

CITY OF NORTON SHORES  
CITY COUNCIL WORK SESSION  
November 26, 2019

AGENDA 6a  
DATE 12-17-19

A regular work session of the Norton Shores City Council was held on Tuesday, November 26, 2019 at 5:30 p.m. at Norton Shores City Hall, 4814 Henry Street.

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

1. Fiscal Year 2019 Audit

Doug Vredeveld, Vredeveld Haefner, LLC, presented a summary of the FY2019 completed audit. Mr. Vredeveld thanked the Finance Department for their cooperation during the audit process and shared that the City has a good, clean opinion. He then mentioned some of the financial highlights such as the kayak launch and additional pension and OPEB funding. General Fund balance was reported at 24% of expenditures and in line with the general 'rule of thumb' of 25%. Minimal overages were noted that were within the 10% threshold allowed by the State and did not require reporting. Pension liability figures reflect a \$2m increase, attributed to poor market conditions during the reporting period, and not caused by any controllable action. City Administrator Mark Meyers reminded Council that he previously set a goal to bring general fund balance to 20% in three to five years' time and that goal was achieved in two years' time. Mr. Meyers also reported that progress is being made on creating a fund balance policy for the future.

2. Local Street Improvement Program

Public Works Director Jerry Bartoszek reviewed the proposed Year 12 street program reconstruction projects with approximately \$1,522,000 from the Municipal Road Fund. The target areas are spread throughout the City and focus on resurfacing projects in this program year. The work will consist of hot-in-place recycling of ten streets and milling and resurfacing of four other streets. Areas were chosen based on Asset management condition rating, traffic volume, maintenance history, utility availability and continuity. Council members were pleased that improvements in every quadrant of the city were recommended.

3. Public Safety Millage Renewal Election

Administrative Services Director Anthony Chandler brought Council up-to-date on the status of staff's preparations for renewal of the public safety millage of up to 2 mills. The original 10-year millage passed in 2011 and expiring in 2020. The renewal ballot language, similar to the original ballot language, was reviewed. An informational brochure that staff began editing in June was discussed and several of Council's suggestions will be incorporated in the final copy. Although the City currently does not levy the full 2 mills,

Mr. Meyers explained that in 2011 the City was awarded a Safer Grant that funded fire positions and, ultimately, reduced the need to levy the full amount. The brochure is only one piece of the educational material being prepared for use leading up to the May 5, 2020 election. Statistics will be shared in a message from the Mayor, a citizen's committee is being formed and will provide signage, a talking point guide will be provided to officials and staff and, possibly, town hall meetings will be held. Ballot language will be presented to Council for approval before the end of the year.

4. Collaborative Domestic Violence Team Grant

Police Chief Jon Gale gave the Council an overview of recently announced available grant money for victim centered services related to criminal sexual conduct, domestic violence, intimate partner violence and stalking cases. A collaboration of Norton Shores and City of Muskegon Police Departments along with the Muskegon County Prosecutor's office is proposed. If awarded, the three-year funding grant will cover the City's expenses for one specialized detective to support victims as their case goes through all the phases of the justice system. This grant opportunity was just announced and, if awarded, participation must be approved quickly. Council members were in support of bringing forward this collaborative effort and FY2020 budget amendment for reimbursable costs associated with adding a detective position in the Police Department.

General Comments

City Administrator Mark Meyers informed Council that the annual United Way Campaign kicked off in November with a different approach. A pizza lunch and learn was held where employee's could find information about United Way services and earn extra personal leave time based on the date and amount of their pledge. The delivery method was successful and raised \$7,400 and, also, doubled 2019 participation. Mr. Meyers encouraged Council members to join with employees in meeting the \$8,000 goal by making their 2020 pledge with Norton Shores this year.

Meeting adjourned at 6:36 p.m.

  
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Shelly Stibitz, City Clerk