

**CITY OF WIXOM
49045 PONTIAC TRAIL
REGULAR CITY COUNCIL MEETING MINUTES
TUESDAY, JUNE 9, 2020**

Mayor Beagle called the meeting to order at 7:00 p.m.

Present:

Mayor: P. Beagle
Deputy Mayor: T. Rzeznik
Councilmembers: P. Behrmann
K. Gottschall
T. Gronlund-Fox
P. Sharpe
R. Smiley

AGENDA CHANGES:

Mr. Brown noted that a couple of changes were made to the handout that was provided for Unfinished Business #1 – Recommendation to Approve of the Fiscal Year 2020-2021 Budget and Adoption of the Requisite Budget Resolutions. These were provided to the Councilmembers prior to the meeting.

PUBLIC HEARING:

Mayor Beagle read the Rules for Public Speaking at a Public Hearing. He opened the Public Hearing at 7:02 p.m.

Mr. Brown indicated that as required by our City Charter, this public hearing was for the adoption of the fiscal year 2020-2021 budget with associated resolutions. He noted that a minor correction was made to one of those resolutions.

Ms. Stamper reviewed the highlights and modifications that were made during the budget study sessions, as well as the millage rate that we are required to discuss during this public hearing. She said that there was an overall reduction of \$4,000 to the General Fund budget. As for the Capital Fund, we removed the \$5,000 for the electric bicycle. Two items did not get included in the original document. A total of \$10,000 was removed for one Adopt-a-Box and \$20,000 was bumped forward for a sickle tractor attachment.

For property taxes, we have a 6.46% increase, which was about \$462,987 in additional tax revenue for this fiscal year. Our residential property tax rate increased by 5.85%, commercial increased by 3.64%, industrial decreased by 1.39% and personal property increased by 17.76%.

The City millage rate is proposed at 11.9458 which reflects a reduction of 1.2574 from the prior year level of 13.2032. The main driver was the removal of the 1.25 mills for the Water Utility debt millage due to the expiration of that debt payment. There were other slight reductions due to Headlee rollback on the other millages that we have. This brought Wixom to the eighth lowest millage rate in the 31 communities in Oakland County. Other communities range from 8.3212 to 38.3265.

Ms. Stamper indicated that there were no changes to revenue during the budget sessions. We show a revenue increase of \$48,393, or .3730%, over the 2019/2020

revenue. She reduced the 2019/2020 revenue by the budget stabilization contribution that we made that year to bring to a realistic number when we are comparing it to this year's revenue. This year's revenue does not include the budget stabilization contribution.

For State Shared Revenue, we are looking at \$1,284,910 that is estimated to reduce to \$1,139,000 due to the reduced sales tax because of the COVID-19 pandemic. We are still not sure what this will look like. She estimated conservatively, hoping that it would come in at a better number. She thought that we would be able to meet what we are budgeting for.

The Expenditures changed by the \$4,000 on the General Fund side that was modified during the sessions. The overall expenditure increase was \$258,952 when compared to the prior budget year.

She continued that the budget provides funding for the City's normal cost of Other Post Employment Benefit (OPEB) in the amount of \$97,661 and Pension in the amount of \$202,584. The General Fund reflected an estimated balance at the close of fiscal year 2020/2021 of \$2,566,312 or 27.62% of expenditures. The new development in the DDA resulted in an increase to the captured taxes within the district. Therefore, the DDA is now completely covering their debt payment along with repayment to the City for prior years that we supplemented. We are seeing the total bond payment being covered by the DDA. The Budget Stabilization Fund reflects an estimated balance at the close of Fiscal Year 2020/2021 of \$1,364,666 or 14.68% of expenditures. Full time positions in this budget reflect 54 full time employees.

The solid waste collection and recycling fee will be set at \$175 per household and will be included on the Summer Tax Bill. The combined sewer and water utility rate will increase from \$67.80 per unit to \$70.30 per unit. Residential sewer charge cap will change from \$126.00 per quarter to \$140.30 per quarter. Residential sewer only customers will increase from \$83.50 per quarter to \$91.75 per quarter. Industrial sewer only customers will increase from \$118.25 per quarter to \$130.00 per quarter. During fiscal year 2019/2020, Capital Improvement Bonds were issued in the amount of \$5,375,000 to fund Wastewater Treatment Plant improvements.

We are contributing \$980,000 to the Capital Improvement Ten Year Program. Our current year expenditures are \$2,826,280. It was higher this year because we are on that rolling ten-year Capital Plan, so our contribution annually stays steady and our expenditures fluctuate from year to year.

Ms. Stamper stated that we are budgeting \$490,000 for Major Road Improvements, \$345,000 for Local Road Improvements, \$529,000 for Safety Path Improvements, \$1,519,038 for Wastewater Improvements and \$301,479 for Water Improvements.

There were no public comments made, so the Public Hearing was closed at 7:18 p.m.

MINUTES:

CM-06-60-20: Moved and seconded by Councilmembers Gronlund-Fox and Smiley to approve the Budget Study Session minutes of May 19, 2020.

Councilmember Sharpe had a correction on page 8 and Deputy Mayor Rzeznik had a change on page 10.

Roll Call Vote: (7) AYES – Beagle, Behrmann, Gottschall, Gronlund-Fox, Rzeznik, Sharpe, Smiley

(0) NAYS

Motion Carried

CM-06-61-20: Moved and seconded by Deputy Mayor Rzeznik and Councilmember Smiley to approve the Budget Study Session of May 20, 2020.

Roll Call Vote: (7) AYES – Beagle, Behrmann, Gottschall, Gronlund-Fox, Rzeznik, Sharpe, Smiley

(0) NAYS

Motion Carried

CM-06-62-20: Moved and seconded by Councilmembers Smiley and Sharpe to approve the Regular City Council meeting minutes of May 26, 2020.

Roll Call Vote: (7) AYES – Beagle, Behrmann, Gottschall, Gronlund-Fox, Rzeznik, Sharpe, Smiley

(0) NAYS

Motion Carried

CORRESPONDENCE: (None)

CALL TO THE PUBLIC:

Mayor Beagle stated that the City was utilizing the video and audio of Zoom. Once connected to the meeting, members of the public wishing to participate in the virtual public comment must alert us that they wish to speak by pressing *9 on their telephone keypad. Pressing *9 will activate the "raise hand" feature signaling to us that you wish to comment. Participants will be called one at a time, as would happen during an in-person meeting. When you are unmuted, please introduce yourself by stating your name and address for the record. You will then have (5) minutes to share your comments with the City Council. At the conclusion of your comments or your (5) minutes, you will be muted and removed from the public comment queue.

There were no public comments at this time.

CITY MANAGER'S REPORTS:**1.) Fire Monthly Report – April 2020**

Deputy Mayor Rzeznik commented that during the heighten of the Stay Home, Stay Safe order from the Governor, there was one motor vehicle accident compared to the previous year of 14. People were off the roads and the traffic was lighter. That follows any of the other statistics he has seen from the insurance industry and other motor vehicle industry publications.

2.) Police Monthly Report – April 2020

There were no comments or questions regarding this report.

CONSENT AGENDA:

CM-06-63-20: Motion and seconded made by Deputy Mayor Rzeznik and Councilmember Smiley to approve the Consent Agenda as presented which included:

- 1.) Approval to receive and file:
 - a.) Planning Commission Minutes of April 27, 2020
 - b.) Downtown Development Authority Minutes of May 5, 2020
- 2.) Recommendation to Approve the Detention/Retention System Maintenance Agreement for Stonegate Village Condominium Project with MJC Stonegate Village, LLC and Authorize the Mayor and Clerk to Sign the Agreement

**Roll Call Vote: (7) AYES – Beagle, Behrmann, Gottschall, Gronlund-Fox,
Rzeznik, Sharpe, Smiley
(0) NAYS**

Motion Carried

UNFINISHED BUSINESS:

- 1.) Recommendation to Approve the Fiscal Year 2020-2021 Budget and Adoption of the Requisite Budget Resolutions**

CM-06-64-20: Moved and seconded by Deputy Mayor Rzeznik and Councilmember Gronlund Fox to approve the Fiscal Year 2020-2021 Budget and Adoption of the following Requisite Budget Resolutions:

**CITY OF WIXOM
RESOLUTION 2020-11
FISCAL YEAR 2020-2021 GENERAL FUND MILLAGE RATE**

WHEREAS the City Manager heretofore has submitted to this Council an annual budget for the year beginning July 1, 2020, and ending June 30, 2021, as required by the City Charter of this City; and

WHEREAS a Public Hearing was held on the said budget after the publication of notice thereof according to law; and

WHEREAS the Council has carefully considered each and every item of the budget separately.

NOW THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the several amounts of appropriations herein determined and aggregate thereof (less the estimate of the amount of revenue from other sources) are to be raised by General Tax spread on Real and Personal Property. Taxable valuation as equalized for year 2020 of the property in the City of Wixom is \$796,073,330. Taxable valuation on Industrial Facilities Tax as equalized for year 2020 of the property in the City of Wixom is \$11,537,320. The Tax rate is tentatively determined to be 7.5036 per \$1,000 of Taxable Valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-12
FISCAL YEAR 2020-2021 DEDICATED MILLAGE RATE**

WHEREAS the electors of the City of Wixom voted to permit the levy by the City, beginning July 2017, of a new dedicated millage in an amount of up to 3.50 mills (which is equal to \$3.50 on each \$1,000 of taxable value) for four (4) years to provide funds for municipal operating purposes including police and fire, public works, and parks & recreation; and

WHEREAS the City Manager heretofore has submitted to this Council an annual budget for the year beginning July 1, 2020, and ending June 30, 2021, as required by the City Charter of this City; and

WHEREAS a Public Hearing was held on the said budget after the publication of notice thereof according to law; and

WHEREAS the Council has carefully considered each and every item of the budget separately.

NOW THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the several amounts of appropriations herein determined and aggregate thereof (less the estimate of the amount of revenue from other sources) are to be raised by General Tax spread on Real and Personal Property. Taxable valuation as equalized for year 2020 of the property in the City of Wixom is \$796,073,330. Taxable valuation on Industrial Facilities Tax as equalized for year 2020 of the property in the City of Wixom is \$11,537,320. The Tax rate is tentatively determined to be 3.0000 per \$1,000 of Taxable Valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-13
FISCAL YEAR 2020-2021 GENERAL FUND BUDGET**

<u>Revenues (Ref. Page 16)</u>	<u>Appropriation</u>
Taxes and Special Assessments	\$ 8,353,280
Intergovernmental	\$ 1,257,778
Licenses & Permits	\$ 459,005
Other Revenues	\$ 1,492,345
Interfund Revenues	\$ 381,667
Appropriation of Fund Balance	\$ (200,166)
Total Operating Revenues	\$11,743,909
 <u>Expenditures (Ref. Page 17)</u>	
City Council	\$ 16,526
City Manager's Office	\$ 372,156
Economic Development /Assessing	\$ 247,647
Building (Construction & Dev.)	\$ 430,215
Legal Counsel and Assistance	\$ 74,000
City Clerk	\$ 231,781
Information Systems	\$ 138,118

Financial Administration	\$ 360,710
General Operating	\$ 720,884
Building Maintenance	\$ 90,800
Cultural Center	\$ 304,359
Fire	\$ 1,214,781
Police	\$ 3,304,359
DPW	\$ 1,221,053
Zoning Board of Appeals	\$ 3,500
Board of Review	\$ 2,546
Planning Committee	\$ 110,150
Senior Citizen Committee	\$ 60,067
Parks & Recreation	\$ 449,159
Debt Service Pension	\$ 904,366
Debt Service OPEB	\$ 506,732
Interfund Transfers	\$ 980,000
Total Expenditures	<u>\$11,743,909</u>

**CITY OF WIXOM
RESOLUTION 2020-14
FISCAL YEAR 2020-2021 LIBRARY MILLAGE RATE**

- WHEREAS** the Library Director heretofore has submitted to the Library Board an annual budget for the year beginning July 1, 2020, and ending June 30, 2021, as required by the Michigan Public Act 164 of 1877; and
- WHEREAS** a Public Hearing was held June 8, 2020, on the said budget after the publication of notice thereof according to law; and
- WHEREAS** the Library Board has carefully considered each and every item of the budget separately and approved this budget for the FY 2020-21; and
- WHEREAS** Section 10a (3) of Michigan Public Act of 164 of 1877 directs the Board of Directors of a library established under the act to report an estimate of library millage "...to the legislative body of the city"; and
- WHEREAS** Section 10a (3) of Public Act 164 of 1877 sets forth that upon receipt of the millage estimate report from the Library Board "the legislative body shall cause to be raised by tax upon the taxable property in the city the amount of the estimate in the same manner that other general taxes are raised in the city."

NOW THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the several amounts of appropriations herein determined and aggregate thereof (less the estimate of the amount of revenue from other sources) are to be raised by General Tax spread on Real and Personal Property and that taxable valuation as equalized for year 2020 of the property in the City of Wixom is \$796,073,330 and on Industrial Facilities Tax as equalized is \$11,537,320.

BE IT FURTHER RESOLVED that the tax rate is determined as reported by the Wixom Library Board to be 1.0743 per \$1,000 of taxable valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-15
FISCAL YEAR 2020-2021 BROWNFIELD MILLAGE RATE**

WHEREAS Act 197 of the Public Acts of 1975 and Act 450 of the Public Acts of 1980 allow the tax levy of all taxing bodies paid each year on real and personal property in the development area to be transmitted to the Development Authority.

NOW THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the taxable valuation as equalized for year 2020 of the Brownfield Redevelopment District of the City of Wixom is \$772,420, captured value \$443,180. The tax rate is tentatively determined to be 13.0201 (includes Library) per \$1,000 of Taxable Valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-16
FISCAL YEAR 2020-2021 DDA MILLAGE RATE**

WHEREAS Act 197 of the Public Acts of 1975 and Act 450 of the Public Acts of 1980 allow the tax levy of all taxing bodies paid each year on real and personal property in the development area to be transmitted to the Development Authority.

NOW THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the taxable valuation as equalized for year 2020 of the Downtown Development Authority of the City of Wixom is \$49,189,130, captured value \$43,113,540. The tax rate is tentatively determined to be 13.0201 (includes Library) per \$1,000 of Taxable Valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-17
FISCAL YEAR 2020-2021 DDA SPECIAL MILLAGE RATE**

WHEREAS Public Act 197 of 1975 authorizes communities to form Downtown Development Authorities to promote economic growth and stability in downtown areas defined by a community; and

WHEREAS Public Act 197 gives such Downtown Development Authorities, with permission of the municipal governing body, the power to levy not more than 2 mills on properties located within said district to partially fund Downtown Development Authority activities; and

WHEREAS the City of Wixom has formed a Downtown Development Authority and the Wixom City Council has considered and approved a millage request.

NOW, THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the taxable valuation as equalized for year 2020 of the Downtown Development Authority of the City of Wixom is \$49,189,130, captured value \$43,113,540. Taxable valuation on the Brownfield Redevelopment District as equalized for year 2020 of the property in the City of Wixom is \$772,420, captured value \$443,180. The Tax rate is tentatively determined to be 1.1439 per \$1,000 of Taxable Valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-18
FISCAL YEAR 2020-2021 DDA FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Property Tax	\$ 877,149
Delinquent Interest & Penalty	\$ 450
Interest Income	\$ 700

Special Millage	\$ 8,391
Donations	\$ 12,000
Appropriation from Fund Balance	\$ -0-
Total Revenues	\$ 898,690
Expenditures	
DDA Expenditures	\$ 78,851
Transfer to General Fund	\$ 367,477
Transfer to DDA Construction Debt	\$ 452,362
Total Expenditures	\$ 898,690

**CITY OF WIXOM
RESOLUTION 2020-19
FISCAL YEAR 2020-2021 CDBG FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
CDBG Revenues	\$ 89,628
Appropriation from Fund Balance	\$ -0-
Total Revenues	\$ 89,628
Expenditures	
CDBG Expenditures	\$ 89,628
Total Expenditures	\$ 89,628

**CITY OF WIXOM
RESOLUTION 2020-20
FISCAL YEAR 2020-2021 LAND ACQUISITION FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Interest Income	\$ 20,000
Appropriation from Fund Balance	\$ 1,524,526
Total Revenues	\$ 1,544,526
Expenditures	
Audit	\$ 823
Land Acquisition Expenditures	\$ 1,543,703
Total Expenditures	\$ 1,544,526

**CITY OF WIXOM
RESOLUTION 2020-21
FISCAL YEAR 2020-2021 LDFA PROJECT FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Local Share	\$ -0-
Interest Income	\$ 5,000
Appropriation from Fund Balance	\$ 504,048
Total Revenues	\$ 509,048

Expenditures

Project Costs	\$ 508,241
Audit Fee	\$ <u>807</u>
Total Expenditures	\$ <u>509,048</u>

**CITY OF WIXOM
RESOLUTION 2020-22
FISCAL YEAR 2020-2021 MAJOR ROAD FUND BUDGET**

Revenues

	<u>Appropriation</u>
Interest Income	\$ 5,000
Act 51 Revenue	\$ 956,009
Contribution – General Fund	\$ -0-
Appropriation from Fund Balance	\$ <u>-0-</u>
Total Revenues	\$ <u>961,009</u>

Expenditures

Maintenance Expenditures	\$ 419,481
Major Road Capital Expenditures	\$ <u>490,000</u>
Total Expenditures	\$ <u>909,481</u>
Excess Revenues over Expenditures	\$ <u>51,528</u>

**CITY OF WIXOM
RESOLUTION 2020-23
FISCAL YEAR 2020-2021 LOCAL ROAD FUND BUDGET**

Revenues

	<u>Appropriation</u>
Real Property Taxes	\$ 719,505
Personal Property Taxes	\$ 141,299
Delinquent Interest & Penalty	\$ 1,100
Industrial Facilities Tax	\$ 6,599
Local Community Stabilization	\$ 45,673
Interest Income	\$ 12,000
Act 51 Revenue	\$ 409,718
Appropriation of Fund Balance	\$ <u>-0-</u>
Total Revenues	\$ <u>1,335,894</u>

Expenditures

Maintenance Expenditures	\$ 359,303
Local Road Capital Expenditures	\$ <u>375,000</u>
Total Expenditures	\$ <u>734,303</u>
Excess Revenues over Expenditures	\$ <u>601,591</u>

**CITY OF WIXOM
RESOLUTION 2020-24
FISCAL YEAR 2020-2021 LOCAL ROAD MILLAGE RATE**

WHEREAS the electors of the City of Wixom voted to levy not more than 1.15 mills per year for a period not to exceed fifteen years to provide funding for the maintenance and repair of local and major streets.

NOW THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the several amounts of appropriations herein determined and aggregate thereof (less the estimate of the amount of revenue from other sources) are to be raised by General Tax spread on Real and Personal Property. Taxable valuation as equalized for year 2020 of the property in the City of Wixom is \$796,073,330. Taxable valuation on Industrial Facilities Tax as equalized for year 2020 of the property in the City of Wixom is \$11,537,320. The Tax rate is tentatively determined to be 1.1439 per \$1,000 of Taxable Valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-25
FISCAL YEAR 2020-2021 SAFETY PATH PROGRAM FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Real Property Taxes	\$ 187,629
Personal Property Taxes	\$ 36,847
Industrial Facilities Tax	\$ 1,721
Delinquent Personal Property	\$ 315
Local Community Stabilization	\$ 11,955
Interest Income	\$ 5,000
Appropriation from Fund Balance	<u>\$ 285,533</u>
 Total Revenues	 <u>\$ 529,000</u>
 <u>Expenditures</u>	
Local Road Expenditures	<u>\$ 529,000</u>
 Total Expenditures	 <u>\$ 529,000</u>
 Excess Revenue over Expenditures	 <u>\$ -0-</u>

**CITY OF WIXOM
RESOLUTION 2020-26
FISCAL YEAR 2020-2021 SAFETY PATH MILLAGE RATE**

WHEREAS the electors of the City of Wixom voted to levy not more than .30 mills per year for a period not to exceed fifteen years to provide additional revenues for bike path construction including property acquisition and planning.

NOW THEREFORE, BE IT RESOLVED that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the several amounts of appropriations herein determined and aggregate thereof (less the estimate of the amount of revenue from other sources) are to be raised by General Tax spread on Real and Personal Property. Taxable valuation as equalized for year 2020 of the property in the City of Wixom is \$796,073,330. Taxable valuation on Industrial Facilities Tax as equalized for year 2020 of the property in the City of Wixom is \$11,537,320. The Tax rate is tentatively determined to be .2983 per \$1,000 of Taxable Valuation as equalized.

**CITY OF WIXOM
RESOLUTION 2020-27
FISCAL YEAR 2020-2021 BUDGET STABILIZATION FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Interest Income	\$ 40,000
Interfund Transfers	\$ -0-
Total Revenues	\$ 40,000
 <u>Expenditures</u>	
Transfer to General Fund	\$ -0-
Total Expenditures	\$ -0-
Excess Revenue over Expenditures	\$ 40,000

**CITY OF WIXOM
RESOLUTION 2020-28
FISCAL YEAR 2020-2021 FORFEITURE TRUST FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Miscellaneous Income	\$ 1,500
Interest Income	\$ 75
Appropriation from Fund Balance	\$ -0-
Total Revenues	\$ 1,575
 <u>Expenditures</u>	
Miscellaneous Operating Expenditure	\$ 1,500
Total Expenditures	\$ 1,500
Excess Revenue over Expenditures	\$ 75

**CITY OF WIXOM
RESOLUTION 2020-29
FISCAL YEAR 2020-2021 FEDERAL POLICE FORFEITURE TRUST FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Forfeiture Federal Income	\$ -0-
Interest Income	\$ -0-
Appropriation from Fund Balance	\$ 50,000
Total Revenues	\$ 50,000
 <u>Expenditures</u>	
Forfeiture Federal Expenditure	\$ 50,000
Total Expenditures	\$ 50,000

**CITY OF WIXOM
RESOLUTION 2020-30
FISCAL YEAR 2020-2021 INSURANCE FUND – RETIREES BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Interest Income	\$ 300,000
Contribution – General Fund	\$ 97,661
Contribution – Library	\$ -0-
Retiree Insurance Contribution	\$ 84,127
Appropriation from Fund Balance	\$ 59,443
 Total Revenues	 \$ 541,231
 <u>Expenditures</u>	
Audit	\$ 939
Consultants & Personnel	\$ 1,400
Insurance Premium	\$ 538,892
 Total Expenditures	 \$ 541,231
 Excess Revenues over Expenditures	 \$ -0-

**CITY OF WIXOM
RESOLUTION 2020-31
FISCAL YEAR 2020-2021 ANNUAL SOLID WASTE PICKUP FEE**

RESOLVE, the adoption of a resolution establishing a fee for the period July 1, 2020 through June 30, 2021, for solid waste collection and disposal in accordance with Ordinance #161, Section 9, Paragraph A and B as follows:

Description	Single Family	Eligible - 65+ Senior Citizens or Hardship
Per Year	\$175	\$105

**CITY OF WIXOM
RESOLUTION 2020-32
FISCAL YEAR 2020-2021 SOLID WASTE FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Solid Waste Collection	\$ 585,547
Interest Income	\$ 4,800
Delinquent Penalty & Interest	\$ 700
Revenue Profit Sharing	\$ -0-
Miscellaneous Revenue	\$ 1,464
Appropriation from Fund Balance	\$ 10,296
 Total Revenues	 \$ 602,807
 <u>Expenditures</u>	
Solid Waste Collection Expenditures	\$ 602,807
 Total Expenditures	 \$ 602,807

**CITY OF WIXOM
RESOLUTION 2020-33
FISCAL YEAR 2020-2021 SPECIAL HOLDING AGENCY FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Special Holding Agency Fund Revenues	\$ 220,696
Appropriation from Fund Balance	<u>\$ -0-</u>
Total Revenues	<u>\$ 220,696</u>
 <u>Expenditures</u>	
Special Holding Agency Fund Expenditures	<u>\$ 208,696</u>
Total Expenditures	<u>\$ 208,696</u>
Excess Revenues over Expenditures	<u>\$ 12,000</u>

**CITY OF WIXOM
RESOLUTION 2020-34
FISCAL YEAR 2020-2021 CEMETERY FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Interest Income	\$ 1,500
Sale of Grave Lots	\$ 5,000
Appropriation from Fund Balance	<u>\$ 4,639</u>
Total Revenues	<u>\$ 11,139</u>
 <u>Expenditures</u>	
Audit	\$ 339
Operating Expenditures	\$ 500
Grave Site Purchase	\$ 300
Landscape & Maintenance	<u>\$ 10,000</u>
Total Expenditures	<u>\$ 11,139</u>

**CITY OF WIXOM
RESOLUTION 2020-35
FISCAL YEAR 2020-2021 TRIBUTE DRAIN SPECIAL ASSESSMENT DISTRICT ROLL**

WHEREAS the City Council held a public hearing on January 11, 2005 regarding the establishment of the Village Center Area Assessment District to fund the construction, operation and maintenance of a new county drain; and

WHEREAS the City of Wixom entered into an agreement with Wixom Village, LLC and Wixom Village Commercial LLC to establish the Village Center Area Special Assessment District in accordance with Section 3.08.180 of the City of Wixom Municipal Code, which permits a special assessment district to be created by contract.

NOW, THEREFORE, BE IT RESOLVED that said total special assessment roll as prepared by the City Assessor in the amount of \$2,418,914.50 is known as Special Assessment Roll No. 04-001C. Said special assessment for FY 2020-2021 is in the amount of \$223,265.

**CITY OF WIXOM
RESOLUTION 2020-36
FISCAL YEAR 2020-2021 CAPITAL IMPROVEMENT FUND BUDGET**

<u>Revenues</u>	<u>Appropriation</u>
Contribution General Fund	\$ 980,000
Interest Income	\$ 11,500
Other Contributions	\$ 254,628
Appropriation from Fund Balance	<u>\$ 1,610,152</u>
 Total Revenues	 <u>\$ 2,856,280</u>
 <u>Expenditures</u>	
Building (Construction & Development)	\$ 5,500
Finance	\$ 15,500
Facilities	\$ 152,980
Cultural Center	\$ 71,500
Fire	\$ 845,000
Police	\$ 258,800
DPW	\$ 200,000
Parks & Recreation	<u>\$ 1,307,000</u>
 Total Expenditures	 <u>\$ 2,856,280</u>

**CITY OF WIXOM
RESOLUTION 2020-37
FISCAL YEAR 2020-2021 WATER AND SEWER UTILITY RATES**

WHEREAS the City has established a Water Supply System ("Water System") and Sewer Service System, including a Wastewater Treatment Plant ("Sewer System") for the residents and businesses of the City of Wixom. By the terms of Wixom Municipal Code, Chapter 13.04, Water Supply System, and Chapter 13.08, Sewer Service System, and as required by State and Federal law, the City establishes rates and charges for services of the Water System and Sewer System in amounts sufficient to pay (i) the expenses of administration and the costs of operation and maintenance of the Water System or Sewer System; (ii) principal of and interest on all bonds secured by a lien on the net revenues of each System; and (iii) the cost of replacement, repairs and improvements to the Water System or Sewer System, and all other requirements of each ordinance authorizing issuance of bonds secured by a lien on the net revenues of the Water System or Sewer System.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

- Findings.** The City has investigated several methods of apportioning the cost of a Water System or Sewer System among users of each system in the City of Wixom. As part of that investigation, the City has considered academic texts, tables used by other communities in the State and in the United States, and has reviewed studies of water use and sewage flows of a variety of establishments to generate a unit factor which most closely approximates the actual use by each user of the Water System or Sewer System. The City Council finds that the following rates and fees, and the method of allocating those rates and fees to users of the Water System or Sewer System, are proportionate to the necessary costs of providing the service at the levels demanded by the users.
- Liens.** By section 21 of Act 94, Michigan Public Acts of 1933, as amended, and by the terms of Wixom Code Chapters 13.04 and 13.08, the rates and charges for services furnished by the Water System or Sewer System to residences or businesses located in the City of Wixom shall be liens on the property served. The City shall certify those rates and charges delinquent for six (6) months or more to the City tax assessing officer, who shall enter the amount of the delinquent rates and charges on the tax roll against the premises to which the service was

rendered, and shall collect the rates and charges and enforce the lien in the same manner as provided for the collection of ad valorem property taxes assessed upon the same roll along with any applicable fees.

1. **Rates.** The Water System rates and Sewer System rates set forth in following charts are hereby approved and adopted, effective July 1, 2020.

WATER / WASTEWATER UTILITY RATES

Water Rates

Meter Size (inch)	Quarterly Customer Charge
5/8	\$ 50.50
3/4	50.50
1	53.00
1-1/2	208.50
2	284.50
3	357.50
4	531.00
6	633.00
8	738.00
10	1,073.00
Commodity Rate (per MCF) \$ 38.80	

Wastewater Rates

Meter Size (inch)	Quarterly Customer Charge
5/8	\$ 27.25
3/4	27.25
1	33.00
1-1/2	140.00
2	160.00
3	195.00
4	275.00
6	300.00
Commodity Rate (per MCF) \$ 31.50	

Sewer residential cap \$140.30 Quarterly
 Flat rate for residential sewer only customer \$91.75 Quarterly
 Flat rate for industrial sewer only customer \$130.00 Quarterly

Industrial Pretreatment Program (IPP) Charges

All industrial, commercial and institutional users of the system shall pay a quarterly IPP charge of \$5.01 per unit. Units will be determined from the City of Wixom, Department of Public Services, Services Schedule of Unit Factors (referenced to the Oakland County Department of Public Works Schedule of Unit Assignment Factors dated February 22, 1983, as amended).

High Strength Surcharges

Discharges of high strength wastewater will be charged per pound of each parameter contributed above the allowable limits, as listed below:

Normal Strength Wastewater
 Suspended Solids = 240 mg/1
 BOD = 200 mg/1
 Phosphorus = 10 mg/1

The surcharges will only be applied to high strength wastewater above the allowable limits with no credit being given for wastewater below the allowable limits:

<i>Parameter</i>	<i>High Strength Surchage</i>
<i>Suspended Solids</i>	<i>\$ 0.22/Pound</i>
<i>BOD</i>	<i>\$ 0.13/Pound</i>
<i>Phosphorus</i>	<i>\$ 2.60/Pound (Eff. 7/1/20 – 12/31/20)</i>
<i>Phosphorus</i>	<i>\$3.60/Pound (Eff. 1/1/2021)</i>

**CITY OF WIXOM
 RESOLUTION 2020-38
 FISCAL YEAR 2020-2021 LOON LAKE LITTLE FARMS SANITARY SEWER EXTENSION
 SPECIAL ASSESSMENT DISTRICT ROLL**

WHEREAS the City Council, at their Regular Council Meeting on January 27, 2015, was presented with an agreement to establish the Loon Lake Little Farms Sanitary Sewer Extension Special Assessment District to fund the construction of a Sanitary Sewer Extension to service the properties located at 1746, 1748, 1750 and 1800 North Wixom Road; and

WHEREAS the City Council authorized the City of Wixom to enter into an agreement with the homeowners Charles A. Phillipson & Patricia A. Thorensen (Husband & Wife), Dale J. Brantigan (a single man), Jonathan E. Tobias & Agnes E. Niedzwiecki-Tobias (Husband & Wife) and Kimberly Brooks Richardson Trustee of James & Barbara Robinson Irrevocable Trust (“Homeowners”), whose addresses are 1746, 1748, 1750 and 1800 North Wixom Road, Wixom, Michigan 48393, respectively, to establish the Loon Lake Little Farms Sanitary Sewer Extension Special Assessment District in accordance with Section 3.08.180 of the City of Wixom Municipal Code, which permits a special assessment district to be created by contract.

NOW, THEREFORE, BE IT RESOLVED that said total special assessment roll as prepared by the City Assessor in the amount of \$69,355, plus interest, is known as Special Assessment Roll No. 15-001C. Said special assessment for FY 2020-2021 is in the amount of \$3,467.75 plus interest.

Councilmember Gottschall said he was not in favor of switching the Economic Development Director position to an Assistant City Manager role for fear of losing out on opportunities that the City needs. We still have a lot of opportunity and growth as a City with regards to economic development for the future. He knew it was one thing to say we are not going to bog down the new person with administrative tasks, but in practice that might change. That was his fear. He was also not in favor again of the pathway around the City Hall campus. For those two reasons, he was not in favor of this budget.

**Roll Call Vote: (6) AYES – Beagle, Behrmann, Gronlund-Fox, Rzeznik,
Sharpe, Smiley
(1) NAYS - Gottschall**

Motion Carried

NEW BUSINESS:

- 1.) Recommendation to Approve a Professional Services Agreement for Website Maintenance, Hosting and Licensing Services with Granicus of Saint Paul, Minnesota with a First-Year Annual Cost of \$8,157.14 with Funding Allocated from Account #101-228-728.284 Website Support for a Term of Up to Five Years and Authorize Mayor Patrick Beagle to Sign the Renewal Agreement**

CM-06-65-20: Motion and seconded made by Deputy Mayor Rzeznik and Councilmember Behrmann to approve a Professional Services Agreement for Website Maintenance, Hosting and Licensing Services with Granicus of Saint Paul, Minnesota with a first-year annual cost of \$8,157.14 with funding allocated from account #101-228-728.284 Website Support for a term of up to five years and authorize Mayor Patrick Beagle to sign the renewal Agreement.

Deputy Mayor Rzeznik noticed in the agreement that this will be hosted in the cloud; therefore, it will be someone else's responsibility from a maintenance standpoint. Our IT contract has service level agreements (SLA) as to response. He didn't see any SLAs included in this contract. That would be what happens if the website crashes. He thought it might be something worth looking at to make sure an SLA was in there. Mr. Brown said he would check into that. He knew when we had outages with the website (which has been infrequent), their attention has been very prompt. He indicated that he would get some kind of representation on the turnaround time.

Councilmember Gottschall asked if we were to switch providers, would we have to rebuild the site or just find a different host. Mr. Brown replied that we would have to rebuild the site, which was typical. Another opportunity was to build it in-house. There are similar software packages that he has used in other places where you can do that work yourself. You get to control the information more readily and not be dependent on anybody else for any of the changes. The bad side was that we would have full responsibility for all things such as service outages. Councilmember Gottschall commented that he would like to see this bid out at the end of this contract, or look into the option of designing and hosting it through someone else. The cost seems to be a little high and he knew there were other government hosts out there. He just wanted to make sure we were staying competitive.

Mr. Brown commented that the original master subscription agreement didn't have some content in it that he wanted. One of the things he got negotiated into the

contract was an out without clause with 90-day notice so we would have the option to do a bid process. We have been pretty happy with Granicus up to this point.

Councilmember Smiley hoped we were happy with them. He agreed. It seemed like an awfully high amount for what looks like standard services. He asked if anybody was using the training or video library options. Mr. Brown said we would look into taking more advantage of those things. We are exercising our right to get a refresh of our website currently. Councilmember Smiley said disaster recovery was included, which might cover Deputy Mayor Rzeznik's concern. They are backing things up. He didn't like the proprietary nature of the website. We should be able to get a website built that we can take over or move on to somebody else if we wanted to. He would like us to take a look at another provider sooner rather than later, but however it fits was fine with him.

Councilmember Behrmann added that every couple years he is doing his law firm's website and he felt this was a reasonable proposal for a website to be managed and updated. He spends a lot more than this on his law firm's website. He felt this number was in line with proposals he has seen from other companies. If we can find a better deal, so be it, but he had no concern with the cost of this, especially if they are doing what we want them to do. When he was educating himself on the budget, he looked at surrounding communities' budgets on their website. He thought our website was above and beyond most of our surrounding communities' websites. He was happy with the way it was and didn't believe this price was out of line.

Deputy Mayor Rzeznik felt \$8,100 for an annual cost was extremely reasonable. He spent multiple of that for some of his websites and they don't have the reach and service that our website does for a community of 14,000 residents. The disaster recovery was understood, but an SLA would be appreciated.

**Roll Call Vote: (7) AYES – Beagle, Behrmann, Gottschall, Gronlund-Fox,
Rzeznik, Sharpe, Smiley**

(0) NAYS

Motion Carried

- 2.) Recommendation to Approve a One-Year Professional Services Agreement for Information Technology Support Services with BPI Information Systems of Southfield, Michigan at an Annual Cost of \$6,042 with Funding Allocated from Account #101-228-801.282 IT Support and Authorize Mayor Patrick Beagle to Sign the Renewal Agreement**

Mr. Brown noted that the cost was \$6,042 monthly, not annually. The annual amount would be \$72,504. He apologized for this error.

CM-06-66-20: Motion and seconded made by Councilmembers Smiley and Behrmann to approve a one-year Professional Services Agreement for Information Technology Support Services with BPI Information Systems of Southfield, Michigan at a monthly cost of \$6,042 with funding allocated from Account #101-228-801.282 IT Support and authorize Mayor Patrick Beagle to sign the renewal Agreement.

Councilmember Gottschall knew that professional services do not need to be bid out, but the Council has been asking about another professional services agreement lately and we have two tonight that were not being bid out. He felt that we have fallen into a pattern where we are trying to avoid sending out bids whenever we can and he didn't think that was good competitively for trying to reduce costs for us. He said this would have been a perfect opportunity with the virus going on to do a virtual pre-bid meeting instead of requiring vendors to turn up in person for everything. BPI was not the cheapest when we had the bids last time, but we used some other grading factors. They have done a good job, but he thought we couldn't keep not bidding things out. It was not efficient.

Councilmember Behrmann echoed the thoughts on this being a \$70,000 contract that this probably was a dollar figure that we should be making sure we are getting a good value. He was not sure he would agree that every contract needed to be bid out. If staff was comfortable with an \$8,000 contract, he thought he could be comfortable with it. When we start getting to these contracts over \$50,000 and above, he felt we needed to make sure we were getting a good return on our investment. He wondered if we were happy with this contractor and if this was the best price we could get.

Mr. Brown indicated that the professional services contract was left open for these kinds of reasons by the City Charter. They are not required to have competitive solicitation. The idea was because there are certain services that are critical parts of everyday operations. He would advocate that this was one of them. He said our world has greatly improved under this contractor by all testimony he has received from multiple people. He did agree with the need to go out for bid on services. We have a three-year contract with a one-year option to renew which was inside of five years. Five years was a reasonable period of time for a professional services contract relationship. That was why he decided to proceed with a renewal. This is set to expire on an annual basis so there was no automatic renewal.

Roll Call Vote: (7) AYES – Beagle, Behrmann, Gottschall, Gronlund-Fox, Rzeznik, Sharpe, Smiley

(0) NAYS

Motion Carried

- 3.) Recommendation to Award the Bid for Heating, Ventilation and Air Condition (HVAC) Maintenance and Inspection of Municipal Buildings to B & C Ten Air HVAC Systems, Inc. of Milford, Michigan, for Three (3) Years in an Annual Amount of \$2,841.25 with an Option to Renew for Two Additional Years**

CM-06-67-20: Motion and seconded made by Councilmembers Gronlund-Fox and Behrmann to award the bid for Heating, Ventilation and Air Condition (HVAC) Maintenance and Inspection of Municipal Buildings to B & C Ten Air HVAC Systems, Inc. of Milford, Michigan, for Three (3) Years in an annual amount of \$2,841.25 with an option to renew for two additional years.

Deputy Mayor Rzeknik said that one of the recommendations from the CDC in light of COVID was in all public buildings that the economizers be adjusted so more outside air was being drawn in. He wanted to make sure that we take a look at that this summer.

Mayor Beagle asked if this included the Fire Department and the DPW Building. Mr. Sikma replied yes, it did.

Roll Call Vote: (7) AYES – Beagle, Behrmann, Gottschall, Gronlund-Fox, Rzeknik, Sharpe, Smiley

(0) NAYS

Motion Carried

CALL TO THE PUBLIC:

Bill Campbell, 3225 Potter Road, wanted to discuss the traffic on Potter Road, especially during the time of COVID. On June 11, 2018, the entire community lost a young life just a few yards from his home. On July 15, 2019, we initiated our Traffic Safety Officer in the area. He thanked Director Moore for taking all of his calls and emails, as well as his home surveillance videos of vehicles flying down the road. Many of the same local cars still speed at over 50 to 60 mph. He could share dozens of plate numbers from his system. Many cars go so fast that he can't capture the plate numbers. He said he would make all of these videos available on their Google Drive so the Council can review them if they wish. Mr. Campbell said this was not a reflection on Mr. Moore. He has been very professional. Drivers just don't use Potter Road as a residential road, but more as an expressway. Over the last couple of months, he has personally seen two accidents on Potter. The major contributor to the problem was the 50 mph on Wixom Road. During rush hour, Wixom Road backs up and Potter is used as a shortcut. They still think Potter Road is 50 mph just like on Wixom Road. He has experienced many times where people have been rear-ended, people pass on the shoulder, they honk their horns and give obscene gestures. He had some suggestions. He thought we could at least use the Traffic Safety Officer back on the road and he offered the use of his driveway. He suggested that the fines be doubled and he thought we needed more speed limit signs on Potter Road. He also thought the speed limit on Wixom Road should be decreased to 45 mph, especially with the new subdivision. Many of the residents on Potter Road feel something more needs to be done and they would like the Council's help.

Mayor Beagle suggested that Mr. Campbell forward the information and the Google Drive to Director Moore. If a Councilmember would like to view it, they can. The City has some portable speed limit signs and one being placed on Potter Road

might help. He thanked him for his diligence and assured him the Traffic Safety Officer would start patrolling again soon.

CITY MANAGER COMMENTS:

Mr. Brown said that we are getting support from Oakland County on providing personal protective equipment for businesses. There was a distribution that took place to the DDA-based businesses and we received additional supplies to provide for businesses outside of the DDA area. We are appreciative of this support from Oakland County. We also had a personal protection equipment distribution to senior citizens in the City that was made possible by a local businessman, Eddie Osman from the Marathon Gas Station on Wixom Road. We worked with our Senior Coordinator, Kailyn McMahon, to help with that. Support was also provided by Kari West of CarePatrol and others.

COUNCIL COMMENTS:

Councilmember Smiley commented that this has been a difficult week for Director Moore. He offered his heartfelt condolences on the passing of his father. He said he supported all of our police men and women. Our officers are some of the finest people you will ever know. He asked the good Lord to guide them, protect them and to give them strength.

Councilmember Gottschall also shared his thoughts and condolences with Public Safety Director Moore and his family on their loss.

Councilmember Sharpe thanked Marilyn Stamper and Steve Brown for guiding the Council through the budget process. He thought it was relatively painless and it was time well spent. We all got to speak our minds and have adjustments made. He can confidently speak to his constituents about the process and the rigor for which we went. He thanked DPW Director Sikma and Mr. Brown for setting up a tour of the Water and Wastewater facility yesterday. He felt it was beneficial. He also offered his condolences to Director Moore on the loss of his father.

Councilmember Behrmann gave his condolences to Director Moore. He echoed the thanks to our business members in the community who contributed the personal protection equipment. Everyone warned him that the budget process was going to be the most intense time being on Council. He thanked everyone who took time with him on the telephone to explain the budget. He thought the process went very smoothly. Lastly, this past winter he had mentioned that the barricade by the railroad tracks had been hit by a snowplow. He noticed the other day that it still hasn't been fixed. He asked that get re-attached prior to it being knocked off the concrete median. Mr. Sikma said he would take care of that.

Councilmember Gronlund-Fox sent her condolences to Director Moore and his family. She echoed all of the other comments made by Council.

Deputy Mayor Rzeznik said his thoughts and prayers go to Director Moore and his family on the loss of his father. He empathized with the gentleman regarding Potter Road. He made the same observation because he walks his dog two or three times a day. There has been an increase in speed of both commercial and residential traffic on these roads. This morning he saw a complete ignorance of the electronic speed limit sign that was on Charms Road. People were going 42-46 mph. When the sign initially got installed, it was adhered to. He looked forward to the increase of the Traffic Safety Officer once things return to normal. He thanked Ms. Stamper, Mr. Brown and the Department Heads on the budget sessions. This was his tenth or eleventh time and doing it virtually did work. We still had the intense discussions and covered all the points. He read with great disappointment last week on the decision by the Walled Lake City Council to drop out of the Trailway agreement. He did stand by his comment that one of the greatest assets to any of these communities through this COVID crisis has been the trailways and the parks. There have been hundreds of people on that Trailway. Thank God it was finished in time for the crisis. There is no greater asset, and what a great asset it will be once businesses start reopening along the corridor. He was disappointed, but it will go on. We will get Phase 2 in and it will be great.

Mayor Beagle shared his condolences with Director Moore on the loss of his father. He thanked Mr. Brown, Ms. Stamper and all of the Department Heads who worked on the budget. He had a lot of apprehension on this year's budget being a virtual budget; however, we got all of the discussions in and it was very good. He was very pleased with the way things went. He said he participated in both of the PPE giveaways and everyone was very pleased. They couldn't thank us enough, especially the seniors, for thinking of them. He thanked Oakland County for the businesses. We had Kari West from CarePatrol, Eddie Osman from Wixom Food and More Gas Station, Charlie Alam of Magnum Towing, Ziad Dally from ComForCare of Western Oakland County, Cheryl Chuby of Client Care at Synergy Home Care, and Bryan Neal from First and Main of Commerce. Without their help and support, we couldn't have gotten that done. The seniors were excited. They also liked that they were in their car and they could talk to someone for a couple of minutes. He was pleased with that.

ADJOURNMENT:

The meeting was adjourned at 7:57 p.m.

Catherine Buck
City Clerk

Approved 6-23-2020
