

**CITY OF ROOSEVELT PARK
CITY COUNCIL
MEETING MINUTES
December 21, 2009**

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

2009-219 **ROLL CALL**

Present: Mayor Jeff Lenartowicz, Mayor Pro Tem Rod Buikema, Council Members Al Lowe, David Martin, Laura Fitzpatrick, Eric Grimm, and Thomas Hasper

Absent: None

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

2009-220 **INVOCATION**

Council Member Martin provided the invocation.

2009-221 **CONSENT AGENDA**

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

2009-222 **ANNUAL APPOINTMENTS – BOARDS AND COMMISSIONS**

Several current appointments to City Boards and Commissions expire at the end of December 2009. All individuals listed below have expressed an interest in continuing to serve in the capacity as stated. Per City Charter, the Mayor appoints members to citizen boards and commissions, with the consent of the Council.

Appointments:

 Planning Commission – Arlan Smock (12/2012)

 Zoning Board of Appeals – Eric Grimm (12/2012)

 Downtown Development Authority – Rod Buikema (12/2013)

There may be additional appointments to the Downtown Development Authority and Zoning Board of Appeals next month.

Council Member Lowe moved to approve the above listed appointments or re-appointments to City Boards and Commissions. The motion was supported by Council Member Martin and carried unanimously.

2009-223 **BOARD APPOINTMENTS**

Muskegon Area First has asked that each municipality member appoint by action of their elected body a representative and alternate to serve on their Board of Directors. Mayor Lenartowicz has served as City representative and City Manager Boehm as alternate, for the past year. It was recommended that City

Council designate Mayor Lenartowicz as the City representative and City Manager Boehm as the alternate on the Muskegon Area First Board of Directors.

The **West Michigan Shoreline Regional Development Commission** is the designated Metropolitan Planning Organization (MPO) for Muskegon County. The MPO process requires the appointment of an elected official from each participating member unit to a Policy Committee. It was recommended that City Council designate Mayor Lenartowicz as the City representative on the WMSRDC WESTPLAN Policy Committee and City Manager Boehm as alternate,.

Council Member Fitzpatrick moved to approve the above Board Appointments. The motion was supported by Mayor Pro Tem Buikema and carried unanimously.

2008-224

AMENDED MASTER FEE SCHEDULE

Master Fee Schedule proposed amendments:

The registration fee for various trades (electrical, mechanical, building, plumbing) has not been adjusted for several years. The intent of this licensing procedure is to attempt to protect the City's residents from unscrupulous contractors.

The fee revisions or additions under the Police Department are intended to cover the cost of the service provided or update the fee schedule to include charging for Gun permits, OWI – Officer cost recovery, and Non-OWI PBT Test.

The intent is that fees are set at a level to cover the City's expense in providing the specific service to our residents.

Council Member Martin moved to approve the resolution amending the Master Fee Schedule as submitted. The motion was supported by Council Member Lowe and carried unanimously.

2009-225

COUNCIL COMMENTS

Mayor Lenartowicz wished everyone a Merry Christmas and Happy New Year.

2009-226

DEPARTMENT HEAD REPORTS

City Manager Boehm stated staff was looking forward to working with Council in the upcoming New Year.

City Attorney Stapleton stated the Muskegon Chronicle has submitted a FOIA request for the investigation letter regarding Council Member Hasper.

Council Member Grimm moved to accept the City Attorney report, follow recommendations and reject the FOIA request submitted by the Muskegon

Chronicle. The motion was supposed by Mayor Pro Tem Buikema and carried unanimously.

Building and Zoning Administrator Villanueva stated the Lakecrest Apartments were reinspected. He stated in fixing some previous problems they have created more.

Chief Regan he has almost completed the new Rules and Procedures document for the Police Department. Also, the department participated in the “Shop with a Cop Program”.

2009-227

ADJOURNMENT

Council Member Lowe moved to adjourn the meeting at 7:32 p.m. The motion was supported by Mayor Lenartowicz and carried unanimously.

Treasurer/Clerk Tammera Harmsen