

Minutes of the regular meeting of the City Commission held Monday, September 12, 2011, at 7:00 p.m., in the City Commission Room.

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

Commissioners Present: Mayor Kilmer and Vice Mayor Ling; Commissioners English, Holton, Joslin, Robinette and Tilmann

Commissioners Absent: None

Others Present: City Manager Grinzinger, City Clerk Howard and City Attorney Smith

Received the following petitions and communications:

1. Zoning Board of Appeals Minutes (July)
2. Downtown Development Board Minutes (July)
3. Downtown Development Board Minutes (August)
4. Middle Michigan Development Corporation IFT Report.

Item # 6c "Bids and Quotations - Security Services for the Mt. Pleasant Center" was removed from the Consent Calendar.

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

1. Minutes of the regular meeting of the City Commission held August 22, 2011.
2. Bid for the purchase of an estimated 450 tons of road salt for ice control for the 2011-2012 winter season through the State's MiDeal Extended Purchasing Program at a cost of \$58.57 per ton for an estimated amount of \$26,356.50.
3. Bid of R&T Murphy Trucking, Inc. of Mt. Pleasant, Michigan for leaf hauling in the amount of \$83.15 per hour for an estimated amount of \$12,800.
4. Bid of Malley Construction of Mt. Pleasant, Michigan in the amount of \$69,189.50 to complete work on the Access Adventure Trail (Phase 2).
5. WHEREAS, the City of Mt. Pleasant desires to make available to eligible Paid on Call Firefighters, the ability to purchase additional service credit under Section 7 of the Municipal Employees' Retirement System of Michigan Plan Document as in effect on the date of this resolution, and  
WHEREAS, the City Commission has adopted an agreement with the Mt. Pleasant Firefighters Association that allows the purchase of generic service through MERS, and  
WHEREAS, this resolution shall confirm the City's agreement providing for uniform applicability of the terms of Section 7 for eligible MERS employees, and  
WHEREAS, under the terms of Section 7, whose terms are incorporated by reference, each eligible MERS employee shall be authorized to purchase, and be credited, with not more than five (5) years' generic (universal) service on the following terms and conditions:
  - a) Application is made in writing;
  - b) All provisions of Section 7 are met as of the date of the application;
  - c) The employee and/or City pays the full actuarial cost of the credit to be purchased.
6. Payrolls dated 9/2/11 and warrants dated 8/29/11; 8/31/11 and 9/8/11 all totaling \$1,181,134.44.

Motion unanimously adopted.

Moved by Commissioner Ling and supported by Commissioner Tilmann to enter into a contract with STT of Mt. Pleasant, Michigan for security services at the Mt. Pleasant Center property for an hourly rate of \$13.07 which amounts to an estimated annual rate of \$57,089.00.

AYES: Commissioners English, Joslin, Kilmer, Ling, Robinette and Tilmann  
 NAYS: Commissioner Holton  
 ABSENT: None  
 Motion carried.

Moved by Commissioner Tilmann and supported by Commissioner English to amend the In State Preference portion of the City Purchasing Policy such that differential allowed for businesses located within the State of Michigan is 2% on a contract between \$5,000 and \$9,999 and a 1% differential for contracts \$10,000 and above. The differential in bids that would allow the Michigan firm to prevail over the out-of-state firm would be limited to \$1,500.00. Motion unanimously adopted. (CC Exhibit 4-2011)

Moved by Commissioner Ling and supported by Commissioner Robinette to set a special meeting for Monday, September 26, 2011 at 6:15 p.m. at the Mt. Pleasant City Hall to: 1) discuss possible additional work session times; and 2) Discuss goals and objectives as proposed at the recent City Commission retreat. Motion unanimously adopted.

Moved by Commissioner Holton and supported by Commissioner Tilmann to approve the following Resolution to Amend 2011 Operating Budget.

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

WHEREAS, the 2011 operating budget was originally adopted by resolution on December 13, 2010 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 2011 operating budget be amended, effective immediately.

	Fund Balance <u>January 1</u>	2011 <u>Revenue</u>	2011 <u>Expenditures</u>	Fund Balance <u>December 31</u>
<b><u>GOVERNMENTAL FUNDS</u></b>				
<b>GENERAL FUND</b>				
Unreserved	\$859,676	\$10,089,650		
Legislative Division			545,670	
Finance Division			1,546,770	
Public Safety Division			6,032,600	
Community Services Division			1,638,510	
Public Works Division			576,350	
Total Unreserved	\$859,676	\$10,089,650	\$10,339,900	\$609,426
Reserved	1,155,910	312,620	368,760	1,099,770
Designated Fund Balance Policy	1,700,000	0	0	1,700,000
Designated for Econ Dev Initiatives	1,097,200	300,000	0	1,397,200
Designated for Future Projects	583,127	60,000	85,870	557,257
Total General Fund	\$5,395,913	\$10,762,270	\$10,794,530	\$5,363,653
<b>SPECIAL REVENUE FUNDS</b>				
<b>MAJOR STREET FUND</b>				
Unreserved	\$829,613	\$1,267,620	\$1,539,210	\$558,023

Reserved & Designated	15,399	0	0	15,399
Total Major Street Fund	845,012	1,267,620	1,539,210	573,422
<b>LOCAL STREET FUND</b>				
Unreserved	681,542	830,200	850,430	661,312
Reserved & Designated	10,000	0	10,000	0
Total Local Street Fund	691,542	830,200	860,430	661,312
SPECIAL ASSESSMENT PROJECTS	342,699	19,480	0	362,179
<b>DOWNTOWN IMPROVEMENT &amp; PARKING FUND</b>				
Unreserved	67,535	208,950	257,720	18,765
Reserved & Designated	1,153	0	0	1,153
Total Downtown Fund	68,688	208,950	257,720	19,918
<b>PARKS &amp; RECREATION FUND</b>				
Unreserved	140,981	452,950	494,170	99,761
Reserved & Designated	497,237	587,000	545,840	538,397
Total Parks & Recreation Fund	638,218	1,039,950	1,040,010	638,158
<b>BLOCK GRANT FUND</b>				
Unreserved	91,249	8,400	0	99,649
Designated for Owner Occupied - Hsg.	86,629	0	66,760	19,869
Reserved	450,712	21,600	0	472,312
Total Block Grant Fund	628,590	30,000	66,760	591,830
<b>Economic Development Rev Loan Fund</b>				
Reserved	0	0	0	0
Unreserved	350,192	29,450	9,100	370,542
Total Economic Development Fund	350,192	29,450	9,100	370,542
Building Authority Fund	6,251	304,190	303,840	6,601
Cemetery Fund	149,892	6,300	0	156,192
<b>Total Governmental Funds</b>				
<b>Appropriated Budget</b>	<b>\$9,116,997</b>	<b>\$14,498,410</b>	<b>\$14,871,600</b>	<b>\$8,743,807</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, 2011 and ending December 31, 2011

	Fund Balance <u>January 1</u>	2011 <u>Revenue</u>	2011 <u>Expenditures</u>	Fund Balance <u>December 31</u>
<b>CAPITAL PROJECT FUNDS</b>				
Borden Building Redevelopment	\$285,217	\$102,000	\$150,000	\$237,217
<b>CAPITAL IMPROVEMENT FUND</b>				
Designated for Projects	218,400	0	118,400	100,000
Unreserved	264,788	607,700	349,000	523,488
Total Capital Improvement Fund	483,188	607,700	467,400	623,488
<b>DEBT SERVICE FUNDS</b>				
Borden Building Debt	16,822	352,000	349,350	19,472
<b>Capital Project and Debt Service Funds</b>				
<b>Informational Summaries</b>	<b>\$785,227</b>	<b>\$1,061,700</b>	<b>\$966,750</b>	<b>\$880,177</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>				
Designated	\$825,000	\$0	\$356,320	\$468,680
Unreserved	109,162	491,760	587,900	13,022
Total Mission Street DDA Fund	934,162	491,760	944,220	481,702
<b>TAX INCREMENT FIN AUTH FUND</b>				
Central Business District Reserved	42,437	0	0	42,437
Central Business District Desig	179,000	164,680	0	343,680
Central Business District Undesig	121,480	331,920	414,320	39,080
Ind Park North Designated	150,000	0	10,000	140,000
Ind Park North Undesignated	9,150	1,600	3,570	7,180
Univ Park Designated	130,000	0	0	130,000
Univ Park Undesignated	15,589	118,600	122,700	11,489
Total TIFA	647,656	616,800	550,590	713,866
<b>LOCAL DEVELOPMENT FIN AUTHORITY</b>				
Designated	84,664	43,820	0	128,484
Undesignated	92,405	250,780	290,920	52,265
Total LDFA	177,069	294,600	290,920	180,749
<b>BROWNFIELD REDEVELOPMENT FUND</b>				
Designated for Remediation	58,110	1,410	0	59,520
Designated for Incentives	54,300	1,190	0	55,490
Designated for Developers	48,247	137,400	138,760	46,887
Total Brownfield	160,657	140,000	138,760	161,897
<b>ECONOMIC DEVELOPMENT CORPORATION</b>				
Designated Parking Lot	0	1,500	0	1,500
Unreserved	168,259	4,200	153,500	18,959
Total EDC	168,259	5,700	153,500	20,459
<b>Total Component Unit Funds</b>				
<b>Informational Summaries</b>	<b>\$2,087,803</b>	<b>\$1,548,860</b>	<b>\$2,077,990</b>	<b>\$1,558,673</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><u>PROPRIETARY FUNDS</u></b>				
<b>Enterprise Funds</b>				
Land Development	\$472,111	\$15,400	\$201,750	\$285,761
Airport Fund				
Reserved	110,570	0	27,100	83,470
Unreserved	144,553	469,090	493,020	120,623
Sewer Fund				
Reserved	1,383,017	335,300	509,379	1,208,938
Unreserved	1,031,899	1,962,500	2,012,720	981,679
Water Fund				
Reserved	1,787,659	274,500	160,470	1,901,689
Unreserved	404,531	2,364,080	2,421,380	347,231

Solid Waste Fund				
Reserved	297,346	0	0	297,346
Designated	38,000	0	0	38,000
Unreserved	650,642	506,120	528,570	628,192
<b>Internal Service Funds</b>				
Central Stores Fund	168,671	80,240	88,010	160,901
Motor Pool Fund				
Designated	570,392	0	375,600	194,792
Unreserved	819,627	708,380	876,560	651,447
Self Insurance Fund Designated	1,929,178	2,165,100	2,409,200	1,685,078
<b>Total Proprietary Funds</b>				
<b>Informational Summaries</b>	<b>\$9,808,196</b>	<b>\$8,880,710</b>	<b>\$10,103,759</b>	<b>\$8,585,147</b>

Resolution unanimously adopted.

Received proposed 2012 Annual Operating Budget. No action required.

Received requests for Saginaw Chippewa Indian Tribe Fall 2011 two percent allocations. No action required.

Moved by Commissioner Holton and supported by Commissioner Ling to enter into closed session pursuant to subsection 8(e) of the Open Meetings Act to consult with counsel regarding pending litigation and subsection 8(d) of the Open Meetings Act to discuss possible purchase or lease of real property.

AYES: Commissioners English, Holton, Joslin, Kilmer, Ling, Robinette and Tilmann

NAYS: None

ABSENT: None

Motion carried.

#### Announcements on City-Related Issues and Concerns

Commissioner Tilmann announced the Isabella County Council of Governments will be meeting on Wednesday, September 21 at 7:00 p.m. at the Coe Township Hall. She also acknowledged CMU Interim Dean of Students Tony Voison's praise to City and CMU police for their cooperation and the work they did with Welcome Week and other recent events.

Commissioner Joslin announced that Mardi Gras will be held September 30, 2011. There are a lot of events planned and he encouraged everyone to join in the festivities.

The Commission recessed at 7:52 p.m. and entered into closed session at 8:00 p.m. The Commission went back into regular session at 8:51 p.m. A separate set of minutes was taken for the closed session.

Moved by Commissioner Holton and supported by Commissioner Robinette to adjourn the meeting at 8:52 p.m. Motion unanimously adopted.

Bruce Kilmer, Mayor

Jeremy Howard, City Clerk