

Present: Allman, Harrington, Mapes, Mott, Pitts & Stahl.

Absent: Piccolo.

Work Session began at 5:30 p.m.

City Manager Schooley presented the March 22, 2019 Newsletter for discussion:

Agenda Items

Resolutions of Support for Two Transportation Economic Development Fund (TEDF) Projects

Consider resolutions of support for TEDF grant applications for reconstruction of Hayes Ave. from Marquette to Michigan Ave. (start date July 2019) and Iowa St from Charles to Falkirk St. (start date July 2020). Both projects include new water and sanitary sewer mains and the installation of storm sewer upgrades.

Informational

Deer Population in City

Mr. Danial Carr of Mill Street called to inquire about the deer population that is inside the city. Asked if there had been any discussion about addressing the issue. He had been following the news and understands there have been other municipalities that have been dealing with an increase in the deer population that have been moving into cities and populated areas. I advised I would bring it to the commission for discussion.

Airport Authority

On March 21st the Airport Authority held a meeting to address the findings of the Municipal Financial Contributions Committee (MFCC). There was no vote for Pine River and Arcada to leave the Authority that was brought to the board. The committee discussed the idea of the best way to approach the Gratiot County Board of Commissioners to request an increase in funding from the county. Commission Chair George Bailey was in attendance and eventually it was decided that the MFCC would begin meeting with an appointed Gratiot Commission committee to discuss the possibilities including the makeup of the authority as we move forward. Overall it was apparent that the intent of all involved was to focus on the financial structure of the airport that would enable it to thrive in the future. The committees will meet within the next couple weeks to lay groundwork for a proposal to the county. There will be a letter that the MFCC has drafted to send to patrons of the airport asking for support.

Fiscally Ready Communities

Mayor Mapes, Commissioner Piccolo, and I attended a presentation by the Michigan Department of Treasury and MSU Extension on Fiscally Ready Communities. The ½ day seminar touched on many of the areas that we have been discussing in terms of our issues with the FY2018 audit. Topics ranged from policies to budgeting and fiscal sustainability. Overall the program was a good introductory piece that would be beneficial for both finance and administrative employees who are involved in budgeting and planning for the City. The program is going to be available in Mt. Pleasant this summer. I will be sure to sign up the administrative staff – and it is free of charge. A copy of the presentation for all of you to read at your leisure is available.

Proposal from ProNexus for Contracted Chief Financial Officer

The results of the FY2018 audit have forced the City to take a long hard look at the operations of the finance department. The systemic issues that were identified during the audit must be addressed. I have reached out to a recommended company, ProNexus and the fiancé committee has had preliminary discussions about our specific issues here in Alma. A copy of a draft proposal from ProNexus will give you an idea of some possibilities for their assistance. I would like to have a discussion with the commission prior to the committee reaching back out to ProNexus to discuss a more specific plan, if that is the direction the commission feels is necessary. The committee will discuss our findings during the work session on Tuesday.

Vice-Mayor Harrington read a report from the Finance Sub Committee stating that the Committee has met several times and based on the City's Audit results and recommendations by the City Auditor, Yeo & Yeo and Gratiot County they will be bringing before the Commission at the next meeting a proposal to contract ProNexus to provide personnel as an acting CFO to evaluate our procedures and financial processes using Best Practices to put an efficient system in place.

City Manager Schooley also wanted to ask the Commission if it would be possible to adjust the policy on Outdoor Café Permits. Presently, once a business entity applies for the Outdoor Café Permit, the permit needs to be brought before the Commission for approval. This procedure requires time to be put on the agenda, time for the Commission to approve and the season for outdoor cafes is a limited time span. This permit process would run more smoothly with allowing staff to approve the permit once submitted and then bring it to Commission to ratify. Commissioners felt this permit process could be adjusted.

Questions and discussions followed.

The March 26, 2019, City Commission work session concluded at 6:00 p.m.

**Alma, Michigan
March 26, 2019**

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:00 p.m. at the Alma Municipal Building.

Present: Allman, Harrington, Mapes, Mott, Pitts & Stahl.

Absent: Piccolo.

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 Allman as supported by Commissioner Pitts to approve the minutes of the March 12, 2019 regular meeting.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.

No: None.

A public hearing was held at 6:00 p.m. to review and consider submission of a Michigan Department of Natural Resources, Michigan Natural Resources Trust Grant application for the replacement and rehab of park restrooms located in Wright, Riverside, and Pine River/Conservation Park.

Aeric Ripley, Assistant City Manager/DDA Director presented the Michigan Department of Natural Resources, Michigan Natural Resources Trust Grant application for the replacement and rehab of park restrooms. Mr. Ripley began with the Wright Park Bathroom. It is recommended to replace the whole structure with a new facility, to provide 4 universal design, single occupancy bathrooms. The plan is to model after the new restroom on Charles Avenue. The estimated cost would be \$200,000 which will include additional updates to the electrical to the pavilions and do needed sewer work. The rehab of Pine River/Conservation Park bathroom is planned for 5 universal designed single occupancy restrooms. This structure also houses a City lift station. The Wastewater Fund in the amount of \$40,500 will be used to do repairs on the roof and brick façade. The estimated cost for the bathroom rehab would be an additional \$50,000. The rehab of Riverside Park bathroom is planned for 2 universal designed single occupancy restrooms and to paint the roof and exterior will be at a cost of \$45,000. At the last Parks and Recreation Committee meeting it was discussed how to increase the point total awarded to an application.

Last year we were very close in the point score in obtaining the grant, in this application we hope to score additional points in

- Renovation – 20 more points (document when the buildings were built)
- Use Environmentally friendly features – 20 more points (add \$6000 to the overall budget for plantings, and lighting)

- Provide a marketing plan for the Universal Designed Restrooms – 20 more points.
- Increase the City's match from 35% to 40% - 10 more points.
- Another option is to increase the City Match to 50% for an additional 20 points.

Discussion on this option took place. It was decided to submit the application at the 40% percent match. It was noted that after the initial review of the grant application the City could increase the match to the 50% level.

The total cost for the three bathrooms will be \$301,000. A certified engineer needs to be used for the project which brings the total to \$346,150. Requesting 60% from MDNR in the amount of \$207,690. The remaining 40% will need to come from the General fund, grants, etc. in the amount of \$138,460. The application is due April 1, 2019.

Being no further comments, Mayor Mapes called for a motion to close the public hearing.

Motion by Commissioner Allman as supported by Commissioner Pitts to close the public hearing at 6:24 p.m.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.

No: None.

The following preamble and resolution was offered by Commissioner Mott seconded by Vice-Mayor Harrington:

Whereas, the City of Alma City Commission supports the submission of a Michigan Department of Natural Resources (DNR) application titled, "Alma Park Restrooms Rebuild/Rehab" to the Michigan Natural Resources Trust Fund for a development project encompassing the rebuilding of the Wright Park Restroom, rehabbing Pine River/Conservation Park and Riverside Park Restrooms, upon completion of the project, the aforementioned park restrooms will be of universal design, single occupancy, family friendly, vandal proof as possible; and,

Whereas, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

Whereas, the City of Alma is hereby making a financial commitment to the project in the amount of \$138,460 for engineering and construction, in cash and/or force account; and,

Now Therefore, Be It Resolved the City of Alma City Commission hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$346,150, and further resolves to make available its financial obligation amount of \$138,460 (40%) of a total \$346,150 project cost, during the 2021-2022 fiscal year.

AYES: Allman, Harrington, Mapes, Mott, Pitts & Stahl

NAYES: None.

ABSENT: Piccolo.

Resolution Declared Adopted

Motion by Vice-Mayor Harrington as supported by Commissioner Pitts to approve the consent agenda request for payments in the following amounts: \$234,262.04 to The Bank of New York Mellon N.A. for the principal and interest due on the Michigan Finance Authority SRF and SWQF loans and \$108,086.25 to US Bank NA for the principal and interest due on the Wastewater Capital Improvement Bonds-2011; General Obligation Bond-2006 and the Special Assessment Bond 2006 from 05/01/18 to 11/30/2018.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.

No: None.

The following preamble and resolution was offered by Commissioner Pitts seconded by Commissioner Allman:

Whereas, the City of Alma City Commission supports the submission of an Office of Economic Development, Transportation Economic Development Fund Category B: Community Service Infrastructure Fund Application for the total reconstruction of Hayes Avenue from Marquette Street to Michigan Avenue including new Water and Sanitary Sewer Mains and the installation of storm sewer upgrades and,

Whereas, the City of Alma is hereby making a financial commitment to the project in the amount of \$128,000 for the Local Construction Match Requirement and,

Now Therefore, Be It Resolved the City of Alma City Commission hereby authorizes submission of an Office of Economic Development, Transportation Economic Development Fund Category B: Community Service Infrastructure Fund Application for \$256,000, and further resolves to make available its financial obligation amount of \$128,000 (50%) of a total \$256,000 project cost, during the 2020-2021 fiscal year.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.

No: None.

Resolution Declared Adopted

The following preamble and resolution was offered by Commissioner Allman seconded by Vice-Mayor Harrington:

Whereas, the City of Alma City Commission supports the submission of an Office of Economic Development, Transportation Economic Development Fund Category B: Community Service Infrastructure Fund Application for the total reconstruction of Iowa Street from Charles Avenue to Falkirk Street including new Water and Sanitary Sewer Mains and the installation of storm sewer upgrades and,

Whereas, the City of Alma is hereby making a financial commitment to the project in the amount of \$242,500 for the Local Construction Match Requirement and,

Now Therefore, Be It Resolved the City of Alma City Commission hereby authorizes submission of an Office of Economic Development, Transportation Economic Development Fund Category B: Community Service Infrastructure Fund Application for \$485,000, and further resolves to make available its financial obligation amount of \$242,500 (50%) of a total \$485,000 project cost, during the 2021-2022 fiscal year.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.

No: None.

Resolution Declared Adopted

Vice-Mayor Harrington read a report from the Finance Sub Committee stating that the Committee has met several times and based on the City's Audit results and recommendations by the City Auditor, Yeo & Yeo and Gratiot County they will be bringing before the Commission at the next meeting a proposal to contract ProNexus to provide personnel as an acting CFO to evaluate our procedures and financial processes using Best Practices to put an efficient system in place.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to receive the following reports and place them on file: Alma Parks and Recreation meeting minutes of February 13, 2019 and the Finance Sub Committee Report.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.
No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Pitts to approve the appointments of Samantha Sullins Suhajda to the Alma Parks and Recreation Committee and the appointment of John Hall to Alma's Zoning Board of Appeals as an alternate.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.
No: None.

Motion by Commissioner Allman as supported by Commissioner Stahl to approve Warrant No. 19-18 and to authorize the City Treasurer to issue checks in payment of all claims.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.
No: None.

Mayor Mapes asked for Commissioner comments.

Commissioner Stahl stated that the month of April is Child Abuse Prevention month. Citizens will notice Pinwheels on properties in support. April Mondays are designated as Blue Mondays, wear blue to bring awareness to Child Abuse.

Commissioner Pitts asked that people be aware we need volunteers. Keep Alma Beautiful Committee will be having Spring Cleanup Day soon in downtown Alma. We still have about 30 fire hydrants to paint to complete that volunteer project.

City Manager Schooley reminded all that Justin Judge, City Intern has set up a Volunteer program. Use the City's Facebook page to sign up.

Mayor Mapes wanted to congratulate Alma College on the movement on the Opera House project. The wrapped signage is very educational.

Mayor Mapes opened the floor for Public Comments.

There being no Public comment, Mayor Mapes asked for a motion to adjourn.

Motion by Commissioner Allman as supported by Vice-Mayor Harrington to adjourn the regular meeting at 6:39 p.m.

Yes: Allman, Harrington, Mapes, Mott, Pitts & Stahl.
No: None.

Gregory S. Mapes, Mayor

Sheila Letourneau, City Clerk