

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

AGENDA

Community Development/Strategic Planning

Hall of Justice

990 Terrace, Muskegon, MI 49442

August 15, 2013 - 4:00 PM

Robert Scolnik, Chair
Benjamin Cross, Vice-Chair

-
- 1) Call to Order
 - 2) Roll Call
 - 3) Approval of Minutes of July 25, 2013
 - 4) Public Comment (on an agenda item)
 - 5) Presentation: The Fish Monger's Wife
 - 6) Items for Consideration

CDSP13/08 – 11 (Administration) Authorize Board Chair to Sign Amendment to Ground Lease Between County of Muskegon and ABATE (American Bikers Aiming Toward Education) Region V

CDSP13/08 – 12 (Community Development) Approve Extension of Contract with Lunar Cow Design for 2014 and 2015 Visitors Guides

- 7) Old Business
- 8) New Business
- 9) Public Comment
- 10) Adjournment

Public Comment

Persons may address the Commission during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the commission and state their name for the record. Comments shall be limited to two (2) minutes for each participant, unless time is extended prior to the public comment by a vote of a majority of the commission.

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

The County 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 upon 24-hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling: Administration, 990 Terrace Street, Muskegon, MI 49442 (231) 724-6520.

**Muskegon County
Community Development/Strategic Planning Committee
July 25, 2013
4:00 p.m.
Hall of Justice
990 Terrace
Muskegon, MI**

Robert Scolnik, Chair

Ben Cross, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Scolnik at 4:18 p.m.

ROLL CALL

Present: Benjamin Cross, James Derezinski, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik, Rillastine Wilkins

APPROVAL OF MINUTES

It was moved by Derezinski, supported by Wilkins, to approve the minutes of the June 20, 2013, meeting as written. Motion carried.

PUBLIC COMMENT (On an agenda item)

None.

ITEMS FOR CONSIDERATION

CD/SP13/07 - 09 It was moved by Cross, supported by Nash, to approve and support the "FREE" Shred Day to be held at the Hall of Justice parking lot at 990 Terrace Street, Muskegon, MI 49442, from 10 a.m. to 2 p.m. on Saturday, September 21st, 2013. Motion carried.

CD/SP13/07 - 10 It was moved by Derezinski, supported by Cross, to approve the organization fund agreement for the Friends of the Muskegon County Parks Fund with the Community Foundation for Muskegon County and the Bylaws for the Friends of the Muskegon County Parks Advisory Committee. Motion carried.

OLD BUSINESS

Commission Sabo requested information regarding the paving project at Pioneer Park as well as the new playground equipment at the park. Mr. John Warner, Public Works Director, noted the paving project is complete and the playground equipment installation is in motion.

Commissioner Scolnik asked if Pioneer Park is equipped for taking reservations. Mr. Warner informed the Commissioners that would be in place for the camping season next year as they continue to research feasible software.

Commissioner Sabo inquired if a military discount was offered at the County Parks. Mr. Warner informed him no discounts were currently being offered.

NEW BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Community Development/Strategic Planning Committee, the meeting adjourned at 4:37 p.m.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Community Development/Strategic Planning	BUDGETED NON-BUDGETED PARTIALLY BUDGETED	
REQUESTING DEPARTMENT Administration	COMMITTEE DATE August 15, 2013	REQUESTOR SIGNATURE Bonnie Hammersley
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)		
<p>The County has, for several years, leased property generally referred to as the "Carpenter Brothers" to the ABATE group to allow camping on the property during the Bike Time event. There was a concern expressed during the discussion of this year's dates about extension of the lease. An amendment to the lease is proposed which would allow two (2) successive three (3) year terms. The language will allow for the automatic extension of the first term in year two by filing what we designated as "Notice of Exercise of Option." If the notice is filed, the second three (3) year terms kicks in automatically. There is language in the original agreement which survives this amendment that provides for earlier termination if needed. Scott Janiga from ABATE has approved the document and it now needs authorization from the County Board Chairman to execute the amendment.</p>		
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)		
<p>I move to authorize the Chairman of the County Board of Commissioners to sign the Amendment to the Ground Lease for camping between the County of Muskegon and American Bikers Aiming Toward Education, Region V of the State of Michigan.</p>		
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)		
HUMAN RESOURCES ANALYSIS:	FINANCE & MANAGEMENT ANALYSIS:	
CORPORATE COUNSEL ANALYSIS:	ADMINISTRATOR RECOMMENDATION:	
<p style="text-align: center;">Concur D. Hughes</p>	<p style="text-align: center;"><i>Approval Boett</i></p>	
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee		
<div style="border: 1px solid black; display: inline-block; padding: 5px 20px;">N/A</div>		
AGENDA DATE: <i>8/15/13</i>	AGENDA NO.: <i>CDSP13/08-11</i>	BOARD DATE: <i>8/27/13</i>
PAGE NO.		

AMENDMENT TO THE GROUND LEASE FOR CAMPING
BETWEEN THE COUNTY OF MUSKEGON AND
AMERICAN BIKERS AIMING TOWARD EDUCATION,
REGION 5 OF THE STATE OF MICHIGAN

WHEREAS, the Lease approved on September 15, 2011 is due to expire, and,

WHEREAS, the parties wish to extend the Lease so as to provide some assurance to ABATE concerning future use and access to the campground,

NOW THEREFORE the parties hereto do amend Paragraph 3 of the Lease approved on September 15, 2011 to read as follows:

The current Lease shall be extended for an additional three (3) year term. The Lease period shall end on September 1, 2016. If ABATE is not in default of any provision of the Lease it has the option to extend the existing Lease for two (2) additional terms of three (3) years each covering the same time period. ABATE's option to extend must be exercised by giving a written notice of the request for the extension not less than twelve (12) months before any then current Lease expires. The extension notice shall be in the format attached as Exhibit A.

The parties hereto do incorporate and ratify all of the terms of the existing Lease into this Amendment as repeated word for word.

COUNTY OF MUSKEGON

Dated: _____, 2013

By _____
Kenneth Mahoney, Chairman
Muskegon County Board of Commissioners

AMERICAN BIKERS AIMING TOWARD
EDUCATION (ABATE) REGION 5 OF THE
STATE OF MICHIGAN

Dated: 6-28, 2013

By Scott Janiga
Scott Janiga

Its President

EXHIBIT A

NOTICE OF EXERCISE OF OPTION

TO: County of Muskegon

NOTICE IS HEREBY GIVEN, in accordance with Paragraph 3 of the Lease, made and executed between the County of Muskegon and American Bikers Aiming Toward Education ("ABATE"), Region 5 of the State of Michigan, dated _____, that ABATE hereby exercises the option to extend the Lease and agrees continue to follow the Lease provisions as written.

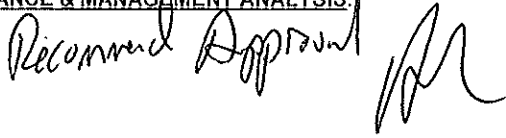
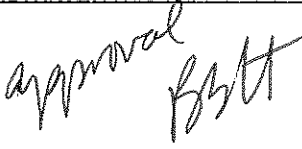
American Bikers Aiming Toward Education
(ABATE) Region 5 of the State of Michigan

Dated: _____

By: _____

Its: _____

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE COMMUNITY DEVELOPMENT/STRATEGIC PLANNING		BUDGETED NON-BUDGETED PARTIALLY BUDGETED		
REQUESTING DEPARTMENT COMMUNITY DEVELOPMENT		COMMITTEE DATE 8/15/2013		REQUESTOR SIGNATURE ROBERT LUKENS
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>At the April 24, 2012 Full Board Meeting, the Muskegon County Board of Commissioners approved a Request for Proposals for development, design, production, advertising sales, storage and delivery, and distribution of the official 2013 Muskegon County Visitors Guide (Resolution 2012-181).</p> <p>Lunar Cow Design of Akron, Ohio was selected as the vendor for the 2013 Muskegon County Visitors Guide, providing development, design, advertising sales, production and delivery of the guides. Lunar Cow provided these services to the County and delivered the product to the satisfaction of advertisers, the Accommodations Tax Advisory Committee and the Convention & Visitors Bureau.</p> <p>This request is to extend the contract with Lunar Cow Design for an additional two years for the development and production of the 2014 and 2015 Muskegon County Visitors Guides.</p> <p>The proposed contract for the 2014 and 2015 Visitors Guides will be brought before the Community Development Committee. Estimated cost for the 2014 Guide is \$45,677 for 60,000 copies, identical to the cost of the 2013 guide, the cost of which will be offset by advertising sales. Advertising revenues will be deposited directly into a County account, and Lunar Cow Design will be paid from this account. Any revisions in the contracted work (additional copies, paper upgrades, etc.) or advertising revenue shortfalls will be paid from the Accommodations Tax account.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
<p>Move to extend the contract with Lunar Cow Design of Akron, Ohio for a period of two years to provide development, design, production, advertising sales and services, and delivery of the 2014 and 2015 Muskegon County Visitors Guides. The proposed contracts for the 2014 and 2015 Visitors Guides will be brought before the Community Development Committee and the Board of Commissioners for consideration at a later date.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u> 		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u> 		
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee				N/A
AGENDA DATE: 8/15/13	AGENDA NO.: CO.SP 13/08/1a	BOARD DATE: 8/27/13	PAGE NO.	