

HUDSONVILLE CITY COMMISSION
City Commission Minutes

May 15, 2018

Mayor Northrup called a Work Session of the Hudsonville City Commission to order on Tuesday, May 15, 2018 at 6:00 PM.

Present: Mayor Northrup, Commissioners Brandsen, Bolhuis, Holtrop, Leerar, Raterink, Steigenga, City Manager Waterman, Deputy Finance Director Chrisman and City Clerk VanSlyke.

9006. *Review of Proposed 2018-2019 Budget.*

City Manager Waterman reviewed with the City Commission the Executive Summary as an attachment to the proposed 2018-2019 Budget. The following sections were reviewed:

- (1) City Commission Goals. The City's current 2018-2022 Strategic Plan goals and objectives were the basis for many of the planned expenditures in this year's budget.
- (2) Restoring the City's General Fund Reserve. City Manager Waterman stated that the City's fund balance has dipped below 20% of annual revenues. Waterman reviewed the proposed plan to restore the City's fund balance by 2021.
- (3) Revenue Sources. City Manager Waterman reviewed the different revenue sources that the General Fund receives. He stated that there has been an increase in property taxes which is anticipated to continue.
- (4) Revenue Sharing. A brief history of the decrease in Revenue Sharing funds was discussed.
- (5) Property Tax Revenues. Property Tax revenues are expected to increase by \$117,000 and are attributed in large part to an increase in the city's total taxable value.
- (6) Taxable Values. For 2018-2019 the total taxable value is expected to increase by \$13.1 million.
- (7) Debt Obligation. City Manager Waterman reviewed the current debt obligations for the City. The City currently has three remaining debt

obligations for a total of \$4,885,000. The Water Supply obligation will be paid off this year.

- (8) Capital Expenses. City Manager Waterman reviewed the road projects, park improvements, water/sewer projects and equipment purchases proposed for 2018-2019.
- (9) Personnel. City Manager Waterman reviewed the proposed cost of living wage increase of 2% based on the Consumer Price Index. Waterman stated that he is currently in union negotiations and will be reporting to the Personnel Committee in the upcoming weeks on the progress.
- (10) Employee Benefits. City Manager Waterman reported that employee health care premiums are projected to increase by 2.5% for 2018-2019. MERS DB Pension Plan will be increasing \$1,455 per month. There are no current employees on this plan. Contractual Police Services are expected to increase by approximately 18.5%, which includes equipment and new vehicle.

City Manager Waterman reviewed with the City Commission the proposed 2018-2019 Budget. The following sections were reviewed:

- (1) General Fund Revenue. Chamber reimbursement will be going up, as Lindsey will be spending more of her time working with the Chamber. Local Community Stabilization Share will be replacing Personal Property Taxes and could change slightly depending on pending legislation.
- (2) City Commission - General Fund. There are funds allocated for special studies.
- (3) Police - General Fund. Expenditures are expected to increase, however staff is looking into some personnel changes that could reduce these costs.
- (4) Public Access Cable Television – General Fund. This number may vary depending on the number of customers.
- (5) Streets Fund. Street revenues have increased because of state road funding and county millage.

- (6) Park/Recreation Fund. There are several anticipated donations that will go towards new playground equipment at Hughes Park and the pathway and pond through Creekside Shores.
- (7) Tax Increment Finance. There will be transfers out of this account to pay for a portion of the Quality of Life bonds. The DDA will be contributing 20% of their tax capture.
- (8) Terra Square. It is anticipated that Terra Square will break even this next year and begin growing a fund balance.
- (9) Water & Sewer Funds. There are several water and sewer projects planned for this next year. We are also looking at the possibility of hiring a third party firm to perform a water and sewer rate study.

City Manager Waterman will give a presentation at the public hearing on the proposed budget at the June 12 City Commission meeting.

9007. The work session was adjourned at 6:56 p.m. to proceed to the regular session.

Mayor Northrup called the Regular Session of the Hudsonville City Commission to order at 7:00 P.M., May 15, 2018. The Pledge of Allegiance was stated and Commissioner Leerar gave the invocation.

Present: Mayor Northrup, Commissioners Brandsen, Bolhuis, Holtrop, Leerar, Raterink, Steigenga, City Manager Waterman, Finance Director Syswerda and City Clerk VanSlyke.

PUBLIC COMMENTS

9008. Keith Johnson, 5671 Lawndale Avenue, addressed the City Commission regarding the sale of the Hillcrest Ball Diamond and his concern for the loss of green space. He had questions regarding the project that he will direct to Planning and Zoning Director Strikwerda.

9009. Gordon Dekruyter, 5721 Lawndale Avenue, addressed the City Commission regarding questions about the sale of the Hillcrest Ball Diamond. He will contact Planning and Zoning Director Strikwerda with these questions.

CONSENT AGENDA

9010. Motion by Leerar, seconded by Raterink, to approve the Consent Agenda consisting of the following:

1. Minutes of City Commission regular session dated April 10, 2018.
2. Minutes of City Commission special session dated April 24, 2018.
3. Minutes of the Library Advisory Board dated April 17, 2018
4. Minutes of the Act 198 Committee dated May 2, 2018.
5. Minutes of Terra Square Advisory Board dated April 11, 2018.

All aye, motion carried.

NEW BUSINESS

9011. Presentation of Redevelopment Ready Communities (RRC) Certification Award. Katharine Czarnecki, Senior Vice President of Community Development at the Michigan Economic Development Corporation (MEDC), State Representative Daniela Garcia and Public Policy Maker Matt Kooiman recognized Hudsonville's accomplishment as the 20th community to be certified under the statewide Redevelopment Ready Communities program.

Public Safety

9012. Fire, Police and Emergency Management statistical reports for April received as information.

Finance

9013. Finance Director's Financial Reports for March 2018 were presented.

9014. Payment of Bills.

Motion by Brandsen, seconded by Holtrop, to confirm the payment of the bills in the amount of \$531,822.39 and to confirm payment of bills paid between meetings and reviewed by the Finance Committee.

Yea 7, Nay 0, motion carried.

9015. ACH Funds Distribution.

Motion by Brandsen, seconded by Holtrop, to confirm the funds distributed via automated clearing house in the amount of \$32,839.22 which were distributed between meetings and reviewed by the City Manager.

Yea 7, Nay 0, motion carried.

Administration

9016. Change in Deadline for Filing Nominating Petitions for City Elections.
Motion by Leerar, seconded by Raterink, to approve Resolution No. 18-1649 to change the filing date for the filing nomination petitions.

Yea 7, Nay 0, motion carried.

9017. Library Reciprocal Borrowing Policy.
Motion by Leerar, seconded by Steigenga, to hold a moratorium on enforcing the Library Reciprocal Borrowing Policy over the course of the summer, beginning on May 29, 2018 and ending on Tuesday, September 18, 2018, when it will be reviewed again by the Library Advisory Board.

Yea 7, Nay 0, motion carried.

9018. Cedar Crest Dairy, Inc. – IFT Application.
Motion by Holtrop, seconded by Brandsen, to approve Resolution No. 18-1655 to set a public hearing for June 12, 2018 to consider the request of Cedar Crest Dairy, Inc. for an Industrial Facilities Exemption Certificate.

Yea 7, Nay 0, motion carried.

9019. Franchise Agreement with Comcast.
Motion by Leerar, seconded by Brandsen, to authorize Resolution No. 18-1656 approving and authorizing execution of a uniform video service local franchise agreement with Comcast of California/Massachusetts/Michigan/Utah.LLC.

Jeff Snyder, Manager of Government & Regulatory Affairs with Comcast, was present and addressed the City Commission regarding the proposed franchise agreement.

Yea 7, Nay 0, motion carried.

9020. 40th Ave. Road and Sewer Improvements Bid Award.
Motion by Raterink, seconded by Steigenga, to accept the low bid from Brenner Excavating for the 2018 40th Avenue Road and Sewer Improvements Project for a cost not to exceed \$551,438.30.

Yea 7, Nay 0, motion carried.

9021. Curtis St. Water Main & Resurfacing Bid Award.
Motion by Raterink, seconded by Steigenga, to accept the low bid from Cutting Edge Excavating for the 2018 Curtis Street Water Main Replacement and Road Resurfacing Project for a cost not to exceed \$206,045.80.

Yea 7, Nay 0, motion carried.

9022. Easement Related to Fire Hydrant at 3424 Chicago Drive.
Motion by Brandsen, seconded by Holtrop, to approve Resolution No. 18-1657 accepting the easement related to the fire hydrant system at 3424 Chicago Drive.

Yea 7, Nay 0, motion carried.

ADJOURNMENT

9023. Motion by Raterink, seconded by Leerar, to adjourn at 8:03 p.m.

All aye, motion carried.

Diana VanSlyke
Hudsonville City Clerk

Mayor Northrup