

**BRIDGMAN CITY COUNCIL
WORKSHOP MEETING
JANUARY 3, 2017
6:30 PM**

The workshop meeting of the Bridgman City Council was held on January 3, 2017 at Lake Township Hall, 3220 Shawnee Road, Bridgman, Michigan and called to order by Mayor Anderson at 6:30 p.m.

COUNCIL PRESENT: Liskey, Rose, Anderson, Catania, Fuller, High

COUNCIL ABSENT: Gipson

STAFF PRESENT: Manager Ganum, Clerk Holm, Street/Fire Chief Knuth, Police Chief Unruh, Attorney Senica, Engineer Nykamp, Treasurer Lambrix

Pledge of Allegiance was led by council.

HEARING OF CITIZENS:

Bryon Granke, City of Bridgman resident stated the City has an Ordinance that doesn't allow anything less than 6 months for rentals and has concerns with some people doing short term rentals in the City.

APPROVE/AMEND THE AGENDA:

Motion by Council Member High, seconded by Council Member Catania to approve the agenda as presented for January 3, 2017, **motion carried unanimously**.

PRESENTATIONS:

FY 2016 Audit presented by Rehmann Robson.

Kristin Hoogerwerf, with Rehmann Robson, presented council with the FY 2016 audit. She went through the prepared audit report and stated the City was given a clean opinion. A clean opinion is the highest rating you can receive. She explained the audit process and their findings. She stated a letter with recommendations was given to the city and if any council members have any questions, she could go through it with them.

Fiscal Health Charts presented by City Treasurer and City Manager

City Manager Ganum and City Treasurer Lambrix went through four fiscal health charts:

- *The Property Tax Revenue* chart reflects the increase heading in the positive direction, which is also happening statewide.
- *The State Revenue Sharing* chart has flat lined over the last few years, which is out of the City's control.
- *The Debt Service* chart includes the bond for the GRSD, the water bond, and a small street bond. The chart indicates that the debt is slowly getting paid off and the city might look into refinancing in the near future to save money.
- *The Fund Balance Chart* shows a decline since 2010. This is due to the General Fund subsidizing the water and sewer fund.

City Manager Ganum discussed the City's Minimum Fund Balance Policy which is set at 75%. Currently the City is at 64% and the council discussed the options of lowering the minimum fund balance policy. Ms. Hoogerwerf stated that other communities can vary with their minimum fund balance policies due in part of when their fiscal year ends. She feels that 75% is probably high and stated the City could lower it and still be in an acceptable range. Mayor Anderson asked City Manager Ganum to compare our policy with other municipalities similar to us and see what their numbers are. She asked that City Manager Ganum and City Treasurer Lambrix have a recommendation for council at the first meeting in February.

ACTION ITEMS:

Motion by Council Member Rose, seconded by Council Member High to approve the December 19, 2016 regular meeting minutes, **motion carried unanimously.**

Motion by Council Member Catania, seconded by Council Member High to approve the bills in the amount of \$41,964.22, **motion carried unanimously.**

Motion by Council Member High, seconded by Council Member Liskey to approve the City Manager's attendance and training at the Michigan Municipal Executives Annual Winter Institute, **motion carried unanimously.**

Motion by Council Member Catania, seconded by Council Member High to approve the proposal in the amount of \$75,425 from Wightman & Associates Inc. for design and construction engineering for the Baldwin Road Sanitary Sewer Main (Forcemain) Replacement Project, **motion carried unanimously.**

WORKSHOP DISCUSSION ITEMS:

Proposed Brush Collection Policy - discussion with Street Department Superintendent

Street Superintendent Knuth stated the City has never had a true policy for brush, bag and loose leaf pick-up. He has looked into other cities to see what their policies are and has come up with a policy for brush collection and one for bag pick-up. He is still working on one for the leaf-vac. He went through the bullet points for both the brush pick-up and bag pick-up. Council asked that City Manager put this information in the Community Buzz Newsletter and bring the policies back for council approval at the next meeting.

Minimum Fund Balance Policy – discussion with City Treasurer and City Manager

Was discussed earlier in the meeting under the Fiscal Health Charts.

Distribution of City Manager's Performance Evaluation form

Mayor Anderson explained that the evaluation handed out tonight needs to be returned to City Hall no later than 5:00 p.m. on January 9, 2017.

FOR THE GOOD OF THE ORDER

Mayor Anderson stated there is a ribbon cutting ceremony for Haymarket on January 11, 2017 at 5:30 p.m. with the gathering being from 5 – 7 p.m. The Haymarket is set to open the following day for business on January 12, 2017.

Motion by Council Member High, seconded by Council Member Catania to excuse Council Member Gipson from the meeting due to illness, **motion carried unanimously.**

City Manager Ganum and council discussed scheduling another visioning session for this year.

Council Member Fuller talked about the last council meeting and his complements to Brett Boyd, the city, leadership and citizens regarding the proposal for the event venue at Weko Beach. He discussed putting an article about this in the newsletter.

ADJOURNMENT

Motion by Council Member Catania, seconded by Council Member High to adjourn the meeting at 7:39 p.m., **motion carried unanimously.**

Hannah Anderson, Mayor

Allyson Holm, City Clerk