

CITY OF WYOMING, MICHIGAN
Minutes of the City Council Work Session
Monday, November 8, 2021

PRESENT: Councilmembers Bolt, Fitzgerald, Postema, Postler, Vanderwood and Mayor Poll
(5:36 p.m.)

ABSENT: Councilmember DeKryger

STAFF: Boot, Holt, McCarter, Schaffer, Smith, VandenBerg, Vis, Yenchar and Zuidema

1. Call to Order

Mayor Pro Tem Bolt called the meeting to order at 5:30 p.m.

2. Student Recognition

3. Public Comment on Agenda Items

None.

Mayor Pro Tem Bolt indicated there will be a change in the agenda order and the Pinery Park item would be presented first.

4. Pinery Park Little League

Zuidema provided a brief review of the City's efforts to assist Pinery Park Little League (PPLL) since 2015. During this time, PPLL has addressed areas of deficiency that had previously challenged the organization. Staff is now asking council to consider a 10-year facilities agreement to replace the current facilities and fiduciary agreement. Zuidema explained the components of the proposed plan, including the requirement that PPLL work with a certified public accountant, provide financial reports to the city on an annual basis and maintain status as a Michigan non-profit organization.

Holt explained the resolution that will be presented will include ending the current agreement and beginning this new agreement.

Council supports moving this item to the next regular meeting.

5. Audit Presentation

Yenchar distributed a draft copy of the Comprehensive Annual Financial Report, noting the auditor provided an unmodified opinion. Yenchar noted some of the highlights of this report and the fiscal circumstances experienced during the 2020-2021 fiscal year. Yenchar indicated a representative from Rehmann Robson will be here next week to present findings from the audit to Council.

6. Payment Processing Services

Boot provided a quick overview of the Treasurer's Office's current payment processing opportunities. Boot explained how limited in-person services during the height of the pandemic motivated staff to explore expanded payment options for customers.

Shaffer described the current payment processing options for those paying tax and utility bills, noting the cost of credit card processing and the volume of cash transactions handled on an annual basis.

Shaffer described the opportunities identified with PayNearMe. In addition to reduced credit card processing fees, PayNearMe partners with retailers to accept bill payments. Using a service such as PayNearMe would allow citizens to make payments outside City Hall business hours at a time and location that is convenient to them. There are also services to the billpayer such as delinquency and shut off notices and the platform offers English and Spanish formats.

Council supports moving this item forward.

7. Fee Schedule Amendments – City Clerk's Office

VandenBerg described the proposed changes to the City Clerk's fee schedule. Some of these changes are housekeeping-type items and others are proposed as a result of recent amendments to the business license ordinance.

Staff is recommending a small increase in the general business license fee and is proposing a flat fee for gasoline service stations instead of the current calculation which is based on a calculation. Staff intends to complete a full review of the fee schedule but wished to implement these changes now due to the upcoming license renewal process in December.

Council supports moving this item to the next regular meeting.

8. Upcoming Communications Items

McCarter described three communications related items, including a budget amendment for communication services, an award of contract with Sabo PR for the May 2022 ballot communications and an employment contract for Brianna Peña to be a full-time communications specialist.

Council supports moving these items to the next regular city council meeting.

9. Acknowledgement of Visitors/Public Comment (3-minute limit per person)

None.

10. Closed Session (Real Estate Acquisitions)

At 5:58 p.m., Councilmember Postema moved, seconded by Councilmember Postler to go into closed session to discuss real estate acquisitions.

Motion carried: 6 Yeas 0 Nays

There was a brief recess. The City Council went into closed session at 6:03 p.m.

The City Council reconvened the regular session at 6:48 p.m.

11. Any Other Matters

Council held a brief discussion on the passage of HB 4722 (short term rentals).

Holt provided a brief update on Site 36, noting there are ongoing discussions with Franklin Partners related to the purchase and development of the property. Current discussions include advanced manufacturing on the south side of 36th Street and development of a programmable market venue on the north side of 36th Street.

Council expressed support of staff's continued efforts on this matter.

The meeting adjourned at 7:02 p.m.

Kelli A. VandenBerg, City Clerk