

To: Mayor and City Council
From: Adam Ledford, City Administrator
Re: Agenda Description
Date: May 15, 2017

Call to Order
Public Comments

Business Agenda

I. Approval of Minutes 4/17/17 Council Meeting

Description:

A council member does not have to be present at the previous meeting in order to approve the minutes for that meeting. A copy of the minutes is included in your packet.

II. Appointment of 2017-18 Mayor Pro-Tem

Description:

The Mayor will request appointment by the council of a Mayor Pro-Tem to serve during the next 1.5-year cycle. State statute (KRS 83A.130.5) and city code (31.12) indicates that the Mayor Pro-Tem will serve as Mayor in the absence of the Mayor.

III. 2nd Reading of Junked or Unused Mobile or Manufactured Home Ordinance

Description:

Included in your packet is a copy of a proposed amendment to the city's nuisance ordinance (Chapter 92). You might remember this amendment is being proposed by the Marion Code Enforcement Board. The current ordinances do not address concerns related to mobile or manufactured homes that are abandoned, left vacant for long periods of time, or simply in a state of disrepair. Terri Hart recently address that over 200 homes fall into this style of home in Marion, and that over 50 are currently long-term vacant as described by the state laws. Originally, I told you this amendment is roughly a word-for-word inclusion of KRS 381.770. During the last council meeting it was discovered this state law language had been moved to KRS 65.8840. The proper reference has been made and now the ordinance is ready for final approval.

IV. Approval of Releasing Municipal Lien on Property

Description:

In your packet is a proposed municipal lien release for 205 Maxwell Street. This property was previously sold on the courthouse steps to Jeff Ellis. It has been requested that the City release their roughly \$300 lien for mowing on the property prior to the recent purchase by the new owner. This can be viewed 2 ways:

1. Releases encourage people to purchase properties limiting the possibility the City will need to continue to maintain said properties.

2. It is right for the City to be compensated for taking care of properties and the cost of the lien should simply be viewed by the purchaser as a cost of acquisition.

V. Intro & 1st Reading of Ordinance Adopting 2017-18 Budget

Description:

In your packet is a copy of the 2017-18 budget as proposed by the finance subcommittee. After reviewing multiple budget alternatives this plan was unanimously approved. The budget includes:

<u>General Fund</u>		
Revenues		+0.1%
Expenses		
	<i>Administration</i>	+0.1%
	<i>Appropriations</i>	-24.3%
	<i>Parks & Recreation</i>	+4.0%
	<i>Police</i>	+4.9%
	<i>Streets</i>	+8.1%
	<i>Fire*</i>	-59.1%
	<i>E911</i>	+2.1%
	<i>P&Z</i>	+9.2%
Total		
Expenses		-3.0%

** The major reduction in Fire is due to the elimination of major expenditures for cost associated with the loan for the new fire department facility.*

Water & Sewer Funds

Revenues		
	Water	1.2%
	Sewer	-0.9%
Total Revenues		+0.1%
Expenses		
	<i>Water Admin</i>	*
	<i>Sewer Admin</i>	-9.0%
	<i>Sewer Plant</i>	-6.9%
	<i>Sewer Maint</i>	+7.0%
	<i>Water & Sewer Debt</i>	-2.2%
	<i>Water Plant</i>	-0.7%
	<i>Water Maint</i>	+1.2%
Total Expenses		+0.5%

** All administration cost for the utilities were assigned to sewer last year. This year it is proposed they share cost.*

The highlights:

- Includes across the board funding for additional training
- Includes funds necessary for new police officers
- Include increased funding for fire equipment testing & training
- Includes small increase in funding for p&z enforcement
- Includes funds for lift station repairs
- Includes funds for up to \$5,000,000 on the new sewer plant
- Includes funds for Municipal Aid projects including sidewalks
- Includes a 21% increase in healthcare premiums
- Includes a freeze on staff size
- Includes a freeze on salaries
- Includes a reduction or eliminated funding for some partnership organizations (Main Street Marion, County Drug Coalition)
- Includes a policy to grandfather current staff, but limit new staff to City funding for health premium for employee only.

A plan is in place to have a special called council meeting to approve the 2nd Reading the week of May 22nd so that the City can meet the deadline to have it approved by the end of May and turn our documentation in on time.

VI. Intro & 1st Reading of Ordinance Adopting Pay Plan

Description:

Annually, as part of the budget process, the City Council must approve a payment plan for all staff, elected officials, and boards. In your packet is a proposed ordinance and the additional exhibits which are being presented to you for consideration. The proposal is a freeze on salaries for a 2nd year while we all make commitments to focus on making our organization financial healthy. This is not a long-term plan, but is being driven by a need to reevaluate our priorities this summer and establishing some stability within healthcare cost.

VII. 2nd Reading of Truck Traffic Prohibition on Country Club Drive

Description:

In your packet is a return of the Country Club Drive Ordinance. After the last meeting, it was unclear to me if there was a consensus position of the council to move forward. I am asking the council for direction on a rewrite if this version is not the will of the council. Alternatives I have heard mentioned:

- No action – The council could take no action
- Appoint a subcommittee – The council could ask the Mayor to create a subcommittee of the council to work on the issue and propose action
- Prohibit truck traffic – I would draft an ordinance to this point, however, it would need to take in to consideration use for local purposes including the elementary school.
- Alter the road – This would mean dividing the road somewhere between Country Club Drive and Industrial Park.

I am sure there are other options, but this list should give you a rough idea of the options. There are of course pros and cons to each option.

VIII. Mayor/Council/Staff Forum

- This would be the time for any Council Member to share activities or issues going on at the liaison meetings they have attended.
- The new City website developed by Sophicity has been moving forward. I expect to have a live version ready in the next few weeks. The new framework includes training for managing the data on the site for staff.
- The LMI survey process is complete. Our door to door system returned roughly 70% of the listed homes for consideration. The documentation has been turned over to PADD to be incorporated into our CDBG grant application.
- Paperwork for the potential summer goal setting event are ready, a June timeframe is being organized. With this process complete we will be able to create a multiyear capital plan.

- The Mayor and I are starting plans for the development of a 501(c) entity commonly known as a community foundation. I have contacted the Community Foundation of Western Kentucky out of Paducah. They are a great prospect to be a partner or parent organization to our local foundation. The CEO has indicated that he would be willing to come speak to the City and other potential stakeholders sometime later this year.
- The water meter for the Country Club has been moved as referenced in previous council memos.
- Easements for the Carlise Sewer Project have all been signed. The contractor plans to start work today (the day of your council meeting). Barring weather issues, this project should be completed by end of June.
- I attended a meeting including representatives from Lyons, Caldwell, and Crittenden Counties to further the proposal of developing a regional economic development organization with its home base located at the Ed Tech Center here in Marion. New proposed bylaws are being drafted and will be presented to the council in the near future.
- I am working with Chamber on the development of a new Citywide Event coming in early March 2018.
- There has been recent activity by KY DoT to have plans created to move the state garage to the site on Pippi Hardin BLVD. This is great news, but is only the 1st step.
- There is a public hearing for the sewer plant project on Thursday, May 18, 2017 at 10 a.m. here in the council chambers. Jaime Lawrence from PADD will be here to run the hearing.
- I am talking with Telecom Audit Group about reviewing our telecom coverage for efficiency and billing errors. The group recently completed a review of the County's system and was able to help them improve their cost. The group is compensated by sharing 50% of realized savings with the City for up to 2 years. We are recently working to resolve an issue with AT&T where some data lines in 911E have increased from \$400 a month to \$4,000 a month. Currently AT&T has told us to continue to pay our normal amount while the issue is being worked on. We are told this change is being created by the expiration of a state contract which the line was part of. Telecom Audit Group has expressed a willingness to work on this particular issue without compensation since it is already known.
- The new 911E software system is currently in the testing phase. The goal is to have the software ready for live us by this Summer.

VIII. Adjournment