouse

Robin Bundick

Signature

Signature

David Bundick

Address

Address

1893 Greenwood Dr.

Green, MI 49428

Thank you for taking the time to vote on this important issue.

CHOICE PROPERTIES MANAGEMENT LLC

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: QUARTERLINE ROAD, APPLE AVE. TO McAURTHUR RD.

Project Description: RECONSTRUCTION

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address: 494 S QUARTERLINE RD

Parcel Number 24-760-000-0071-00

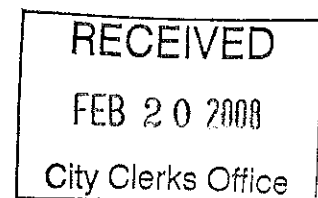
Assessable Frontage: 100 Feet

Estimated Front Foot Cost: \$17.15 per Foot

ESTIMATED TOTAL COST \$1,715.00

Property Description

CITY OF MUSKEGON SHADY LANE LOT 71 & S 15 FT LOT 7



Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner Ron Turrell

CoOwner/Spouse

Mary Turrell

Signature Ron Turrell

Signature

Mary Turrell

Address 1186 E Ellis Rd 49441

Address

6906 Windwater Cr. 49441

Thank you for taking the time to vote on this important issue.

TURRELL RONALD

16

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By FEBRUARY 26, 2008

Project Title: QUARTERLINE ROAD, APPLE AVE. TO McAURTHER RD.

Project Description: RECONSTRUCTION

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address: 1891 CARRIAGE RD

Parcel Number 24-122-300-0007-00

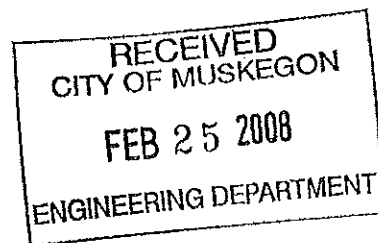
Assessable Frontage: 365 Feet

Estimated Front Foot Cost: \$17.15 per Foot

ESTIMATED TOTAL COST \$6,259.75

Property Description

CITY OF MUSKEGON PART OF NE 1/4 OF SW 1/4 SEC 22 T



Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner _____

Signature _____

Address _____

CoOwner/Spouse _____

Signature _____

Address _____

CARRIAGE HOUSE OF MUSKEGON ASSOCIATES,
a limited dividend housing association,
a limited partnership

James B. Lyons
PO Box 40177
Indianapolis, IN 46240

Thank you for taking the time to vote on this important issue.

FNMA

7

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **QUARTERLINE ROAD, APPLE AVE. TO McARTHUR RD.**

Project Description: **RECONSTRUCTION**

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

Property Address: **1890 CARRIAGE RD**

Parcel Number **24-122-300-0005-00**

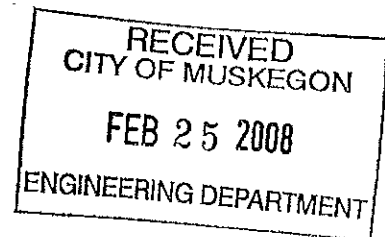
Assessable Frontage: **632.48 Feet**

Estimated Front Foot Cost: **\$17.15 per Foot**

ESTIMATED TOTAL COST \$10,847.03

Property Description

CITY OF MUSKEGON PART OF NE 1/4 OF SW 1/4 SEC 22 T



Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner _____

CoOwner/Spouse _____

**HICKORY VILLAGE ASSOCIATES, a limited
dividend housing association, a limited
partnership**

Signature _____

Signature _____

James B. Leonard
PO Box 40172

Address _____

Address _____

Indianapolis, IN 46240

his important issue.

GLICK GENE & CO INC

8

Post-It® Fax Note	7871	Date	2/25/08	# of pages	2
To	City of Muskegon	From	Jim Lyons		
Co./Dept.	Engineering	Co.	Glick Gene & Co		
Phone #		Phone #	317-469-5569		
Fax #	231-727-6904	Fax #			

SPECIAL ASSESSMENT
HEARING RESPONSE CARD

NO RESPONSE COUNTS AS "IN FAVOR" OF PROJECT-To have your vote count, please

Return This Card By **FEBRUARY 26, 2008**

Project Title: **QUARTERLINE ROAD, APPLE AVE. TO McAURTHUR RD.**

Project Description: **RECONSTRUCTION**

INSTRUCTIONS

If you wish to have your written vote included as part of the tabulation of votes forwarded to the City Commission for the scheduled public hearing, please return this card by the date indicated above. To use this response card please indicate whether you Oppose or Favor this special assessment project, sign the form and return it to the City Clerk's Office. To return this card by mail, simply fold on the dotted lines so the address on the reverse side is showing. Be sure to seal the form with a small piece of tape or staple prior to mailing. IF YOU DO NOT SEND IN THIS FORM YOUR VOTE COUNTS AS "IN FAVOR" OF PROJECT.

Assessment Information

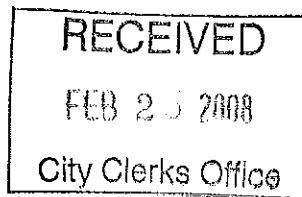
Property Address: **462 S QUARTERLINE RD**

Parcel Number **24-760-000-0074-00**

Assessable Frontage: **56** Feet

Estimated Front Foot Cost: **\$17.15** per Foot

ESTIMATED TOTAL COST \$960.40



Property Description

CITY OF MUSKEGON SHADY LANE LOT 74 & N 32 FT OF LO

Your vote COUNTS!

Please vote either in favor or opposed to the Special Assessment Street Paving Project.

I AM IN FAVOR

☐

I AM OPPOSED

☒

Owner

Julius Lakatos

CoOwner/Spouse

Signature

Julius Lakatos

Signature

Address

462 Quarterline

Address

Thank you for taking the time to vote on this important issue.

LAKATOS JULIUS E

H-1635 QUARTERLINE RD., APPLE AVE. TO MACARTHUR RD. -LESS MCC

PROPERTY OWNER SPECIAL ASSESSMENT RESPONSE TABULATION

	<u>FEET</u>	<u>PERCENTAGE</u>	TOTAL NUMBER OF PARCELS - 13									
			FOR					OPPOSE				
			LETTER#	ST#	ST NAME	PARCEL#	FEET	LETTER#	ST#	ST NAME	PARCEL#	FEET
TOTAL ASSESSABLE FRONT FOOTAGE	3341.00 ***							11	568	S QUARTERLINE	24-760-000-0064-00	100.00
								15	508	S QUARTERLINE	24-760-000-0070-00	100.00
								16	494	S QUARTERLINE	24-760-000-0071-00	100.00
FRONT FEET OPPOSED	1353.48	40.51%						18	462	S QUARTERLINE	24-760-000-0074-00	56.00
								7	1891	CARRIAGE RD	24-122-300-0007-00	365.00
RESPONDING FRONT FEET IN FAVOR	0.00	0.00%						6	1890	CARRIAGE RD	24-122-300-0005-00	632.48
NOT RESPONDING - FRONT FEET IN FAVOR	1987.52	59.49%										
TOTAL FRONT FEET IN FAVOR	1987.52	59.49%										
TOTALS							0.00					1353.48

AGENDA ITEM NO. _____

CITY COMMISSION MEETING _____

TO: Honorable Mayor and City Commissioners

FROM: Bryon L. Mazade, City Manager

DATE: February 15, 2008

RE: 2008/2009 Goals

SUMMARY OF REQUEST:

To adopt the proposed 2008/2009 goals, based on the goal setting session held on January 25, 2008.

FINANCIAL IMPACT:

None at this time.

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

To approve the attached proposed 2008/2009 goals.

COMMITTEE RECOMMENDATION:

None.

MUSKEGON CITY COMMISSION GOALS

2008-2009

DOWNTOWN CASINO (4) - Explore the possibility of creating a casino in the downtown. **

SUSTAINABLE INFRASTRUCTURE (4) – Consider sustainable ways to maintain and fund City infrastructure (200 miles of streets, water mains, sanitary sewer mains, storm sewer mains). Wind technology and best management practices will also be considered. Consideration should also be given to finding an alternative to street assessments and solving the wastewater metering problem. **

FARMERS MARKET RELOCATION (4) – Consider the relocation of the farmers market into the downtown. *

REGIONAL COOPERATION (4) – Consider ways to cooperate with other local governments, including schools and the county, to provide the most cost-effective municipal services. Consideration should also be given to reducing costs through functional consolidation and reduction or modification of services. *

BLIGHT FIGHT (3) – To continue and consider improvements to the coordinated effort of several City departments to address blighting influences throughout the City and in targeted areas. *

STRATEGIC PARTNERING TO DELIVER YOUTH SERVICES (4) – Consider the cost and benefit of the existing recreation programs and facilities and consider partnerships or contracting with other agencies for youth programming.

LAKESHORE PATHWAY (1) – Continue the expansion of the City's trail system, especially linking it to the Musketawa Trail, Heritage Landing, Clara Shepherd Park, and neighborhoods.

Note: The above is a description of the City Commission goals and is arranged in order of priority. The highest priorities are with an *.

Date: February 26, 2008
To: Honorable Mayor and City Commissioners
From: Ann Marie Becker, City Clerk
RE: Appointments to the Citizen's Police Review Board

SUMMARY OF REQUEST: To reappoint Charlotte Perez as a member of a Minority Based Organization; and appoint David Bukala or Philip Marcil as the Law Enforcement Professional.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: None.

Date:

**CITY OF MUSKEGON
TALENT BANK APPLICATION**

Please Type or Print. Applications will be kept on file for one year. All applicants subject to a background check.

NAME: Charlotte Lavetta Perez

HOME ADDRESS: 550 West Westren AVE Apt 142
(Street, City, State, Zip)

HOME PHONE: (231) 457-4124 WORK PHONE #: _____

E-MAIL ADDRESS: perezcharlotta@yahoo.com

OCCUPATION: Operational Manager EMPLOYER: WHS Tracking
(If retired, give former occupation)

EDUCATION: College

PERSONAL & COMMUNITY ACTIVITIES: NAAACP, Unit Way Church

Why would you be a good member of this committee? What do you bring to the committee?

Because I want to give back to my community
Understanding, knowledge, good input.

PERSONAL REFERENCES: (Please list the name and phone numbers of three personal references)

1. Office Jimmy Fox (231) 638-1548
(Name) (Phone Number)
2. Mayor D. Paige Paige Muskegon (231) 733-8999
(Name) (Phone Number)
3. _____
(Name) (Phone Number)

PLEASE INDICATE BOARDS/COMMISSIONS/COMMITTEES INTERESTED IN SERVING ON - MARKING #1 AS YOUR FIRST PREFERENCE:

- | | |
|--|--|
| ☒ Board of Canvassers | ☐ Housing Code Board of Appeals |
| ☐ Board of Review | ☐ Housing Commission |
| ☒ Citizen's Police Review Board | ☐ Income Tax Board of Review |
| ☐ City Employees Pension Board | ☐ Land Reutilization Committee |
| ☐ Civil Service Commission | ☐ Leisure Services Board |
| ☐ CDBG-Citizen's District Council | ☐ Loan Fund Advisory Committee |
| ☐ Construction Board of Appeals | ☐ Local Develop. Finance Authority |
| ☐ District Library Board | ☐ Local Officer's Compensation Com. |
| ☐ Downtown Development Authority/Brownfield Board | ☐ Planning Commission |
| ☐ Election Commission | ☐ Police/Fireman's Pension Board |
| ☐ Equal Opportunity Committee | ☐ Public Relations Committee |
| ☐ Historic District Commission | ☐ Zoning Board of Appeals |
| ☐ Hospital Finance Authority | |

Are you willing to serve on other boards/committees not checked off above? ☒ YES ☐ NO (Circle one)

* Attach Additional Sheets or Resume if Desired.

Return this form to: City Clerk's Office, 933 Terrace St., P. O. Box 536, Muskegon, MI 49443-0536

Date: 2-8-08CITY OF MUSKEGON
TALENT BANK APPLICATION

Please Type or Print. Applications will be kept on file for one year. All applicants subject to a background check.

NAME: David J. Bukala DATE OF BIRTH: 6-18-50HOME ADDRESS: 4434 Manchester Ln, Twin Lake, MI 49457
(Street, City, State, Zip)HOME PHONE #: 744-4092 WORK PHONE #: 231-854-6615E-MAIL ADDRESS: d.bukala@comcast.netOCCUPATION: School Principal / Police Ofc. (retired) EMPLOYER: Hesperia Schools / Musk. Hts. PD
(If retired, give former occupation)EDUCATION: B.A., M.A., Ed.S. - Michigan State University; Grand Rapids Community College Police AcademyPERSONAL & COMMUNITY ACTIVITIES: Member, Twin Lake Gun Club; FOP Lodge 99 TreasurerCIVIC ORGANIZATIONS: Muskegon Heights Optimist Club

Why would you be a good member of this committee? What do you bring to the committee?

I am an MCOLES certified police officer with 4 years full time and 3 years part time experience. I have life experience working with people from all socioeconomic and cultural backgrounds.

PERSONAL REFERENCES: (Please list the name and phone numbers of three personal references)

1. <u>Clifton Johnson</u>	<u>733-8900</u>
(Name)	(Phone Number)
2. <u>Joseph Koenig</u>	<u>616-366-5856</u>
(Name)	(Phone Number)
3. <u>Dean Boesler</u>	<u>724-6351</u>
(Name)	(Phone Number)

PLEASE INDICATE BOARDS/COMMISSIONS/COMMITTEES INTERESTED IN SERVING ON - MARKING #1 AS YOUR FIRST PREFERENCE:

- | | |
|--|--|
| ☐ Board of Canvassers | ☐ Housing Code Board of Appeals |
| ☐ Board of Review | ☐ Housing Commission |
| ☒ Citizen's Police Review Board | ☐ Income Tax Board of Review |
| ☐ City Employees Pension Board | ☐ Land Reutilization Committee |
| ☐ Civil Service Commission | ☐ Leisure Services Board |
| ☐ CDBG-Citizen's District Council | ☐ Loan Fund Advisory Committee |
| ☐ Construction Board of Appeals | ☐ Local Develop. Finance Authority |
| ☐ District Library Board | ☐ Local Officer's Compensation Com. |
| ☐ Downtown Development Authority/Brownfield Board | ☐ Planning Commission |
| ☐ Election Commission | ☐ Police/Fireman's Pension Board |
| ☐ Equal Opportunity Committee | ☐ Public Relations Committee |
| ☐ Historic District Commission | ☐ Zoning Board of Appeals |
| ☐ Hospital Finance Authority | |

Are you willing to serve on other boards/committees not checked off above? YES ☒ (NO) (Circle one)

* Attach Additional Sheets or Resume if Desired.

Return this form to: City Clerk's Office, 933 Terrace St., P. O. Box 536, Muskegon, MI 49443-0536

Date: 02-08-08

**CITY OF MUSKEGON
TALENT BANK APPLICATION**

Please Type or Print. Applications will be kept on file for one year. All applicants subject to a background check.

NAME: PHILIP A. MARCIL
HOME ADDRESS: 907 W. MT. GARFIELD, MUSKEGON MI 49441
(Street, City, State, Zip)
HOME PHONE #: 231-799-8033 WORK PHONE #: 231-724-6506
E-MAIL ADDRESS: cmfm74@comcast.net
OCCUPATION: CAPTAIN / DEPUTY SHERIFF EMPLOYER: COUNTY OF MUSKEGON
(If retired, give former occupation)
EDUCATION: H.S. COLLEGE UNIT
PERSONAL & COMMUNITY ACTIVITIES: MUSKEGON COUNTY VICTIM SERVICE
CHARGE OF MUSKEGON COUNTY SHERIFF'S POSSE

Why would you be a good member of this committee? What do you bring to the committee?

EXPERIENCE IN LABOR + POLICE MISCONDUCT

PERSONAL REFERENCES: (Please list the name and phone numbers of three personal references)

1. <u>DEAN ROESLER</u>	<u>231-724-1256</u>
(Name)	(Phone Number)
2. <u>VERN BORGMAN</u>	<u>231-786-1317</u>
(Name)	(Phone Number)
3. <u>MARK VANDERMEULEN</u>	<u>231-799-2134</u>
(Name)	(Phone Number)

PLEASE INDICATE BOARDS/COMMISSIONS/COMMITTEES INTERESTED IN SERVING ON - MARKING #1 AS YOUR FIRST PREFERENCE:

- | | |
|--|--|
| ☐ Board of Canvassers | ☐ Housing Code Board of Appeals |
| ☐ Board of Review | ☐ Housing Commission |
| ☒ Citizen's Police Review Board | ☐ Income Tax Board of Review |
| ☐ City Employees Pension Board | ☐ Land Reutilization Committee |
| ☐ Civil Service Commission | ☐ Leisure Services Board |
| ☐ CDBG-Citizen's District Council | ☐ Loan Fund Advisory Committee |
| ☐ Construction Board of Appeals | ☐ Local Develop. Finance Authority |
| ☐ District Library Board | ☐ Local Officer's Compensation Com. |
| ☐ Downtown Development Authority/Brownfield Board | ☐ Planning Commission |
| ☐ Election Commission | ☐ Police/Fireman's Pension Board |
| ☐ Equal Opportunity Committee | ☐ Public Relations Committee |
| ☐ Historic District Commission | ☐ Zoning Board of Appeals |
| ☐ Hospital Finance Authority | |

Are you willing to serve on other boards/committees not checked off above? YES NO (Circle one)

* Attach Additional Sheets or Resume if Desired.

Return this form to: City Clerk's Office, 933 Terrace St., P. O. Box 536, Muskegon, MI 49443-0536

DATE: February 15, 2008
TO: Honorable Mayor and Commissioners
FROM: Mark Kincaid, Deputy Director of Public Safety
RE: Concurrence with the Housing Board of Appeals Notice and Order to Demolish. Dangerous Building Case #: EN-070202

SUMMARY OF REQUEST: This is to request that the City Commission Concur with the findings of the Housing Board of Appeals that the structure located at **1125 Maple (Area 11)** is unsafe, substandard, a public nuisance and that it be demolished within thirty (30) days. It is further requested that administration be directed to obtain bids for the demolition of the structure and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Case# & Project Address: # EN-070202 1125 Maple

Location and ownership: This structure is located on Maple St between Catherine and Isabella Streets and is owned by Robert/Brandy Hillsburg, 340 W. Forest, Muskegon, 49441

Staff Correspondence: A dangerous building inspection was conducted on 09/20/07. The Notice and Order to Repair was issued on 10/16/07. On 12/06/07 the HBA declared the structure substandard and dangerous. An interior inspection was conducted 01/07/08.

Owner Contact: Brandy Hillsburg was present for the HBA meeting stating she was selling home to her brother when he defaulted then she could not afford mortgage. The bank started foreclosure proceedings but then stopped process and returned property back the Hillsburg's. She stated she would like to save home but does not have funds to hire licensed contractors to complete repairs so would like to sell the property.

Financial Impact: CDBG Funds

Budget action required: None

State Equalized value: \$15,800

Estimated cost to repair: \$ 20,000

Staff Recommendation: To concur with the Housing Board of Appeals decision to demolish.

INSPECTION SUMMARY

FOR 1125 Maple

This building is a one story wood frame single family dwelling. This building is falling into a state of disrepair that requires work on the roof, siding and various repairs to the plumbing, mechanical, electrical and other structural components to the house. There has been no attempt to rehabilitate the structure. No permits have been applied for or issued.

City of Muskegon
933 Terrace St., P.O. Box 536, Muskegon, MI 49443
(231) 724-6715

Tuesday, January 8, 2008

DANGEROUS BUILDING INTERIOR INSPECTION REPORT

Property Address: 1125 MAPLE ST **Parcel #** 24-205-076-0001-10

Owner: HILLSBURG BRANDY/ROBERT

Inspection Type: DB Interior Inspection **Inspector:** Henry Faltinowski

Date completed: 01/07/2008

DEFICIENCIES:

Uncorrected - Interior

1. Pressure test gas line.
2. Inspect & certify water heater & furnace, chimneys.
3. Maintain 6" clearance from single wall water heater connector.
4. Insure plumbing is in working order.
5. Need bath vent fan.
6. Reglaze bath tub.
7. Clean ductwork.
8. Provide return air to habital spaces.
9. Replace PVC water piping for laundry.
10. Caulk toilet.
11. Repair/replace assorted PVC water piping with approved piping.
12. Support piping under house.
13. Need cleanout in crawl space.
14. House to be rewired to code.
15. Smoke alarms to be installed to code.
16. Replace damaged floor joists and beams in floor system.
17. Replace cut rafters in roof system to MRC 2003 code.
18. Replace any damaged floor joists and rafters damaged by fire.
19. Repair all damaged interior ceiling, wall, floor coverings.
20. Smoke alarms per MRC 2003 code.
21. Replace all damaged doors and windows

Based upon my recent inspection of the above property I determined that the structure meets the definition of a Dangerous Building and/or Substandard Building as set forth in Section 10-61 of the Muskegon City Code.

HENRY FALTINOWSKI BUILDING INSPECTOR

DATE

CITY OF MUSKEGON

933 Terrace St., P.O. Box 537, Muskegon, MI 49443 (231) 724-6715

DANGEROUS BUILDING INSPECTION REPORT

Thursday, September 20, 2007

Enforcement # EN070202 **Property Address** 1125 MAPLE ST
Parcel #24-205-076-0001-10 **Owner** HILLSBURG BRANDY/ROBERT

Inspector: Henry Faltinowski

Date completed: 09/20/2007

DEFICENCIES:

Uncorrected

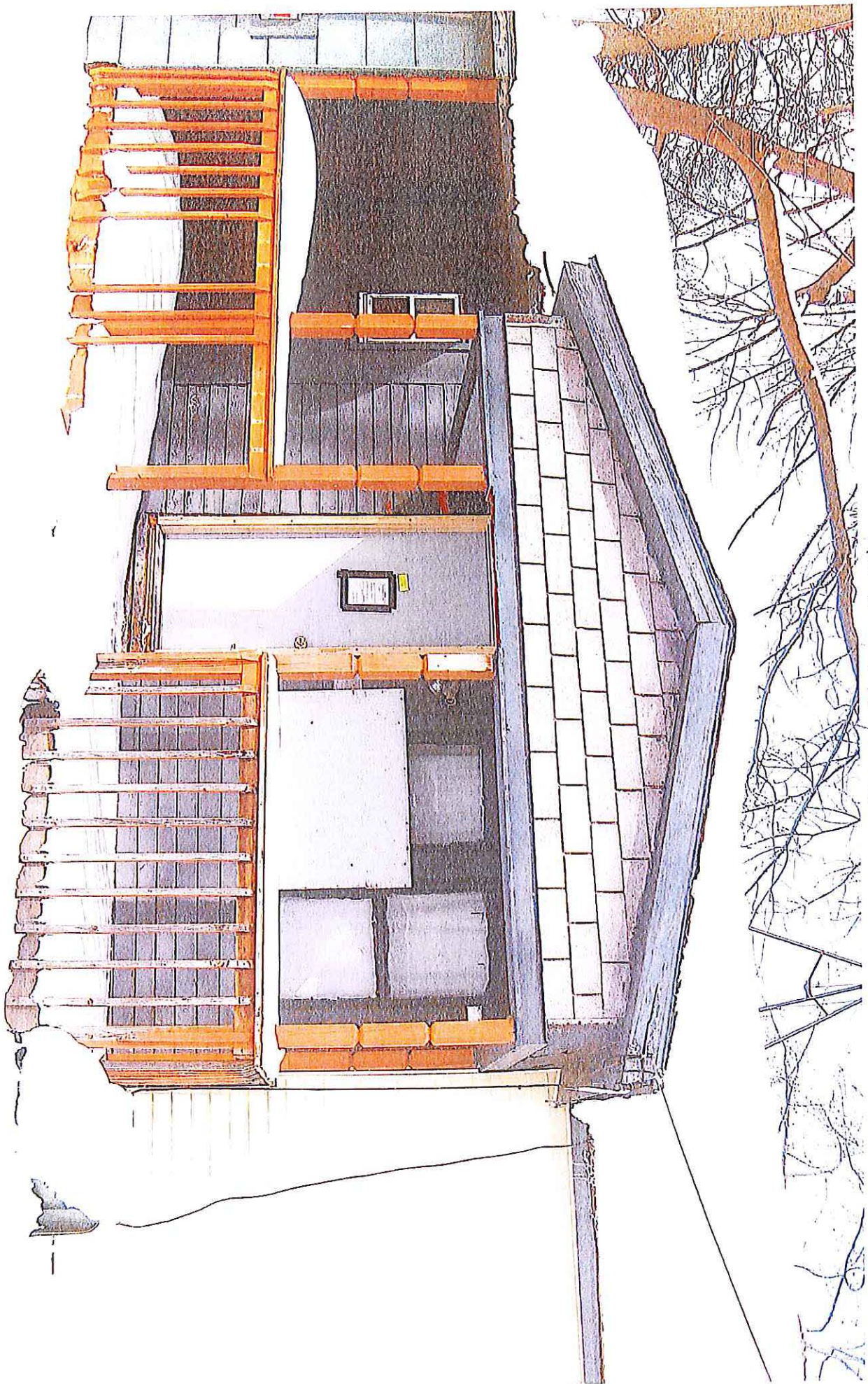
1. Repair - replace all exterior roof damage - roof sags - provide rafter investigation.
2. Replace damaged siding missing, not matching.
3. Numerous broken windows and frames - replace.
4. All framing must meet MRC 2003 Code.
5. Scrape and paint all exterior exposed wood.
6. Foundation repair - tuck points.
7. Interior inspection requested by all trade inspectors.
8. Home is open

Request interior inspection by all trades, electrical, mechanical and plumbing. Please contact Inspection Services with any questions or to schedule an inspection at 933 Terrace St., Muskegon, MI 49440 (231) 724 6758.

Based upon my recent inspection of the above property I determined that the structure meets the definition of a Dangerous Building and/or Substandard Building as set forth in Section 10-61 of the Muskegon City Code.

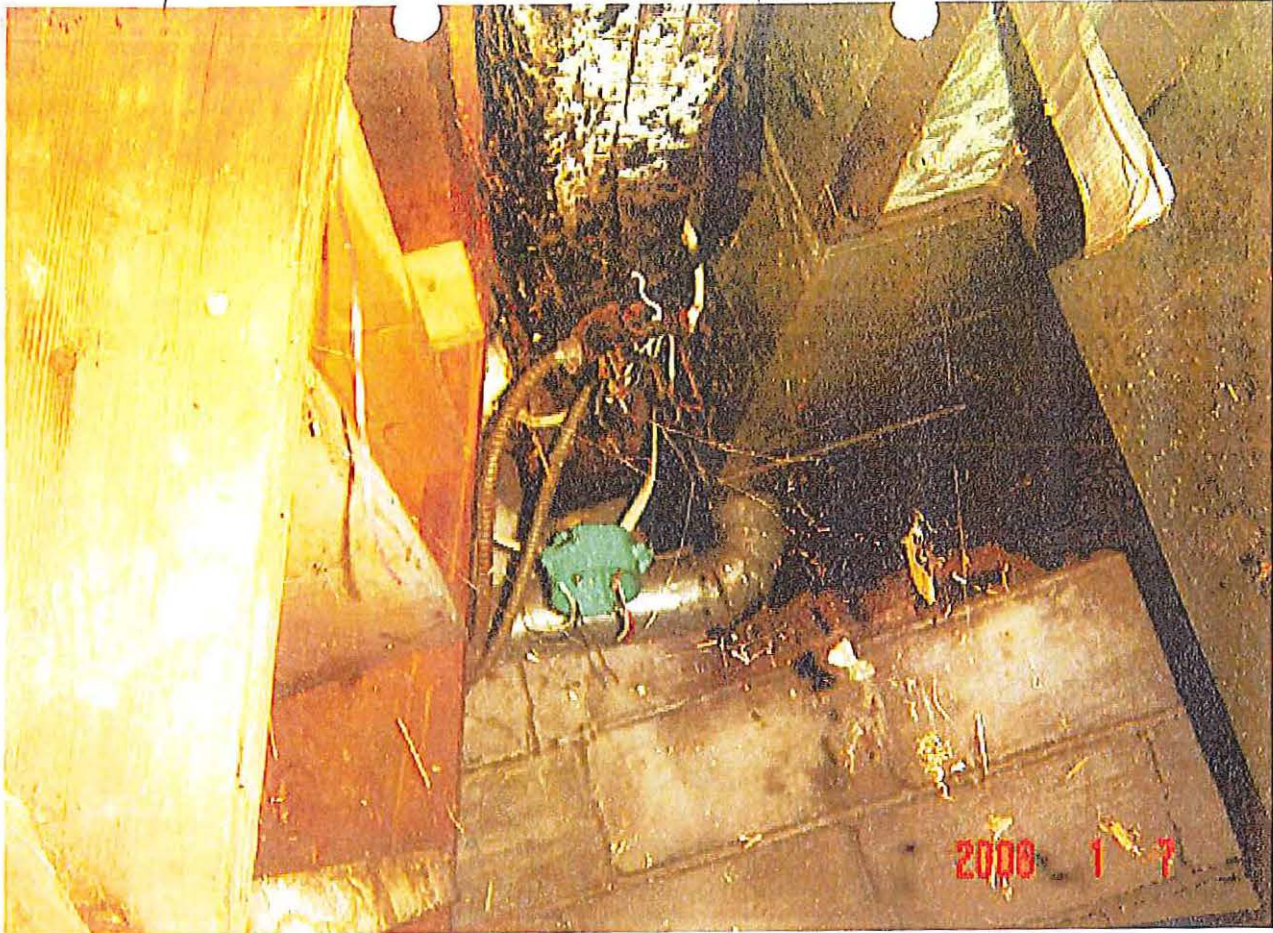
Henry Faltinowski, Building Inspector

Date

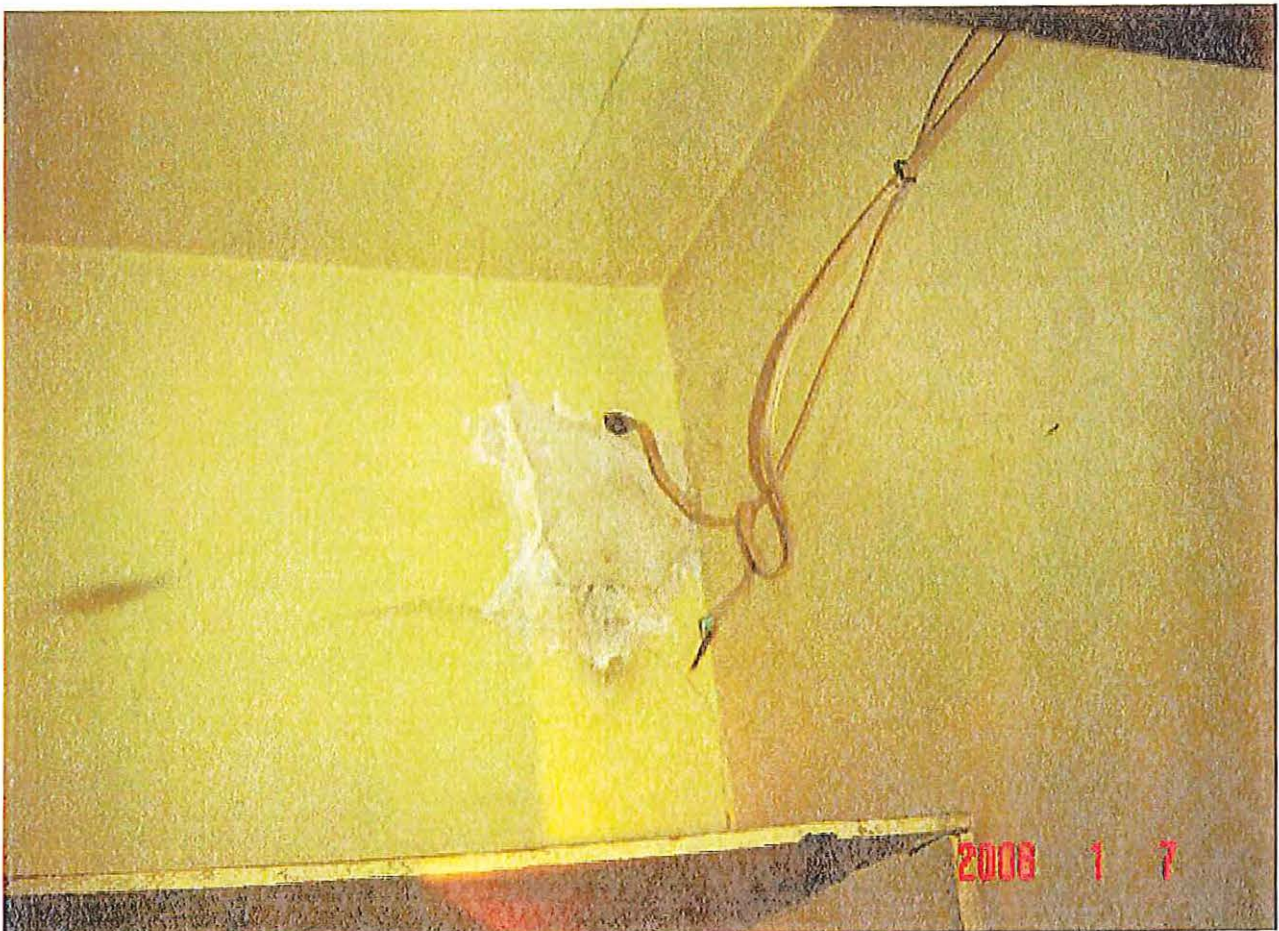


125 Maple

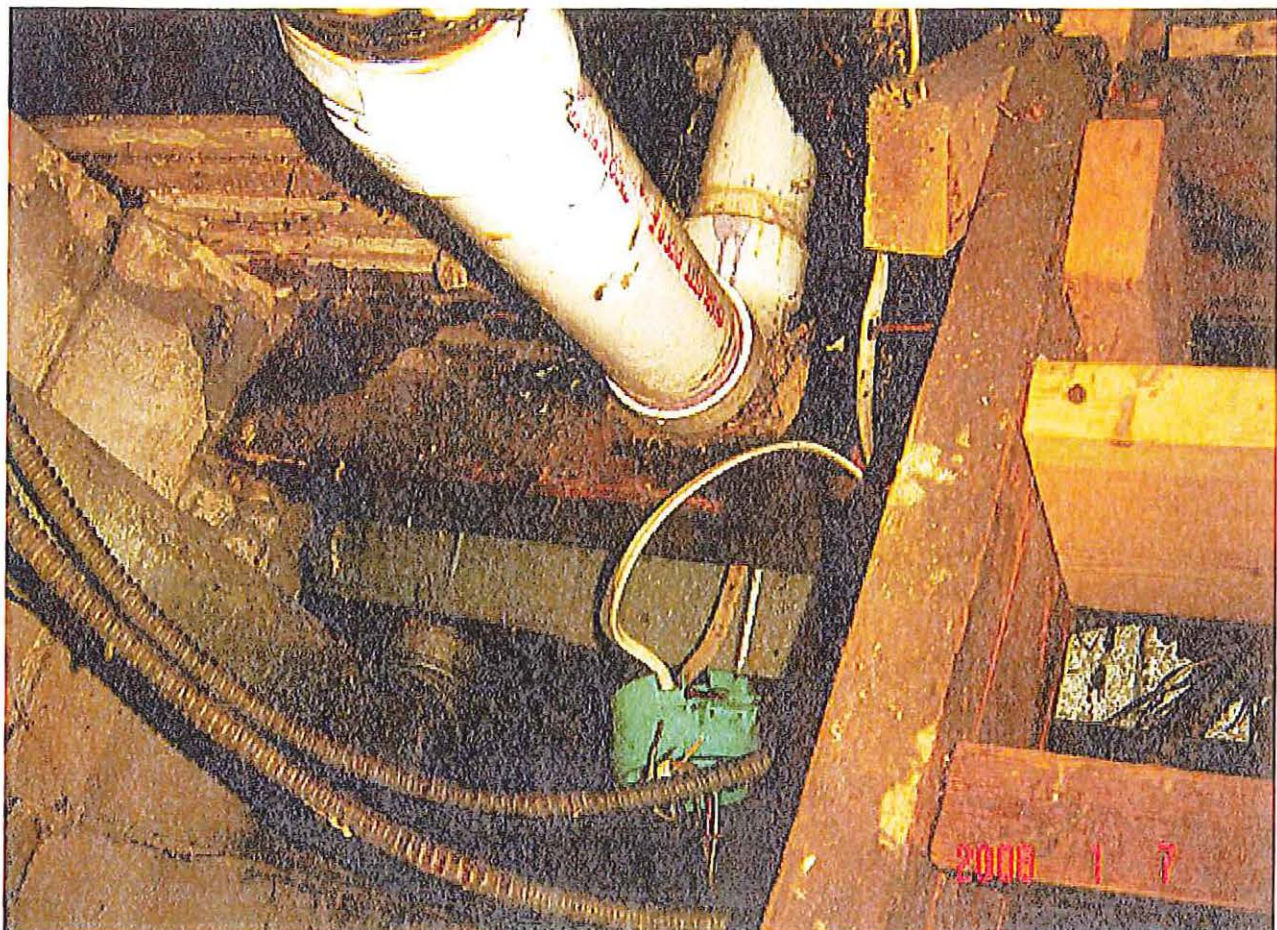
1.) ELECTRICAL VIOLATIONS 2.) BASEMENT CRAWL FLOOR DAMAGE



Electrical Violations



DB INTERIOR 1/25 MARLE.



CEILING DAMAGE & CUT BEAM.

DATE: February 18, 2008
TO: Honorable Mayor and Commissioners
FROM: Mark Kincaid, Deputy Director of Public Safety
RE: Concurrence with the Housing Board of Appeals Notice and Order to Demolish. Dangerous Building Case #: EN-070151

SUMMARY OF REQUEST: This is to request that the City Commission Concur with the findings of the Housing Board of Appeals that the structure located at **4 W. Webster** - is unsafe, substandard, a public nuisance and that it be demolished within thirty (30) days. It is further requested that administration be directed to obtain bids for the demolition of the structure and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Case# & Project Address: # EN-070151 – 4 W. Webster

Location and ownership: This structure is located on Webster between Pine and Terrace Streets and is owned by Suleyman Cotal, 390 W. Muskegon, Muskegon, MI 49440.

Staff Correspondence: A dangerous building inspection was conducted on 08/7/07 and the Notice and Order to Repair was issued on 08/14/07. On 10/04/07 the HBA tabled case for 30 days. On 12/06/07 the HBA declared the structure to be dangerous, substandard and a public nuisance.

Owner Contact: Mr. Cotal was present for the HBA meeting dated 10/04/07. Mr. Cotal stated he doesn't know why he's before board stating he has a permit and the problem now is he got a notice posted on window and electrical, plumbing, and mechanical contractors will not give him estimates because they say building is condemned. Henry Faltinowski said he only conducted a partial rough-in inspection for soffit and footings only. Mr. Cotal was also present at HBA meeting dated 12/06/07 and wanted to present drawings to building inspector who was not present due to attending an inspector's conference. Mr. Cotal showed letter stating plans were approved and Mr. Kincaid said plans were approved but work performed does not match approved plans. Mr. Cotal said project is not finished. Mr. Kincaid said that's the problem and work that has been done does not match drawings. Mr. Cotal said contractors have taken his money and walked away. Henry Faltinowski said there are no plumbing, mechanical, & electrical contractors to date and no rough-in's have been scheduled. Mr. Cotal said he is presently going to court against one contractor. Nick Kroes stated that the relationships between Mr. Cotal and with other businesses or contractors are not the concern of the Housing Board of Appeals, but the building which is Mr. Cotal's responsibility is a eyesore and has been for years and the Housing Board responsibility is to make sure the City of Muskegon doesn't have eyesores.

Financial Impact: CDBG

Budget action required: None

State Equalized value: \$ 69,400

Estimated cost to repair: \$ 40,000

Staff Recommendation: To concur with the Housing Board of Appeals decision to demolish.

Summary for 4 W. Webster

This building is a single story concrete block building. The building owner applied for a construction permit in 2006. The project is currently at a standstill because there are no current permits for this project. Mr. Cotel has submitted various plans to this office during the course of this project. These numerous plans were required because the property owner has repeatedly ignored the construction documents that were submitted to this office.

Mr. Cotel has at various times had plans submitted to construct a restaurant and club for review only to have the project stopped for failing to follow his drawings or making serious errors during the progress of the project. The property owner has routinely ignored simple instructions from the building inspector.

On May 4, 2007 the property owner was notified that because of the current condition of this building, it qualified as a dangerous building. At the time it was not weather tight and a number of structural components were improperly installed. He was also notified at that time that he would be required to secure the services of a General Contractor to complete this project because, by his own admission, he did not understand what he was doing wrong.

During the course of the next few months, this project has had three different General Contractors, each leaving the project with the same complaint. They were having difficulty working on the project because of an insistence by the property owner that they ignore the drawings and construct it the way he wanted it done.

As of this date there is currently no open permits for this project and I have had no contact from a contractor since early December.

It should also be noted that the health department has yet to receive enough information to issue a construction permit.

At this time, there is no reasonable expectation that this project will be successfully completed, and will continue to be a blighting influence on the entrance to the downtown area.

I have attached synopsis of the time line for this project.

Summary for 4 W. Webster

This building is a single story concrete block building. The building owner applied for a construction permit in 2006. The project is currently at a standstill because there are no current permits for this project. Mr. Cotel has submitted various plans to this office during the course of this project. These numerous plans were required because the property owner has repeatedly ignored the construction documents that were submitted to this office.

Mr. Cotel has at various times had plans submitted to construct a restaurant and club for review only to have the project stopped for failing to follow his drawings or making serious errors during the progress of the project. The property owner has routinely ignored simple instructions from the building inspector.

On May 4, 2007 the property owner was notified that because of the current condition of this building, it qualified as a dangerous building. At the time it was not weather tight and a number of structural components were improperly installed. He was also notified at that time that he would be required to secure the services of a General Contractor to complete this project because, by his own admission, he did not understand what he was doing wrong.

During the course of the next few months, this project has had three different General Contractors, each leaving the project with the same complaint. They were having difficulty working on the project because of an insistence by the property owner that they ignore the drawings and construct it the way he wanted it done.

As of this date there is currently no open permits for this project and I have had no contact from a contractor since early December.

It should also be noted that the health department has yet to receive enough information to issue a construction permit.

At this time, there is no reasonable expectation that this project will be successfully completed, and will continue to be a blighting influence on the entrance to the downtown area.

I have attached synopsis of the time line for this project.

August 8, 2006	Permit issued	Owner has numerous violations and is failing to follow drawings
December 12, 2006	Stop work order issued	Owner has numerous violations and is failing to follow drawings
December 12, 2006	Stop work letter sent	Owner instructed to secure services of a contractor
May 7, 2007	Permit revoked	Owner has numerous violations and is failing to follow drawings
May 7, 2007	Stop work order issued	Owner has numerous violations and is failing to follow drawings
May 7, 2007	Stop work letter sent	New Contractor Joseph Green
July 18, 2007	Permit issued	Requested permit closed by contractor
July 23, 2007	Permit closed	New Contractor Russell Morton
July 25, 2007	Permit issued	Requested permit closed by contractor
August 24, 2007	Permit closed	Missing ASHREA documents (energy code) for mechanical equipment
September 4, 2007	Plan review letter sent	
September 18, 2007	Permit issued	New Contractor Roger DeYoung
October 9, 2007	Permit closed	Requested permit closed by contractor
January 8, 2008	Request to hang drywall	Not approved additional work required before drywall may be hung
January 17, 2008	Energy calcs for windows	Not approved (does not meet energy code)

CITY OF MUSKEGON

933 Terrace St., P.O. Box 537, Muskegon, MI 49443 (231) 724-6715

DANGEROUS BUILDING INSPECTION REPORT

Friday, August 10, 2007

Enforcement # EN070151 **Property Address** 4 W WEBSTER AVE
Parcel #24-205-177-0010-00 **Owner** COTAL SULEYMAN

Inspector: Henry Faltinowski

Date completed: 08/07/2007

DEFICENCIES:

Uncorrected

1. Permit was issued in August of 2006 since then, the project has stalled out many times due to the fact the approved blueprints for the building and plan review comments have not been followed.
2. Building has been exposed to weather(roof - siding).
3. Headers and windows have been installed incorrectly not meeting the energy code, ASHRAE 90.1 1999 standards.
4. Insulation was installed in ceiling with exposed incomplete roof covering when it rained insulation was falling out of ceiling.
5. Exterior block walls and brick veneer have open gaps.
6. No inspection has been approved to date.
7. Plumbing, mechanical, electrical, and kitchen appliance design have not been reviewed and approved.

Request interior inspection by all trades, electrical, mechanical and plumbing. Please contact Inspection Services with any questions or to schedule an inspection at 933 Terrace St., Muskegon, MI 49440 (231) 724 6758.

Based upon my recent inspection of the above property I determined that the structure meets the definition of a Dangerous Building and/or Substandard Building as set forth in Section 10-61 of the Muskegon City Code.

Henry Faltinowski, Building Inspector

Date

Potter, Linda

From: Smith, Carmen

Sent: Monday, February 18, 2008 10:54 AM

To: Potter, Linda; Kincaid, Mark

Subject: Pic & Inspection reports for 1125 Maple and 4 W. Webster

Attachments: 1125 Maple interior insp.pdf; 4 W. Webster inspection report.pdf; 1125 Maple ext inspection.pdf; DOC021808-0001.jpg; DOC021808-0002.jpg; DOC021808-0003.jpg; DOC021808-0004.jpg



4 W. Webster

2/18/2008