

City Council

Regular Meeting Minutes

Monday, March 2, 2015
7:00 p.m., Council Chambers



1. **Call to Order by Mayor 7:00 p.m.**
2. **Invocation – Virginia Heller – 1st United Methodist**
3. **Roll Call**

Present: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr
Absent: None

4. **Approval of Agenda**

Moved by Fitzgibbon to approve the agenda. Seconded by Patterson.

Voted Yes: All. Motion carried.

5. **Consent Agenda: Items A thru D (Roll Call Vote Required)**

Moved by Patterson seconded by Kozlik Wall to approve the Consent Agenda as follows:

- A. Council will be requested to approve the City Council Minutes of February 23, 2015.
- B. Bills totaling \$1,347,695.31 for the period ending March 3, 2015 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to award the purchase of two 2015 Ford F-350 trucks to Woodhams Ford in the total amount of \$58,624.
- D. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 11-19-2014 Airport Authority Minutes
 - 2) 01-28-2015 Housing Commission Minutes
 - 3) 02-16-2015 LHBM Minutes

A Roll Call Vote was taken:

Yeas: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr
Nays: None

Motion carried.

NEW BUSINESS

6. **Council will be asked to schedule a series of budget workshops for the upcoming fiscal year.**

Background Information: The City Council will be asked to schedule a series of budget workshops for the upcoming fiscal year.

Over the coming months, the City Council will be asked to host a series of workshop sessions to discuss the upcoming fiscal year budget. Through these conversations, elected and appointed officials will be able to refine the draft budget document, which meets the City Council's expectations.

Possible workshop dates that the City Council could consider are:

- Monday, April 6th at 5:30 p.m.
- Monday, April 13th at 6:00 p.m.
- Monday, April 20th at 5:30 p.m.

It is my hope that only one or two workshop sessions will be needed for the bulk of the budget development process. However, an additional session has been scheduled if more time is needed to discuss the budget. As a result, I am requesting that the City Council schedule one workshop session, but note that the additional workshop sessions may be needed.

Moved by Fitzgibbon to schedule a series of budget workshops for the upcoming fiscal year. Seconded by Patterson.

Voted Yes: All. Motion carried.

7. City Council will be asked to consider the approval of the SHARP farm lease.

Background Information: The City Council will be asked to authorize the City Manager to issue a farm lease agreement for the city's property in Casco Township.

The City of South Haven owns approximately 96 acres of farmland in Casco Township, located north of 103rd Street and 71st Street. The property is generally known as the "SHARP Park." The property was purchased by the City of South Haven using community donations for the development of a recreation facility. The SHARP property has been leased to the South Haven Area Recreation Authority "SHARA" for the development of a recreation facility. SHARA has discussed the property and noted that funds are not currently available to construct improvements to the site. As a result, SHARA has expressed support for the property being farmed during the 2015 farming season. The benefits to farming the property are twofold: 1) the farm lease will generate revenue; 2) the farming work will provide maintenance to the property, through the removal of trash/debris from the site.

The city's staff has prepared an updated farm lease agreement, with Mr. Matthew Hamlin, which will pay \$160.00 per tillable acre. The lease calls for GPS data to confirm the total tillable acreage of the property. The city's staff has met with Mr. Hamlin and found him to be in agreement with the terms of the lease. The city's staff has consulted with SHARA about the farm lease agreement, and found the board to be supportive of the farm lease. Finally, the city's staff has consulted with Casco Township's Assessor and confirmed that the farm lease agreement will force the SHARP site to be added to the township's tax roll. Staff has

confirmed that the farm lease revenue should generate approximately \$9,350 in net revenue (after maintenance and tax expenses are paid.)

Should the lease agreement proceed, staff will plan to deposit the lease revenue into the SHARP account. A portion of the lease revenue will be used to pay the taxes for the SHARP property.

Moved by Fitzgibbon to approve the SHARP farm lease. Seconded by Gruber.

Voted Yes: All. Motion carried.

8. Council will be asked to consider Resolution 2015-08, a resolution authorizing the City Manager to apply for a Michigan Department of Natural Resources grant for the proposed bicycle “pump track” development.

Background Information: The City Council will be asked to consider an application to the Michigan Department of Natural Resources, Michigan Natural Resources Trust Fund (MNRTF,) for the construction of the proposed “pump track” bicycle park.

The City Council adopted the “Fiscal Year 2014-15 Priorities.” As part of the approved priorities, the City Council seeks to plan and develop improvements to the proposed park facility. Application to the MNRTF for the “pump track” bicycle park project supports the Council’s priority.

The city’s staff had planned to develop the proposed “pump track” bicycle park using in-house labor and materials, with an intent to minimize project costs. As the park planning has progressed, staff has delayed the construction of the project, while analyzing the total project costs. At this time, the park plan has a total budget of \$90,040. The city plans to seek a \$42,790 grant from the MNRTF to assist with the park development, and provide \$47,250 in the form of in-kind labor and materials donations. Staff anticipates being able to provide clay fill for the site, from the upcoming Kalamazoo Street reconstruction. Further, staff anticipates being able to provide existing bike racks, benches, and fencing to the project, which will be used as part of the local matching amount towards the grant. As a result, staff anticipates that the grant application could provide the needed funds to develop the site, with minimal capital outlay for the city.

A “pump track” is constructed of hard packed dirt and equipped with a series of rollers and banked turns. They are typically designed to permit a bicycle rider to traverse a looped course with minimal pedaling.

The proposed facility will be located at 1026 E. Wells Street, adjacent to the existing Police/Fire Complex, with the site being accessible from Wells Street. The proposed track will be 1,045 feet in length and cover approximately 55,780 sq. ft. (1.28 acres) of the 7.8 acres available at the property.

The proposed “pump track” will have a 4’ high chain link fence constructed around the perimeter and various shade trees will be installed near the facility. In addition, four parking spaces will be added for park users.

The proposed project has been actively reviewed by the city's Parks Commission and Planning Commission. Both boards have approved motions to permit the "pump track" development.

Moved by Patterson to approve Resolution 2015-08, a resolution authorizing the City Manager to apply for a Michigan Department of Natural Resources grant for the proposed bicycle "pump track" development. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

9. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

10. City Manager's Comments

11. Mayor and Councilperson's Comments

Klavins – Welcomed Mayor and Councilmembers back.

Arnold – No comment.

Patterson – No comment.

Fitzgibbon – No comment.

Gruber – Spoke about painting company signs.

Kozlik Wall – Reminder to spring forward this weekend.

Burr – Will be gone next week.

12. Adjourn

Moved by Kozlik Wall to adjourn. Seconded by Patterson.

Voted Yes: All. Motion carried. Meeting adjourned at 7:11 p.m.

RESPECTFULLY SUBMITTED,



Michelle Coffey
Deputy City Clerk

Approved by City Council: **March 16, 2015**