



# CITY COUNCIL SPECIAL MEETING AGENDA

May 25, 2016, 8:00 a.m.

Marc D. Tall, Mayor  
Ronald J. Beauchamp, Mayor Pro-Tem  
Patricia A. Baribeau, Council Member  
Ralph B. Blasier, Council Member  
Michael R. Sattem, Council Member

James V. O'Toole, City Manager  
Robert S. Richards, CMC, City Clerk  
Ralph B.K. Peterson, City Attorney

City Council Chambers located at: City Hall - 410 Ludington Street - Room C101 - Escanaba, MI 49829

The Council has adopted a policy to use a Consent Agenda, when appropriate. All items listed with an asterisk (\*) are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the Agenda.

## Special Meeting

**Wednesday, May 25, 2016, at 8:00 a.m.**

CALL TO ORDER  
ROLL CALL  
APPROVAL/ADJUSTMENTS TO THE AGENDA  
CONFLICT OF INTEREST DECLARATION  
BRIEF PUBLIC COMMENT  
UNFINISHED BUSINESS - NONE  
PUBLIC HEARINGS

- 1. Second Reading, Public Hearing of Ordinance No. 1167, the Appropriations Ordinance, Including the Millage Rate of 17.00 Mills.**  
**Explanation:** In accordance with Chapter VIII. General Finance of the City Charter, Section 9, Council is required by ordinance to levy taxes that are necessary to meet the appropriations made for the upcoming fiscal year.
- 2. Second Reading, Public Hearing of Ordinance No. 1168, the Tax Levy Ordinance.**  
**Explanation:** In accordance with Chapter VIII. General Finance of the City Charter, Section 9, Council must approve a tax levy and authorize appropriations to implement the budget for the upcoming fiscal year.

NEW BUSINESS - None  
GENERAL PUBLIC COMMENT  
ANNOUNCEMENTS  
ADJOURNMENT

Respectfully Submitted

James V. O'Toole  
City Manager

**James V. O'Toole**  
City Manager



410 Ludington Street  
Escanaba, Michigan 49829  
Phone (906)786-0240

*PH # 1*  
*CC 5/25/16.*

TO: Escanaba City Council  
FROM: James V. O'Toole, City Manager  
INFO: Melissa Becotte, City Controller  
Bob Richards, City Clerk  
SUBJECT: Ordinance No. 1167 – Appropriations Ordinance

In accordance with the City Charter, the City Council must adopt an Appropriations Ordinance to fund the various departments and provide funds for specific purposes to be expended in accordance with the budget as approved and adopted by the City Council. The appropriations and revenues are set for the Ordinance No. 1167 and are for the fiscal year ending June 30, 2017.

Administration is requesting the City Council conduct a special City Council meeting for May 25, 2016, at 8:00 a.m. for the second reading and adoption of Ordinance No. 1167.

Mission Statement:

Enhancing the enjoyment and livability of our community by providing quality municipal services to our citizens.

## ORDINANCE NO. 1167

### "AN ORDINANCE TO MAKE APPROPRIATIONS AND CORRESPONDING REVENUES FOR THE YEAR ENDED JUNE 30, 2017."

THE CITY OF ESCANABA ORDAINS:

The total number of mills of ad valorem property taxes to be levied for fiscal year 2016/2017 is 17.00.

#### CHAPTER I

Section 101. That there is hereby appropriated by the City of Escanaba to various departments and funds for specific purposes, the several amounts set forth in the following tabulation, to be expended in accordance with the budget as approved, except that the City Manager is hereby empowered to transfer appropriations between activities and objects of expenditures, subject to the limitation imposed by Chapter VIII, Section 8, of the City Charter. The appropriations and revenues set forth are for the fiscal year ending June 30, 2017.

#### GENERAL FUND

##### Revenues:

Taxes	\$4,994,500
Licenses and Permits	2,000
Intergovernmental	1,409,000
Charges for Services/Fines	309,750
Electric Utility Fund Contribution	765,790
Transfer from Land Development Fund	60,000
Transfer from DDA Fund	5,000
Transfer from Office Equipment Fund	39,200
Transfer from Sanitary Landfill Fund	220,500
Miscellaneous Revenues	155,700
Subtotal	\$7,961,440
Transfer from Fund Balance	0
Total General Fund Revenues	<u>\$7,961,440</u>

##### Expenditures:

City Council	\$30,020
City Manager	201,179
Elections	21,498
City Controller	276,649
Auditors	13,150
Assessors	259,561
Attorneys	51,500
City Clerk	142,134
Human Resources	120,524
Bd. of Review	2,550
City Treasurer	256,367
Billing	334,913
City Hall and Grounds	81,252
Civic Center	63,904
Community Promotional	5,773
Celebration Flags	2,471
Fourth of July	18,852
Public Safety	4,364,838
Community Preservation	75,250
Crossing Guards	26,000
Crosswalks	5,000
Planning Commission	7,500
Care of Trees and Shrubs	89,756
Sidewalks	7,000
Engineers	254,657
Street Lighting	162,500
Sanitary Landfill	222,000
Solid Waste Collection	424,056
Composting Activities	62,672
Snow Plowing for Garbage Collection	19,191
Community Services	16,148
Recreation	461,484
Parks	201,306
Band	40,670
Historical Museum	250
Tourism Promotion	11,300
Boat Launches	12,979
Alley Maintenance	7,110
Transfer to Parking Maintenance Fund	18,000
Transfer to Library Fund	400,000
Transfer to Escanaba Building Authority Fund	149,000
Insurance/Bonds	3,000
Sub-total	<u>\$8,923,964</u>

Ordinance No 1167 – cont.

Less: Overhead to Utilities	963,474
Total General Fund Expenditures	<u>\$7,960,490</u>

**MAJOR STREET FUND**

Revenues:	
State Shared Revenues	\$855,000
State Grants	375,000
Interest Earnings	31,000
Sub-total	\$1,261,000
Transfer from DDA Fund	160,000
Transfer from Fund Balance	146,133
Total Major Street Fund Revenues	<u>\$1,567,133</u>
Expenditures:	
Operating Expenses	\$627,133
Street Construction	940,000
Total Major Street Fund Expenditures	<u>\$1,567,133</u>

**LOCAL STREET FUND**

Revenues:	
State Shared Revenues	\$303,250
Interest Earnings	14,000
Transfer from UDAG Fund	1,100,000
Transfer from Land Development Fund	33,205
Transfer from Gas Retirement Fund	17,000
Sub-total	\$1,467,455
Transfer from Fund Balance	157,312
Total Local Street Fund Revenues	<u>\$1,624,767</u>
Expenditures:	
Operating Expenses	\$387,667
Street Construction	1,237,100
Total Local Street Fund Expenditures	<u>\$1,624,767</u>

**LIBRARY FUND**

Revenues:	
State Funding	\$15,500
Penal Fines Allocation	100,000
Fines and Fees	18,000
Interest Earnings	1,750
Transfer from General Fund	400,000
Sub-Total	\$535,250
Transfer from Fund Balance	37,981
Total Library Fund Revenues	<u>\$573,231</u>
Expenditures:	
Operating Expenditures	\$573,231
Total Library Fund Expenditures	<u>\$573,231</u>

**BEZOLD TRUST FUND**

Revenues:	
Interest Earnings	\$4,400
Transfer from Fund Balance	5,600
Total Bezold Trust Fund Revenues	<u>\$10,000</u>
Expenditures:	
Qualifying Expenditures	\$10,000
Total Bezold Trust Fund Expenditures	<u>\$10,000</u>

**GAS RETIREMENT FUND**

Revenues:	
Interest Earnings	\$19,000
Total Gas Retirement Fund Revenues	<u>\$19,000</u>
Expenditures:	
Transfer to Local Street Fund	\$17,000
Total Gas Retirement Fund Expenditures	<u>\$17,000</u>

**SANITARY LANDFILL FUND**

Revenues:	
Revenue from Sales	\$220,000
Penalties on Collections	1,000
Interest Earnings	1,500
Sub-total	\$222,500
Transfer from Fund Balance	3,250

Ordinance No 1167 – cont.

Total Sanitary Landfill Fund Revenues	<u>\$225,750</u>
Expenditures:	
Transfer to General Fund	\$220,500
Bad Debt Expense	100
Administrative Expense	150
City-Wide Cleanup	<u>5,000</u>
Total Sanitary Landfill Fund Expenditures	<u>\$225,750</u>

**DOWNTOWN DEVELOPMENT AUTHORITY (DDA) FUND**

Revenues:	
TIF Tax Collections	\$260,000
State Reimbursement of Lost PPT	20,000
Interest Earnings	5,500
Miscellaneous Income	<u>2,000</u>
Sub-Total	\$287,500
Transfer from Fund Balance	<u>167,420</u>
Total DDA Fund Revenues	<u>\$454,920</u>

Expenditures:	
Operating Expenditures	\$289,920
Transfer to Major Street Fund	160,000
Transfer to Marina Fund	5,000
Total DDA Fund Expenditures	<u>\$454,920</u>

**HOUSING REHABILITATION FUND**

Revenues:	
Interest Earnings	<u>\$3,500</u>
Total Housing Rehabilitation Fund Revenues	<u>\$3,500</u>

Expenditures:	
Administrative Expense	<u>\$1,000</u>
Total Housing Rehabilitation Fund Expenditures	<u>\$1,000</u>

**DELTA COUNTY CENTRAL DISPATCH AUTHORITY (DCCDA) FUND**

Revenues:	
DC Central Dispatch Authority Contract	\$789,025
Total DCCDA Fund Revenues	<u>\$789,025</u>

Expenditures:	
Dispatching Operations	\$789,025
Total DCCDA Fund Expenditures	<u>\$789,025</u>

**LAND DEVELOPMENT FUND**

Revenues:	
Property Owner's Share of Special Assessments	\$6,600
Interest Earnings	<u>36,400</u>
Sub-Total	\$43,000
Transfer from Fund Balance	<u>85,705</u>
Total Land Development Fund Revenues	<u>\$128,705</u>

Expenditures:	
Property Improvements	\$17,500
Administrative Costs	1,500
Professional Services	10,000
Property Taxes	6,500
Transfer to General Fund	60,000
Transfer to Local Streets (Special Assessments)	<u>33,205</u>
Total Land Development Fund Expenditures	<u>\$128,705</u>

**PARKING MAINTENANCE FUND**

Revenues:	
D.D.A. Fund Contractual	\$18,000
Transfer from General Fund	<u>18,000</u>
Total Parking Maintenance Fund Revenues	<u>\$36,000</u>

Expenditures:	
D.D.A. Lot Expenditures	\$18,000
City Lot Expenditures	<u>18,000</u>
Total Parking Maintenance Fund Expenditures	<u>\$36,000</u>

**E.D.A. REVOLVING LOAN FUND**

Revenues:	
Interest Earnings	<u>\$3,250</u>
Total E.D.A.R.L.F. Revenues	<u>\$3,250</u>

Ordinance No 1167 – cont.

Expenditures:  
Administrative Costs \$1,500  
Total E.D.A.R.L.F. Expenditures \$1,500

**M.S.C REVOLVING LOAN FUND**

Revenues:  
Interest Earnings \$2,500  
Total M.S.C.R.L.F. Revenues \$2,500

Expenditures:  
Administrative Costs \$1,000  
Total M.S.C.R.L.F. Expenditures \$1,000

**U.D.A.G. REVOLVING LOAN FUND**

Revenues:  
Interest Earnings \$40,000  
Property Owner's Share of Special Assessments 1,100,000  
Total U.D.A.G.R.L.F. Revenues \$1,140,000

Expenditures:  
Administrative Costs \$1,500  
Transfer to Local Street Fund 1,100,000  
Total U.D.A.G.R.L.F. Expenditures \$1,101,500

**FARMERS HOME GRANT FUND**

Revenues:  
Interest Earnings \$800  
Transfer from Fund Balance 45,300  
Total Farmers Home Grant Fund Revenues \$46,100

Expenditures:  
Administrative Costs \$100  
Downtown Marketplace Neighborhood Playground 46,000  
Total Farmers Home Grant Fund Expenditures \$46,100

**DRUG LAW ENFORCEMENT FUND**

Revenues:  
Local Forfeiture Proceeds \$1,750  
Interest Earnings 200  
Sub-Total \$1,950  
Transfer from Fund Balance 50  
Total Drug Law Enforcement Fund Revenues \$2,000

Expenditures:  
City Expenditures \$2,000  
Total Drug Law Enforcement Fund Expenditures \$2,000

**BROWNFIELD REDEVELOPMENT FUND**

Revenues:  
TIF Tax Collections \$52,000  
Interest Earnings 150  
Total Brownfield Redevelopment Fund Revenues \$52,150

Expenditures:  
Administrative Expenses \$150  
Developer Reimbursements 40,500  
Total Brownfield Redevelopment Fund Expenditures \$40,650

**The following is provided for informational purposes only, as provided by Michigan P.A. 2 of 1968**

**ELECTRIC UTILITY FUND**

Revenues:  
Revenue from Sales \$13,463,000  
Rents 49,350  
Miscellaneous 69,500  
Interest Earnings 240,000  
Total Electric Fund Revenues \$13,821,850

Expenses:  
Operating Expenses \$12,370,858  
Depreciation 404,000  
Overhead to General Fund 584,503  
Contribution to General Fund 765,790  
Total Electric Fund Expenses \$14,125,151

**WATER UTILITY FUND**

Revenues:	
Revenue from Sales	\$2,140,776
Federal Subsidy-Capital Improvement Bond Interest	62,650
Miscellaneous	59,100
Interest Earnings	11,000
Total Water Fund Revenues	<u>\$2,273,526</u>
Expenses:	
Operating Expenses	\$1,362,019
Depreciation	400,319
Overhead to General Fund	194,116
Bond Interest Expense	223,500
Total Water Fund Expenses	<u>\$2,179,954</u>

**WASTEWATER UTILITY FUND**

Revenues:	
Revenue from Sales	\$1,417,850
Miscellaneous	11,500
Interest Earnings	47,500
Total Wastewater Fund Revenues	<u>\$1,476,850</u>
Expenses:	
Operating Expenses	\$1,045,740
Depreciation	251,250
Overhead to General Fund	184,857
Bond Interest Expense	4,400
Total Wastewater Fund Expenses	<u>\$1,486,247</u>

**ESCANABA BUILDING AUTHORITY FUND**

Revenues:	
Lease Payments-Transfer from General Fund	\$149,000
Rent Income-City Hall/Library	133,248
Interest Earnings	5,500
Total Escanaba Building Authority Fund Revenues	<u>\$287,748</u>
Expenses:	
Operating Expenses	\$162,898
Interest Expense	24,000
Depreciation Expense	147,000
Total Escanaba Building Authority Fund Expenses	<u>\$333,898</u>

**MARINA FUND**

Revenues:	
Fees and Concessions	\$226,000
Transfers from Other Funds	0
Interest Earnings	800
Total Marina Fund Revenues	<u>\$226,800</u>
Expenses:	
Operating Expenses	\$183,998
Interest Expense	12,600
Depreciation	56,000
Total Marina Fund Expenses	<u>\$252,598</u>

APPROVED:

\_\_\_\_\_  
Ralph B. K. Peterson  
City Attorney

Date Approved: May XX, 2016  
Date Published: June XX, 2016

APPROVED:

\_\_\_\_\_  
Marc D. Tall  
Mayor

ATTEST:

\_\_\_\_\_  
Robert S. Richards, CMC  
City Clerk

Ordinance No 1167 – cont.

I hereby certify that the foregoing constitutes a true and complete copy of an Ordinance duly adopted by the City Council of the City of Escanaba, County of Delta, Michigan, at a Special Meeting held on the XX<sup>th</sup> day of May, 2016, and was published in the Daily Press, a newspaper of general circulation in the City of Escanaba on June XX, 2016, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Robert S. Richards, CMC  
City Clerk

James V. O'Toole  
City Manager



410 Ludington Street  
Escanaba, Michigan 49829  
Phone (906)786-0240

TO: Escanaba City Council

FROM: James V. O'Toole, City Manager

INFO: Melissa Becotte, City Controller  
Bob Richards, City Clerk

SUBJECT: Ordinance No. 1168 – Tax Levy Ordinance

*PH # 2*

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*CC 5/25/16*

In accordance with the City Charter, the City Council must adopt an ordinance to levy taxes as may be necessary to meet appropriations made and all sums required by law to be raised to defray the debts, expenditures, and liabilities of the City for the fiscal year ending on the 30<sup>th</sup> day of June 2017, and requiring an authorized levy on the July, 2016, City tax roll of returned and unpaid special assessments, together with such penalties thereon as is provided by the City Charter.

Administration is requesting the City Council conduct a special City Council meeting for May 25, 2016, at 8:00 a.m. for the second reading and adoption of Ordinance No. 1168.

Mission Statement:

Enhancing the enjoyment and livability of our community by providing quality municipal services to our citizens.

**ORDINANCE NO. 1168**

**AN ORDINANCE TO LEVY SUCH TAXES AS MAY BE NECESSARY TO MEET APPROPRIATIONS MADE AND ALL SUMS REQUIRED BY LAW TO BE RAISED TO DEFRAY THE DEBTS, EXPENDITURES, AND LIABILITIES OF SAID CITY FOR THE FISCAL YEAR ENDING ON THE 30TH DAY OF JUNE, 2017, AND REQUIRING AN AUTHORIZED LEVY ON THE JULY, 2016, CITY TAX ROLL OF RETURNED UNPAID SPECIAL ASSESSMENTS, TOGETHER WITH SUCH PENALTIES THEREON AS IS PROVIDED BY THE CITY CHARTER.**

**THE CITY OF ESCANABA ORDAINS:**

**CHAPTER I**

**Section 101.** That there shall be raised by levying 17.000 mills upon all of the ad valorem taxable property in the City of Escanaba at the next general City or July, 2016, tax levy, the sum of Five Million, Seventeen Thousand, Seven Hundred Seventy-one Dollars and Forty-Four cents (\$5,017,771.44) for the purpose of defraying debts, expenditures, and liabilities of said City of Escanaba for the fiscal year ending on the 30<sup>th</sup> day of June, 2017, in accordance with the 2016 - 2017 Budget of said City as submitted by the Manager, as amended by the Council, and approved.

**Section 102.** That said sum of Five Million, Seventeen Thousand, Seven Hundred Seventy-one Dollars and Forty-Four cents (\$5,017,771.44) for the payment of all of the foregoing debts, expenditures, and liabilities herein before mentioned be appropriated for the several funds of the City of Escanaba for the fiscal year ending June 30, 2017, and that the same be forthwith certified by the Clerk of said City of Escanaba to the City Assessor of said City, and the same shall be levied and collected upon the taxable valuation of all taxable property within the said City of Escanaba in accordance with the provisions of the City Charter and the laws of the State of Michigan, for the levying and collection of taxes.

**Section 103.** That the Clerk of the City shall report on June 21, 2016, to the City Assessor the amounts of all the several delinquent special tax assessments becoming due prior to January 1, 2016, and returned unpaid by the City Treasurer on said date of June 21, 2016, for all public improvements hereto before levied upon each, together with the name of the owner or occupant against whom such assessment was made, as contained in the special roll prepared therefore, and on file in the Office of the City Treasurer, and the City Assessor is hereby authorized and directed to levy and spread said sums so assessed, together with the penalties fixed by law, in the July, 2016, tax levy against persons and property charged therewith in such special assessment roll in accordance with the provisions of the City Charter of the City of Escanaba.

**CHAPTER II**

**Section 201.** If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases thereof be declared unconstitutional.

**Section 202.** This ordinance shall be duly published as required by the Charter and shall be in full force and effect ten (10) days after the date of its publication.

APPROVED:

APPROVED:

\_\_\_\_\_  
Ralph B. K. Peterson  
City Attorney

\_\_\_\_\_  
Marc D. Tall  
Mayor

Date Approved: May 26, 2016  
Date Published: June XX, 2016

ATTEST:

\_\_\_\_\_  
Robert S. Richards, CMC  
City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of an Ordinance duly adopted by the City Council of the City of Escanaba, County of Delta, Michigan, at a Special Meeting held on the 26<sup>th</sup> day of May, 2016, and was published in the Daily Press, a newspaper of general circulation in the City of Escanaba on June XX, 2016, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Robert S. Richards, CMC  
City Clerk