

Work Session began at 5:45 p.m.

Present: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

Absent: None.

Interim City Manager Schooley informed the Commissioners of the following items:

Additional Funding Through the Michigan Transportation Fund

On February 7th Governor Snyder's office announced the General Fund will be providing an additional \$175 million of road and bridge funding for cities and villages as well as counties during the fiscal year 2019. The proposal will distribute the funds using the existing formula from Public Act 51. The estimated additional revenue (21.8%) for the cities and villages is \$38,150,000. The City of Alma is estimated to receive \$67,631 based on this proposal. The \$175 million is lapsed funding from 2016-17 fiscal years.

Speaker Leonard has countered saying that he would like to see that money made available as a supplemental to the 2018 budget, seeing as it is lapsed funding and available. Some legislators are concerned that trying to utilize the money in 2018 may be difficult and ask if the work could be done due to a shortage of workers that are available.

Just as a side note: Governor Snyder's proposed budget had no recommendation for a statutory increase in revenue sharing for locals. Constitutionally, revenue sharing payments will increase by 3.1% this year.

GOAL SETTING FOLLOW UP

Once again, I appreciate all the discussion and feedback in our goal setting session In January. I am happy and encouraged to see that many of us have similar thoughts on what we can do to move the City of Alma forward. If you haven't sent your finalized goals to me, there is still time. I will be processing those in the next week and get them back to you shortly. I believe it would be beneficial to have one more meeting to really pinpoint the 5-10 goals we agree that are priorities for staff in the upcoming year. We will start to implement and publicize the Employee Value Statement in the near future. The City of Alma employees are committed to serving our community by providing a transparent team centered approach. Our work is guided by our core values: L-TRIP Learning, Teamwork, Respect, Integrity, and Pride. The Commission and staff need to continue to come together, taking the time and making the commitment to work together to make Alma the place we all want it to be.

INTERNAL SERVICE FUND INFORMATION TECHNOLOGY

The following information is presented for consideration of a change to the way the City accomplishes management of its various information technology systems; both hardware and software. Traditionally, these costs have been accumulated in an internal service fund and then allocated among the various operating funds. The two employees charged with performing this work were Paul Borle and Karl Hagen. The amount budgeted for the information technology activity is \$187,855 for fiscal year 2017-2018. Therefore, that amount is also spread throughout all the operating funds.

I will be able to give you notes that show the internal service charges budgeted by operating fund, how much of those charges have been transferred to date and the internal service fund expenses to date.

There are a few reasons for the difference between Budget to Actual within the Internal Service Fund:

- The fiscal year is not complete
- The former Finance Director/Treasurer has left the employ of the City
- Karl Hagen personnel costs are reallocated to General Fund Treasurer activity

It will take a budget amendment to accommodate reallocating Karl Hagen to Treasurer for the remainder of the fiscal year. My estimate is an additional \$25,000. In following, Karl also picked up some Treasurer tasks. To accommodate

that change in staff time availability, IT Right has provided a quote for services to pick up the information technology work. The quote is an annual price of \$30,220.

At the moment, there is a budget surplus of \$67,401 in General Fund Information Technology internal service fund charges (across all general fund activities). This is enough budget to cover both reallocation of Karl Hagen personnel as well as contracting with IT Right.

The important point of considering contracting with IT Right is recognizing the City budgeted to spend \$187,855 for Information Technology services internally it can obtain for \$30,220 externally. There are city departments with experience with IT Right. Additionally, their technicians are certified and bonded.

Looking forward, I believe another important consideration would be to replace our current New World financial software with BS&A software systems. The IT Right team would facilitate that transition.

REDESIGN OF CITY HALL

If you have been in city hall lately you may have noticed some of our recent changes. Public Services Director Alan Leute worked with all of the departments in city hall to reconfigure many work stations. Everyone now has access in and out of their area, and I think everyone would agree that the setup is much more functional. Also, a big thank you to Alan who loaned the City some very nice murals that hang on the wall at the entry way to the administrative section of the building. We are continuing to look at inexpensive ways to make this building more inviting and useful to City residents. Any ideas would be appreciated.

CORRESPONDENCE ON REZONING OF MIDDLE SCHOOL BLOCK

Attached in this packet are two documents from City Attorney Costanzo in reference to the issues being raised in regard to the rezoning issue of the Old Middle School block. The first document is the City Attorney's opinion on if proper procedures were followed by staff with respect to the rezoning from R1 to R3. His opinion is that potential rezoning of that property has been brought to the Commission properly at this time.

The second document is the City Attorney's comments in response to a letter received from a property owner in the City of Alma requesting a hearing be held in front of the full commission reference the rezoning. The property owner has properly requested a hearing by certified mail. This hearing is not subject to the same requirements of a public hearing. The interested party making the request must be given notice of the hearing by personal service or certified mail 15 days in advance of the hearing. That mailing was delivered on 2/9/18. The hearing will be scheduled to take place at the February 27th Commission meeting.

ELECTION REMINDER

For those Commissioner's whose term expires this year, a reminder that if you plan on seeking re-election you must pick-up your petition packet from the City Clerk. Those packets will be due to the clerk's office by April 24th of this year. At this point and time the City Clerk has received two requests for packets from interested parties in the community.

The February 13, 2018, City Commission work session concluded at 6:04 p.m.

**Alma, Michigan
February 13, 2018**

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:08 p.m. at the Alma Municipal Building.

Present: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

Absent: None.

Mayor Mapes asked the City Commission and members of the audience to stand and recite the Pledge of Allegiance to the Flag.

Motion by Commissioner Ayers as supported by Commissioner Allman to approve the minutes of the January 22, 2018 Budget Goal Setting Session, the January 23, 2018 regular meeting and the January 23, 2018 Executive Closed Session.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Mott as supported by Commissioner Piccolo to approve the consent agenda items for payment in the following amounts of \$9,304.50 to Isabella Corporation for the Footing Drain Disconnect for the SQWIF & SRF project at 1035 W Superior; 2,370.00 to Dickinson Wright, PLLC for profession legal services through December 2017; \$1,700.62 to Great Lakes Central Railroad for the annual maintenance of traffic control devices on Iowa Street; \$7,415.00 to Great Lakes Central Railroad for the annual maintenance of traffic control devices on Woodworth, Ely, Smith Rd and Park Street; \$1,741.00 to Consumers Energy for replacement of the Center Suspension Street light at W Superior and Golfside Drive.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Ayers to approve the request for purchase in the amount of \$5,990.00 to Robinson Electric for Lift Station #9 & #10 Bypass parts, equipment and installation for the Wastewater Department.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Ayers as supported by Commissioner Allman to approve the request for purchase in the amount \$1,518.00 to Jim Navarre Ford Lincoln for and Injector for Truck #646 at the Public Works Garage.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Mott as supported by Vice-Mayor Harrington to approve the request for purchase in the amount \$3,440.00 to Premier Safety for 4 Carbon Cylinder and valve assembles for the Fire Department. Fire fund reimbursed with donated funds from the Luneack Foundation.

Yes: Allman, Ayers, Harrington, Mapes, , Mott, Nyman & Piccolo.

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Mott to approve the request for purchase in the amount of \$3,301.75 to CMP Distributors for Tactical Gun mount lights and holsters for the Police Department Officers. CMP Distributors is giving a \$500.00 credit for the officer's used holsters.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Ayers as supported by Commissioner Piccolo to receive and award the bid for the 2017 Sidewalk Replacement program to Crawford Contracting, Inc. in the amount of \$42,937.10.

Yes: Allman, Ayers, Harrington, Mapes, , Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Mott as supported by Commissioner Piccolo to adopt a resolution the Budget Amendment request to increase the Equipment Budget line item in the FY2018 Budget for the Rural Urban Fire Board by \$3,340.00.00 and to increase the Private Donations (Luneack Foundation) line item of the FY2018 budget for the Rural Urban Fire Department by \$3,340.00.

Yes: Allman, Ayers, Harrington, Mapes, , Mott, Nyman & Piccolo.

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve a resolution for a Michigan Department of Transportation Resolution of Intent to apply for financial assistance for FY2018-2019 under Act 51 of the Public Acts of 1951 for purposes of supporting the Alma Dial-A-Ride Transportation System.

Yes: Ayers, Allman, Harrington, Mapes, Mott, Nyman and Piccolo.

No: None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve a resolution to set February 22, 2018 at 3:00 p. m. to conduct interviews with the candidates for the City Manager position.

Yes: Ayers, Allman, Harrington, Mapes, Mott, Nyman and Piccolo.

No: None.

Motion by Commissioner Allman as supported by Commissioner Ayers to approve the introduction of Ordinance #795 to amend Chapter 50 of the Ordinances of the City of Alma to add Section 50-3 making it illegal to knowingly provide or permit incorrect or inaccurate information to the City Assessor.

Yes: Ayers, Allman, Harrington, Mapes, Mott, Nyman and Piccolo.

No: None.

Motion by Commissioner Ayers as supported by Commissioner Piccolo to adopt a resolution approving the changes to the Standard Lighting Contract dated 01/01/2012 with Consumers Energy for the removal and replacement of the street light at W Superior and Golfside Drive.

Yes: Ayers, Allman, Harrington, Mapes, Mott, Nyman and Piccolo.

No: None.

Motion by Commissioner Mott as supported by Commissioner Ayers to approve a purchase agreement between the City of Alma and Martin Bulger and Roberta Renshaw for the purchase of 148 Jade Ct. for \$10,500.00.

Yes: Ayers, Allman, Harrington, Mapes, Mott, Nyman and Piccolo.

No: None.

Motion by Commissioner Ayers as supported by Commissioner Piccolo to receive the following reports and place

them on file: Public Act 202 of 2017 Pension Report; Alma police report for January 2018; Building Permit January 2018 Report; Code Enforcement report for January 2018 and the Alma Police 2017 annual report.

Yes: Allman, Ayers, Harrington, Mapes, , Mott, Nyman & Piccolo.

No: None.

Received a report from the Rebuilding Alma's Wright DREAM Park Committee members Kristie Hancock of 435 N Luce and Amanda Huff of 570 Charles. The Committee wanted to thank the Commissioners and the City staff for all their support. The Committee has raised over \$100,000.00 of the \$200,000.00 needed to complete the project. They are applying for a Michigan Economic Development Community matching grant. The grant details that in order to receive the matching grant the Committee will have 45 days to get fully funded which is March 28, 2018. They have an online donation page on Facebook. The first set of play equipment has arrived. If the grant is awarded the order for the remaining equipment will be ordered by May 1st to be delivered by June. The building project can then start in July. The Committee has a request from a volunteer to remove the old playscape and are working on scheduling the removal.

Motion by Commissioner Piccolo as supported by Commissioner Allman to approve Warrant No. 18-14 and to authorize the City Treasurer to issue checks in payment of all claims.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

The Commissioners wanted to congratulate and thank the Rebuild Committee on their great efforts.

Commissioner Mott wanted to compliment Interim Public Safety Director and the Alma Police Department staff for the annual report. They are doing a great job.

Commissioner Allman stated that volunteerism will be the way to go, it will give them ownership.

City Attorney Costanzo echoed the thanks to the Rebuild Committee. It is fantastic. Great things are happening. Costanzo wanted to express that the rezoning petition has been withdrawn and that the next Agenda should note that the Zoning change petition has been withdrawn.

Interim City Manager Schooley pointed out that the playscape at Wright Park is being replaced by volunteerism. It will be a struggle for the City to manage and operate new assets.

Mayor Mapes noted that the playscape at Wright Park is 25 years old. The City has a lot of assets that need to be replaced such as our infrastructures. He appreciates the work City Staff is doing.

Mayor Mapes opened the floor for Public comment.

Michael Selmon, 614 Pine Ave. prepared to come in to speak against Ordinance #795 but now he likes the new ordinance #795. He wanted to express his appreciation to the City Commissioners for their understanding and commitment. He feels that the way forward is to continue to have dialogue and work together. He thanks the City Commission.

Laurie Wilson, 839 W Superior asked if the Wright Park memorial was going to stay after the rebuilding of the playscape? She was told that there is no plans to remove the memorial. She wanted to thank Interim Public Safety Director Williams for investigating the dog incident and for all he does for the Community. Happy Valentine's Day.

Being no further Public comment, Mayor Mapes asked for a motion to adjourn.

Motion by Commissioner Allman as supported by Commissioner Nyman to adjourn the regular meeting at 6:45 p.m.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Gregory S. Mapes, Mayor

Sheila Letourneau, City Clerk