FERRYSBURG CITY COUNCIL MEETING

AGENDA

MONDAY, JANUARY 16, 2023
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 December 19, 2022, City Council meeting minutes as printed.

   b. Approve the schedule of March Board of Review meetings:

      Tuesday, March 7  5:00 p.m. - organizational, no appeals heard
      Monday, March 13  2:00 p.m.- 4:30 p.m., 7:30 p.m. - 9:30 p.m.
      Tuesday, March 14  2:00 p.m.- 4:30 p.m., 6:30 p.m. - 8:00 p.m.

   c. Approve “Poverty Income Standards for 2023 Assessments” and “Asset Level Guideline for 2023 Assessments”.

   e. Approve an agreement between the City and Grand Haven Area Public School District regarding the collection of the District’s property taxes, for the calendar year 2023, and to authorize the Mayor and City Clerk to sign the agreement.

   f. Adopt a resolution approving a request by the Grand Haven Area Public Schools for the City to collect all of the School’s 2023 property taxes during the City’s 2023 summer tax collection period, and a request by the Ottawa Area Intermediate School District for the City to collect all of the District’s 2023 property taxes during the City’s 2023 summer tax collection period.

7. New Business:

   a. Discussion, and to take action if appropriate, to schedule a work session as a regular agenda item on February 6, 2023.

   b. Consideration for adjournment to a closed session to consider the purchase or lease of real property prior to obtaining an option to purchase.  *(Roll call vote)*

   c. Consideration for reconvening in open session.

   d. Discussion, and to take action if appropriate, to authorize/not authorize the City Manager to negotiate a proposal for City Council consideration.

8. Public Comments:

9. Reports:  City Manager

            City Council Members

            Mayor

10. Adjournment
CITY OF FERRYSBURG
CITY COUNCIL MINUTES
DECEMBER 19, 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 52 citizens.

22-202 Moved by Council Member O’Donnell, seconded by Council Member Montgomery, to approve the December 05, 2022, City Council minutes as printed. The motion passed unanimously.

22-203 Moved by Council Member O’Donnell, seconded by Council Member Montgomery, to move agenda item 6b. Approve the Mayor’s appointment of Tim Scarpino to the Brownfield Redevelopment Authority Board for a term ending January 1, 2026, to New Business as item 7f. The motion passed unanimously.

22-204 Moved by Council Member O’Donnell, seconded by Council Member Montgomery, to move agenda item 6c. Approve the Mayor’s appointment of Jim Menerick to the Brownfield Redevelopment Authority Board for a term ending January 1, 2026, to New Business as item 7g. The motion passed unanimously.

22-205 Moved by Council Member O’Donnell, seconded by Council Member Montgomery, to adopt the 2023 Prioritized City Council Goals. The motion passed unanimously.

22-206 Moved by Council Member O’Donnell, seconded by Council Member Montgomery, to approve a Gas Easement to Michigan Gas Utilities Corporation at WM. Ferry Park, and to authorize the Mayor and City Clerk to sign all necessary documents. The motion passed unanimously.

22-207 Moved by Council Member Montgomery, seconded by Council Member Carlson, to adopt a resolution recognizing Loretta McLaughlin on her retirement from Pine Street Café. The motion passed unanimously.

22-208 Moved by Council Member Montgomery, seconded by Council Member O’Donnell to adopt a resolution recognizing David F. Peterson for his 30-years of service on the Ferrysburg Fire Department. The motion passed unanimously.
22-209 Moved by Council Member O'Donnell, seconded by Council Member Cate, to accept a Visionary Plan as a guide for recommendations the city may take in the future. Roll Call Vote: 2 Yea's (Blease, O'Donnell), 5 Nays, motion failed.

22-210 Moved by Council Member Cate, seconded by Council Member Montgomery, to approve a quote from Advance Signs, Inc., for three wayfinding signs for the Ferrysburg Nature Preserve for $4,711.00. The motion passed unanimously.

22-211 Moved by Council Member Carlson, seconded by Council Member Sias, to cancel the Tuesday, January 3, 2023, City Council meeting. The motion passed unanimously.

22-212 Moved by Council Member O'Donnell, seconded by Council Member Sias, to approve the Mayor's appointment of Tim Scarpino to the Brownfield Redevelopment Authority Board for a term ending January 1, 2026. The motion passed unanimously.

22-213 Moved by Council Member O'Donnell, seconded by Council Member Sias, to approve the Mayor's appointment of Jim Menerick to the Brownfield Redevelopment Authority Board for a term ending January 1, 2026. The motion passed unanimously.

22-214 The Council Members entered a work session to discuss North Shore Drive-Speed Calming Measures. The consensus of members was to work with a traffic engineer on placement of speed controlling devices.

22-215 The Council Members entered a work session to discuss a Classification and Compensation Study. The consensus of members was to draft the 2023-2024 City Budget with a proposed 8% wage increase.

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

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Scott Blease  
Mayor

Amber Schaner  
City Clerk
January 11, 2023

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: March Board of Review

Below is from the City Charter regarding hours of the March Board of Review (MBOR) to hear appeals of property assessments.

BOARD OF REVIEW - MEETINGS Section 6.16 The Board of Review shall convene at its first session on the second (2nd) Monday of March of each year and hold a second session the second (2nd) Tuesday of March of each year at such time of day and place as shall be designated by the Council and shall remain in session for at least eight (8) hours divided between the two (2) such sessions, two hours of which shall be from the hours of 7:30 o’clock in the evening until 9:30 o’clock in the evening at either session for the purpose of considering and correcting the roll.

In past years, the MBOR began to hear appeals at 1:30PM. For 2023, we are proposing the MBOR began to hear appeals at 2PM. In 2022, the MBOR heard six (6) appeals, with one (1) appeal scheduled at 7PM, the remaining 5 appeals were heard during the afternoon hours.

The Organizational Meeting is proposed to start at 5PM instead of the typical 6PM start time.

c: Amber Schaner, City Clerk
TO: Assessing Officers and County Equalization Directors  
FROM: Michigan State Tax Commission  
SUBJECT: Procedural Changes for the 2023 Assessment Year

The purpose of this Bulletin is to provide information on statutory changes, procedural changes and reminders for the 2023 assessment year. Additional guidance may be issued later if any pending legislation is enacted by the end of the year.

A. Inflation Rate Used in the 2023 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2023 Capped Value Formula is 1.05.

The 2023 Capped Value Formula is as follows:

\[2023 \text{ CAPPED VALUE} = (2022 \text{ Taxable Value} - \text{ LOSSES}) \times 1.05 + \text{ ADDITIONS}\]

The formula includes 1.05 because the inflation rate multiplier of 1.079 is higher than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2023

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels shall not be set lower by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons shall not be set lower than $23,030 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than $23,030. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2023 assessments:

<table>
<thead>
<tr>
<th>Size of Family Unit</th>
<th>Poverty Guidelines</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$13,590</td>
</tr>
<tr>
<td>2</td>
<td>$18,310</td>
</tr>
<tr>
<td>3</td>
<td>$23,030</td>
</tr>
<tr>
<td>Size of Family Unit</td>
<td>Poverty Guidelines</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>4</td>
<td>$27,750</td>
</tr>
<tr>
<td>5</td>
<td>$32,470</td>
</tr>
<tr>
<td>6</td>
<td>$37,190</td>
</tr>
<tr>
<td>7</td>
<td>$41,910</td>
</tr>
<tr>
<td>8</td>
<td>$46,630</td>
</tr>
<tr>
<td>For each additional person</td>
<td>$4,720</td>
</tr>
</tbody>
</table>

Note: MCL 211.7u states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 3 of 2021 for more information on poverty exemptions.

Note: MCL 211.7u allows an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This includes the owner of the property who is filing for the exemption.

C. Poverty Exemption Important Reminders

It is important for assessors to review and understand the changes to the poverty exemption statute made by Public Act 253 of 2020 and to work with local officials and boards of review to ensure the necessary policies and guidelines are in place and are being followed. The governing body of the local unit may need to revise its policy and guidelines to make sure to comply with the law changes.

The Board of Review shall approve or deny the request for the poverty exemption. The Board of Review is required to follow the policy and guidelines adopted by the local assessing unit in granting or denying a poverty exemption. The Board of Review is not permitted to deviate from the adopted policy and guidelines (this is a change to the law in PA 253 of 2020).

Poverty exemption applications can be heard at the March, July, or December Board of Review. However, there can only be one Board of Review decision for a specific calendar year; a subsequent Board of Review cannot reconsider a decision already made that year. For example: if an application is denied at the March Board of Review, it may not be reheard by the July or December Board of Review during the same calendar year.

Starting in 2021, to request a poverty exemption, a taxpayer must file:

1. Form 5737 Application for MCL 211.7u Poverty Exemption
2. Form 5739 Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty
PROPERTY TAX COLLECTION AGREEMENT

January 16, 2023

BETWEEN the Grand Haven Area Public School District, Counties of Ottawa and Muskegon, Michigan

AND The City of Ferrysburg

The City of Ferrysburg shall collect summer property tax assessments for the Grand Haven Area Public School District for the tax year 2023, on the following basis:

A. Per parcel cost for Summer Tax Collection to be paid by the School District to:

   City of Ferrysburg $3.10 per parcel year

   The above costs will be paid by the School District on or about July 1 each year. The City of Ferrysburg will bill the School District on or about July 1. The School district shall be given a list of base costs for collecting taxes at the end of each summer tax collection period.

   Base costs consists of postage, printing, blank tax bills, and computer work.

B. Disposition of Interest Earned on Tax Deposits:

   The City of Ferrysburg will be entitled to retain any interest earned on tax payments collected.

   The School District hereby waives and releases any claims which it might have for interest earned on all tax payments collected by the City of Ferrysburg in prior years, and hereby waives and releases any claims for interest to be earned on tax deposits collected for the years covered by this agreement.

C. Distribution of Tax Payment by the City of Ferrysburg to the School District

   In consideration of the School District's Agreement to pay the City of Ferrysburg their respective per parcel costs described above, and in consideration of the School District's waiver and release of its Claims, if any, to interest earned on tax payments collected by the City of Ferrysburg, the City of Ferrysburg promises payments collected for it, as follows:

   1) For payments collected from the first of the month through and including the fifteenth of the month; the tax payments collected in this period shall be paid over to the School District not later than ten (10) business days after the fifteenth of the month, regardless of the amount of taxes actually collected; and
2) For payments collected from the 16th of the month through and including the last day of the month; the tax payments collected in this period shall be paid over to the School District not later than ten (10) business days after the last day of the month, regardless of the amount of taxes actually collected.

3) For the tax monies collected on the last day of tax collection before a penalty is assessed, presently during the months of February and September, and on the last tax collection day of each calendar year, the City of Ferrysburg shall distribute the monies collected by the tenth business day thereafter.

4) The City of Ferrysburg agrees to wire monies on the day of payment by 9:30 a.m. to the bank and account selected by the School District. Cost of these wire transfers will be paid by the School District. The City of Ferrysburg will be advised in advance of the bank and account to utilized by the School District.

D. Effective Date of Agreement

The effective date of this Agreement shall be April 1, 2023.

E. The City of Ferrysburg agrees to collect taxes for the Ottawa Area Intermediate School District on the same basis as the Grand Haven Area Public School District. The payment for this collection is included in the per parcel per year amount stated in Section A of this Agreement.

F. In the event the State of Michigan approves a single tax collection, where all school taxes would be levied on one bill, Grand Haven Area Public School District will not be obligated to pay fees for school taxes collected.

G. Approvals:

The undersigned City of Ferrysburg officials acknowledge they are authorized to enter into this Agreement by the Ferrysburg City Council and agrees to the terms of this Agreement.

Dated: ___________________________                        Scott Blease, Mayor

Dated: ___________________________                        Amber Schaner, City Clerk/Treasurer
ACCEPTANCE by the Grand Haven Area Public School District.

I, the duly appointed official of the Grand Haven Area Public School District, do hereby accept the above agreement in the name of the School District and acknowledge that said Agreement is authorized by the Board of Education.

Dated: _______________________

Michael MacDonald
Director of Business Services
Grand Haven Area Public Schools
December 9, 2022

Debbie Wierenga
City of Ferrysburg
408 5th St.
PO Box 38
Ferrysburg, MI 49409

Re: Grand Haven Area Public Schools
2023 Summer Tax Collection

Dear Ms. Wierenga:

The Grand Haven Area Public Schools’ Board of Education has, by continuing resolution pursuant to Section 1613 of the Revised School Code, determined to impose a summer property tax levy in 2023 in the amount of the total (100%) of the District’s annual school property taxes.

Pursuant to the Board’s “Annual Summer Tax Collection Resolution,” therefore, the District hereby requests that your city or township agree to collect the District’s 2023 summer levy as it applies to property in your city or township which is also within our District.

Please promptly contact Michael MacDonald, the District’s Director of Business Services (at 850-5046), with respect to this collection request.

Sincerely,

Michael MacDonald
Executive Director of Business Services
Grand Haven Area Public Schools

www.ghaps.org
CITY OF FERRYSBURG

January 16, 2023

RESOLUTION
COLLECTION OF GRAND HAVEN AREA PUBLIC SCHOOL DISTRICT
AND
OTTAWA AREA INTERMEDIATE SCHOOL DISTRICT
TAXES DURING THE CITY’S 2023 SUMMER TAX COLLECTION

WHEREAS, the City collects its authorized property taxes during the annual summer tax collection period, and

WHEREAS, State statute permits school districts and intermediate school districts to collect one-half or all of their authorized property taxes during a city’s annual summer tax collection period, provided a city agrees to collect their taxes during the summer tax collection period, and

WHEREAS, the Grand Haven Area Public School District and the Ottawa Area Intermediate School District have requested the City of Ferrysburg to collect all of their authorized property taxes during the City’s 2023 summer tax collection period, and

WHEREAS, the City of Ferrysburg and both school districts have previously agreed that Grand Haven Area Public Schools shall pay to the City a per parcel fee to cover the City’s reasonable expenses for collection of the school districts authorized property taxes during the City’s 2023 summer tax collection period,

NOW, THEREFORE, BE IT RESOLVED THAT the City of Ferrysburg hereby agrees to collect all of the Grand Haven Area Public School District’s and all of the Ottawa Area Intermediate School District’s authorized property taxes during the City’s 2023 summer tax collection period, as requested and as directed by the school districts.

Offered by Council Member
Seconded by Council Member
Yeas:
Nays:
Absent:
Resolution

Amber Schaner, City Clerk
January 11, 2023

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:

- Economic Development Task Force Visionary Plan
- Draft Ethics Ordinance

c: Amber Schaner, City Clerk