



FREMONT Michigan

“NOW AND ALWAYS – A Fine City • A Great Community”

CITY COUNCIL MEETING AGENDA

Monday, June 7, 2021

City Municipal Building Council Room

5:30 PM: Council Budget Work Session

0. Review of Proposed FY 21/22 City Operating / Capital Budget

(A light meal will be provided for City Councilmembers @ 5:15PM)

7:00 PM: Regular Council Meeting

1. Preliminary

1.1 Call to Order / Welcome

1.2 Invocation and Pledge of Allegiance to the American Flag: Mayor James Rynberg

1.3 Roll Call: Mayor: James Rynberg; Councilmembers: Mike Carpenter, Sandy Siegel, Steve Heiss & Bob Johnson

1.4 Approval of Meeting Agenda

2. Ceremonial Items – None Scheduled

3. Consent Action Items (See Meeting Handout for procedures; One vote to approve all items with no discussion.)

3.1 Minutes of the Regular Council Session held May 17, 2021

3.2 Year-End Budget Amendments for Fiscal Year 2020/21 Operating Budget

3.3 Request for Approval & Support for 2021 Fremont Lake Fireworks Display for Independence Day

3.4 **Resolution R-21-17**: Accept Newwaygo County Hazard Management Plan (2020-25)

4. Consideration of Any Items Removed from the Consent Agenda

5. Accounts Payable & Payroll Remittance Check Register Report dated 6/4/21 totaling \$

6. Brief Public Comment (Three minutes per speaker and/or ten minutes if representing a group, for items not on the agenda.)

7. Public Hearings

7.1 Receive Public Comment on the Proposed Fiscal Year 2021/22 Operating & Capital Budget

8. Action & Discussion Item

8.1 Accept Proposal for Updating the Fremont Community Joint Comprehensive & Growth Management Plan & Authorize Execution of Agreement for Professional Services

8.2 **Resolution R-21-16**: Establishing the City of Fremont 2021 Property Tax Millage Rate

8.3 Adoption of the City of Fremont Fiscal Year 2021/22 Operating & Capital Budget

8.4 Authorize Listing of City-Owned Vacant Parcels for Residential Development

9. Board & Commission Appointments

9.1 Appointments to the Fremont Downtown Development Authority (DDA) Board

10. Reports & Communications

10.1 Announcements/Reports: a) City Manager & City Clerk; and b) Mayor & Councilmembers

10.2 Written Communications Transmitted with this Packet for Council Information & Discussion

10.3 Written Communications Previously Transmitted via Email for Council Information

- Fremont Area District Library June/July 2021 Newsletter
- Fremont Community Recreation Authority Newsletter – June 2021
- Fremont Area Community Foundation Notice: “Nationwide Search for New President & CEO”
- Fremont Fire Department Minutes – May 24, 2021

11. **Extended Public Participation** *(Three minutes per speaker for items **not** on the agenda.)*

12. **Closed Session** – *None*

13. **Adjournment**

** **The next Regular meeting of the Fremont City Council is scheduled for Monday, June 21, 2021 at 7:00 PM***

City Staff's Action Memo
For the 6/07/21 Regular City Council Meeting

Agenda Items	Enclosure(s)	Summary Comments	Administration Recommendation						
0	<ul style="list-style-type: none"> City Manager's Budget Message Draft Budget & Capital Plan 	City Manager will review the proposed budgets submitted to Council at the end of May, from 5:30 until finished or 6:55, whichever comes first.	Review & Discussion Only						
3.2	CM/Finance Director's Memorandum	Typically each year there are budget amendments necessary to accommodate capital project adjustments and occasional shifting of expenses/revenues between departments. Please review the <u>enclosed</u> memo entailing recommended year-end adjustments to the FY20/21 City Operating & Capital Budget.	Approve Budget Amendments						
3.3	Letter of request	Fremont Lake Association has requested the City's support for their 2021 Fremont Lake Fireworks Show. In prior years, the City has authorized a \$3,000 sponsorship to help cover the estimated \$9,000 program costs. Sheridan Township has committed to the same level of sponsorship, with the Association covering the remaining \$3,000.	Authorize requested \$3,000 sponsorship						
3.4	<u>Resolution R-21-17</u>	Newaygo County began updating the County's Hazard Management Plan in 2019, inviting input from the local jurisdictions during the process. Following recent completion of updating the Plan, they are now requesting adoption from all local government jurisdictions throughout the County.	Approve <u>Res-21-17</u> to adopt Plan and authorize CM to execute						
7.1	Public Hearing Notice	PUBLIC HEARING: Review & discussion of Proposed FY 21/22 City Operating/ Capital Budget, which includes proposed 2021 Property Tax Millage.	Conduct Hearing w/no other Business						
8.1	Proposal for Joint Master Plan Update	<p>The Fremont Community Joint Comprehensive & Growth Management Plan (Master Plan) expires in 2021 and the FCJPC has budgeted for a comprehensive update to the Plan in the proposed budget. Representatives from all 3 participating jurisdictions met to review proposals received for services to complete the update and made recommendation to the FCJPC.</p> <p>The FCJPC accepted the committee's recommendation and selected Beckett & Raeder Inc. to perform the services requested at their proposed fee of \$45,960, of which would be covered by the previously set cost-share rates (city-46%/Day-23%/Sher-31%).</p> <table border="0"> <tr> <td>LIAA</td> <td>\$ 9,360</td> </tr> <tr> <td>Beckett & Raeder Inc</td> <td>45,960</td> </tr> <tr> <td>McKenna</td> <td>75,000</td> </tr> </table> <p>The Committee believe LIAA's proposal was short sighted on our goals and means for a full-comprehensive update and McKenna's was just way out of financial reach.</p> <p>All three jurisdictions must confirm the recommendation and financial commitment, and authorize the City of Fremont to serve as the project coordinator. The project is expected to take 1 full year to complete.</p>	LIAA	\$ 9,360	Beckett & Raeder Inc	45,960	McKenna	75,000	Accept Beckett & Raeder proposal and authorize CM to execute Agreement for services
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City Staff's Action Memo
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Agenda Items	Enclosure(s)	Summary Comments	Administration Recommendation
8.2	<u>Resolution R-21-16</u>	The Res. would authorize the City's 2021 property tax levy remain at the current 15.0 mills for Fiscal Year 21/22. The City increased its tax millage from 14 to 15 mills in 2016, following the recession. The Res. & the Proposed Budget recommends keeping the 2021 tax at 15 mills, which meets State Truth-in-Budgeting Act requirements, allowing for the streamlined public hearing notice.	Approve <u>Res-21-16</u>
8.3	Please See Above Items pertaining to Budget	Following the Public Hearing & adoption of the millage Resolution, CC may adopt the FY 21/22 City Operating / Capital Budget.	Adopt FY 21/22 City Operating / Capital Budget
8.4	List of Proposed Sites	<p>The City owns various vacant parcels/sites in residential areas throughout town, as noted on the enclosed collage of aerial pictures, that the City currently maintains throughout the summer months. And since there currently are no vacant parcels in town available for single family residential development, the City should consider selling some to a help address the housing shortage.</p> <p>Staff has met with Coldwell Banker representative Jean Palmerton, who has recommended some initial pricing of the lots individually.</p> <p>The previously identified Hillcrest lot was rezoned to multi-family and the City distributed an RFP for potential condominium development, but was unsuccessful. Staff recommends the City either resubmit the RFP, since it has been more than a year since initial distribution, or consider rezoning to single-family with some set restrictions on development. Some restrictions to consider could be on-site build or minimum square footage requirements...</p> <p>Staff is also working with Jean Palmerton on potential realtors for the City to consider for listing the vacant parcels in the Industrial Park and will provide a recommendation at the next meeting.</p>	Authorize City's listing of parcels with Coldwell Banker with recommended guidelines
9.1	Committee Application	Mayor Rynberg has recommended appointment of Allison Radkay and Rod Glupker to the Fremont DDA Board, completing the remaining period of the four-year terms ending 6/30/2023.	Confirm Appointment