



# CITY OF ROOSEVELT PARK CITY COUNCIL MEETING

**AGENDA**  
**July 17, 2023**  
**6:15 p.m.**

1. Council Work Session
2. Call to Order and Roll Call
3. Pledge of Allegiance
4. Invocation by Mayor Pro Tem Sutton
5. Public Comment on Agenda Items
6. Approval of Consent Agenda
  - a. Regular Agenda
  - b. Minutes July 10, 2023, Regular City Council Meeting
  - c. List of Bills (none)
7. Unfinished Business
8. New Business
  - a. Fiscal Year 2024-Set Budget Hearing
  - b. Public Act 152 Hard Cap Authorization-Fiscal Year 2024
9. Public Comment

Please state your name and home address  
Please limit comments to 3 minutes per individual presentation  
(City Council Rules of Procedure: 10/7/2011)
10. Comments from the Mayor and City Council
11. Reports from City Manager, City Attorney & Department Heads
12. Adjournment

American Disability Act Compliance: For access to open meetings of the City Council and any of its committees or subcommittees, the City of Roosevelt Park will provide necessary reasonable auxiliary aids and services, to individuals with disabilities who want to attend the meeting, upon twenty-four-hour notice to the City of Roosevelt Park. Individuals with disabilities requiring auxiliary aids or services should contact the City of Roosevelt Park, City Clerk by writing or calling, 231-755-3721 or call the following: TDD: Dial 7-1-1 and request a representative to dial 231-755-3721.



# City of Roosevelt Park

*A Proud Community*

To: Honorable Mayor and City Council  
From: Jared Olson, City Manager  
Date: July 14, 2023  
Subject: **Monday, July 17, 2023**– CITY COUNCIL MEETING

The following is information pertaining to items on the agenda for your meeting:

## COUNCIL WORK SESSION:

### a. Active Agenda Items

## COUNCIL MEETING:

- a. Set Public Hearing- Fiscal Year 2024-The formal public hearing for the upcoming Fiscal Year 2024 needs to be set in order to allow enough time for creation and publication requirements to be met.
- b. PA 152 of 2011- 2024 Hard Cap Authorization- As completed annually over the last decade, the City Council is required to adopt the formal PA 152 Hard Cap resolution. These changes will be reflected in the Fiscal Year 2024 budget.

If you have questions, please contact me.



**CITY OF ROOSEVELT PARK  
CITY COUNCIL  
MEETING MINUTES  
July 10, 2023**

This meeting was called to order by Mayor Pro Tem Sutton at 6:15 p.m.

**PRESENT:**       **Council Members:** Mayor Pro Tem Sutton, Greg Neiser, Stacey Burmeister, Diane Goodman, Noah Crossno, Fawn Cruz

**STAFF:**         City Manager Jared Olson, City Attorney Sawyer Rozgowski, City Clerk Ann Wisniewski, Chief Shawn Bride

**ABSENT:**        Mayor Aaron Langlois

**WORK SESSION**

**Council discussed Agenda Items:**

- Roosevelt Park Day Committee – Set Time and Date
- MERS 2022 Annual Pension Valuation Report – Council Acceptance
- Comcast Franchise Agreement Renewal – Council Authorization
- City Hall Printer/Copier Bids – Council Authorization
- Consumers Energy Pole Easement – Council Authorization
- List of Bills

**Special Guests:**

- Lisa Tyler Communications Director – Senior Resources shared updates

**Mayor Pro Tem Sutton called the Council meeting to order at 7:01 PM**

**2023-083**        **ROLL CALL**  
City Clerk Ann Wisniewski called roll call.

**2023-084**        **INVOCATION**  
Council Member Neiser provided the Invocation.

**2023-085**        **PUBLIC COMMENT ON AGENDA ITEMS**  
None

**2023-086**        **CONSENT AGENDA**  
Council Member Neiser moved to approve the consent agenda. This motion was supported by Council Member Crossno.  
Roll Call: 6 Ayes, 0 Nays, 1 Absent (Langlois)

**2023-087**        **UNFINISHED BUSINESS**  
None

2023-088

**NEW BUSINESS**

**8A. Roosevelt Park Day Committee – Set Meeting Time and Date**

Council Member Goodman moved to set the next meeting of the Roosevelt Park Day committee for Wednesday July 19, 2023. This motion was supported by Council Member Burmeister.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Langlois) Motion Passes

**8B. MERS 2022 Annual Pension Valuation Report – Council Acceptance**

Council Member Crossno moved to receive the 2022 MERS actuarial valuation report for the year ending 12/31/22. This motion was supported by Council Member Burmeister.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Langlois) Motion Passes

**8C. Comcast Franchise Agreement Renewal – Council Authorization**

Council Member Cruz moved to authorize City Staff to execute the proposed franchise renewal agreement at the maximum franchise fee as presented. This motion was supported by Council Member Neiser.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Langlois) Motion Passes

**8D. City Hall Printer/Copier Bids – Council Authorization**

Council Member Burmeister moved to approve the quote from Office Machines Company as presented for the upgrading and servicing of the City Hall and Police Department units. This motion was supported by Council Member Goodman.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Langlois)

**8E. Consumers Energy Pole Easement – Council Authorization**

Council Member Crossno moved to authorize City Staff to formally submit the attached consumers energy easement as to allow for the railway installation along Glenside Boulevard. This motion was supported by Council Member Neiser.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Langlois) Motion Passes

2023-089

**COUNCIL COMMENTS**

Council Members shared comments.

2023-090

**DEPARTMENT HEAD REPORTS**

Department Heads shared comments.

2023-091

**PUBLIC COMMENTS**

None

2023-092

**ADJOURNMENT**

Mayor Pro Tem Sutton moved to adjourn the meeting at 7:36 p.m. This motion was supported by Council Member Crossno and carried unanimously.



**CITY OF ROOSEVELT PARK  
CITY COUNCIL MEETING  
July 17, 2023**

<b>Item:</b> Set Public Hearing for FY 2024 Budget	<b>Date:</b> July 17, 2023
<p><b>Summary:</b> As required by charter and law, a public hearing on the proposed millage rate and the City’s budget for the upcoming fiscal year is needed. This year, the City Council is scheduled to review the budget and take public comment at their September 5<sup>th</sup> meeting.</p> <p>The action being taken at this time is for the scheduling of the public hearing only for the millage rate and the upcoming budget. A public notice announcing the hearing will be published in a newspaper of general circulation. Per the City of Roosevelt Park requirements, the FY 2024 budget will have to be approved no later than the September 18<sup>th</sup> meeting.</p>	
<b>Financial Impact:</b> None.	
<b>Recommendation:</b> To set the public hearing on property taxes and the proposed Fiscal Year 2024 budget for Tuesday, September 5, 2023 at 6:15 p.m.	
<b>Signature:</b>	<b>Title:</b> City Manager



**CITY OF ROOSEVELT PARK  
CITY COUNCIL MEETING  
July 17, 2023**

Public Act 152 – Publicly Funded Health Insurance Act of 2011	<b>Date:</b> July 17, 2023
<p><b>Summary:</b> As a requirement of Public Act 152, a public employer that offers a medical benefit plan for its employees shall pay no more of the annual costs than a total amount equal to the Hard Cap set by the State Treasury each year. For plan years beginning in 2024, the Hard Cap is set with the limits provided below:</p> <p style="text-align: center;">\$7,702.85 – Single Person Coverage \$16,109.06 – Individual and Spouse Coverage \$21,007.83 – Family Coverage</p> <p>By approving the Hard Cap, the City will only pay up to the amount established by the Hard Cap for each employee’s health insurance plan.</p>	
<p><b>Financial Impact:</b> This will be budgeted and accounted for in the upcoming 2024 Fiscal Year budget.</p>	
<p><b>Recommendation:</b> Move to adopt the attached resolution for the Hard Cap set forth by the State Treasury in compliance with Public Act 152 of 2011 for FY 2024.</p>	
<b>Signature:</b>	<b>Title:</b> City Manager



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

**March 21, 2023**

**PUBLIC EMPLOYER CONTRIBUTIONS TO MEDICAL BENEFIT PLANS  
ANNUAL COST LIMITATIONS – CALENDAR YEAR 2024**

For a medical benefit plan coverage year beginning on or after January 1, 2012, MCL 15.563, as last amended by 2018 Public Act 477, sets a limit on the amount that a public employer may contribute to a medical benefit plan.

For medical benefit plan coverage years beginning on or after January 1, 2013, MCL 15.563 provides that the dollar amounts that are multiplied by the number of employees with each coverage type be adjusted annually. Specifically, the dollar amounts shall be adjusted, by October 1 of each year after 2011 and before 2019, by the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available. By April 1 of each year after 2018, the dollar amounts shall be adjusted by the change in the medical care component of the U.S. consumer price index for the most recent 12-month period for which data are available. For calendar year 2023, the limit on the amount that a public employer may contribute to a medical benefit plan was set to the sum of the following:

- \$7,399.47 times the number of employees and elected public officials with single-person coverage
- \$15,474.60 times the number of employees and elected public officials with individual-and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$20,180.43 times the number of employees and elected public officials with family coverage.

The limits for 2024 equal the 2023 limits increased by **4.1 percent**. The 4.1 percent is the percentage change in the medical care component from the period March 2021-February 2022 to the period March 2022-February 2023.

Thus, for medical benefit plan coverage years beginning on or after January 1, 2024, the limit on the amount that a public employer may contribute to a medical benefit plan equals the sum of the following:

- \$7,702.85 times the number of employees and elected public officials with single-person coverage
- \$16,109.06 times the number of employees and elected public officials with individual -and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$21,007.83 times the number of employees and elected public officials with family coverage.

*Rachael Eubanks*

Rachael Eubanks  
State Treasurer

March 21, 2023

City of Roosevelt Park

*A Proud Community*

## **Informational Updates**

The following documents are informational updates and documents relating to our community. They are for your information only and no action is requested.



June 2023

# MONTHLY REPORTS



Shawn C. Bride  
Chief of Police

## Chief's Monthly Summary

June 2023 saw for the fourth straight month an elevated overall number of Computer Aided Dispatch (CAD) calls for service, as well as a high number of field contacts, traffic stops, and incident reports. As a direct inverse correlation, we see the number of larcenies, frauds, assaults, and public order crimes decrease significantly. Once again, it is the overall efforts put forth and work product of the Officers that continues drive not only the increased perception of public safety in Roosevelt Park but the actual crime numbers continue to show that City wide public safety is significantly improved over comparison months in recent years.

June also saw our continuation and dedication to the improvement of our line staff through training. Officers Heaton and Gaiser attended and successfully completed Advanced Roadside Impaired Driving Enforcement Program (ARIDE). ARIDE trained officers receive an overview of the observable effects of drug impairment, and introduction to the seven drug categories and when to contact a Drugged Driving Recognition Expert (DRE). As a result, officers are better able to identify and document a driver impaired by alcohol, drugs, and/or alcohol drug combinations. All officers attended an intensive course on the new State of Michigan Intoxilyzer system. This is the state's breath alcohol testing program, which is of the highest quality and addresses the high-priority training needs of our agency that will better allow us to provide the most current and professional roadway safety services.

For staff, June has proven to be a watershed month. Historically, police work doesn't lend itself to an overabundance of spare time. Between call outs, overtime details, court days, shift holdovers, holidays and a myriad other duty-related things Officers end up having to do before and after work they have little free time. With our odd days off, weird shift times and the long-term effects of hypervigilance it's little wonder Officers start to lose interest and eventually suffer from "burnout."

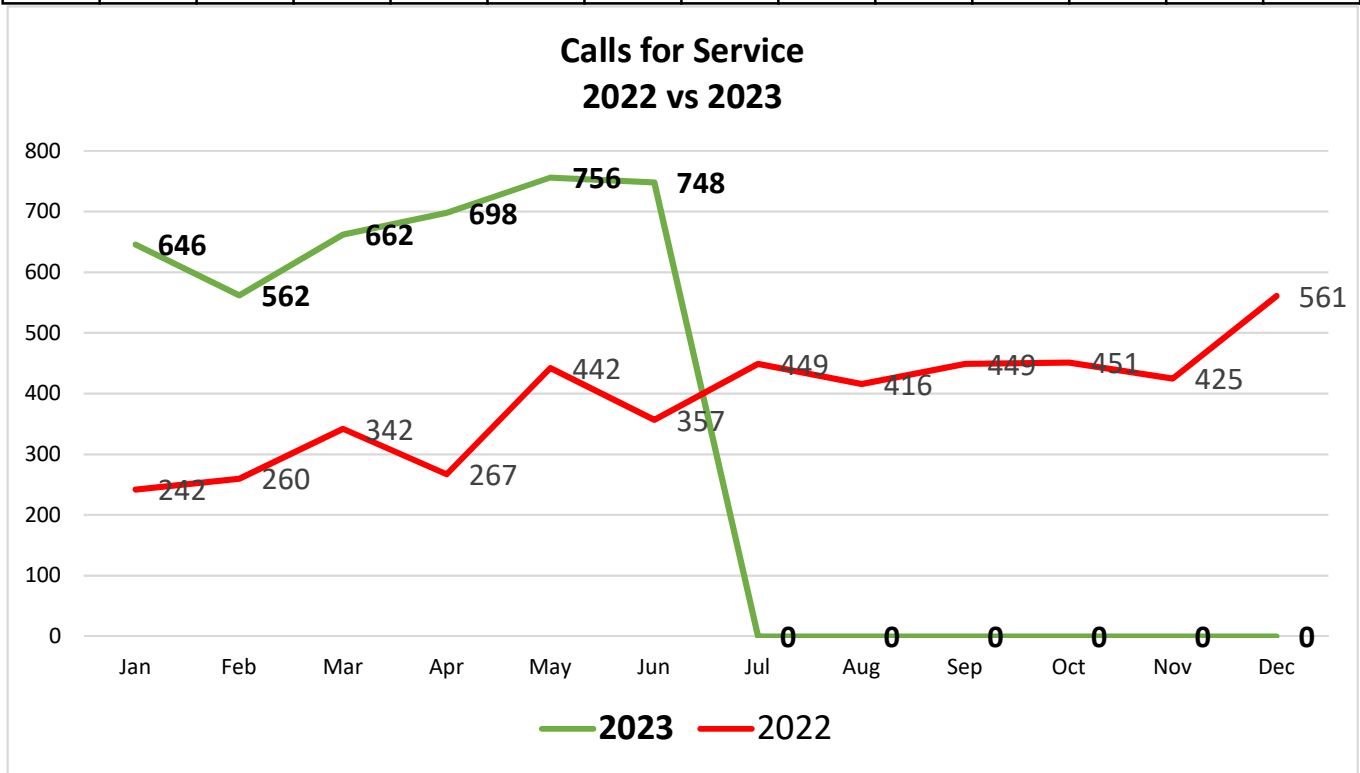
In June all of our officers were able to utilize earned and accrued benefit time off to find a little free time and strike a healthier work-life balance. A seemingly simple thing, being able to take a day off hasn't always been attainable for various reasons, but with current staff and scheduling we are able to afford Officers to take time off without sacrificing patrol presence and community safety. Officers must be well to serve the Community well. An officer who is tense, angry, or sleep-deprived is not likely to engage with the community, be alert on the job, or function at a high level.

On behalf of the staff of RPPD, I would like to thank you all once again for your support and your trust in us. We appreciate the opportunities to exhibit for you, our residents, visitors, and business partners, "Roosevelt Park Excellence."

Shawn Bride,  
Chief of Police

**Calls for Service:**

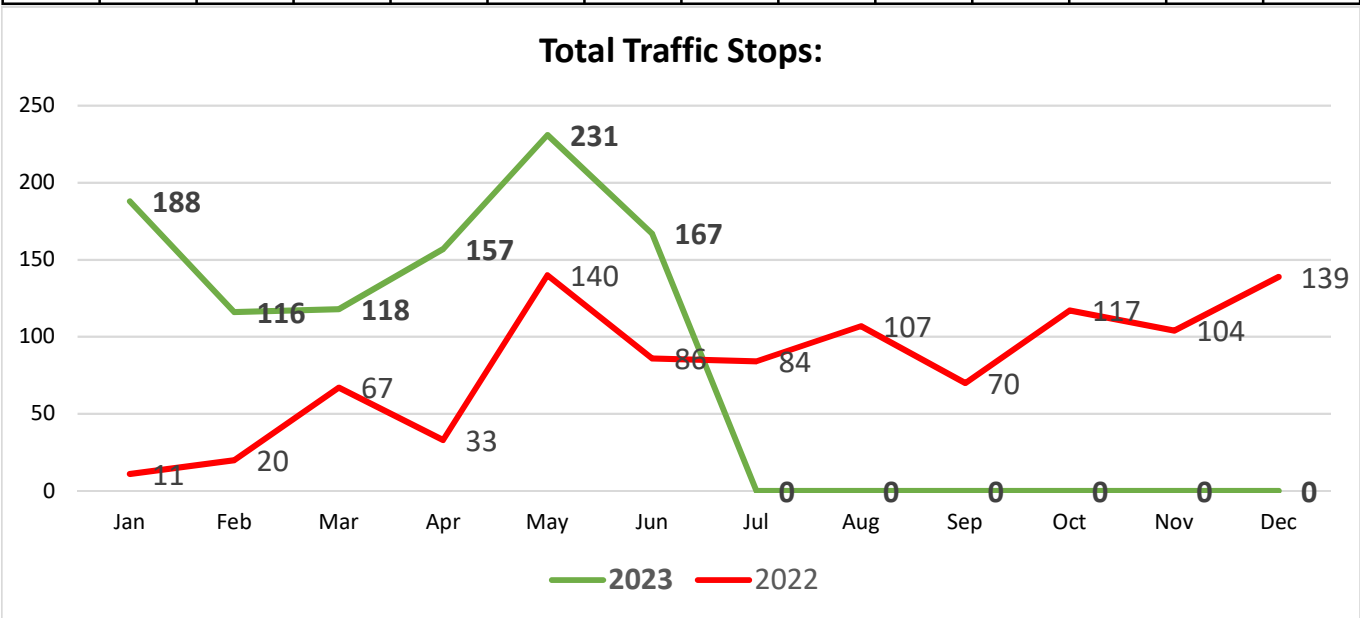
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	646	562	662	698	756	748	0	0	0	0	0	0	4072
2022	242	260	342	267	442	357	449	416	449	451	425	561	4661



**Traffic Safety Activities**

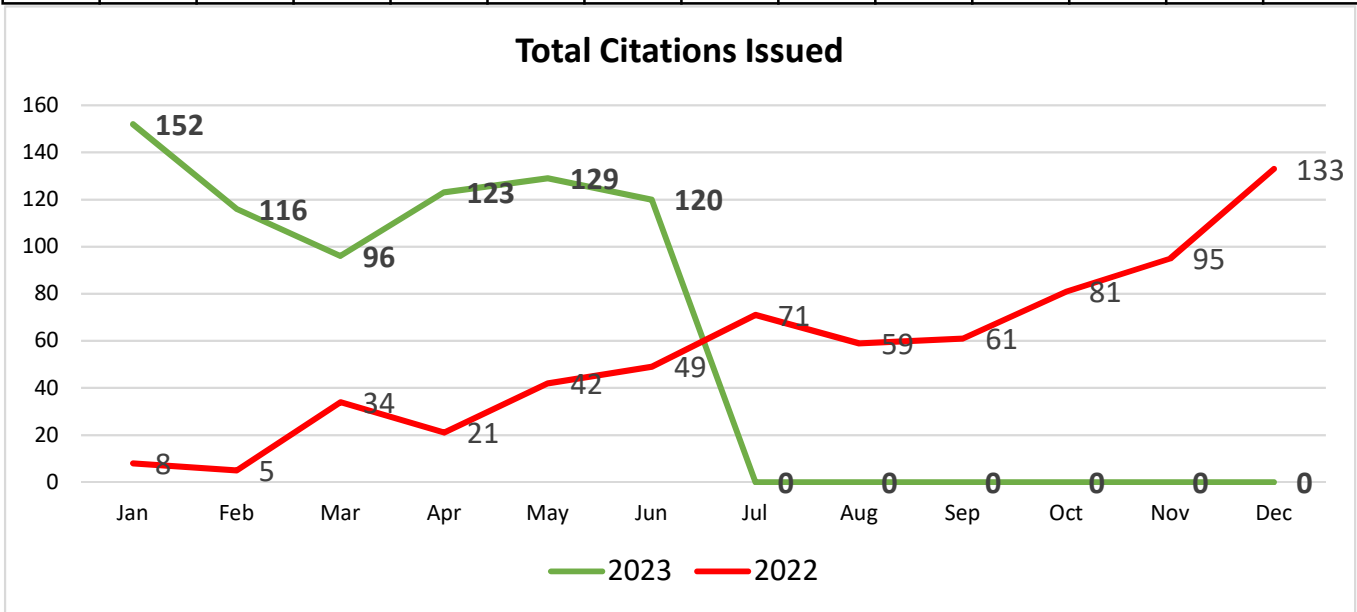
**Total Traffic Stops:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	188	116	118	157	231	167	0	0	0	0	0	0	977
2022	11	20	67	33	140	86	84	107	70	117	104	139	978



**Total Citations Issued:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	152	116	96	123	129	120	0	0	0	0	0	0	736
2022	8	5	34	21	42	49	71	59	61	81	95	133	659

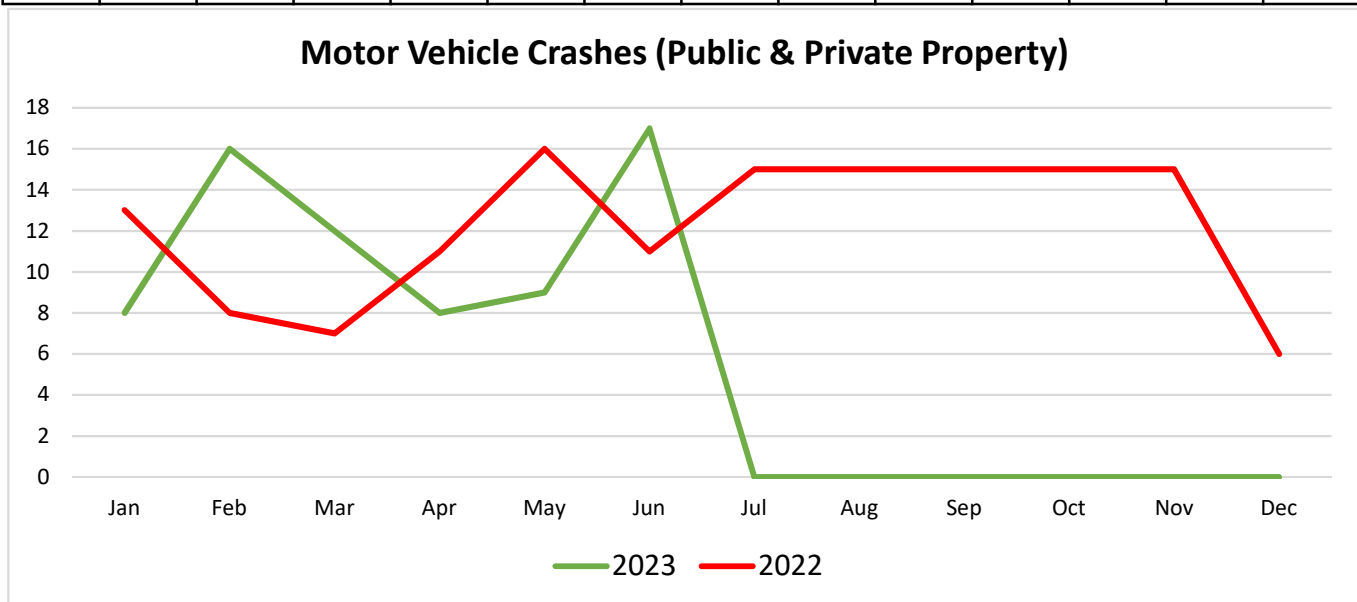


**OWI Arrests:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	0	0	1	1	1	0	0	0	0	0	0	0	3
2022	0	0	0	0	0	0	0	0	1	2	0	0	3

**Motor Vehicle Crashes (Public & Private Property):**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	8	16	12	8	9	17	0	0	0	0	0	0	70
2022	13	8	7	11	16	11	15	15	15	15	15	6	147



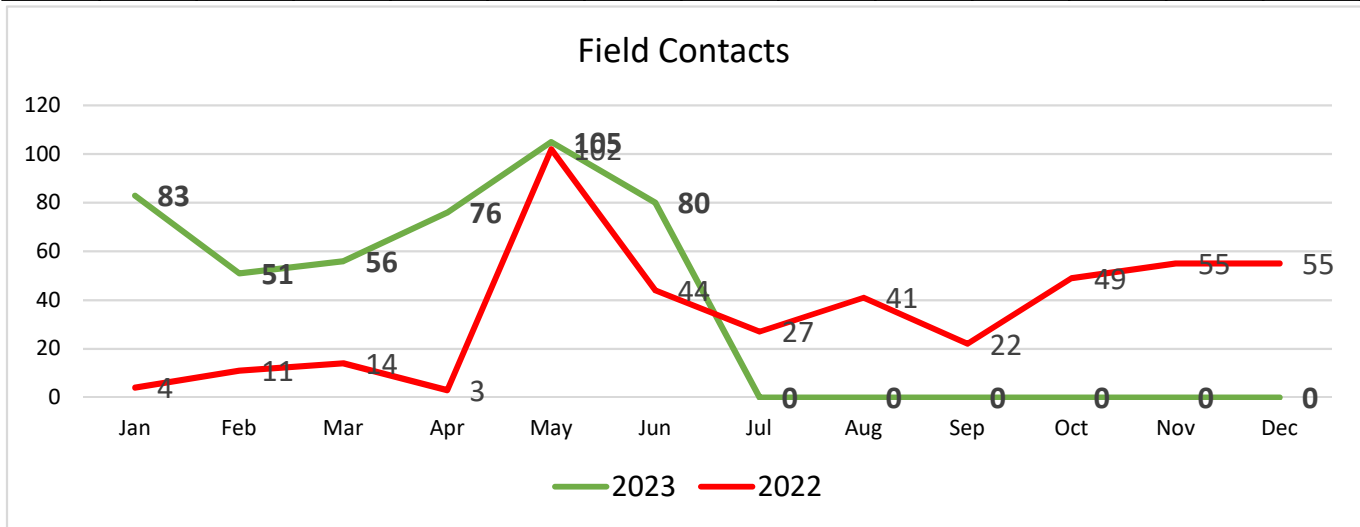
### Top 5 Crash Locations:

#1	2000 blk Henry St
#2	3285 Henry St (Walmart)
#3	W Norton Av @ Maple Grove Rd
#4	W. Sherman @ Glenside Blvd
#5	Henry St @ Broadway Ave

### Crimes, Reports, and Arrest Activities

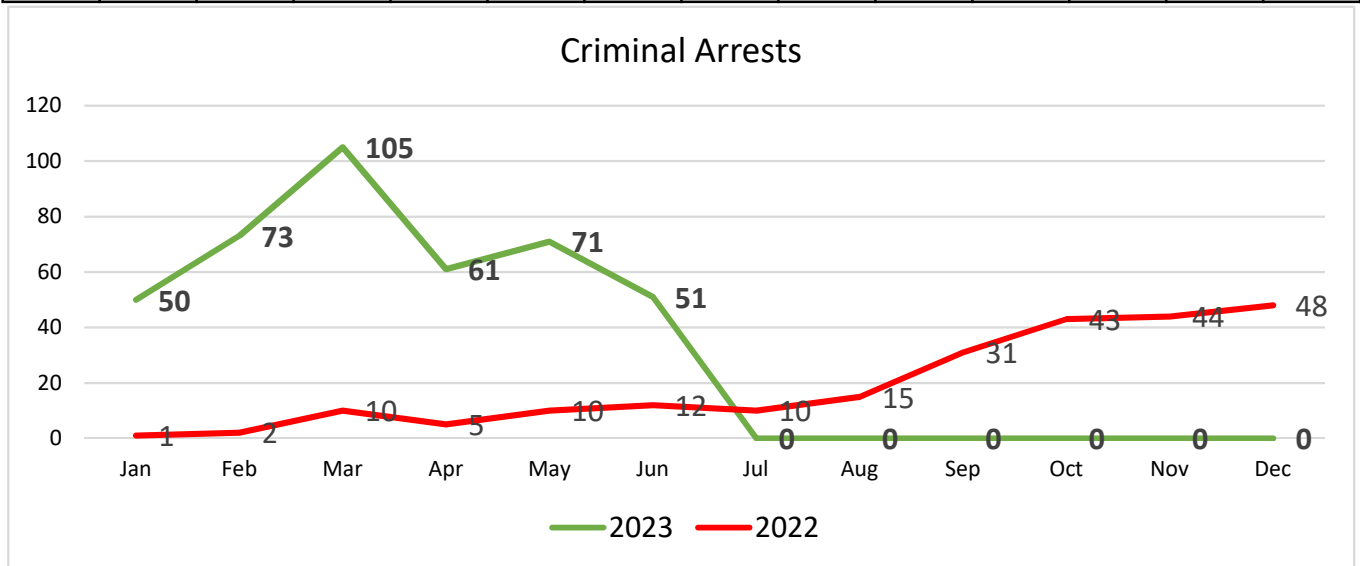
#### Field Contacts:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	83	51	56	76	105	80	0	0	0	0	0	0	451
2022	4	11	14	3	102	44	27	41	22	49	55	55	427



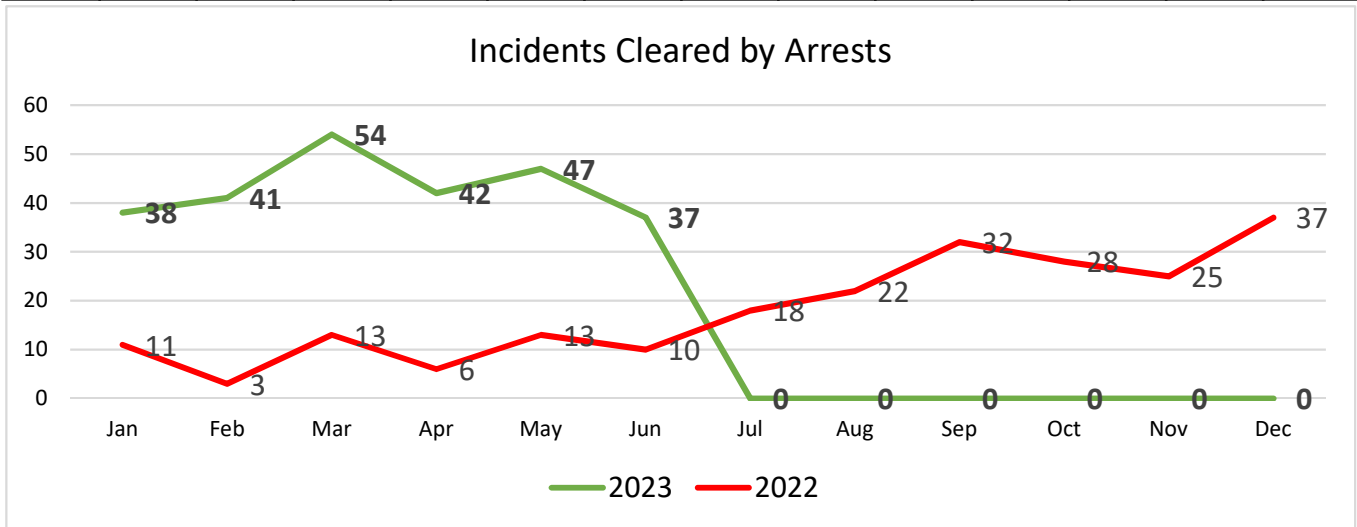
#### Criminal Arrests:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	50	73	105	61	71	51	0	0	0	0	0	0	411
2022	1	2	10	5	10	12	10	15	31	43	44	48	231



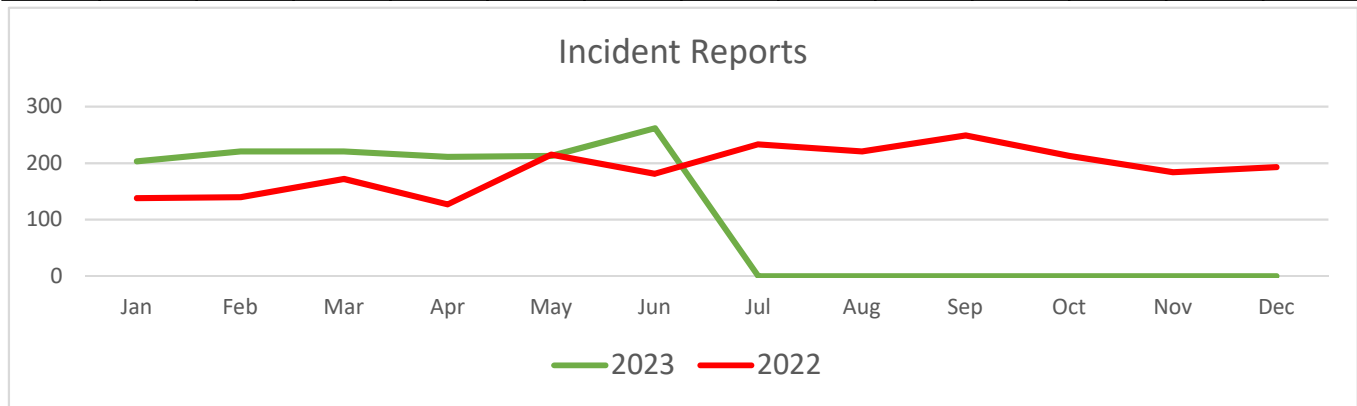
**Incidents Cleared by Arrests:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	38	41	54	42	47	37	0	0	0	0	0	0	259
2022	11	3	13	6	13	10	18	22	32	28	25	37	218



**Incident Reports:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	203	221	221	211	213	262	0	0	0	0	0	0	1331
2022	138	140	172	127	215	181	233	221	249	213	184	193	2266



**Medicals/Overdoses/Suicida/Check Wellbeing:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	25	39	27	37	49	67	0	0	0	0	0	0	244
2022	33	43	42	28	35	26	39	37	33	37	46	29	428

**Larcenies/Frauds:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	29	31	18	27	15	12	0	0	0	0	0	0	132
2022	28	19	26	21	26	27	30	25	34	39	32	26	333

**Assaults:**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2023	1	1	4	3	1	2	0	0	0	0	0	0	12
2022	1	1	2	2	4	3	6	7	6	2	2	2	38

Affirmative Action  
(231) 724-6703  
FAX (231) 722-1214

Assessor  
(231) 724-6708  
FAX (231) 726-5181

Cemetery  
(231) 724-6783  
FAX (231) 726-5617

City Manager  
(231) 724-6724  
FAX (231) 722-1214

Clerk  
(231) 724-6705  
FAX (231) 724-4178

Comm. & Neigh.  
Services  
(231) 724-6717  
FAX (231) 726-2501

Engineering  
(231) 724-6707  
FAX (231) 727-6904

Finance  
(231) 724-6713  
FAX (231) 724-6768

Fire Department  
(231) 724-6792  
FAX (231) 724-6985

Income Tax  
(231) 724-6770  
FAX (231) 724-6768

Info. Technology  
(231) 724-4126  
FAX (231) 722-4301

Mayor's Office  
(231) 724-6701  
FAX (231) 722-1214

Planning/Zoning  
(231) 724-6702  
FAX (231) 724-6790

Police Department  
(231) 724-6750  
FAX (231) 722-5140

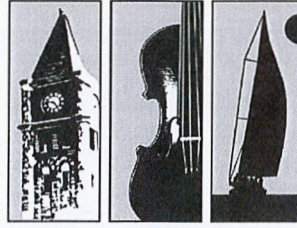
Public Works  
(231) 724-4100  
FAX (231) 722-4188

Treasurer  
(231) 724-6720  
FAX (231) 724-6768

Water Billing  
(231) 724-6718  
FAX (231) 724-6768

Water Filtration  
(231) 724-4106  
FAX (231) 755-5290

# MUSKEGON



West Michigan's Shoreline City  
www.shorelinecity.com

## Memorandum

June 29, 2023

TO: Muskegon Fire, Muskegon Police & Central Dispatch

RE: 205415 Sherman Blvd; Barclay to Seaway (BR31)

Please be advised that starting Wednesday, July 5<sup>th</sup> through October 1<sup>st</sup> we will be reducing Sherman traffic to one lane in each direction. Expect delays and seek alternate routes. During phases 4 and 5, Henry will be closed to all traffic at Sherman (Sherman will still have one lane east and west but no turns allowed)

We will be re-constructing Sherman, replacing the roadway with new concrete pavement.

Please see the enclosed maps for details of the closure and the detour route.

We thank you for your patience.

Sincerely,

Joel Brookens  
Assistant City Engineer  
City of Muskegon

<https://muskegon-mi.gov/city-services/public-works/major-road-sewer-projects/sherman-blvd-and-glenside-blvd-road-construction/>

Deputy Director of Fire - [Jay.paulson@shorelinecity.com](mailto:Jay.paulson@shorelinecity.com)  
Muskegon Police Department - [Andrew.rush@shorelinecity.com](mailto:Andrew.rush@shorelinecity.com)  
Central Dispatch Director - [Jason.Wolford@mcd911.net](mailto:Jason.Wolford@mcd911.net)  
Central Dispatch Supervisors - [mcdsuper@mcd911.net](mailto:mcdsuper@mcd911.net)

City of Muskegon, 933 Terrace Street, P.O. Box 536, Muskegon, MI 49443-0536

[www.shorelinecity.com](http://www.shorelinecity.com)

O:\ENGINEERING\COMMON\PROJECT MASTERS BY YEAR\2022 PROJECT MASTER\H92122 Sherman Barclay to Seaway\WORD\205415 Road Closure Memo.docx

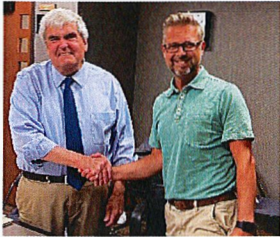
## FOR IMMEDIATE RELEASE

Tri-Cities Area Habitat for Humanity

7/6/23

### TRI-CITIES AREA HABITAT FOR HUMANITY THANKS OUTGOING MEMBERS WHO SERVED ON THE BOARD OF DIRECTORS AND ANNOUNCES NEW RESTORE

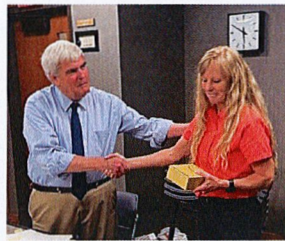
Grand Haven, MI



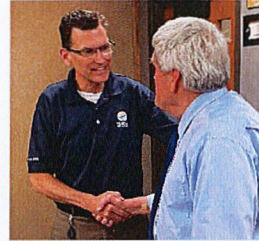
Bob Zitta & Jon Harrison



Cathy VanPelt & Bob Zitta



Bob Zitta & Cindy Moe



Mark Meyers & Bob Zitta

Tri-Cities Area Habitat for Humanity would like to thank members on the Board of Directors who have recently completed their terms. We have appreciated their time and talent during their many years of service and appreciate their advocacy for affordable homeownership in our community. Outgoing members are: Bob Zitta (Board Chair), Jon Harrison (President), Cathy VanPelt (Family Selection Committee), Cindy Moe (Treasurer).

Tri-Cities Area Habitat for Humanity existing Board Members and new positions are: Mark Meyers (Board Chair), Jared Olson (Vice Chair), Steve Harvey (Treasurer), Derek Noorman (Secretary), Rob Garrison, Mike Houskamp, Tamara Jackson-Gatewood, Jennifer Johnson, Dave Ireland and Bill Olzack.



**NEW RESTORE:** Tri-Cities Area Habitat for Humanity expanded their service area to include not only Grand Haven, Spring Lake and Ferrysburg but also the southern Muskegon County areas of Norton Shores, Fruitport and Roosevelt Park. One of the many things the Tri-Cities Area Habitat Board has helped with is the purchase of a building in Norton Shores to open a brand new ReStore at 3610 Airline Rd (next to Bush Concrete Products). Muskegon Lakeshore Chamber of Commerce recently performed a ribbon cutting ceremony and it is open for business! Please check out new and gently used building materials and home goods at the new ReStore. We also are accepting donations! Inquires: [nsrestore@tricityshabitat.org](mailto:nsrestore@tricityshabitat.org) or call 231-246-8105. Proceeds from purchases go towards helping to build affordable housing in our communities.

*Tri-Cities Area Habitat for Humanity builds affordable housing and provides help for many people in need including home repairs and modifications for veterans, seniors and low-income families. Tri-Cities Habitat is responding to the growing needs in our community and welcomes your support. If you are interested in volunteering, donating, or paid employment, please visit [www.tricityshabitat.org](http://www.tricityshabitat.org) or call 616-846-1505.*