

CITY OF WYOMING, MICHIGAN
Minutes of the City Council Work Session
Monday, March 11, 2024

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

ABSENT: None

STAFF: Chapman, Engerson, Erickson, Hofert, Shay, Paul Smith, VandenBerg, VanTassell, Vis, Waterman and Yenchar

1. Call to Order

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

2. Student Recognition

None.

3. Public Comment on Agenda Items

Karen Francois, 4005 Burlingame Avenue SW, spoke to proposed fee schedule changes.

4. Community Development Block Grant (CDBG) Annual Action Plan

Shay noted the city receives CDBG funding on an annual basis. Paul Smith will review the anticipated funding allocation and the plan for this funding.

Smith explained the timeline and process followed to develop the budget and priorities for CDBG funds, which will culminate in an upcoming meeting where council will be asked to approve the CDBG budget. It is anticipated the city will have just over \$611,000 between the grant funding and program revenues. Official grant notice is anticipated in the next month. Smith reviewed proposed projects and funding allocations, as well as program requirements and limitations.

Staff addressed questions from council.

This item will be presented at the April 15 council meeting for public comment and council consideration.

5. Energy Efficiency and Conservation Block Grant Program

Smith explained the city's eligibility for grant funds for energy efficiency improvements, totaling \$133,940. Smith reviewed the grant requirements and the proposed use of these funds for four electric vehicle charging stations at the 36th Street Marketplace. This concept supports one of the four goals of the grant. This grant does not include a claw back provision.

Staff addressed questions from council. While several members of council expressed concern with the goals and requirements of the grant program, a majority of the council supports

continued conversation on EV charging stations. Staff will reshare materials developed in 2020-2021 when council last discussed EV charging stations.

6. Pension and OPEB Valuation Reports

Shay introduced Yenchar to review the most recent pension and OPEB valuation reports.

Yenchar noted a pension valuation is completed every year and the OPEB valuation is done every other year. With these reviews, an actuary is engaged to perform a thorough review of plan data, participants and structure to create a valuation that contributes to budgeting and other decisions. Yenchar noted both of these funds are well-funded and are funded above state-required funding levels. Yenchar explained the smoothing process used to minimize differences in our assumptions and market conditions.

Staff addressed questions from council.

7. FY 2025 Budget Presentation

Yenchar explained the continued work being done to prepare the FY 2025 budget. The components presented tonight have implications on both revenue and expense estimates. Yenchar reviewed the timing and process of budget preparation, explaining how tonight's discussion contributes toward further budget development.

a. Proposed Fee Schedule

Yenchar presented proposed adjustments to the fee schedule, noting how departments have contributed to these recommendations. Proposed changes include water and sewer rates, various engineering and utility fees, as well as parks and recreation fees.

There was brief discussion about water and sewer rates. Council was supportive of adding these items to the budget for continued consideration.

b. Proposed Personnel Additions

Yenchar noted that personnel is one of the city's largest expenses and reviewed how position budgeting is addressed within the budget. Yenchar displayed a history of staffing levels and discussed public safety positions that were added in recent budget years. Yenchar reviewed the requests for additional personnel in the 2025 fiscal year. With council's consent to proceed, these positions will be added to the budget for further consideration.

Staff addressed questions from council. VanTassell and Hofert addressed questions about positions requested in their respective departments.

Council was generally supportive of including these positions in budget projections for continued consideration.

c. Proposed Capital Improvement Plan

Yenchar noted the various capital improvement related plans that exist throughout the city, including the facilities asset management plan, parks master plan, and IT department equipment replacement schedule. Those plans have been consolidated in a 5-year city-wide capital improvement plan for council consideration. Yenchar reviewed the projects

proposed for the 2025 budget. In total this plan includes \$115M in capital projects, which includes funding for the third transmission line.

Vis provided a brief update on the Treasury drive through project, noting there has been little to no response from potential contractors.

Council was generally supportive of the items noted.

Yenchar noted these proposed items will be added to the budget and a copy of the budget will be provided to council late next week. Further budget discussions will continue in April, with final consideration in May. Engerson offered clarification on how millage rates are determined and when those might be expected for inclusion in the budget.

8. Any Other Matters

None.

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

None.

The meeting adjourned at 7:53 p.m.

Kelli A. Vandenberg, City Clerk