



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

January 12, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:02 by Commissioner Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator

3. Approval of Agenda

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of December 8, 2022.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP23/01-01 **(Administration/Matt Farrar)** Move to approve the agreement for access to the former SAPPI Site between the County and Pure Muskegon, LLC and authorize the Chair to sign the agreement contingent on Corporate Counsel approval.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

CDSP23/01-02 **(Administration/Matt Farrar)** Move to authorize staff to issue a Request for Qualifications for real estate services.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

CDSP23/01-03 **(Administration/Matt Farrar)** Move to approve the first amendment to the purchase agreement between Muskegon County and Turkey Tree, LLC, and authorize the Chair to sign the amendment.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

CDSP23/01-04 **(CVB/Bob Lukens)** Move to allocate funding from the Convention Center Reserve Fund for engineering, construction and project management to increase the electrical capacity of the VanDyk Mortgage Convention Center and amend the budget accordingly. The not-to-exceed amount for the project is \$168,700.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Michelle Hazekamp, Charles Nash, Darrell Paige

NO: Zach Lahring

Passed 6:1

CDSP23/01-05 **(Parks/Robert M. Lukens)** Move to approve the Parks Department's request to purchase one new 2023 ¾-ton double cab pickup and one 2023 ¾-ton regular cab pickup through the State of Michigan's MiDeal purchasing program using Park funds not to exceed \$90,000 and authorize the chair to sign the agreement.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Michelle Hazekamp, Charles Nash, Darrell Paige

NO: Zach Lahring

Passed 6:1

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:20 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

February 9, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order by Commissioner Jessica Cook at 4:14pm.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Michael Homier, Corporate Counsel
Kathy Tharp, Administrative Coordinator
Sara Cooper, Community Relations Coordinator/Executive Assistant

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of January 12, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP23/02-05 **(Administration/Matt Farrar)** Move to authorize a not-to-exceed amount of \$45,000 to update the J-Wing of the Marquette Campus, pursuant to the Procurement Policy, from the ARPA/Revenue loss category.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

CDSP23/02-06 **(Administration/Matt Farrar)** Move to approve the lease agreement between Muskegon County and Central Dispatch and authorize the Chair to sign the agreement contingent on Corporate Counsel final approval.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

VOICE VOTE: Passed

CDSP23/02-07 **(Administration/Matt Farrar)** Move to approve the lease agreement between West Michigan Regional Medical Consortium and Muskegon County and authorize the chair to sign the agreement contingent on Corporate Counsel's final approval.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

VOICE VOTE: Passed

CDSP23/02-08 **(Administration/Matt Farrar)** Move to approve the agreement between Muskegon County and the Michigan Department of Transportation to transfer the ownership of the Continuously Operating Reference Stations (CORS) System to the State of Michigan and authorize the Chair to sign the agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

CDSP23/02-09 **(Parks/Robert M. Lukens)** Move to authorize staff to advertise for the recruitment of new caretakers at Blue Lake County Park.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:24pm.



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair

Michelle Hazekamp, Vice-Chair

March 9, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:07pm by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Commissioner Charles Nash

Excused: Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of February 9, 2023

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Public Hearing - DNR Trust Fund Grant for Lake Michigan Access at Pioneer Park

Held

A. Move to open the Public Hearing in regards to the DNR Trust Fund Grant for Lake Michigan Access at Pioneer Park.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Charles Nash

VOICE VOTE: Passed

Bob Lukens, Community Development Director, addressed the Board of Commissioners in regards to the Public Hearing.

B. Move to close the Public Hearing in regards to the DNR Trust Fund Grant for Lake Michigan Access at Pioneer Park.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

7. Items for Consideration

CDSP23/03-10 **(Administration/Matt Farrar)** Move to approve the first amendment to the purchase agreement with Kids Food Basket and authorize the Chair to sign the amendment and further authorize the administrator to sign the closing documents.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash

NO: Kim Cyr, Michelle Hazekamp, Zach Lahring

Failed 3:3

CDSP23/03-11 **(Parks/Robert M. Lukens)** Move to approve the resolution authorizing the Muskegon County Parks Department to apply for and accept a grant from the Michigan Natural Resources Trust Fund for the Pioneer Park Lake Michigan Beach Access project.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

YES: Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Michelle Hazekamp, Charles Nash

NO: Zach Lahring

Passed 5:1

CDSP23/03-12 **(CVB/Robert M. Lukens)** Move to approve Visit Muskegon's contract with MMGY/Travel Michigan for the 50/50 co-op "Under The Radar Michigan" television segment to include a half-hour episode dedicated entirely to Muskegon County, for a total cost of \$25,000.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

Commissioner Jessica Cook provided a reminder that the official opening date for Dune Harbor Park North is Sunday, March 12, 2023.

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:42pm.



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair

Michelle Hazekamp, Vice-Chair

April 13, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:19pm by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of March 9, 2023

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP23/04-13 **(Administration/Matt Farrar)** Move to award the Real Estate Services Solicitation to Core Realty Partners and authorize the Chair to sign the three (3) year agreement.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

VOICE VOTE: Passed

CDSP23/04-14 **(Parks/Robert M. Lukens)** Move to authorize obtaining procurement level quotes for construction services to remove the small island within the lake at Dune Harbor Park.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

CDSP23/04-15 **(Parks/Robert M. Lukens)** Move to authorize Parks Department and Community Development Department staff to begin the process of developing a Muskegon County Parks Commission based on the requirements set forth in Public Act 261 of 1965.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

VOICE VOTE: Passed

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:25pm.



Muskegon County
Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

May 11, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Commissioner Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of April 13, 2023

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP23/05-16 **(CVB/Bob Lukens)** Move to approve the event agreement between the County of Muskegon and the Child Abuse Council of Muskegon County to

rent the Union Depot side lawn on Friday, July 21, 2023 and Saturday, July 22, 2023, for a beverage tent during the Rebel Road Motorcycle Rally for a total cost of \$2,400. The Child Abuse Council will provide the required General Liability Insurance and Liquor Liability Insurance policies in the amount of \$1,000,000 million each, naming the County of Muskegon as Additional Insured.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:03 p.m.



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

June 13, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:22 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Vice-Chair Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Zach Lahring

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Sara Cooper, Community Relations Coordinator/Executive Assistant
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Chairman Charles Nash, supported by Vice-Chair Marcia Hovey-Wright

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of May 11, 2023

ACTION: Moved by Chairman Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP23/06-17 **(CVB/Robert M. Lukens)** Move to approve the event agreement between the County of Muskegon and the Michigan Irish Music Festival to rent Heritage Landing Thursday, September 14 through Sunday, September 17, 2023, for the annual Michigan Irish Music Festival for a total cost of \$12,500 and authorize the County Administrator to sign the Agreement. The festival

organizer will provide the County with the required General Liability Insurance and Liquor Liability Insurance policies in the amount of \$1,000,000 million each, naming the County of Muskegon as Additional Insured.

ACTION: Moved by Vice-Chair Marcia Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

CDSP23/06-18 (CVB/Robert M. Lukens) Move to approve the event agreement between the County of Muskegon and Unity Christian Events/Alive on the Lakeshore to rent Heritage Landing from Wednesday, August 9, 2023 through Saturday, August 12, 2023, for the annual Unity Christian Music Festival for a total cost of \$12,500 and authorize the County Administrator to sign the Agreement. This agreement is contingent on the festival organizer providing the County with the required General Liability Insurance in the amount of \$1,000,000 million, naming the County of Muskegon as Additional Insured.

ACTION: Moved by Commissioner Darrell Paige, supported by Chairman Charles Nash

VOICE VOTE: **Passed**

CDSP23/06-19 (Airport/Robert M. Lukens) Move to authorize the sale of the County-owned hangar at 685 N. Airport Road to Robert Hubers in the amount of \$30,000 to be used in the airport budget and further move to approve a twenty (20) year ground lease with two (2) additional five (5) year extensions for the 11,000 square feet of land occupied by the hangar and the adjacent parking area at a rate of \$9,282 in the first year upon corporate counsel approval and authorize the Administrator to sign the Agreement.

ACTION: Moved by Chairman Charles Nash, supported by Commissioner Darrell Paige, to approve the motion with a friendly amendment to replace the sale price of \$30,000 to be determined with additional details provided at the June 22, 2023, Full Board meeting.

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

Bob Lukens, CVB Director, stated that Dune Harbor Park's official ribbon cutting is now completed and parking meters are now in place. The proceeds from the parking meters will go back to Muskegon County. Commissioner Marcia Hovey-Wright inquired about the Dune Harbor Park's logo. Bob Lukens stated it is a picture of the dune and water. This logo was developed by Mrs. Chandonnet and her daughters and it was requested during the sale of the dunes that the drawing they created be used as the park's logo.

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:34 p.m.



**Board of
Commissioners**

Charles Nash
Chair, District 5

Marcia Hovey-Wright
Vice Chair, District 4

Kim Cyr
District 1

Zach Lahring
District 2

Michelle Hazekamp
District 3

Jessica Cook
District 6

Darrell L. Paige
District 7

MEETING CANCELLATION

Notice is hereby given that the Muskegon County Board of Commission Community Development and Strategic Planning Committee meeting of July 13, 2023, is cancelled due to no action items.

Jessica Cook, CD/SP Board Chair

Posted: June 27, 2023



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair

Michelle Hazekamp, Vice-Chair

August 10, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Vice-Chair Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Kim Cyr

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Anne M. Seurnyck, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of June 13, 2023 (Community Development & Strategic Planning Committee scheduled for Tuesday, July 13, 2023 was cancelled)

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP23/08-20 **(Parks/Robert M. Lukens)** Move to approve the attached three (3) year agreement with the City of Norton Shores to provide emergency, medical, and law enforcement services at Dune Harbor Park for an annual cost of \$13,000 and authorize the County Administrator to sign the agreement.

It was moved by Chair Charles Nash, seconded by Commissioner Zach Lahring, to table this motion until the next Community Development & Strategic Planning Committee Meeting on September 14, 2023.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Zach Lahring

VOICE VOTE: Passed

CDSP23/08-21 **(Administration/Matt Farrar)** Move to approve the transfer of parcel 61-17-027-300-0001-00, address 11212 Pontaluna Road, Ravenna, MI 49451 to the Muskegon Conservation District and authorize the Administrator to sign any and all documents necessary or appropriate to close on the transfer.

It was moved by Vice-Chair Marcia Hovey-Wright, seconded by Commissioner Zach Lahring, to table this motion until the next Community Development & Strategic Planning Committee Meeting on September 14, 2023.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Zach Lahring

VOICE VOTE: Passed

CDSP23/08-22 **(Administration/Matt Farrar)** Move to approve the transfer of part of parcel 61-27-120-200-0018-00, Address 786 E. Sternberg Road Norton Shores, MI 49441 to the Muskegon County Water Resources Commission, Ellis Road Drain District, and authorize the Administrator to sign any and all documents necessary or appropriate to close on the transfer.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:25 p.m.



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair

Michelle Hazekamp, Vice-Chair

September 14, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Vice-Chair Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of August 10, 2023

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP23/09-23 **(Parks/Robert M. Lukens)** Move to approve the resolution and signature of the project agreement for MDNR Trust Fund Grant #TF22-0044 authorizing the Muskegon County Parks Department to accept a grant from the Michigan Natural Resources Trust Fund for the development of a bathhouse at Pioneer Park.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Charles Nash

YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige
NO: Kim Cyr, Michelle Hazekamp, Zach Lahring
Passed 4:3

CDSP23/09-24 **(CVB/Robert M. Lukens)** Move to approve the issuance of a solicitation for destination marketing and public relations agency services.
ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash
VOICE VOTE: **Passed**

CDSP23/09-25 **(Parks/Robert M. Lukens)** Move to approve issuance of a solicitation for architecture, engineering, permitting and cost estimates for an ADA-accessible observation deck for Dune Harbor Park South Lake and a stairway/ramp to the Lake Michigan beach at the North Lake.
ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige
VOICE VOTE: **Passed**

CDSP23/09-26 **(Administration/Matt Farrar)** Move to approve the amendment to the Leasing and Sale Listing Agreement with Core Realty to include lot 61-17-027-300-0001-00 located at 17212 Pontaluna Road, Ravenna, Michigan 49451, for \$165,760; authorize the County Administrator to sign the amendment and all other necessary or appropriate documents to complete this transaction; authorize the return of all forgone taxes to all taxing entities at time of foreclosure following sale; amend the budget accordingly.
ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Kim Cyr
VOICE VOTE: **Passed**

CDSP23/09-27 **(Administration/Matt Farrar)** Move to approve the amendment to the Leasing and Sale Listing Agreement with Core Realty to include lot 15-134-400-0032-001 located at 2289 W Fruitport Road, Spring Lake, Michigan 49456, for \$75,000; authorize the County Administrator to sign the amendment and all other necessary or appropriate documents to complete this transaction.
ACTION: Moved by Commissioner Zach Lahring, supported by Commissioner Darrell Paige
VOICE VOTE: **Passed**

CDSP23/09-28 **(Administration/Matt Farrar)** Move to accept the offer from HGA Support Services for lot 61-10-520-000-0012-00, located at 1901 Lilac Street, Muskegon, Michigan 49442 and authorize the Administrator to sign the purchase agreement and all appropriate or necessary documents to complete this transaction.
ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Kim Cyr
VOICE VOTE: **Passed**

CDSP23/09-29 **(Administration/Matt Farrar)** Move to accept the offer from HGA Support Services for lot 61-15-135-200-0003-00 located at 6646 South Walker Road, Fruitport, Michigan 49415 and authorize the Administrator to sign the

purchase agreement and all appropriate or necessary documents to complete this transaction.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

CDSP23/09-30 **(Administration/Matt Farrar)** Move to approve the lease agreement between the County and WEMET and authorize the Administrator to sign the lease; further authorize up to \$42,000.00 in remodel costs from the Public Improvement Fund, and amend the budget accordingly.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

CDSP23/09-31 **(Administration/Matt Farrar)** Move to authorize staff to issue a Request for Proposals (RFP) for a daycare at the Marquette Campus.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

7. Unfinished Business

CDSP23/08-20 **(Parks/Robert M. Lukens)** Move to approve the attached three (3) year agreement with the City of Norton Shores to provide emergency, medical, and law enforcement services at Dune Harbor Park for an annual cost of \$13,000 and authorize the County Administrator to sign the agreement.

Motion to take the item off the table

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

YES: Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Michelle Hazekamp, Charles Nash, Darrell Paige

NO: Zach Lahring

Passed 6:1

CDSP23/08-20 **(Parks/Robert M. Lukens)** Move to approve the attached three (3) year agreement with the City of Norton Shores to provide emergency, medical, and law enforcement services at Dune Harbor Park for an annual cost of \$13,000 and authorize the County Administrator to sign the agreement.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

YES: None

NO: Jessica Cook, Kim Cyr, Marcia Hovey-Wright, Michelle Hazekamp, Zach Lahring, Charles Nash, Darrell Paige

Failed 0:7

CDSP23/08-21 **(Administration/Matt Farrar)** Move to approve the transfer of parcel 61-17-027-300-0001-00, address 11212 Pontaluna Road, Ravenna, MI 49451 to

the Muskegon Conservation District and authorize the Administrator to sign any and all documents necessary or appropriate to close on the transfer.

Motion to take the item off the table

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

YES: Jessica Cook, Marcia Hovey-Wright, Charles Nash, Darrell Paige

NO: Kim Cyr, Michelle Hazekamp, Zach Lahring

Passed 4:3

Motion to remove the item from the agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:44 p.m.



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

October 12, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:01 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Vice-Chair Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Kim Cyr

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of September 14, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

5. Presentation - Pound Buddies Update (Janet Jacobs, Pound Buddies Board President)

Jan Jacobs, Pound Buddies Board President, presented to the Board the current status of the Pound Buddies facility.

6. Public Comment (on an agenda item)

None

7. Items for Consideration

CDSP23/10-32 **(Parks/Bob Lukens)** Move to name and vote to appoint not less than one (1) and no more than three (3) County Commissioners to the Muskegon County Parks Commission.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright *with a friendly amendment to amend the motion to appoint not less than one (1) and no more than three (3) County Commissioners to the Muskegon County Parks Commission at Full Board on Tuesday, 10/17/2023.*

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

None

11. Final Board Comments

None

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:39 p.m.



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

November 9, 2023 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:04 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr
Vice-Chair Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of October 12, 2023

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

Jennifer Hodges, Muskegon Charter Township Supervisor, spoke in opposition to moving forward with Motion CDSP23/11-37, the ORV Ordinance.

Kim Arter, Laketon Township Supervisor, spoke in opposition to moving forward with Motion CDSP/23/11-37, the ORV Ordinance.

6. Items for Consideration

CDSP23/11-33 **(Parks/Robert M. Lukens)** Move to approve the proposed Muskegon County Parks fee schedule as indicated, resulting in a budget impact of approximately \$100,000 in additional park revenues for FY2024.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

CDSP23/11-34 **(Parks/Robert M. Lukens)** Move to re-instate the Parks Superintendent position, X60001, at Pay Grade 19 and appoint the current Parks Maintenance Supervisor to this position at Step 5. Appoint the current Airport/Parks Maintenance Worker to Parks Maintenance Supervisor at Pay Grade 12, Step 5 and delete the Airport/Parks Maintenance Worker position N09001. Funding for these position changes can be absorbed in the Parks FY2024 budget.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: **Passed**

CDSP23/11-35 **(CVB/Robert M. Lukens)** Move to create a shared, full-time position of CVB/Parks Administrative Specialist at Pay Grade 10, with full benefits, with 50% of the position charged to the Parks Department and 50% charged to the CVB.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

CDSP23/11-36 **(CVB/Robert M. Lukens)** Move to approve the FY2024 Lakeshore Museum Center budget.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

CDSP23/11-37 **(Administration/Mark Eisenbarth)** Move to hold two (2) townhall meetings, at a date and time to be determined, for the purpose of obtaining information in regards to a County wide Off Road Vehicle (ORV) ordinance.

ACTION: Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp with a *friendly amendment to hold one (1) townhall meeting, with the possibility of adding a second townhall meeting, at a date and time to be determined, for the purpose of obtaining information in regards to a County wide Off Road Vehicle (ORV) ordinance.*

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, Zach Lahring, Darrell Paige

NO: Marcia Hovey-Wright, Charles Nash

Passed 5:2

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:24 p.m.



**Board of
Commissioners**

Charles Nash
Chair, District 5

December 1, 2023

Marcia Hovey-Wright
Vice Chair, District 4

Kim Cyr
District 1

MEETING CANCELLATION

Notice is hereby given that the Muskegon County Board of Commission Community Development/Strategic Planning Committee meeting of December 14, 2023 is cancelled due to no action items.

Zach Lahring
District 2

Michelle Hazekamp
District 3

Jessica Cook
District 6

Posted 12/1/2023

Darrell L. Paige
District 7