

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

Amy Shankleton-Novess (CER 0838)

Certified Electronic Reporter