FERRYSBURG CITY COUNCIL MEETING

AGENDA

MONDAY, NOVEMBER 21, 2022
7:00 P.M

FERRYSBURG CITY HALL
17520 RIDGE AVENUE, FERRYSBURG, MI 49409

1. Call to Order: Mayor Blease

2. Roll Call: Blease, O'Donnell, Carlson, Montgomery, Sias, Murdoch, Cate

3. Invocation by Council Member Cate

4. Pledge of Allegiance

5. Public Comments:

This time on the agenda is for any citizen to direct brief comments or questions to the City Council. Time for public comments will be given when an agenda item is discussed. If you have a comment or question, please raise your hand to be recognized by the Mayor, and after being recognized by the Mayor, please give your name, and address for the record, and proceed with your comment or question. Please limit your comments to three (3) minutes.
6. Consideration for Approval of Consent Agenda:
   a. Approve the November 7, 2022, City Council meeting minutes as printed.
   b. Approve the schedule for the 2023 City Council Goals.

7. New Business:
   a. Introduction of Ordinance No. 325, an ordinance to amend the City Code by amending Chapter 154, Zoning, to add definitions related to electronic vehicle charging stations in Section 2.20, include a checklist requirement regarding electronic vehicle charging stations in Section 5.50 a), encourage the planning and incorporation of electronic vehicle charging stations in Section 5.80 b), and to include a new Section 6.100 which authorizes and regulates electronic vehicle charging stations.
   b. Discussion, and to take action if appropriate, to approve a quote from _____ for $______ for Professional Services for a MDNR SPARK Grant Application for Fire Barn Park.
   c. Discussion, and to take action if appropriate, to adopt a resolution approving the submittal of a Michigan Coastal Management Grant application for a nature-base project for erosion control at the Grand River shoreline of the Kitchel Lindquist Hartger Dunes Preserve.
   d. Discussion, and to take action if appropriate, to adopt a Policy Regarding Livestreaming of Meetings.
   e. Discussion, and to take action if appropriate, to schedule a work session as a regular agenda item on December 5.

8. Public Comments:

9. Reports: City Manager

   City Council Members

   Mayor

10. Adjournment
CITY OF FERRYSBURG
CITY COUNCIL MINUTES
NOVEMBER 07, 2022

The meeting was called to order by Mayor Blease at 7:00 PM. Council Member Cate gave the invocation. Mayor Blease led those present in the pledge of allegiance.


Absent: None

Also present: City Manager Bessinger, City Clerk/Treasurer Schaner, and 8 citizens.

22-175 Moved by Council Member Cate, seconded by Council Member Sias, to approve the October 17, 2022, City Council minutes as printed. The motion passed unanimously.

22-176 Moved by Council Member Cate, seconded by Council Member Sias, to approve a bonfire at Wm. Ferry Park on Saturday, December 10, 2022, for the annual Carol Sing. The motion passed unanimously.

22-177 Mayor Blease opened a public hearing at 7:06 p.m. to determine the necessity of the proposed improvements to Lake Road. Comments given:

Arlene DeYoung, 16927 Lake Road, commented in support of the proposed Special Assessment District and the street in the FEMA Flood Plain and there may be grants available to mitigate the flooding.
Hilary O’Toole, 16885 Lake Road, spoke in support of the proposed Special Assessment District.

Mayor Blease closed the public hearing at 7:16 p.m.

22-178 Moved by Council Member O’Donnell, seconded by Council Member Sias to adopt a Resolution Declaring City Council’s Intention to make as a Public Improvement the reconstruction of Lake Road, to request the City Assessor to prepare a Special Assessment Roll for the Project, and to Schedule a Public Hearing to review the Roll on December 5, 2022. The motion passed unanimously.

22-179 Moved by Council Member O’Donnell, seconded by Council Member Sias, to remove from the table the discussion for new microphones in the Council Chamber. The motion passed unanimously.

22-180 Moved by Council Member O’Donnell, seconded by Council Member Carlson, to approve the proposal form AVI-SPL for $8,969.20 for new microphones in the Council Chamber. The motion passed unanimously.
22-181 Moved by Council Member Carlson, seconded by Council Member O’Donnell to not approve a proposal from Progressive AE to conduct a traffic study on North Shore Drive, North Shore Estates Road, and North Shore Road. The motion passed unanimously.

22-182 The Council Members entered a work session to discuss an Ethics Ordinance and directed staff to draft an ordinance for their review.

22-183 The Council Members entered a work session to discuss a Classification and Compensation Study then directed staff to draft a wage plan for their review.

The City Manager, the City Council Members and the Mayor, reported on several current items.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

_________________________       ________________________
Scott Blease                    Amber Schaner
Mayor                           City Clerk
November 15, 2022

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: 2023 City Council Goals

Below is a suggested schedule for setting 2023 City Council Goals.

Submit your individual lists of proposed goals to the City Clerk November 30

City Clerk compiles all submitted goals, distributes list for you to review December 1

City Council review list, reduce list to a reasonable number December 5

City Clerk compiles revised list of goals, distributes final list of goals to you to prioritize December 9

City Council submits prioritized list to City Clerk December 14

City Council adopts 2023 City Council Goals December 19

c: Amber Schaner, City Clerk
November 17, 2022

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: 2022 City Council Goals Update

Goal 1: Balance Budget.
On the May 16, 2022, Council agenda, is approval of the 2022-2023 City Budget. Staff is working to maintain existing assets and keep expenses down.
November 15, 2022: There have been 2 major expenditures for vehicle repairs this fiscal year, staff is watching line items within the budget to prevent Department overruns.

Goal 2: City Infrastructure, including, but not limited to, street improvements, drainage, and underground utilities.
Voters approved the street millage last November. City Council approved a proposal for engineering services for Fourth Street, Roosevelt Road from Ridge Avenue to US-31, and Virginia Avenue from 168th Avenue to West Spring Lake Road. The Public Works Department continues to work on drainage issues identified from the SAW grant. Water and Sanitary Sewers mains are routinely inspected.
November 15, 2022: Fourth Street and Virginia Avenue have been completed. Roosevelt Road is being planned for summer 2023.

Goal 3: Economic development growth & retention, including the idea of developing a central “downtown” business district
The Economic Development Task Force has been meeting to develop a recommendation for City Council to consider.
November 15, 2022: The Economic Development Task Force is reviewing their draft Visionary Plan which will be presented to City Council in the near future.

Goal 4: Procure funding for pedestrian & bike path & fisherman’s platform for Smith’s Bridge.
Discussions with MDOT have taken place on the need to include a wider pedestrian path on the bridge for bikers and anglers.
November 15, 2022: The report on the Smith’s Bridge Inspection done in October was sent to participants in the Bridge Bundling program with the City’s desire to have a wider pedestrian path and possible fishing platform. A Bridge Bundling Update meeting is schedule for later this month.

Goal 5: Improve communication with City residents, including creating a welcome packet for new residents and fostering involvement in City government
Staff is working on putting together a packet for new residents.
November 15, 2022: New resident are being mailed a welcome packet. We have received one positive comment thus far.
Goal 6: ADA Universal Inclusive to City Hall, parks, DPW, fire barn, etc.
The proposed improvements at Fire Barn Park will be universally accessible. Universally accessible will be considered when improvements are considered at other City properties.
November 15, 2022: No new projects have been planned at this time.

Goal 7: Promote & inform residents of the Ferrysburg Nature Preserve & improve access
No action has been taken at this time.
November 15, 2022: City Council reviewed a proposal to construct a parking lot off of Dogwood Drive at their September 19, 2022 meeting and requested the Recreation Commission to review possible signage improvements.

Goal 8: Kayak launch in City
A universally accessible kayak launch is proposed as part of the seawall repair project at Wm. Ferry Park.
November 15, 2022: A kayak launch is being considered as part of the seawall repair project. Comments have been received regarding other locations for the proposed kayak launch. Alternatives are still being reviewed.

Goal 9: City Branding.
No further action has been taken on this goal at this time.
November 15, 2022: Nothing to report on this goal.

Goal 10: Regional Transportation (Mat's & Harbor Transit)
A Transit Governance Study is in process. Harbor Transit is supported by a millage, MATS is not, financing needs to be determined. There is a pickup/drop-off between Harbor Transit and MATS in Muskegon at Trinity Health at Prairie Street.
November 15, 2022: The pilot project for the pickup/drop-off between Harbor Transit and MATS in Muskegon at Trinity Health at Prairie Street is in first year. Harbor Transit is tracking ridership and the Harbor Transit Board will review the program early next year.

Goal 10: Collaboration with other municipalities
Staff continues to work with adjacent communities.
November 15, 2022: No new collaborations have been identified that would benefit Ferrysburg and another community(s).

c: Amber Schaner, City Clerk
November 15, 2022

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: Draft Ordinance No. 325 Electric Vehicle Charging Stations

The Planning Commission has discussed the regulatory framework for permitting Electric Vehicle Charging Stations in the City. The Planning Commission began discussing this topic at their meeting in May have reviewed the draft ordinance at each meeting since that time.

The draft ordinance adds definitions, adds Electric Vehicle Charging Stations into the site plan review process, and regulates the location of Electric Vehicle Charging Stations in parking lots.

At their November 3, the Planning Commission held a public hearing on the draft ordinance. There were no public comments on the draft and the Planning Commission recommended to City Council to adopt the ordinance.

c: Amber Schaner, City Clerk
Ordinance No. ____
City of Ferrysburg

An Ordinance to amend the City Code by amending Chapter 154, Zoning, to add definitions related to electronic vehicle charging stations in Section 2.20, include a checklist requirement regarding electronic vehicle charging stations in Section 5.50 a), encourage the planning and incorporation of electronic vehicle charging stations in Section 5.80 b), and to include a new Section 6.100 which authorizes and regulates electronic vehicle charging stations.

THE CITY OF FERRYSBURG ORDAINS:

Section 1. Chapter 154 Zoning, Article 2 Definitions, Section 2.20 Definitions, is hereby amended to add the following definitions in alphabetical order:

ACCESSORY STRUCTURE is a freestanding structure, other than a building, on the same lot or parcel as a principal building that is customarily incidental in nature and is subordinate to the principal building and use.

ELECTRIC VEHICLE is a vehicle that is licensed and registered for operation on public and private highways, roads, and streets, either partially or exclusively, on electrical energy from the grid, or an off-board source, that is stored on-board via a battery for automotive purpose. "Electric vehicle" includes:
   a) Battery electric vehicle; and
   b) A plug-in hybrid electric vehicle.

ELECTRIC VEHICLE CHARGING STATION is a public or private parking space that is served by battery charging station equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.
   a) "Level-1 station" is considered slow charging: voltage including the range from zero through 120.
   b) "Level-2 station" is considered medium charging: voltage is greater than 120 and includes 240.
   c) "Level-3 station" is considered fast or rapid charging: voltage is greater than 240.

ELECTRIC VEHICLE (EV) CAPABLE PARKING SPACE is a parking space with an installed electrical panel with dedicated circuits and raceways that are capped for future electric vehicle parking spaces. The spaces are ready for the installation of electric lines and electric vehicle chargers.

ELECTRIC VEHICLE (EV) -READY PARKING SPACE is a parking space with an installed electrical panel capacity, a dedicated branch circuit, and a conductor in the raceway. The conductor terminates in a junction box, ready for the installation of an electric vehicle charger.
Section 2. Chapter 154 Zoning, Article 5 Site Plan Requirements, Section 5.50 Required Site Plan Contents, subsection a), is hereby amended revise checklist item 12 to read in its entirety as follows:

12. Location, dimensions, and completion schedule of all existing and proposed drives, sidewalks, curb openings, curbing, loading/unloading areas, parking areas and parking spaces, and vehicular and pedestrian circulation routes. Parking areas shall indicate the number of spaces and the dimensions of a typical space and aisle. Barrier-free parking spaces shall be indicated. Electric vehicle charging station equipment locations and EV ready, capable, and/or installed charging station spaces shall be indicated, and the number provided if proposed.

Section 3. Chapter 154 Zoning, Article 5 Site Plan Requirements, Section 5.80 Site Plan Review Standards, subsection b) is hereby amended to include a new subparagraph 3), to read in its entirety as follows:

3) Based on the increase in electric vehicles, it is encouraged, but not required, that all new and expanded non-residential and multi-family development parking areas are EV-capable or EV-ready for Level-2 electric vehicle charging stations or are equipped with Level-2 electric vehicle charging stations.

Section 4. Chapter 154 Zoning, Article 6 Parking and Loading Requirements, is hereby amended to include a new Section 6.100 Electric Vehicle Charging Stations, to read in its entirety as follows:

Section 6.100 Electric Vehicle Charging Stations

A. Intent. To plan for the increase of electric vehicles and to expedite the establishment of a convenient, cost-effective electric vehicle infrastructure, this section authorizes required or excess parking spaces to be used as electric vehicle charging stations.

B. Accessory Use and Accessory Structures. Electric vehicle charging station spaces are classified as accessory uses, and electric vehicle charging stations are classified as accessory structures. Electric vehicle charging station spaces and electric vehicle charging stations and equipment are permitted in all public and private parking lots.

C. Review. The conversion of standard parking spaces to electric vehicle charging station spaces and the installation of electric vehicle charging station equipment shall be reviewed and approved administratively in accordance with this section. For new and expanded parking lots subject to site plan review, the Planning Commission shall review and approve electric vehicle charging station spaces and the installation of electric vehicle charging station equipment.

D. Encouragement of New Electric Vehicle Charging Stations.

1. All new and expanded public and private parking lots are encouraged to include electric vehicle charging stations or be EV-capable or EV-ready.
2. All new dwellings are encouraged to be constructed with a 220-240-volt / 40 amp outlet on a dedicated circuit and in close proximity to designated vehicle parking to accommodate the potential future hardwire installation of a Level-2 electric vehicle charging station.

E. Requirements for Electric Vehicle Charging Stations.

1. An electric vehicle charging station space may be included in the calculation for the minimum required parking spaces required in accordance with Section 6.40. There is no limit on the number of electric vehicle charging stations. However, the applicant shall demonstrate by the historical usage of the parking area for internal combustion engine vehicles and the anticipated demand for electric vehicle charging stations that there is sufficient parking for both drivers of electric vehicles and internal combustion engine vehicles. At a minimum, the applicant shall provide the number of existing parking spaces and the average number of available parking spaces at peak business hours for one week. The Zoning Administrator or Planning Commission, as applicable, shall make all final determinations regarding the minimum number of parking spaces for internal combustion engine vehicles to ensure compliance with Section 6.40.

2. Electric vehicle charging station spaces shall comply with the dimensional requirements of Section 6.701.

3. Electric vehicle charging station equipment may be located on any part of a property but shall be no less than 10 feet from property lines and public right-of-way and shall not be located within a clear sight triangle per Section 3.90 i. Electric vehicle charging station equipment approved for on-street parking within the public right-of-way is exempt from the setback requirement.

4. Electric vehicle charging station equipment shall be protected with bollards or a comparable method. If curbing is used, the equipment shall be located at least two (2) feet behind the face of the curb.

5. At least five (5) feet of clear area shall be maintained if installed on or adjacent to an internal sidewalk, walkway, or another area accessible to pedestrians, cyclists, or wheelchair users abutting a parking lot. Electric vehicle charging station equipment shall not obstruct these passageways.

6. Any parking space located in a public or private parking lot that is designated as an electric vehicle charging station or electric vehicle parking space shall have a sign posted that includes the maximum charging time allowed by the property owner and a notice that the parking of non-electric vehicles is prohibited. This does not apply to single-family and two-family dwellings.
7. Commercial electric vehicle charging stations are prohibited on residential properties.

Section 5. This Ordinance was approved and adopted by the City Council on the___day of ______________, 2022 and shall take effect upon publication in the Grand Haven Tribune, a newspaper of general circulation in the City of Ferrysburg.

________________________________________
Scott Blease, Mayor

________________________________________
Amber Schaner, City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Ferrysburg, Ottawa County, Michigan, do hereby certify that the above Ordinance, or a summary thereof, was published in the Grand Haven Tribune, a newspaper of general circulation in the City on____________________, 2022.

Dated:______________, 2022

________________________________________
November 15, 2022

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: SPARK Grant

Attached is a proposal from Pam Blough, PM Blough, Inc., for assistance with submitting a SPARK grant application for the second phase of the Fire Barn Park Improvements. Ms. Blough designed the site plan for Fire Barn Park and assisted with the grant application for Phase 1.

The Recreation Commission will discuss the proposal at their meeting on Thursday, November 17 and City Council will be updated with their recommendation at the meeting Monday night.

c: Amber Schaner, City Clerk
November 7, 2022

Mr. Craig Bessinger
City of Ferrysburg
PO Box 38
Ferrysburg, MI 49409

RE: Proposal for Professional Services for MDNR SPARK Grant Application for Fire Barn Park

In follow up to our previous discussions this proposal is to assist the City of Ferrysburg with the development of a MDNR SPARK grant application for renovation and revitalization of the Pickelball Courts at Fire Barn Park. The SPARK grant program will have three rounds in 2022/2023. The Round 1 applications are due December 19, 2022. The dates for Rounds 2 and 3 have not been released by the MDNR. Applications not awarded in Round 1 can be carried over into Rounds 2 and 3. Match is only required for projects over $1,000,000. Minimum grants are $100,000. These are Federally funded so they will require Davis Bacon Wage Rates for contracted construction work.

All grant applications are to be filled out and submitted on-line at the MI-Grants website. The City will need to provide PMB access to the proposed grant file on-line in order for the work to be completed.

In preparing the grant we will be utilizing the current drawings of the Ferrysburg Fire Barn Park Master Plan as a basis.

Scope of Services

1. Provide a list of information required to be provided by the City for the grant application.

2. Fill in the on-line grant forms with information from previous grants, latest information developed, and specific information from the City.

3. Develop a site plan for the grant based on the existing Fire Barn Park Master Plan which identifies the elements to be included in this grant application.

4. Develop proposed costs for the project considering the Davis Bacon Wage Rates required. Enter cost data into the form for the required categories and provide numbers for the City Council resolution. List any local match to show if desired. (Local match not required for projects under $1 million).

5. Update the MDNR Site Control property ownership form and package. Provide completed materials to City for signature.

6. City Council to pass a Resolution for submitting the grant application. A draft resolution will be provided to the City.

7. Complete narrative sections of the grant application. These include Project Descriptions, Public Benefit and Anticipated Outcomes, Stakeholder and Community Input, Location with the Community Recreation Plan, Long Term Maintenance, etc.
8. Feedback from groups and individuals regarding opportunities for people of all abilities are required for scoring. Assist in receiving feedback from five different groups: Center for Independent Living, Center of Assisted Living, Local or Regional Disability Network, Physical or Recreational Therapist, Individual, Formal Group or Organization, Other. (We need 5 preferably for all of the points).

9. Provide overall coordination of the process. Provide copies of all materials at the conclusion of the process.

Proposed Fee
P.M. Blough will provide the above Round 1 Scope of Services for a not-to-exceed fee of $2,250. These fees will be invoiced monthly based on the actual services provided in the previous month. This fee includes all time, materials, and expenses. Any fee not utilized due to efficiencies will not be invoiced to the City.

As this is a new grant process, it is unknown if anything additional will be required for Rounds 2 and 3. If any services are required for these rounds, they will be invoiced on an hourly basis for services provided.

Limitation of Liability
To the fullest extent permitted by law, PM Blough, Inc. total liability to the City for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability or otherwise is, in the aggregate, limited to the amount of $10,000.

Thank you for allowing PMB to provide you with this proposal. I look forward to continuing to assist the City with your parks and recreation goals. If in any way the proposal can be modified to better meet your needs, please do not hesitate to contact me.

Sincerely,

PM Blough, Inc.

Pamela Blough, FALSA
President

Approved by City of Ferrysburg:

_________________________  Date
November 17, 2022

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: Kitchel Lindquist Hartger Dunes Preserve

When the high water came down, it left a pile of rip-rap in the cove at the Kitchel Lindquist Hartger Dunes Preserve cove. The material consists of broken concrete, cinder blocks, some rebar, and a unused cable.

Attached is a quote to remove the rip rap and construct a nature-based erosion control system. Dead trees from the Preserve would be used to allow a more natural flow of sand preventing erosion from high water and boat traffic.

The State is accepting Michigan Coastal Management Grant applications for erosion control. The minimum local match is 20%. The Kitchel Lindquist Hartger Dunes Preserve Board has approved spending up to $5,000 for the local match. Using dead trees within the Dunes Preserve may qualify as gifts-in-kind and if so, would show as an increase in the percentage of the local match. The matching funds would come from the Operating Account held at the Grand Haven Area Community Foundation.

Area where it is washing out and eroding from the back side.

c: Amber Schaner, City Clerk
November 21, 2022

RESOLUTION
AUTHORIZING THE SUBMITTAL OF A
MICHIGAN COASTAL MANAGEMENT GRANT

WHEREAS, the City owns and operates the Kitchel Lindquist Hartger Dunes Preserve located at 20001 Berwyck Street, and,

WHEREAS, the Kitchel Lindquist Hartger Dunes Preserve Board oversees and maintains the Kitchel Lindquist Hartger Dunes Preserve, and

WHEREAS, the Kitchel Lindquist Hartger Dunes Preserve Board has concerns with the erosion along the shoreline of the Grand River, and,

WHEREAS, the Kitchel Lindquist Hartger Dunes Preserve Board working with GEI Consultants, have developed a plan for a nature-based solution for erosion control, using down trees from the preserve that will help control erosion, create wetlands, and provide an area for wildlife, and

WHEREAS, the Michigan Coastal Management Grant Program is accepting application for coastal communities to apply for funding for erosion control projects.

NOW, THEREFORE, BE IT RESOLVED, THAT the Ferrysburg City Council does hereby authorize the submittal of a Michigan Coastal Management Grant for an erosion control project at the Kitchel Lindquist Hartger Dunes Preserve, and

BE IT FURTHER RESOLVED, THAT the Ferrysburg City Council does hereby authorize the City Manager to sign the Michigan Coastal Management Grant on behalf of the City, and

BE IT FURTHER RESOLVED, THAT the City Council does hereby acknowledge $5,000.00 will be available for funding 20% of the total project cost, and

BE IT FURTHER RESOLVED, THAT the Ferrysburg City will precede with the proposed project if the grant applied for is awarded by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Resources Division (WRD).
Offered by Council Member ____________________.

Seconded by Council Member ____________________.

Yeas: __________

Nays: __________

Absent: __________

Resolution: __________

I, Amber Schaner, City Clerk for the City of Ferrysburg, do hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Ferrysburg, on November 17, 2022.

______________________
Amber Schaner, City Clerk
From: Majka, Brian <bmajka@geconsultants.com>
Sent: Wednesday, November 16, 2022 4:59 PM
To: Garry Post <garrypost@gmail.com>; Eric Snyder <snydeeri@gvsu.edu>; Anna Slocum <slocuman@mail.gvsu.edu>; Craig Bessinger <cbessinger@ferrysburg.org>; Nancy Jensen <nancywjensen@gmail.com>
Subject: Shoreline Restoration

Hi Everyone,

I updated costs estimates based on our meeting last evening, and also put together a crude sketch (we'll make it much more professional for the application). This would give approximately 800' of shoreline restoration. The expanded work can be covered by increasing the total number of trees provided. I should make a caveat that I have seen EGLE allow the cost of donated trees as match for other grants, but because this is a new grant it's not a guarantee they'll accept it.

Please let us know your thoughts and we can revise as needed. Once we agree on a concept, we'll revise the drawings and I'll put together the written technical narrative for the grant. Per a conversation with Garry, I'll also provide a letter of support (That's written on behalf of both GEI and the Michigan Natural Shoreline Partnership).

Thanks!

-B

KLH Shoreline Cost Estimates

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Cash Match $5,000
In Kind Match (wood) $7,500.00
Total Match $12,500.00
Match % 20.9%

GEI
BRIAN MAJKA
Senior Restoration Ecologist
616.384.2710 cell: 616.843.3635
5225 Edgewater Drive, Allendale, MI 49401

🔗  🌐  🌈  📚  🌡  🌷
November 15, 2022

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: Work Session

By policy, City Council is to consider at its first monthly meeting whether or not to schedule a work session for a special City Council meeting, or to include a work session as an agenda item at the next regular meeting.

At the June 6, 2022, meeting, the consensus of City Council was to schedule a work session on the first monthly meeting.

Suggested topics for the work session:

- 2023 Goals

cc: Amber Schaner, City Clerk
November 15, 2022

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: Livestreaming Policy

Attached is a draft policy for livestreaming City meetings provided by Mayor Blease and reviewed and edited by City Attorney Bisonet.

c: Amber Schaner, City Clerk
City of Ferrysburg Policy Regarding Livestreaming of Meetings

The following policy shall govern live streaming of public meetings on Facebook Live:

1. Procedures

   Regular and Special Council Meetings, including Zoning Board of Appeals and Planning Commission held at Council Chamber will be streamed live on the internet via the City of Ferrysburg's authorized services listed at https://ferrysburg.org/boards/city-council/ or at: https://www.youtube.com/channel/UCMqr_ibvxyZlVajOzl-Tr3g. Other meetings held at Council Chamber as authorized by the City Manager may also be streamed live. There may be situations where, due to technical difficulties, a livestream may not be available. While every effort will be made to ensure the livestreaming and website are up and functioning smoothly, the Council and City of Ferrysburg staff take no responsibility for and cannot be held liable for the livestreaming or Council website being temporarily unavailable due to technical issues beyond its control. Technical issues may include, but are not limited to:

   - The availability of internet connection
   - Device failure or malfunction
   - Website or power outages

2. Notice to Meeting Attendees and Viewers

   By attending a City of Ferrysburg Council, Zoning Board of Appeals or Planning Commission meeting, those in attendance consent to being recorded. The City of Ferrysburg has established processes for receiving public comments, which does not include social media. As such, questions and comments posted to social media during a live broadcast will not be responded to by any City of Ferrysburg Council Member or staff.

3. Termination of Livestream and Corrections

   City Council and Commission meetings are an open forum of statements, questions and answers. Occasionally, comments could be made which may be regarded as offensive, defamatory, inaccurate or contrary to law. By livestreaming and publishing recordings of meetings, the potential audience is significantly increased, which also increases the likelihood of such occurrences. Accordingly:

   - The City of Ferrysburg does not accept any responsibility for comments made during meetings which are inaccurate, incorrect or defamatory and does not
warrant nor represent that the material or statements made during the streamed meetings are complete, reliable, accurate or free from error. The Council does not accept any responsibility or liability for any loss, damage, cost, or expense you might incur as a result of the viewing, use or reliance of information or statements provided in the livestreaming/recording of Council meetings.

- The City Manager and/or Mayor/Chair have the discretion and authority during a meeting to correct inaccuracies and/or direct the termination or interruption of livestreaming if they believe it is advisable to do so, at their sole discretion.

- Following any meeting, the City Manager and/or Mayor/Chair has discretion to direct the exclusion of all or part of any meeting recording which he/she deems to be inappropriate. Material considered as inappropriate may include, but is not limited to:
  - Profanity, Vulgarity or Obscenity
  - Hate Speech or Discrimination
  - Inaccuracies or Misinformation
  - Defamation
  - Infringement of Copyright
  - Breach of Privacy or Disclosure of Personal Information
  - Confidential or Privileged Council Information
  - The opinions or statements made during the meeting are those of the individuals, and not necessarily the opinions or statements of the City of Ferrysburg. The City of Ferrysburg does not necessarily endorse or support the views, opinions, standards, or information contained in the livestreaming/recording of the Council meetings.

Offered by Council Member __________.

Seconded by Council Member __________.

Yeas:

Nays:

Absent:

Resolution:

I, Amber Schaner, duly appointed Clerk of the City of Ferrysburg, do hereby certify that the above resolution was adopted by the Ferrysburg City Council at its regular meeting held on Monday, November 21, 2022, at or after 7:00 p.m.

Amber Schaner, City Clerk