

**CITY OF MT. MORRIS  
CITY COUNCIL AGENDA  
July 11, 2016  
7:00 P.M.**

**MEETING CALLED TO ORDER:** Mayor Boyce A. Judkins

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES:** Regular meeting minutes from June 27, 2016.

**COMMUNICATIONS:**

1. None.

**APPROVAL OF WARRANT:** Approval of Pre-Warrant #16-14 in the amount of \$32,601.36, and Warrant #16-15 in the amount of \$5,483.94.

**PUBLIC COMMENT (Five Minute Time Limit).**

**PUBLIC HEARING: Solid Waste Rates.**

**A. UNFINISHED BUSINESS:**

1. Termination of City Manager Contract.

**B. NEW BUSINESS:**

1. **RESOLUTION 16-34: Approval of Digital Sign.**
2. **ORDINANCE 16-04: International Property Maintenance Code Amendment (Second Reading and Adoption).**
3. **HUD Funding.**
4. **RESOLUTION 16-41: Approval of Solid Waste Rates.**

**PUBLIC COMMENT (Five Minute Time Limit)**

**COUNCIL MEMBER AND STAFF COMMENTS**

**ADJOURNMENT**

**PLEASE TURN OFF ALL CELL PHONES AND OTHER ELECTRONIC DEVICES PRIOR TO THE MEETING.**









**PUBLIC COMMENT:**

**John Fejedelem - 604 Walnut** – Discussed status of City entrance/exit signs, and digital sign asked if these were being paid for by HUD.

**Dan Davis – 1009 E. Mt. Morris** – Discussed changing City Charter requiring balanced budget, eliminating City Manager position and going with strong mayor, reconsideration of approved raises, Police Department cuts, City Attorney fees, tax revenue, and City property. Stated the City needs to be more proactive, using digital sign, and Medical Marihuana Ordinance as explains.

**Lillian Bigelow – 381 Oak St.** – Discussed City Manager position only being part time, getting a new City Manager is not going to fix the City's problems. Stated Council could have fixed the budget, and City businesses.

**Sandy Fejedelem – 604 Walnut** – Asked what committee is responsible for getting new business to come to the City.

**Lillian Bigelow – 381 Oak St.** – Discussed City committee's responsibilities promoting new local business.

**COUNCIL MEMBER AND STAFF COMMENTS:**

Council member Sullivan discussed part time/full time manager, and project reviews.

Council member Young agrees with Dan Davis on the City needing to be proactive, budget needs to be balanced, and start holding people accountable.

Council member Heidenfeldt stated City Council could have made the changes to fix the budget, the \$20,000 withheld from Genesee County was nothing the City could have planned for. Discussed Street projects, and USDA need for easements. Agrees with Council member Sullivan's idea for using project reviews. Informed City Council that he will not be present at the next Council meeting.

City Attorney Charles Forrest discussed changing City Charter if Council would like to go to a mayor strong form of government, and have a vote of the public.

Council member Heidenfeldt stated that when the City was a strong mayor form of government, there was a part time administrator.

Mayor Boyce A. Judkins discussed HUD funding being used for digital sign, and City entrance/exit signs and what info would have to be included since design has already been approved without language. Will the City be responsible for funding these signs when the sign approved did not have any HUD language?

Council member Young stated his understanding that the sign they didn't have to be digital just must have HUD language to be covered by HUD funds.

City Manager Elena Danishevskaya stated the last mockups presented to Council for City signs will have the HUD language on them. Stated she has informed Council that HUD language must be on all the signs, and she will have to work with HUD to make sure they meet requirements for their ok.

Council Davis asked why HUD language was never presented on the design approved by Council for City entrance/exit signs.

City Manager Elena Danishevskaya stated that Council has not received the last mockup yet.

Council member Young stated the mockup for the entrance/exit signs were already approved and no HUD language were on them.

Council Minutes  
June 27, 2016  
Page Six.

Mayor Judkins asked Council to really think about what they would like to do with the current City sign. Council member Sullivan stated that the Council did vote to fix current sign, but that vote was resented.

**ADJOURNMENT:**

With no further business, the Council Meeting was adjourned at **8:57 p.m.**

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Kristina K. Somers, City Clerk

**INVOICE APPROVAL LIST BY FUND REPORT**

Pre-paid Warrant#16-14

Date: 06/30/2016

Time: 1:13 pm

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CITY OF MT.MORRIS

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
<b>Fund: 101 General</b>							
<b>Dept: 000.000</b>							
101-000.000-066.000	UNDISTRIBL						
	GENESEE COUNTY RETIREI		2nd Quarter Retirement	0	06/30/2016	06/30/2016	17,314.87
	MICHIGAN MUNICIPAL LEAG		2nd Quarter Unemployment	0	06/30/2016	06/30/2016	18.75
	MML WORKER'S COMP FUN	6692204	July 2016-July 2017	0	06/29/2016	06/29/2016	2,544.00
							<b>19,877.62</b>
							<b>Total Dept. 000000: 19,877.62</b>
<b>Dept: 215.000 ADMINISTRATION</b>							
101-215.000-740.000	OPERATING						
	GENESEE COUNTY HERALD	H143053CL	Ordinance Adoption	0	06/29/2016	06/29/2016	19.00
							<b>19.00</b>
101-215.000-874.000	RETIREE IN:						
	GENESEE COUNTY TREASU	CON 4246	May LINA	0	06/29/2016	06/29/2016	20.90
							<b>20.90</b>
							<b>Total Dept. ADMINISTRATION: 39.90</b>
<b>Dept: 305.000 POLICE DEPARTM</b>							
101-305.000-740.000	OPERATING						
	MAPLE TOWNE PRINTING	15701	Business Cards	0	06/29/2016	06/29/2016	73.95
							<b>73.95</b>
101-305.000-930.000	REPAIR & M						
	JENKINS' SUNOCO SERVICE	042072	Parts/Labor (Code Vech)	0	06/30/2016	06/30/2016	702.77
	LOUIES TOWING & SERVICE	27644/27654	Repairs PD	0	06/29/2016	06/29/2016	176.00
							<b>878.77</b>
							<b>Total Dept. POLICE DEPARTMENT: 952.72</b>
<b>Dept: 336.000 FIRE DEPARTMEN'</b>							
101-336.000-714.800	FRINGE BEN						
	LINCOLN NATIONAL LIFE	6692204	July-Firefighters Life Ins	0	06/29/2016	06/29/2016	72.77
							<b>72.77</b>
							<b>Total Dept. FIRE DEPARTMENT: 72.77</b>
<b>Dept: 371.000 CODES &amp; ENFORC</b>							
101-371.000-801.000	PROFESSIC						
	VIENNA TOWNSHIP		Building & Trade Permits	0	06/30/2016	06/30/2016	1,346.40
							<b>1,346.40</b>
							<b>Total Dept. CODES &amp; ENFORCEMENT: 1,346.40</b>
<b>Dept: 528.000 TRASH COLLECTI</b>							
101-528.000-740.000	OPERATING						
	GENESEE COUNTY HERALD	H143052CL	Public Hearing Notice	0	06/29/2016	06/29/2016	71.00
							<b>71.00</b>
101-528.000-801.000	PROFESSIC						
	REPUBLIC SERVICES	0237-001485397	June Trash Services	0	06/30/2016	06/30/2016	10,240.95
							<b>10,240.95</b>
							<b>Total Dept. TRASH COLLECTION: 10,311.95</b>
							<b>Total Fund General: 32,601.36</b>
<b>Fund: 202 Major Street</b>							
<b>Dept: 451.000 STREET CONSTRU</b>							
202-451.000-820.000	ENGINEERII						
	ROWE PROFESSIONAL SER	79605	Saginaw Street Improvements	0	06/29/2016	06/29/2016	947.87

**INVOICE APPROVAL LIST BY FUND REPORT**

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							<u>947.87</u>
<b>Total Dept. STREET CONSTRUCTION:</b>							<b>947.87</b>
<b>Total Fund Major Street:</b>							<b>947.87</b>
<b>Fund: 203 Local Street</b>							
<b>Dept: 474.000 TRAFFIC SERVICE</b>							
203-474.000-740.000 OPERATING							
	ACTION MUNICIPAL SUPPLY	16695	Signs	0	06/29/2016	06/29/2016	82.50
	FIBERTECH INC	INV73724-01	Street Sweeping Test	0	06/29/2016	06/29/2016	388.00
							<u>470.50</u>
<b>Total Dept. TRAFFIC SERVICES:</b>							<b>470.50</b>
<b>Dept: 478.000 WINTER MAINTEN/</b>							
203-478.000-740.000 OPERATING							
	PARKER'S PROPANE	20449	Kettle Propane	0	06/29/2016	06/29/2016	110.01
							<u>110.01</u>
<b>Total Dept. WINTER MAINTENANCE:</b>							<b>110.01</b>
<b>Total Fund Local Street:</b>							<b>580.51</b>
<b>Fund: 591 Water Fund</b>							
<b>Dept: 215.000 ADMINISTRATION</b>							
591-215.000-874.000 RETIREE IN:							
	GENESEE COUNTY TREASU	CON 4246	May LINA	0	06/29/2016	06/29/2016	10.45
							<u>10.45</u>
<b>Total Dept. ADMINISTRATION:</b>							<b>10.45</b>
<b>Dept: 537.000 WATER DISTRIBUT</b>							
591-537.000-740.000 OPERATING							
	ETNA SUPPLY COMPANY	S101849840.001	Parts/Supplies	0	06/30/2016	06/30/2016	207.51
	FAIRHAVEN AUTO PARTS	1-110034	Parts	0	06/29/2016	06/29/2016	32.30
							<u>239.81</u>
591-537.000-820.000 ENGINEERII							
	ROWE PROFESSIONAL SER	79603	Saginaw Street Water Main	0	06/29/2016	06/29/2016	1,772.50
							<u>1,772.50</u>
591-537.000-921.000 COST OF SE							
	GENESEE COUNTY DRAIN C	W57 MM0616	May Water Usage	0	06/29/2016	06/29/2016	35,469.32
							<u>35,469.32</u>
591-537.000-930.000 REPAIR & M							
	FAIRHAVEN AUTO PARTS	1-110034	Parts	0	06/29/2016	06/29/2016	172.30
	LONNIE'S SMALL ENGINE RE	062313-3	Fuel Cap/Gauge	0	06/29/2016	06/29/2016	26.25
							<u>198.55</u>
<b>Total Dept. WATER DISTRIBUTION:</b>							<b>37,680.18</b>
<b>Total Fund Water Fund:</b>							<b>37,690.63</b>
<b>Fund: 592 Sewer Fund</b>							
<b>Dept: 215.000 ADMINISTRATION</b>							
592-215.000-874.000 RETIREE IN:							
	GENESEE COUNTY TREASU	CON 4246	May LINA	0	06/29/2016	06/29/2016	10.45
							<u>10.45</u>
<b>Total Dept. ADMINISTRATION:</b>							<b>10.45</b>

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
						Total Fund Sewer Fund:	10.45
						Grand Total:	71,830.82

This Warrant is hereby approved and directed for payment.

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Boyce A. Judkins, Mayor

\_\_\_\_\_  
Kristina K. Somers, City Clerk

**INVOICE APPROVAL LIST BY FUND REPORT**

Warrant#16-15

Date: 07/06/2016

Time: 5:09 pm

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
<b>Fund: 101 General</b>							
<b>Dept: 215.000 ADMINISTRATION</b>							
101-215.000-740.000	OPERATING BS&A SOFTWARE	9411270813	June Charges	0	06/27/2016	06/30/2016	17.50
							<u>17.50</u>
101-215.000-850.000	COMMUNIC, COMCAST CABLEVISION		June Charges	0	06/28/2016	06/30/2016	63.82
							<u>63.82</u>
<b>Total Dept. ADMINISTRATION:</b>							<b>81.32</b>
<b>Dept: 265.000 CITY HALL &amp; GROU</b>							
101-265.000-801.000	PROFESSIC TAMMY'S LANDSCAPING	6665	Mowing City Hall/Library/Cemet	0	06/30/2016	06/30/2016	231.30
							<u>231.30</u>
<b>Total Dept. CITY HALL &amp; GROUNDS:</b>							<b>231.30</b>
<b>Dept: 269.000 OTHER CITY PROP</b>							
101-269.000-801.000	PROFESSIC TAMMY'S LANDSCAPING	6665	Mowing City Hall/Library/Cemet	0	06/30/2016	06/30/2016	51.40
							<u>51.40</u>
<b>Total Dept. OTHER CITY PROPERTY:</b>							<b>51.40</b>
<b>Dept: 276.000 CEMETERY</b>							
101-276.000-801.000	PROFESSIC TAMMY'S LANDSCAPING	6665	Mowing City Hall/Library/Cemet	0	06/30/2016	06/30/2016	60.00
							<u>60.00</u>
<b>Total Dept. CEMETERY:</b>							<b>60.00</b>
<b>Dept: 305.000 POLICE DEPARTMI</b>							
101-305.000-740.000	OPERATING BS&A SOFTWARE	9411270813	June Charges	0	06/27/2016	06/30/2016	17.50
	MAPLE TOWNE PRINTING	15712	Do not occupy	0	06/20/2016	06/30/2016	18.00
	TASER INTERNATIONAL INC	SI1443562	Taser batteries	0	06/29/2016	06/30/2016	132.56
							<u>168.06</u>
101-305.000-850.000	COMMUNIC, COMCAST CABLEVISION		June Charges	0	06/28/2016	06/30/2016	36.47
	VERIZON	9767696634	June Charges	0	06/25/2016	06/30/2016	59.00
							<u>95.47</u>
<b>Total Dept. POLICE DEPARTMENT:</b>							<b>263.53</b>
<b>Dept: 336.000 FIRE DEPARTMEN'</b>							
101-336.000-850.000	COMMUNIC, COMCAST CABLEVISION		June Charges	0	06/28/2016	06/30/2016	18.23
	VERIZON	9767696634	June Charges	0	06/25/2016	06/30/2016	43.00
							<u>61.23</u>
101-336.000-930.000	REPAIR & M FAIRHAVEN AUTO PARTS	114544	FD Supplies	0	06/27/2016	06/30/2016	91.56
							<u>91.56</u>
<b>Total Dept. FIRE DEPARTMENT:</b>							<b>152.79</b>
<b>Dept: 441.000 PUBLIC WORKS</b>							
101-441.000-850.000	COMMUNIC, COMCAST CABLEVISION		DPW June Charges	0	06/21/2016	06/30/2016	46.61
	VERIZON	9767696634	June Charges	0	06/25/2016	06/30/2016	26.15
							<u>72.76</u>

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
<b>Total Dept. PUBLIC WORKS:</b>							<b>72.76</b>
<b>Dept: 529.000 WEED &amp; BRUSH C</b>							
101-529.000-801.000	PROFESSIC						
	TAMMY'S LANDSCAPING	6666	Mowing of Properties	0	06/30/2016	06/30/2016	2,880.00
							<u>2,880.00</u>
<b>tal Dept. WEED &amp; BRUSH CONTROL:</b>							<b>2,880.00</b>
<b>Dept: 738.000 LIBRARY</b>							
101-738.000-801.000	PROFESSIC						
	TAMMY'S LANDSCAPING	6665	Mowing City Hall/Library/Cemet	0	06/30/2016	06/30/2016	231.30
							<u>231.30</u>
<b>Total Dept. LIBRARY:</b>							<b>231.30</b>
<b>Total Fund General:</b>							<b>4,024.40</b>
<b>Fund: 202 Major Street</b>							
<b>Dept: 463.000 STREET ROUTINE</b>							
202-463.000-740.000	OPERATING						
	VERIZON	9767696634	June Charges	0	06/25/2016	06/30/2016	52.31
							<u>52.31</u>
<b>t. STREET ROUTINE MAINTENANCE:</b>							<b>52.31</b>
<b>Total Fund Major Street:</b>							<b>52.31</b>
<b>Fund: 276 Downtown Developme</b>							
<b>Dept: 103.000 AUTHORITY BOAR</b>							
276-103.000-801.000	PROFESSIC						
	PLANTE & MORAN	1350999	DDA Loan repayment report	0	06/27/2016	06/30/2016	680.00
							<u>680.00</u>
<b>Total Dept. AUTHORITY BOARD:</b>							<b>680.00</b>
<b>rn Development Authority:</b>							<b>680.00</b>
<b>Fund: 591 Water Fund</b>							
<b>Dept: 215.000 ADMINISTRATION</b>							
591-215.000-850.000	COMMUNIC,						
	COMCAST CABLEVISION		June Charges	0	06/28/2016	06/30/2016	36.47
	COMCAST CABLEVISION		DPW June Charges	0	06/21/2016	06/30/2016	46.61
	VERIZON	9767696634	June Charges	0	06/25/2016	06/30/2016	26.15
							<u>109.23</u>
<b>Total Dept. ADMINISTRATION:</b>							<b>109.23</b>
<b>Dept: 537.000 WATER DISTRIBUT</b>							
591-537.000-740.000	OPERATING						
	GENESEE COUNTY HERALD	H143194CL	Water Quality Report Ad	0	06/29/2016	06/30/2016	517.88
							<u>517.88</u>
<b>Total Dept. WATER DISTRIBUTION:</b>							<b>517.88</b>
<b>Total Fund Water Fund:</b>							<b>627.11</b>
<b>Fund: 592 Sewer Fund</b>							
<b>Dept: 215.000 ADMINISTRATION</b>							
592-215.000-850.000	COMMUNIC,						
	COMCAST CABLEVISION		June Charges	0	06/28/2016	06/30/2016	27.35
	COMCAST CABLEVISION		DPW June Charges	0	06/21/2016	06/30/2016	46.62

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
	VERIZON	9767696634	June Charges	0	06/25/2016	06/30/2016	26.15
							<u>100.12</u>
							Total Dept. ADMINISTRATION: 100.12
							Total Fund Sewer Fund: 100.12
							<u>Grand Total: 5,483.94</u>

This Warrant is hereby approved and directed for payment.

\_\_\_\_\_  
Boyce A. Judkins, Mayor

\_\_\_\_\_  
Kristina K. Somers, City Clerk

A-1

Memo to Council from City Manager, Elena Danishevskaya July 7, 2011



DATE: July 7, 2016

TO: Mayor Judkins & Council members

FROM: Elena Danishevskaya, City Manager

RE: July 11 Agenda Item A-1

This memo has 9 pages.

Dear Mayor Judkins and Council members,

Because the Council will be talking about my contract during the July 11, 2016 council meeting, I thought it would be helpful to attach my progress and what I have been able to accomplish in the City. The staff in the City is a dedicated, hardworking staff and they assisted with the completion of many of these projects.

In the first eight months of working in the city, I worked on the \$2.7 million dollar water and road project on Saginaw; I worked with bond attorneys for the Saginaw water project; I requested meetings with Genesee county drain commission in attempts to save the City \$100,000 on the Saginaw water project; I attended meetings with the alternative materials committee in order to garner support with the drain commission to help save \$100,000; I worked on a proposal to the Genesee county metropolitan planning commission for the road project for Roosevelt; I negotiated two labor contracts; I worked on current and future budgets and other high priority items like expiring health care for all employees and retirees; I also submitted initial USDA application requirements for a Fire Response Vehicle to be purchased in the 2016/2017 budget.

Even though I am a part time manager, I received and answered phone calls and emails on **my days off** and **on weekends** with questions or concerns; working many more hours than my contract requires.

Memo to Council from City Manager, Elena Danishevskaya July 7, 2011

My salary is \$26,200. I added up the grants and cost savings to the City that I have been responsible for bringing in the City. I brought in \$160,000 in grants and approximately \$193,898 in savings to the city. This represents a total of \$353,898 and is 13.5 times my salary.

I was hired on 10/19/15 and immediately began to search out for grant opportunities. I brought in my personal friend Barb Breen with whom I have written grants to write the AFG grant which was subsequently awarded. **BROUGHT THE CITY \$155,000**

In November of 2015, I worked with Spicer Engineering to re-write an outdated application for Roosevelt Street. I **NEGOTIATED \$700 OFF** their quote that the City DID NOT have to pay. Because the application was due **on my day off**, I worked on the matter until the application was submitted 11/13/15.

Council Agendas were always out on Fridays, I worked with staff to make this happen on Thursdays (**ONE DAY AHEAD OF SCHEDULE**).

Mayor Lavelle wanted me to get a digital sign for City Hall, so I began to check on prices for it.

On 11/13/15, we found that our health insurance company was going to be out of business, and we had to find a new provider and coverage immediately so that city employees and retirees would not have a lapse in coverage. I met with three various companies meeting with one of them **on my day off**.

On 11/19/15 had a public hearing to apply for a CDBG grant, and **on my day off** I ensured that we had the right paperwork completed and applied for this grant. We are waiting to receive that funding now which will be approximately **\$5,000**.

I met with all retirees from the city to discuss changing insurance options with them.

When I was hired the City wanted to choose another building inspector, I met with three various inspectors and two township supervisors to accomplish this.

In December, when the health care option was chosen, staff **saved the city \$73,098** and in my managers report, I thanked the staff members who worked on this issue with me.

On 12/5/15 **on my day off**, I attended unwrapped.

Much of my time in December was spent working on the upcoming Saginaw project. I and DPW Director went to countless meetings with Genesee County so we could save the City approximately **\$100,000** on Genesee County requirements for the water project.

Memo to Council from City Manager, Elena Danishevskaya July 7, 2011

Met with representatives of Plante Moran to discuss the city's financial status and Plante Moran came to December 14th Council meeting to discuss **DECREASING TAXABLE VALUES** which have a significant impact on the city's largest revenue source.

Switched rental inspections from paying \$50 per hour to \$14 per hour (our code enforcement officer performing them). Which **represents several thousands worth of SAVINGS** to the city.

On 12/14/15 council meeting ROWE representative advised council that the project is currently on track for July 2016 start. I updated the Council on the Saginaw street project.

On 12/14/15, Council meeting advised council of SAVINGS on offering employees / retirees a opt out. **SAVINGS \$11,000**

On 12/17/15, I met with a representative for a marijuana dispensary **who is interested in having their business in the City.**

On 12/22/15, had an employee lunch at city hall. Eleven staff members attended.

Attended a web training class with the city clerk, so that we could make improvements to the city web site (as time allowed).

On 1/11/16, I gave Council a 9 page letter from USDA with their requirements for the water portion of the project and advised that preparations for this project would take a lot of my time.

On 1/11/16, I gave the Council an update on Saginaw project.

In January, 2016 - a lot of my time was spent dealing with USDA, MDOT, bond attorneys, etc.

In January 2016, Councilman Judkins and I reached out to the various church leaders to help reach our city residents and start a better support system.

In January 2016, started to work with the Planning Commission on the 20 year old Master Plan.

In January 2016, we found out that the Roosevelt tip application was **APPROVED**. Many many municipalities applied for grant funding, but we were one of the ones chosen. 170 projects applied and we were one of the few to actually receive the funding.

Only the mayor had an email address, ensured that all council-members had an email address.

Sent in a list of 6 homes to be demolished in the City to the Genesee County Land Bank.

Clerk and I attended the FOIA class; when we returned I met with representatives of police department, city clerk to ensure we were fully compliant with FOIA.

On 1/21/16, I gave the Council an update on Saginaw Project.

On 1/22/16, **my day off** spoke to Habitat for Humanity about purchasing some vacant properties in the City. They were interested in doing so.

I stayed **after-hours**, so that the DDA could have a place (City Hall) to hold one of their meetings for the 150th celebration.

On 1/25/16, I SUGGESTED it was a staff recommendation for a NEED to review current fee schedule so we can look at increasing revenues.

**On 2/1/16, I held a Strategic Planning Workshop for the Council.** Ideas of which you see on the wall of our Council Chambers. We talked about where we are today, where do we want to go in the future; how do we get there. I did the same strategic planning session with DDA and the Planning Commission. I gave an overview and handouts on the meaning of strategic planning; ways cities measure success (effective physical asset management - infrastructure, facilities, amenities, proactive community planning and public safety; environmental stewardship, effective governance, committed workforce, financial stability, meaningful resident engagement, economic vitality. We talked about where we are today, where do we want to go in the future and how do we get there.

On 2/4/16, I advised council that City Attorney started to work with ROWE to identify the right of way map and locations where water mains are outside the road right of ways. We were aiming for June but with all the extra work WILL NOT start until JULY.

On 2/8/16, I gave the Council an update on Saginaw Street project.

On 2/10/16, I started to meet with the department heads regarding the budget.

On 2/22/16, I gave the Council an update on the Saginaw road project.

On 2/22/16, I advised council that we are currently at 67.8 of the budget. I also advised that this number was worrisome because we have 5 months left in the budget and the number should be at 58.33%.

In February we switched from AT/T to Verizon **saving about \$50 per month or \$600 per year.**

On 2/22/16, I gave Council an update on the Saginaw Street project. I let the council know that construction permit applications have been submitted, temporary grading easements have been drafted and staff started the process to obtain signatures from property owners regarding temporary road easements.

On 2/22/16, I discussed the city's taxable values with Council.

On 3/8/16, I met with Genesee county engineer regarding mt. morris road micro surfacing project.

On 3/10/16, **I let Council know about several large issues with the Saginaw road and water project.** First, ROWE did not believe that the project will be completed this year based on several items beyond our control. They were: 1. 40 year contract between USDA and Genesee county; 2. water easements ROWE had identified 17 such easements and were doing the paperwork necessary for us to go out and obtain notarized signatures; 3. permits from the railroad and the pipeline. I went ahead and met with Genesee county to see if our road funding could be moved (otherwise we would lose it).

During February and March among all my other duties, I worked on the budget with all of the department heads. During the first part of March, 2016, I began labor contract negotiations with POLC.

Week of March 24, 2016 we received most of the title work from ROWE for the water easements; I drafted a letter for same and we either sent the letters out of if the owner lived in the city or nearby dropped the letters off personally.

On March 24, 2016, I advised the council that we are losing money on garbage rates \$53 dollars per month (\$636 per year). I also advised council that our water rates will go up when we receive the USDA loan and we will have to raise water rates to cover it.

Besides attending the usual monthly meetings such as the DDA; Planning Commission; etc., I met with the executive director of Genesee county land bank and advocated for them to demolish the houses in Mt. Morris which are blight homes and are land bank owned.

On 3/24/16, I gave the Council an update on the Saginaw project.

On 3/28/16, I advised the Council regarding the county assistance with land bank homes and vacant lots.

On 3/29/16, DPW superintendent and I attended PASER training in Grand Rapids. We are looking ahead to evaluating our local road infrastructure and what amounts should be allocated to local road infrastructure projects.

Memo to Council from City Manager, Elena Danishevskaya July 7, 2011

In April / May, I talked to the Council regarding a potential savings of making the police chief a working chief. Currently, there is only one officer on the road at all times. In other words whenever the police chief is not here there is one officer on the road. A department head suggested this idea to me, and I support this idea to have the police chief work the road instead of scheduling a part time officer during some days. A potential savings on working two days per week was approximately \$17,112.

On 4/4/16, the first of two budget meetings was held. I gave the council the break down on the state of current budget, and 2016/2017 budget. I identified that the city was going to be \$41, 649 over what the past manager had predicted due to expected revenues not coming in. In other words we were going to be approximately \$75, 649 over the 2015/2016 budget. I gave suggestions to the Council on immediate revenue sources.

On 4/6/16, staff and I spent 2.5 hours talking about the current and future budget during a staff meeting. We identified several areas where we could immediately cut funds. I presented those ideas at the 4/11/16 council meeting. One of those ideas was a 4 day work week for city hall staff which would ultimately **SAVE \$3,000 per year** which I implemented immediately.

In April, I met with the real estate agent who is listing the current vacant property.

On 4/11/2016, I discussed the current 2016/2017 fiscal year budget with the Council and gave ideas to save the city money. I also advised the council how hard the city staff works and how responsive they have been with helping find budget cuts.

On 4/20/16, I attended a Land Bank meeting where the board voted to demolish five of the six homes we submitted to them earlier in the year and to rehabilitate the last one.

On 4/20/16, discussed strategic planning with the DDA board.

On 4/20/16, I advised the Council about Detroit water increasing rates and that their rate hike could be up to 17%. We will have to look at our water, sewer and trash rates in upcoming meetings.

On 4/21/2016, I met with Habitat for Humanity. They are still interested in building in the City.

On 4/21/2016, **on my own time**, I attended the 150th kick off party.

On 4/25/2016, I updated the Council on Saginaw road project.

On 4/25/16, I informed the Council that the rates for rentals should be increased and we need to revisit the complete rental inspection schedule so that our in house rental inspectors can start inspecting rentals in the city.

Memo to Council from City Manager, Elena Danishevskaya July 7, 2011

On 4/25/16, second of budget workshops with the Council.

On 4/25/16, I advised the Council about getting current and upcoming events posted on city web site.

On 4/27/16, I met with department heads to go over our requests for the upcoming labor negotiations.

On 5/2/16, I met with AFSCME representative to negotiate the DPW contract.

On 5/4/16, I met with the POLC representative to negotiate the Police contract.

On 5/9/16, gave the council an update on Saginaw.

In May we learned that we received the FEMA Assistance to Fire Fighters grant. The total grant amount is **\$163,400**.

On 5/9/2016, I gave the Council an update on Saginaw street project.

On 5/11/16, met with AFSCME representative to negotiate the DPW contract, the talks were productive and we reached an agreement.

In May, we discussed and revised the Rental Unit inspection fees.

In May, we discussed and made changes to the peddlers fee schedule.

In May, I authorized DPW to sell used library shelving, **MAKING \$500 plus for the city.**

On 5/9/16, we discussed false alarm fees for the police and fire departments.

On 5/18/16, I attended the Genesee county Water and Waste meeting.

In May, the staff started to work on the City's web site. We reviewed a number of web sites and began to identify what should go on our City web site.

On 5/19/16, I attended the pastors meeting.

On 5/23/16, I asked the Council for approval to assist the DDA and sell their merchandise for the 150th celebration.

On 5/23/16, I asked the Council to approve the use of the community room for non residents and establishing a fee for same.

On 5/30/2016, **on my day off and holiday** - I attended the Memorial Day Parade. I thanked the staff for helping the parade run smoothly and efficiently.

Memo to Council from City Manager, Elena Danishevskaya July 7, 2011

On 5/31/2016, I **came in and worked on my day off** so that we can finish negotiations with the POLC union.

On 5/31/16, I attended a PVC pipe presentation.

On 6/14/2016, I gave a status report to Council on Saginaw project.

In June, I signed a contract with a realtor for Red Maple lots, listing them.

In June, I worked on the administration of the FEMA grant.

In June, I worked with the Fire Chief on a new look for our City web site. I asked the Council for input regarding the web site.

In June, I let Council know regarding a quarterly letter so that the residents would know what the City is working on, information about current events.

On 6/20/16, I attended the Planning Commission meeting, where we discussed performing a community survey. The survey will gauge the residents thoughts on city appearance, city government, community services, their neighborhoods, business districts, traffic issues and safety issues.

During the week of June 20th, I met with Council members individually to explain the upcoming budget amendments, as well as the upcoming water rate increase and all the reasons for both. I advised council members that I would be contacting HUD to see if HUD funding can be used for street lights as they cost us \$50,000 out of the general fund.

On 6/22/16, **my day off**, I was able to speak to HUD and they did approve us using HUD funding for the street lights with certain conditions. I was also advised by HUD that Council member Young had written to HUD several times on behalf of the Council.

On 6/27/16, I and Council member Heidenfeldt met with Genesee county treasurer regarding the disbursement.

On 6/27/16, I advised the Council that Genesee county mistakenly gave us Mt. Morris township's tax portion of \$3,469.95 and that Genesee county overpaid our 2014 disbursement by \$17,593.88. Genesee county corrected their mistake by issuing us our disbursement minus the \$21,063.83 that they over payed us. This mistake raised our deficit in current budget to \$96,572.

On 6/27/16, I advised the Council that if it was not for staff saving the City approximately \$73,098 in health insurance savings of approximately \$73,098 the budget deficit would be \$169, 670 instead of \$96,572.

Memo to Council from City Manager, Elena Danishevskaya July 7, 2011

Spoke to Genesee county planning and during July, 2016 we will be working with them to survey pavement conditions on 4.85 miles of federal aid eligible roads in the city.

**CITY OF MT. MORRIS**

**RESOLUTION 16-34**

**WHEREAS:** The City Manager and staff requested bids for the removal of the existing city sign, and the acquisition of a new Digital Message Center; and,

**WHEREAS:** Pursuant thereto, bids were received as follows:

<b>BIDDER:</b>	<b>AMOUNT:</b>
Signarama	\$19,116
Bill Carr Signs	\$27,010
Signs by Crannie	\$19,967

**WHEREAS:** The said bids have been reviewed by the City manager and all have been found to be from responsible contractors and that the proposed work is pursuant to specifications; and,

**WHEREAS:** The cost of the series to be performed from the low bidder is \$19,116 of which will be appropriated from the HUD Fund, Account No. 275-728.000-740.000; and,

**NOW, THEREFORE, BE IT RESOLVED:**

That this Council does hereby accept the bid of Signarama after inspection of all the bids submitted; does determine that the said bid is in accordance with specifications; does determine that the said Signarama is a responsible bidder and does hereby award the contract to Signarama; and does direct the City manager and staff to take all necessary actions to acquire the same.

Moved by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and thereafter adopted by the City Council of the City of Mt. Morris at a regular meeting held Monday, July 11, 2016 at 7:00 p.m.

\_\_\_\_\_ Yea                      \_\_\_\_\_ Nay                      \_\_\_\_\_ Absent

\_\_\_\_\_  
Boyce A. Judkins, Mayor

\_\_\_\_\_  
Kristina K. Somers, City Clerk

Sign\*A\*Rama  
 4297 Miller Rd  
 Flint, MI, 48507- USA  
 Phone: (810)-230-6445 Fax: (810)-496-2607  
 www.signarama-flint.com  
 sales@signarama-flint.com



**Quote Submitted To:**  
 CITYOFM001  
 Alaine  
 City of Mt Morris  
 11649 N Saginaw  
 Mt Morris, MI 48458- USA

**Job Name** Message , box sign  
**Phone:** (810) 686-2160 Ext.  
**Fax:**  
**Email** [clerk@cityofmtmorris.org](mailto:clerk@cityofmtmorris.org)

**Job Name and Location**  
 City of Mt Morris  
 11649 N Saginaw  
 Mt Morris, MI 48458- USA

Quotation Number: 026064      Quote Date: 1/6/2016      Payment Terms: 50% over \$200      Contact: HS      Page: Page 1 of 1

Quantity	Description	Unit Price	Extended Price
1	Box sign-- top prtion 2' x 8' Double sided LED lighting Painted black frame and poles Not responsible for using existing poles  Digital Message Center Size: 41" x 91" color: full color pixals: 20 mil wireless Double sided 5 year manufactors warrenty on parts and labor 2 hour onsite training Installed **Electrical to sign by owner** Plus permit fee Proof #001 or #002 will be the same price Removal of existing sign and frame, and poles. In proof #001 we will be using existing poles		
		\$19,116.00	\$19,116.00

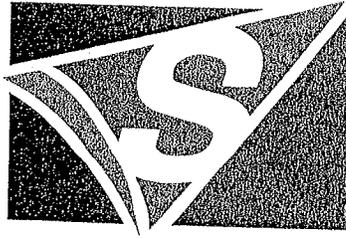
1. A QUOTE AND PROOF MUST BE SIGNED BEFORE ANY JOB WILL GO INTO PRODUCTION.
2. A DEPOSIT OF (50%) WILL BE MADE AT THE TIME OF SIGNING OFF ON THE QUOTE AND/OR PROOF.
3. FINAL PAYMENT WILL BE MADE WHEN THE JOB IS COMPLETED AND/OR INSTALLED.
4. ANY OTHER PAYMENT PLANS WILL NEED TO BE DISCUSSED BEFORE YOUR JOB IS PUT INTO PRODUCTION AND APPROVED.
5. IF THE CUSTOMER DOES NOT TAKE POSSESSION OF THE COMPLETED WORK WITHIN 30 (THIRTY) DAYS FROM NOTIFICATION OF COMPLETION THEN THE WORK IS CONSIDERED LOST OR FORGOTTEN AND ALL MONEY WILL BE FORFEITED AND MATERIAL WILL BE RESTOCKED.
6. A FEE OF \$35.00 WILL BE CHARGED FOR ANY CHECK RETURNED FROM THE BANK.
7. IF PAYMENT IS NOT RECEIVED ON TIME A \$25.00 LATE FEE TOGETHER WITH INTEREST ACCRUING AT THE RATE OF 1.5% PER ANNUM, OR THE MAXIMUM RATE ALLOWABLE BY LAW IS ASSESSED. YOU SHALL BE LIABLE FOR ALL COSTS RELATED TO COLLECTION OF DELINQUENT INVOICES, INCLUDING COURT COSTS AND/OR ATTORNEY FEES.

Taxable:	\$0.00
NonTaxable:	\$19,116.00
SalesTax:	\$0.00
Freight:	\$0.00
Misc:	\$0.00
<b>Total:</b>	<b>\$19,116.00</b>

**Thank You**

For: City of Mt Morris

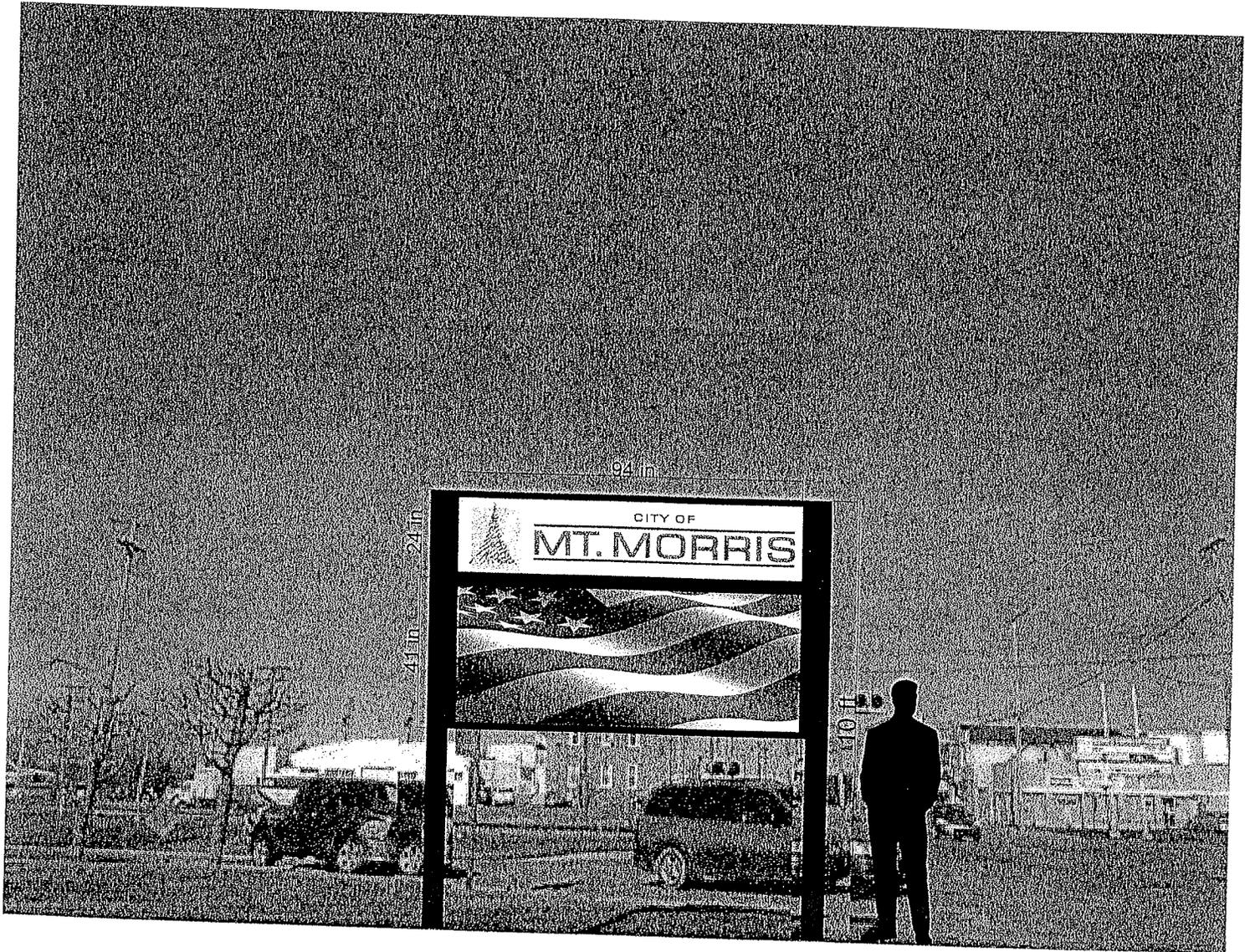
Signature \_\_\_\_\_ Date: \_\_\_\_\_



City of Mt Morris - Street Sign 1  
001  
2/4/2016

sales@signarama-flint.com  
signarama-flint.com

**Flint Signarama**  
The way to grow your business.  
4297 Miller Rd.  
Flint, MI 48507  
**(810) 230-6445 OFFICE**  
(810) 496-2607 FAX

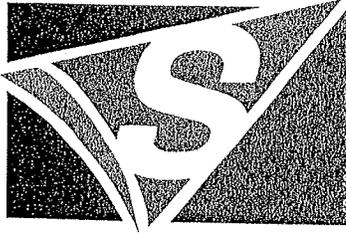


**APPROVAL** By signing this mock-up, I approve the size, quantity, spelling, color(s) and overall design of my order. I understand that I am 100% responsible for my order and not liable to my order after the date indicated on my approval.  
**MOCK-UP** The design, details and signs represented here are the property of Signarama, specifically developed for your personal use in connection to the project being planned for you by Signarama. It is not to be shown to anyone outside of your organization, nor are they to be used, reproduced, exploited in any fashion whatsoever. All or any part of the design (excepting registered trademarks) remain the property of Signarama.  
**DESIGNS** Your price includes the original mock-up and two (2) changed mock-ups. After the 2nd changed mock-up there will be added charges for design time.

X

CLIENT APPROVAL SIGNATURE

READY TO E-MAIL     E-MAILED     E-MAIL APPROVAL RECEIVED

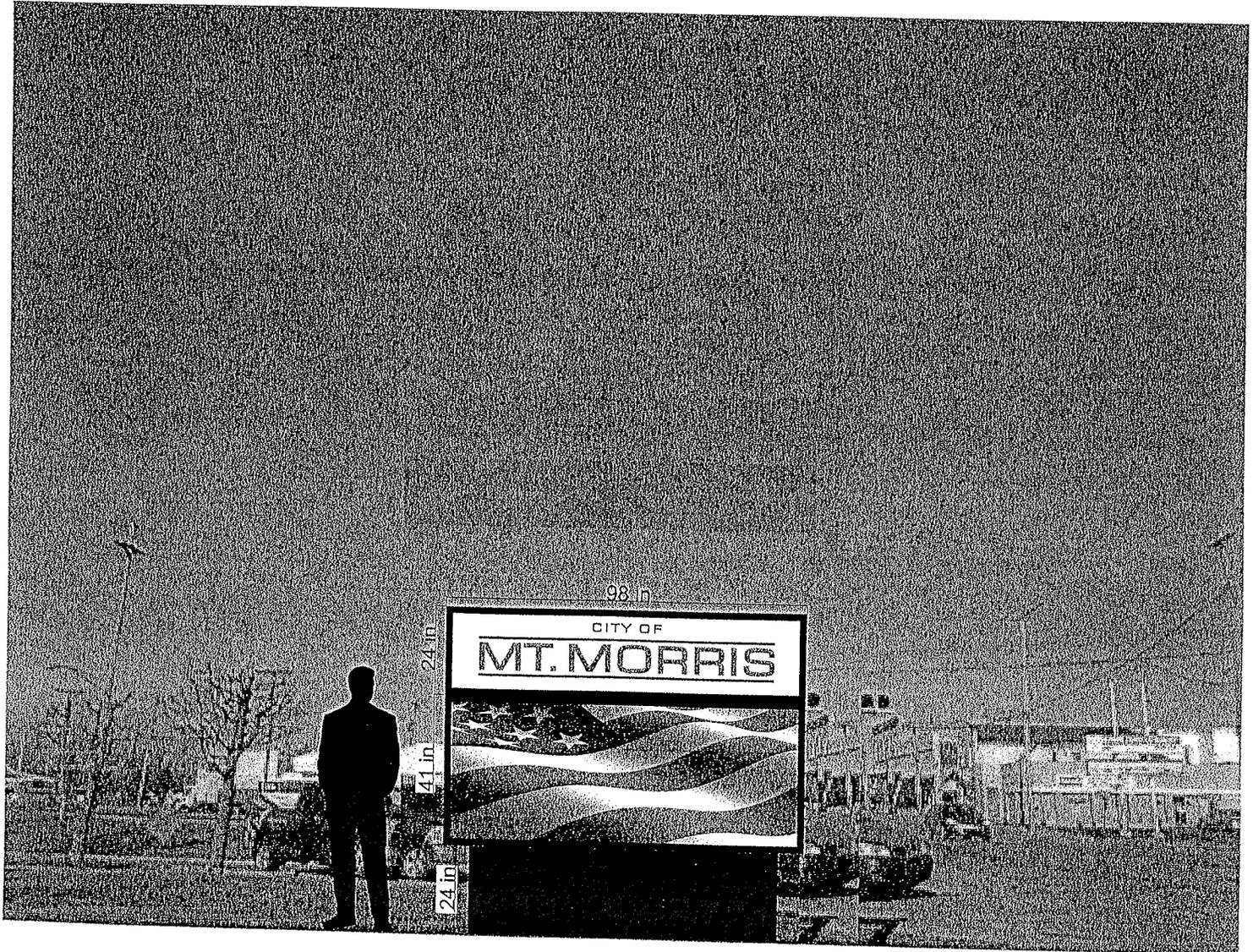


City of Mt Morris - Street Sign 1  
002  
2/4/2016

sales@signarama-flint.com  
signarama-flint.com

**Signarama** Flint  
The way to grow your business.

4297 Miller Rd.  
Flint, MI 48507  
**(810) 230-6445** OFFICE  
(810) 496-2607 FAX



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X

CLIENT APPROVAL SIGNATURE

READY TO E-MAIL     E-MAILED     E-MAIL APPROVAL RECEIVED

**CITY OF MT. MORRIS  
ORDINANCE NO. 16-04**

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, City of Mt. Morris, Michigan, by amending, and restating Code Sections 14-121 14-122 entitled Adoption and amendments and modifications by adopting pursuant to Section 3 (k) of the Home Rule Cities Act, MCL 117.3(k), the 2015 international property maintenance code as adopted and promulgated by the International Code Council and any subsequent amendments or restatements thereof, said code being substituted for the BOCA property maintenance code as heretofore adopted.

THE CITY OF MT. MORRIS ORDAINS:

Section 1. Code Section 14-121 is hereby amended and restated as follows:

Sec. 14-121 ADOPTION:

Pursuant to Section 3(k) of Public Act No. 279 of the Public Acts of Michigan of 1909 (MCL 117.1 et. seq.) as amended, and the general authority of the City, the International Property Maintenance Code as promulgated by the International Code Council is hereby adopted and shall be known as the City Property Maintenance Code. References therein to jurisdiction shall be to the City of Mt. Morris. The purpose of the code is to provide comprehensive property maintenance regulations for the City.

Section 2. Code Section 14-122 is hereby amended and restated as follows:

Sec. 14-122 AMENDMENTS AND MODIFICATIONS:

The 2015 International Property Maintenance Code is hereby revised as follows:

- a. All references therein to the municipality or the enforcing authority shall be the City of Mt. Morris.
- b. Any violations of this Code shall be misdemeanors and punishable as such pursuant to the provisions of the City Code as applicable to misdemeanors.

Section 3. All other Sections of the City Code remain unchanged.

This ordinance shall become effective \_\_\_\_\_.

We the undersigned Mayor and Clerk of the City of Mt. Morris, do hereby certify that the above ordinance was adopted by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and thereafter adopted by the City Council of the City of Mt. Morris at a regular meeting held Monday, July 11, 2016 at 7:00 p.m.

\_\_\_\_\_ Yea

\_\_\_\_\_ Nay

\_\_\_\_\_ Absent

\_\_\_\_\_  
Boyce A. Judkins, Mayor

\_\_\_\_\_  
Kristina K. Somers, City Clerk

B-4

CITY OF MT. MORRIS  
RESOLUTION 16-41

WHEREAS: This Council did hold a public hearing on July 11, 2016, to consider the proposed increase in solid waste rates and did hear staff comments with respect to the necessity for the proposed rate increase as set forth;

NOW THEREFORE, BE IT RESOLVED:

That this Council does hereby increase solid waste rates as follows:

	<u>From</u>	<u>To</u>
Collection Fee	\$10.35	\$11.00

BE IT FURTHER RESOLVED:

That staff is directed to implement the said increase effective with the August, 2016 billing.

Moved by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and thereafter adopted by the City Council of the City of Mt. Morris at a regular meeting held Monday, July 11, 2016 at 7:00 p.m.

\_\_\_\_\_ Yea

\_\_\_\_\_ Nay

\_\_\_\_\_ Absent

\_\_\_\_\_  
Boyce A. Judkins, Mayor

\_\_\_\_\_  
Kristina K. Somers, City Clerk