**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON TUESDAY, SEPTEMBER 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, Fooy, Jordan, Madaras, and Mendoza, City Manager Stoddard, City Treasurer/Clerk Stutz, City Attorney Soltis.

Absent: None.

1. **Approval of Minutes**

Moved by Commissioner Conner supported by Commissioner Cooper to approve the minutes of the August 19, 2024 Regular meeting. **Motion Carried**.

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

None. Moved by Commissioner Madaras, supported by Vice Mayor Jordan 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. Moved by Commissioner Mendoza, supported by Commissioner Conner to approve the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

None.

**8. New Business**

A. Kalamazoo Curling Club, Jerry Brownell – action. Mayor Britigan explained that the KCC is proposing to purchase 2.5 acres of the brownfield land, then welcomed Jerry Brownell to the podium. Mr. Brownell gave an explanation of the game itself, then outlined the Club’s positive potential impact to the city. Of note, it would be the only facility for curling within a 100 mile radius, it has league nights each night from October through March, and they would hope to have operation by fall of 2026. Commissioner questions were answered. Moved by Commissioner Fooy, supported by Commissioner Conner to accept the proposal as written, with realtor commissions paid by the Kalamazoo Curling Club, and authorize the attorney to draft a purchase agreement. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

B. PHS Homecoming Parade request – action. Mayor Britigan noted the parade request date and time of September 27 at 5 pm. City Manager Stoddard added that Jodie McManus from PHS relayed that she had spoken with the police and fire departments, who advocated for a simpler route, as shown in the map. Moved by Commissioner Madaras, supported by Commissioner Cooper, to approve the PHS Homecoming Parade request as presented. **Motion Carried**.

C. 2025 Republic Bulk Trash Pickup – action. Mayor Britigan explained that when the commission approved the latest Republic contract, this item was left open. He reported that Republic has given us a date of May 20 if it’s the commission’s wish. City Manager Stoddard further commented that bulk trash pickup usually follows citywide garage sales (which fits the May date), but if the commission decided, they could move it to fall of 2025. The price would be the same either way, and is based on tonnage; she added she thought it a convenience for residents. Moved by Vice Mayor Jordan, supported by Commissioner Mendoza to approve the bulk pickup date of May 20, 2025. **Motion Carried.**

D. Parchment Capital Improvement Plan for Redevelopment Ready Communities – action. City Manager Stoddard chronicled the process of becoming an RRC, with this last hurdle. She reported that RRC communities are expected to have a CIP, a “living, breathing document” that can be changed as much and as often as needed to reflect spending. In this, she tried to keep track of regular expenses, including marketing of the mill – she noted this document doesn’t have everything, but does have a taste. Questions from commissioners were answered, light discussion took place. Moved by Commissioner Cooper, supported by Commissioner Madaras, to approve the Capital Improvement Plan as presented. **Motion Carried**.

E. Proclamation Honoring Library Director Teresa Stannard – action. Mayor Britigan recited Parchment Community Library Director Teresa Stannard’s tenure history, adding that it’s appropriate to recognize and honor her at the presentation this Saturday, 9/6/24 at 1 pm. Moved by Commissioner Mendoza, supported by Commissioner Cooper to authorize city staff to complete a proclamation and the Mayor to sign it. 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. Citizen Comments**

None.

**10. Mayor and Commissioner Comments**

Commissioner Mendoza wanted to raise the idea for consideration of how to work with services to assist the unhoused, noting it would be beneficial to the community.

Commissioner Cooper expressed her excitement about the Kalamazoo Curling Club’s proposal; then she thanked KTPD’s School Resource Officer for a great start to the school year.

Commissioner Conner added his approval of the Curling Club.

Commissioner Madaras shared that she attended the branding session, adding that Cheryl Lyon-Jenness is “an amazing historian” and that she specifically wanted to support the Planning Commission in this endeavor (parchmentspeaks.org). She, too, relayed her excitement for the Curling Club, saying it will fit right into the rebranding. She commented that she felt “things were headed in the right direction” and gave her kudos to the Planning Commission.

Commissioner Fooy complimented KTPD in reference to their handling of the incident at PHS this past week. He agreed with the sentiments about the Curling Club, then mentioned that the commissioners have a proposal handout from the MML regarding the city manager search and he will be following up for their input.

Mayor Britigan reminded everyone about the Scottish Festival this weekend as well as the Library Director’s open house.

**11. City Manager Comments/Reports**

City Manager Stoddard offered if anyone had questions or concerns to contact 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 8:17 p.m.

Shannon Stutz, City Clerk