

# **CITY OF SCOTTVILLE, MI COMMISSION MEETING AGENDA**

39<sup>th</sup> Organizational Meeting, November 12, 2012, 5:30 PM

1. Call to Order at 5:30 PM
2. Pledge of Allegiance
3. Administer Oath of Office to Newly Elected/Re-Elected City Commissioners
4. Nomination and Election of Mayor
  - a. Open Nominations for Mayor
  - b. Close Nominations for Mayor
  - c. Vote on Mayoral Nominations
5. Administer Oath of Office to Mayor
6. Nomination and Election of Mayor Pro-Tem
  - a. Open Nominations for Mayor Pro-Tem
  - b. Close Nominations for Mayor Pro-Tem
  - c. Vote on Mayor Pro-Tem Nominations
7. Administer Oath of Office to Mayor Pro-Tem
8. Any Additional Business
9. Public Comment
10. Adjourn

# CITY OF SCOTTVILLE

## MEMORANDUM

**To: Mayor Baxter & City Commissioners**

**From: Amy S. Williams, City Manager**

**Date: November 8, 2012**

**RE: Pre-Meeting Notes for the Monday, November 12, 2012 Meeting; 5:45pm**

### **ORGANIZATIONAL MEETING**

I've enclosed an agenda for our Organizational meeting which we will hold first on Monday night. During that meeting we will swear in the re-elected commissioners and you will elect a Mayor and Mayor Pro-Tem. Once that meeting concludes we will open our Regular meeting.

### **COMMUNICATIONS**

***Parks & Recreation Board Minutes:*** Minutes from their meeting on October 8, 2012 are enclosed for your review. That board is recommending we discontinue the summer ball program for a lack of funds as the Recreation department as a whole is operating in the negative each year. They will be working with some individuals to see if a group similar to AYSO could be formed to take over the program, all our equipment will be donated to them for start-up.

***Thank You from MCC Cross Country Team:*** I received the attached thank you note from Ed Sanders, coach of MCC Cross Country. They used the trails within Riverside Park again this year for a few meets and it appears that is working out very well for all involved. I thought I would share the thank you note with you.

### **REPORTS CITY MANAGER**

#### ***Updates:***

~ City Hall will be closed on Thursday, November 22<sup>nd</sup> in observance of Thanksgiving. I wish each of you a Safe & Happy Thanksgiving Holiday!

~ I will be taking some vacation time over the next two weeks, I plan to be off on the 13<sup>th</sup> – 15<sup>th</sup> and again on the 19<sup>th</sup>, 20<sup>th</sup> & 21<sup>st</sup>. I will be in the office for awhile on the 19<sup>th</sup> as that is payroll. I am not planning to leave the area, so if something comes up I will be available. Happy Hunting!

## **CITY ATTORNEY**

Tracy will be at the meeting to answer questions.

## **POLICE DEPARTMENT**

Chief Barnett will be at Monday's meeting to answer questions.

## **CITY TREASURER**

The October financials are submitted for your review.

## **MAIN STREET MANAGER**

Heather will be at the meeting to answer questions and give an update as to what Main Street has been working on.

## **OLD BUSINESS**

***Resolution to Approve City Master Plan:*** The Planning Commission has approved the Master Plan after holding a public hearing on it earlier this week. At this time the Plan is coming before you for final approval. There have been no changes to the plan since you've seen it last other than adding a copy of our current zoning ordinance and a copy of current the zoning map. At this time I am recommending you approve the attached resolution adopting the plan so we can close this item, as it's been two plus years in the making.

***Board Vacancies:*** We currently have some vacancies on our various boards/commissions, they are:

- Board of Review
- Planning Commission
- Parks & Recreation

I would really like to fill the board of review position before they meet in December, so if you know of anyone who may be interested in this please let me know as soon as possible. The person must be a resident of the city.

As for the Planning Commission that person must also be a resident of the city. The Parks & Recreation person does not need to be a citizen.

**CITY OF SCOTTVILLE**  
**COMMISSION MEETING AGENDA**

1294<sup>th</sup> Regular Meeting, Monday, November 12, 2012, 5:45 PM

1. Call to Order at 5:30 PM
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. No Minutes for Approval
5. Approval of the Bills
6. Hearing of Citizens  
(Comments Limited to 3 Minutes)
7. Communications
  - 1) Parks & Recreation Board Minutes
  - 2) Thank You from MCC Cross Country Team
8. Reports
  - a) City Manager
  - b) City Attorney
  - c) Police Department
  - d) City Treasurer
  - e) Main Street Manager
9. Additions & Deletions to the Agenda
10. Old Business
  - 1) Resolution to Approve City Master Plan
  - 2) Board Vacancies
11. New Business
  - 1)
12. Hearing of Citizens  
(Comments Limited to 3 Minutes)
13. Commission Reports & Comments
14. Adjournment