

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE**

April 8, 2019
Commission Chambers
5:30 P.M.

Present: Commissioners: Mayor Pro-Tem Michael Brown (absent), Betsy Artz, Emily Bridson, Richard Clanton, Robert Coughlin, Thomas McKelvey, and Mayor Stephen Kepley. Also present: Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, Human Resource Director Gail Dewey, City Clerk Dan Kasunic, Fire Chief Brent Looman, City Deputy Administrator Mark Rambo, Parks & Recreation Director Val Romeo, Deputy Police Chief Richard Roberts, Community Development Director Terry Schweitzer, and Fire Department Administrative Assistant Nancy Shane.

MAYOR'S OFFICE:

A. DISCUSSION ON COMMISSIONER CONFERENCES AND TRAINING.

City Deputy Administrator Mark Rambo explained after a conversation with Commissioner Bridson regarding attending training and the question of paying for the training, he needed to start a conversation on setting parameters pertaining to what would be funded for classes, training or conferences. Discussion Ensued. Rambo stated he had enough to work with and will bring back some guidelines for review.

**B. RECOMMEND APPROVAL OF SMALL CELL WIRELESS FACILITIES
ORDINANCE AMENDMENTS AND RESOLUTION TO ESTABLISH
ADMINISTRATIVE FEES.**

City Deputy Administrator Mark Rambo noted this is a companion piece to the last meetings discussion and explained this proposed ordinance was part of a nineteen municipality effort to create a joint ordinance to address two Public Acts (365 and 366) pertaining to the State law to take away the City's Right-of-Way. He informed the Committee of pending lawsuit by the east side of the state and that currently, existing contracts will stay in effect.

Motion by Artz, seconded by Groce, to recommend to the City Commission to approve the revised Small Cell Wireless Facilities Ordinance and a resolution to amend administrative fees relative to the issuance of Small Cell Wireless permits.

Motion Carried.

PARKS AND RECREATION DEPARTMENT:

**A. RECOMMEND ADOPTION OF RESOLUTION TO ESTABLISH THE
PARKS, TRAILS, AND RECREATION ADVISORY COMMITTEE WITH
APPROVAL OF THE AGREEMENT WITH MCSA GROUP INC. FOR
CONSULTING.**

City Deputy Administrator Mark Rambo stated after the Retreat, staff needed to review what is the next step, and this committee will look at all of the data, variables and costs associated with all of the options. It is the goal to form the committee that will consist of the entire Parks & Recreation Commission, three members of the Adhoc Committee, one Planning Commissioner, and six residents of the City over the entire City geographically. The committee will also need to review the City Campus and the newly purchased Walma property that had not been part of the Parks Master Plan this summer with recommendation due November or December. He noted the need for approval of the contract with MCSA Inc. for the additional work needed as a result of these additional properties.

Motion by McKelvey, seconded by Bridson, to recommend to the City Commission to adopt a resolution establishing the Parks, Trails and Recreation Advisory Committee.

Motion Carried.

Motion by Groce, seconded by McKelvey to recommend to authorize the Mayor to enter into an agreement with MCSA Group Inc. in an amount not-to-exceed \$34,454.00 (including a 15% contingency) for additional planning work associated with the Advisory Committee to be paid from the FY 2019-20 General Fund-City General Contractual Services budget.

Motion Carried.

FINANCE DEPARTMENT:

A. PRELIMINARY REVIEW OF THE SCHEDULE OF CAPITAL IMPROVEMENTS FOR 2019-2025.

Deputy Finance Director Cairns reviewed highlights of the Schedule of Capital Improvements document. She noted this is only a planning guide and wanted to submit to the Committee with time to review prior to adoption in May.

POLICE AND FIRE DEPARTMENTS:

A. MONTHLY REPORTS.

POLICE DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2019.

Deputy Police Chief Roberts reviewed the Police Activity Report for February 2019.

Motion by Groce, seconded by McKelvey to receive and file the Police Monthly Activity Report for February 2019.

Motion Carried.

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FIRE DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2019.

Fire Chief Looman reviewed the Fire Activity Report for February 2019.

Motion by Artz, seconded by Bridson, to receive and file the Fire Activity Report for February 2019.

Motion Carried.

The meeting was adjourned at 6:51 P.M.

Dan Kasunic
City Clerk

Robert Coughlin
Chair