

# CITY OF MUSKEGON

## CITY COMMISSION MEETING

SEPTEMBER 11, 2012

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, MI at 5:30 p.m., Tuesday, September 11, 2012.

Mayor Gawron opened the meeting with a prayer from Reverend Bill Freeman from the Harbor Unitarian Universalist Congregation after which the Commission and public recited the Pledge of Allegiance to the Flag.

Mayor Gawron asked for a moment of silence in remembrance of 9-11-2001.

#### **ROLL CALL FOR THE REGULAR COMMISSION MEETING:**

Present: Mayor Stephen Gawron, Vice Mayor Lawrence Spataro, Commissioners Lea Markowski, Eric Hood, Willie German, Sue Wierengo, and Byron Turnquist, City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Ann Marie Cummings.

#### **2012-68 CONSENT AGENDA:**

##### **A. Approval of Minutes.** CITY CLERK

SUMMARY OF REQUEST: To approve minutes of the August 28<sup>th</sup> City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

##### **B. Certification of MERS Representatives.** FINANCE

SUMMARY OF REQUEST: The MERS plan document provides that "the governing body for each municipality shall certify the names of two delegates to the Annual Meeting. One delegate shall be a member who is an officer of the municipality appointed by the governing body of the municipality. The other delegate shall be a member who is not an officer of the municipality, elected by the member officer/employees of the municipality."

The City's employee units have agreed to a rotating system (based on date of joining MERS) to select one official employee representative. This year the official employee representative attending the MERS conference will be

Steve Teunis (Water Filtration Superintendent) from the non-union employee group.

It is recommended that Elizabeth Lewis (Assistant Finance Director) be designated as the City's employer delegate.

FINANCIAL IMPACT: Registration for the MERS conference in Grand Rapids is \$200 per person. Additionally, mileage and related costs will be incurred.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Certification of Elizabeth Lewis and Steve Teunis to be the City's officer and employee delegates at the MERS annual meeting in Grand Rapids, on October 3-5.

**C. Consumers Energy Streetlighting Contract.** CITY MANAGER

SUMMARY OF REQUEST: To approve a new streetlighting contract with Consumers Energy.

FINANCIAL IMPACT: The City has budgeted \$745,000 for streetlighting.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the contract and authorize the Mayor and Clerk to execute it.

**D. Authorization to Submit Bids to HUD for the Purchase of Homes Offered to Government Agencies.** COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To offer bids to HUD via their website for HUD homes available to government agencies. Specifically, homes located in East Muskegon, Glenside, Campbell and Bluffton that can be rehabilitated and sold to income eligible households through the City of Muskegon Community and Neighborhood Services Department Homebuyers Program.

FINANCIAL IMPACT: Bid offers can be lower when eligible to government agencies and non-profits.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To authorize the director of Community and Neighborhood Services the ability to bid on homes owned by HUD in the neighborhoods of Campbell, East Muskegon, Glenside and Bluffton for the City's Homebuyers Program 2013.

**E. Next Michigan – Appointments to Next Michigan Board.** PLANNING & ECONOMIC DEVELOPMENT

SUMMARY OF REQUEST: On August 22, 2012, the Michigan Strategic Fund (MSF) Board of Directors approved the designation of the West Michigan Economic Partnership (WMEP) as a Next Michigan Development Corporation. Each of the seven units of government who are part of the designation (including the

City of Muskegon and Muskegon County) must appoint a board member and an alternate board member. The WMEP board member will attend the meetings and vote on matters that come before the Board. However, all meetings are open to the public and any item affecting the City of Muskegon will first be brought to the City Commission for approval (i.e., budget items that affect the City, incentives provided to developers/businesses, the areas designated for incentives, etc.).

FINANCIAL IMPACT: None at this time. However, the WMEP Board will develop a budget, with funding coming from each entity and/or the property owners to be included in the identified improvement areas.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To appoint Cathy Brubaker-Clarke, Director of Community & Economic Development as the City of Muskegon WMEP Board Member and Mike Franzak, Zoning Administrator as the City of Muskegon alternate member.

**Motion by Commissioner Wierengo, second by Commissioner Hood to approve the Consent Agenda as presented.**

ROLL VOTE: Ayes: Gawron, Hood, Spataro, German, Wierengo, Turnquist, and Markowski

Nays: None

***MOTION PASSES***

**2012-69 PUBLIC HEARINGS:**

**A. Community & Neighborhood Services Department Consolidated Annual Performance Evaluation Report (CAPER 2011). COMMUNITY & NEIGHBORHOOD SERVICES**

SUMMARY OF REQUEST: To conduct a public hearing of the 2011 CAPER projects funded through CDBG and HOME entitlements to the City of Muskegon Community and Neighborhood Services Department.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To submit the 2011 CAPER including any public comments received during the 30-day comment period ending September 28, 2012.

The Public Hearing opened to hear and consider any comments from the public. Comments were heard from Liz Parker, 1387 Montgomery.

**Motion by Vice Mayor Spataro, second by Commissioner Wierengo to close the Public Hearing and submit the 2011 CAPER including any public comments**

received during the 30-day comment period ending September 28, 2012.

ROLL VOTE: Ayes: Hood, Spataro, German, Wierengo, Turnquist, Markowski, and Gawron

Nays: None

*MOTION PASSES*

2012-70 NEW BUSINESS:

**A. Special Event Request – “City of the Dead” Tour at Evergreen Cemetery, October 26-27, 2012. PLANNING & ECONOMIC DEVELOPMENT**

SUMMARY OF REQUEST: Harbor Unitarian Universalist Congregation is requesting permission to hold their third annual historical tour/reenactment at Evergreen Cemetery on October 26 and 27, 2012.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: None.

**Motion by Vice Mayor Spataro, second by Commissioner Hood to approve the Special Event Request “City of the Dead” Tour at Evergreen Cemetery, October 26 and 27, 2012, as described in the application.**

ROLL VOTE: Ayes: Spataro, Wierengo, Turnquist, Markowski, Gawron, and Hood

Nays: German and Turnquist

*MOTION PASSES*

**B. Inspection Services Contract. CITY MANAGER**

SUMMARY OF REQUEST: To approve an agreement with Safe Built of Michigan, Inc. to provide inspection services to the City of Muskegon and to authorize the Mayor and Clerk to execute the contract at the discretion of City staff on or after October 5, 2012.

FINANCIAL IMPACT: This contract will eliminate the costs associated with providing inspection services and generate revenues to the City.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To approve the agreement with Safe Built of Michigan, Inc. and authorize the City staff to enter into the agreement at their discretion on or after October 5, 2012.

**Motion by Vice Mayor Spataro, second by Commissioner Wierengo to approve the agreement with Safe Build of Michigan, Inc. and authorize City staff to enter into the agreement at their discretion on or after October 5, 2012.**

**ROLL VOTE:** Ayes: Wierengo, Turnquist, Markowski, Gawron, Hood, and Spataro  
Nays: German

***MOTION PASSES***

**PUBLIC PARTICIPATION:** Public comments received.

**ADJOURNMENT:** The City Commission Meeting adjourned at 6:39 p.m.

Respectfully submitted,

Ann Marie Cummings, MMC  
City Clerk