Agenda
City Commission Business Meeting

City of Kalamazoo

Monday, January 22, 2024 7:00 PM

City Commission Chambers – 241 West South Street

A. CALL TO ORDER/ROLL CALL

B. OPENING CEREMONY

1. Invocation: Fr. Bryce Buffenbarger, Annunciation Greek Orthodox Church

2. Pledge of Allegiance

3. Introduction of Guests

   a. Presentation of the 2024 Social Justice Youth Awards

4. Proclamations

   a. Wear Red Day

C. ADOPTION OF FORMAL AGENDA

D. COMMUNICATIONS

E. PUBLIC COMMENTS

F. PUBLIC HEARINGS

G. CONSENT AGENDA

(Action: Motion to approve items “1-10” and authorize the City Manager to sign all documents on behalf of the City)

1. Approval of a professional service agreement with Traffic Tech Services for technical traffic related work in the amount of $50,000 over 24 months.

2. Approval of the renewal of a cooperative contract with Salesforce for 311 Customer Relationship Management software licenses in the amount of $187,294.88.

3. Approval of a contract supplemental and change order with Moss Communications for a security camera system for the Epic Center Parking Ramp in the amount of $199,403.75.

4. Approval of a contract extension with Student Haulers for the removal and disposal of trash, nuisances and garbage collected pursuant to the enforcement of various city ordinances in the amount of $250,000.

5. Adoption of a RESOLUTION establishing a branch of the City Clerk's Office on the campus of Western Michigan University in support of the elections on February 27 and November 5, 2024.

6. Adoption of a RESOLUTION setting a public hearing on March 4, 2024 regarding the Second Amendment to the Kalamazoo Downtown Economic Growth Authority Development Plan and Tax Increment Financing Plan.

7. Adoption of a RESOLUTION approving the 2024-2028 Parks and Recreation Master Plan.

8. Acceptance and approval of a grant amendment from the Michigan Economic Development Corporation Revitalization and Placemaking 1.0 grant program, increasing the award to $990,000.

9. Approval and acceptance of easement agreements with P&S Property Management, LLC and 5380 International Drive, LLC for water main installed as part of the Corporate Woods Parcel 3 Development in Texas Township.

10. Approval of the following appointments to boards, commissions, and committees:

    - the appointment of **Clyde Robinson** to the Board of Review for Assessments for a term expiring on January 31, 2027.

    - the reappointment of **James Lippincott** to the Board of Review for Assessments for a term expiring on January 31, 2024. Included with this recommendation is a request to waive City Commission Rule 12e regarding term limits.

    - the reappointment of **Richard Skalski** to the Board of Review for Assessments for a term expiring on January 31, 2027. Included with this recommendation is a request to waive City Commission Rule 12e regarding term limits.

    - the appointment of **Drew Duncan** to the Community Development Act Advisory Committee as the Stuart Neighborhood Representative for a term expiring on March 31, 2026.

- the appointment of **Allison Haan** to the Zoning Board of Appeals for a term expiring on March 31, 2026.

- the appointment of **Alan Sylvester** to the Zoning Board of Appeals as Alternate Member #1 for a term expiring on March 31, 2025.

H. REGULAR AGENDA

1. Adoption of a RESOLUTION approving and adopting the annual appropriation for the year 2024, setting forth the number of mills to be levied, approving an interim appropriation for the year 2025, and establishing policies for the administration of the budget. **(Action: Motion to adopt the annual appropriation resolution and approve the component unit budgets and fee schedules)**

    a. Approval of the proposed FY 2024 Brownfield Redevelopment Authority budget.

    b. Approval of the FY 2024 Downtown Development Authority Operating Budget and the existing two-mill DDA Tax Levy.

    c. Approval of the FY 2024 Downtown Economic Growth Authority Operating Budget.

    d. Approval of the proposed FY 2024 Economic Development Corporation budget as submitted by the EDC Board.

    e. Approval of the FY 2024 Northside Cultural Business District Authority Operating Budget.

    f. Approval of the proposed 2024 fee schedule for the Kalamazoo Municipal Golf Association.

    g. Adoption of a RESOLUTION approving the 2024 fees for various permits, hearings, etc. within the Community Planning & Economic Development department.

    h. Adoption of a RESOLUTION to establish the Department of Parks and Recreation fees and charges for 2024.

    i. Adoption of a RESOLUTION to establish the City of Kalamazoo Cemetery fees and charges for 2024.

2. Approval of the annual agreement between the Kalamazoo Foundation for Excellence and the City of Kalamazoo, and authorization for the City Manager to sign all related documents. **(Action: Motion to approve)**

3. Approval of an extension of the sole source contract with Ferguson Water Works for 2024 Neptune Meters in the amount of $1,000,000. **(Action: Motion to approve)**

4. Approval of an extension of the contract, and budget amendment, with SWT Excavating, Inc. for the 2024 new water service installation project in the amount of $1,201,066.05. **(Action: Motion to approve)**

5. Approval of a one-year extension of the contract with the Michigan Municipal Risk Management Authority through Ibex Insurance Agency for property & casualty insurance annual premium and member loss fund deposit in an amount not to exceed $1,129,393. **(Action: Motion to approve)**

I. REPORTS AND LEGISLATION

1. City Manager's Report

J. UNFINISHED BUSINESS

K. POLICY ITEMS

L. NEW BUSINESS

M. COMMISSIONER COMMENTS

N. CLOSED SESSION

1. Closed session to discuss an attorney-client privileged communication. **(Action: Motion to go into closed session)**

O. ADJOURNMENT

ADDITIONAL INFORMATION

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Questions regarding agenda items may be answered prior to the meeting by contacting the City Manager's Office at 269.337.8047. Persons who wish to contact members of the City Commission prior to the meeting to provide input about items on the meeting agenda may do so via email to CityCommission@kalamazoocity.org.

Agendas for the regular meetings of the Kalamazoo City Commission are available on the Internet at: www.kalamazoocity.org.

The Kalamazoo City Commission's business meetings are held on the first and third Mondays at 7:00 p.m. and are shown live on the Public Media Network (channel 190 for Charter customers, channel 99 for U-Verse customers). Committee of the Whole meetings are held immediately prior to business meetings at 5:00 p.m. Both meetings are also streamed live on the City's Facebook page and YouTube Channel**.**

Public Media Network rebroadcasts these meetings on Tuesdays at 8:00 a.m., Wednesdays, at 1:00 a.m., and Thursdays at 3:00 p.m.

Community members have the option to provide public comments over the phone for City Commission meetings. Members of the public who wish to provide comments by phone can call 888-382-9556 during the public comment period. They will enter a queue and will be prompted to offer their comments in turn. Callers will be commenting to the City Commission live and will no longer be able to leave a recorded message.