

CITY OF NORTON SHORES
CITY COUNCIL WORK SESSION
March 27, 2018

AGENDA 6b
DATE 4.03.18

A regular work session of the Norton Shores City Council was held on Tuesday, March 27, 2018 at 5:30 p.m. at Norton Shores City Hall, 4814 Henry Street.

Present: Mayor Nelund, Council Members Beecham, Cross, Flanders, Hylland, Jurkas, Morgenstern and Sladick; also, Mark Meyers, Jon Gale, Bob Gagnon, Mike Huston, Jerry Bartoszek, Anthony Chandler and Shelly Stibitz

Absent: Council Member Moulatsiotis

1. Proposed Fiscal Year 2019 Capital Improvement Program

City Administrator Mark Meyers described the budgeting process for Council members including the practice of starting the second week of January by providing Department Heads with mid-year budget reports and new budget forms to build next year's budget with their staff. The Capital Improvement program is proposed first and the Operating budgets will be presented to City Council in April. Typically budget meetings include going through requests line item by line item twice, once prior to Board of Review and once after when we know what revenues will be. Mr. Meyers then asked Finance Director Mike Huston to give an overview of the proposed budget. Mr. Huston stated that the City's 2 mill levy for Capital Improvement totals \$1.64 million for the current year, a TIFA pass-through adds \$156,000 plus other revenue sources bring the total to \$2.46 million. First round requests were \$2.7 million, less than last year, but \$304,000 more than we can fund without using unreserved fund balance. Fixed costs total \$966,000 and are funded first leaving \$1.5 million to spread among the rest of the requests. If the proposed budget is approved the City will not require use of unreserved fund balance and will, in fact, be adding \$37,400. Mr. Meyers stated that having a 100% unreserved fund balance is a good place to be especially considering emergency needs such as last year's emergency culvert repair on Forest Park Road. He then highlighted some noteworthy projects including the Fire Department's request to purchase a new side scan sonar unit with better technology; the Parks and Recreation Department's Ross Park maintenance garage expansion and roof repair as well as replacing and expanding the garage at City Hall funded with an Act 99 loan; the Public Works Department's sidewalk projects including construction on Padelt Street in conjunction with the Mona Shores High School crosswalk project and on Lake Forest Lane east of the Library where there is a worn path from use, improvements to the remaining nine sections of gravel roads and purchase of a pickup truck and plow dedicated to the cemetery to keep drives clear in the winter for cemetery visitors; and the Police Department's speed trailer replacement that will provide more accurate data and a new powder safety work station to protect police personnel who are required to handle confiscated drugs for testing.

Council Members Beecham, Morgenstern and Jurkas asked for additional information regarding the proposed sidewalk on Padelt Street and were informed that it will run from Seminole Road to Norton Avenue and provide for safer foot traffic especially during the school year. Council Member Sladick was told that the estimate for the new

Parks and Recreation garage includes demolition of the existing structure. Council Member Flanders asked about a contribution from Spring Lake Township for the kayak launch at Black Lake Park and Mr. Meyers confirmed their participation. Fire Chief Bob Gagnon explained that the new side scan sonar equipment has 3D abilities that will allow for more accuracy in determining where to dive in emergencies. Council members were satisfied with the proposed Fiscal Year 2019 Capital Improvement budget.

General Comments

A quorum for the April 3, 2018 meeting was confirmed with Council Member Morgenstern serving as Mayor Pro-Tem.

Meeting adjourned at 6:22 p.m.

Shelly Stibitz, City Clerk