

**City of Escanaba
Special Council Meeting
Monday, April 13, 2015**

Pursuant to a meeting notice posted March 26, 2015, 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 2015/16 City Budget.

Present: Mayor Marc D. Tall, Council Members Patricia A. Baribeau, Ronald J. Beauchamp, Ralph B. Blasier, and Michael R. Sattem.

Absent: None

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

GENERAL PUBLIC COMMENT – None

Introduction by City Manager O'Toole and City Controller Dewar

City Manager O'Toole reviewed his Budget Message with Council:

Pursuant to the Escanaba City Charter and relevant state laws, I hereby submit for City Council and community review the recommended FY2015-16 Budget. A copy of this document has been placed on file with the City Clerk and at the Escanaba Public Library, where the public may review it during normal hours of operation. An electronic version was also available on the City's web site: www.escanaba.org and on the City of Escanaba's Facebook page. This document served as a daily guide for City Administration in receiving and allocating resources in the most effective way for the good of the community.

This budget, with over \$29.5 million in expenditures, reflects our commitment in providing core services to our community and was developed using the best available information and most current revenue projections.

City Millage Rate/Tax Rate and Tax Roll. The budget was based on a property tax rate of 17 mills, which will not require any tax increase in the upcoming FY2015-16 Budget.

For homeowners in the City, 41.5% of the total property tax bill is kept by the City of Escanaba to pay for all general fund services provided. The remaining 58.5% of a homeowner's tax bill is remitted to Delta County, the State of Michigan, the Escanaba School District, the Delta Schoolcraft Intermediate School District, the Delta County Sheriff Department, 911 Operations, the Delta Area Transit Authority and Community Action Agency.

General Fund. The General Fund budget, which supports many of the day-to-day activities of the City, is \$7,864,611 (including transfers in from other funds), representing

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an increase of 2.6% from the previous year's budget. At the end of FY2013-14, the General Fund balance was \$3,878,677, with a long-term debt obligation of \$1,250,000. At the end of FY2014-15, projections show an estimated fund balance of \$3,803,044, with a long-term debt obligation of \$1,125,000. In the FY2015-16 Budget, a projected fund balance of \$3,803,757, with a long-term debt obligation of \$1,000,000, is being budgeted.

Of notable interest, the proposed General Fund budget includes funding for:

| <u>Activity</u> | <u>Amount</u> |
|---|---------------|
| Veteran's Park Tennis Court Renovation | \$ 12,000 |
| City Council MML Training Funds | \$ 1,200 |
| Webster Ice Skating Shelter Service Door Replacement | \$ 800 |
| Public Safety Department – Bulletproof Vests | \$ 30,000 |
| 2015 Community Summer "Rock the Dock" Events | \$ 10,500 |
| Bonifas Fine Arts Center Operation Contribution | \$ 5,000 |
| Bonifas Fine Arts Center Contribution - Waterfront Art Festival | \$ 1,050 |
| New Year's Eve Fireworks Display | \$ 5,000 |
| 4th of July Fireworks Display (with \$5,000 donated) | \$ 13,000 |
| Delta County Historical Society Contribution | \$ 2,000 |
| Local Street Improvement | \$117,000 |
| Escanaba Public Library (transfer) | \$400,000 |
| Major Street Improvement | \$100,000 |

Major/Local Street Funds. The City of Escanaba maintains 28.22 miles of major streets. Major Street Fund expenditures, which support the day-to-day activities such as maintenance and snow plowing, are proposed to be \$764,839. At the end of FY2014-15, projections show an estimated fund balance of \$1,837,644. The budget includes appropriations in the amount of \$100,000 for general City-wide repaving of existing major streets.

Additionally, the City of Escanaba maintains 55.05 miles of local streets. Local Street Fund expenditures, which support the day-to-day activities such as maintenance and snow plowing, are proposed to be \$490,386. At the end of FY2014-15, projections show an estimated fund balance of \$874,144. The budget includes appropriations in the amount of \$117,000 for general City-wide repaving of existing local streets.

Each Spring, the City Engineering Department conducts "Pavement Surface Evaluation and Rating (PASER)" inspections of all paved City streets. Using the PASER system, each street is scored a rating of 1 through 10 to evaluate the pavement surface condition. Each street is then entered into a condition category (failed, poor, fair, good and excellent) and is assigned a treatment option. From that list, street projects are prioritized and selected based on surface condition, curbing condition, traffic volume, opinion of cost to repair and funds availability.

Street improvement funding continues to be a major concern. Administration remains proactive in identifying funds to address shortfalls. Administration will continue to

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monitor the actions of the Michigan Legislature on road funding initiatives, including the end result of Proposal #1, the Michigan Sales Tax Increase for Transportation Amendment to determine how local street funding will be impacted as a result of the referendum.

Electric Fund. The Electric Fund budget, which supports the day-to-day activities of the electrical operation, is \$13,734,338, representing an increase of 2.4% from the previous year's budget. As of June 30, 2014, the overall City Electric Fund net assets exceed \$22.7 million. The current cash balance is approximately \$11.5 million.

Of notable interest, the Electric Fund budget includes funding for:

| <u>Activity</u> | <u>Amount</u> |
|---|----------------------|
| Street Light Replacement | \$ 100,000 |
| Supervisory Control and Data Acquisition Equipment | \$ 60,000 |
| Substation Improvement – Power Plant | \$ 200,000 |
| Substation Improvement – New Substation (20th Avenue North) | \$2,500,000 |
| Substation Improvement – West Side Substation | \$ 150,000 |
| Distribution System – Power Pole Replacement | \$ 341,455 |
| Distribution System Upgrade - Capacitors | \$ 40,000 |
| Distribution System Upgrade – Gang Switches | \$ 15,000 |
| Distribution System Upgrade – South M-35 Breezy Point Curve | \$ 80,000 |
| Distribution System Maintenance – System Wide Tree Trimming | \$ 123,347 |
| Equipment Purchase – Hole Hawg Boring Tool | \$ 10,000 |

An electrical rate increase of five percent (5%) is included in the upcoming FY2015-16 Budget.

Water Fund. The Water Fund budget, which supports the day-to-day activities of the Water Treatment Plant, is \$2,094,263, representing an increase of 5.2% from the previous year's budget. As of June 30, 2014, the overall City Water Fund net assets exceed \$7.45 million. The current cash balance is approximately \$750,000.

Of notable interest, the Water Fund budget includes funding for:

| <u>Activity</u> | <u>Amount</u> |
|---|----------------------|
| Distribution System – Water Service Line Replacement | \$10,000 |
| Distribution System – Water Service Thawing Services | \$ 3,000 |
| Purchasing of Pipe Boring Equipment | \$30,000 |
| Purchasing of Electric Pallet Jack | \$ 6,000 |
| Purchasing of New Meters | \$60,000 |
| Facility Improvement – Roof Ladders and Fall Protection | \$ 6,000 |
| Facility Improvement – Boiler System Upgrade | \$50,000 |
| Facility Improvement – VFD Influent Pump Replacement | \$18,000 |
| Facility Improvement – Regulators and Ejector Replacement | \$20,000 |

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A water rate increase of three percent (3%) is included in the budget. With this increase, a residential customer using 5,000 gallons of water per month should experience a \$0.76 increase in their monthly bill, beginning July 1, 2015.

Wastewater Fund. The Wastewater Fund budget, which supports the day-to-day activities of the Wastewater Treatment Plant, is \$1,434,619, representing an increase of 3.6% from the previous year's budget. As of June 30, 2014, the overall City Wastewater Fund net assets exceed \$8.45 million. The current cash balance is approximately \$3 million.

Of special interest, the Wastewater Fund budget includes funding for:

| <u>Activity</u> | <u>Amount</u> |
|--|----------------------|
| Sewer Camera Replacement | \$ 60,000 |
| Portable Generator Purchase | \$ 60,000 |
| Sanitary Sewer Line Replace/Reline – Mall Parking Lot Extending from or around 2300 Ludington Street to the 2500 Block of 3rd Avenue North | \$140,000 |
| Sanitary Sewer Line Replacement – Alley West of South 19th Street Extending from 8th Avenue South to 10th Avenue South | \$105,000 |
| Sanitary Sewer Line Replacement – Alley between 22nd Avenue South and 23rd Avenue South from Lakeshore Drive to 23rd Avenue South Lift Station | \$120,000 |
| Lift Station Maintenance – North 5th Street Lift Station Improvements | \$ 20,000 |
| Lift Station Maintenance – Generator Switch Gear Replacement | \$ 20,000 |
| Facility Improvement – Headwork's Building Roof | \$ 56,000 |
| Facility Improvement – Digester Covers #1 and #2 | \$ 20,000 |

A wastewater rate increase of three percent (3%) is included in the budget. With this increase, a residential customer using 5,000 gallons of wastewater per month should experience a \$ 0.58 increase in their monthly bill, beginning July 1, 2015.

Solid Waste Collection. A garbage/recycling collection rate increase of twenty-five cents (\$.25) per month is proposed in the upcoming FY2015-16 Budget. This increase is directly attributed to an increase in tipping fees at the Delta Solid Waste Management Authority Landfill.

Library Fund. The Library Fund, which supports the day-to-day activities of the Library, is \$559,076. As of June 30, 2015, the Library Fund fund balance is projected to equal \$94,712. The Escanaba Public Library is a community hub, offering essential early literacy programs for children and families, cultural enrichment and lifelong learning opportunities for all and the resources and expertise our citizens need to stay current in a digital world.

For FY2015-16, the library will continue progress on implementing the partnerships and initiatives outlined in its strategic plan, with renewed emphasis on identifying alternative

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means of sustainable funding.

The City's General Fund appropriation for FY2015-16 is proposed at \$400,000. This allocation, in addition to \$23,826 from the Library's Fund balance, will allow the reinstatement of the library's budget for new materials, which was reduced by 35% in FY2014-15. General fund support continues to be the primary funding source for the Escanaba Public Library.

Personnel and Staffing. Full-time staffing levels in the budget include 115 employees. Part-time staffing levels are at 21 employees. Seasonal employee levels will fluctuate throughout the year, depending on the operational needs of the various departments. Routinely, City Administration examines all job vacancies closely to ensure that our human resources are aligned with our operational needs and our financial means. All five (5) collective bargaining units have agreements in place through June 30, 2017. A new part-time secretary position is proposed for the Water and Wastewater Department(s). Additionally, one (1) new full-time Public Safety Dispatching position is included in the proposed budget. Also one (1) full-time Electric Department Lineman position was added.

Health Insurance. The proposed budget takes into account a health premium increase of 3.7% - 4.7%, depending on coverage, as a result of a contractual price increase from the Michigan Conference of Teamsters. In the budget, employee health insurance premium contributions will continue to be 20% of premium costs.

Pension Obligations. Employees of the City of Escanaba are in one of four retirement systems. Department of Public Safety Officers, Command Staff, Chief(s) and Captain(s) hired before July 1, 2014, are enrolled in the Act 345 Defined Benefit Plan. Officers, Command Staff, Chief(s) and Captain(s) hired on or after July 1, 2014, are enrolled in a 457 Defined Contribution Retirement Plan. In 2005, the City began transitioning its non-Public Safety staff to a 401(a) Defined Contribution Retire Plan. The transition was complete in 2007, and all such employees now participate in that plan. Employees hired before the transition remain in the MERS Defined Benefit Retirement Plan.

The City does not carry any retiree health care benefit obligations.

Motor Vehicle/Motorized Equipment. The proposed budget includes the purchase or upgrade of the following pieces of equipment:

| <u>Activity</u> | <u>Amount</u> |
|---|----------------------|
| Department of Public Safety – Patrol Car (M.V.F.) | \$ 30,000 |
| Department of Public Works – Backhoe (M.V.F.) | \$180,000 |
| Department of Public Works – Used Semi-Tractor 5th Wheel Trailer (M.F.V.) | \$ 30,000 |
| Electric Department – 1 Ton Pick Up Truck (E.F.) | \$ 35,000 |
| Wastewater Department – Retrofit Sewage Truck (W.W.F.) | \$150,000 |

Other Notable Recommended Improvements

Annually, the Escanaba Planning Commission is required by State law to prepare a recommended Capital Improvement Plan (included with budget) with public input and to submit that plan to the City Council. A capital improvement is any improvement and direct engineering cost which involves the construction, purchase, and/or renovation of a public way, space, building, structure, or utility. Notable improvements in this year's Capital Improvement Plan/Budget include:

DDA District Curb Repair Program - Funding to be allocated to repair most critical infrastructure repairs in the DDA District which could include street resurfacing, curb, brick pavers, sidewalk, and tree related problems-removal/replacement. Project evaluations, prioritization and ranking will be determined at a later date at a public hearing before the Downtown Development Authority Board of Trustees and Planning Commission. \$25,000

Downtown Building Façade Improvement Program – Rehabilitation - Commercial building facades (located within the DDA District) will be upgraded and improved. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add on improved visual quality of existing commercial properties. \$450,000

Downtown Building Façade Improvement Program- Design Services – The DDA budget proposes to retain professional services for design development which will preserve and restore historic structures and materials of commercial building facades located within the Downtown Development District. \$25,000

Downtown Property Acquisition, Purchase and Demolition Program - Funding will be set aside for opportunity property acquisition, demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property. Additionally, funding is being set aside for property acquisition, demolition and blight elimination with the intent to reuse to accommodate the possible relocation of the DDA Market Place project. \$205,000

Parking Lot Improvements – All DDA Parking Lots - The DDA controlled parking facilities located at 100 block of 1st Avenue South, 1100 block of 1st Avenue North, North 14th Street and 1st Avenue North, South 10th Street and 1st Avenue South, North 9th Street and 1st Avenue North, South 8th Street and 1st Avenue South, 1st Avenue South and South 7th Street, 700 block 1st Avenue North and 600 block and 1st Avenue North will have new themed signage and general maintenance and restriping of parking surfaces. Signs for Ludington Street directing public to the off Ludington Street parking area will also be included. \$40,000

Market Place Construction - The Escanaba's Farmer's Market has been in operation in downtown Escanaba since the 19th century. The Farmer's Market functions as a vital economic and social link between families, businesses,

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farmers and crafts people of the community. A new Market Place is being proposed and will be constructed either at the current site of the Farmer's Market on North 9th Street and 1st Avenue North or on Ludington Street and South 15th Street. \$900,000

DDA Center Court Facility and Grounds Improvement - Improvements to the existing building and grounds to restore water damage will take place. \$45,000

Marina Sidewalk Replacement - Replacement sidewalk of approximately 430 feet by 8 feet wide must be installed at the Marina west seawall between docks one and two due to the settling and cracking of the existing sidewalk. \$20,000

Budget Schedule. The budget has been developed with input from the City employees, City Council, City Boards, Commissions, and Committees and the public. This input is invaluable in terms of identifying the needs and desires of the community. The following schedule of reviews/actions has or will take place:

| | | |
|----------------|-----------|--|
| March 27, 2015 | | Proposed Budget released to the City Council and to the public |
| April 13, 2015 | 8:00 a.m. | Budget work sessions begin - City Hall |
| April 14, 2015 | 8:00 a.m. | Budget work sessions continue - City Hall |
| April 15, 2015 | 8:00 a.m. | Budget work sessions continue –City Hall – (If needed) |
| May 7, 2015 | 7:00 p.m. | (Regular Council Meeting) The Council will be asked to pass resolution setting May 21, 2015, as the fourth Public Hearing on the FY2015-16 City Budget – City Hall |
| May 21, 2015 | 7:00 p.m. | (Regular Council Meeting) Public Hearing and adoption on the FY2015-16 City Budget – City Hall |
| May 28, 2015 | 8:00 a.m. | (Special Council Meeting) Second reading and adoption of the Tax Levy and Appropriations Ordinance will take place – City Hall |
| June 1, 2015 | 8:00 a.m. | (Special Council Meeting) Second reading and adoption of the Utility Ordinance will take place – City Hall |

While it is my privilege to author this budget message, thanks must be given to the City Council, Department Heads, City employees, City Boards, Commission and Committee Members, and community members who committed themselves to assisting in this budget process. Collectively, as a team, I remain confident that we will continue to utilize our combined knowledge and experience in meeting the challenges that lay ahead in providing more efficient City services and growing the community economically. As City Manager, I appreciate the Council, community and employee support in providing the City with the necessary resources, flexibility and funding which allows us all to live in a community that we can be proud of.

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- City Controller Dewar reviewed the 2015/16 Budget Process, General Revenue Analysis, State Shared Revenues, Calculation of Allowable Millage, General Fund Balance, Outstanding Debt, Personnel Requests, Pension Costs, Interest Earnings, and Snowfall Maintenance Costs, Menards assessment payback;
- Provided an overview in changes to revenue and expenditures for the next fiscal year budget which included assessments, State reimbursement in property taxes, State share revenues, Office Equipment Fund and Landfill Fund;
- Pension and Workers' Compensation costs and calculations;
- Provided a brief overview of the Electric Fund SSR payments, and unanticipated costs in the current Fiscal Year.

Electric Superintendent, Mike Furmanski – 8:15 a.m.

Mr. Furmanski reviewed the 2015/16 proposed City Electric Budget with Council. The following was discussed:

- Electrical Lineman was added to the Budget, increase in Distribution;
- Electric Fund Budget Overview on Distribution and Generation;
- Temporary Sub-Station and Westside Sub-Station Improvements;
- Possible new City construction;
- Energy Optimization Program;
- Compost Site New Sub-Station;
- Purchase on new service truck and various equipment;
- Personnel and Administrative staffing;
- Power Supply Options and Legal – Plant Sale and Power Purchases;
- EDA Funding;
- New OSHA Requirement Clothing Program;
- Pole replacement Program;
- Capital Expenditures;
- Overhead and Operating Expenses;
- Operating Expenses – Production;
- Term sheet for Sterling Enterprise and RFP on the Plant;
- Electrical rates compared to other Municipalities;
- Miscellaneous line item discussions.

The time being 9:04 a.m., the Council recessed.

The Council came back into regular session at 9:13 a.m. and reviewed the following budgets.

City Clerk

- Clerk Office Budget;
- Elections Budget.

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City Council

- Discussed inclusion of the MERS Newsletter;

City Manager

- New Executive Secretary;
- Travel costs for the Superior Trade Zone.

City Controller

- Purchasing Policy;
- Auditors.

City Assessor, Daina Norden - 9:30 a.m.

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

- Overview of Assessor's activities and duties;
- Professional services, research for the Tax Tribunals;
- Discussed travel and attorney fees for upcoming Tax Tribunal cases;
- Discussed increase \$1,200 for travel and \$20,000 for Attorney fees;
- Increased Property value discussions, growth and reductions;
- Veterans Exemptions;
- Board of Review Budget.

Council and Administration briefly reviewed the following budgets:

Request for Attorney
Request for City Hall and Grounds
Request for Community Promotional
Request for Community Services
Request for City Band
Request for Historical Museum
Request for Tourism

Water/Wastewater Superintendent, Jeff Lampi – 9:55 a.m.

Mr. Lampi reviewed the following 2015/16 proposed Water/Wastewater budget items with Council:

- Overall view of Water/Wastewater Funds;

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- Additional request for a part-time Secretary;
- Reviewed aging infrastructure costs;
- Lift Pumping Stations;
- Upgrade sewer camera;
- Portable generator;
- Scada System discussion;
- Water Main improvements;
- Water/Wastewater Sales and Water Rate Discussion;
- Continued Cross Training Program and Staffing levels;
- Brief Review of Water/Wastewater Capital Expenditures;
- Administrative Expenses;
- Production and Distribution Expenses;
- Wastewater Digester Repairs;
- Maintenance Programs;
- MIOSHA Compliance Repairs;
- Water/Wastewater Rates compared to other Municipalities;
- Water metered Sale losses. Suggested a report, and plan be brought to Council on a monthly basis;
- Miscellaneous Water line item discussions.

The time being 10:56 a.m. the Council recessed.

Council came back into open session at 11:04 a.m.

Human Resources Director/City Treasurer, Robert Valentine – 11:04 a.m.

Mr. Valentine reviewed the following 2015/16 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.

Blasier moved, Sattem seconded, to approve the acceptance of the City Treasurer's Annual Investment Report and Investment Policy Statement as of 12/31/2014, as required by Michigan Public Act 20.

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

Ayes: Blasier, Sattem, Baribeau, Beauchamp, Tall
Nays: None

MOTION CARRIED.

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

- Bargaining contracts and new proposed employees;
- Health Insurance;
- Pension obligations;
- Reviewed upcoming retirements and staffing levels;
- Janitorial services were bid out to start next fiscal year;
- Human Resources and Treasurer's Department Budgets;
- Utility Billing Department;
- EDA Revolving Loan Fund;
- M.S.C. Revolving Loan Fund.

Recreation, Tom Penegor – 11:48 a.m.

Mr. Penegor reviewed the following Department and budgets he was responsible for with Council:

- Overview of Departmental activities and Civic Center Improvements;
- Request for Civic Center, and Staffing;
- Request for Fourth of July/New Year's Eve;
- Request for Administration;
- Request for Summer Sports;
- Request for Wading Pool;
- Request for Winter Sports;
- Request for Beach, and Boat Launches;
- Request for Civic Center Activities.

The time being 12:05 p.m., Council recessed.

The Council came back into regular session at 12:57 p.m. and discussed the following:

- Discussed City Insurance Funds.

Public Safety Department, Ken Vanderlinden – 1:05 p.m.

Manager O'Toole and Public Safety Director Vanderlinden reviewed the following 2015/16 proposed budget items with Council:

- Provided a brief recap of the current budget year which included various mutual agreements, community policing, training needs obtained by Officers, Social Media, and equipment purchases;
- Reviewed Overtime procedures;
- Insurance increases;

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- Bullet proof vests purchase;
- Discussed replacement of the 1992 Pierce Fire Truck. To date, no grant funds were received. Reviewed Proposal to purchase one firetruck between Wells Township and City of Escanaba as a primary response fire truck, and use the 1992 fire truck as a secondary backup;
- 302 Public Safety Training;
- UPSET Team and Prescription Drug Disposal Programs;
- Mobile Data Units;
- Capital Improvement Purchases;
- Miscellaneous items;
- Request for Public Safety;
- ADAA Grant Officer;
- Request for 911 Central Dispatch;
- CUPPAD Mapping System Updates.

Public Works/Engineer, Bill Farrell – 1:35 p.m.

Public Works Director/City Engineer Bill Farrell reviewed budgets he was responsible for and the following 2015/16 proposed budget items with Council:

- Reviewed Distribution schedule for roads assuming Proposal on the May 5, 2015 would pass;
- Department Equipment status;
- Provided an update on City Streets.

Mr. Farrell reviewed the following Departmental Programs, Facilities, and proposed Summer Activities:

- Request for Celebration – Flags;
- Request for Cross Walks;
- Request for Care of Trees and Shrubs;
- Request for Sidewalks;
- General Fund Public Works and Engineering budgets;
- Sanitary Landfill, and Landfill Road Clean-up;
- Solid Waste Collection;
- Composting Activities;
- Request for Recycling;
- Snowplowing of Alleys;
- Request for Parks;
- Request for Historical Museum;
- Alley Paving/Maintenance;
- Reviewed proposed Major Streets, Projects, and Street Construction Expenditure History;
- Snow removal budget;
- Crack/Chip Seal road improvements;
- Request for Storm Sewer and Roadside Drains;

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- Request for Sweeping and Flushing;
- Request for Traffic Service;
- Request for Snow Plowing and Snow Removal;
- Request for Snow Fence;
- Request for Ice Control;
- Request for Administrative and Engineering;
- Reviewed Local Street Projects;
- Reviewed Motor Vehicle and Equipment Fund and proposed purchases;
- Request for Parking Maintenance Fund;
- Request for Sanitary Landfill Fund.

Council Members discussed increasing street paving funds.

Administration reviewed the following other Fund Budgets:

- Escanaba Building Authority Fund;
- Catherine 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;
- Office Equipment Fund;
- Parking Maintenance Fund;
- Risk Retention Fund;
- Unemployment Compensation Fund;
- Worker's Compensation Fund;
- Sanitary Landfill Fund;
- U.D.A.G. Revolving Loan Fund;
- Capital Improvement Plan.

Council recessed at 2:52 p.m.

Council came back into regular session at 3:01 p.m.

Downtown Development Authority (DDA) – Edward Legault 3:01 p.m.

DDA Director Ed Legault reviewed the DDA Budget with Council and discussed the following budget line items:

- Waiting for certification on Income Survey to begin the Façade Program and the proposed Market Place Project;
- Reviewed various grants, funds, and property acquisition for the Market Place Project;

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- Reviewed Proposed Revenues;
- Reviewed Repairs to Structures;
- Reviewed Capital Project Improvements.

Hearing no further public comment and the time being 3:32 p.m., the Council recessed until 8:00 a.m., Wednesday, April 14, 2015.

Respectfully submitted,

Robert S. Richards, CMC
City Clerk

Approved:

Marc D. Tall, Mayor