

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE**

May 21, 2024
Conference Room #119
5:30 P.M.

Present: Commissioners: Mayor Pro-Tem Robert Coughlin, Betsy Artz, Maurice Groce, David Moore II, Clarkston Morgan, Jessica Ann Tyson and Mayor Stephen Kepley.

Staff present: Deputy Human Resource Director Gail Dewey, Executive Assistant Stephanie Fox, Deputy City Administrator Shay Gallagher, Finance Director Keyla Garcia, DPW Director Chad Griffin, City Clerk Dan Kasunic, Police Chief Bryan Litwin, Fire Chief Brent Looman, Parks & Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, and Sabo Representative. Also present: Southkent TV Director Tom Norton.

FINANCE DEPARTMENT:

**A. RECOMMEND RESOLUTION TO APPROVE THE SOUTHKENT
CABLE TV/WKTV 2024-2025 BUDGET.**

Finance Director Keyla Garcia and Director Norton explained the franchise fee and the reduction of fees because of cable cutting, noting using funds for a funding manager over a three-year period to try to restore franchise funding.

Motion by Artz, seconded by Groce, to recommend to the City Commission to adopt a resolution to approve the Southkent TV/WKTV 2024-2025 budget.

Motion Carried.

**B. RECOMMEND RESOLUTION TO ADOPT THE DEBT SERVICE AND
CAPITAL PROJECTS FUNDS BUDGETS FOR FY 2024-2025.**

Finance Director Keyla Garcia explained the current Debt Service had been paid off since October 2023 and the payments are being made back to the General Fund and all new account numbers are now in place. Staff discussed the option available to purchase a stock ladder truck for the Fire Department this year by delaying replacement of other equipment along with being able to save on the purchase price if the city pre-paid 80% and by purchasing the equipment this year instead of in the planned Fiscal Year of 2028-29. The Committee asked several questions relating to the current equipment and other options. Fire Chief Looman commented that the purchase of the stock Fire Engine has only a 30-day window to agree to purchase and the decision must be made by June 4th meeting.

Motion by Moore, seconded by Artz, to recommend to the City Commission to adopt a resolution for Debt Service and Capital Project Funds budgets for 2024-2025.

Motion Carried.

C. RECOMMEND RESOLUTION TO APPROVE THE WATER AND SEWER FUNDS BUDGETS AND SET WATER AND SEWER RATES FOR FY 2024-2025.

Engineering and Inspections Director James Kirkwood, and Finance Director Garcia explained the rates are reviewed annually to keep pace with the wholesale charges set by the City of Wyoming; however, the rates will dramatically increase because a few factors. One being the installation of a third transmission line required by the state to be installed by the City of Wyoming. Staff have proposed three options to the committee, to smooth out the huge increase. The committee and staff discussed the options and finances and reasons for the Water Fund being low with the consensus to have staff prepare a fourth option. No action was taken.

HUMAN RESOURCES DEPARTMENT:

A. RECOMMEND RESOLUTION TO OPT OUT OF PUBLIC ACT 152.

Deputy Human Resource Director Dewey explained this is a required action to approve one of three options. 1) have staff pay 20% of the health insurance, currently they pay 2%, 2) spend up to the hard cap or 3) exempt out of P.A.152. She stated that the City had not been able to stay under the hard cap and opting out was the only option.

Motion by Morgan, seconded by Groce, to recommend to the City Commission to opt out of Public Act 152 of 2011.

Motion Carried.

PARKS AND RECREATION DEPARTMENT:

A. COMMUNITY CENTER FINANCING OPTIONS AND BUDGET UPDATE.

Parks & Recreation Director Val Romeo, Finance Director Keyla Garcia along with Mayor Kepley provided an update on the current process of building size and essentials including the projected cost. They spoke of the need to bond for the Community Center because of the cost being much greater than expected. Along with this project they would like to bond for the DPW facility project and will bring to the meeting information for both projects instead of two separate bonds. They explained there will be three options that the committee will need to choose for funding the projects.

The meeting was adjourned at 7:00 P.M.

Dan Kasunic
City Clerk

Robert Coughlin
Mayor Pro-Tem