

City of Lincoln Park  
Receivership Transition Advisory Board Meeting Minutes

Tuesday, April 19, 2016

Lincoln Park City Hall

Council Chambers

1355 Southfield Road

Lincoln Park, Michigan 48146

**RTAB MEMBERS PRESENT:**

**KEVIN BONDS**

**GENELLE ALLEN**

**JOHN ZECH, attending telephonically**

**ALSO PRESENT:**

**MATT COPPLER,**

**City Manager**

**DREW VAN DE GRIFT**

**Michigan Department of Treasury**

Reported by:

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**CALLED TO ORDER AT 1:00 P.M.**

MR. BONDS: Good day everybody, let's call this meeting to order. It's now 1:00, and let's start off with roll call.

MR. VAN de GRIFT: Genelle Allen.

MS. ALLEN: Here.

MR. VAN de GRIFT: Kevin Bonds.

MR. BONDS: Here.

MR. VAN de GRIFT: Branden Dunleavy.

(No response)

MR. VAN de GRIFT: Absent. Jessica Thomas.

(No response)

MR. VAN de GRIFT: Absent. John Zech.

MR. ZECH: Here.

MR. VAN de GRIFT: Our quorum is present.

MR. BONDS: Great. Okay, great. We've got to, the next item is the approval of the agenda. We do have one new item for inclusion on this agenda, which is the amended resolution, 2016-14. So the motion to approve the agenda should also include adding this item, as well.

MS. ALLEN: I move to approve the agenda, with the addition.

MR. BONDS: Motion has been made, is there a second?

MR. ZECH: I support that.

1 MR. BONDS: And supported. Any discussion?  
2 Hearing none, the approval is -- all those in favor of the  
3 agenda with the amended, to include the amended  
4 resolution, 2016-14, signify by stating aye. Aye.

5 MS. ALLEN: Aye.

6 MR. ZECH: Aye.

7 MR. BONDS: Okay. And no opposed. All right,  
8 next item is the approval of the RTAB minutes of March  
9 15th, 2016. The chair will entertain a motion to approve,  
10 and again, as in the last meeting, these are very detailed  
11 minutes, which is fantastic. Let's just focus on anything  
12 that's substantive in nature.

13 MR. ZECH: Mr. Chairman, I would like to make a  
14 motion to approve the minutes of the last meeting, with  
15 one small change.

16 MR. BONDS: Yes sir, and the change is? Excuse  
17 me, motion has been properly made, is there a second?

18 MS. ALLEN: I'll second.

19 MR. BONDS: Second, now for discussion, Mr. Zech?

20 MR. ZECH: Thank you, Mr. Chairman. On page  
21 three, line 23, it indicates that a comment was made by  
22 Ms. Thomas, regarding the previous meeting's minutes. And  
23 on page four, it indicates that she supported the motion  
24 to approve the minutes. In fact, I made the motion to  
25 approve the minutes with the change, and she supported

1 that. So, if that could be changed, on page three, line  
2 23, to say Mr. Zech, rather than Ms. Thomas.

3 MR. BONDS: Thank you very much, Mr. Zech, and  
4 thank you for catching that. So with that discussion,  
5 with the change of line 23, to Mr. Zech in lieu of Ms.  
6 Thomas, all those in favor of accepting the minutes with  
7 those stated changes, signify by stating aye. Aye.

8 MS. ALLEN: Aye.

9 MR. ZECH: Aye.

10 MR. BONDS: Great. Any opposed?

11 (No response)

12 MR. BONDS: Hearing none, motion passes. Old  
13 business, which is the CDBG information. Let's see --  
14 excuse me, excuse me, excuse me -- we're going to zip to  
15 new business. Wait a minute. Drew help me, my notes are  
16 a little off.

17 MR. VAN de GRIFT: Certainly. The CDBG budget  
18 information the board had requested, some information that  
19 the city has provided, and so that can be received and  
20 filed, unless the board members have a comment.

21 MR. BONDS: Thank you very much. Is there any  
22 comment by any of the board members on the attachment 2A  
23 and 2E, which is to be received and filed. And 2A was the  
24 actual, it looks like we've received the application for  
25 assistance that the city has provided, and 2B is for the

1 project for the mental health and substance abuse  
2 services.

3 Okay, hearing none, let's move forward. Under  
4 new business, which is the approval of resolutions and  
5 ordinances for city council meetings. Number one is  
6 resolutions from the regular city council meeting of March  
7 7th, 2016, which is attachment three. Chair will  
8 entertain a motion to approve all resolutions from the  
9 March 7th, 2016, regular city council meeting.

10 MS. ALLEN: So moved.

11 MR. BONDS: It's been properly moved; is there a  
12 second?

13 MR. ZECH: I support that.

14 MR. BONDS: And support. Any discussion?

15 (No response)

16 MR. BONDS: Hearing none, all those in favor  
17 signify by stating aye. Aye.

18 MR. ZECH: Aye.

19 MS. ALLEN: Aye.

20 MR. BONDS: Great, and no opposed. Resolutions  
21 from the regular city council meeting of March 21st, 2016,  
22 which is attachment four. The chair will entertain a  
23 motion to approve all resolutions from the March 21st,  
24 2016, regular city council meeting, with the exception of  
25 Resolution 2016-71, which is the post-employment health

1 plan by Nationwide, and Resolution 2016-72, which is the  
2 retirement health savings plan/ICMA.

3 MS. ALLEN: So moved.

4 MR. BONDS: It's been properly moved; is there a  
5 second.

6 MR. ZECH: I support.

7 MR. BONDS: Okay, any further discussion?

8 (No response)

9 MR. BONDS: Hearing none, all those in favor  
10 signify by stating aye. Aye.

11 MR. ZECH: Aye.

12 MS. ALLEN: Aye.

13 MR. BONDS: Any opposed?

14 (No response)

15 MR. BONDS: No. Motion carries.

16 Resolution 2016-71, which is the post-employment  
17 health plan by Nationwide, which is attachment 4A. Mr.  
18 Coppler, can you please provide us a summary of this item  
19 for the board, please?

20 MR. COPPLER: As part of the supplement of all  
21 the different contracts the city is putting money towards  
22 for retirement healthcare, for the employees, so we had to  
23 set up the vehicles for that. We had used ICMA for the  
24 deferred comp plan, and so they had given us information  
25 on setting up a premium through them.

1           One of the bargaining units wanted a optional or  
2           a second option, to put money into if they wanted. And so  
3           we went and looked, and Nationwide is another provider  
4           that we've used in the past. So both of these are  
5           vehicles for that retirement health savings account that  
6           we're now depositing money into, for the employees.

7           MR. BONDS: Great. Any questions?

8           MS. ALLEN: I do. So are you saying they -- the  
9           employees, they have two options, Nationwide and the  
10          previous carrier?

11          MR. COPPLER: Yeah, they have to choose either  
12          ICMA or the other plan.

13          MR. BONDS: Okay.

14          MS. ALLEN: Another question.

15          MR. BONDS: Yes, ma'am.

16          MS. ALLEN: And I understand you said that you  
17          had used Nationwide in the past, were they under contract  
18          at the time?

19          MR. COPPLER: Not for this; I think 457, would be  
20          used, for deferred comp, as we've used them in the past.

21          MS. ALLEN: How was the selection made to include  
22          Nationwide and not another?

23          MR. COPPLER: Actually, I believe it was  
24          recommendation of one of the bargaining units, that that's  
25          who they wanted to utilize for.

1 MS. ALLEN: Thank you.

2 MR. BONDS: Thank you. Mr. Zech, any questions?

3 MR. ZECH: I do not have any questions, sir.

4 MR. BONDS: Okay, thank you. The chair will  
5 entertain a motion to approve, deny or postpone Resolution  
6 2016-71, which is the post-employment health plan, through  
7 Nationwide.

8 MS. ALLEN: So moved.

9 MR. BONDS: It's been properly moved.

10 MR. ZECH: I support that.

11 MR. BONDS: And supported.

12 MR. VAN DE GRIFT: Was that a motion to approve?

13 MR. BONDS: A motion to approve?

14 MS. ALLEN: Yes.

15 MR. BONDS: Yes. Any discussion on the motion?

16 (No response)

17 MR. BONDS: Hearing none, all those in favor  
18 signify by stating aye. Aye.

19 MR. ZECH: Aye.

20 MS. ALLEN: Aye.

21 MR. BONDS: Okay, and no opposed.

22 On, let's see. I've jumped ahead of the game.  
23 That's why I got Drew confused. I want to correct, make  
24 sure that we're corrected. That was for 2016-71, all  
25 right. So now we are at 2016-72, which is the retirement



1 health savings plan. And so Mr. Coppler, can you please  
2 provide us a summary?

3 MR. COPPLER: Yes. I kind of went over both of  
4 them, one is ICMA, the other is the Nationwide.

5 MR. BONDS: Gotcha.

6 MR. COPPLER: Same programs, just two different  
7 companies.

8 MR. BONDS: Thank you for that clarification.  
9 With that having been said, the chair will entertain a  
10 motion to approve, deny, or postpone Resolution 2016-72,  
11 which is the retirement health savings plan through ICMA.

12 MR. ZECH: I would make that motion to approve  
13 Resolution 2016-72.

14 MR. BONDS: Motion has been properly made to  
15 approve; is there a second?

16 MS. ALLEN: Second.

17 MR. BONDS: And it has been seconded; any  
18 discussion for the board?

19 (No response)

20 MR. BONDS: Hearing none, all those in favor  
21 signify by stating aye. Aye.

22 MR. ZECH: Aye.

23 MS. ALLEN: Aye.

24 MR. BONDS: Any opposed?

25 (No response)

1 MR. BONDS: Hearing none, motion passes.

2 Okay, we are now on section B, which is the city  
3 manager's items. Attachment five, city manager items one  
4 through four have already been addressed in new business.  
5 City manager items five through seven, while action on  
6 these items occurred during a council meeting outside the  
7 normal review period for today's board meeting, the city  
8 manager's request to bring them forward for early review  
9 is merited, as they are time sensitive.

10 Items five through seven have been approved by  
11 the city council at their April 4th, 2016, council  
12 meeting. We are, Mr. Coppler, can you please provide us a  
13 summary of Resolution 2016-83, which is the ratification,  
14 which is to ratify contract for the crossing guards of  
15 Local 628?

16 MR. COPPLER: Yes, this is one of the agreements  
17 that the emergency manager wasn't able to button up before  
18 he left. There's a four member bargaining unit for part  
19 time crossing guards. The overall impact, financially, is  
20 very little to the budget. There was some language that  
21 was cleaned up, to make sure that both parties understood  
22 what the language meant.

23 And then, I think, probably the bigger thing from  
24 the bargaining unit pushed back that was they, upon

1 retirement, would get a \$1500 life insurance plan. That  
2 was removed as part of negotiations.

3 MR. BONDS: I have a question.

4 How many employees does this affect?

5 MR. COPPLER: Four.

6 MR. BONDS: Four. Okay, any questions?

7 MS. ALLEN: Did all four members ratify the  
8 agreement?

9 MR. COPPLER: We were notified that the union did  
10 ratify the agreement. I can't tell if it was 4-0 or 3-1,  
11 but, it's ratified.

12 MR. BONDS: Okay. Mr. Zech, did you have any  
13 questions?

14 MR. ZECH: I do not.

15 MR. BONDS: Okay. The chair will entertain a  
16 motion to approve, deny, or postpone Resolution 2016-83,  
17 which is to ratify the contract of the crossing guards,  
18 through Local 628.

19 MS. ALLEN: I move to approve Resolution 2016-83.

20 MR. BONDS: Motion has been made to approve, is  
21 there a second?

22 MR. ZECH: I support that, Mr. Chairman.

23 MR. BONDS: And it's been properly supported. Any  
24 further discussion on the motion?

25 (No response)

1 MR. BONDS: Hearing none, all those in favor  
2 signify by stating aye. Aye.

3 MR. ZECH: Aye.

4 MS. ALLEN: Aye.

5 MR. BONDS: Any opposed?

6 (No response)

7 MR. BONDS: Hearing none, motion passes.

8 Okay, the next item is approval of Resolution  
9 2016-84, which is the intergovernmental agreement with  
10 Wayne County for Goddard Road, Moran Avenue, and it's  
11 attachment 5F in your packets.

12 So Mr. Coppler, can you please provide us a  
13 summary of this item for the board, please?

14 MS. ALLEN: Please, if the -- I don't know if I  
15 should abstain, given that I'm employed by Wayne County.

16 MR. VAN de GRIFT: Do you have a personal  
17 conflict with the subject matter?

18 MS. ALLEN: No.

19 MR. VAN de GRIFT: This may be a good time to  
20 note that with the absence of the two members, any  
21 resolution must be passed by three of five; it's not a  
22 majority of the members that are present. It's the  
23 majority of the members that are appointed, and so, if you  
24 do not have any personal conflict of interests, it's a

1 discretionary call of yours. But we will not be able to  
2 vote without it.

3 MR. BONDS: Yeah. I think -- and also, Ms.  
4 Allen, thank you for raising that. In the rules that we  
5 approved on our first meeting, under the disclosure  
6 entities, it does provide, and it does state, if you have  
7 a personal interest in a matter, to self-disclose. And I  
8 don't want to get into your details, but if there's a  
9 personal issue, then you would self-disclose.

10 MS. ALLEN: I do not have a personal interest.

11 MR. BONDS: Okay. All right. Thank you very  
12 much. Okay, so we're back to the -- Mr. Coppler, if you  
13 can provide the summary for that particular resolution,  
14 please?

15 MR. COPPLER: Wayne County is undertaking a  
16 milling and paving project along a road that starts in  
17 Southgate as Goddard, and continues into the City of  
18 Lincoln Park as Moran. Being that it's a road that they  
19 can ask for the local communities to share in that cost,  
20 from the Public Act 51 monies, they sent this  
21 intergovernmental agreement, which binds us to provide  
22 approximately \$42,000 as our local share for the project.

23 MR. BONDS: Mr. Zech, any questions?

24 MR. ZECH: No, I did not have any questions about  
25 this. I'm familiar with these kind of agreements.

1                   MR. BONDS: Okay, wonderful. With that, the  
2 chair will entertain a motion to approve, deny, or  
3 postpone the Resolution 2016 -- excuse me, I'm jumping  
4 ahead of myself. This is the Resolution 2016-84, which is  
5 the intergovernmental agreement with Wayne County for  
6 Goddard Road and Moran Avenue.

7                   MR. ZECH: I so move that we approve the  
8 Resolution 2016-84.

9                   MR. BONDS: It's been properly moved; is there a  
10 second?

11                  MS. ALLEN: Second.

12                  MR. BONDS: And seconded. Any further  
13 discussion?

14                  (No response)

15                  MR. BONDS: Hearing none, all those in favor,  
16 signify by stating aye. Aye.

17                  MS. ALLEN: Aye.

18                  MR. ZECH: Aye.

19                  MR. BONDS: Any opposed?

20                  (No response)

21                  MR. BONDS: Hearing none, it's been approved.  
22 Okay, approval of Resolution 2016-85, which is the grant  
23 application DCC, memorandum of understanding, the target  
24 market, which is attachment 5G. Mr. Coppler, can you  
25 provide us a summary on this resolution before us?

1                   MR. COPPLER: The City of Lincoln Park has been  
2 working with MSHDA, on conducting a target market analysis  
3 for residential housing, within different sections of the  
4 city. We were pondering --

5                   MR. BONDS: You okay?

6                   MR. ZECH: I'm fine.

7                   MR. BONDS: Okay. Okay.

8                   MR. COPPLER: MSHDA had been working in that  
9 point in time with some other downriver communities about  
10 other target market analysis. Their belief is that a lot  
11 of the data that's going to be developed is transferable  
12 from one downriver community to another. And the thinking  
13 is that by partnering together, we'll be able to save  
14 money on the whole project, versus if each community went  
15 about it by themselves.

16                   The -- one of the, the thing that had to be  
17 worked out was what, or who was going to be the  
18 organization that's going to actually apply for the grant  
19 through MSHDA, and then manage the grant, as well.

20                   The -- what was put out there was, the downriver  
21 community, and of course the last C is now totally elapsed  
22 in my mind.

23                   MALE AUDIENCE MEMBER: Conference.

24                   MR. COPPLER: Conference, than

1 MR. COPPLER: Thank you very much. That's why we  
2 have back there, support from the audience. Agreed to  
3 provide the application, as well as the management,  
4 fiduciary management, of the grant. So to do all this, we  
5 had to agree to have a memorandum of understanding with  
6 DCC, that'll allow them to submit the grant, and act as  
7 fiduciary.

8 So this resolution binds the city, as well as  
9 four other communities, to submit the grant, and, at a  
10 cost of up to \$7,000. Six thousand towards the  
11 application or the money for the TMA, and up to \$1,000 for  
12 the administration costs for DCC.

13 MR. BONDS: So, question, then, for you. I know  
14 that at the last meeting, we also approved the city's DDA  
15 and EDC director's contract; is that person in place?

16 MR. COPPLER: Yes.

17 MR. BONDS: So, he -- is it a he or she, or?

18 MR. COPPLER: He.

19 MR. BONDS: He. So he'll be leading the charge?

20 MR. COPPLER: He will be, it'll be him as well as  
21 myself, working with MSHDA, DCC and the DDA.

22 MR. BONDS: Okay.

23 MR. COPPLER: One of the areas that -- one of the  
24 areas is actually within the DDA that's going to be looked



1 at. The other areas fall within his role as the Economic  
2 Development Commission.

3 MR. BONDS: I have just one more question,  
4 please. On the last bullet of the areas -- the target  
5 areas. Can you explain to me the Toledo/Dix corridor?

6 MR. COPPLER: So, that -- in the city, on the  
7 western side, we have a portion of Toledo-Dix Road. And  
8 so there is an area from a little bit south, actually from  
9 the Moran area, up to Southfield, that is right now fairly  
10 heavily developed for retail commercial, and we feel that  
11 there are some areas within that would allow for some type  
12 of market rate housing, as well.

13 And it just, I think, more of a spinoff of some  
14 of the other projects we're looking at in the areas that  
15 we've isolated for this target market analysis.

16 MR. BONDS: All right. And I'm sorry, one more  
17 question, and entertain anything else from the board.  
18 When we talk about market rate housing, does that also  
19 include housing available for senior citizens? Or is that  
20 a separate?

21 MR. COPPLER: Generally, that's not included.

22 MR. BONDS: That's not included.

23 MR. COPPLER: What will ultimately come out,  
24 we'll be looking at all the different sectors of housing  
25 that could go in the city. But the focus from the

1 economic development standpoint, is looking at market  
2 rate. So there is already, within the downriver, there is  
3 quite a bit of affordable housing already. And the market  
4 we're trying to attract is that market rate.

5 MR. BONDS: Okay. Any other questions from any  
6 of the board members? Okay, Mr. Zech?

7 MR. ZECH: No, no sir, no questions.

8 MR. BONDS: Okay.

9 MR. ZECH: I think it's a great idea.

10 MR. BONDS: Okay. All right, then the chair will  
11 entertain a motion to approve, deny, or postpone  
12 Resolution 2016-85, which is the grant application for the  
13 DCC memorandum of understanding.

14 MR. ZECH: Mr. Chairman, I'd be glad to make that  
15 motion, to approve Resolution 2016-85.

16 MR. BONDS: Thank you, motion has been properly  
17 made; is there a second?

18 MS. ALLEN: Second.

19 MR. BONDS: And it's been seconded. Any further  
20 discussion?

21 (No response)

22 MR. BONDS: All those in favor, signify by  
23 stating aye. Aye.

24 MS. ALLEN: Aye.

25 MR. ZECH: Aye.

1 MR. BONDS: All those opposed?

2 (No response)

3 MR. BONDS: Hearing none, motion passes.

4 Next item is item eight, which is the approval of  
5 fulltime public service worker, or a Mr. Jacob Wale, which  
6 is Attachment 5H. Mr. Coppler, please provide us a  
7 summary.

8 MR. COPPLER: As part of the EM's budget, he  
9 approved the hiring of two fulltime employees within the  
10 water sewer department. And the primary rationale is to  
11 start training employees to take over the water repairs  
12 that we're now contracting out, and we felt -- or cost us  
13 above what they would cost if we were able to do it  
14 ourselves.

15 The plan called for five employees; the emergency  
16 manager allowed for two. One of the positions was filled  
17 while the emergency manager was here. It took us awhile  
18 to fill this position. This individual actually was hired  
19 by the city as a part time DPS worker back in May, and  
20 based upon his work ethic and moving forward with getting  
21 his CDLA, the director feels that this would be a good  
22 promotion or hire, for the city, to go fulltime.

23 MR. BONDS: Great. Any questions?

24 MS. ALLEN: I do. And I notice that this is  
25 companion to item number nine. What are the projected

1 cost savings from bringing -- having those services  
2 performed in house?

3 MR. COPPLER: Well, this did not get us to that.  
4 And actually, part of -- it's further addressed in my  
5 proposed budget, the rest to bring the other three  
6 employees on for it. But what this does is allow us to  
7 get to the, you know, start the training of the people  
8 that we have on staff to do that. Because we've had a  
9 large turnover.

10 But, so this doesn't get us there. But, a quick  
11 analysis, we're figuring about \$100 an hour, is what the  
12 savings would be if we could do it in house. And again,  
13 that's a very quick analysis, not looking at every detail  
14 of the work. But easily \$100 an hour, we could save.

15 MS. ALLEN: Thank you.

16 MR. BONDS: Okay. Mr. Zech, any questions?

17 MR. ZECH: No, Mr. Chairman.

18 MR. BONDS: All right.

19 MR. ZECH: I would be glad to make a motion that  
20 this person be hired full time.

21 MR. BONDS: Motion has been made.

22 MS. ALLEN: Second.

23 MR. BONDS: And it's been seconded. Any further  
24 discussion?

25 (No response)

1                   MR. BONDS: Hearing none, all those in favor of  
2 the motion to approve, signify by stating aye. Aye.

3                   MS. ALLEN: Aye.

4                   MR. ZECH: Aye.

5                   MR. BONDS: All those opposed?

6                   (No response)

7                   MR. BONDS: Hearing none, motion passes.

8                   Seeing's as Ms. Allen has mentioned a companion  
9 resolution, which is approval of a part time public  
10 service worker, and that's Mr., or, I shouldn't say Mr.  
11 We'll just go with Kyle Parker.

12                   MR. COPPLER: Yes, as part of the EM's budget,  
13 there is money set aside for part time help within the  
14 city, in DPS. Again, we've been actively recruiting to  
15 fill the ranks of that. This is one less vacancy, if we  
16 can get it filled.

17                   MR. BONDS: Okay.

18                   MR. COPPLER: And just for kind of understanding,  
19 they'll be doing, you know, a lot of different work,  
20 whether it's working within buildings and grounds, working  
21 in rooms, working in water and sewer. It's wherever the  
22 need is.

23                   MR. BONDS: Okay, any questions?

24                   MS. ALLEN: I move to approve.

1                   MR. BONDS: Motion has been made to approve; is  
2 there a second?

3                   MR. ZECH: I support.

4                   MR. BONDS: And it's been properly supported.  
5 Any further discussion?

6                   (No response)

7                   MR. BONDS: Hearing none, all those in favor,  
8 signify by stating aye. Aye.

9                   MS. ALLEN: Aye.

10                  MR. ZECH: Aye.

11                  MR. BONDS: Any opposed?

12                  (No response)

13                  MR. BONDS: Hearing none, motion is passed. Item  
14 ten, which is the approval of a paid intern for the city  
15 clerk's office, which is attachment 5A. Mr. Coppler, can  
16 you please provide a summary of this item for the board,  
17 please?

18                  MR. COPPLER: Within the budget, there is an  
19 availability for part time hires for the city. And due to  
20 the fact that the elections are now past, for the  
21 remainder of the year, and there is available funding, and  
22 the fact that we have two major elections, at least one  
23 major one from our perspective, coming up in the fall,  
24 which is in August for police and fire millage. And then  
25 there's another one, I guess, in November.

1           There's a lot of work to be done in the clerk's  
2 office towards that. And she has requested that because  
3 there is sufficient funding, to bring on a part time  
4 intern to help out with a number of different functions,  
5 to keep the department going. Primarily focused on all  
6 the work that revolves around preparing for the election.

7           Let me just also say there's something else you  
8 probably haven't thought about, which is we are going to  
9 be upgrading the clerk software, from where we are now, to  
10 a newer version, as part of next year's budget. And we do  
11 that if it's approved in the budget, this will be taking  
12 place in July, August, and September. Which means that  
13 she'll be very busy, and extra help would be very, very  
14 beneficial for that office, to keep it flowing, so we  
15 don't have any hiccups in the election.

16           MR. BONDS: Great, thank you. I will say that  
17 the city manager's report that we all received in advance  
18 of the meeting was quite thorough, and I appreciate  
19 particularly the write up on the city clerk's office,  
20 because that is a very critical area for the city.

21           And she did a excellent job in depicting where  
22 her needs are, and so, you know, definitely want to  
23 support this intern for her office. So the chair will  
24 entertain a motion to approve, deny, or postpone the paid  
25 intern for the city clerk's office.

1 MS. ALLEN: Move to approve the paid intern for  
2 the city clerk's office.

3 MR. BONDS: Motion has been properly made to  
4 approve; is there a second?

5 MR. ZECH: I support that, Mr. Chairman.

6 MR. BONDS: It's been supported. Any further  
7 discussion?

8 (No response)

9 MR. BONDS: Hearing none, all those in favor,  
10 signify by stating aye. Aye.

11 MS. ALLEN: Aye.

12 MR. ZECH: Aye.

13 MR. BONDS: Any opposed?

14 (No response)

15 MR. BONDS: None, motion passes. Okay, the  
16 chair, the city manager's items 11 through 16; the  
17 following reports have been received and filed. Which is  
18 items 11, which is the budget to actual report. Item 12,  
19 the cash flow and balance sheet, item 13, which is the  
20 check disbursement report. Item 14, which is the overtime  
21 report; item 15, which is tax collection and timing of  
22 revenue report. And item 16, which is the monthly report.

23 These items are received and filed, but we will  
24 entertain any questions that the board members may have of  
25 any of those reports. At this time.



1 MR. ZECH: I have no questions, Mr. Chairman.

2 MS. ALLEN: I have no questions.

3 MR. BONDS: All right. And we're going to move  
4 to the city administrator --

5 MR. VAN DE GRIFT: Chairman Bonds?

6 MR. BONDS: Yes, sir?

7 MR. VAN DE GRIFT: We have not addressed the  
8 Resolution 2016-14, the charter amendment that was added  
9 to the agenda.

10 MR. BONDS: Thank you very much, I appreciate  
11 that. You're absolutely correct. The addition to the  
12 agenda was the amended resolution 2016, which is to --  
13 it's the proposed charter amendment renewal.

14 The city has taken action on this, and the city  
15 has supported it, and now it's in our court to support.  
16 So the chair will entertain a motion to approve, postpone,  
17 or deny Resolution 2016-14, which is the proposed charter  
18 amendment to authorize a renewal of the millage, not to  
19 exceed 3.4591 mills for three years, for fiscal years  
20 2017-18, fiscal year 2018-19, and fiscal year 2019-20.  
21 And this is solely for the police and fire purposes.

22 MR. ZECH: Mr. Chairman, I support that 2016-14.

23 MR. BONDS: Great. Motion has been properly  
24 made, and if there is second --

25 MS. ALLEN: I second.

1 MR. BONDS: And it's been seconded. Is there any  
2 further discussion on this motion to approve?

3 (No response)

4 MR. BONDS: Hearing none, all those in favor,  
5 signify by stating aye. Aye.

6 MS. ALLEN: Aye.

7 MR. ZECH: Aye.

8 MR. BONDS: Any opposed?

9 (No response)

10 MR. BONDS: Hearing none, motion passes. Thank  
11 you, Drew, for that.

12 Okay, the city administrator report, which is the  
13 look ahead memo, attachment six.

14 MR. COPPLER: Thank you very much. First, I  
15 handed out earlier to you the complimentary version of the  
16 city's proposed fiscal year 2016-17 budget, as well as the  
17 proposed CIP.

18 MR. BONDS: Yeah.

19 MR. COPPLER: We're going to be taking that up at  
20 the council level starting this week, and look to have a  
21 recommended budget from the council the first part of May,  
22 which will then go to a public hearing in the mid part of  
23 May. And so my intention is, as soon as we get the  
24 recommended budget from council, we'll give you a full

1 version so you can see what the recommendation is from  
2 council.

3 And it'll be in a lot better shape than what you  
4 have today, which, kind of worked up to the very last  
5 second to get this done. So, again, complimentary; there  
6 probably will be changes, but having been in comparison to  
7 the EM's budget, there are some changes to that.

8 I think revenue, we looked a little bit closer at  
9 what the numbers are for the revenue. And so that, that's  
10 going to be something different when you compare it.  
11 We'll provide you a comparison between what the EM has  
12 done, has put out there, and what our changes are in May,  
13 when we talk about this, where it's going.

14 But, you know, we stay within a certain parameter  
15 of, in the general fund, for that. We have factored into  
16 the budget the full pension contribution that is being  
17 requested by AMER (sic) so, the EM, in his order, in our  
18 last budget, put 3.1; this budget for next year has 3.4  
19 contribution level. And unfortunately, that has an impact  
20 on the numbers, in doing that. That's something that's  
21 going to have to be discussed, you know with the council,  
22 as well as you, on what those final impacts are going to  
23 be.

24 And I think then, the other major -- and we have  
25 a number of funds that you'll see in there. But the other

1 major fund is the water and sewer fund. And we ended up  
2 actually increasing some of the revenue projections over  
3 what the EM had put into place. But we actually lowered  
4 the expenditure piece of it by moving money around, and  
5 looking very closely at what and how we spend the money.

6 So I think overall, plus, minus, we're probably  
7 very close, ultimately, to what the EM put out there, with  
8 some, I think, important changes, where we're investing in  
9 employees, we're investing in the infrastructure, to the  
10 level we should be doing that.

11 MR. BONDS: Yeah, Mr. Coppler, thank you so much,  
12 because I -- we all know that you have done a stellar job  
13 in the short period of time that you've been with the  
14 city. And we thank you for what you're doing in terms of  
15 these reports. I will echo one good point you mentioned,  
16 that we would like to see on the budget. If you could  
17 have that EFM category, which will include the variance  
18 for that particular line, that would be great.

19 MR. COPPLER: Absolutely.

20 MR. BONDS: That would be great.

21 MR. COPPLER: And the other, the companion  
22 pieces, the five year capital plan, again, there -- if  
23 you've done capital planning, you know you really don't  
24 put a capital plan together in four months. We have a  
25 long way to go to have a capital plan that I think this

1 community can look at and say, I think this is a good  
2 capital plan.

3 So this is the start of it. We know where some  
4 of the weaknesses are that we have to start addressing,  
5 and, over the next year the staff and I are going to be  
6 very busy working on those areas. I think, again, what  
7 this represents is that start of the re-investment into  
8 the infrastructure once again, that we have to start  
9 doing.

10 MR. BONDS: Okay. Mr. Coppler, real quickly, can  
11 you give us a summary of what type of strategy are you  
12 using with the capital improvement plan, in terms of  
13 engagement? Who are your stakeholders, and you know, just  
14 give us a brief inside look of your process with that, on  
15 how you're gauging what are the investments, and who's  
16 bringing what to the table.

17 MR. COPPLER: So, so what -- the document you  
18 have in front of you really is the work that myself and  
19 staff have put together. You know, the way that it should  
20 be done is we have a community plan updated that starts  
21 driving the infrastructure needs in terms of the future.  
22 You know, the community plan, the master plan, was, it was  
23 officially approved, I think in 2007, but they renewed it  
24 in 2012.

1           That's a big concern, because there has been a  
2 dramatic change in the community from 2007 to today. And  
3 so, you know, in the right way to do it category, you  
4 know, you'd be starting with that community plan. And  
5 then that starts engaging not only the elected officials  
6 and the planning commission and the public, and our staff,  
7 so you get a broader range of opinion of what the  
8 community really needs. And then start addressing it  
9 through the available revenue.

10           If everything goes good for us, I don't think  
11 that we're going to have that community plan done,  
12 probably, until 2017, 2018. And this budget doesn't allow  
13 for a community plan within it, so we're going to have to  
14 be looking to the next budget year to actually undertake  
15 that.

16           So, I think we're going to spend the time between  
17 now and that point looking at the, you know, what I call  
18 the maintenance capital plan. And looking at our  
19 vehicles, coming up with a vehicle replacement plan, and  
20 looking at our water, sewer and roads that need to be  
21 updated. And, at least on the water, sewer and road side  
22 is where we really have available capital to start  
23 spending money.

24           MR. BONDS: Okay.

1           MR. COPPLER: We've laid out a plan for the  
2           upcoming year, and we'll have that laid for the next five  
3           years in terms of what roads will be done. And water  
4           sewer, we're just -- there's a lot of need there, and  
5           understanding what that is. We'll be working with our  
6           engineering firm as well as our DPS director, to lay that  
7           out.

8           MR. BONDS: Okay.

9           MR. COPPLER: So next year, I think, we'll be in  
10          a better position on the vehicles and the water sewer  
11          lines to the roads. But it's not going to take in those  
12          community type projects that we need to do.

13          MR. BONDS: Okay. Let me ask you one more  
14          question, please, if I may. Under your report, which was  
15          very detailed, and very informative, you talked about the,  
16          under the vehicles, there was a couple priority areas, or  
17          maybe I should say critical areas. One was with the  
18          animal control, and I believe the other might have been in  
19          the fire area, if I'm not mistaken.

20          And so, you know, my only concern was, because  
21          those really fall under the public protection area, I  
22          don't -- can you tell us, is that something that you're  
23          trying to do now, or is this in that next year timeframe  
24          you just mentioned?

1 MR. COPPLER: So the animal control vehicles --  
2 both of them have gone kaput. It looks like that there is  
3 going to be money within the police department this year,  
4 and so we'll be seeing, most likely in the next meeting, a  
5 budget amendment to move that money, to be able to pay for  
6 one of the vehicles.

7 MR. BONDS: Okay.

8 MR. COPPLER: The other vehicle is actually in  
9 the plan for next year.

10 MR. BONDS: Okay.

11 MR. COPPLER: So we'll replace one relatively  
12 immediately, and then do the other purchase next year.

13 MR. BONDS: Okay.

14 MR. COPPLER: Now, relating to the fire,  
15 unfortunately, the fire vehicles, the engines are getting  
16 up in age where they need to be replaced. We're talking  
17 \$600,000 per. So, and I think we have probably two to  
18 three years at the most to keep these vehicles in place.

19 There are grants that we are looking to apply  
20 for, that if we get funded, we'll be able to replace those  
21 vehicles at, you know, a ten percent match. So we have to  
22 see, you know, that's the preferable way to do this,  
23 because we'd be, you know, spending the \$60,000 a vehicle  
24 rather than \$600,000.

25 MR. BONDS: Okay.



1 MR. COPPLER: But depending upon how that turns  
2 out, we're probably looking at, I think, in the plan, it's  
3 in fiscal year '18 that we have that money budgeted for  
4 the first replacement engine.

5 MR. BONDS: Okay. Thank you. Any other  
6 questions from the board members?

7 MS. ALLEN: No.

8 MR. BONDS: Mr. Zech?

9 MR. ZECH: No. No questions.

10 MR. BONDS: Okay. Anything else, Mr. Coppler?

11 MR. COPPLER: There's the other two items I have  
12 on my report, is just the human resources department is  
13 looking at a number of different openings that we have to  
14 fill an eligibility list. So we want to be in a position,  
15 rather than go out every time an opening occurs, we want  
16 to develop an actual list so we know the people before we  
17 get the openings, and you know, we're going to have one  
18 retirement in the police department in June, I believe,  
19 that we'll have to fill.

20 And then as part of the EM's budget, we continue  
21 in my budget, we have another police officer position  
22 that's -- will be opened up. And we're looking at a  
23 proposed second open police position, if ultimately the  
24 council and the RTAB allows us to do that.

1           So again, developing these lists of -- the fire  
2 department, we filled -- we may be losing an employee in  
3 the next few months. So we need to have the list ready so  
4 when that does -- because, the important thing on both  
5 police and fire is, because we're so short staffed there,  
6 to lose one body, means we're looking at overtime.

7           And so to have these positions ready to be  
8 filled, it will at least reduce some of the overtime that  
9 would occur because of that.

10           MR. BONDS: Okay.

11           MR. COPPLER: And then the last thing is, I know  
12 that you were given copies of the monthly reports.

13           MR. BONDS: Yes.

14           MR. COPPLER: We still have a ways to go, that's  
15 the initial one. There's a couple of departments we  
16 didn't have because we weren't able to go through with  
17 them. We're expanding some of the performance  
18 measurements that we have in there as well, so it's going  
19 to grow.

20           MR. BONDS: Okay. We thank you for your good  
21 work. So thank you for that report. We are now into  
22 public comment.

23           MR. VAN DE GRIFT: Just one, Mr. Larry Nelson.

24           MR. NELSON: No comments at this time Mr.  
25 Chairman, thank you, though.

1           MR. BONDS: Thank you very much. Okay for board  
2 comment, any comments from any of the board members? The  
3 only thing that I have is make sure that the public knows  
4 to get all of our meeting minutes are available on the  
5 City of Lincoln Park's website, and also on  
6 Michigan.gov/treasury. So if there's no other needing,  
7 chair will entertain --

8           MR. ZECH: Mr. Chairman?

9           MR. BONDS: Yes, sir?

10          MR. ZECH: I would like -- just a brief comment.  
11 I fully support the city manager's goal of having lists  
12 for police, fire, and other positions available. Creating  
13 those lists saves time and money, and particularly, as he  
14 pointed in the area of overtime, if somebody should retire  
15 or take another job and leave, you know, give a two week  
16 notice or so. If you've got a -- you've got lists like  
17 that ready to go, that will save the city money.

18           And keep the momentum, the good momentum, going.  
19 So that's my only comment, other than that I'm looking  
20 forward to being present at the May meeting in person.

21          MR. BONDS: We're looking forward to seeing you.  
22 Thank you very much, Mr. Zech.

23          MR. ZECH: Thank you, sir.

24          MR. BONDS: With no further comments, the chair  
25 will entertain a motion for adjournment.

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MS. ALLEN: I move to adjourn.

MR. BONDS: And it's been made.

MR. ZECH: I'll move -- support.

MR. BONDS: All those in favor, signify by  
stating aye. Aye.

MS. ALLEN: Aye.

MR. ZECH: Aye.

MR. BONDS: Any opposed?

(No response)

MR. BONDS: Meeting is adjourned, thank you.

(Meeting adjourned at 1:48 p.m.)

STATE OF MICHIGAN

COUNTY OF WASHTENAW ) .ss

I certify that this transcript is a complete, true, and correct transcript to the best of my ability of the RTAB meeting held on April 19, 2016 at the City of Lincoln Park. I also certify that I am not a relative or employee of the parties involved and have no financial interest in this case.

RESPECTFULLY SUBMITTED:

April 29, 2016

s/ *Amy Shankleton-Novess*

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Amy Shankleton-Novess (CER 0838)

Certified Electronic Reporter