**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY OCTOBER 3, 2022.**

1. **Call to order**

Mayor Britigan called the meeting to order at 7:00 p.m. The Mayor led everyone in the Pledge of Allegiance.

1. **Roll Call**.

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Conner, Cooper, Evans, and Madaras. City Manager Stoddard, Treasurer/Clerk Stutz.

Absent: Fooy.

Moved by Commissioner Evans, supported by Commissioner Cooper to excuse the absence of Commissioner Fooy. **Motion Carried.**

1. **Minutes**

Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the amended minutes of the September 19, 2022 Regular meeting. **Motion Carried**.

1. **Additions or changes to the agenda.**

Add item 9 B. Redevelopment Ready Community Joint Memo of Understanding - Action. Moved by Commissioner Conner supported by Vice Mayor Jordan to approve the agenda as amended. **Motion Carried**.

**5. Citizen Comments – Items ON the Agenda**

None.

**6. Consent Agenda**

A**.** Questions by Commissioners were answered regarding specific items. Moved by Commissioner Madaras, supported by Vice Mayor Jordan to receive the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

None.

**8. New Business**

A. Kalamazoo Area Building Authority 2023 Budget Approval – action. Mayor Britigan asked Commissioner Madaras to report as the city’s KABA representative. Commissioner Madaras noted that all the member municipalities must vote on the KABA-board-approved budget. She noted that permit fees have been increased by 3.5%, and inspection fees increased by $50 each. Overall it looks as though KABA may be able to pay off their building earlier than expected and she felt their budget was fair and conservative. Moved by Commissioner Cooper, supported by Vice Mayor to approve the 2023 Budget for Kalamazoo Area Building Authority as presented. Roll call vote was as follows:

Ayes: Britigan, Conner, Cooper, Evans, Jordan, and Madaras.

Nays: None.

Absent: Fooy.

Abstain: None.

**Motion Carried 6-0.**

B. Redevelopment Ready Communities Joint Memo of Understanding - action. City Manager Stoddard explained that this is the next step in the process of making our city “Redevelopment Ready”, which makes our community available to developers as well as allows us to access grant monies. She added that this memorandum outlines our responsibilities and expectations. The City Manager noted that we’ve done MEDC training, and are in a good position with many items already completed; a large part of what’s left is aligning our zoning with our ordinances. Moved by Commissioner Madaras, supported by Commissioner Cooper to approve the Redevelopment Ready Communities Joint Memorandum of Understanding and authorize the mayor to execute the document. Roll call vote was as follows:

Ayes: Britigan, Conner, Cooper, Evans, Jordan, and Madaras.

Nays: None.

Absent: Fooy.

Abstain: None.

**Motion Carried 6-0.**

**9. Citizen Comments**

None.

**10. Mayor and Commissioner Comments**

Commissioner Cooper said PHS Homecoming was great – the parade, the weather, the game – and congratulated PHS on their win.

Commissioner Conner asked when the storm drains will be cleared.

Commissioner Madaras reported about her participation in the Citizen’s Police Academy and encouraged everyone to take part if possible. She said she was especially thankful for KTPD after the experience.

Commissioner Evans thanked Commissioner Madaras for doing that, then reported the Parks and Rec Committee met and talked about a dog park and trees.

**11. City Manager Comments/Reports**

City Manager Stoddard invited anyone who has questions or concerns to call and discuss them with her.

**12. Adjournment**

There being no further business to come before the Commission, it was moved by Commissioner Cooper and supported by all to adjourn the meeting at 7:24 p.m.

Shannon Stutz, City Clerk