

Minutes of the regular meeting of the City Commission held Monday, September 12, 2016, at 7:00 p.m., in the City Commission Room.

Mayor Ling called the meeting to order and the Pledge of Allegiance was recited.

Commissioners Present: Mayor Ling and Vice Mayor Lents; Commissioners Gillis, Holton, Kulick, Madaj and Verleger

Commissioners Absent: None

Others Present: City Manager Ridley, City Clerk Howard and City Attorney Mish

Proclamations and Presentations

Mayor Ling read and presented a proclamation in support of "General Aviation Appreciation Month" to Director of Public Works Zang.

Mayor Ling read and presented a proclamation in support of "United Way Week September 11 - 17, 2016" to United Way of Isabella County President/CEO, Tom Olver and members of the Board of Directors.

Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items;
  - a. PEAK Summer Enrollment Report.
2. Correspondence from the Movies by Moonlight Committee regarding the fifth annual Movies by Moonlight season.
3. Correspondence from Republic Services regarding ordinance to amend Section 50.12 of the Mt. Pleasant Code of Ordinances regarding limiting hours for solid waste pickup.
4. Mt. Pleasant Planning Commission Minutes. (August)
5. Zoning Board of Appeals Minutes. (February)

Moved by Commissioner Kulick and supported by Commissioner Holton to approve the following items on the Consent Calendar:

1. Minutes of the regular meeting of the City Commission held August 22, 2016.
2. Resolution to Amend 2016 Operating Budget as follows:
 

WHEREAS, Article VII, Section 10 authorizes the City Commission to amend the annual operating budget by resolution, and

WHEREAS, the 2016 operating budget was originally adopted by resolution on December 7, 2015 and

WHEREAS, the activities of the City since the budget was adopted have been such as to necessitate an amendment at this time,

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2016 operating budget be amended, effective immediately.

	Fund Balance <u>January 1</u>	2016 <u>Revenue</u>	2016 <u>Expenditures</u>	Fund Balance <u>December 31</u>
<b><u>GOVERNMENTAL FUNDS</u></b>				
<b><u>GENERAL FUND</u></b>				
Unassigned	\$3,034,426	\$11,780,690		
Legislative Division			\$1,347,910	
Finance Division			1,094,360	
Public Safety Division			6,586,060	
Community Services Division			3,604,820	
Public Works Division			882,960	
Amount from Fund Balance			(558,900)	
Total Unassigned	3,034,426	\$11,780,690	\$12,957,210	\$1,857,906
Assigned for Next Year's Budget	558,900	15,750	558,900	15,750

Assigned for Economic Development	669,675	6,520	363,930	312,265
Assigned for Projects/Programs Restricted	1,568,022	182,600	1,273,300	477,322
Non-spendable	213,102	234,900	238,040	209,962
	449,770	0	6,520	443,250
<b>Total General Fund</b>	<b>\$6,493,895</b>	<b>\$12,220,460</b>	<b>\$15,397,900</b>	<b>\$3,316,455</b>

**SPECIAL REVENUE FUNDS**

**MAJOR STREET FUND**

Restricted	\$1,334,350	\$1,375,530	\$1,330,830	\$1,379,050
Restricted for Donation	15,399	0	0	15,399
<b>Total Major Street Fund</b>	<b>1,349,749</b>	<b>1,375,530</b>	<b>1,330,830</b>	<b>1,394,449</b>

**LOCAL STREET FUND**

Restricted	455,101	994,270	1,147,310	302,061
Restricted for Donation	50,000	105,000	155,000	0
<b>Total Local Street Fund</b>	<b>505,101</b>	<b>1,099,270</b>	<b>1,302,310</b>	<b>302,061</b>

**SPECIAL ASSESSMENT COMMITTED**

369,089	3,360	147,240	225,209
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**DOWNTOWN IMPROVEMENT & PARKING FUND**

Restricted from Special Assessment	67,914	267,930	270,780	65,064
Assigned	1,227	0	0	1,227
<b>Total Downtown Fund</b>	<b>69,141</b>	<b>267,930</b>	<b>270,780</b>	<b>66,291</b>

**PARKS & RECREATION FUND**

Restricted for PEAK	0	165,400	165,400	0
Assigned for PEAK	427,305	412,000	411,560	427,745
Assigned for Projects	132,780	0	0	132,780
Assigned for Recreation	93,610	514,980	536,110	72,480
<b>Total Parks &amp; Recreation Fund</b>	<b>653,695</b>	<b>1,092,380</b>	<b>1,113,070</b>	<b>633,005</b>

**BLOCK GRANT FUND**

Assigned for Owner Occupied - Hsg.	31,045	0	0	31,045
Assigned	433,515	800	117,600	316,715
<b>Total Block Grant Fund</b>	<b>464,560</b>	<b>800</b>	<b>117,600</b>	<b>347,760</b>

**Building Authority Fund Restricted**

4,646	306,804	311,450	0
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**Cemetery Fund Committed**

180,101	6,300	0	186,401
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**Total Governmental Funds**

<b>Appropriated Budget</b>	<b>\$10,089,977</b>	<b>\$16,372,834</b>	<b>\$19,991,180</b>	<b>\$6,471,631</b>
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FURTHER, BE IT RESOLVED, that the following informational summaries be approved for the Capital Project, Debt Service, Component Units, and Proprietary Funds for the year beginning January 1, 2016 and ending December 31, 2016.

	Fund Balance January 1	2016 Revenue	2016 Expenditures	Fund Balance December 31
<b>CAPITAL PROJECT FUNDS</b>				
<b>CAPITAL IMPROVEMENT FUND</b>				
Committed for Projects	\$617,000	\$70,000	\$115,000	\$572,000
Committed	297,271	779,530	558,480	518,321
<b>Total Capital Improvement Fund</b>	<b>914,271</b>	<b>849,530</b>	<b>673,480</b>	<b>1,090,321</b>
<b>DEBT SERVICE FUNDS</b>				
Borden Building Debt Restricted	106,587	296,330	339,950	62,967

**Capital Project and Debt Service Funds**

<b>Informational Summaries</b>	<b>\$1,020,858</b>	<b>\$1,145,860</b>	<b>\$1,013,430</b>	<b>\$1,153,288</b>
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Working Capital	Sources of Working Capital	Uses of Working Capital	Working Capital
<u>January 1</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>

**Component Units****MISSION STREET DDA FUND**

Assigned	435,000\$	235,000\$	420,000\$	250,000\$
Unassigned	91,834	37,540	66,250	63,124
<b>Total Mission Street DDA Fund</b>	<b>526,834</b>	<b>272,540</b>	<b>486,250</b>	<b>313,124</b>

**TAX INCREMENT FIN AUTH FUND**

Central Business District Restricted	42,437	0	0	42,437
Central Business District Assigned	345,000	160,000	55,000	450,000
Central Business District Unassigned	106,525	132,080	177,880	60,725
Ind Park North Assigned	110,000	0	10,000	100,000
Ind Park North Unassigned	6,076	690	-300	7,066
<b>Total TIFA</b>	<b>610,038</b>	<b>292,770</b>	<b>242,580</b>	<b>660,228</b>

**LOCAL DEVELOPMENT FIN AUTHORITY**

Assigned	50,000	0	0	50,000
Unassigned	171,096	121,000	127,690	164,406
<b>Total LDFA</b>	<b>221,096</b>	<b>121,000</b>	<b>127,690</b>	<b>214,406</b>

**BROWNFIELD REDEVELOPMENT FUND**

Assigned for Remediation	101,078	28,270	127,280	2,068
Assigned for Developers	22,109	158,621	180,730	0
Assigned for Incentives	57,288	709	0	57,997
<b>Total Brownfield</b>	<b>180,475</b>	<b>187,600</b>	<b>308,010</b>	<b>60,065</b>

**ECONOMIC DEVELOPMENT CORPORATION**

Assigned Parking Lot	10,500	1,500	0	12,000
Assigned Downtown Loans	46,632	0	46,632	0
Assigned Economic Development	352,120	0	352,120	0
Unassigned	13,418	6,930	5,058	15,290
<b>Total EDC</b>	<b>422,670</b>	<b>8,430</b>	<b>403,810</b>	<b>27,290</b>

**Total Component Unit Funds**

<b>Informational Summaries</b>	<b>\$1,961,113</b>	<b>\$882,340</b>	<b>\$1,568,340</b>	<b>\$1,275,113</b>
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Working Capital	Sources of Working Capital	Uses of Working Capital	Working Capital
<u>January 1</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>

**PROPRIETARY FUNDS****Enterprise Funds****LAND DEVELOPMENT FUND**

Restricted	\$170	0	0	\$170
Unassigned	160,069	3,797,090	3,866,140	91,019
<b>Total Land Development</b>	<b>160,239</b>	<b>3,797,090</b>	<b>3,866,140</b>	<b>91,189</b>

**AIRPORT FUND**

Restricted	77,000	63,750	113,750	27,000
Assigned	82,519	0	0	82,519
Unassigned	5,897	729,590	695,930	39,557
<b>Total Airport</b>	<b>165,416</b>	<b>793,340</b>	<b>809,680</b>	<b>149,076</b>

<b>SEWER FUND</b>				
Assigned	131,627	240,000	217,880	153,747
Restricted	696,963	90,000	78,000	708,963
Unassigned	1,292,709	2,278,000	2,311,900	1,258,809
<b>Total Sewer</b>	<b>2,121,299</b>	<b>2,608,000</b>	<b>2,607,780</b>	<b>2,121,519</b>
<b>WATER FUND</b>				
Restricted	596,700	0	0	596,700
Assigned	1,458,719	337,000	622,040	1,173,679
Unassigned	831,290	2,513,980	2,956,190	389,080
<b>Total Water</b>	<b>2,886,709</b>	<b>2,850,980</b>	<b>3,578,230</b>	<b>2,159,459</b>
<b>SOLID WASTE FUND</b>				
Restricted	297,346	0	0	297,346
Assigned	38,000	0	0	38,000
Unassigned	890,301	520,200	553,290	857,211
<b>Total Solid Waste</b>	<b>1,225,647</b>	<b>520,200</b>	<b>553,290</b>	<b>1,192,557</b>
<b>Internal Service Funds</b>				
<b>CENTRAL STORES FUND</b>	123,093	53,850	176,943	0
<b>MOTOR POOL FUND</b>				
Assigned	255,500	0	255,500	0
Unassigned	707,725	748,200	717,800	738,125
<b>Total Motor Pool</b>	<b>963,225</b>	<b>748,200</b>	<b>973,300</b>	<b>738,125</b>
<b>SELF INSURANCE FUND</b>	<b>1,789,293</b>	<b>2,167,100</b>	<b>2,716,600</b>	<b>1,239,793</b>
<b>Total Proprietary Funds</b>				
<b>Informational Summaries</b>	<b>\$9,434,921</b>	<b>\$13,538,760</b>	<b>\$15,281,963</b>	<b>\$7,691,718</b>

3. Received Fall 2016 Saginaw Chippewa Indian Tribe 2% funding requests from various City departments.
  4. Payroll dated August 26, 2016 and warrants dated August 24 and September 2 and 6, 2016 all totaling \$2,038,769.31.
- Motion unanimously adopted.

A public hearing was held on Special Assessment District 3-2016 to consider Resolution No. 5 for approval of the roll and setting of payment terms for Special Assessment. There being no public comments or communications, the Mayor closed the public hearing.

Moved by Vice Mayor Lents and supported by Commissioner Kulick to approve the adoption of the following Resolution No. 5 for approval of the roll and setting of payment terms for Special Assessment.

**SPECIAL ASSESSMENT DISTRICT 3-2016  
RESOLUTION NO. 5**

WHEREAS, the City Commission has met after due and legal notice and reviewed the special assessment roll to defray Special Assessment District No. 3-2016 share of the cost of certain public expenditures, described as: overlay the alley in the block between Kinney on the west, Arnold on the east, Bellows on the south and Gaylord on the north in the City Special Assessment District No. 3-2016;

WHEREAS, after hearing all persons interested therein and after carefully reviewing the special assessment roll, the Commission deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon are in accordance with the benefits to be derived by each parcel of land assessed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor, in the amount of \$9,000 with \$8,100 being paid by the properties specially benefited and with \$900 paid by the city-at-large is hereby confirmed.

2. Said special assessment roll is payable in two (2) annual installments which shall be due and payable on July 1, 2018 and July 1, 2019.

3. Interest shall be charged on the unpaid balance of said special assessment roll at the rate of three percent (3%), commencing three (3) months after notification that the project has been completed. There will be no interest if paid within three (3) months of the written notification from the City Treasurer.

4. The City Clerk is directed to attach his warrant to a certified copy of this resolution within ten (10) days after its adoption requesting the City Assessor to spread and the City Treasurer to collect the sums and amounts as directed by the Commission.

5. The City Clerk is directed to endorse the date of confirmation on the roll.

6. All resolutions and parts of resolutions conflicting with the provisions of this resolution are rescinded.

Motion unanimously adopted.

A public hearing was held on Special Assessment District 4-2016 to consider Resolution No. 5 for approval of the roll and setting of payment terms for Special Assessment. There being no public comments or communications, the Mayor closed the public hearing.

Moved by Vice Mayor Lents and supported by Commissioner Kulick to approve the adoption of the following Resolution No. 5 for approval of the roll and setting of payment terms for Special Assessment District 4-2016.

SPECIAL ASSESSMENT DISTRICT 4-2016  
RESOLUTION NO. 5

WHEREAS, the City Commission has met after due and legal notice and reviewed the special assessment roll to defray Special Assessment District No. 4-2016 share of the cost of certain public expenditures, described as: overlay the alley in the block between Kinney on the west, Arnold on the east, Maple on the south and Locust on the north in the City Special Assessment District No. 4-2016;

WHEREAS, after hearing all persons interested therein and after carefully reviewing the special assessment roll, the Commission deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon are in accordance with the benefits to be derived by each parcel of land assessed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor, in the amount of \$3,960 with \$3,564 being paid by the properties specially benefited and with \$396 paid by the city-at-large is hereby confirmed.

2. Said special assessment roll is payable in one (1) annual installment which shall be due and payable on July 1, 2018.

3. Interest shall be charged on the unpaid balance of said special assessment roll at the rate of three percent (3%), commencing three (3) months after notification that the project has been completed. There will be no interest if paid within three (3) months of the written notification from the City Treasurer.

4. The City Clerk is directed to attach his warrant to a certified copy of this resolution within ten (10) days after its adoption requesting the City Assessor to spread and the City Treasurer to collect the sums and amounts as directed by the Commission.

5. The City Clerk is directed to endorse the date of confirmation on the roll.

6. All resolutions and parts of resolutions conflicting with the provisions of this resolution are rescinded.

Motion unanimously adopted.

A public hearing was held on Special Assessment District 5-2016 to consider Resolution No. 5 for approval of the roll and setting of payment terms for Special Assessment. There being no public comments or communications, the Mayor closed the public hearing.

Moved by Vice Mayor Lents and supported by Commissioner Madaj to approve the adoption of the following Resolution No. 5 for approval of the roll and setting of payment terms for Special Assessment District 5-2016.

SPECIAL ASSESSMENT DISTRICT 5-2016  
RESOLUTION NO. 5

WHEREAS, the City Commission has met after due and legal notice and reviewed the special assessment roll to defray Special Assessment District No. 5-2016 share of the cost of certain public expenditures, described as: overlay the alley in the block between University on the west, Franklin on the east, Chippewa on the south, and Lincoln on the north in city Special Assessment District 5-2016.

WHEREAS, after hearing all persons interested therein and after carefully reviewing the special assessment roll, the Commission deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon are in accordance with the benefits to be derived by each parcel of land assessed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor, in the amount of \$4,505 with \$4,055 being paid by the properties specially benefited and with \$450 paid by the city-at-large is hereby confirmed.
2. Said special assessment roll is payable in two (2) annual installments which shall be due and payable on July 1, 2018 and July 1, 2019.
3. Interest shall be charged on the unpaid balance of said special assessment roll at the rate of three percent (3%), commencing three (3) months after notification that the project has been completed. There will be no interest if paid within three (3) months of the written notification from the City Treasurer.
4. The City Clerk is directed to attach his warrant to a certified copy of this resolution within ten (10) days after its adoption requesting the City Assessor to spread and the City Treasurer to collect the sums and amounts as directed by the Commission.
5. The City Clerk is directed to endorse the date of confirmation on the roll.
6. All resolutions and parts of resolutions conflicting with the provisions of this resolution are rescinded.

Motion unanimously adopted.

A public hearing was held on Special Assessment District 6-2016 to consider Resolution No. 3 to proceed with improvements and Resolution No. 4 to accept the special assessment roll and set a public hearing for Monday, September 26, 2016 regarding said roll for special Assessment District 6-2016. There being no public comments or communications, the Mayor closed the public hearing.

Moved by Commissioner Gillis and supported by Commissioner Kulick to approve the adoption of the following Resolution Nos. 3 and 4 to commence the proceedings for Special Assessment District 6-2016 and set a public hearing on same for Monday, September 26, 2016 at 7:00 p.m.:

SPECIAL ASSESSMENT DISTRICT 6-2016  
RESOLUTION NO. 3

WHEREAS, the City Commission, after due and legal notice, has met and heard all interested persons to be affected by the proposed public improvements hereinafter described;

AND, WHEREAS, the City Commission deems it advisable and necessary to proceed with Special Assessment No. 6-2016;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Commission hereby determines to install public improvements as follows: overlay the alley in the block between Pleasant on the west, Douglas on the east, May on the south and dead-end at High on the north in the City Special Assessment District No. 6-2016.

2. The plans, profiles and specifications previously prepared by the City Manager are hereby approved.
3. The Commission hereby approves the detailed estimates of cost and determines that of said total estimated cost of \$3,000. The amount of \$2,700 shall be paid by special assessments upon the properties specially benefited, and the amount of \$300 shall be the obligation of the city-at-large because of the benefit to the city-at-large.
4. The City Assessor is directed to prepare a special assessment roll in accordance with the Commission's determination.
5. When the Assessor has completed the assessment roll he shall file the roll with the City Clerk for presentation to the Commission.
6. All resolutions and parts of resolutions conflicting with the provisions of this resolution be and the same hereby are rescinded.

SPECIAL ASSESSMENT DISTRICT 6-2016  
RESOLUTION NO. 4

WHEREAS, the Assessor has prepared the special assessment roll for Special Assessment District No. 6-2016 to special assess that portion of the cost of the public improvements to the properties specially benefited by said public improvements, and the same has been presented to the City Commission by the City Clerk.

WHEREAS, the Special Assessment District No. 6-2016 is described as: overlay the alley in the block between Pleasant on the west, Douglas on the east, May on the south and dead-end at High on the north in the City Special Assessment District No. 6-2016.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is accepted and will be on file in the office of the City Clerk for public examination.
2. The City Commission shall meet at City Hall, 320 W. Broadway Street, Mt. Pleasant, Michigan, at 7:00 p.m., Eastern Standard Time, on September 26, 2016 to hear all persons interested in reviewing the special assessment roll, and shall be afforded an opportunity to be heard, and the City Clerk is directed to publish and mail, in accordance with applicable statutory and ordinance provisions, the notice of hearing.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Motion unanimously adopted.

A public hearing was held on proposed Ordinance to amend Section 50.15 of the Mt. Pleasant Code of Ordinances regarding curbside recycling. There being no public comment or communications received, the Mayor closed the public hearing.

Moved by Commissioner Kulick and supported by Vice Mayor Lents that Ordinance 1015, an Ordinance to amend Section 50.15 of the Mt. Pleasant Code of Ordinances regarding curbside recycling having been introduced and read, now be passed, ordained and ordered published.

AYES: Commissioners Gillis, Holton, Kulick, Lents, Ling, Madaj and Verleger

NAYS: None

ABSENT: None

Motion unanimously adopted.

A public hearing was held on proposed Ordinance to amend Section 50.12 of the Mt. Pleasant Code of Ordinances regarding limiting hours for solid waste pickup. Matt Biolette, Republic Services sent a letter in opposition of the ordinance amendment; Robert Banta, 1011 S. Arnold, spoke in support of the ordinance amendment; and Josh Ware, District Manager, Waste Management, spoke of possible safety concerns with pickups in some areas if the proposed changes were adopted. There being no additional public comments or communications, the Mayor closed the Public Hearing.

Moved by Commissioner Holton and supported by Commissioner Kulick to postpone action on the proposed ordinance amendment until after future work session to have further discussion on possible solutions and alternatives.

AYES: Commissioners Holton, Kulick, Lents, Ling, Madaj and Verleger

NAYS: Commissioner Gillis

ABSENT: None

Motion carried.

Moved by Commissioner Kulick and supported by Commissioner Holton to receive the proposed 2017 Annual Operating Budget and set a public hearing on same for Monday, November 14, 2016 at 7:00 p.m. Motion unanimously adopted.

Moved by Commissioner Kulick and supported by Commissioner Madaj to set a special meeting for Wednesday, November 2, 2016 at 7:00 p.m. to discuss the 2017 Operating Budget. Motion unanimously adopted.

Moved by Commissioner Holton and supported by Commissioner Gillis to conduct a closed session pursuant to subsection 8(c) of the Open Meetings Act for strategy and negotiations sessions connected with negotiations of a collective bargaining agreement.

AYES: Commissioners Gillis, Holton, Kulick, Lents, Ling, Madaj and Verleger

NAYS: None

ABSENT: None

Motion unanimously adopted.

#### Announcements on City-Related Issues and New Business

Vice Mayor Lents announced Kathy Hill's retirement from Art Reach and that her years of work are very appreciated and that she will be missed. She thanked staff for installation of the new bike corral on Michigan Street and encourages citizens to use it.

Commissioner Kulick asked staff to check into honoring Kathy Hill in some way for her service.

Commissioner Gillis announced that there are board and commission vacancies and encouraged residents to apply.

#### Public Comment on Agenda and Non-Agenda Items

Ian Elliot, SGA President, 907 S. Main, introduced himself and the new SGA City Commission Liaison. Ian spoke in regards to some concerns with relationships between City and CMU students and would like to see multiple meetings of the City/CMU Liaison Committee to further discussions.

The Commission recessed at 7:50 p.m. and went into a work session at 7:58 p.m.

#### WORK SESSION

##### Potential changes to ordinance provisions to ensure consistency with State law.

Discussion ensued.

Recommendation will be on next agenda.

##### Potential changes to Ordinance section 93.03 regarding outdoor burning.

Discussion ensued.

Staff will do further research on possible options and report back to the Commission.

Potential changes to Ordinance section 154.004 and 152.007 regarding reference to latest edition of Property Maintenance Code.

Discussion ensued.

Recommendation will be on next agenda.

The Commission recessed at 8:49 p.m. and went into a closed session at 8:55 p.m. A separate set of minutes was taken for the closed session. The Commission went back into open session at 9:21 p.m.

Mayor Ling adjourned the meeting at 9:22 p.m. without objection.

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Kathleen Ling, Mayor

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Jeremy Howard, City Clerk