

	A regular work session of the Kalamazoo City Commission was held on Monday, December 10, 2018 at 4:00 p.m. in the Community Room at City Hall. The purpose of the meeting was to discuss the Fiscal Year 2019 (FY2019) Proposed Budget.
Roll Call	COMMISSIONERS PRESENT: Mayor Bobby J. Hopewell Vice Mayor Erin Knott David Anderson Don Cooney Eric Cunningham COMMISSIONERS ABSENT: Shannon Sykes** Jack Urban* Also present were City Manager Jim Ritsema, City Attorney Clyde Robinson, and City Clerk Scott Borling.
Commissioners Excused	Commissioner Anderson, seconded by Commissioner Cunningham, moved to excuse the absences of Commissioners Sykes and Urban. With a voice vote the motion passed.
Presentation and Discussion re: the FY2019 Proposed Budget	City Manager Ritsema provided introductory remarks for a PowerPoint Presentation entitled <i>2019 Proposed Budget, Monday, December 10, 2018</i>. City Manager Ritsema reviewed significant projects and activities completed in Fiscal Year 2018. A copy of the PowerPoint slides was filed with the papers for this meeting.
Financial Overview	Management Services Director Steve Vicenzi, Management Services Deputy Director Melissa Fuller, and Budget and Accounting Manager Jennifer Clark provided a financial overview of the FY2019 Proposed Budget, including the new OpenGov online budget platform. In response to a comment from Mayor Hopewell about labels on some of the charts, Director Vicenzi stated the City's use of OpenGov was a work in progress, and charts could be modified if different information was wanted or needed. Director Vicenzi explained the OpenGov tool allowed users to drill-down into the details of the charts and graphs. In response to a question from Commissioner Anderson, Ms. Clark stated the City paid a one-time implementation fee for OpenGov and would pay an annual service fee going forward. Commissioner Anderson stated he was very impressed with OpenGov. City Manager Ritsema thanked Deputy Director Fuller and Ms. Clark for their work to implement OpenGov on a tight timeline for the 2019 budget process. City Manager Ritsema noted the budget book could be produced directly from OpenGov in the future, which which would save a lot of staff time. In response to a question from Commissioner Anderson, Ms. Clark indicated the City would be able to compare itself to other jurisdictions that used OpenGov and were willing to share their reports.

Deputy City Manager Patsy Moore reviewed proposed staffing changes, which included the addition of 22 full time positions.

In response to a question from Mayor Hopewell Deputy City Manager Patsy Moore stated the trend for City positions was number that was flattening. Deputy City Manager Moore noted the City lost around 100 positions to the Metro Transit spin-off.

Deputy City Manager Jeff Chamberlain presented the Capital Improvement Program and policy proposals, including proposed increases to utility rates and the solid waste millage.

In response to a question from Commissioner Anderson, City Manager Ritsema stated debt financing for water and sewer improvements was figured into utility rates. City Manager Ritsema stated bonds for General Fund capital improvements were 10-year bonds, and the debt service was figured into department budgets.

Deputy City Manager Chamberlain noted CIP funding also included Major and Local Streets funding from the state and grant funding for things like parks projects.

In response to a question from Commissioner Cooney, Deputy City Manager Chamberlain explained Local Streets spending was based on the specific projects in the plan and the solutions required to address the needs of those streets. Deputy City Manager Chamberlain noted the number of streets included in the plan for 2019 was high, even though spending was down.

Public Services Director James Baker reported there would be 28 Local Streets projects in 2019, and he explained the City was able to do more projects at a lower cost using City crews to do the work. Director Baker stated his team was finding its niche in terms of the work to keep in-house versus outsourcing.

City Manager Ritsema asked for guidance on the proposed utility rate increases.

There were no objections from Commissioners regarding the proposed utility rates.

Deputy City Manager Chamberlain indicated the necessary utility rate ordinances would be prepared and presented with the budget.

Vice Mayor Knott indicated she was not moved by the statistics provided for the solid waste millage increase and stated it would be irresponsible vis-à-vis the Climate Action Plan to return to monthly bulk trash pick-up with big trucks plying City streets every month. Vice Mayor Knott commented on the need for personal responsibility and noted there were non-profits and junk dealers who would pick up bulk trash.

Mayor Hopewell stated his thoughts on the matter were aligned with the Vice Mayor.

Financial Overview
(cont'd)

Capital Improvement
Program and Policy
Proposals

FY2019 Programs and Projects

City staff presented highlights of proposed projects and programs for FY2019, which were summarized on a document entitled *Supplemental Information Companion to 2019 Program Review*.

Affordable Housing [Community Development Manager Dorla Bonner and Community Planning and Economic Development (CPED) Director Rebekah Kik]

Economic Development (Community Development Manager Bonner and Director Kik)

In response to a question from Mayor Hopewell, Director Kik stated the City's current approach to Community Benefits Agreements (CBA's) was to urge developers to be good citizens, but this was not a written policy. Director Kik indicated best practices in other cities involved developers going above and beyond with things like direct support for neighborhoods. Director Kik stated her team was still thinking about how the City would do CBA's. Director Kik noted staff would be meeting with their counterparts from the City of Jackson, which was doing progressive things with CBA's.

Mayor Hopewell stated he was a big fan of the way Grand Rapids used Voluntary Equitable Development Agreements (VEDA's) for medical marihuana businesses, which went through a merit-based licensing process. Mayor Hopewell remarked on the need for Kalamazoo to be aggressive in this space to address equity, prosperity, and diversity. Mayor Hopewell suggested staff talk with GR Mayor Bliss from Grand Rapids.

Meeting recessed at 5:19 p.m.

The meeting resumed at 5:48 p.m.

Jurisdictional Transfer of State Trunklines to the City of Kalamazoo (Public Services Director James Baker and Director Kik)

In response to questions from Commissioner Cooney, Director Baker confirmed the Michigan Department of Transportation (MDOT) would give the City \$11 million, which was designed to cover repairs to the transferred roads for the first 10 years. Director Baker confirmed the City would have the resources to maintain the transferred trunklines. Director Baker explained the City would be eligible for additional funding for these roads from the state (Act 51 funds) and the federal government (through the Kalamazoo Area Transportation Study).

Director Kik added that Tax Increment Financing (TIF) funds from the Downtown Economic Growth Authority (DEGA) could be used to support these roads. In response to a question from Commissioner Cooney, Director Kik indicated the vision for downtown mobility was traffic calming, non-motorized traffic priority, and pedestrian friendliness. Director Kik stated two-way streets were a best practice in this area, but it was not the only solution. Director Kik stated the jurisdictional transfer of state trunklines was about the City having choices and prioritizing traffic coming to Kalamazoo rather than traffic moving *through* Kalamazoo.

In response to a question from Mayor Hopewell, Director Kik stated there would be opportunities for community engagement on the implementation

of the plan and vision for downtown, and she stated this process would take the better part of a year.

*Commissioner Urban arrived at 5:59 p.m.

Trainfo (Director Baker)

In response to a question from Commissioner Urban, Director Kik stated jurisdictional transfer of the trunklines would allow the City to optimize traffic signals downtown to help with congestion due to trains.

Flood Modeling (Director Baker)

Director Baker noted that jurisdictional transfer of trunklines would allow the City to convert Westnedge Avenue to 2-way traffic during a flood situation.

Climate Action Plan (Director Kik)

Natural Features Protection Overlay (Director Kik)

Complete Streets (Director Kik)

Neighborhood Plans (Director Kik)

Mayor Hopewell questioned whether the City audited the work of its housing and building inspectors to ensure they were not being subjective. Mayor Hopewell remarked on projects where inspectors' requirements were creating unanticipated costs for developers. Mayor Hopewell suggested that inspectors use body cameras.

In response to Mayor Hopewell, Director Kik stated that she and Deputy City Manager Chamberlain, City Planner Christina Anderson, and Assistant Public Safety Chief Ryan Tibbetts had discussed the inspection and site plan review process. Director Kik noted Grand Rapids required developers to go through the site plan review process prior to creating economic development packages so that incentives could more closely match actual costs.

Mayor Hopewell stated he wanted assurance that City inspectors were not issuing requirements that were outside the requirements of the code.

KRVT Extension, Park Improvements, and Kzoo Parks Program Expansion (Parks and Recreation Director Sean Fletcher)

**Commissioner Sykes arrived at 6:29 p.m.

In response to a question from Commissioner Cooney, Director Fletcher stated the basketball court at Rockwell Park was across the street that bisected the park, and he was working with Director Baker to have a crosswalk and signs installed. Director Fletcher

In response to questions from Commissioners Cooney, Sykes, and Urban, Deputy City Manager Chamberlain stated the Bronson Park education

FY2019 Programs and Projects (cont'd)

FY2019 Programs and
Projects (cont'd)

group was working with the Gun Lake tribe to implement ideas beyond the Bronson Park displays – ideas such as a curriculum for Kalamazoo Public Schools, an exhibit at the Kalamazoo Valley Museum, and street signs and artwork marking the boundaries of the original Potawatomi reservation. Deputy City Manager Chamberlain stated he would check to see if anyone had reached out to people who had expressed interest in helping with the educational program at City Commission meetings. Deputy City Manager Chamberlain stated funding for the education program was in different stages. Deputy City Manager Chamberlain reported the education group was in discussions with the Kalamazoo Valley Museum regarding those costs; the Gun Lake tribe had given a grant for the street signs; and the estimate for artwork was in the hundreds of thousands of dollars but fundraising for this had not started.

Public Safety Strategic Operations Center (Public Safety Chief Karianne Thomas)

Crime Prevention and Outreach (Chief Thomas)

In response to a question from Commissioner Urban, Chief Thomas indicated she did not have data on the effectiveness of moveable/removable speed bumps. Chief Thomas explained the speed trailers collected data, which showed that average speeds dropped after a trailer had been in one location for a few days.

In response to a question from Mayor Hopewell Chief Thomas stated the X-train phenomenon was unique to Kalamazoo and was very difficult to address.

Customer Service Center/311 Implementation (Customer Service Manager Gina Viviano)

Organizational Improvements [Human Resources Director Nick Christy and Chief Information Officer (CIO) Tim DuBois]

In response to a question from Commissioner Urban, CIO DuBois stated the Wi-Fi connection in Bronson Park would be fixed. CIO DuBois stated the failure was a hardware failure, and staff was waiting on parts to be able to make the repairs.

Youth Mobility Fund [Foundation for Excellence (FFE) Coordinator Steve Brown]

Foundation for
Excellence

Assistant City Manager (ACM) Laura Lam reviewed proposed uses for Foundation for Excellence funding in 2019.

In response to a question from Commissioner Cooney, ACM Lam stated the four FFE-funded positions were the Youth Development Coordinator, the FFE Coordinator, the Neighborhood Activator, and the Shared Prosperity Kalamazoo Coordinator.

Data Manager Karin Conley described efforts to create a City Data Warehouse to collect, store, and organize the City's data and a Community Data Repository that would incorporate both City data and data from outside sources.

Data, Measurement,
and Accountability

In response to a question from Commissioner Urban, ACM Lam indicated the City was working on an agreement with the Upjohn Institute to create a Community Data Repository. ACM Lam confirmed the Light Grant was funding this project.

City Manager Ritsema provided closing remarks and reviewed the next steps in the budget process.

Closing Remarks and
Next Steps

Next, when an opportunity was given for general citizen comments, the following people addressed the City Commission.

Citizen Comments

Zach Lassiter, City resident, expressed support for monthly bulk trash pick-up. Mr. Lassiter remarked on OpenGov and asked that the City make raw data available.

Finally, an opportunity was given for miscellaneous comments of City Commissioners.

Commissioner
Comments

Commissioner Sykes thanked City staff for their work on customer service and expressed appreciation for the emphasis on Strength Through Diversity. Commissioner Sykes stated she would like the City to partner with Ministry with Community or another provider to fund a temporary emergency shelter as there were homeless people living in the elements. Commissioner Sykes expressed concerns about legislation moving through the current "lame duck" session of the state legislature.

In response to questions from Commissioner Sykes, Director Kik stated the City was on track to add around 630 affordable housing units in 2019, including 15-20 single family homes, with 50% of those units for people whose incomes were under 80% of the Average Median Income (AMI). Director Kik indicated her team was working with the tiny house project, but the City had not committed to any financial support yet. Director Kik confirmed the six tiny houses would be additional to what she had already described.

Commissioner Urban stated the lame duck session was embarrassing, and he expressed hope that the governor would veto bad legislation. Commissioner Urban suggested the City adopt a resolution advocating for the creation of another Amtrak train in state. Commissioner Urban explained Amtrak was ready to add another train, but they need elected officials to put pressure on MDOT.

Commissioner Anderson remarked on the breadth and depth of the City's activities and stated it was great to be with people who cared so much about the City.

Commissioner Cooney thanked Commissioner Sykes for raising the issue of lame duck legislation.

Commissioner
Comments (cont'd)

City Manager Ritsema thanked Communications Coordinator Neal Conway and Marketing and Communications Specialist Amanda Cockroft for their work on the presentation slides. City Manager Ritsema announced this meeting was the last budget meeting for Assistant City Manager Jerome Kisscorni, who would be retiring in March.

Mayor Hopewell asked the Internal Auditor if OpenGov would make auditing easier.

In response to the Mayor, Internal Auditor Ann Videtich stated she was asked to help validate information imported into OpenGov, but this had not happened yet.

Mayor Hopewell stated the Auditor needed to be involved with OpenGov. Mayor Hopewell requested information on budget carry-forwards. Mayor Hopewell questioned why the City organization had the same number of employees as it did prior to losing 100 Metro Transit employees. Mayor Hopewell announced he would be issuing a letter with the Urban Core Mayors to oppose lame duck legislation. Mayor Hopewell suggested that Commissioner Urban slow down on the Amtrak issue as there were other developments with Amtrak that needed to be considered.

Adjournment

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Scott A. Borling
City Clerk

For City Commission approval on January 7, 2019

Approved by: _____
Bobby J. Hopewell, Mayor
Dated: January 7, 2019

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