
AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

* Requests to be added to the agenda as a "Scheduled Matter from the Floor" should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the "non-agenda items only" public comments section of the agenda. * Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting. * Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance. * Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com

I. Call to Order**II. Roll Call****III. Pledge of Allegiance****IV. Recognition**

A. Arbor Day Proclamation- Arbor Day April 29, 2022

V. Approve Agenda**VI. Public Comment - Agenda Items Only** (3-minute limit)**VII. Consent Agenda** (can be approved all in one motion, for general housekeeping items)

A. Consider approving Regular Meeting Minutes for April 11, 2022.

B. Consider approving expenditures for April 25, 2022, in the amount of \$110,230.84

VIII. Scheduled Matters from the Floor (if any)**IX. Reports by: Departments, Committees, Boards**

A. Clerk Report- Clerk, Kalla Langston will update the Commission on petition dates and Voter ID cards being sent to the registered voters due to redistricting.

B. Public Services Report- Director, Mike Baker

1) Clark Street Culvert - bid anticipated by Monday

2) Retaining Wall on Front St. - bid anticipated by Monday

3) Potential purchase of Bobcat - Consider approval of trade-in and purchase of new Bobcat

4) Potential purchase of Mower - Consider approval of the purchase of new Mower

5) Thrill on the Hill - Joint report with Public Safety Director Tim Ganus regarding request to consider extended street closures

C. Water Department Report-

Jill Mondschein, Cashier Clerk

1) Consider the "Landlord's Proposal" for water/sewer bills.

2) Consider updated open/close hours for the front window.

Scott Desenberg, Water Department Lead Operator

3) Consider purchase of equipment to repair/replace water tower communication device

D. Community Development Report:

Community Development Director Rich Murphy

1) Boone Labs

A) Adult Use Processing Permit - Consider Approval for an Adult Use Processing Facility Permit for Boone Labs at 107 Alexander St.

B) Adult Use Grow Permit - Consider Approval for an Adult Use Marihuana Grow Facility Permit for Boone Labs at 107 Alexander St.

C) Medical Grow Permit - Consider Approval for a Medical Marihuana Grow Facility Permit for Boone Labs at 107 Alexander St.

2) Joint Meeting - Consider scheduling an annually recurring joint meeting between the City Commission, Planning Commission, and Buchanan Area Recreation Board, which is a requirement of RRC certification. Potential agenda items: park updates, truck routes, capital improvement plans.

3) Southwest Michigan Regional Chamber - Consider approving a \$5,000 membership fee for the City of Buchanan to join the Southwest Michigan Regional Chamber.

4) Zoning Code Review - Consider a proposal from Placemakers to update the City's Zoning Code to align with the Andrew's University Project and RRC Best Practices for a price of \$50,000 of which Manager Grace has secured a verbal commitment from the MEDC to cover \$30,000 of the cost through a RRC grant. Professor Andrew VonMaur, who works with Placemakers, would provide direct assistance on the project.

Main Street Manager / Chamber Executive Director Ashley Regal

5) Main Street Committee - progress update

6) Buchanan Area Chamber of Commerce - progress update

7) Thrill on the Hill - Consider Request from Lions Club

8) Common Usage Policy -

a. Consider approving a newly amended Common Usage Policy

b. Consider current applicants requesting use of the Common

9) Food Vendor Permit Licenses Fees - Consider approving Resolution 2022.04/431 to establish permit license fees for food vending within the City of Buchanan

E. Buchanan Tree Friends Board Appointments- Consider adding Daniel Regal to the Buchanan Tree Friends.

X. Unfinished Business

A. Second reading and consideration of Ordinance 2022.03/431 Open Burn Ordinance

B. Second reading and consideration of Ordinance 2022.03/432 Revised Parking Ordinance

XI. New Business

XII. Communications (informational only, formal board action is not necessary for these items, unless so desired)

A. 1) New phone system at City Hall

2) Public input is requested for the development of new economic incentives for downtown, to include rear facade grants, outdoor dining grants, way-finding signage grants, etc.

XIII. Public Comment - Non-Agenda Items Only *(3-minute limit)*

XIV. Executive Comments

A. City Manager Comments

B. Commissioner Comments

C. Mayor Comments

XV. Adjourn