

Minutes of the regular meeting of the City Commission held Monday, December 9, 2019, at 7:02 p.m., in the City Commission Room.

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

Commissioners Present: Mayor Joseph and Vice Mayor Gillis; Commissioners Kulick, LaLonde, Ling, Perschbacher and Tolas

Commissioners Absent: None

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

Proclamations and Presentations

Parks and Public Spaces Director Bundy introduced newly hired Parks and Grounds staff Cody Anderson and Lisa Meyers.

Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items.
  - a. Monthly report on police related citizen complaints received.
  - b. Year-end report on citizen group and the complaint process.
2. Economic Development Corporation Minutes. (August)
3. Parks and Recreation Commission Minutes. (November)

Moved by Commissioner Kulick and supported by Vice Mayor Gillis to approve the following items on the Consent Calendar:

1. Minutes of the regular meeting of the City Commission held November 25, 2019.
2. Minutes of the closed session of the City Commission held November 25, 2019.
3. Bid of F & K Tree Service, of Mt. Pleasant, Michigan for the 2020 and 2021 Tree Trimming and Removal project as follows: \$100 per hour for tree trimming, \$140 per hour for tree removal, and \$150 per hour for emergency work.
4. Resolution for Final Amended 2019 Operating Budget:

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

WHEREAS, the 2019 operating budget was originally adopted by resolution on December 10, 2018 and amended on September 9, 2019 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 2019 operating budget be amended, effective immediately.

	Fund Balance <u>January 1</u>	2019 Revenue	2019 Expenditures	Fund Balance <u>December 31</u>
<b><u>GOVERNMENTAL FUNDS</u></b>				
<b><u>GENERAL FUND</u></b>				
Unassigned	\$2,983,836	\$12,839,390		
Legislative Division			\$1,042,340	
Finance Division			1,437,500	
Public Safety Division			6,779,040	
Community Services Division			2,375,020	
Public Works Division			828,550	
Amount from Fund Balance			(148,310)	
Total Unassigned	2,983,836	\$12,839,390	\$12,314,140	\$3,509,086
Assigned for Next Year's Budget	148,310	19,260	148,310	19,260
Assigned for Economic Development	491,252	80,000	108,840	462,412
Assigned for Projects/Programs	1,016,922	781,640	450,240	1,348,322
Restricted	745,958	247,150	329,440	663,668

Non-spendable	590,192	0	0	590,192
Total General Fund	\$5,976,470	\$13,967,440	\$13,350,970	\$6,592,940
<b>SPECIAL REVENUE FUNDS</b>				
<b>MAJOR STREET FUND</b>				
Restricted	\$2,669,631	\$1,768,200	\$2,570,240	\$1,867,591
Restricted for Donation	139,399	0	124,000	15,399
Total Major Street Fund	2,809,030	1,768,200	2,694,240	1,882,990
<b>LOCAL STREET FUND</b>				
Restricted	776,905	1,168,910	1,115,440	830,375
Restricted for Donation	40,000	0	5,000	35,000
Total Local Street Fund	816,905	1,168,910	1,120,440	865,375
SPECIAL ASSESSMENT COMMITTED	334,347	34,470	83,020	285,797
<b>DOWNTOWN SPECIAL ASSESSMENT</b>				
Restricted from Special Assessment	45,701	123,690	157,810	11,581
Assigned from General Fund and Parking	64,352	0	30,254	34,098
Total Downtown Fund	110,053	123,690	188,064	45,679
<b>PARKS &amp; RECREATION FUND</b>				
Restricted for PEAK	0	308,000	308,000	0
Restricted for Recreation	0	29,700	19,700	10,000
Assigned for PEAK	406,697	414,620	368,730	452,587
Assigned for Recreation	61,660	628,840	566,000	124,500
Total Parks & Recreation Fund	468,357	1,381,160	1,262,430	587,087
<b>BLOCK GRANT FUND</b>				
Assigned for Owner Occupied - Hsg.	28,491	0	0	28,491
Assigned	317,416	2,800	0	320,216
Total Block Grant Fund	345,907	2,800	0	348,707
Cemetery Fund Committed	202,872	10,800	0	213,672
<b>Total Governmental Funds</b>				
<b>Appropriated Budget</b>	<b>\$11,063,941</b>	<b>\$18,457,470</b>	<b>\$18,699,164</b>	<b>\$10,822,247</b>

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, 2019 and ending December 31, 2019

	Fund Balance January 1	2019 Revenue	2019 Expenditures	Fund Balance December 31
<b>CAPITAL PROJECT FUNDS</b>				
<b>CAPITAL IMPROVEMENT FUND</b>				
Committed for Projects	\$447,100	\$163,000	\$67,200	\$542,900
Committed	1,429,037	568,850	181,730	1,816,157
Total Capital Improvement Fund	1,876,137	731,850	248,930	2,359,057
<b>DEBT SERVICE FUNDS</b>				
Borden Building Debt Restricted	117,824	345,660	363,950	99,534
<b>Capital Project and Debt Service Funds</b>				
<b>Informational Summaries</b>	<b>\$1,993,961</b>	<b>\$1,077,510</b>	<b>\$612,880</b>	<b>\$2,458,591</b>

	Working Capital <u>January 1</u>	Sources of Working Capital <u>Capital</u>	Uses of Working Capital <u>Capital</u>	Working Capital <u>December 31</u>
<b>Component Units</b>				
<b>MISSION STREET DDA FUND</b>				
Assigned	\$253,300	\$275,620	\$104,920	\$424,000
Unassigned	78,946	24,980	41,930	61,996
<b>Total Mission Street DDA Fund</b>	<b>332,246</b>	<b>300,600</b>	<b>146,850</b>	<b>485,996</b>
<b>TAX INCREMENT FIN AUTH FUND</b>				
Central Business District Restricted	42,437	0	0	42,437
Central Business District Assigned	602,966	390,863	40,100	953,729
Central Business District Unassigned	176,513	0	176,513	0
Ind Park North Assigned	90,000	0	0	90,000
Ind Park North Unassigned	6,712	1,800	2,200	6,312
<b>Total TIFA</b>	<b>918,628</b>	<b>392,663</b>	<b>218,813</b>	<b>1,092,478</b>
<b>LOCAL DEVELOPMENT FIN AUTHORITY</b>				
Assigned	209,503	1,700	2,382	208,821
Unassigned	17,678	118,500	120,878	15,300
<b>Total LDFA</b>	<b>227,181</b>	<b>120,200</b>	<b>123,260</b>	<b>224,121</b>
<b>BROWNFIELD REDEVELOPMENT FUND</b>				
Assigned	9,534	167,380	162,810	14,104
Unassigned	277	200	0	477
<b>Total Brownfield</b>	<b>9,811</b>	<b>167,580</b>	<b>162,810</b>	<b>14,581</b>
<b>ECONOMIC DEVELOPMENT CORPORATION</b>				
Assigned Parking Lot	15,000	1,950	0	16,950
Assigned General Fund Loan	0	173,440	65,000	108,440
Unassigned	23,632	7,800	7,800	23,632
<b>Total EDC</b>	<b>38,632</b>	<b>183,190</b>	<b>72,800</b>	<b>149,022</b>
<b>Total Component Unit Funds</b>				
<b>Informational Summaries</b>	<b><u>\$1,526,498</u></b>	<b><u>\$1,164,233</u></b>	<b><u>\$724,533</u></b>	<b><u>\$1,966,198</u></b>
	Working Capital <u>January 1</u>	Sources of Working Capital <u>Capital</u>	Uses of Working Capital <u>Capital</u>	Working Capital <u>December 31</u>
<b>PROPRIETARY FUNDS</b>				
<b>Enterprise Funds</b>				
<b>LAND DEVELOPMENT FUND</b>				
Restricted	\$242,170	0	0	\$242,170
Unassigned	(16,431)	96,400	93,720	(13,751)
<b>Total Land Development</b>	<b>225,739</b>	<b>96,400</b>	<b>93,720</b>	<b>228,419</b>
<b>AIRPORT FUND</b>				
Restricted	31,062	45,000	76,062	0
Assigned	82,519	0	0	82,519
Unassigned	81,540	313,690	333,838	61,392
<b>Total Airport</b>	<b>195,121</b>	<b>358,690</b>	<b>409,900</b>	<b>143,911</b>
<b>SEWER FUND</b>				
Assigned	247,194	340,000	131,720	455,474
Restricted	1,368,618	789,800	275,550	1,882,868
Unassigned	1,607,396	1,472,400	1,742,370	1,337,426
<b>Total Sewer</b>	<b>3,223,208</b>	<b>2,602,200</b>	<b>2,149,640</b>	<b>3,675,768</b>

<b>WATER FUND</b>				
Restricted	352,800	150,000	0	502,800
Assigned	1,275,622	440,000	438,620	1,277,002
Unassigned	1,028,274	2,792,070	2,538,480	1,281,864
<b>Total Water</b>	<b>2,656,696</b>	<b>3,382,070</b>	<b>2,977,100</b>	<b>3,061,666</b>
<b>SOLID WASTE FUND</b>				
Restricted	230,000	0	15,000	215,000
Unassigned	989,723	608,300	697,720	900,303
<b>Total Solid Waste</b>	<b>1,219,723</b>	<b>608,300</b>	<b>712,720</b>	<b>1,115,303</b>
<b>Internal Service Funds</b>				
<b>MOTOR POOL FUND</b>				
Assigned	118,000	393,000	118,000	393,000
Unassigned	758,881	1,012,420	1,276,490	494,811
<b>Total Motor Pool</b>	<b>876,881</b>	<b>1,405,420</b>	<b>1,394,490</b>	<b>887,811</b>
<b>SELF INSURANCE FUND</b>	<b>1,544,741</b>	<b>2,501,340</b>	<b>3,038,240</b>	<b>1,007,841</b>
<b>Total Proprietary Funds</b>				
<b>Informational Summaries</b>	<b>\$9,942,109</b>	<b>\$10,954,420</b>	<b>\$10,775,810</b>	<b>\$10,120,719</b>

5. Authorize the Mayor and City Clerk to execute an addendum to the existing farming contract at the former Mt. Pleasant Center property with Robert Ervin for an additional one year.
  6. Set first meeting of 2020 for Monday, January 13, 2020 at 7:00 p.m. in the City Commission Room, City of Mt. Pleasant, 320 W. Broadway Street, Mt. Pleasant.
  7. Warrants dated November 26 and December 4, 2019 and Payrolls dated November 27, 2019 all totaling \$736,317.43.
- Motion unanimously adopted.

Received report on review of medical marihuana ordinances. No action required by the Commission.

The following Resolution approving the 2020 Annual Operating Budget and setting millage rate was offered by Commissioner Kulick and supported by Commissioner Ling:

WHEREAS, Article VII, Section 9, authorizes the City Commission to adopt by resolution the annual operating budget for the next fiscal year, and

WHEREAS, Article VII, Section 9, provides that the necessary tax upon real and personal property shall be provided for in the same resolution, and

WHEREAS, the following funds are created and amounts appropriated for each fund for the purpose of carrying out the various activities of the City of Mt. Pleasant during the year beginning January 1, 2020 and ending December 31, 2020;

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2020 operating budget be approved:

	ESTIMATED (A)			Fund
	Fund	2020	2020	Balance
	Balance	Revenue	Expenditures	December 31
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
<b>GOVERNMENTAL FUNDS</b>				
<b>GENERAL FUND</b>				
Unassigned	\$3,007,546	\$13,217,690		
Legislative Division			1,128,640	
Finance Division			1,644,520	
Public Safety Division			7,033,540	
Community Services Division			2,535,320	
Public Works Division			894,930	

Amount from Fund Balance			(19,260)	
Total Unassigned	3,007,546	\$13,217,690	\$13,217,690	\$3,007,546
Assigned for Next Year's Budget	19,260	0	19,260	0
Assigned for Economic Initiatives	462,412	386,880	0	849,292
Assigned for Projects/Programs	1,441,602	262,250	5,000	1,698,852
Restricted	426,448	8,500	342,850	92,098
Non-spendable	590,192	0	246,880	343,312
Total General Fund	\$5,947,460	\$13,875,320	\$13,831,680	\$5,991,100
<b>SPECIAL REVENUE FUNDS</b>				
<b>MAJOR STREET FUND</b>				
Restricted	\$1,613,891	\$2,676,360	\$2,971,300	\$1,318,951
Restricted for Donation	15,399	0	0	15,399
Total Major Street Fund	\$1,629,290	\$2,676,360	\$2,971,300	\$1,334,350
<b>LOCAL STREET FUND</b>				
Restricted	810,595	1,157,980	1,146,500	822,075
<b>SPECIAL ASSESSMENT COMMITTED</b>				
	285,527	19,490	84,000	221,017
<b>DOWNTOWN SPECIAL ASSESSMENT</b>				
Restricted from Special Assessment	20,981	132,670	140,340	13,311
Assigned from Parking	34,098	0	0	34,098
Total Downtown Fund	55,079	132,670	140,340	47,409
<b>RECREATION FUND</b>				
Restricted for PEAK	0	100,000	100,000	0
Restricted for Recreation	10,000	0	10,000	0
Assigned for PEAK	392,888	463,150	566,640	289,398
Assigned for Recreation	105,890	617,390	615,700	107,580
Total Recreation Fund	508,778	1,180,540	1,292,340	396,978
<b>BLOCK GRANT FUND</b>				
Assigned for Owner Occupied - Hsg.	28,491	0	0	28,491
Assigned	318,916	1,500	0	320,416
Total Block Grant Fund	347,407	1,500	0	348,907
Cemetery Fund Committed	213,672	10,800	0	224,472
<b>Total Governmental Funds</b>				
<b>Appropriated Budget</b>	<b>\$9,797,808</b>	<b>\$19,054,660</b>	<b>\$19,466,160</b>	<b>\$9,386,308</b>

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, 2020 and ending December 31, 2020.

	Fund Balance <u>December 31</u>	2020 Revenue	2020 Expenditures	Fund Balance <u>December 31</u>
<b><u>CAPITAL PROJECT FUNDS</u></b>				
<b>CAPITAL IMPROVEMENT FUND</b>				
Committed for Projects	394,900	120,000	191,000	323,900
Committed	1,749,997	588,310	604,000	1,734,307
Total Capital Improvement Fund	2,144,897	708,310	795,000	2,058,207
<b><u>DEBT SERVICE FUNDS</u></b>				
Borden Building Debt Restricted	32,284	345,710	356,017	21,977
<b>Capital Project and Debt Service Funds</b>				
<b>Informational Summaries</b>	<b>\$2,177,181</b>	<b>\$1,054,020</b>	<b>\$1,151,017</b>	<b>\$2,080,184</b>

	<u>Working Capital December 31</u>	<u>Sources of Working Capital</u>	<u>Uses of Working Capital</u>	<u>Working Capital December 31</u>
<b><u>Component Units</u></b>				
<b>MISSION STREET DDA FUND</b>				
Assigned	\$ 372,300	\$ 220,820	\$146,120	\$447,000
Unassigned	58,566	64,580	67,190	55,956
Total Mission Street DDA Fund	430,866	285,400	213,310	502,956
<b>TAX INCREMENT FIN AUTH FUND</b>				
Central Business District Restricted	42,437	0	42,437	0
Central Business District Assigned	932,129	16,110	431,433	516,806
Ind Park North Assigned	90,000	0	0	90,000
Ind Park North Unassigned	6,212	1,700	2,420	5,492
Total TIFA	1,070,778	17,810	476,290	612,298
<b>LOCAL DEVELOPMENT FIN AUTHORITY</b>				
Assigned	207,121	0	4,760	202,361
Unassigned	15,300	118,500	118,500	15,300
Total LDFA	222,421	118,500	123,260	217,661
<b>BROWNFIELD REDEVELOPMENT FUND</b>				
Assigned	14,354	162,030	161,990	14,394
Unassigned	477	200	0	677
Total Brownfield	14,831	162,230	161,990	15,071
<b>ECONOMIC DEVELOPMENT CORPORATION</b>				
Assigned Parking Lot	16,950	1,950	0	18,900
Assigned for General Fund Loan	108,440	0	108,440	0
Unassigned	23,632	600	1,700	22,532
Total EDC	149,022	2,550	110,140	41,432
<b>Total Component Unit Funds</b>				
<b>Informational Summaries</b>	<b><u>\$1,887,918</u></b>	<b><u>\$586,490</u></b>	<b><u>\$1,084,990</u></b>	<b><u>\$1,389,418</u></b>
	<u>Working Capital December 31</u>	<u>Sources of Working Capital</u>	<u>Uses of Working Capital</u>	<u>Working Capital December 31</u>
<b><u>PROPRIETARY FUNDS</u></b>				
<b>Enterprise Funds</b>				
<b>LAND DEVELOPMENT FUND</b>				
Restricted	\$242,170	0	192,000	\$50,170
Unassigned	(15,771)	224,380	223,735	(15,126)
Total Land Development	226,399	224,380	415,735	35,044
<b>AIRPORT FUND</b>				
Restricted	0	40,000	40,000	0
Assigned	82,519	0	0	82,519
Unassigned	59,252	790,310	834,610	14,952
Total Airport	141,771	830,310	874,610	97,471
<b>SEWER FUND</b>				
Assigned	458,134	150,000	150,000	458,134
Restricted	680,808	720,000	974,000	426,808
Unassigned	1,193,856	1,929,460	1,962,520	1,160,796
Total Sewer	2,332,798	2,799,460	3,086,520	2,045,738
<b>WATER FUND</b>				
Restricted	352,800	0	0	352,800
Assigned	1,201,622	440,000	596,000	1,045,622
Unassigned	1,240,274	2,991,640	2,884,638	1,347,276
Total Water	2,794,696	3,431,640	3,480,638	2,745,698

<b>SOLID WASTE FUND</b>				
Restricted	215,000	0	15,000	200,000
Unassigned	927,363	643,100	700,730	869,733
<b>Total Solid Waste</b>	<b>1,142,363</b>	<b>643,100</b>	<b>715,730</b>	<b>1,069,733</b>
<b><u>Internal Service Funds</u></b>				
<b>MOTOR POOL FUND</b>				
Unassigned	440,271	1,205,150	1,144,810	500,611
<b>SELF INSURANCE FUND</b>	<b>1,144,621</b>	<b>2,362,100</b>	<b>2,784,580</b>	<b>722,141</b>
<b>Total Proprietary Funds</b>				
<b>Informational Summaries</b>	<b>\$8,222,919</b>	<b>\$11,496,140</b>	<b>\$12,502,623</b>	<b>\$7,216,436</b>

WHEREAS, it is expected that the appropriations and working capital uses require that the City of Mt. Pleasant raise amounts totaling \$34,204,790 to finance all municipal operations during the fiscal year, and

WHEREAS, all funds, except the General Fund, Major Street Fund, Special Assessment Fund, Downtown Improvement Fund, Recreation Fund and Borden Debt, will generate moneys sufficient for the appropriations

NOW, THEREFORE, BE IT RESOLVED, that the following tax millages and levies be approved, but the Commission reserves the right to review the rates in Spring, 2020 and consider adjustments based on changed conditions.

	Property Tax Levy	Other Sources	Millage
General Fund			
Operating	\$ 5,632,200	\$7,405,520	12.410
Fire and Police Pension	837,600	-	1.840
<b>Total General Fund</b>	<b>\$ 6,469,800</b>	<b>\$ 7,405,520</b>	<b>14.250</b>
Capital Improvements	\$ 670,700	37,610	1.500
Borden Building Bonds	235,400	110,310	0.500
<b>Total Other funds</b>	<b>\$ 906,100</b>	<b>\$ 147,920</b>	<b>2.000</b>
<b>Total Millage</b>			<b>16.250</b>

(A) Projections as of August, 2019.

AYES: Commissioners Joseph, Kulick, LaLonde, Ling and Perschbacher

NAYS: Commissioners Gillis and Tolas

ABSENT: None

Motion carried.

Moved by Commissioner Kulick and supported by Commissioner Perschbacher to authorize the Mayor and City Clerk to sign the sanitary sewer service contract with Nottawa Township as presented. Motion unanimously adopted.

Moved by Commissioner Kulick and supported by Commissioner Ling to authorize the Mayor or City Clerk to sign the amended Memorandum of Agreement with the Saginaw Chippewa Indian Tribe for the former Mt. Pleasant Center Property as presented.

AYES: Commissioners Gillis, Joseph, Kulick, LaLonde, Ling and Perschbacher

NAYS: Commissioner Tolas

ABSENT: None

Motion carried.

Moved by Commissioner Kulick and supported by Mayor Joseph to approve a 2% wage increase to base salary for City Manager.

AYES: Commissioners Joseph, Kulick, LaLonde, Ling and Perschbacher

NAYS: Commissioners Gillis and Tolas

ABSENT: None

Motion carried.

Moved by Commissioner Kulick and supported by Commissioner LaLonde to cancel the December 16, 2019 regularly schedule City Commission meeting. Motion unanimously adopted.

Moved by Commissioner Kulick and supported by Commissioner Perschbacher to authorize Finance Director Kornexl to approve the issuance of payrolls and warrants from December 10, 2019 through January 10, 2020. Motion unanimously adopted.

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

City Manager Ridley commented that Census banners have been created for the 2020 Census. Three of the banners are in the City Chambers for viewing. She announced Director Zang's retirement as of January 2, 2020 and thanked him for his service to the City. She thanked the Commission for favorable performance review.

Commissioner Perschbacher announced that Annie Jr will be showing at the Broadway Theatre this coming Friday, Saturday and Sunday.

Commissioner Kulick thanked the citizens and staff for their support during his time as Commissioner and wished them well on future projects. He thanked Steve Swart for his work filming the Commission meetings and thanked him for the book he just wrote with pictures of the City of Mt. Pleasant.

Commissioner Ling commented that it has been an honor to serve as a Commissioner and thanked Commission, staff, other local governments, CMU students, Saginaw Chippewa Indian Tribe, family and friends, and citizens of Mt. Pleasant for their support during her time as a City Commissioner.

Commissioner Tolas voiced his disappointment in regard to the Planning Commission not moving forward with corrections to zoning ordinances.

Commissioner LaLonde thanked Commissioners Kulick and Ling for their service to the City and Commission.

Vice Mayor Gillis questioned if the closing on 410 West Broadway with Michigan Community Capital will still be happening; she expressed sympathy to the family of Don Chiodo on his passing and a moment of silence was observed; she wished Happy Holidays to all.

Mayor Joseph thanked Commissioners Ling and Kulick for their service on the City Commission and presented them with a gift of thanks.

Moved by Commissioner Kulick and supported by Commissioner Ling to adjourn the meeting at 8:16 p.m. Motion unanimously adopted.

---

William Joseph, Mayor

---

Jeremy Howard, City Clerk