

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY, MAY 6, 2024.

1. Call to order

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

2. Roll Call.

Present: Mayor Britigan, Commissioners Cooper, Conner, Fooy, Jordan, Madaras, and Mendoza. City Manager Stoddard, City Treasurer/Clerk Stutz, City Attorney Soltis.

Absent: None.

3. Approval of Minutes

Moved by Commissioner Mendoza, supported by Commissioner Conner to approve the minutes of the April 15, 2024 Regular meeting. **Motion Carried.**

4. Additions or changes to the agenda.

Add two park reservation forms to the consent agenda and item 10.D. Resolution Widening Wilson. Moved by Vice Mayor Jordan, supported by Commissioner Madaras 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 Cooper, supported by Commissioner Mendoza, to approve the consent agenda items. **Motion Carried.**

7. Public Hearing for the 2024-2025 Budget Year

Moved by Commissioner Fooy, supported by Commissioner Madaras to enter into the Public Hearing at 7:06 pm. **Motion Carried.** Mayor Britigan asked if there were any comments to be entered into the record. There were none.

Moved by Commissioner Fooy, supported by Commissioner Conner to close the Public hearing at 7:07 pm. **Motion Carried.**

8. Unfinished Business

A. Urban Wildlife Corridor Agreement – action. City Manager Stoddard began by saying that this agreement has been authorized by the River Trustees and that none of the costs will be incurred by the city. Attorney Soltis added that it includes indemnity language and references the agreement between city and trustees. Commissioners had questions that were answered. Moved by Commissioner Cooper, supported by Commissioner Madaras to approve the agreement for SWMPC to produce a Kalamazoo River Urban Wildlife Corridor Plan as presented. Roll call vote was as follows:

Ayes: Britigan, Cooper, Conner, Fooy, Jordan, Madaras, Mendoza.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

9. New Business

A. Presentation by Sean McBride, Central County Transportation Authority Executive Director – receive. Mayor Britigan welcomed Mr. McBride back to Parchment to give the commission an update. Mr. McBride thanked the commissioners for having him, adding he “appreciates the partnership” with the city for many years now. He then went over the annual report, with specific data on Parchment’s ridership and information on the new Metro Link rideshare service.

B. Ordinance 225 – Amend C-3 General Business District – action. Mayor Britigan reminded commissioners of Planning Commissioner Chair Kent DeBoer’s presentation on this recently. City Manager Stoddard added that this new business wants to make drums, so this amendment is to add the definition of what’s allowed. Attorney Soltis noted that the Planning Commission did the work, he just added language in ordinance form. Moved by Commissioner Cooper, supported by Commissioner Mendoza to accept Ordinance 225 – Amend C-3 Business District as presented for First Reading. **Motion Carried.**

C. Ordinance 226 – Amendment to the Parchment City Code of Ordinances, Designating Flood Areas under the State Construction Code Act – action. Mayor Britigan began by saying that this issue was brought to our attention by Federal Emergency Management Agency (FEMA). City Manager Stoddard explained that in order to be a part of the program, this first step has a June deadline. Attorney Soltis added that this program helps residents within the flood plain map, whereby they can apply for insurance through FEMA. Moved by Commissioner Mendoza, supported by Commissioner Madaras to accept Ordinance 226 – Amendment Designating Flood Areas under the State Construction Code Act as presented for First Reading. **Motion Carried.**

D. Resolution #2024-2, Widening Wilson Avenue Right of Way – action. City Manager Stoddard explained that in splitting up the mill property into parcels, our engineers had to be purposeful in the way that each parcel has access to utilities from Wilson. This resolution allows for the re-centering of the road (adding 20 feet to the west) and exactly that access. This ROW is necessary to have prior to closing the sale of property to Mr. Coronado. Commissioner questions were answered. Moved by Commissioner Madaras, supported by Commissioner Conner to adopt Resolution #2024-2 Widening Wilson Avenue Right of Way as presented. Roll call vote was as follows:

Ayes: Britigan, Cooper, Conner, Fooy, Jordan, Madaras, Mendoza.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

10. Citizen Comments

None.

11. Mayor and Commissioner Comments

Commissioner Mendoza mentioned that flood questions were mentioned at the recent KABA meeting, saying that we aren't alone in the community.

Commissioner Cooper reported a great opening day for Parchment Little League, offering her thanks to everyone involved in making the day and the parade a success.

Commissioner Conner asked whether there is a solution for people leaving the park pavilions a mess.

Mayor Britigan shared a recent event that took place in the city – it was a kickoff for the mill redevelopment held at the Parchment Community Library and included people from Senator Peters' office, Representative Hall's office, the EPA, EGLE, MEDC, and others. They toured the mill and had the opportunity to discuss the city's needs and vision with these varied groups.

12. City Manager Comments/Reports

City Manager Stoddard noted that the groups at the mill redevelopment kickoff are those that can help us going forward, adding it was encouraging to see them all present. She then offered anyone with questions or other concerns to call or text her.

13. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Mendoza and supported by all to adjourn the meeting at 8:02 p.m.

Shannon Stutz, City Clerk