

**APPROVED 05/20/2019**  
**SPECIAL BUDGET WORKSHOP**  
**MINUTES**

**MAY 6, 2019**

**THE SPECIAL BUDGET WORKSHOP OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 6:00 P.M., ON MONDAY, MAY 6, 2019, BY MAYOR RIX.**

**ROLL CALL**

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

Absent: None

Others: City Manager Moore, City Clerk Stagl, City Treasurer Hatfield

Visitors: Cable TV Director Robbins, City Assessor Cargo, DPS Director Goetzinger

**AUDIENCE PARTICIPATION**

None received.

**ADOPTION OF AGENDA**

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

All yeas

**Motion carried**

**ITEMS FOR CONSIDERATION**

**1. Review of the Manager's Proposed FY2019-20 City Budget**

Review of the proposed FY2018-19 Budget began with:

101-103 Cable Television Committee – Funding for 2 new cameras was included in the budget.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-209 Assessor – Funds were included to cover the cost of laser and wheel measuring devices and a laptop which will be shared with the Treasurer.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

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Assessor Cargo informed Council that the language on the St. Clair and Macomb County tax bills will be changed to read: 'School Oper'. This will be consistent for both counties. Currently, City Tax Bills in St. Clair County describe the millage as '50180 School Op' and Macomb County describe this millage as Non-homestead.

101-247 Board of Review – Assessor Cargo informed Council that we think Lenox Square or the TSC Plaza may be going before the Tax Tribunal.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-441 Public Service Director – Changes were noted to the fee schedule. A \$50.00 fee increase was proposed for the fee for the Cemetery Chapel Use. This increase would held to offset some of the cost for the proposed improvements to the Chapel.

A fee increase was proposed for the water turn on fee. Council requested clarification as to when a water turn on fee would/would not be charged.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-442 Department of Public Works – Funds were included for a proposed chain link fence around the DPW yard and also for DPW door openers.

Rix commented that the face of the town clock needed refurbishing.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

Council discussed gaps in sidewalks created by lot combinations of vacant parcels with existing residential lots where the house and sidewalks were already established – specifically the three (3) lot combination requests that have recently been approved in the Orchard Meadows Subdivision. Council questioned if our current sidewalk ordinance gave the city the authority to require the property owner to install the sidewalk.

The City Manager informed Council that funding for the previous Sidewalk Improvement Programs (SWIP) came out of the general fund, with the City paying one-half of the cost.

Council needs to address two different issues: 1) when combining an extra lot to build an accessory structure and 2) when combining an extra lot to create one large lot with not accessory structure.

City Manager Moore suggested that, moving forward, the City can require sidewalk construction at the time a resident request a lot combination, if sidewalks exist on either

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side of the combined lots, once we have dealt with the gaps in Orchard Meadows.

Council recessed at 6:58 p.m.

Council reconvened at 7:42 p.m.

Discussion continued on Sidewalk Installation.

The consensus of Council was that the 2 lots in Orchard Meadows, on the cul-de-sac, will be required to install a sidewalk, with the cost to be paid 100% by the property owner.

City Manager Moore informed Council that Administration will put together some cost figures on these and other sidewalk gaps throughout the City. This will be presented back to Council with options on a special assessment over a 10-year time period.

Rix suggested that Administration begin discussion with the residents on Pound Road and Richwood Lane regarding the possibility of a SWIP to get sidewalks constructed on the streets.

202-ALL Major Street Fund – COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

203-ALL Local Street Fund – Several road projects were budged: Madison Street Reconstruction, Pierce Street Overlay, 31 Mile Road Reconstruction and Crack Sealing.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

209-ALL Cemetery – Council was not in agreement with the \$50.00 increase proposed for Chapel Use, but still wanted administration to make the improvements to the Chapel.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

237-ALL Mausoleum Fund – COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

402-ALL Wastewater Treatment Plant Equipment Replacement Fund – Funds were included to replace the Grit Separator & Cyclone, replacement of the wet weather storage tank gate actuator, fixing the HVAC controls and converting the fluorescent lights to LED lights.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

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404-ALL DPW Vehicle and Equipment Replacement Fund – Funds were included for the purchase of a new zero-turn lawn mower and a snow blade for the utility vehicle.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

405-ALL Street Improvement Fund – Significant transfer to cover the cost of the 3 road projects budgeted for.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

498-ALL Sanitary Sewer Contributing Capital Fund – COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

499-ALL Water Contributing Capital Fund – Transfer out to cover the cost of the proposed projects: S. Forest Water Main and Ridge Water Main.

The 2” water line on Ridge extends to residences outside of the City. The MDEQ will not allow the city to replace the galvanized 2” line. The water line needs to be replaced with an 8” line. Council will needs to determine how to address this issue and how it should be funded, since some of the residents are Township residents.

City has been providing a service to assist these township residents. Council can either continue to repair this line or let the residents know they need to find another water source.

Council suggested that Administration determine the cost of a 2” line and let the residents know of the cost difference between the 2” water line and the 8” water line required by the MDEQ. The township residents can determine if they want to remain on the City’s water system.

Council requested that Administration present these cost figures at the July roundtable.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

590-ALL Sanitary Sewer Fund – COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

591-ALL Water Fund – Proposing a 3% increase to the ready-to-serve charge

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

City Treasurer questioned if Council wanted to approve a paperless utility billing. Residents would be able to sign up and only receive an email informing them of their

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utility bill. Council was in favor of the paperless utility billing as long as the second notice (shut-off notice), if necessary, was mailed to the resident.

Capital Improvement Sheets – COUNCIL WAS IN GENERAL AGREEMENT WITH THE CAPITAL IMPROVEMENTS AS PRESENTED.

**CITY MANAGER COMMENTS**

None.

**COUNCIL COMMENTS**

None.

**ADJOURNMENT**

Motion by **Misteravich**, seconded by **LaFore**, to adjourn the Special Budget Workshop at 9:14 p.m.

All yeas

**Motion carried**

Respectfully submitted:  
Karen M. Stagl  
City Clerk