



# CITY OF IONIA

## CITY COUNCIL

### REGULAR MEETING MINUTES 7:00 PM, TUESDAY – October 6, 2020 ELECTRONIC MEETING VIA ZOOM

#### **CALL TO ORDER**

Mayor Daniel Balice called the regular meeting of City Council to order at 7:05 PM and led with the Pledge of Allegiance.

#### **ROLL CALL**

Roll call revealed Councilmembers John Milewski, Jeff Winters, Gordon Kelley, Tim Lee, Richard Starr, Tom Millard, Janice Gustafson, Troy Waterman and Mayor Balice present.

#### **PUBLIC COMMENT**

David Bye of Arcanna thanked the Planning Commission for moving forward quickly regarding the recreational marihuana ordinance.

#### **Request – Waive Mandatory Utility Connection – Brown/Christensen**

The City Manager reported that the City received a request from Geraldine Brown and her son Steve Christensen for waivers from the City Code requirements for mandatory connection to the municipal water and municipal sewer services for two residences they propose to construct on properties they recently purchased at the west end of Fox Tail Drive. According to the City Manager, both parcels were at one-time (2004/2005) proposed to be future phases of the Austin Pines residential development. During the recession the developer lost the properties and they were subsequently sold by the bank. In lieu of municipal utility connections, they desire to install private drinking water wells and on-site septic systems on both properties. Mrs. Brown has purchased the southern parcel (which totals approximately 24 acres) and Mr. Christensen has purchased the north parcel (which totals approximately 22 acres). Mr. Christensen will access Fox Tail Drive with a driveway via an access easement from his mother. Mrs. Brown will access her property via a driveway from either Fox Tail Drive or Reimer Drive (a street in Berlin Township).

In terms of water main in proximity to the properties, there is an 16” water main that runs north/south in an easement on the east side of the ISD/State properties and an 8” water main at the end of Fox Tail Drive. Regardless of which water main would be accessed, based on the size of the parcels and property owner interest in constructing their residences centrally on the parcels, the water service lines would be lengthy which may impact water quality/water pressure.

The City Manager also reported that in terms of sanitary sewer service, there is a main on Fox Tail Drive, Reimer Drive (Township) and Herrity Lane/School Boy Road (Township) but the varying topography, depth of the mains and the size of the two parcels may make servicing the residences impractical (at least without, at a minimum, in-home pump stations). Mr. Christensen appeared virtually before Council at the meeting to review the requests. The City Manager will inform the County Health Department of Council's action so that they will issue the permits for the on-site services for both properties.

It was moved by Councilmember Kelley, seconded by Councilmember Millard to approve the waiving of the mandatory municipal utility connections as required by Chapters 1040 (Water) and 1042 (Sanitary Sewer) of the City Code for the construction of one single family residence on each of the following parcels -

Property Tax Parcel#34-201-025-000-001-01 ("Christensen Parcel") legally described as: P/O SE 1/4 OF SEC 25, AND P/O NE 1/4 OF SEC 36, ALL IN T7N,R7W, CITY OF IONIA, IONIA COUNTY, MICHIGAN, DESC AS; COM AT SE COR SEC 25; N 01D 07M 08S E 33 FT ALONG E LINE OF SEC; N 88D 39M 08S W 117.92 FT; SWLY 110.97 FT ALG A 333 FT RADIUS CURVE TO LEFT, CENTRAL ANGLE 19D 05M 38S, CHORD BEARING S 81D 48M 03S W 110.46 FT; SWLY 50.04 FT ALG A 267 FT RADIUS CURVE TO RIGHT, CENTRAL ANGLE 10D 44M 16S, CHORD BEARING S 77D 37M 20S W 49.97 FT TO POB; S 01D 07M 08S W 3.02 FT; SWLY 39.37 FT ALG A 270 FT RADIUS CURVE TO RIGHT, CENTRAL ANGLE 08D 21M 17S, CHORD BEARING S 87D 14M 21S W 39.34 FT; N 88D 35M 00S W 131.23 FT; N 01D 25M 00S E 110 FT; N 88D 35M 00S W 94.84 FT; N 01D 25M 00S E 83 FT; N 13D 35M 17S W 107.81 FT; N 50D 06M 57S W 126.31 FT; S 86D 05M 04S W 126.27 FT; N 89D 19M 55S W 123.98 FT; N 85D 45M 16S W 129.91 FT; N 85D 32M 27S W 127.76 FT; S 53D 52M 39S W 130.70 FT; S 10D 16M 59S W 104.15 FT; S 01D 25M 00S W 75 FT; N 88D 35M 00S W 540 FT; S 39D 47M 38S W 68.10 FT; S 41D 27M 20S E 90.22 FT; SWLY 62.83 FT ALG 60 FT RADIUS CURVE TO LEFT, CENTRAL ANGLE 60D 00M 00S, CHORD BEARING S 48D 32M 40S W 60 FT; N 41D 27M 20S W 90.22 FT; N 88D 54M 45S W 66.48 FT; N 01D 06M 00S E 1293.80 FT ALG W LINE OF E 1/2 OF NE 1/4 SEC 25; S 88D 47M 10S E 668.17 FT; S 01D 09M 40S W 659.13 FT ALG W LINE OF FOREST GLEN SUB; S 88D 43M 45S E 968.99 FT ALG S LINE FOREST GLEN SUBD; S 01D 08M 33S W 224.94 FT; S 88D 18M 04S E 100.18 FT; S 01D 07M 08S W 201.30 FT; N 88D 39M 08S W 24.98 FT; S 01D 07M 08S W 230.26 FT TO POB. CONTAINS 27.95 ACRES;

AND:

Property Tax Parcel#34-201-036-000-001-01 ("Brown Parcel") legally described as: P/O SE 1/4 OF SEC 25 AND P/O NE 1/4 OF SEC 36, ALL IN T7N,R7W, CITY OF IONIA, IONIA COUNTY, MICHIGAN, DESC AS; COM AT SE COR SEC 25; N 01D 07M 08S E 33 FT; N 88D 39M 08S W 117.92 FT; SWLY 110.97 FT ALG 333 FT RADIUS CURVE TO L, CENTRAL



**APPROVAL OF MINUTES**

It was moved by Councilmember Waterman, seconded by Councilmember Milewski to approve the September 1, 2020 regular meeting minutes.

Roll Call Vote           Ayes: Milewski, Winters, Kelley, Lee, Starr, Millard, Gustafson, Waterman and Mayor Balice  
Nays: None  
MOTION CARRIED

**NEW BUSINESS**

**Approve – FY20-21 Budget Amendments #1**

The City Manager reported that staff recently completed a thorough review of the City’s revenue and expenditure reports through September and is recommending the first round of adjustments to the FY20-21 budget. Overall, a few changes are proposed at this time to both revenues and expenditures based on, primarily, the economic impact of COVID. Recall that Council is traditionally asked to approve budget amendments at the October, January and June meetings each fiscal year. The City Manager reviewed with Council details associated with the amendments.

It was moved by Councilmember Gustafson, seconded by Councilmember Winters to approve Budget Amendments #1 to the FY20-21 budget and authorize the City Treasurer to make the necessary adjustments to the City’s financial reports.

Roll Call Vote:           Ayes: Kelley, Lee, Starr, Millard, Gustafson, Waterman, Milewski, Winters and Mayor Balice  
Nays: None  
MOTION CARRIED

**FY 20-21 Council Budget Adjustment #1**

GL NUMBER	DESCRIPTION	2020-21 Amended Budget	Proposed Amendment #1	Proposed Budget After Amendment
<b>Fund 101 - GENERAL</b>				
Revenues				
101-000.000-409.000	CURRENT PROPERTY TAXES	491,000.00	34,000.00	525,000.00
101-000.000-425.000	INCOME TAX REVENUES	2,450,000.00	(250,000.00)	2,200,000.00
101-000.000-528.000	FEDERAL GRANTS - OTHER	0.00	87,000.00	87,000.00
101-000.000-665.000	INTEREST	60,000.00	(40,000.00)	20,000.00
TOTAL REVENUES		5,541,550.00	(169,000.00)	5,372,550.00

Expenditures

Dept 965.000 - CONTRIBUTION				
101-965.000-999.239	CONTRIBUTION TO PARKS - FAC IMP FUND	365,000.00	(150,000.00)	215,000.00
Total Dept 965.000 - CONTRIBUTION		980,000.00	(150,000.00)	830,000.00

TOTAL EXPENDITURES		5,914,510.00	(150,000.00)	5,764,510.00
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Fund 101 - GENERAL:

TOTAL REVENUES		5,541,550.00		5,372,550.00
TOTAL EXPENDITURES		5,914,510.00		5,764,510.00
NET OF REVENUES & EXPENDITURES		(372,960.00)		(391,960.00)
BEG. FUND BALANCE		1,277,647.30		1,277,647.30
END FUND BALANCE		904,687.30		885,687.30

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**Fund 202 - MAJOR STREETS**

Revenues

202-000.000-546.000	STATE GRANTS-HIGHWAYS & STREET	852,500.00	(48,500.00)	804,000.00
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TOTAL REVENUES		944,700.00	(48,500.00)	896,200.00
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TOTAL EXPENDITURES		1,064,900.00	0.00	1,064,900.00
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Fund 202 - MAJOR STREETS:

TOTAL REVENUES		944,700.00		896,200.00
TOTAL EXPENDITURES		1,064,900.00		1,064,900.00
NET OF REVENUES & EXPENDITURES		(120,200.00)		(168,700.00)
BEG. FUND BALANCE		384,098.83		384,098.83
END FUND BALANCE		263,898.83		215,398.83

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**Fund 203 - LOCAL STREETS**

Revenues

203-000.000-546.000	STATE GRANTS - HIGHWAYS & STREETS	305,150.00	(15,150.00)	290,000.00
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TOTAL REVENUES		699,350.00	(15,150.00)	684,200.00
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TOTAL EXPENDITURES		814,000.00	0.00	814,000.00
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Fund 203 - LOCAL STREETS:

TOTAL REVENUES		699,350.00		684,200.00
TOTAL EXPENDITURES		814,000.00		814,000.00
NET OF REVENUES & EXPENDITURES		(114,650.00)		(129,800.00)
BEG. FUND BALANCE		281,605.95		281,605.95
END FUND BALANCE		166,955.95		151,805.95

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**Fund 228 - SOLID WASTE FUND**

Revenues

228-000.000-409.000	CURRENT PROPERTY TAXES	193,000.00	17,000.00	210,000.00
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TOTAL REVENUES	468,250.00	17,000.00	485,250.00
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TOTAL EXPENDITURES	510,200.00	0.00	510,200.00
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Fund 228 - SOLID WASTE FUND:

TOTAL REVENUES	468,250.00		485,250.00
TOTAL EXPENDITURES	510,200.00		510,200.00
NET OF REVENUES & EXPENDITURES	(41,950.00)		(24,950.00)
BEG. FUND BALANCE	88,654.64		88,654.64
END FUND BALANCE	46,704.64		63,704.64

**Fund 239 - PARKS - FACILITIES IMPROVEMENTS**

Revenues

239-000.000-569.000	STATE GRANT	1,525,000.00	(1,525,000.00)	0.00
239-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	365,000.00	(150,000.00)	215,000.00

TOTAL REVENUES	1,987,100.00	(1,675,000.00)	312,100.00
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Expenditures

Dept 545.720 - WETLAND PARK DEVELOPMENT

239-545.720-801.000	CONTRACTUAL & PROFESSIONAL SEV	1,560,000.00	(1,560,000.00)	0.00
239-545.720-805.400	ARCHITECTURAL-ENGINEERING	165,000.00	(165,000.00)	0.00
Total Dept 545.720 - WETLAND PARK DEVELOPMENT		1,725,000.00	(1,725,000.00)	0.00

TOTAL EXPENDITURES	2,036,000.00	(1,725,000.00)	311,000.00
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Fund 239 - PARKS - FACILITIES IMPROVEMENTS:

TOTAL REVENUES	1,987,100.00		312,100.00
TOTAL EXPENDITURES	2,036,000.00		311,000.00
NET OF REVENUES & EXPENDITURES	(48,900.00)		1,100.00
BEG. FUND BALANCE	164,719.73		164,719.73
END FUND BALANCE	115,819.73		165,819.73

**Fund 247 - BROWNFIELD DEVELOPMENT**

Revenues

247-000.000-430.000	TAX INCREMENT FINANCING	49,500.00	10,500.00	60,000.00
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TOTAL REVENUES	49,600.00	10,500.00	60,100.00
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TOTAL EXPENDITURES	20,000.00	0.00	20,000.00
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Fund 247 - BROWNFIELD DEVELOPMENT:

TOTAL REVENUES	49,600.00		60,100.00
TOTAL EXPENDITURES	20,000.00		20,000.00
NET OF REVENUES & EXPENDITURES	29,600.00		40,100.00
BEG. FUND BALANCE	203,513.44		203,513.44
END FUND BALANCE	233,113.44		243,613.44

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**Fund 248 - DOWNTOWN DEVELOPMENT OPERATING**

## Revenues

248-000.000-430.000	TAX INCREMENT FINANCING	10,500.00	2,500.00	13,000.00
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TOTAL REVENUES		362,550.00	2,500.00	365,050.00
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## Expenditures

## Dept 610.000 - DDA DEVELOPMENT

248-610.000-972.000	PROMOTIONS AND FIREWORKS	37,400.00	(6,000.00)	31,400.00
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Total Dept 610.000 - DDA DEVELOPMENT		51,100.00	(6,000.00)	45,100.00
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TOTAL EXPENDITURES		391,010.00	(6,000.00)	385,010.00
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## Fund 248 - DOWNTOWN DEVELOPMENT OPERATING:

TOTAL REVENUES		362,550.00		365,050.00
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TOTAL EXPENDITURES		391,010.00		385,010.00
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NET OF REVENUES & EXPENDITURES		(28,460.00)		(19,960.00)
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BEG. FUND BALANCE		33,264.13		33,264.13
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END FUND BALANCE		4,804.13		13,304.13
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**Fund 249 - RECREATION DEPARTMENT**

## Revenues

249-000.000-647.000	ADULT ACTIVITIES	14,500.00	(2,500.00)	12,000.00
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249-000.000-648.000	YOUTH ACTIVITIES	60,000.00	(10,000.00)	50,000.00
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249-000.000-652.000	SPECIAL EVENTS	7,000.00	(4,000.00)	3,000.00
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TOTAL REVENUES		338,300.00	(16,500.00)	321,800.00
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## Expenditures

## Dept 560.000 - OPERATIONS

249-560.000-751.000	SPECIAL EVENT ACTIVITIES	4,900.00	(1,000.00)	3,900.00
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249-560.000-753.000	YOUTH ACTIVITIES	35,000.00	(7,000.00)	28,000.00
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Total Dept 560.000 - OPERATIONS		48,200.00	(8,000.00)	40,200.00
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TOTAL EXPENDITURES		383,500.00	(8,000.00)	375,500.00
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## Fund 249 - RECREATION DEPARTMENT:

TOTAL REVENUES		338,300.00		321,800.00
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TOTAL EXPENDITURES		383,500.00		375,500.00
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NET OF REVENUES & EXPENDITURES		(45,200.00)		(53,700.00)
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BEG. FUND BALANCE		101,377.86		101,377.86
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END FUND BALANCE		56,177.86		47,677.86
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**Fund 250 - THEATRE FUND**

## Revenues

250-000.000-633.000	MOVIE ADMISSIONS	130,000.00	(65,000.00)	65,000.00
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250-000.000-634.000	MOVIE CONCESSIONS	132,000.00	(62,000.00)	70,000.00
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TOTAL REVENUES		290,325.00	(127,000.00)	163,325.00
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Expenditures

Dept 442.000 - OPERATIONS

250-442.000-729.000	CREDIT CARD FEES	6,000.00	(1,500.00)	4,500.00
250-442.000-740.000	OPERATING SUPPLIES	3,500.00	(1,000.00)	2,500.00
250-442.000-804.000	FILM EXPENSE	79,000.00	(40,000.00)	39,000.00
250-442.000-805.000	CONCESSION EXPENSE	40,000.00	(20,000.00)	20,000.00
250-442.000-920.000	PUBLIC UTILITIES	33,000.00	(5,000.00)	28,000.00
250-442.000-956.001	SALES TAX	7,500.00	(1,000.00)	6,500.00
250-442.000-962.200	ADVERTISING - PROMOTION	8,500.00	(1,500.00)	7,000.00

TOTAL EXPENDITURES		294,700.00	(70,000.00)	224,700.00
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Fund 250 - THEATRE FUND:

TOTAL REVENUES		290,325.00		163,325.00
TOTAL EXPENDITURES		294,700.00		224,700.00
NET OF REVENUES & EXPENDITURES		(4,375.00)		(61,375.00)
BEG. FUND BALANCE		350,663.97		350,663.97
END FUND BALANCE		346,288.97		289,288.97

**Fund 412 - ENVIRONMENTAL RESPONSE (FORMERLY BOND)**

Revenues

412-000.000-409.000	CURRENT PROPERTY TAXES	9,600.00	1,400.00	11,000.00
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TOTAL REVENUES		9,825.00	1,400.00	11,225.00
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TOTAL EXPENDITURES		66,500.00	0.00	66,500.00
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Fund 412 - ENVIRONMENTAL RESPONSE (FORMERLY BOND):

TOTAL REVENUES		9,825.00		11,225.00
TOTAL EXPENDITURES		66,500.00		66,500.00
NET OF REVENUES & EXPENDITURES		(56,675.00)		(55,275.00)
BEG. FUND BALANCE		155,695.25		155,695.25
END FUND BALANCE		99,020.25		100,420.25

**Fund 588 - DIAL-A-RIDE**

Revenues

588-000.000-630.000	PASSENGER FARES/TOKENS	65,000.00	(10,000.00)	55,000.00
588-000.000-630.100	PASSENGER FARES - SCHOOLS	5,750.00	(5,750.00)	0.00

TOTAL REVENUES		924,859.00	(15,750.00)	909,109.00
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Expenditures

Dept 558.000 - ADMINISTRATIVE

588-558.000-968.200	DEPRECIATION - CONTRIB ASSETS	160,000.00	3,000.00	163,000.00
Total Dept 558.000 - ADMINISTRATIVE		369,900.00	3,000.00	372,900.00

Dept 560.000 - OPERATIONS



588-560.000-743.000	OPERATING SUPPLIES-GAS & OIL	39,000.00	(6,000.00)	33,000.00
Total Dept 560.000 - OPERATIONS		437,500.00	(6,000.00)	431,500.00
Dept 564.000 - MAINTENANCE				
588-564.000-702.000	SALARY & WAGES	16,000.00	(9,000.00)	7,000.00
588-564.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	1,600.00	(900.00)	700.00
588-564.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	6,000.00	6,000.00	12,000.00
Total Dept 564.000 - MAINTENANCE		54,400.00	(3,900.00)	50,500.00
TOTAL EXPENDITURES		1,105,978.00	(6,900.00)	1,099,078.00
Fund 588 - DIAL-A-RIDE:				
TOTAL REVENUES		924,859.00		909,109.00
TOTAL EXPENDITURES		1,105,978.00		1,099,078.00
NET OF REVENUES & EXPENDITURES		(181,119.00)		(189,969.00)
BEG. FUND BALANCE		1,142,389.29		1,142,389.29
END FUND BALANCE		961,270.29		952,420.29

**Fund 590 - SEWER DEPT.**

TOTAL REVENUES	3,804,000.00	0.00	3,804,000.00
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Expenditures

Dept 558.000 - ADMINISTRATIVE

590-558.000-990.001	DEBT SERVICE - PRINCIPAL PAYME	543,425.00	33,575.00	577,000.00
Total Dept 558.000 - ADMINISTRATIVE		2,840,925.00	33,575.00	2,874,500.00

TOTAL EXPENDITURES	4,916,425.00	33,575.00	4,950,000.00
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Fund 590 - SEWER DEPT.:

TOTAL REVENUES	3,804,000.00		3,804,000.00
TOTAL EXPENDITURES	4,916,425.00		4,950,000.00
NET OF REVENUES & EXPENDITURES	(1,112,425.00)		(1,146,000.00)
BEG. FUND BALANCE	11,062,424.70		11,062,424.70
END FUND BALANCE	9,949,999.70		9,916,424.70

**Fund 591 - WATER DEPT.**

TOTAL REVENUES	2,916,000.00	0.00	2,916,000.00
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Expenditures

Dept 558.000 - ADMINISTRATIVE

591-558.000-990.001	DEBT SERVICE - PRINCIPAL PAYME	691,650.00	(32,650.00)	659,000.00
Total Dept 558.000 - ADMINISTRATIVE		2,251,367.00	(32,650.00)	2,218,717.00

TOTAL EXPENDITURES	3,578,867.00	(32,650.00)	3,546,217.00
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Fund 591 - WATER DEPT.:

TOTAL REVENUES	2,916,000.00		2,916,000.00
TOTAL EXPENDITURES	3,578,867.00		3,546,217.00
NET OF REVENUES & EXPENDITURES	(662,867.00)		(630,217.00)

BEG. FUND BALANCE	8,193,102.56	8,193,102.56
END FUND BALANCE	7,530,235.56	7,562,885.56

**Approve – Casting Vote for MML Liability and Property Pool Board of Directors**

The City Manager reported that as an “owner” of the MML Liability & Property Pool, the City is entitled to cast a ballot for those individuals who are seeking positions on the Pool’s Board of Directors. This year there are four open three-year terms with two incumbents, Sue Osborn (Mayor – Fenton) and Dave Post (Manager – Hillman) and two appointees, George Bosanic (Manager – Greenville) and Melissa Johnson (Mayor – Chelsea) all seeking re-election.

Since the City’s annual premiums have remained stable along with the fact that we continue to receive dividends due to the superior performance of the Pool, the City Manager reported that he sees no reason not to cast the City’s ballot for the incumbents.

It was moved by Councilmember Winters, seconded by Councilmember Starr to authorize the City Manager to cast the City’s votes for the two incumbent Directors and two appointee Directors all seeking re-election to three year terms on the MML Liability & Property Pool Board

Roll Call Vote:           Ayes: Starr, Millard, Gustafson, Waterman, Milewski, Winters, Kelley, Lee and Mayor Balice  
                                  Nays: None  
                                  MOTION CARRIED

**Approve – Title VI Non-Discrimination Plan Revision #4 (Policy 5-009)**

The City Manager reported that during 2009, Council adopted a Title VI Non-Discrimination Policy to address the requirements contained in State and Federal grants the City receives, particularly the requirements contained in Dial-A-Ride funding sources. The policy, after review by State and Federal agencies, was updated in 2012, 2014 and again in 2017 to address changes in State and Federal law. The 2017 policy was recently again reviewed by State and Federal agencies with revisions again recommended.

It was moved by Councilmember Winters, seconded by Councilmember Lee to adopt General Policy No. 5-009, as revised, regarding Title VI.

Roll Call Vote:           Ayes: Lee, Starr, Millard, Gustafson, Waterman, Milewski, Winters, Kelley and Mayor Balice  
                                  Nays: None  
                                  MOTION CARRIED

**MAYOR AND COUNCILMEMBER COMMENTS**

Balice: Thanked the City Manager for his fifteen years of exceptional service to the City.

Millard: Echoed Balice's sentiments regarding the performance of the City Manager and wished him well in retirement. He added that the Cruise-In was a fun event and well attended.

Lee: Echoed Balice's sentiments regarding the City Manager. Noted that the Steele Street project is coming along well and it will be nice to have the road back open.

Gustafson/Waterman/Milewski/Kelley/Starr/Winters: Mentioned that it has been a pleasure to work with the City Manager over the years and thanked him for his time at the City.

**ADJOURNMENT**

It was moved by Councilmember Lee, seconded by Waterman to adjourn the regular meeting at 7:45 PM.

BY VOICE VOTE:                    MOTION CARRIED

Respectfully Submitted:

Ally H. Cook, Clerk