

**APPROVED 02/04/2019**  
**SPECIAL QUARTERLY ROUNDTABLE**  
**MINUTES**

**JANUARY 21, 2019**

**THE SPECIAL QUARTERLY ROUNDTABLE OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 6:00 P.M., ON MONDAY, JANUARY 21, 2019, BY MAYOR RIX.**

**ROLL CALL**

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

Absent: None

Others: City Manager Moore, City Clerk Stagl

Visitors: DPS Director Goetzinger, Library Director Kammer, Library Board Members: Gail O'Neill, MaryLou Burg, And Denise Robson

**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**

Richmond Township Library Millage Revenues

Council discussed the revenues that the City will receive as a result of the recently passed Richmond Township Library Millage. It is anticipated that the City will receive approximately \$51,000 per year.

The Library Director presented Council with an outline of the budget priorities of the Library Board and Library Director. They would like to reinstate the funding levels of the books, operating supplies and children's programming to pre-recession levels. They would also like to add in additional personnel and hours of operation beginning in FY2019-2020. One additional expense that Council may want to consider is the hiring

**APPROVED 02/04/2019**

of a consultant to do a space needs study of our existing library.

For FY2018-19, the Library was requesting \$18,500 to be reinstated into their budget. For FY2019-20, the Library Board was requesting \$30,675, to be reinstated into their budget, with additional funding to hire a consultant for a space needs study.

Library Director Kammer informed Council that the hiring of a consultant was important. The Library was running out of space. Possibly a space needs study could show how we can use the space more beneficially.

Councilors were in favor of giving all of the library millage funds to the Library. The City has subsidized the township residents for the use of the Library. The \$51,000 from the millage can bring the library services back to what they were. Once the services are reinstated, in the future it may not be necessary to use all of the \$51,000 to maintain services.

Consensus of Council was to use the \$18,500 of millage requested for FY2018/19 to reinstate library line items and hire a consultant to do a space needs study. The cost of the consultant has not been determined yet, but would come out of the revenues anticipated this year.

Driveway Ordinance

DPS Director Goetzinger was requesting that Council consider amending the City's driveway ordinance to allow only concrete driveway approaches. Currently the ordinance allows concrete or asphalt. Director Goetzinger explained the benefits of concrete and stated that there was not a significant costs difference.

Rix suggested that the ordinance indicate the percentage of asphalt driveway that if replaced would require the driveway approach to be installed with concrete.

Council was in favor of the change to the driveway ordinance as recommended by the DPS Director.

The quarterly roundtable recessed at 6:52 p.m.

The quarterly roundtable reconvened at 7:55 p.m.

Goals and Objectives

1. Promoting Industrial and Commercial Growth.

City Manager Moore updated Council on the Muttonville Agreement.

**APPROVED 02/04/2019**

2. Traffic congestion and accessibility on Main Street.

Discussed possible traffic solutions for the Lake Angela/Speedway/Kmart Plaza area.

Changed 3<sup>rd</sup> Objective to read: Include Investigate pedestrian safety into transportation-planning tools that could be utilized at Oak and Main Street.

3. Streetscape Implemented

City Manager Moore informed Council that the bid package is being developed for the street signage. The signs should be up by Memorial Day.

Council also determined that the Streetscape Committee could be disbanded.

Under objective #3, removed Streetscape Committee and inserted Council/TIFA.

4. Rails to Trails: Funding, Maintenance, Use and Development

City Manager Moore discussed with Council the possibility of having an engineering group develop a conceptual park plan for the 22 acres of property at 33 Mile Road.

The Goal was changed to read: Work with the ~~Macomb Orchard Trail Commission~~ and Macomb County and St. Clair County to insure the City's trail system integrates with the regional trail system.

The third objective should be moved up to become the first objective.

5. Orientation and Training for Members of Board and Commissions

It was recommended that we get email addresses for all Board and Commission members.

6. Code Enforcement

City Manager Moore informed Council that Ray Trudeau is starting the police academy and may not be able to handle code enforcement. Questioned if Council wanted Administration to contact the Richmond Township Code Enforcement Officer to determine if they would be willing to do code enforcement for the City. Council was in favor of this.

7. Technology

City Manager Moore informed Council that he would be having the department directors develop a computer use policy.

**APPROVED 02/04/2019**

Objective One. Remove staff, insert Department Directors.

Objective two: Remove the following language: Expand the City's social media presence and ~~pursue wireless technology~~ to assist residents.

**COUNCIL COMMENTS**

Discussed potential candidates for the City Manager Assistant.

Discussed whether the City should approach the Chamber of Commerce and offer help to replace the Chamber Director.

**ADJOURNMENT**

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Special Quarterly Roundtable Meeting at 9:29 p.m.

All yeas

**Motion carried**

Respectfully submitted:

Karen Stagl  
City Clerk