

CITY OF WYOMING, MICHIGAN
Minutes of the City Council Work Session
Monday, April 10, 2023

PRESENT: Councilmembers Arnoys, Brann, DeKryger, Hill, Postler, Mayor Vanderwood and Mayor Pro Tem Postema

ABSENT: None

STAFF: Hofert, Martin, McCarter, Paul Smith, Scott Smith, VandenBerg and Yenchar

1. Call to Order

Mayor Pro Tem Postema called the meeting to order at 5:30 p.m. Mayor Pro Tem Postema noted item 8 on the agenda, Council Preparation Session, is a council training and will be held after the work session.

2. Student Recognition

None.

3. Public Comment on Agenda Items

None.

4. 2024 Budget Review: General Fund, Parks & Recreation and Community & Economic Development

McCarter noted the budget was delivered to the council a few weeks ago. During tonight's discussion, Yenchar will review the proposed budget scenario without approval of the May millage proposal. Yenchar will then note proposed changes should the millage proposal be approved.

Yenchar reviewed the budget timeline, noting tonight's discussion will focus on millage rates, general fund revenues and expenditures, and personnel and non-personnel expenses.

Council discussed the spongy moth program and whether that should be a general fund expense or specially assessed in the 2024 fiscal year. Council was undecided and will hold further discussion at the May work session.

Yenchar continued discussion on the general fund, detailing the estimated 5x5 budget projection without approval of the millage proposal. Yenchar outlined how the millage proposal might be used to enhance the fiscal year 2024 budget, including staffing, equipment, and capital opportunities.

Yenchar reviewed highlights and projects in the capital projects fund and discussed other special funds, including public safety, fire, police, sidewalk, yard waste and the sewer and water bond reserve funds.

Yenchar reviewed the budget process next steps and welcomed questions from council.

McCarter noted the departmental changes that converted Community Services to separate Parks and Recreation and Community and Economic Developments, noting Martin and Hofert would be providing reports for these areas.

Martin discussed the structure, staffing and programs of the Parks and Recreation Department. Martin reviewed revenue and expenses, highlighting changes in fees and sponsorships. Martin reviewed the dedicated parks and recreation millage, noting millage reductions. Staff may seek grant funds to address budget deficiencies created by these millage reductions.

Council held discussion on the development of the 36th Street market. Staff noted the revenue to develop this site is partially from the sale of Site 36 and is committed for this purpose.

Martin reviewed proposed fee schedule changes, noting a desire to simplify the fee structure, achieve cost recovery, preserve resident and non-resident rates, as well as maintaining comparable pricing to surrounding communities. Martin intends to review fees every three years.

Martin also discussed capital projects planned in the park system.

Hofert reviewed the Community and Economic Development (CED) Department budget, highlighting the areas of responsibility addressed by staff, boards and commissions, as well as departmental goals, city center and the 36th Street Market. Hofert will also share information on the CDBG Annual Action Plan.

Hofert noted planning, economic development and the Zoning Board of Appeals are part of the general fund and building inspection and CDBG have their own funds. Hofert noted how the council strategy map goals were considered in building these budgets and goals for each of these service areas for the upcoming fiscal year and the highlights and accomplishments in the current fiscal year.

Hofert segued into discussion on CDBG funding, how these funds are used to benefit the community and restrictions and requirements related to the use of these federal funds. CDBG funds are guided by a consolidated plan, which provides goals and objectives for a five-year window. The consolidated plan is supplemented by an annual action plan. Hofert reviewed the funds and goals associated with the proposed annual action plan. A public hearing for the next annual action plan will be held on May 1.

Hofert reviewed efforts related to development of the City Center and the funding that has been allocated to this project. There are pending requests with state and federal agencies to help address remaining project costs. Hofert also discussed the 36th Street Market, noting potential opportunities to use this space.

Finally, Hofert noted a request for a new code enforcement position that would focus on community aesthetics through proactive code enforcement. This position will focus on education and compliance versus punitive enforcement.

5. CDBG Annual Action Plan

Hofert welcomed council questions and noted the annual action plan public hearing will be held on May 1.

6. CDBG Rehabilitation Program Manual Revisions

Paul Smith reviewed the changes proposed to the rehabilitation program manual, many of which are terminology updates. One substantive change is an increase in the dollar amount for residential rehabilitation projects. Smith noted this will be presented to council for consideration on May 1. Several projects are in the queue awaiting council's consideration of this item.

Council supports moving this item to the May 1 city council meeting.

7. Kent Industrial Center

Scott Smith provided a detailed memo to council and welcomed questions on this item. With council's support, Smith will present this item at the next regular city council meeting.

Council supports moving this item to the next regular city council meeting.

8. Any Other Matters

None.

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

None.

The meeting adjourned at 7:50 p.m.

Kelli A. Vandenberg, City Clerk