

Present: Allman, Harrington, Mapes, Mott, Piccolo & Pitt.

Absent: Stahl.

Work Session began at 5:30 p.m.

City Manager Schooley presented the August 9, 2019 Newsletter for discussion.

Agenda Items

Request for Purchase

The Alma Public Library has requested a purchase in the amount of \$27,823.15 from IT Right for a complete upgrade of staff and public computer systems. The Library Board has supported that \$20,044.95 be allocated from the library's endowment fund. An additional amount of \$4,400.00 will be allocated from private library donations and \$3,378.00 will be allocated from the Library's operating share of the 2018 personal Property Tax Reimbursement from the State of Michigan. Updates to the City network and infrastructure as well as the end of life for the support and updates for current library systems has necessitated the change at this time.

Resolutions/Ordinances

Heather Arnold of Deshano Development will be in attendance at the City Commission meeting to answer questions on the project and PILOT application request from DeShano's to establish a payment in lieu of taxes (PILOT) ordinance for the Scottish Pines Apartments. Below is a brief summary on the purpose of the PILOT program.

A PILOT or Payment in Lieu Taxes is an investment incentive negotiated between a municipality and a developer. The PILOT replaces a traditional property tax assessment with a limited and/or deferred payment, in place, or in lieu, of the summer and winter property taxes. Housing development PILOTs are most often multi-year agreements with payments based on a percentage of net collected rents.

In essence, the municipality agrees to accept a lesser amount of property tax revenue in exchange for all the other economic benefits that come from the new development. In the case of a housing development, these benefits include direct municipal revenues from things such as building permits, water and sewer, rental inspection fees, and additional property tax revenues from increased property values in the area surrounding the development. There is also an indirect benefit to the community from new residents who contribute to the local economy.

PILOTs can often make it possible for developers to invest in communities where it would be difficult to develop if the property was subject to taxation on the taxable value of the property. Pilots are long term partnerships between developers and municipalities.

Information

Alma Downtown Development Association Parking Lot Resolution

In this packet is a resolution adopted by the DDA at their July 9th meeting. The DDA would like to work with the Alma City Commission on the development of a rehabilitation plan and ongoing maintenance fund for downtown parking lots and alleys. As the City reviews the best ways to spend dollars for our current and future needs, a plan for the parking lots and alleys that will remain after the Opera Block Project is completed, which will rehab parking lots #4 & #8 and the adjacent portions for the north-south alley, is essential to our future.

Staff has estimated the CIPs for the remaining Alma municipal parking lots and alleys. The estimates for the remaining five parking lots & storm sewer is \$557,057 and the remaining alleys and storm sewer costs are estimated at \$464,100. Finishing the remaining work downtown is an estimated

cost of \$1,021,157. This is a major capital project for the community. The Alma DDA board has approved the resolution focused on working with the City Commission to secure the funding, but more importantly install a means to pay for the ongoing maintenance after construction.

The community has gotten their monies worth out of these lots and alleys, but these assets are becoming critical, and a plan must be put into place for rehab and maintenance. There were no monies set aside for the long-term maintenance and replacement of the parking lots and alleys downtown when they were completed in the late 1970s. In 1980 there was a staff recommendation presented, which was never adopted. Staff and the DDA board feel it is important to come up with plan to maintain these downtown assets, as part of the rehab plan. We have the responsibility not to kick the funding decision to the next generation, which is where we are today.

Dumpster Enclosure Agreement

With the addition of the four apartment units above the Treasures Building, and the plan for additional units along N State Street, there will be a need for more refuse removal capacity. Ryan Smith, Gemini Capital Management V, LLC, has requested to construct an additional dumpster enclosure on the south side of the current enclosure in Lot #3, as noted on the included aerial. The size of the current enclosure is 26' x 12', the new enclosure will match that size. The cost of the construction will be the responsibility of Gemini, but would not have exclusive rights to use it, since the number of units coming on line will increase. The final plans and placement of the enclosure will need final staff approval. As the use around the block and downtown becomes more complex, there may be a need for municipal oversight of usage and payment for refuse.

At this time, staff is looking for any general feedback in relation to the Dumpster Enclosure agreement.

Proposed Residential Parking Ordinance Changes

The Alma Planning Commission is in the process of reviewing the City's ordinances on residential parking and driveways. Specifically, the proper location to park vehicles/RVs/Boats/etc., and the type of "driveway & pad" the vehicles need to be located on. Code Enforcement Official, Aaron Hale provided a presentation to the Planning Commission on the issues with residential parking. The presentation has been provided in the packet. Also, provided are suggested amendments to the current residential parking ordinance to bring it more in line with the current enforcement and the desired type of driveways and pad surfaces. The goal of the standards are three fold, one aesthetics, properly placing the vehicle/RV/Boat/etc. on the property, and third to deal with erosion of the driveways into the street and storm sewer.

Again, staff is just looking for any feedback prior to the Planning Commission meeting on September 9th. The goal is to have a recommendation for the October Planning Commission meeting.

City Commissioners Handbook Updates

I have provided the latest version of the Commission Handbook that now includes Sections on Travel and Mileage, T.R.I.P.L.E., Standards of Conduct, and Conflict of Interest. These sections mirror those from the City Employee Manual. I believe it can assist the Commissioners in a number of areas that may need clarification.

Michigan Municipal League Convention

The Michigan Municipal League 2019 Convention is scheduled for September 25-27 in Detroit. I have attached a copy of the topics for general and breakout sessions. Below is a link to the convention website.

Early bird registration runs until August 30th. Please advise if you are interested in attending so we can get authorization from the Commission at the next meeting as per the new guidelines.

<http://blogs.mml.org/wp/events/?EventKey=V19>

Library Updates

On Monday August 12th Library Director Bryan Dinwoody will be take leave for a few weeks. Lorrie Taylor, Circulation Manager, had been appointed to serve as the Interim Library Director in his absence.

Upcoming Events

August is busy with events here in Alma. On Thursday, August 15th the 4th Annual Party on State Street with Sinjon Smith will be taking the stage from 7 pm to 10 pm. The following week Thursday, August 22nd the Historic Michigan US 27 Route Motor Tour will be stopping in downtown Alma with over 300 historic vehicles from 1 pm to 3 pm. Finally, the 49th Annual DALMAC Bicycle Tour will be making their way through Alma on Wednesday, August 28th, and Thursday, August 29th, typically the riders are coming through from 10:30 pm to 3:30 pm. The Alma Action Association provides a free rest stop with snacks, water and Gatorade in Riverside Park, it is a nice little PR activity for Alma. Many of these rides have lunch here in Alma that afternoon, especially on Wednesday, since many of the riders are camping at the Alma Public Schools on Pine Avenue that evening.

Also, on August 22nd we will have our last Community Chat of the summer taking place at Wright Park starting at 5:30 pm.

Leading Change, Building a Community

You all should have received a "Save the Date" notice for October 9th for a community leaders presentation/conversation at the Opera House. The event, to be hosted by Alma College, is the culmination of an 18 month discussion between the City, Alma College, Mid-Michigan Health, Masonic Pathways, Alma Public Schools, and Greater Gratiot Development about what Alma can be as we look to the future. Our hope this day is the start of a "visioning" process that will drive the work that needs to be done to make Alma a viable, vibrant community that is attractive for years to come. This is more than a catchy slogan or marketing plan. We need to put some teeth and purpose into building a sustainable, well planned community. More to come as the date approaches. Please make every effort to clear your calendar for this very important day.

Introduction of Finance Director/Treasurer Kathy Phillips

On August 5th Kathy Philips started her new duties as the City's Finance Director/Treasurer. She has hit the ground running, meeting staff and working on plans for the future. I would like her to take a minute to introduce herself and give you some idea of her plans for the finance department. Ms. Phillips thanked the City for the opportunity and she believes we are a great City, that will be moving forward.

City Manager Schooley also noted on the substantial change to the Wright Mansion. The landscaping is planned to be done by Labor Day. The fencing possibly will be up next week. Signage indicating that the property is under rehabilitation is also planned.

Shiloh, who was granted an IFT for their expansion which will keep and expand jobs, has asked if the Commissioners would be interested in a tour of the renewed plant.

Greater Gratiot Development will be handling a tour for Avalon Tahoe when their expansion is completed. Airport tours are also in the works.

The August 13, 2019, City Commission work session concluded at 6:03 p.m.

**Alma, Michigan
August 13, 2019**

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:03 p.m. at the Alma Municipal Building.

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

Absent: Stahl.

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 Piccolo as supported by Commissioner Pitts to approve the Amendments to the Agenda.

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

No: None.

Motion by Commissioner Pitts as supported by Commissioner Piccolo to approve the minutes of the July 23, 2019 regular meeting.

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

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve the request for payment to Gratiot County in the amount of \$16,608.47 for 30 Building Permits issued during the months of April through June 2019.

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

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve the request for payment in the amount of \$60,556.00 to Michigan Municipal League Worker's Compensation Fund for the annual policy premium payment for the period 07/01/2019 to 07/01/2020.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve a request for purchase in the amount of \$25,806.00 to Robinson Electric for the control electric upgrades at Lift Stations 11 & 12. These Stations are located in Pine River Township. Pine River Township will reimburse the City for this upgrade project.

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

No: None.

Motion by Commissioner Pitts as supported by Commissioner Piccolo to approve a request for purchase in the amount of \$75,000.00 to Rowe Professional Services for Professional Engineering Services for the replacement of the Pine River Inteceptor Sewer from Pine Avenue to the Wastewater Treatment Plant.

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

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve a request for purchase in the amount of \$27,823.15 to I. T. Right for a complete upgrade of staff and public computer systems at the Alma Public Library.

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

No: None.

Motion by Commissioner Piccolo as supported by Commissioner Pitts to adopt a resolution approving the use of amplified music on Saturday, August 17, 2019 from 6:00 p.m. to 9:00 p.m. adjacent to Parking Lot #3 to celebrate Terry's Cycle 30th year of doing business in downtown Alma.

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

No: None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to adopt Ordinance #812 to amend Chapter 60 of the Ordinances of the City of Alma specifically: Subsection (a) of Section 60-111 relative to residential and non-residential Planned Unit Developments Standards, and Subsection (a), (g), (h), (i), (k), and (n) of Section 60-112 relative to General Design Standards.

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

No: None.

Aeric Ripley, Assistant City Manager revisited what a PILOT or Payment in Lieu Taxes means. This an investment incentive negotiated between a Municipality and a Developer. The PILOT replaces a traditional property tax assessment with a limited and/or deferred payment, in place, or in lieu, of the summer and winter property taxes. Housing development PILOTS are most often multi-year agreements with payments based on a percentage of net collected rents.

The Municipality agrees to accept a lesser amount of property tax revenue in exchange for all the other economic benefits that come from the new development or rehabilitation.

PILOTS make it possible for developers to invest in communities where it would be difficult to develop or rehabilitate if the property was subject to taxation on the taxable value of the property. Pilots are long term partnerships between developers and municipalities.

Heather Arnold of Deshano Development addressed the City Commission on the project and PILOT application request from DeShano's to establish a payment in lieu of taxes (PILOT) ordinance for the Scottish Pines Apartments.

Ms. Arnold reported that the apartment complex has 22 one-bedroom and 2 two-bedroom apartments. Rents are controlled by the Michigan State Housing Development Authority (MSHDA). Residents are income qualified. DeShano is applying for a tax credit from MSHDA to rehab the complex. Having a PILOT in place will give the application 5 additional points towards the possible award of the tax credit. The highest point totals receive the award of the tax credits. The complex and apartments are dated. The project is to rehab each unit and the outside façade. MSHDA requires that the PILOT be set for at least 15 years. DeShano is asking for the PILOT to be set for 20 years. The issuing of the tax credit is very competitive. If DeShano is not awarded the tax credits it will forgo the rehabilitation at this time. They will continue to submit an application to MSHDA to receive the tax credits as allowed by MSHDA. The PILOT will only go into effect if DeShano rehabs the property.

Motion by Commissioner Allman as supported by Commissioner Piccolo to adopt Ordinance #813 to amend Chapter 50 of the Ordinances of the City of Alma by the addition of Division 6, to authorize the payment of an annual service charge in lieu of taxes for Scottish Pines Apartments, residential units serving low income or moderate income persons in accordance with the state housing development authority, act 346 of the Public Acts of Michigan of 1966.

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

No: None.

Motion by Commissioner Pitts as supported by Commissioner Piccolo to introduce Ordinance #814 to amend the Zoning Map of the City of Alma as it appears in Section 32-32 of the Ordinances of the City of Alma. This Ordinance is to conditionally rezone the property at 303 Valley Avenue, from LI, Limited Industrial District to B2, General Business District, and be subject to the conditions set forth in the Conditional Rezoning Agreement.

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

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to authorize the execution of the Project Authorization 2017-0004 P12 with the Michigan Department of Transportation to provide Federal and State funding for the purchase of two (2) Vans with lifts in the amount of \$124,282.00 and to authorize the Mayor and City Clerk to execute the agreement on behalf of the City of Alma.

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

No: None.

Motion by Commissioner Piccolo as supported by Commissioner Pitts to authorize the execution of the Project Authorization 2017-0004 P13 and Project Authorization 2017-004 P14 with the Michigan Department of Transportation to provide Federal and State funding for the purchase of one 30 ft expansion bus in the amount of \$80,000 and two (2) 30 ft replacement buses in the amount of \$159,414.00 and to authorize the Mayor and City Clerk to execute the agreement on behalf of the City of Alma.

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

No: None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve the execution and recording of three Restricted Covenants and the Plugging and Abandoning of the Wells located at on W Hoffman, 465 Hoffman and 675 Hoffman Road with MRP Properties Company, LLC and the City of Alma.

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

No: None.

Motion by Commissioner Mott as supported by Commissioner Allman to receive the following reports and place them on file: Board of Review minutes for July 16, 2019; Building Permit July 2019 Report; Planning Commission meeting minutes of July 1, 2019; Alma Transit July 2019 Report; DDA Minutes of July 8, 2019 and the Park and Recreation Minutes of July 22, 2019.

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

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to approve Warrant No. 20-03 and to authorize the City Treasurer to issue checks in payment of all claims.

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

No: None.

Mayor Mapes asked for Commissioner comments.

Commissioner Pitts wanted to remind all of the Party on State Street on August 15th at 7:00 p.m.

Commissioner Piccolo hopes everyone is enjoying the second part of Summer.

Vice-Mayor Harrington welcomed Ms. Phillips to the City and also reminded all of the Open House at Alma Schools on August 20th. School starts on August 26, 2019.

Commissioner Allman also welcomed Kathy Phillips.

City Attorney Costanzo relayed that the All Alma High School Reunion is Sunday where newly inducted nominees will be entered into the Alma High School Hall of Fame.

City Manager Schooley asked people attending the Community Chat at Wright Park and the attendees of the Reunion to check out the newly painted Pavilions. Thank you to the City crews is making those Pavilions look really nice. There has been discussion on Social Media on the feral cat situation in the City. We have approved a resolution on Responsible Pet Ownership. We have officially only heard from a few people who still feel that there are issues with cats. We will not respond to Facebook. This is not our avenue to engage in conversation. It is his understanding that a group of people will be attending the Community Chat at Wright Park to discuss the feral cat situation. Staff makes recommendations to the Commission on tangible issues. We make good decisions based on real live information we have. The idea that we skirt an issue because we do not think it is an issue is untrue. We are making decisions that are best for the whole Community. If people feel there are issues, they need to bring them to us not just post the issues on Facebook. Email us, contact us through the web site. We will be launching a new web site on September 1st that will be more user friendly. We are always open for people to come to meetings to talk. We have to have tangible things to look at.

Mayor Mapes added that Social Media can do wonderful things but to get the facts call the City. Read Newspapers, this is very important.

Mayor Mapes opened the floor for Public Comments.

City Manager Schooley added that now that School will be starting a speed study will be conducted on Iowa Street.

Les Rosan, 889 Mill wanted to congratulate the Gratiot County Players Summer Workshop for putting on the musical Shrek this last weekend. The work was done all by young adults and children. The theater is a gem for the Community. Let's support them any way we can.

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

Motion by Commissioner Allman as supported by Commissioner Piccolo to adjourn the meeting at 6:50 p.m.

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

No: None.

Gregory S. Mapes

Sheila Letourneau, City Clerk