City of Escanaba
Special Council Meeting
Tuesday, April 9, 2013

Pursuant to a meeting notice posted March 15, 2013, the Council of the City of Escanaba convened in special session in Room 101 of City Hall at 8:00 a.m., to begin the review and discussion of the proposed 2013/14 City Budget.

Present: Mayor Leo J. Evans, Council Members Walter A. "Pete" Baker, Patricia A. Baribeau, Ronald J. Beauchamp, and Brady L. Nelson.

Absent: None

Also Present: City Manager James V. O'Toole, City Controller Dewar, and various City Department Heads.

GENERAL PUBLIC COMMENT – None

The Council and Administration reviewed the following Other Funds:

- Catherin Bonifas Trust Fund;
- Brownfield Redevelopment Fund;
- Farmer's Home Grant Fund;
- Gas Retirement Fund;
- Reviewed various City Grants;
- Health/Dental Insurance Fund;
- Housing Rehabilitation Fund;
- Land Development Fund;
- M.S.C. Revolving Loan Fund;
- Office Equipment Fund;
- Risk Retention Fund;
- Unemployment Compensation Fund;
- Worker's Compensation Fund.

The following Department Heads presented their budgets:

Library Director, Carolyn Stacey – 8:30 a.m.

Mrs. Stacey reviewed the 2013/14 proposed Library Budget with Council. The following was reviewed:

- Overview of the Department, updated the Library Strategic Planning process, daily programs, services, and technology's, and strategies the Library would provide the community and Delta County;
- Revenue sources;
- Superiorland Cooperative;
- Genealogy Grant;

- Bezold Trust Fund;
- Staffing Levels.

Manager O'Toole reviewed and summarized projects in the Capital Improvement Plan.

Community Preservation – Blain DeGrave 9:10 a.m.

- Overview of Department and Daily Activities;
- Summarized Code Compliance inspection program;
- Historic District Commission duties;
- Discussed Enhanced Code Enforcement Area, apartments, rehabilitation;
- Building Inspections, which included rentals and nuisance complaints;
- Facade Improvement Program;
- Rental Rehabilitation Program;
- Summarized Lofts of Ludington Program.

Human Resources Director/City Treasure, Robert Valentine – 10:00 a.m.

Mr. Valentine reviewed the following 2013/14 proposed budget items with Council:

- Mr. Valentine, in accordance with Michigan Public Act 20, provided and reviewed with Council the annual Treasurer's Investment Summary, which included a review of annual investments, City portfolio, summary of gains and losses, and current listings of eligible depositories;

Baker moved, Nelson seconded, **CARRIED UNANIMOUSLY**, to accept the City Treasurer's Annual Investment Report and Investment Policy Statement as of 12/31/2012, required by Michigan Public Act 20.

The following was also reviewed by Administration and Mr. Valentine:

- City Controller reviewed long term outstanding debt;
- Human Resources and Treasures Department Budgets;
- Utility Billing Department;
- E.D.A., M.S.C., and U.D.A.G Revolving Loan Funds;
- Discussed Unemployment claims;
- City Pension Funds discussion.

City Assessor, Daina Norden - 11:25 a.m.

Assessor Norden reviewed her Department budget with Council. The following was discussed:

- Overview of Assessor's activities and duties;
- County GIS Program discussion;
- IFT and OPRA discussion;
- Reviewed Board of Review, Assessments and Tribunal Discussion;
- Salary discussion and Report.

Council recessed at 11:50 a.m. for lunch.

Council came back into regular session at 12:30 p.m.

City Clerk, Robert S. Richards – 12:35 p.m.

Clerk Richards reviewed the following 2013/14 proposed budgets. The following was discussed:

- Clerk Office Budget;
- Elections Budget.

Marina Fund - Larry Gravatt – 12:45 p.m.

Mr. Gravatt reviewed the Marina Budget with Council and discussed the following items:

- Reviewed programs and festivals scheduled at the Harbor Marina;
- Discussed State Grant to dredge the Marina entrance, and Lake levels;
- Reviewed Lake Management Plan and Weed control;
- Ground Security.

General discussions:

City Assessor Salary Study

After discussion, Nelson moved, Baribeau seconded, to approve an additional salary of $1,000 above the 1.5 percent salary increase, with additional 1 week vacation effective July 1, 2013.

In discussion of a strategic plan next year, City should look at technology businesses in the community, along with proposed bike path between Escanaba and Gladstone, and furnishing of electric power to any proposed development by the Hannahville Community North of Wells on the water front.

As the City develops a Strategic Plan, City Boards and Commissions need to be advised of their roles and duties and involvement with the Strategic Plan.

Annual 2013/14 Budget Work Session

Administration was thanked for their involvement and completion of the 2013/14 Fiscal Year Budget.

After discussion, it was Council consensus to amend the Public Safety Pension contribution line item 712 by an amount based on receipt of the annual actuarial report.

After review and discussion of proposed budgets, Nelson moved, Baribeau seconded, to accept the 2013/14 Budget as amended.

Upon a call of the roll, the vote was as follows:

Ayes: Nelson, Baribeau, Baker, Beauchamp, Evans
Nays: None

MOTION CARRIED.

Hearing no further public comment and the time being 1:34 p.m., the Council adjourned.

Respectfully submitted,

Robert S. Richards, CMC
City Clerk

Approved: _____
Leo J Evans, Mayor