

**MINUTES OF THE EAST JORDAN CITY COMMISSION REGULAR MEETING HELD  
TUESDAY, MARCH 06, 2007 AT 7:30 P.M. IN CITY HALL**

Present: Mayor Postma  
Commissioners Symonds, McNitt, Bennett, Vollbach and Klooster

Absent: Commissioner Timmons

Mayor Postma called the meeting to order at 7:30 p.m. and led the pledge of allegiance.

ITEM #3 Inquiry of Conflicts of Interest

No conflicts of interest were voiced.

**CONSENT AGENDA**

Motion offered by Symonds, second by Vollbach, to approve the minutes of the Regular Commission meeting dated February 27, 2007, as submitted.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Paid Bill List dated March 1, 2007 totaling \$259,317.44.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Zoning Activity Report, February 2007.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the following minutes:

- A. Jordan Valley District Library, December 4, 2006

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to accept David Campbell's letter of resignation from the Tourist Park Advisory Board.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

**REGULAR AGENDA**

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ITEM #9 Acknowledge Receipt of the Annual Report of Delinquent Bills and schedule a Public Hearing for March 27, 2007 at 7:30 p.m.

Motion offered by McNitt, second by Symonds, to acknowledge receipt of the Annual Report of Delinquent Bills and schedule a Public Hearing for March 27, 2007 at 7:30 p.m.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Commissioner McNitt questioned the purpose of this report.

Deputy Clerk Wilson stated the Ordinance allows the City to place delinquent water/sewer bills overdue six months or more on the tax roll as a lien on the property.

ITEM #10 Tourist Park Building Plans

Parks Director Cannon reviewed his plans for the new Tourist Park Building, and the Tourist Park Small Craft Marina.

McNitt questioned which project we have the best chance of receiving funding for at this time.

Cannon stated the City would likely get a grant for the Tourist Park Building, which could be built this year if the grant funding is received.

Cannon reviewed the current use of the building and its condition; he noted the current building will be demolished.

He informed the Commission on the process of the grant application for the dredging and small craft marina. He stated the City needs to submit an application to the Waterways Commission for them to review and this will allow the application to be placed on their priority list and they will have the grant application on file for the future when additional grant funding may become available.

McNitt questioned if the 4 Corner Market Building could be a part of the Harbor project.

Cannon stated it needs to be a separate project.

Administrator White stated that Commissioner Symonds asked if the new Tourist Park Building could have a lighthouse theme.

Commission discussed the proposed design of the building.

Cannon informed the Commission that these were drawings which needed to be filed with the grant application and that these were not the final plans.

Commission discussed the Tourist Park harbor project.

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Administrator White stated both projects could not be submitted together; they need to be two separate projects. If both projects are placed together there is a possibility that both projects could be rejected.

Commission held more discussion on the design and location of the building.

ITEM #11 Resolution 107-2007, MDNR Trust Fund Grant Application

RESOLUTION 107-2007  
TOURIST PARK CAMPGROUND BUILDING  
RESOLUTION OF SUPPORT FOR GRANT APPLICATION  
CITY OF EAST JORDAN

WHEREAS, the East Jordan City Commission desires to make improvements to the Tourist Park Campground by replacing an existing office/check-in building and an existing restroom building with a new single building that will better serve the campground and provide facilities that meet accessibility guidelines; and

WHEREAS, the City of East Jordan has identified the Tourist Park Campground Building Project in the East Jordan Community Recreation Plan 2006-2011 and believes its development is paramount to the continued use of Tourist Park, and

WHEREAS, the East Jordan desires to make the following improvements to the Tourist Park Campground:

- Remove the existing office/check-in building
- Remove the existing restroom building
- Construct new Restroom/Shower/Office building
- Construct HMA camper check-in parking lane
- Construct miscellaneous site improvement for the new building

NOW, THEREFORE BE IT RESOLVED that the East Jordan City Commission approves the 2007 Michigan Natural Resources Trust Fund Grant Application and is prepared to commit up to \$136,575 (\$41,600 engineering) 32% in matching funds or in-kind services to complete the proposed project. The matching funds shall come from the City Tourist Park Fund.

Motion by Symonds, supported by Vollbach, on this 6<sup>th</sup> day of March, 2007.

Ayes: Symonds, McNitt, Bennett, Vollbach, Klooster and Postma

Nays: None

Absent: Timmons

Resolution declared adopted March 6, 2007.

ITEM #12 Resolution 108-2007, Waterways Grant Application

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**RESOLUTION 108-2007  
TOURIST PARK SMALL CRAFT MARINA  
RESOLUTION OF SUPPORT FOR GRANT APPLICATION  
CITY OF EAST JORDAN**

WHEREAS, the East Jordan City Commission desires to make improvements to the Tourist Park Small Craft Marina by completing a dredging operation that will allow access during these low water periods, expanding the area to provide better access/maneuvering room and replace the existing stationary docks with a floating dock system that will accommodate varying water levels; and

WHEREAS, the City of East Jordan has identified the Tourist Park Small Craft Marina Improvement Project in the East Jordan Community Recreation Plan 2006-2011 and believes its development is paramount to the continued use of Tourist Park, and

WHEREAS, the East Jordan desires to make the following improvements to the Tourist Park Small Craft Marina:

- Remove the existing stationary dock system
- Complete dredging operation to allow access during low water periods
- Expand shoreline within marina area to allow better access/maneuvering room
- Install sheet piling and a floating dock system with (26) slips
- Install marina bubbler system
- Construct HMA perimeter path with bollard lighting to improve access
- Construct miscellaneous site improvements

NOW, THEREFORE BE IT RESOLVED that the East Jordan City Commission approves the 2007 Waterways Grant Program Application and is prepared to commit up to \$412,500 in matching funds or in-kind services to complete the proposed project. The matching funds shall come from the City Tourist Park Fund.

Motion by Symonds, supported by McNitt, on this 6<sup>th</sup> day of March, 2007.

Ayes: Klooster, Vollbach, Bennett, McNitt, Symonds and Postma

Nays: None

Absent: Timmons

ITEM # 13 DDA Update

Administrator White presented the Commission a copy of the purchase and development agreement for the hotel project. He thanked Attorney Beatty for all the work he and Jordan River Properties LLC attorneys have done.

White read through the hotel agreement explaining each item in detail to the commission. (copy attached and made a part of these original minutes)

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White stated that the agreement contains a few changes such as the 50 rooms have been changed to 60 rooms. The project also indicates a 100 person conference center which has been changed to a 150-200 person conference center.

He stated the Zoning Board of Appeals met on February 26<sup>th</sup> and approved all of the variance requests.

Postma reviewed the hotel project and the grant process.

Motion offered by Vollbach, second by McNitt, to approve the hotel purchase and development agreement and to authorize the Mayor to sign the agreement and to authorize the City Administrator to enter into financial agreements with Jordan River Properties LLC.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Mayor Postma stated that the DDA does not want a time limit placed on the parking in the downtown area.

Postma informed the Commission that the consensus of the DDA was to work with the Chamber of Commerce and other entities to have employees park in other locations and use the downtown area for public parking for customers.

Bennett stated he felt that the parking situation still needs to be monitored and that a letter from the DDA to the downtown businesses would be a good place to start.

Postma felt the City should discuss the parking with the businesses and ask employees not to park in front of other businesses as it is causing a hardship to other businesses.

McNitt felt this was the second time this issue has come up and it needs to be resolved.

Postma informed the Commission that he would contact the Chamber of Commerce and talk with the businesses that are causing the issues.

ITEM #14 Administrator's Report

No items to report.

ITEM #15 Mayor's Report

Mayor Postma stated he would like to cancel the March 20 meeting and reschedule it for March 27 as some staff and Commissioners will be attending the Legislative Conference.

He stated he would also like to cancel the April 3 meeting due to Spring Break and noted a special meeting could be called if needed.

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Motion offered by McNitt, second by Symonds, to reschedule the March 20 meeting for March 27 and to cancel the April 3 meeting.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #16 Attorney's Report

No items to report.

ITEM #17 Commissioners

Commissioner Bennett stated he has been in contact with Amanda Combest and she will not be able to attend the Board of Review meeting on Monday, March 12 but will be in attendance at the evening session from 6 p.m. until 9 p.m. on Tuesday the March 13.

Bennett noted members Tom Fender and David Campbell would both be in attendance on the dates that Amanda could not attend.

Bennett inquired about a pay increase raise for the Board of Review members from \$10.00 to \$15.00.

Bennett stated the Board meets for about 20 hours or less each year and the members have to leave their regular jobs to attend the meetings. He noted they are taking a loss from the daily job.

Motion offered by Bennett, second by McNitt, to increase the Board of Review wage from \$10.00 to \$15.00 per hour.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #18 Speaker Requests

No speaker request slips were received.

ITEM #19 Budget Discussion

Mayor Postma discussed the budget and necessary budget cuts. He stated he would like to discuss each Commissioner's goals for next fiscal year's budget and would also like to set up some budget work sessions.

He stated that if the Commission adopted the budget as presented it would remove the fund balance.

Postma questioned each Commissioner on what they would like the fund balance to be at the end of the budget.

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Postma also reminded the Commission that the proposed budget would take the fund balance to \$260,000.00.

Commissioner Symonds stated he would like to see 10-13% of the proposed expenditures left. He would like to see more but does not feel it is feasible at this time.

Commissioner McNitt stated he would like to see a minimum of 10% remaining.

Commissioner Bennett felt a minimum of \$200,000 is as low as he felt comfortable going. He also stated that he feels the City should be able to work within that dollar amount and to have no less than that remaining.

Postma reminded the Commission that the City does not use all that is budgeted.

Commissioner Vollbach stated he was comfortable with \$200,000.

Commissioner Klooster felt he was comfortable with 12-12 ½ % remaining.

Postma stated he felt the City should be over \$200,000.

Postma also questioned the Commission on the budget they felt was the most critical and should be cut into.

Klooster felt that the police protection should be spared and that the Commission should only cut the bare necessities.

Vollbach stated he felt the same.

Bennett felt all areas needed to be examined.

McNitt stated police protection should not be cut too deeply.

Symonds stated he felt he could not answer the question at this time.

Postma felt all budgets need to be reviewed carefully.

Postma questioned the Commission on budgets they felt could be cut.

Symonds stated that all budgets should be looked at.

McNitt felt that all budgets should be looked at.

Bennett stated he felt that all budgets should be looked into and the police budget could cut things such as having 24 hour protection, all year round, 7 days per week. He stated the County also patrols the area on weekend and evening hours.

Vollbach felt all budgets should be looked at as well.

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Klooster felt that all budgets should be reviewed.

Mayor Postma stated this is not a line item budget and the bottom totals are what need to be reviewed.

He informed the Commission he would like them to review the budget and have any questions prepared for the budget work sessions. He noted if some questions can be answered prior to the meeting, have them answered as it will save time and be an easier process for the budget meetings.

Bennett felt the City is spending large amounts of money and paying it in the future. He is concerned for future years and felt the budgets are getting tighter and tighter as our expenses keep rising.

Postma stated that most of those expenses were due to a number of years not purchasing new vehicles and using the old equipment. In the last few years we have had to purchase a number of new vehicles not having purchased those vehicles when needed.

Consensus of the Commission was to set the first budget work session for March 15 at 7:00 p.m. and a second meeting for March 27 after the Commission meeting.

Treasurer Moreau stated if there were any questions regarding the budget to have them ready for the March 27 meeting.

Moreau reviewed corrections in the proposed budget.

Mayor Postma adjourned the meeting at 9:23 p.m.

Respectfully,

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Mark Postma  
Mayor

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Cheltzi M. Wilson  
Deputy Clerk