

**CITY OF ROOSEVELT PARK  
CITY COUNCIL  
MEETING MINUTES**

August 2, 2010

Mayor Buikema called the meeting to order at 7:15 p.m.

2010-096      **ROLL CALL**

**Present:** Mayor Rod Buikema, Council Members Al Lowe, David Martin, Laura Fitzpatrick, Eric Grimm, and Robert Young

**Absent:** Council Member Thomas Hasper

**Staff Present:** City Manager David Boehm, Assistant to the City Manager Anthony Chandler, Police Chief Bill Regan, Building and Zoning Administrator Tim Villanueva and Treasurer/Clerk Tammera Harmsen

2010-097      **INVOCATION**

Council Member Young provided the invocation.

2010-098      **PUBLIC COMMENT**

Mr. Bob Heaton – 902 Woodside Rd. stated he is still concerned with the fence around a neighbor's pool. Mr. Heaton stated he does not like the agenda format the City Council uses in their meetings.

2010-099      **CONSENT AGENDA**

Mayor Pro-Tem Lowe moved to approve the Consent Agenda. The motion was supported by Council Member Martin and carried unanimously.

2010-100      **SECOND READING: ADOPTION OF AMENDED 2009 PROPERTY MAINTENANCE CODE**

The International Property Maintenance Code is used extensively in Roosevelt Park to address blight as well as general safety or sanitation issues. There is a recent version of the International Property Maintenance Code that was promulgated in 2009 and contains updated provisions that are of interest to City staff. It is recommended that the 2009 International Property Maintenance Code be adopted by reference via adoption of the attached Ordinance.

Per City Charter, each proposed ordinance shall be introduced on first reading and adopted on second reading at the next regularly scheduled meeting. The effective date of an ordinance is ten (10) days after publication.

Council Member Young moved to approve the ordinance amending the Code of Ordinances by adopting by reference the updated 2009 International Property

Maintenance Code. The move was supported by Council Member Grimm and carried unanimously.

2010-101     **SET PUBLIC HEARING: 2011 ANNUAL BUDGET**

Each year the City Council sets a public hearing on the proposed millage and the City's budget for the upcoming fiscal year. This year City Council is scheduled to review the budget and take public comment at their September 7th meeting.

The action being taken at this time is simply for the scheduling of the public hearing. A notice announcing the hearing will be published in a newspaper of general circulation

Council Member Fitzpatrick moved to set the public hearing on property taxes and the proposed fiscal year 2011 budget for Tuesday, September 7, 2010 at 7:15 p.m. The motion was supported by Mayor Pro Tem Lowe and carried unanimously.

2010-102     **HALLOWEEN 2010**

In 2010, Halloween falls on Sunday, October 31<sup>st</sup>. Traditionally, the Roosevelt Park City Council has scheduled "Trick or Treat" activities from 5:30 p.m. - 7:00 p.m. on Halloween day.

It is Council's discretion to continue with past practice or change the day/date and/or time that trick or treating may be conducted in Roosevelt Park

Council Member Young moved to set the Halloween trick or treat hours from 5:30 p.m. to 7:00 p.m. on Saturday, October 30, 2010. The motion was supported by Council Member Grimm and carried unanimously.

2010-103     **CHAMBER OF COMMERCE - SHARED SERVICES PROJECT**

The Muskegon Chamber of Commerce has initiated a study of the concept of shared-services (amongst Muskegon County municipalities) and an analysis of what may be identified as realistic and beneficial shared service opportunities. Funding for this project has been provided by area businesses, foundations and municipalities. The City of Roosevelt Park has been asked to participate in this project and to assist by providing up to \$1,000 in funding.

It is Council's discretion to provide funding for this project.

Council Member Grimm proposed to Council the City provide \$500 towards this Shared Services Project.

Mayor Pro Tem Lowe moved to participate in funding for the Shared Services Project of the Chamber of Commerce in the amount not to exceed \$500.00. The motion was supported by Council Member Martin and carried unanimously.

2010-104      **RESOLUTION: INSTALLMENT PURCHASE AGREEMENT**

At their last meeting the DDA unanimously approved a motion to purchase the vacant 8 acres from Scott Wilbur. Wilbur Products that is situated between the houses that front on Broadway and the railroad tracks. The property runs from Maple Grove Road to Glenside Boulevard. The City has been trying to get an easement from Mr. Wilbur over the past two years so as to install a relief storm sewer for the Broadway-Oak Ridge Road area. The DDA has agreed to fund installation of the storm sewer as well as agreed to purchase this property. In the motion to purchase the property was an agreement to spread pays out over three years for budgeting purposes. Because of the three year payment plan it will be necessary by statute to adopt an authorization resolution allowing the City to enter into an installment payment plan. .

Council Member Grimm moved to authorize the installment purchase plan for the 8 acres to be purchased from Wilbur Products and to pay for the purchase over a three year period. The motion was supported by Council Member Martin.

Roll Call: 6 Ayes, 0 Nays, 1 Absent (Hasper)

2010-105      **COUNCIL COMMENTS**

Mayor Buikema stated residents who have problems or concerns are welcome to talk at the public comment time provided. He stated the questions may or may not be able to be answered at a given meeting, but Council and staff will do so as soon as possible.

2010-106      **DEPARTMENT HEAD REPORTS**

City Manager Boehm reviewed with Council the Equipment, Water, Sewer, Streets, Roosevelt Park Day and DDA draft budgets for the year 2011.

Council Member Grimm stated he was interested in the proposed agreement regarding assessing services.

Chief Regan stated his staff will all be on duty for Roosevelt Park Day. Also, he informed Council that the computer system in the police department will down for a few days due to upgrades with Central Dispatch.

Treasurer/Clerk Harmsen reminded Council to vote on Tuesday.

2010-107

**ADJOURNMENT**

Mayor Pro Tem Lowe moved to adjourn the meeting at 7:55 p.m. The motion was supported by Council Member Martin and carried unanimously.

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Treasurer/Clerk Tammera Harmsen