

**APPROVED 02/05/2018**  
**SPECIAL QUARTERLY ROUNDTABLE**  
**MINUTES**

**JANUARY 15, 2018**

**THE SPECIAL QUARTERLY ROUNDTABLE OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 5:33 P.M., ON MONDAY, JANUARY 15, 2018, BY MAYOR RIX.**

**ROLL CALL**

Present: Allen, Greene, LaFore, Misteravich, Reindel, Rix, Warn

Absent: None

Others: City Manager Moore, City Clerk Stagl

Visitors: None

**AUDIENCE PARTICIPATION**

None.

**ADOPTION OF AGENDA**

Motion by **Warn**, seconded by **Greene**, to adopt the Agenda as presented.

All yeas

**Motion passes**

**ITEMS FOR CONSIDERATION**

**1. Discussion of Items of General Concern**

Council Goals and Objectives

Issue #1 – Council was not happy with the promotional material that had been prepared by Baker College. It was decided that the EDC should research the possibility of redoing the videos to further market the City.

Issue #2 – okay

Issue #3 – okay

Issue #4 – The City now owns the former railroad property. Discussion on coming up with a recommendation on the fences that encroach onto the City's property (property

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next to the Veterans Memorial).

Issue #5 – Discussed training for new board members. Mayor Rix mentioned that all training pamphlets were listed in the back of the MML Review. Requested that the City purchase them. Council requested that the Council budget include funding for Councilors to attend the Elected Officials Academy.

Issue #6 – Extensive discussion on code enforcement. Councilors indicated that they did not see any improvement with code violations – same problems that the City has always had – same people that continue to disregard the City’s ordinances. Council was under the impression that the part-time code enforcement officer drove around the City for 10 hours each week to identify code violations.

City Manager Moore informed Council that code enforcement officer was still complaint driven. We could direct the code enforcement officer to be proactive and look for code violation, but we will need to apply the ordinances consistently. Administration will focus on getting the unregistered/junk vehicles taken care of.

Council agreed to change the Goal as follows: To more effectively enforce the City’s Code or Ordinances to raise expectations of property maintenance within the community by utilizing the part-time code enforcement officer **and other City staff**.

Issue #7 – Add a new objective: Add additional and varied programming.

Motion by **Greene**, seconded by **Allen**, to recess the Quarterly Roundtable at 6:53 p.m.

All yeas

**Motion passes**

The Quarterly Roundtable was reconvened at 8:11 p.m.

Golf Cart Ordinance

City Manager Moore informed Council that the State law allows the City to make golf carts legal only on the streets that the City has jurisdiction over.

The proposed ordinance presented to Council requires golf carts to be registered annually at the Police Department. The resident will need to provide proof of insurance and then would receive an annual sticker.

Council discussed the ordinance and agreed upon the following items:

Under Section 90-302, #14, remove the wording “during inclement weather”

Under Section 90-304, (b), add the following language: The golf cart owner shall affix

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each decal provided by the Richmond Police, **clearly visible** on the front of the golf car.

Council requested that Administration research whether \$300,000 in liability insurance was enough. Also, does the City need to be co-insured?

Discussed whether a non-resident would be allowed to have a golf cart in the City. It was determined that the non-resident would need to use a host resident.

Also discussed adding language that would make exemptions during special events in the City.

The City Manager will make the recommended changes and resubmit the ordinance to the City Council.

City of Richmond – Volunteer of the Year

Council discussed the plaque created in memory of Doug Pentzien, who volunteered for the City for many years. The plaque is designed with blank name plates that can be engraved each year for the next 30 years.

Council needs to develop criteria for selecting the recipient of the award, how the nomination process will work – should the process be open to the public? Should recipients be volunteers for the Community at large or volunteers for the City of Richmond? When is the award given?

Council determined that the Council would make a decision by simple majority of the Council. The recipients does not need to be a City resident, but their volunteerism needs to benefit the City. Council determined that the award will be given at the beginning of each year for the previous year.

Council was in agreement with the first recipient of the Volunteer of the Year Award.

City Treasurer/City Manager Assistant

City Manager Moore informed Council that this was a non-union position. To come up with the job description, combined duties from the previous Administrative Assistant position and a Deputy Treasurer position.

Council was in agreement with the job posting as presented.

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**COUNCIL COMMENTS**

City Manager Moore updated Council on the progress of the RFP for the sale of old City Hall

Updated Council on the Muttonville Agreement. Mayor and City Manager will meet with the City Attorney.

**ADJOURNMENT**

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Special Quarterly Roundtable Meeting at 10:01 p.m.

All yeas

**Motion  
carried**

Respectfully submitted:

Karen Stagl  
City Clerk