



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

January 18, 2024 at 4:00 PM
Moorland Township Hall, 12416 E Apple Avenue, Ravenna, MI 49451

MINUTES

1. Call to Order

The meeting was called to order at 4:05 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Commissioner Jessica Cook
Commissioner Kim Cyr (arrived at 4:08 p.m. after approval of agenda/minutes)
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Chairman Charles Nash (arrived at 4:08 p.m. after approval of agenda/minutes)
Commissioner Darrell Paige

Excused: Vice-Chair Marcia Hovey-Wright

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 Michelle Hazekamp

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of November 9, 2023 (December 14, 2023, meeting was canceled)

ACTION: Moved by Commissioner Zach Lahring, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None.

6. Items for Consideration

CDSP24/01-01 **(CVB/Bob Lukens)** Move to apply for and accept a one-time grant from the Michigan Strategic Fund, via the Michigan Association of Convention & Visitor Bureaus, to be used strictly for destination marketing purposes and adjust the budget accordingly.

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

VOICE VOTE: **Passed**

CDSP24/01-02 **(Administration/Matt Farrar)** Move to approve the purchase agreement for Airport Business Park lots located at 5078 Robert Hunter Drive and 735 East Ellis Road for \$90,480 and authorize the Administrator to sign all necessary and appropriate documents to complete this transaction.

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

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

Commissioner Jessica Cook thanked Daniel Nutt, Moorland Township Supervisor, for his hospitality in hosting the Committee Meetings, along with the Townhall Meeting, at the Moorland Township Hall.

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 15, 2024 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 Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Michelle Hazekamp

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

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of January 18, 2024

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

CDSP24/02-03 **(CVB/Robert M. Lukens)** Move to increase dockage fees at Heritage Landing for the 2024 cruise ship season from \$2,250 to \$2,500 for single day calls, and from \$2,750 to \$3,000 for overnight calls.

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

VOICE VOTE: Passed

CDSP24/02-04 **(CVB/Robert M. Lukens)** Move to increase the rental fees for non-festival events at Heritage Landing from \$150 to \$200 per event for The Point, Heritage Park and the Heritage Bridge; from \$250 to \$350 per event for the Paul C. Johnson Pavilion Stage and Field; and increase the daily festival rental fee \$125 per festival day, from \$3,125 to \$3,250 and adjust the budget accordingly. For the Union Depot, increase the small event rental fee from \$200 to \$250, and for a beverage tent at the Union Depot, raise the rental fee from \$1,200 to \$1,500 per day, and adjust the budget accordingly.

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 4:06 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

March 14, 2024 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 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 Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of February 15, 2024

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

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Presentation - Lakeshore Museum Center (Melissa Horton)

Melissa Horton, Executive Director of the Lakeshore Museum Center, addressed the Board in regard to the expansion project for the Lakeshore Museum Center. Executive Director Horton indicated there will be a bond put on the ballot in May 2025 for \$25,000,000 to help offset the expenses of the expansion. Executive Director Horton discussed the projected expenses of the expansion, along with the projected revenue. Executive Director Horton also discussed the reasoning for the expansion, which included: museum accessibility, building consolidation, highest preservation standards, expanded exhibit space, endowment, and community gathering space.

7. Informational Items

A. Muskegon County Fairgrounds Calendar of Events for 2024

Commissioner Hovey-Wright expressed that she was impressed by the calendar of events that take place at the Muskegon County Fairgrounds. Commissioner Hovey-Wright inquired about generating additional revenue from the events that take place at the fairgrounds. Commissioner Hazekamp stated she was on the Muskegon County Fair Board, and she spoke about the events at the fairgrounds and that some functions are free, while there are others that do generate revenue. Discussion took place regarding sustainability and Administrator Mark Eisenbarth stated that the fairgrounds is self-sustaining and zero general fund dollars were spent on the fairgrounds in 2023. The report is placed on file.

B. Muskegon County Fairgrounds Proposed Projects for 2024

Placed on file

8. Items for Consideration

CDSP24/03-05 **(CVB/Robert M. Lukens)** Move to approve the CVB's hosting of the May 2024 Muskegon Lakeshore Chamber of Commerce "Business After Hours" event on Thursday, May 23, 2024, at the Union Depot, in celebration of National Travel & Tourism Week.

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

VOICE VOTE: **Passed**

CDSP24/03-06 **(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 12, 2024, through Sunday, September 15, 2024, for the annual Michigan Irish Music Festival for a fee of \$13,000 and authorize the County Administrator to sign the Agreement contingent on the festival organizer providing the County with the required General Liability Insurance and Liquor Liability Insurance policies in the amount of \$1,000,000 each, naming the County of Muskegon as Additional Insured.

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

VOICE VOTE: **Passed**

CDSP24/03-07 **(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 7, 2024, through Saturday, August 10, 2024, for the annual Unity Christian Music Festival for a total cost of \$13,000 and authorize the County Administrator to sign the Agreement contingent on the festival organizer providing the County with the required General Liability Insurance in the amount of \$1,000,000, naming the County of Muskegon as Additional Insured.

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

VOICE VOTE: **Passed**

9. Unfinished Business

None

10. New Business

None

11. Public Comment

None

12. Final Board Comments

None

13. Adjourn to the call of the Chair

The meeting was adjourned at 4:28 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

April 11, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Zach Lahring

Also Present: Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Laura Genovich, Corporate Counsel

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of March 14, 2024

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

CDSP24/04-08 **(Parks/Robert M. Lukens)** Move to create one additional hourly Park Crew Leader/Seasonal position at wage grade 4 to manage the Heritage Landing Cruise Ship Dock Security.

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

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

NO: Kim Cyr, Michelle Hazekamp

Passed 4:2

CDSP24/04-09 **(Parks/Robert M. Lukens)** Move to select Architects Collaborative Design Partnerships to provide architecture and engineering services for the Pioneer Park Bath House with a not to exceed total of \$89,360.

ACTION: Moved by Commissioner Darrell Paige, 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 4:06 p.m.



Muskegon County

Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

May 16, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner 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 (via Zoom)

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 April 11, 2024

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

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Presentation by Bob Lukens - Dune Harbor Park (Created by Rachelle Herring from Purdue University)

Bob Lukens, Community Development Director, gave a presentation on future proposed developments for Dune Harbor Park.

7. Items for Consideration

CDSP24/05-10 **(Parks/Robert M. Lukens)** Move to accept the Consumers Energy Foundation Planet Grant Award of \$250,000 to fund restoration planning

and implementation efforts, interpretive signage, and educational programming at Dune Harbor Park.

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

VOICE VOTE: **Passed**

8. Unfinished Business

None

9. New Business

A. Discuss a resolution to develop a budget for the Muskegon County Parks Commission. Projects could include, but not limited to, planning, engineering and staffing.

Discussion took place with regard to adding a budget line item for the Parks Commission for the FY2025 budget. Mark Eisenbarth, County Administrator, indicated that the Board of Commissioners would ultimately decide where the funding would come from. Bob Lukens, Community Development Director, stated by adding a budget line item to the Parks Commission, it will assist the Parks Commission in developing a parks strategic plan for the future.

Chair Nash inquired if anything has been set up for parking permits as that is a way to secure future proceeds to help with revenue. Bob Lukens indicated that parking permits have been established in many of the parks. Chair Nash indicated he wants to be sure we are doing that in all of our parks as it is a great way to secure some funding.

Commissioner Lahring stated that the Parks Commission had a request for consideration of \$150,000. Commissioner Lahring stated he believes the County should help support the Parks Commission. Commissioner Lahring stated that currently, there are no funds available for the Parks Commission to even go on a retreat or participate in any events that would require funding. Commissioner Lahring also brought up the idea of having a joint venture with Ottawa County.

Commissioner Hovey-Wright indicated that several of her friends are active with the art museum, but the cruise ships are not going there. Bob Lukens indicated that the itineraries are chosen by the ship's management.

Commissioner Cook inquired when the FY2025 budget meetings start. Angela Gasiewski, Finance Director, stated that the Finance Department is in the process right looking at revenues. Ms. Gasiewski stated that in a couple of weeks the Finance Department will be looking at expenses. Ms. Gasiewski indicated that in the month of June the Finance Department will be meeting with departments to go over their FY2025 budget.

There were no disagreements within the Commissioners that a line item should be added for the Parks Commission for the FY2025 budge, but Chair Nash did indicated that it should definitely go through the budget process.

10. Public Comment

None

11. Final Board Comments

None

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:35 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

July 18, 2024 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 4:03 p.m. by Commissioner Jessica Cook.

2. Roll Call

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

Excused: Commissioner Michelle Hazekamp

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 Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of May 16, 2024

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

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Presentation

A. Heritage Landing Concepts (Jason Stangland from the Smith Group)
Bob Lukens, Community Development Director, introduced Jason Stangland from the Smith Group and stated Mr. Stangland would be appearing via Zoom for the Heritage Landing Concept presentation.

Mr. Stangland gave a presentation in regard to the Muskegon Lakefront Plan and what's being

explored at Heritage Landing and more.

Mr. Stangland presented three possible scenarios for Heritage Landing and other parks. They were:

Scenario A:

- Museum with relocated ships
- Relocated stage and gateway building
- Performance lawn adjusted
- Retain existing & add new parking
- Wetland and stream restoration
- New playground in its current location

Scenario B:

- The point becomes a park
- Gateway for buildings/events
- Performance space centralized
- Parking at perimeter
- Wetland and stream restoration
- Combined playgrounds

Scenario C:

- Point becomes a park
- Museum on the bay
- Performance lawn retained and expanded
- Parking at perimeter
- Wetland and stream restoration
- Separate playgrounds

Mr. Stangland also gave some feedback that he received, some of which included:

- No disturbance to scrap bay
- Potential flexible property liens with Holcim
- Combine and Improve playground
- Accessible kayak launch at Heritage Landing
- Second cruise ship landing
- Point becomes park

The next step is to take the feedback and come up with a concept for Heritage Landing and/or The Mart Dock.

Commissioner Jessica Cook stated it is great to get to this concept phase.

Commissioner Marcia Hovey-Wright inquired as to what would happen to the Silverside if it was moved. Mr. Stangland stated that the Silverside is not committed to moving. They would likely stay where they are now. Commissioner Marcia Hovey-Wright indicated that, as of right now, people are not allowed to walk their dogs at Heritage Landing and was wondering if a trail was created, would it allow dog walks. Commissioner Jessica Cook indicated she is on the Parks Commission, and they are working on that issue as well.

7. Items for Consideration

CDSP24/07-11 **(Parks/Bob Lukens)** Move to request a reimbursement of \$379,465.56 from the Dune Harbor Park Fund at the Community Foundation for Muskegon County (CFFMC) for work and projects performed in FY2023 and FY2024 to open Dune Harbor Park Muskegon County.

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

VOICE VOTE: Passed

8. Unfinished Business

None

9. New Business

None

10. Public Comment

Two individuals spoke in regard to their support for the Sustainability Resolution that was passed at the Full Board meeting and thanked the commissioners for their support.

11. Final Board Comments

Commissioner Hovey-Wright spoke in regard to being in the process of putting the sustainability committee together once it has Board approval.

12. Adjourn to the call of the Chair

The meeting was adjourned at 4:30 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

September 3, 2024 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 5:00 p.m. by Commissioner Jessica Cook.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner 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
Laura J. Genovich, 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 July 18, 2024

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

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP24/09-12 **(Parks/Robert M. Lukens)** Move to create a seasonal Community Engagement and Volunteer Coordinator position at Pay Grade 4 for the 2025 and 2026 seasons at Dune Harbor Park Muskegon County. This position will be 100% funded by the Consumers Energy Planet Award grant with no impact on the Parks Department or General Fund budgets.

ACTION: Moved by Commissioner Darrell Paige, 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 5:05 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

October 10, 2024 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 p.m. by Commissioner Jessica Cook.

2. Roll Call

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

Excused: Commissioner Marcia Hovey-Wright

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 Charles Nash, supported by Commissioner Darrell Paige

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of September 3, 2024

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

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP24/10-13 **(Parks/Robert M. Lukens)** Move to accept the Muskegon County Parks and Recreation Commission Establishing Resolution and Bylaws as written with a friendly amendment to omit the duplicate word "Parks" in Section II and Section II i.

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

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 4:05 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

November 14, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Marcia Hovey-Wright
Commissioner Michelle Hazekamp
Commissioner Zach Lahring
Chairman Charles Nash
Commissioner Darrell Paige

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

3. Approval of Agenda

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

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of October 10, 2024

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

CDSP24/11-14 **(CVB/Bob Lukens)** Move to approve the FY2025 Lakeshore Museum Center budget.

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

VOICE VOTE: Passed

- CDSP24/11-15 **(CVB/Bob Lukens)** Move to rescind the prohibition of dogs at the county's Heritage Landing facility, and allow users to walk dogs, on-leash and under control, at the facility and install clean-up bags and dispensers.
- ACTION:** Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash
- VOICE VOTE:** **Passed**
- CDSP24/11-16 **(CVB/Bob Lukens)** Move to award five (5) sole source contracts with TwoSix Digital for \$87,499 for destination marketing and advertising in the leisure and meetings/conventions markets, a Visit Muskegon website audit, a paid search engine optimization program, and other marketing initiatives for FY2025. Funding for these programs is entirely from a state Convention Visitors Bureau (CVB) grant received by Visit Muskegon in 2024.
- ACTION:** Moved by Commissioner Darrell Paige, supported by Commissioner Michelle Hazekamp
- VOICE VOTE:** **Passed**
- CDSP24/11-17 **(CVB/Bob Lukens)** Move to authorize the Convention and Visitors Bureau (CVB) to develop a Request for Proposal (RFP) for strategic planning for the organization, with funding available and programmed in the FY2025 CVB budget.
- ACTION:** Moved by Commissioner Charles Nash, supported by Commissioner Darrell Paige
- VOICE VOTE:** **Passed**
- CDSP24/11-18 **(Parks/Bob Lukens)** Move to support the West Michigan Shoreline Regional Development Commission's (WMSRDC) "Regional Trails and Greenways Plan" with a \$5,000 partnership in development of the plan, and adjust the budget accordingly.

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 4:10 p.m.



Muskegon County Community Development / Strategic Planning

Jessica Cook, Chair
Michelle Hazekamp, Vice-Chair

December 12, 2024 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: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner 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
Kathy Tharp, Executive Assistant to the County Administrator
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 November 14, 2024

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

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CDSP24/12-19 **(Parks/Bob Lukens)** Move to approve the proposed Muskegon County Parks Daily Motor Vehicle Permit fee from \$5.00 to \$7.00 and the Annual Motor Vehicle Permit fee from \$20.00 to \$25.00 effective 12/18/2024.

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

VOICE VOTE: Passed

CDSP24/12-20 **(Parks/Bob Lukens)** Move to adopt the 2025-2029 Muskegon County Recreation Facilities, Open Space and Greenway Plan (Recreation Plan) and resolution of adoption, and to submit the plan to the Michigan Department of Natural Resources.

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

VOICE VOTE: **Passed**

CDSP24/12-21 **(Parks/Bob Lukens)** Move to accept the Muskegon Conservation District agreement to perform services at Dune Harbor Park Muskegon County for the period of January 2025 through December 31, 2026, and entirely funded by the Consumers Foundation Planet Award Grant.

FIRST ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright to make a friendly amendment to change the start date to January 1, 2025

VOICE VOTE: **Passed**

SECOND ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Charles Nash, to pass the motion with the friendly amendment

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

Vice Chair Cook thanked her intern for coming to the meeting.

11. Adjourn to the call of the Chair

The meeting was adjourned at 4:07 p.m.