

Minutes of the work session of the City Commission held Monday, August 27, 2012 at 6:30 p.m. at Mt. Pleasant City Hall, City Commission Chambers.

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

Commissioners Absent: None

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

A work session was held for the purpose of discussing a proposed dog park.

Parks & Public Spaces Director Chris Bundy gave a presentation on a proposed community dog park.

Discussion ensued.

The meeting adjourned at 7:06 p.m.

Bruce Kilmer, Mayor

Jeremy Howard, City Clerk

Minutes of the regular meeting of the City Commission held Monday, August 27, 2012 at 7:06 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, Rautanen and Tilmann

Commissioners Absent: None

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

Proclamations and Presentations

City Manager Grinzinger introduced Captain Paul Luria and Lieutenant Andy Latham who were recently promoted within the City's Public Safety Division.

Captain Luria swore in Officers Autume Griffus and Kipp Moe who were recently hired to the Mt. Pleasant Police Department.

Mayor Kilmer presented a Neighborhood Mini Grant to Charles Lezan on behalf of the Pheasant Run Kids Club.

Community Information Director Heather Smith and Police Captain Paul Luria gave a presentation on the status of CMU/MSU Football Game preparation.

Discussion ensued.

Additions to Agenda

Main Street tree removal update

Parks & Public Spaces Director Chris Bundy gave an update on the removal of trees along Main Street.

Discussion ensued.

Public Input on Agenda Items

Susan Payton, 517 S. Washington, spoke of her concerns with recent removal of trees on Main Street and street construction.

Received the following petitions and communications:

1. Communication from the Movies by Moonlight Committee.

Remove Item #8a "Residential Neighborhood Parking Study" from the Consent Calendar.

Moved by Commissioner Joslin and supported by Commissioner Rautanen to approve the following items on the Consent Calendar:

1. Minutes of the regular meeting of the City Commission held August 13, 2012.
2. Minutes of the closed session of the City Commission held August 13, 2012.
3. Payrolls dated 8/17/12 and warrants dated 8/16/12 and 8/23/12 all totaling \$1,252,226.68.

Motion unanimously adopted.

Moved by Commissioner Joslin and supported by Commissioner Rautanen to approve an agreement with Walker Parking Consultants of Kalamazoo, Michigan in an amount not to exceed \$25,000 to perform a Neighborhood Parking Analysis in the neighborhoods adjacent to Central Michigan University (CMU) campus. Motion unanimously adopted.

Moved by Vice Mayor Ling and supported by Commissioner English to approve the following Resolution to Amend 2012 Operating Budget.

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

WHEREAS, the 2012 operating budget was originally adopted by resolution on December 12, 2011 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 2012 operating budget be amended, effective immediately.

	Fund Balance	2012 Revenue	2012 Expenditure	Fund Balance
	<u>January 1</u>	<u>Revenue</u>	<u>s</u>	<u>December 31</u>
<u>GOVERNMENTAL FUNDS</u>				
GENERAL FUND				
		\$10,553,07		
Unassigned	\$444,632	0		
Legislative Division			593,900	
Finance Division			1,599,300	
Public Safety Division			6,062,680	
Community Services Division			1,789,800	
Public Works Division			646,280	
Amount from Fund Balance			(438,640)	
		\$10,553,07		
Total Unassigned	\$444,632	0	\$10,253,320	\$744,382
Assigned for Next Year's Budget	438,640	0	438,640	0
Assigned for Economic Development	1,397,200	0	223,000	1,174,200
Assigned for "Rainy Day"	1,700,000	0	0	1,700,000
Assigned for Projects/Programs	1,010,134	460,000	127,422	1,342,712
Restricted	195,187	150,500	226,200	119,487
Non-spendable	424,420	0	0	424,420

Total General Fund	\$5,610,213	\$11,163,570	\$11,268,582	\$5,505,201
SPECIAL REVENUE FUNDS				
MAJOR STREET FUND				
Restricted	\$638,720	\$1,713,220	\$1,646,670	\$705,270
Restricted for Donation	15,399	0	0	15,399
Total Major Street Fund	654,119	1,713,220	1,646,670	720,669
LOCAL STREET FUND				
Restricted	656,186	929,240	948,210	637,216
Restricted for Donation	50,000	52,800	50,000	52,800
Total Local Street Fund	706,186	982,040	998,210	690,016
SPECIAL ASSESSMENT COMMITTED	361,381	4,610	0	365,991
DOWNTOWN IMPROVEMENT & PARKING FUND				
Restricted for Donation	20,000	0	20,000	0
Restricted from Special Assessment	21,832	414,730	421,040	15,522
Assigned	1,029	0	0	1,029
Total Downtown Fund	42,861	414,730	441,040	16,551
PARKS & RECREATION FUND				
Non-spendable	0	0	0	0
Restricted for PEAK	261,139	310,000	527,150	43,989
Restricted for Parks	85,371	0	0	85,371
Assigned for PEAK	224,873	272,000	40,130	456,743
Assigned for Projects	55,404	0	0	55,404
Assigned for Recreation	153,985	411,000	408,890	156,095
Total Parks & Recreation Fund	780,772	993,000	976,170	797,602
BLOCK GRANT FUND				
Assigned for Owner Occupied - Hsg.	77,723	0	77,723	0
Assigned	575,442	153,360	400,157	328,645
Total Block Grant Fund	653,165	153,360	477,880	328,645
Economic Development Rev Loan Fund				
Restricted	369,353	57,060	0	426,413
Building Authority Fund Restricted	6,168	306,280	306,280	6,168
Cemetery Fund Committed	156,803	6,300	0	163,103
Total Governmental Funds				
Appropriated Budget	\$9,341,021	\$15,794,170	\$16,114,832	\$9,020,359

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, 2012 and ending December 31, 2012

	Fund Balance <u>January 1</u>	2012 <u>Revenue</u>	2012 <u>Expenditure</u>	Fund Balance <u>December 31</u>
CAPITAL PROJECT FUNDS				
Borden Building Redevelopment Assigned	\$210,086	\$1,500	\$50,000	\$161,586
CAPITAL IMPROVEMENT FUND				
Committed for Projects	120,000	250,000	20,000	350,000
Committed	606,658	355,100	560,260	401,498
Total Capital Improvement Fund	726,658	605,100	580,260	751,498
DEBT SERVICE FUNDS				
Borden Building Debt Restricted	-22,302	352,000	360,950	-31,252

**Capital Project and Debt Service Funds
Informational Summaries**

	\$914,442	\$958,600	\$991,210	\$881,832
	<u>Working Capital January 1</u>	<u>Sources of Working Capital</u>	<u>Uses of Working Capital</u>	<u>Working Capital December 31</u>
Component Units				
MISSION STREET DDA FUND				
Assigned	\$468,680	\$31,320	\$0	\$500,000
Unassigned	312,213	221,080	480,840	52,453
Total Mission Street DDA Fund	780,893	252,400	480,840	552,453
TAX INCREMENT FIN AUTH FUND				
Central Business District Restricted	42,437	0	0	42,437
Central Business District Assigned	343,680	0	18,680	325,000
Central Business District Unassigned	47,289	226,500	240,940	32,849
Ind Park North Assigned	140,000	0	10,000	130,000
Ind Park North Unassigned	9,642	1,050	3,570	7,122
Univ Park Assigned	130,000	0	0	130,000
Univ Park Unassigned	9,884	107,330	86,640	30,574
Total TIFA	722,932	334,880	359,830	697,982
LOCAL DEVELOPMENT FIN AUTHORITY				
Assigned	135,318	0	20,030	115,288
Unassigned	52,527	276,620	271,670	57,477
Total LDFA	187,845	276,620	291,700	172,765
BROWNFIELD REDEVELOPMENT FUND				
Assigned for Remediation	4,530	67,760	66,900	5,390
Assigned for Incentives	55,284	400	0	55,684
Assigned for Developers	3,428	70,310	70,310	3,428
Total Brownfield	63,242	138,470	137,210	64,502
ECONOMIC DEVELOPMENT CORPORATION				
Assigned Parking Lot	0	0	0	0
Assigned Downtown Loans	0	61,040	38,920	22,120
Assigned Economic Development	134,946	0	134,946	0
Unassigned	18,958	1,200	0	20,158
Total EDC	153,904	62,240	173,866	42,278
Total Component Unit Funds				
Informational Summaries	\$1,908,816	\$1,064,610	\$1,443,446	\$1,529,980
	<u>Working Capital January 1</u>	<u>Sources of Working Capital</u>	<u>Uses of Working Capital</u>	<u>Working Capital December 31</u>
PROPRIETARY FUNDS				
Enterprise Funds				
Land Development	\$265,599	\$257,390	\$259,300	\$263,689
Airport Fund				
Restricted	97,994	0	20,580	77,414
Assigned	0	82,510	0	82,510
Unassigned	114,272	980,810	1,010,190	84,892
Sewer Fund				
Committed	289,400	240,210	493,980	35,630

Assigned	1,008,278	90,000	256,760	841,518
Unassigned	1,232,828	1,983,790	2,059,800	1,156,818
Water Fund				
Restricted	596,700	0	0	596,700
Assigned	1,305,827	341,500	502,290	1,145,037
Unassigned	650,509	2,271,100	2,381,380	540,229
Solid Waste Fund				
Restricted	297,346	0	0	297,346
Assigned	38,000	0	0	38,000
Unassigned	723,286	492,060	523,810	691,536
Internal Service Funds				
Central Stores Fund	174,473	60,660	60,400	174,733
Motor Pool Fund				
Assigned	487,392	0	487,392	0
Unassigned	829,658	664,510	761,248	732,920
Self Insurance Fund	2,126,636	2,176,300	2,198,600	2,104,336
Total Proprietary Funds				
Informational Summaries	\$10,238,198	\$9,640,840	\$11,015,730	\$8,863,308

Resolution unanimously adopted.

Moved by Vice Mayor Ling and supported by Commissioner Rautanen to appoint Mayor Kilmer as delegate and Commissioner Holton as alternate for the Michigan Municipal League (MML) Annual Meeting on October 3, 2012. Motion unanimously adopted.

Moved by Commissioner Holton and supported by Commissioner Rautanen to approve request of the Economic Development Corporation (EDC) to retain the balance of the Economic Development Funds for one additional year. Motion unanimously adopted.

Moved by Commissioner Holton and supported by Commissioner Rautanen to enter into closed session pursuant to Section 8(h) of the Open Meetings Act to discuss a legal opinion from legal counsel.

AYES: Commissioners English, Holton, Joslin, Kilmer, Ling, Rautanen and Tilmann
 NAYS: None
 Motion unanimously adopted.

Announcements on City-Related Issues and Concerns

Commissioner Tilmann thanked law enforcement for the work they did during welcome weekend.

Vice Mayor Ling announced an opening on the Zoning Board of Appeals and encouraged citizens to apply if interested. Applications are being accepted through September 4th.

Vice Mayor Ling thanked Kathy Hill, Michelle Sponseller and many others for the work they did with ArtWalk. She also commented that she hopes the Commission can get follow-up on the tree removal process.

The Commission recessed at 8:19 p.m. and entered into closed session at 8:26 p.m. and went back into regular session at 8:44 p.m. A separate set of minutes was taken for the closed session.

The Mayor adjourned the meeting without objection at 8:45 p.m.

Bruce Kilmer, Mayor

Jeremy Howard, City Clerk