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

1. **Roll Call**.

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

Absent: Fooy.

Moved by Commissioner Mendoza, supported by Commissioner Conner, to excuse the absence of Commissioner Fooy. **Motion Carried.**

1. **Approval of Minutes**

Moved by Vice Mayor Jordan, supported by Commissioner Madaras to approve the minutes of the May 6, 2024 Regular meeting. **Motion Carried**.

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

None. Moved by Commissioner Cooper, supported by Commissioner Conner to approve the agenda as presented. **Motion Carried**.

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

None.

**6. Consent Agenda**

A**.** Questions by Commissioners were answered regarding specific items. Commissioner Madaras commended the Planning Commission on their thorough work. Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

A. Trash Rates 2024-25 and Recycling Rates – action. Noting that this is “old” business, Mayor Britigan asked if there were any questions commissioners needed answered. Some light discussion took place. Moved by Commissioner Mendoza, supported by Commissioner Cooper to approve the updated trash rates for the October 2024 billing, and authorize the Treasurer to move forward with investigating the process to add recycling as a special assessment to the winter tax bill. Roll call vote was as follows:

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

Nays: None.

Absent: Fooy.

Abstain: None.

**Motion Carried 6-0.**

**8. New Business**

A. Kalamazoo Leaders, Lawrence Edmonds, Request to use Kindleberger Park – action. City Manager Stoddard introduced Alika Edmonds, director of training for Kalamazoo Leaders. Mr. Edmonds gave a brief overview of the 501(c)3 group, focusing on youth development through speed and agility training and all athletics. He mentioned the uniqueness of Kindleberger Park for its sand, hills, paths, and stairs, and then answered commissioner questions. He also shared flyers and their future vision. Moved by Commissioner Madaras, supported by Vice Mayor Jordan, to grant permission as requested on the condition that the group provide liability insurance with the city as additional named insured. **Motion Carried.**

B. Fire Contract July 1, 2024 – June 30, 2026 – action. City Manager Stoddard noted one minor change from the last version, saying it was agreeable to both parties – that the administrative rate/fee be paid monthly instead of annually. Some discussion took place. Moved by Commissioner Mendoza, supported by Commissioner Madaras to approve the Fire Contract as presented with the monthly charge, subject to review by Attorney Soltis. Roll call vote was as follows:

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

Nays: None.

Absent: Fooy.

Abstain: None.

**Motion Carried 6-0.**

C. Resolution #2024-4 to Establish the 2024 Millage Rate – action. City Manager Stoddard said that this resolution is to support the 2024-25 Budget that was passed at the last meeting. Treasurer Stutz added an explanation of the Headlee Rollback whereby the increase in taxable value from the market is reflected in the millage rollback in order to help homeowners. As a result, the millage rate for 2024 is 16.2049 mills. Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the Resolution below.

Resolution to Establish the 2024 Millage Rate #2024-4

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 3, 2024 the following millage resolution was offered by Commissioner Madaras and supported by Vice Mayor Jordan.

WHEREAS, the City of Parchment Board of Review has completed its review and correction of the Assessment Roll for 2024; and

WHEREAS, said Assessment Roll shows the taxable value of all real and personal property in the City of Parchment subject to general Ad Valorem taxation to be as follows:

REAL PROPERTY $ 56,816,971

PERSONAL PROPERTY 3,276,300

TOTAL ASSESSMENT ROLLS $60,093,271

WHEREAS, the City Commission has adopted a budget for the 2024-2025 fiscal year which will require the levy of 16.2049 mills in order to adequately fund the operations of the City of Parchment; and

WHEREAS, the City Commission has complete authority to establish that 16.2049 mills be levied in 2024 for operating purposes; and

WHEREAS, the City Commission of the City of Parchment did hold a public hearing Monday, June 3, 2024 at which time the property tax millage rate proposed to be levied to support the proposed budgets was a subject of that hearing.

NOW THEREFORE BE IT RESOLVED, that by the authority granted by the City Charter, Chapter IX, Section 9.1, the millage rate for 2024 is hereby set at 16.2049 mills to be levied against each dollar of Taxable Value of Real and Personal Property within the City of Parchment for general operating purposes.

BE IT FURTHER RESOLVED, pursuant to the authority of Parchment City Charter, Chapter IX, Section 9.6 the City Clerk is hereby directed to certify to the Assessor the total amount of $906,207 to be raised by taxes.

FURTHER, when extensions have been made by the Assessor, that the City Assessor, pursuant to City Charter, Chapter IX, Section 9.8, shall execute the necessary warrant directing the City Treasurer to collect the tax set forth in said warrant, and that same when collected be credited to 2024-2025 GENERAL OPERATIONS in the amount of $906,207.

The roll call vote was as follows:

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

Nays: None.

Absent: Fooy.

Abstain: None.

Resolution declared adopted this 3rd day of June, 2024.

D. Appointment of Robert Cox to Zoning Board of Appeals – action. Mayor Britigan recounted that one of the members of the ZBA moved out of the city, and therefore had to resign. He recommended that Bob Cox, 317 Parchmount, be appointed to finish out Tim Lasher’s term ending February 2025. Moved by Commissioner Conner, supported by Commissioner Cooper, to appoint Bob Cox to the Zoning Board of Appeals with term expiring February 2025. **Motion Carried.**

E. Year End Budget Amendment for 2023-24 – action. City Manager Stoddard began by saying that annually, the City Treasurer takes a look at the financials and identifies certain necessary budget amendments. Treasurer Stutz explained that there are two she identified: the first is revenue neutral and related to the grant monies related to trestle work, and the other to account for the Veteran’s Memorial costs. Both are outlined in the memo. Moved by Commissioner Madaras, supported by Vice Mayor Jordan, to approve the two budget amendments as presented. **Motion Carried.**

**9. Citizen Comments**

Austin Marsman, 115 Walnut Woods in Plainwell, introduced himself and noted that he is running for State Legislature in the 42nd district. He gave a short synopsis of his political journey, saying he’s ready to roll up his sleeves and serve this district.

Mike Seals, 3743 Gull Rd, former County Commissioner, said he always loves coming to Parchment, and was glad to see the city is “moving in the right direction”.

**10. Mayor and Commissioner Comments**

Commissioner Mendoza said he was excited to see the Fire Contract without any surprises.

Commissioner Conner praised DPW for picking up all the limbs from tree damage over the last couple weeks.

Commissioner Madaras shared that one of Parchment High School’s Class of 2024 spoke at the Michigan Pride rally at the state capitol last Saturday, Michael Hiaeshatter-Rice.

Mayor Britigan acknowledged the reception for Kalamazoo Township’s new Superintendent Tracy Moored, adding that the township will be in “great hands”. Switching gears, he reported that a group called “Ax MI Tax” is advocating removing state personal property, which is a reported $17 Billion hit to the state, then added that the Michigan Municipal League has more information.

**11. City Manager Comments/Reports**

City Manager Stoddard offered anyone with questions or other concerns to call or text her.

**12. 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 8:07 p.m.

Shannon Stutz, City Clerk