

**WORK SESSION AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS**

Monday, March 11, 2019, 5:30 P.M.

- 1) Call to Order**
- 2) Student Recognition**
- 3) Public Comment on Agenda Items (3 minute limit per person)**
- 4) 2019-20 Budget Review**
 - a. Public Works and Utilities**
- 5) PUD-4 General Planned Zoning District**
- 6) Police Motorcycles**
- 7) High Speed Voting Scanner**
- 8) Gypsy Moth Suppression Program**
- 9) Any Other Matters**
- 10) Acknowledgement of Visitors/Public Comment (3 minute limit per person)**
- 11) Closed Session (Contract Negotiations-Fire)**

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 202 Major Streets Fund			
Revenue			
Licenses and Permits	\$ 275,000	\$ 280,000	\$ 280,000
Federal Grants	-	-	-
State Grants	5,600,000	6,106,500	6,700,000
Charges for Service	-	40,000	30,000
Interest and Rentals	13,000	30,000	30,000
Other Revenues	32,000	30,000	30,000
Transfers	4,200,000	1,200,000	-
Revenue Totals	<u>10,120,000</u>	<u>7,686,500</u>	<u>7,070,000</u>
Expenditures			
Personnel Services	1,192,692	1,083,935	1,209,003
Supplies	493,250	477,800	533,000
Other Services and Charges	1,933,854	1,860,183	2,024,480
Capital Outlay	6,854,353	3,710,000	4,770,000
Other Financing Sources	1,500,000	600,000	-
Expenditure Totals	<u>11,974,149</u>	<u>7,731,918</u>	<u>8,536,483</u>
Fund Total	(1,854,149)	(45,418)	(1,466,483)
Fund Balance, Beginning	<u>3,163,058</u>	<u>3,163,058</u>	<u>3,117,640</u>
Fund Balance, Ending	<u>\$ 1,308,908</u>	<u>\$ 3,117,640</u>	<u>\$ 1,651,157</u>
Expenditure detail by program			
46300-Street Maintenance	\$ 8,113,140	\$ 4,890,963	\$ 6,138,097
47400-Traffic Services	1,005,129	978,845	989,566
47800-Winter Maintenance	771,565	686,751	815,829
48300-Street Administration	584,315	575,359	592,991
48400-Transfers to Local Streets	1,500,000	600,000	-
	<u>\$ 11,974,149</u>	<u>\$ 7,731,918</u>	<u>\$ 8,536,483</u>

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 203 Local Streets Fund			
Revenue			
Licenses and Permits	\$ 25,000	\$ 25,000	\$ 25,000
Federal Grants	-	-	-
State Grants	1,700,000	1,813,410	2,000,000
Charges for Service	-	25,000	15,000
Interest and Rentals	5,000	5,000	5,000
Other Revenues	10,000	15,400	15,000
Other Financing Sources	2,000,000	600,000	-
Revenue Totals	<u>3,740,000</u>	<u>2,483,810</u>	<u>2,060,000</u>
Expenditures			
Personnel Services	829,131	799,678	880,831
Supplies	167,640	161,940	179,640
Other Services and Charges	914,345	743,694	1,144,885
Capital Outlay	2,146,461	1,850,000	-
Expenditure Totals	<u>4,057,577</u>	<u>3,555,312</u>	<u>2,205,356</u>
Fund Total	(317,577)	(1,071,502)	(145,356)
Fund Balance, Beginning	<u>1,440,969</u>	<u>1,440,969</u>	<u>369,467</u>
Fund Balance, Ending	<u>\$ 1,123,392</u>	<u>\$ 369,467</u>	<u>\$ 224,111</u>

Expenditure detail by program

46300-Street Maintenance	\$ 3,003,103	\$ 2,581,051	\$ 887,699
47400-Traffic Services	346,308	365,303	360,937
47800-Winter Maintenance	615,253	516,045	672,610
48300-Street Administration	92,913	92,913	284,110
	<u>\$ 4,057,577</u>	<u>\$ 3,555,312</u>	<u>\$ 2,205,356</u>

City of Wyoming, Michigan

*** DRAFT * - Annual Budget by Account Classification
Summary**

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 211 Sidewalk Fund			
Revenue			
Taxes	\$ 316,392	\$ 308,010	\$ 327,360
Interest and Rentals	1,700	6,900	6,900
Revenue Totals	<u>318,092</u>	<u>314,910</u>	<u>334,260</u>
Expenditures			
Personnel Services	35,322	33,826	43,119
Supplies	3,000	3,500	4,000
Other Services and Charges	378,703	381,893	399,632
Expenditure Totals	<u>417,025</u>	<u>419,219</u>	<u>446,751</u>
Fund Total	(98,933)	(104,309)	(112,491)
Fund Balance, Beginning	<u>378,578</u>	<u>378,578</u>	<u>274,269</u>
Fund Balance, Ending	<u>\$ 279,645</u>	<u>\$ 274,269</u>	<u>\$ 161,778</u>

Expenditure detail by program

17500-Administration	\$ 22,991	\$ 22,991	\$ 26,560
44200-Snow Removal	320,000	318,000	330,000
44210-Sidewalk Repair	74,034	78,228	90,191
	<u>\$ 417,025</u>	<u>\$ 419,219</u>	<u>\$ 446,751</u>

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 230 Solid Waste Disposal Fund			
Revenue			
Taxes	\$ 844,909	\$ 831,345	\$ 884,090
Interest and Rentals	3,000	16,700	16,700
Reimbursements	-	-	-
Revenue Totals	<u>847,909</u>	<u>848,045</u>	<u>900,790</u>
Expenditures			
Personnel Services	241,065	226,580	259,262
Supplies	4,000	1,500	2,500
Other Services and Charges	692,101	626,635	674,716
Capital Outlay	-	-	50,000
Expenditure Totals	<u>937,166</u>	<u>854,715</u>	<u>986,478</u>
Fund Total	(89,257)	(6,670)	(85,688)
Fund Balance, Beginning	<u>525,765</u>	<u>525,765</u>	<u>519,095</u>
Fund Balance, Ending	<u><u>\$ 436,508</u></u>	<u><u>\$ 519,095</u></u>	<u><u>\$ 433,407</u></u>

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 400 Capital Improvement Fund			
Revenue			
Taxes	\$ 3,318,041	\$ 3,210,915	\$ 3,414,770
Federal Grants	2,390,000	-	-
Contributions from Local Units	-	-	-
Charges for Service	-	125,000	-
Interest and Rentals	7,000	63,000	63,000
Other Revenues	-	-	-
Revenue Totals	<u>5,715,041</u>	<u>3,398,915</u>	<u>3,477,770</u>
Expenditures			
Other Services and Charges	780,383	780,374	864,715
Capital Outlay	1,859,477	670,000	3,540,000
Transfers Out	4,622,165	3,522,000	-
Expenditure Totals	<u>7,262,025</u>	<u>4,972,374</u>	<u>4,404,715</u>
Fund Total	(1,546,984)	(1,573,459)	(926,945)
Fund Balance, Beginning	<u>3,141,582</u>	<u>3,141,582</u>	<u>1,568,123</u>
Fund Balance, Ending	<u>\$ 1,594,598</u>	<u>\$ 1,568,123</u>	<u>\$ 641,178</u>

Expenditure detail by program

17500-Administration	\$ 780,383	\$ 780,374	\$ 864,715
45200-Storm Water Construction	819,528	670,000	540,000
50200-Major Street Construction	1,039,949	-	-
50300-Local Street Construction	-	-	-
57300-Water Main Construction	-	-	3,000,000
99900-Transfers	4,622,165	3,522,000	-
	<u>\$ 7,262,025</u>	<u>\$ 4,972,374</u>	<u>\$ 4,404,715</u>

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 588 Sewer - Bond and Interest Fund			
Revenue			
Interest and Rentals	\$ -	\$ -	\$ -
Revenue Totals	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures			
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	-	-	-
Net Position, Beginning	<u>3,465,483</u>	<u>3,465,483</u>	<u>3,465,483</u>
Net Position, Ending	<u><u>\$ 3,465,483</u></u>	<u><u>\$ 3,465,483</u></u>	<u><u>\$ 3,465,483</u></u>

This fund reflects the funds set aside to meet the debt service reserve requirement set by the bond covenants.

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 589 Sewer - Construction Reserve			
Revenue			
Interest and Rentals	\$ -	\$ -	\$ -
Other Financing Sources	90,000	140,000	100,000
Revenue Totals	<u>90,000</u>	<u>140,000</u>	<u>100,000</u>
Expenditures			
Transfers Out	-	-	-
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	90,000	140,000	100,000
Net Position, Beginning	<u>674,149</u>	<u>674,149</u>	<u>814,149</u>
Net Position, Ending	<u><u>\$ 764,149</u></u>	<u><u>\$ 814,149</u></u>	<u><u>\$ 914,149</u></u>

This fund retains transfers set aside for future capacity expansion projects.

City of Wyoming, Michigan

*** DRAFT * - Annual Budget by Account Classification
Summary**

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 590 Sewer Fund			
Revenue			
State Grants	\$ -	\$ 239,700	\$ -
Contributions from Local Units	417,000	417,000	417,000
Charges for Service	17,719,065	18,080,000	18,270,000
Fines and Forfeitures	160,000	160,000	160,000
Interest and Rentals	67,000	230,150	230,150
Other Revenues	17,000	40,000	150,000
Other Financing Sources	-	-	-
Revenue Totals	<u>18,380,065</u>	<u>19,166,850</u>	<u>19,227,150</u>
Expenditures			
Personnel Services*	4,589,295	4,170,132	4,153,480
Supplies	874,744	808,050	872,349
Other Services and Charges	8,612,052	7,917,381	7,627,089
Capital Outlay	1,556,188	2,801,500	1,736,500
Debt Service	3,108,080	3,094,301	3,456,589
Transfers Out	120,000	90,000	90,000
Expenditure Totals	<u>18,860,359</u>	<u>18,881,364</u>	<u>17,936,007</u>
Fund Total	(480,294)	285,486	1,291,143
Working Capital, Beginning	<u>12,040,839</u>	<u>12,040,839</u>	<u>12,326,325</u>
Working Capital, Ending**	<u>\$ 11,560,545</u>	<u>\$ 12,326,325</u>	<u>\$ 13,617,468</u>

*Includes pension and OPEB liabilities

**Working capital excludes Funds 588 and 589

Expenditure detail by program - See Next Page

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Expenditure detail by program			
54200-Transmission	\$ 1,135,635	\$ 1,160,848	\$ 1,281,861
54400-Capital Outlay	512,890	511,500	806,500
54100-Administration Services	2,567,055	2,098,945	2,001,652
54300-Treatment	8,762,365	7,870,935	7,535,811
54310-Treatment-Lab Services	704,782	693,687	724,696
54400-Capital Outlay	1,043,298	2,290,000	910,000
54700-Industrial Pretreatment	545,323	539,428	570,267
54800-GVRBA Operations-Land Appl	327,234	461,445	519,298
54801-GVRBA Operations-Pump House	33,697	35,973	39,333
92500-Revenue Bonds	3,108,080	3,128,603	3,456,589
99900-Transfers	120,000	90,000	90,000
	<u>\$ 18,860,359</u>	<u>\$ 18,881,364</u>	<u>\$ 17,936,007</u>

City of Wyoming, Michigan

*** DRAFT * - Annual Budget by Account Classification
Summary**

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 591 Water Fund			
Revenue			
Federal Grants	\$ -	\$ -	\$ -
State Grants	-	-	-
Charges for Service	22,015,665	21,359,210	22,107,130
Fines and Forfeitures	170,000	140,000	140,000
Interest and Rentals	191,000	371,000	200,000
Other Revenues	371,000	999,000	280,000
Other Financing Sources	-	-	-
Revenue Totals	<u>22,747,665</u>	<u>22,869,210</u>	<u>22,727,130</u>
Expenditures			
Personnel Services*	5,554,528	5,298,780	5,506,663
Supplies	1,657,911	1,506,682	1,489,665
Other Services and Charges	5,942,534	5,740,523	5,583,738
Capital Outlay	6,336,615	5,135,000	2,391,500
Debt Service	6,831,342	6,763,155	6,802,611
Transfers Out	120,000	90,000	90,000
Expenditure Totals	<u>26,442,930</u>	<u>24,534,140</u>	<u>21,864,177</u>
Fund Total	(3,695,265)	(1,664,930)	862,953
Working Capital, Beginning	<u>10,348,454</u>	<u>10,348,454</u>	<u>8,683,524</u>
Working Capital, Ending**	<u>\$ 6,653,189</u>	<u>\$ 8,683,524</u>	<u>\$ 9,546,477</u>

*Includes pension and OPEB liabilities

**Working capital excludes Funds 592 and 593

Expenditure detail by program - See Next Page

City of Wyoming, Michigan

*** DRAFT * - Annual Budget by Account Classification
Summary**

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Expenditure detail by program			
56200-T and D - Mains	\$ 1,107,601	\$ 1,173,624	\$ 1,116,152
56600-T and D - Hydrants	103,731	99,777	108,962
56700-T and D - Services	1,243,843	1,210,204	1,278,763
57300-Capital Outlay	2,241,520	2,175,000	1,531,500
57400-Installation of Service	25,366	10,938	20,809
55100-Administration	1,686,267	1,513,517	1,560,161
55300-Pumping and Treatment	6,159,599	6,067,324	5,948,284
55310-Pumping & Treatment-Lab Services	610,173	570,005	586,978
55800-T and D - Storage/E of Gezon	21,130	14,336	21,023
55900-T and D - Gezon Station	717,785	550,379	492,962
56100-T and D - Storage/W of Gezon	65,090	50,872	48,333
56300-T and D - Pipeline to Gezon	193,330	173,599	167,208
56400-T and D - Pipeline Meters	66,348	68,791	75,069
56500-T and D - Meters	598,801	516,537	605,311
56900-Customer Accounting	555,909	526,082	550,051
56910-Finance Computer Acquisition	-	-	-
57000-Ottawa County	3,337,344	3,337,344	3,336,369
57300-Capital Outlay	4,095,095	2,960,000	860,000
92500-Revenue Bonds	3,493,998	3,425,811	3,466,242
99900-Transfers	120,000	90,000	90,000
	<u>\$ 26,442,930</u>	<u>\$ 24,534,140</u>	<u>\$ 21,864,177</u>

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 592 Water - Construction Reserve Fun			
Revenue			
Interest and Rentals			
Other Financing Sources	\$ 90,000	\$ 140,000	\$ 100,000
Revenue Totals	<u>90,000</u>	<u>140,000</u>	<u>100,000</u>
Expenditures			
Transfers Out	-	-	-
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	90,000	140,000	100,000
Net Position, Beginning	<u>687,677</u>	<u>687,677</u>	<u>827,677</u>
Net Position, Ending	<u><u>\$ 777,677</u></u>	<u><u>\$ 827,677</u></u>	<u><u>\$ 927,677</u></u>

This fund retains transfers set aside for future capacity expansion projects.

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 593 Water - Bonds and Interest			
Revenue			
Interest and Rentals	\$ -	\$ -	\$ -
Revenue Totals	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures			
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	-	-	-
Net Position, Beginning	<u>3,597,962</u>	<u>3,597,962</u>	<u>3,597,962</u>
Net Position, Ending	<u><u>\$ 3,597,962</u></u>	<u><u>\$ 3,597,962</u></u>	<u><u>\$ 3,597,962</u></u>

This fund reflects the funds set aside to meet the debt service reserve requirement set by the bond covenants.

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 661 Motor Pool Fund			
Revenue			
Federal Grants			
Charges for Service	25,000	30,000	30,000
Interest and Rentals	4,179,900	3,781,334	4,002,290
Other Revenues	-	1,014	-
Revenue Totals	<u>4,204,900</u>	<u>3,812,348</u>	<u>4,032,290</u>
Expenditures			
Personnel Services	689,382	668,437	700,133
Supplies	686,876	664,250	701,100
Other Services and Charges	828,206	854,886	934,570
Transfers Out	1,650,000	1,650,000	1,609,000
Expenditure Totals	<u>3,854,464</u>	<u>3,837,573</u>	<u>3,944,803</u>
Fund Total	350,436	(25,225)	87,487
Net Position, Beginning	<u>2,008,889</u>	<u>2,008,889</u>	<u>1,983,664</u>
Net Position, Ending	<u>\$ 2,359,325</u>	<u>\$ 1,983,664</u>	<u>\$ 2,071,151</u>
		Fund 662	\$ 3,100,214
		Total Working Capital Between Fund 661/662	<u>\$ 5,171,365</u>

Expenditure detail by program

58100-Administration Fee	\$ 331,966	\$ 365,577	\$ 326,697
58200-Equipment Operations	1,467,396	1,377,530	1,556,376
58300-Building	405,102	444,466	452,730
99900-Transfers	1,650,000	1,650,000	1,609,000
	<u>\$ 3,854,464</u>	<u>\$ 3,837,573</u>	<u>\$ 3,944,803</u>

City of Wyoming, Michigan
*** DRAFT * - Annual Budget by Account Classification**
 Summary

	<u>2019 Amended Budget</u>	<u>2019 Estimated Amount</u>	<u>2020 Proposed</u>
Fund: 662 Motor Pool - Depreciation Res			
Revenue			
Grants	\$ -	\$ -	\$ -
Interest and Rentals	9,100	35,000	15,000
Other Revenues	140,000	163,000	170,000
Other Financing Sources	1,650,000	1,650,000	1,609,000
Revenue Totals	<u>1,799,100</u>	<u>1,848,000</u>	<u>1,794,000</u>
Expenditures			
Capital Outlay	<u>1,764,092</u>	<u>1,730,000</u>	<u>1,320,500</u>
Expenditure Totals	<u>1,764,092</u>	<u>1,730,000</u>	<u>1,320,500</u>
Fund Total	35,008	118,000	473,500
Net Position, Beginning	<u>2,508,714</u>	<u>2,508,714</u>	<u>2,626,714</u>
Net Position, Ending	<u><u>\$ 2,543,722</u></u>	<u><u>\$ 2,626,714</u></u>	<u><u>\$ 3,100,214</u></u>




City Council Work Session


March 11, 2019




Why amend and create a new PUD?

- Historical perspective
 - Bayberry and The Reserve PUDs
 - Rivertown Shopping Center
 - Metro Health Village
 - Provide a new tool that adapts to Wyoming's new growth trends (i.e. infill developments)
 - Provide better developments that enhance Wyoming and benefit residents
- 

Where is it envisioned this district may be applied?

- Qualified Sites
 - Greenfield and infill sites across the city
 - Transition site between FBC districts and traditionally zoned districts
 - Is there anywhere this district cannot be applied?
- 


PUD Highlights

- Provides for flexibility of smaller PUDs than historically permitted
 - Important as Wyoming trends to more infill development
 - Density Bonuses
 - 5 to 10 du/acre bonus possible if conditions are met
 - Common Open Space requirements
- 

Application Procedures

- Pre-Consultation Meetings
 - Planning Commission Approval
 - Conceptual Plan
 - Final Plan
 - City Council Approval
 - Conceptual Plan
- 

Review Standards

- PUD Purpose
 - Qualifying Conditions
 - Master Plan
 - Surrounding Uses
 - Natural Environment
 - Public Facilities and Services
 - Health, Safety, and Welfare
 - Consistent with All Standards and Requirements
 - Final Site Plan
 - Recognizable and Substantial Benefits
- 

Community Impacts

- Activates economic development
 - Makes available a tool being utilized successfully in other cities nationally
 - Allows for innovative and competitive advantage
 - Preserves existing green spaces and creates new green spaces
- 



City Council Work Session

March 11, 2019



STAFF REPORT

Date: March 5, 2019
Subject: Police Motorcycles
From: Captain James Maguffee
Meeting Date: March 11, 2019

RECOMMENDATION:

I respectfully recommend the City Council consider approval of the purchase of four new police motorcycles.

SUSTAINABILITY CRITERIA:

Environmental Responsibility – No remarkable impact to this criterion

Social Equity – Deployment of police motorcycles has evolved considerably. In addition to all the practical applications to traffic control and general policing, they are increasingly used as an important public relations tool. Our Community Services Unit is regularly using them to represent the City and the Public Safety department at many public events and functions in order to project our services all over the city, but especially in those parts of our community where trust building is so crucial. We have experienced this time and again - there is something about a police officer on a motorcycle that removes barriers and invites interaction with the public.

Economic Strength – Vehicles are an expensive part of what we do. Currently our old motorcycles, while badly in need of replacement, have some trade-in value. The plan I present below will allow us to capture that remaining value and get a fair price on replacements. This plan will also return the police motorcycles to City of Wyoming Motor Pool oversight, building in replacement costs for future needs.

Customer Service – Police motorcycles are an important component of a full-service law enforcement agency such as ours. They are used regularly for dignitary protection, traffic control and safety, public relations, special events, and targeted enforcement such as distracted driving, patrol of city parks, and other applications. Having a reliable motor fleet allows us to serve the public and fill our mission.

DISCUSSION:

Our police motorcycles are 13 years old. They have been well used and are showing signs of age, cosmetically and mechanically. Much of the chrome is showing years of use through scrapes, dents, and dings. More importantly, they are requiring frequent and expensive mechanical repairs and parts replacement. One of the motors (#62) is usually out of service as it has become too unreliable to assign to duty. The others are intermittently requiring mechanical attention. Additionally, new production Harley-Davidson police motorcycles have greatly improved safety features, especially in terms of braking and handling than our current fleet has.

Importantly, we are faced with updating the emergency lighting equipment regardless of whether we keep limping the current motors along or buy new. Most of the existing lights were repurposed from cruisers going out of service some 15-17 years ago. Replacing the motors now under this plan would allow us to update the emergency equipment at the same time.

This plan would allow us to replace the aging three motorcycle fleet with four police motorcycles. Most deployments are in pairs and the fourth motorcycle would allow us to fully leverage the benefits of using the motorcycles and to deploy efficiently and safely.

Sgt. Brian Look is the operational supervisor of the unit. He has investigated the trade-in and purchase numbers and reports that Sandy's Harley-Davidson is willing to pay \$15,500 for our current three motorcycles. Four 2019 Harley-Davidson FLHTP motors are \$17,315 each. The net cost after trade in for four new motors is \$53,760. The cost of emergency equipment is harder to quote exactly at the time of this writing. There is a wide range of choices and some amount of uncertainty regarding the labor charges. We believe we could outfit all four motors for \$2,000-\$3,000 per motorcycle. If the council authorizes \$67,760, we are certain we could appropriately equip them with proper lighting and safety equipment.

The motorcycles are an item on our supplemental budget request and a quote was requested from Sandy's Harley-Davidson in order to discuss feasibility. Sandy's Harley-Davidson has guaranteed to honor their quote and the department will request additional quote(s) before submitting this request to the regular council agenda.



SANDY'S HARLEY-DAVIDSON

SPORTS CENTER, INC.
Harley-Davidson Motorcycle Parts & Service

October 5, 2018

Brian
Wyoming Police Department

Requested proposal for Harley Davidson Motorcycles

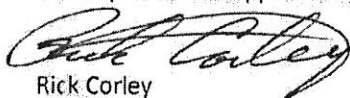
1-2019 new FLHTP, Black	\$16,500.00
Freight & set up	\$ 800.00
Title	<u>\$ 15.00</u>
	\$17,315.00
1-2019 new FLHTP, Black	\$16,500.00
Freight & set up	\$ 800.00
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1-2019 new FLHTP, Black	\$16,500.00
Freight & set up	\$ 800.00
Title	<u>\$ 15.00</u>
	\$17,315.00
Total	\$69,260.00

Value of trade in motorcycles

1- 2007 FLHTP	\$5,500.00
2- 2007 FLHP	\$5,000.00
1- 2007 FLHP	<u>\$5,000.00</u>
	\$15,500.00

Difference \$53,760.00

Thank you for the opportunity to present this proposal,


Rick Corley

RESOLUTION NO. _____

RESOLUTION TO ACCEPT A QUOTE FROM DOMINION VOTING SYSTEMS
FOR THE PURCHASE OF A HIGH SPEED SCANNER AND
RELATED HARDWARE AND SOFTWARE

WHEREAS:

1. As detailed in the attached Staff Report, it is recommended the City Council accept a quote from Dominion Voting Systems for the purchase of a high speed scanner and related hardware and software in the total amount of \$35,350.
2. Funds for the purchase will require the approval of the attached budget amendment.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of a high speed scanner and related hardware and software from Dominion Voting Systems in the total amount of \$35,350.
2. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.
3. The City Council does hereby approve the attached budget amendment.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on March 18, 2019.

ATTACHMENTS:
Budget Amendment
Staff Reports
Quote

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

Date: March 6, 2019
Subject: ImageCast G1130, High Speed Scanner
From: Kelli VandenBerg, City Clerk

Meeting Date: March 11, 2019 Work Session and March 18, 2019 Regular Meeting

Recommendation:

It is recommended that City Council authorize the purchase of an ImageCast G1130 (high speed scanner) and related hardware and software for processing absentee ballots, along with the associated budget amendment.

Sustainability Criteria:

Environmental Quality – Approval of this purchase does not significantly impact environmental quality within the City of Wyoming.

Social Equity – Implementation of this equipment does not significantly impact social equity within the City of Wyoming.

Economic Strength – Implementation of this equipment will allow for more efficient processing of absentee ballots, with potential savings in the cost of resources attributed to this area.

Discussion:

In 2017, jurisdictions throughout the State of Michigan received new election equipment that was secured with state and federal (HAVA) funds. At that time, three vendors were approved by the state and county clerks made vendor selections for their respective counties. The Kent County Clerk selected Dominion Voting Systems and equipment was provided to individual jurisdictions using a formula devised by the State of Michigan and recommendations from county and city clerks.

While the standard equipment for a precinct included a tabulator and voter assist terminal, clerks were given options for Absentee Voter Counting Boards (AVCB). In AVCBs, clerks could opt for mid- or high-speed tabulators for the processing of absentee ballots. To upgrade to one of these pieces of equipment, a clerk would trade in the standard tabulators provided for the AVCB and/or pay an additional dollar amount depending on the item preferred. Historically, Wyoming has had relatively low absentee voter participation and successfully relied on the use of standard tabulators to process absentee ballots. This being the case, no upgrade was selected and no optional equipment was purchased.

Now having used the new Dominion equipment for just over one year and four elections, the processing time for absentee ballots has become a significant concern. Compounding that concern was the historic voter turnout and the passage of Proposal 3 in November 2018, which provides for “no reason” absentee voting. This means any voter can now vote by absentee ballot where previously this was only an option for voters meeting certain statutory criteria. While it is hard to know how this will affect future elections and absentee participation, it is fair to assume absentee voting will increase.

In the November 2018 election, a total of 26,960 ballots were cast, with 4,458 being absentee voters. Unfortunately, two of the three tabulators used for processing absentee ballots also experienced issues on Election Day, one of which had to be resolved by a service technician, delaying an already prolonged process until 3:00 a.m. Based on the experience in November 2018 and the passage of Proposal 3, it is important that Wyoming be prepared for a marked increase in absentee ballots. Based on feedback from other clerks, it is recommended that Wyoming purchase the ImageCast G1130 system. A demonstration of this system was conducted on February 6, with members of the AVCB, as well as staff from the City Clerk’s Office and Information Technology. There was consensus that this system would be equally effective, but much more efficient than the existing system. The three tabulators currently used by the AVCB can be used as replacements if equipment issues occur on Election Day, or they can be assigned should new precincts be added throughout the city.

If Council is supportive of this purchase, there is a possibility the new equipment would be received too late to be used for the May 2019 election. In order to ensure the AVCB team has an opportunity to use this system for this election, a G1130 loaner has been identified.

Budget Impact:

A budget amendment has been prepared to address the \$35,350.00 cost of one ImageCast G1130 with all related hardware and software. This will appear in account #101-215-19100-980.101. As with all of the election equipment acquired in 2017, annual repair and maintenance costs will be the responsibility of the City of Wyoming beginning in 2022 (year five of the agreement).

STAFF REPORT

DATE: March 6, 2019
SUBJECT: ImageCast G1130, High Speed Scanner
FROM: Pat Firestone, Director of Information Technology
MEETING DATE: March 11, 2019

RECOMMENDATION:

The Information Technology department supports the recommendation by the City of Wyoming Clerk's Office, to proceed with the purchase of the ImageCast G1130 (high speed scanner) platform, consisting of related hardware and software from Dominion Voting Systems.

SUSTAINABILITY CRITERIA:

Environmental Quality – Approval of this purchase does not significantly impact environmental quality within the City of Wyoming.

Social Equity – Implementation of this equipment does not significantly impact social equity within the City of Wyoming.

Economic Strength – Implementation of this equipment will allow for more efficient processing of absentee ballots, with potential savings in the cost of resources attributed to this area.

DISCUSSION:

Information Technology staff have viewed the product and demonstrations of the proposed solution by Dominion Voting Systems. The software and hardware were determined to be fully-compliant with our current City of Wyoming computing environment, with minimal impact on computing infrastructure resources.

BUDGET IMPACT:

Funding for this project is addressed in the staff report submitted by Kelli VandenBerg.

End of Report.



2/7/2019

Wyoming City, MI (Kent County)

Budgetary Quote - Q00003151
G1130 Quote

From : Paul Holmes paul.holmes@dominionvoting.com

Product Name	Description	Part Number	Quantity	Unit Price	Extension
ImageCast Central Kit - G1130 - MI *		172-000143	1.00	USD 35,350.00	USD 35,350.00
Central Scanning Hardware & Software					Subtotal: USD 35,350.00

Grand Totals

Grand Total USD 35,350.00

Product Terms

Includes Canon Model DR-G1130, 60 Month Hardware Warranty, 60 Month Firmware Software Application License, Computer w/ 19" Monitor, Keyboard & Mouse, 8GB Flash Memory Card & One I-Button, 25' patch cable, Dual Slot card reader

Terms & Conditions

This quote is pursuant to the terms and conditions of Contract number 071B7700117. All pricing is subject to inventory availability at the time of quote acceptance and execution. Annual fees are due after the initial contract term of five years (commencing in year 6).

Signatures

Customer Name (printed)	Title	Signature	Date (MM/DD/YYYY)

STAFF REPORT

Date: March 6, 2019
Subject: Gypsy Moth Suppression Program, Proposed Double Spray and Special Assessment
From: Kelli VandenBerg, City Clerk
Meeting Date: March 11, 2019 Work Session

Recommendation:

Staff recommends approval of a Gypsy Moth Suppression Program through an aerial insecticide spray and defraying the costs of this program through the creation of two special assessment rolls to be applied to affected properties. Staff further recommends conducting the 2019 program through two aerial applications.

Sustainability Criteria:

Environmental Quality – The approval of a Gypsy Moth Suppression Program will allow for the treatment and suppression of Gypsy Moths, providing protection to trees and properties in the affected areas.

Social Equity – Approval of a special assessment roll for the treatment of gypsy moths will result in the costs of the program being applied to those areas directly benefitting from the service.

Economic Strength – Approval of a Gypsy Moth Suppression Program will aid in protecting the aesthetics and value of trees and property in the affected areas.

Discussion:

Since 2008, the City of Wyoming has been monitoring and addressing the issue of gypsy moth infestations. Through resident feedback and consultation with Aquatic Consulting Services, Inc. (ACS), infestation areas are identified and monitored to determine treatment recommendations for the spring season. The 2018 season was a very difficult year for the City's Gypsy Moth Suppression Program. Extreme temperature changes, late tree canopy development and inconsistent larval development resulted in an industry-wide struggle with determining optimal spray dates. While some areas of the city ultimately saw good results from the spray, other areas were so heavily infested that the marginal outcomes resulted in almost unperceivable improvement. Our consultant with ACS conducted his own research following the marginal spray results he witnessed throughout West Michigan.

In conversation with the product manufacturer and colleagues in the field, he found our results were similar to what others experienced. He also learned that some in the industry are exploring multi-phased treatment programs where more than one aerial spray is conducted.

We are beginning our preparations for the upcoming spray season and ACS and our aerial applicator, Hamilton Helicopter, have inquired about Wyoming's interest in conducting a two-spray treatment program in 2019. Ten years into our treatment efforts, this would be a significant change. As proposed, aerial application would occur twice in a season, once earlier in the window of opportunity and once later. This method suggests greater ability to target larva at various developmental stages, and more flexibility in navigating unpredictable weather conditions and tree canopy development. Because our funding mechanism is a special assessment placed on effected properties, a two-spray effort would increase the per acre or per parcel cost for property owners.

As has always been the case, the cost of the treatment program will be a one-time addition to the summer tax bill of effected property owners. Using initial data received from our consultant on the proposed 2019 treatment area, the per acre and per parcel costs have been estimated as follows:

	Small Parcels (under ½ acre)	Large Parcels (over ½ acre)
Single Spray	\$25.00/parcel	\$72.00/treated acre
Double Spray	\$45.00/parcel	\$130.00/treated acre

Given the timing of our process and the planning needs of our consultants, staff must soon provide direction on whether to proceed with a single or double spray. In addition, the City Council will address gypsy moths for several consecutive meetings beginning on March 18 and a single or double spray determination will be needed in order to make necessary notifications.

Looking ahead to the 2019 treatment program, ACS has identified a significantly larger treatment area totaling 1,704 acres. This is the largest treatment area ever considered; the second largest was our initial treatment in 2009, which encompassed 1,230 acres. In the coming months Council will have the opportunity to discuss and consider the special assessment rolls and the aerial applicator contract. The process timeline and initial treatment map are attached for reference.

Budget Impact:

As there are currently no funds available to provide a Gypsy Moth Suppression Program, it is proposed that special assessment rolls be created and applied to affected property owners to accommodate the costs associated with this service.

Gypsy Moth Suppression Program Timeline and Processes

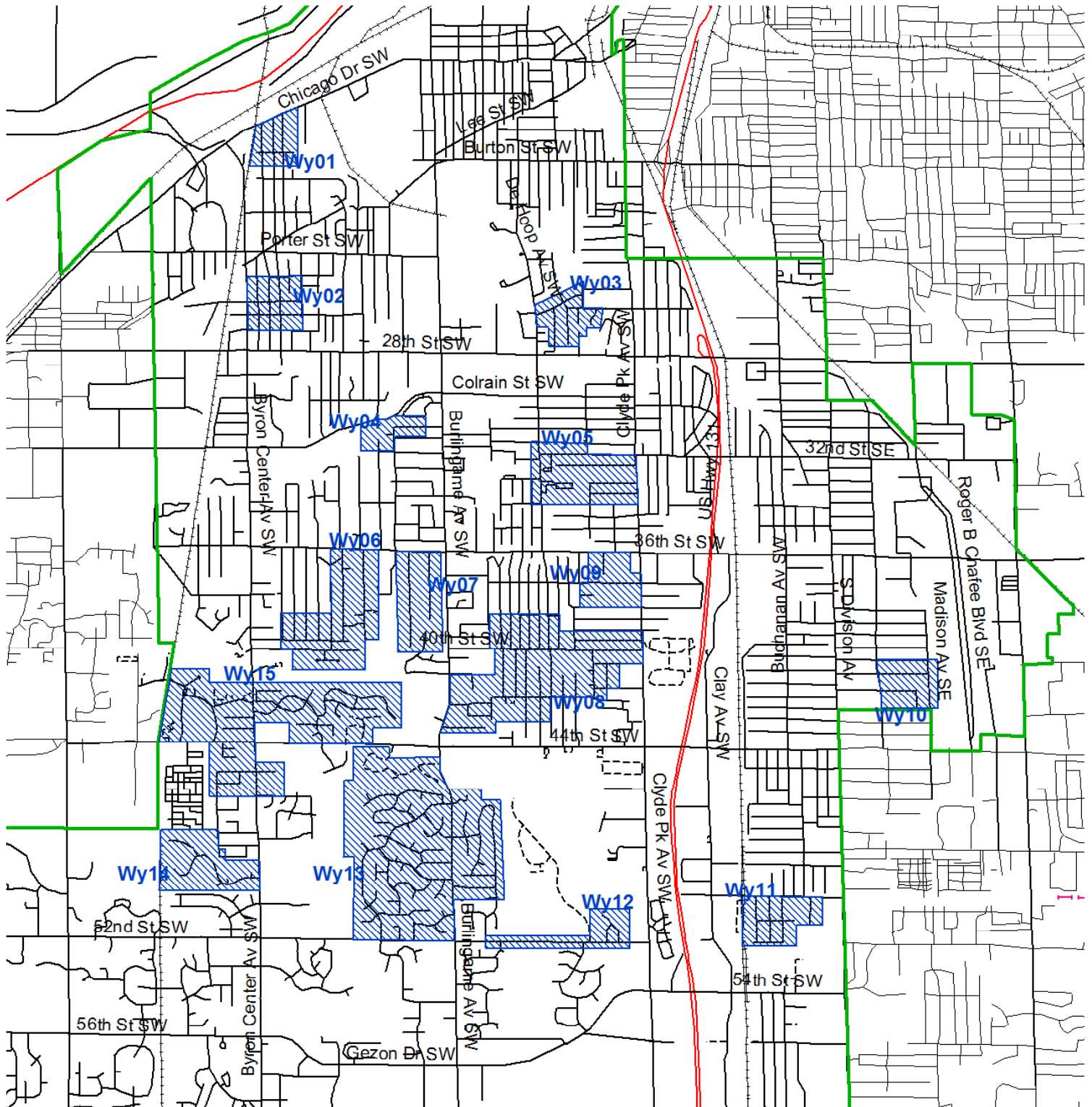
Council Process

March 18	Resolutions to Set Public Hearings to Determine the Necessity of Gypsy Moth Special Assessments
April 1	Hold a public hearing for each proposed special assessment roll Resolution to Declare the Necessity of Establishing a Special Assessment for Each Special Assessment Roll Resolutions to Set Public Hearings to Confirm the Gypsy Moth Special Assessments Resolution to Accept a Proposal for Aerial Insecticide Spray for a GMSP
April 15	Hold a public hearing to confirm each proposed special assessment roll Resolutions to Confirm the Special Assessment Rolls for a GMSP

Notification/Public Process

After March 18	Mail required notice to all affected property owners
March 26	Publish required notice of public hearing in the Grand Rapids Press
April 1	Property owners can speak during the public hearing in support or opposition of the GMSP Special Assessment
After April 1	Mail required notice to all affected property owners
April 9	Publish required notice of public hearing in the Grand Rapids Press
April 15	Property owners can speak during the public hearing in support or opposition of the GMSP Special Assessment
May	Mail reminder letter to property owner (not required)
Spray day(s)	Post all City properties (day(s) of spray and 24 hours before and after)

City of Wyoming Gypsy Moth Survey Report Map for 2019 Season



Shaded areas are recommended for
aerial B.t. spray in Spring 2019



— City Border

2019 Aquatic Consulting Services