

CITY OF MUSKEGON

CITY COMMISSION MEETING

January 5, 2026 @ 5:30 PM

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

AGENDA

- ☐ CALL TO ORDER:
- ☐ PRAYER:
- ☐ PLEDGE OF ALLEGIANCE:
- ☐ ROLL CALL:
- ☐ HONORS, AWARDS, AND PRESENTATIONS:
 - A. Oath of Office Ceremony - Judge Pittman City Clerk
- ☐ PUBLIC HEARINGS:
- ☐ FEDERAL/STATE/COUNTY OFFICIALS UPDATE:
- ☐ PUBLIC COMMENT ON AGENDA ITEMS:
- ☐ CONSENT AGENDA:
- ☐ UNFINISHED BUSINESS:
- ☐ NEW BUSINESS:
 - A. Certification of Commissioners/Mayor seating Manager's Office
 - B. Election of Vice-Mayor City Clerk
 - C. Setting Commission Meetings City Clerk
 - D. Setting Worksession Meetings City Clerk
 - E. 2026 LPC Meeting Calendar Manager's Office
 - F. Appointment of City Officials City Clerk
 - G. Designation of City Fund Depositories City Clerk
 - H. Designation of Firm to Act as Legal Counsel - Parmenter Law City Clerk
 - I. CRC Appointment Meeting Date City Clerk

J. Mayor Committee Appointments City Clerk

☐ **ANY OTHER BUSINESS:**

☐ **GENERAL PUBLIC COMMENT:**

► Reminder: Individuals who would like to address the City Commission shall do the following: ► Fill out a request to speak form attached to the agenda or located in the back of the room. ► Submit the form to the City Clerk. ► Be recognized by the Chair. ► Step forward to the microphone. ► State name. ► Limit of 3 minutes to address the Commission.

☐ **CLOSED SESSION:**

☐ **ADJOURNMENT:**

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

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

www.shorelinecity.com

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting with twenty-four (24) hours' notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or by calling the following:

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



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026	Title: Certification of Commissioners/Mayor seating							
Submitted by: Jonathan Seyferth, City Manager	Department: Manager's Office							
Brief Summary: In accordance with the Muskegon City Charter, Chapter IV Section 2 - the City Commission shall be the judge of the election and qualification of its own members.								
Detailed Summary & Background: The City Commission is being asked to certify that the mayor and all members of the City Commission have been duly elected and meet the qualifications for the offices they will hold. The Muskegon City Charter, Chapter IV, Section 2 notes: "The City Commission shall be the judge of the election and qualification of its own members, subject to the review of the courts." This is not an action that the Commission has traditionally taken. However, with the amendment to the City Charter adding a 12-year lifetime term limit, this action is advisable. Two members of the Commission have served more than 12 years, as permitted by the new charter amendment: Mayor Johnson and Commissioner German. The City's position is that both Mayor Johnson and Commissioner German are eligible to serve the terms for which they were elected, consistent with the State of Michigan's Home Rule City Act, despite having served 12 or more years on the City Commission. The Home Rules City Act, Section 117.1(1)d) states: "The term of a public official shall not be shortened or extended beyond the period for which the official is elected or appointed, unless he or she resigns or is removed for cause, if the office is held for a fixed term." As both Commissioner German and Mayor Johnson were elected to fixed terms (four years) prior to the charter amendment going into place, they are eligible to serve the whole terms for which they were elected.								
<u>Goal/Action Item:</u>								
Is this a repeat item?: Explain what change has been made to justify bringing it back to Commission:								
Amount Requested: N/A	Budgeted Item: <table border="1"><tr><td>Yes</td><td></td><td>No</td><td></td><td>N/A</td><td>X</td><td></td></tr></table>	Yes		No		N/A	X	
Yes		No		N/A	X			
Fund(s) or Account(s): N/A	Budget Amendment Needed: <table border="1"><tr><td>Yes</td><td></td><td>No</td><td></td><td>N/A</td><td>X</td><td></td></tr></table>	Yes		No		N/A	X	
Yes		No		N/A	X			

Recommended Motion:

I move that, per Chapter IV, Section 2 of the Muskegon City Charter, the mayor and all members of the City Commission have been duly elected, as certified by the Muskegon County Board of Canvassers, and are qualified to serve in the offices for which they were elected.

Approvals:

Immediate Division Head		
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Name the Policy/Ordinance Followed:



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026		Title: Election of Vice-Mayor																
Submitted by: Ann Meisch, City Clerk		Department: City Clerk																
Brief Summary: To appoint a Vice-Mayor.																		
Detailed Summary & Background:																		
<u>Goal/Action Item:</u>																		
Is this a repeat item?: Explain what change has been made to justify bringing it back to Commission:																		
Amount Requested:		Budgeted Item:																
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Recommended Motion:																		
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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026	Title: Setting Commission Meetings															
Submitted by: Ann Meisch, City Clerk	Department: City Clerk															
Brief Summary: To set the City Commission Meetings for 5:30 p.m. on the 2nd and 4th Tuesday of each month.																
Detailed Summary & Background:																
<u>Goal/Action Item:</u>																
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Recommended Motion: To set the City Commission Meetings for 5:30 p.m. on the 2nd and 4th Tuesday of each month.																
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Item Due Date Monday	Agenda Review Tuesday	Worksession Monday	Regular Meeting Tuesday
January 5, 2026	January 6, 2026	January 12, 2026	January 13, 2026
January 15, 2026	January 20, 2026	n/a	January 27, 2026
February 2, 2026	February 3, 2026	February 9, 2026	February 10, 2026
February 16, 2026	February 17, 2026	n/a	February 24, 2026
March 2, 2026	March 3, 2026	March 9, 2026	March 10, 2026
March 16, 2026	March 17, 2026	n/a	March 24, 2026
April 6, 2026	April 7, 2026	April 13, 2026	April 14, 2026
n/a	n/a	n/a	* April 28, 2026
May 4, 2026	May 6, 2026-Wed	May 11, 2026	May 12, 2026
May 18, 2026	May 19, 2026	n/a	May 26, 2026
June 1, 2026	June 2, 2026	June 8, 2026	June 9, 2026
June 15, 2026	June 16, 2026	n/a	June 23, 2026
July 6, 2026	July 7, 2026	July 13, 2026	July 14, 2026
n/a	n/a	n/a	* July 28, 2026
August 3, 2026	August 5, 2026-Wed	August 10, 2026	August 11, 2026
August 17, 2026	August 18, 2026	n/a	August 25, 2026
August 31, 2026	September 1, 2026	Labor Day	September 8, 2026
September 14, 2026	September 15, 2026	n/a	September 22, 2026
October 5, 2026	October 6, 2026	October 12, 2026	October 13, 2026
n/a	n/a	n/a	* October 27, 2026
November 2, 2026	November 4, 2026-Wed	November 9, 2026	November 10, 2026
November 16, 2026	November 17, 2026	n/a	November 24, 2026
November 30, 2026	December 1, 2026	December 7, 2026	December 8, 2026

Extra Week before meeting

*The April 28th, July 28th, and October 27th City Commission Meetings have been Cancelled due to early voting.



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026	Title: Setting Worksession Meetings															
Submitted by: Ann Meisch, City Clerk	Department: City Clerk															
Brief Summary: To set Worksession Meetings for 5:30 p.m. on Mondays preceding the 2nd Tuesday of each month.																
Detailed Summary & Background:																
<u>Goal/Action Item:</u>																
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Extra Week before meeting

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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026	Title: 2026 LPC Meeting Calendar							
Submitted by: Kimberly Young, Administrative Assistant to the City Manager	Department: Manager's Office							
Brief Summary: To set meeting dates for the Legislative Policy Committee for 2026.								
Detailed Summary & Background: Meetings are to be held on the fourth Wednesday of the second month of each quarter. For 2026, the proposed meeting dates are as follows: Wednesday, February 25, 2026 Wednesday, May 27, 2026 Wednesday, August 26, 2026 Wednesday, November 18, 2026 - City Hall will be closed November 25, Thanksgiving Holiday								
Goal/Action Item: Administrative Action								
Is this a repeat item?: Explain what change has been made to justify bringing it back to Commission:								
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Yes		No		N/A	x			
Recommended Motion: To set the meeting schedule as presented.								
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Information Technology								

Other Division Heads			
Communication			
Legal Review			



Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026	Title: Appointment of City Officials															
Submitted by: Ann Meisch, City Clerk	Department: City Clerk															
Brief Summary: To appoint Jonathan Seyferth as City Manager, Ann Marie Meisch as City Clerk, Sarah Wilson as City Treasurer, Kenneth Grant as City Auditor, County Equalization Director Donna VanderVries as City Assessor and County Equalization Deputy Director Dan VanderKooi as Deputy Assessor.																
Detailed Summary & Background:																
<u>Goal/Action Item:</u>																
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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026		Title: Designation of City Fund Depositories																
Submitted by: Ann Meisch, City Clerk		Department: City Clerk																
Brief Summary: To designate Fifth Third Bank (Main Depository), Huntington Bank, and Michigan Class as City depositories.																		
Detailed Summary & Background:																		
<u>Goal/Action Item:</u>																		
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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026		Title: Designation of Firm to Act as Legal Counsel - Parmenter Law																
Submitted by: Ann Meisch, City Clerk		Department: City Clerk																
Brief Summary: To designate Parmenter Law to act as Legal Counsel.																		
Detailed Summary & Background:																		
<u>Goal/Action Item:</u>																		
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Recommended Motion: To designate Parmenter Law to act as Legal Counsel.																		
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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026	Title: CRC Appointment Meeting Date															
Submitted by: Ann Meisch, City Clerk	Department: City Clerk															
Brief Summary: Create a Special CRC Meeting for Board Appointments.																
Detailed Summary & Background:																
<u>Goal/Action Item:</u>																
Is this a repeat item?: Explain what change has been made to justify bringing it back to Commission:																
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Yes		No		N/A												
Recommended Motion: Set a Special CRC Meeting for board appointments.																
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Agenda Item Review Form

Muskegon City Commission

Commission Meeting Date: January 5, 2026		Title: Mayor Committee Appointments																
Submitted by:		Department: City Clerk																
Brief Summary: To appoint Commissioners to various boards and committees.																		
Detailed Summary & Background:																		
<u>Goal/Action Item:</u>																		
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Yes		No		N/A														
Recommended Motion: To make appointments to various boards and committees.																		
Approvals: <table border="1"> <tr> <td>Immediate Division Head</td> <td></td> <td></td> </tr> <tr> <td>Information Technology</td> <td></td> <td></td> </tr> <tr> <td>Other Division Heads</td> <td></td> <td></td> </tr> <tr> <td>Communication</td> <td></td> <td></td> </tr> <tr> <td>Legal Review</td> <td></td> <td></td> </tr> </table>		Immediate Division Head			Information Technology			Other Division Heads			Communication			Legal Review			<u>Name the Policy/Ordinance Followed:</u>	
Immediate Division Head																		
Information Technology																		
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