# REGULAR MEETING MINUTES

**MARCH 17, 2014** 

THE REGULAR MEETING OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 7:00 P.M., ON MONDAY, MARCH 17, 2014, BY MAYOR RIX.

## **ROLL CALL**

Present: Goodar, Greene, LaFore, Rix, Schultz, Yaroch

Absent: Misteravich

Others: City Manager Moore

Visitors: Dean Roberts, P.K. McClellan, Christine Rowley, Tom Hebel, City Planner

Jeschke, Library/Recreation Director Kammer, DPS Director Fejedelem,

Doug MacMartin

Motion by **Schultz**, seconded by **Greene**, to excuse Councilor Misteravich from tonight's meeting, due to other commitments.

All yeas Motion passes

# **APPROVAL OF MINUTES**

Motion by **Yaroch**, seconded by **LaFore**, to approve the minutes of the March 3, 2014, regular meeting, as presented.

All yeas Motion passes

## **AUDIENCE PARTICIPATION**

None.

# **ADOPTION OF AGENDA**

Motion by **Yaroch**, seconded by **Greene**, to adopt the agenda as presented.

All yeas Motion passes

## **CONSENT AGENDA**

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- a) Receive and File DPW Activity Report for February 2014
- b) Receive and File City Clerk's Activity Report for February 2014
- c) Receive and File City Planner's Activity Report for February 2014
- d) Receive and File Treasury and Money Market Report for February 2014
- e) Receive and File Investment CD Report for February 2014
- f) Receive and File Code Enforcement Activity Report for February 2014
- g) Receive and File Parks and Recreation Activity Report for February 2014
- h) Receive and File Library Activity Report for February 2014
- i) Receive and File Water Well Report for February 2014
- j) Receive and File Bulk Water Sales Report for February 2014
- k) Receive and File Police Department Statistics for February 2014
- I) Receive and File Offense Count Report for February 2014
- m) Receive and File Arrest Code County Report for February 2014
- n) Receive and File Traffic Accident Report for February 2014
- o) Receive and File Burn Permit Report for February 2014
- p) Receive and File February 24, 2014, Library Board Meeting Minutes
- q) Receive and File February 26, 2014, TIFA Meeting Minutes
- r) Approval of FY2013-14 Budget Amendments
- s) Receive and File Revenue and Expense Report for January 2014
- t) Approval of March 13, 2014, Schedule of Bills in the amount of \$208,735.70

Motion by **Schultz**, seconded by **Goodar**, to adopt the Consent Agenda as presented.

All yeas Motion passes

# **PUBLIC HEARING**

None scheduled.

# ITEMS FOR CONSIDERATION

1. Consideration of Second Reading and Adoption of Ordinance No. 156-14/Text Amendments

Motion by **Yaroch**, seconded by **LaFore**, to approve the Second Reading and Adoption of Ordinance No. 156-14, which amends Article (Design Standards for Specific Uses), Article 23 (Planning Commission) and Article 24 (Board of Zoning Appeals) of the City of Richmond Zoning Ordinance, to change the order of uses, reference the applicable state enable laws, and to reduce the number of Board of Zoning Appeals Members from Seven to Five.

All yeas Motion passes

2. Consideration of Special Event Request/Beebe Park Wedding

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City Manager Moore informed Council that a resident was requesting to rent the Beebe Street Park Gazebo and Pavilion and to erect a 20' X 30' tent close to the Pavilion, for a wedding to be held on Sunday, July 6th. The event would only require electricity for the DJ. The resident would be responsible for the condition of the gazebo and pavilion.

The resident has been made aware of the following parameters:

- The event is being held in a public park, which will be open for use to other individuals during the day of the event.
- The applicant is not requesting an alcohol permit, so no alcohol will be allowed.
- The location of the tent will need to be approved by the Recreation Director and/or the City Manager prior to the event.
- Garbage is to be removed and/or placed in the park dumpster if possible.
- Failure to comply with these or any other park rules will result in the forfeiture of the rental of deposit.

Motion by **Goodar**, seconded by **Schultz**, to approve the Special Event Request submitted by Amber Tittl for a 20'X30' tent next to the pavilion and use of a DJ for the reception on Sunday, July 6, 2014, from 8:00 a.m. to 10:00 p.m. in conjunction with her rental of the gazebo and pavilion.

All yeas Motion passes

# 3. Consideration of the Purchase of Mosquito Control Briquettes

Motion by **Greene**, supported by **Schultz**, to authorize the expense of \$4,774.00 to Clark Mosquito Control for the purchase of Bti chemical briquettes for mosquito control with the expense of \$3,341.80 charged to line item 101-442-745.000, Mosquito Control; Public Works: General Fund and the expense of \$1,432.20 charged to line item 251-442-757.000, Operating Supplies; Public Works: TIFA Fund.

All yeas Motion passes

# 4. Consideration of Temporary Park Employee/Committee Update

City Manager Moore was requesting Council to consider authorizing the hiring of a temporary park employee to help with the Recreation Department in the Community Center. The Library & Recreation Director Review Committee and Recreation Board are recommending that the department be allowed to hire summer office help for the Recreation Department. The summer is the department's busiest time of year, and both the committee and administration believe that having an additional staff member will help for the Director and Assistant/Senior Coordinator.

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The position would be a three month, temporary position to be filled from mid-May to mid-August for a total 24 hours a week.

Another issue that the Committee is reviewing is the better utilization of some City Staff. The Committee has also recommended that the boards receive each others minutes and have a joint meeting each year late in September. The Committee is also reviewing the possibility of contracting out for some programming.

Motion by **Yaroch**, seconded by **LaFore**, to approve funding for a part time position in the Recreation Department for a period of three months in the summer, from mid-May to mid-August in the amount of \$3,200.00.

All yeas Motion passes

5. Consideration of Accepting a Resignation from the Personnel Board

Motion by **Goodar**, seconded by **Schultz**, to accept the resignation of Gary Packard from the Personnel Board.

All yeas Motion passes

6. Consideration of Scheduling Budget Workshops for the review of the FY2014-15 City Budget.

Motion by **Yaroch**, seconded by **Greene**, to schedule the following budget workshop meeting dates to review and modify the City Manager's proposed FY2014-15 City Budget, as necessary: Tuesday, April 22<sup>nd</sup> @ 6:30 p.m.; Monday, April 28<sup>th</sup> @ 6:30 p.m.; Wednesday, April 30<sup>th</sup> @ 6:30 p.m. and Monday, May 12<sup>th</sup> @ 6:30 p.m.

#### Discussion on motion:

It was discussed if some of the budgets that are non-fluctuating/standard expenses could be removed from the review process. By doing this, we may be able to get through the budget process in three workshops. These budgets will be provided with the first budget workshop packet so that Council can add them to a budget workshop is desired.

#### Vote on motion:

All yeas Motion passes

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# 7. Consideration of Establishing a City Manager Evaluation Committee

Moved by **Greene**, seconded by **LaFore**, to establish the ad hoc City Manager Review Committee for the purposes of coordinating the annual performance evaluation of the City Manager and reviewing the City Manager's employment agreement and making recommendations to the City Council on changes in the compensation package provided to the City Manager, with the committee to expire on June 30, 2014 with the following councilors appointed to serve on the committee. Councilors Goodar, Schultz and Yaroch.

All yeas Motion passes

## MISCELLANEOUS MATTERS FROM THE CITY MANAGER

None received.

# **COUNCIL COMMENTS**

Rix – Selected a new Miss Richmond over the weekend.

- Reminder of upcoming calendar events:

3/22 - Historical Society Tea at Maniaci's

3/26 - TIFA meeting at 7:00 pm

4/1 - Yard waste collection begins

4/7 - Council meeting at 7:00 pm

4/7 - 4/11 - Richmond School Spring Recess

4/12 - Easter Egg Event at Beebe Park beginning at 10:30 - SHARP

## **CLOSED SESSION**

# 1. Purchase of Property

Motion by **LaFore**, seconded by **Goodar**, to convene into closed session in accordance with Section 8 (d) of the Michigan Open Meeting Act, Public Act 267 of 1976, as amended, to consider the purchase or lease of real property.

#### A roll call vote was taken:

All yeas (Greene, LaFore, Rix, Schultz, Yaroch, Goodar)
Absent (Misteravich)
Nay votes (none)

Motion passes

Council recessed at 7:32 p.m. to go into Closed Session.

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# **OTHER BUSINESS**

Motion by LaFore, seconded by Goodar, to reconvene into open session at 8:37 p.m.

All yeas Motion passes

Motion by **Schultz**, seconded by **Yaroch**, to recommend to TIFA that they consider the purchase of property.

All yeas Motion passes

# **ADJOURNMENT**

Motion by **Schultz**, seconded by **Greene**, to adjourn the Regular Council Meeting at 8:38 p.m.

All yeas

Motion passes

Respectfully Submitted: Karen M. Stagl City Clerk

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