



## Internal Memo

January 8, 2015

TO: Mayor and City Council

FROM: Mark C. Meyers, City Administrator *MCM*

SUBJECT: January Information Update

1. In-Service Day – Please be reminded that City offices will be closed on Martin Luther King, Jr. Day, Monday, January 19, 2015. An In-Service will be held with employee training and special projects. In a related matter, attached is a letter from Mount Zion Church of God in Christ inviting the Mayor and City Council to participate in a planned march from Central United Methodist Church, 1011 2<sup>nd</sup> Street to Mount Zion COGIC, 188 W. Muskegon Avenue on Sunday, January 18, 2015 at 5:00 p.m. A program honoring Martin Luther King will follow.
2. Mark Your Calendars – The annual Employee Service Recognition Luncheon will be held on Friday January 23, 2015 in the large conference room at City Hall at noon. An invitation will be mailed in the near future with additional information.
3. Economic Forecast Breakfast – The next Muskegon Lakeshore Chamber of Commerce Business for Breakfast will feature regional analyst George Erickcek of the W.E. Upjohn Institute who will provide his annual economic forecast. The breakfast will be held Friday, January 30, 2015 from 7:00 a.m. to 9:30 a.m. at the Muskegon Harbor Holiday Inn. This event sells out each year so please contact Shelly Stibitz to register for this event.
4. MML Capital Conference – The 2015 Michigan Municipal League Capital Conference is scheduled for March 25, 2015 at the Lansing Center in Lansing, Michigan. This conference focuses on state and federal legislative issues that affect local governments. If you have not attended this conference in the past, I would highly recommend it. Please contact Shelly Stibitz to register.
5. Police Department Garage/Addition Update – Drywall is currently being placed in the addition and new property room (former sally port). Workers are finishing the supports for the garage structure and should begin constructing the roof by the end of the week. The exterior walls and roof should be completed within two weeks, completely enclosing the structure. Police department staff hopes to begin moving evidence to the new room in two weeks. Once this is completed, the entrance from the Police Department into the new garage can be constructed.

6. City Website Goes Mobile – In 2013, for the first time ever, more people used their smart phones and tablets over their computers to access the internet. Currently the City's website is not user friendly with smart phones and tablets but that will soon change. Staff has initiated a custom mobile design through our website vendor Gov Office. It will retain all the functions of the current website. Attached is a rough mock-up of what the homepage of our mobile display will look like. Also included are links to three examples of mobile sites.
  
7. Council Requests List – Attached is the most recent list of requests from City Council members.

/ss

Attachments



# Mount Zion Church of God in Christ

Elder Duane E. Bennett, Pastor  
188 West Muskegon Avenue  
Muskegon Michigan 49440  
231-722-6765 - phone - 231-722-5181 - fax



January 2, 2015

Norton Shores Mayor Nelund, City Manger & Commissioners,

This year marks the 52<sup>nd</sup> anniversary of the March on Washington, DC where Dr. Martin Luther King, Jr. delivered the "I Have a Dream" speech. Mount Zion COGIC will host this occasion beginning with a symbolic March from Central United Methodist Church located at 1011 2nd Street, Muskegon, MI to Mount Zion COGIC, 188 W. Muskegon Avenue, Muskegon, MI, on Sunday, January 18, 2015 at 5:00pm.

The march will preclude a spiritual program honoring Dr. King. The program will include a dynamic guest speaker, Theodis Davis, Pine Bluff, AR, a combined adult and youth choir and a guest orator.

Come join us for this enlightening and informative service whose purpose is to keep the dream alive because UNITED WE STAND, TOGETHER WE SERVE, COMMITTED WE CHANGE!

For more information please contact Delores L. Cole at 231-722-6765.

Yours in Christ,

Delores L. Cole  
Chairperson

Duane E. Bennett  
Pastor

*Mt. Zion is a place where a stranger meets a friend & a sinner meets God.*



## Business for Breakfast



### EVENT DETAILS

Friday, January 30, 2015  
7:00 a.m. Registration Opens  
7:30 - 9:30 a.m. Program  
Holiday Inn and Conference  
Center Downtown Muskegon  
\$25/member  
\$40/general admission

### EVENT SPONSORS



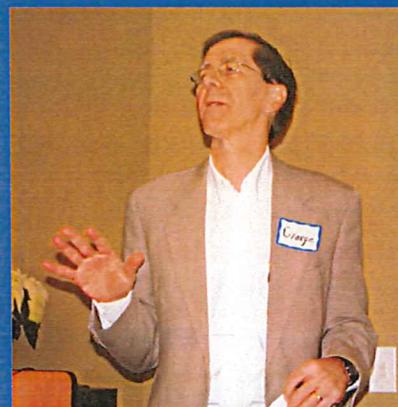
### EVENT PARTNERS



## ANNUAL ECONOMIC FORECAST

January, 30, 2015 • 7:30 - 9:30 am

**GEORGE IS BACK**  
to deliver the Muskegon  
Lakeshore's only local  
economic forecast...



### FIND OUT:

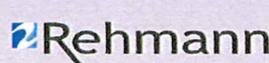
- How our economy did in 2014
- Whether or not George's 2014 predictions were accurate
- What Muskegon can expect in 2015
- And more!

## DON'T MISS THIS ANNUAL SELL-OUT EVENT!

REGISTER ONLINE AT [WWW.MUSKEGON.ORG](http://WWW.MUSKEGON.ORG)

Fax: 231-728-7251 • Phone: 231-722-3751 • email: [rsvp@muskegon.org](mailto:rsvp@muskegon.org)

### THANK YOU SIGNATURE SPONSORS:



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How does Michigan's new crowdfunding law work and how can my community benefit? What options are available to finance local transportation solutions? What are the pros and cons of using TIF to boost a municipality's economy?

Capital Conference is the source for answers on all the state and federal issues that impact local communities. It's also the best place to network and make your voice heard on matters of public policy. Don't lose your place in Lansing. We're saving you a seat at the League's 2015 Capital Conference.

**Sessions include:**

- Crowdfunding
- Transportation
- TIF/Economic Development
- Municipal Finance
- Proactive Legislative Agenda
- Personal Property Tax
- Energy
- Green Initiatives

### Capital Conference Blog

📌 [Capital Conference Blog](#)

### Follow us on the web!





The total *one-time only* cost for a custom mobile design is **\$500**.

If you use a smartphone, check out these three live custom mobile examples:

City of Milton, Georgia  
<http://www.cityofmiltonga.us/>

City of Luverne, Minnesota  
<http://www.cityofluverne.org/>

City of Vermillion, South Dakota  
<http://www.vermillion.us/>

## City Council Requests – January 2015

Date Requested	Requested By	Received Via	Request	Action Taken	Date Completed	Completed By
3/14/12	Council Member Wiersma	Email	Consider consolidation of garbage carriers bid by regions within the city.	<p>The matter was discussed at the July and October 2012 work sessions. Staff surveyed rates and included a FAQ piece in the Spring 2013 Community Newsletter. The item was brought back for further consideration at the May 2013 work session. On Council's direction staff met with local haulers on July 17, 2013 to discuss alternatives other than a single contract and a report on the meeting was presented at the September 24, 2013 work session. City Council directed staff to survey residents regarding a single hauler contract. Survey results were shared with Council at the June 24 work session. Sixty (60) percent agree or strongly agree on a single hauler if price is the same or less and service is the same or better. Staff will also review the feasibility of using a millage to pay for the service. Further discussion was held at the July 22 work session. Staff developed a request for proposals which Council reviewed at the September 23, 2014 work session. The RFP has been issued with a December deadline. They will be reviewed by City Council at the January work session with potential action in February.</p>	Pending	DPW Director
04/2013	Council Member Beecham	Council Meeting	Look into regulating "donation boxes" that are popping up in business parking lots.	<p>Staff is researching what other cities are doing to manage the drop boxes and also observing installations of drop boxes to determine if the practice is growing. Staff is also reviewing pending legislation regarding what local government can and cannot do to manage the drop boxes.</p>	Pending	Administrative Services Director

03/25/14	Council Member Ostrom	Work Session	Consider building a boat launch ramp at Ross Park.	The item was placed on the October work session agenda. Based on the discussion staff will research grant funding opportunities and order a wetlands determination.	Pending	Parks & Recreation Director
03/25/14	Council Member Jurkas	Email	Reconsideration of Rental Inspection Program.	City Attorney was asked to research and render a legal opinion. He presented options to the City Council at the April 22 work session.	Pending	City Attorney

\*Revisions since the last update are highlighted

**Forms/councilreq.responses**