

City Council Special Boards and Commissions Workshop
Madison Heights, Michigan
October 05, 2026

A City Council Special Boards and Commissions Workshop was held on Monday, October 05, 2026 at 6:00 PM at Fire Station #1 - Training Room 31313 Brush Street

CALL TO ORDER

Mayor Haines called the meeting to order at 6:00 p.m.

ROLL CALL

PRESENT

Mayor Corey Haines
Mayor Pro Tem William Mier
Councilwoman Toya Aaron
Councilman Sean Fleming
Councilor Laurie Gerald
Councilor Emily Rohrbach
Councilor Quinn Wright

ALSO PRESENT

City Manager Melissa Marsh
City Attorney Larry Sherman
Assistant City Attorney Tim Burns
DPS Director Sean Ballantine
Library Director Vanessa Verdun Morris
City Clerk Mary Daley
Assistant to the City Manager Harley Mordarski

MEETING OPEN TO THE PUBLIC:

Mayor Haines opened the meeting to the public at 6:01 pm. Seeing no members of the public wishing to speak, public comment was closed at 6:01 pm.

NEW BUSINESS:

1. Boards and Commission Discussion

City Manager Melissa Marsh presented a review of the City's 24 active boards and commissions which includes over 135 appointments. She highlighted recurring operational challenges faced by administration and staff, including overly broad annual work plans lacking quantitative reporting, compliance and permitting oversights, attendance and quorum struggles, last-minute demands on personnel, and volunteer burnout caused by duplicated efforts.

City Manager Marsh introduced a proposal to establish a consolidated 7- up to 15-member RAISE (Recreation, Arts, Inclusivity, and Special Events) Board. The proposed body would merge the functions of the Parks & Recreation Advisory Board, Arts Board, and Human Relations Commission (HRC) into a unified committee supported by subcommittees and a citywide volunteer pool. RAISE was designed to streamline special event coordination, maintain a shared community calendar, and establish structured monthly coordination across DPS, Public Safety, and Parks staff.

City Council engaged in a comprehensive discussion regarding the proposed structure. While Council members unanimously supported establishing stronger event coordination and protecting City Staff from last-minute operational strain, opinions varied against merging the Human Relations Commission (HRC) and the Arts Board. City Manager Marsh affirmed that Staff's primary objective was obtaining clear operational guardrails to prevent uncoordinated event overload.

Following deliberation, City Council reached consensus on the following directives:

- Maintain the existing advisory boards in their current independent structures.
- Give explicit authority to the City Manager to declare a seat vacant and remove any board or commission member who accumulates three (3) absences within a 12-month period, regardless of whether the absences are excused or unexcused, to ensure meeting quorums and operational continuity.
- Directed all boards and commissions to submit detailed, standardized annual work plans containing clear metrics and 12-month event planning schedules. Granted authority to the City Manager to administratively cancel any scheduled event if required site plans, permits, staffing arrangements, or operational details are not finalized at least two (2) months prior to the event date.
- Reaffirmed that Council members should direct all operational questions through the City Manager or Mayor rather than contacting board members or City Staff directly.
- Agreed to allow inactive advisory bodies to sunset naturally as member terms expire.
- Directed City Manager Marsh to incorporate these approved guardrails into an updated Board and Commission Handbook and present it to City Council for formal approval before the end of the year.

ADJOURNMENT

Having no further business, Mayor Haines adjourned the meeting at 7:54 p.m.

Corey K. Haines, Mayor

Mary Daley, City Clerk