

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
April 7, 2014

Mayor Johnson called the meeting to order with the Pledge of Allegiance at 7:30 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

ROLL CALL

Present: Mayor Christopher Johnson, Mayor Pro Tem James Allen, Councilmembers Nancy Darga, Sam Ekong, and Ryan McKindles

Absent: None

Also Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Parks and Recreation Director Jason Spiller, Housing Director Sherry Necelis, Finance Director/Treasurer Sandi Wiktorowski, reporter from Northville Record, and 17 citizens

PRESENTATIONS

A. Citizens Comments

David Trott introduced himself as a candidate for U.S. Congress, 11th District.

Larry Parks, 632 N. Center Street, questioned as to when the shared parking agreement for 410 N. Center Street would go before City Council for consideration. It was responded that the agreement is being reviewed by the City Attorney. The developer also needs to locate three additional parking spaces. It is anticipated that the agreement would come before City Council at its April 21st regular meeting.

Kirk Meinhart, 483 Grace, spoke of employers that direct their employees to park on the residential street in order to provide parking spaces for patrons. He questioned how this is enforced and how the City will find a real solution to this problem. It was responded that the City Manager will be meeting with four area business owners to discuss parking. The next step might include time restrictions that would affect all vehicles.

Nathan Bloch, 422 N. Center Street, stated he is the owner of Main Center Family Medical. Bloch stated the parking situation in Northville exists all over the City. Residents do have private parking on their property. Many businesses do not have enough on-site parking. His employees do park on the residential streets and have had their cars vandalized (keyed, peanut butter smeared under the car door handle, etc.). Other businesses do use his parking lot for client parking, including Hillers, and the dentist and chiropractic offices. Bloch is willing to work with the City; however, limiting parking hampers the efforts of bringing a close knit community together. This might drive people away. He also pays taxes for off-street public parking and wants any solution to be fair.

The Mayor noted that City Council meeting agendas are posted on the Saturday prior to the meeting date. Residents were encouraged to check the City's website to see if the shared parking agreement for 410 N. Center Street is on the City Council's meeting agenda.

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion Darga, seconded by Allen to adopt the agenda and consent agenda as presented.

Approve City Council Minutes of:

- Regular Meeting of March 3, 2014
- Regular Meeting of March 17, 2014

Receive Bills List: Checks #87298 to #87384, EFT #500163, Checks #87385 to #87470

Receive Board and Commission Minutes:

- Downtown Development Authority: 12/17/13, 1/21/14
- Housing Commission: 2/12/14

Receive Departmental Reports:

- Youth Assistance: 4/14

Board and Commission Appointments: None

Resolution / April as Month of the Young Child

Resolution / May as Mental Health Month

Proclamation / Tree City USA Recertification

Special Event Request / OLV Victory Run / May 31, 2014

Telecommunications Right-of-Way Permit / Fiber Technologies Network

Committee to Develop Request for Proposals for Cady Street Property

Appointment of Mural Placement Committee

Grant Agreement for Qualified Voter File Equipment Upgrade

Special Event Request / Food Truck Rally / NCBA / April 11, 2014

Special Event Request / Arts & Acts / June 20-22, 2014

Resolution / April as Fair Housing Month

Motion carried unanimously.

NEW BUSINESS

A. Proposed Fiscal Year 2014-15 Budget and Five Year Plan (2014 – 2018)

In accordance with City Charter, the proposed budget document is presented to the Northville City Council at the first meeting in April each year. Accordingly, the FY 2015 Annual City Budget notebook is included with the April 7, 2014 City Council agenda packet.

The Northville City Council is being presented with a balanced budget. The Taxable Value of the City increased 2.62% and the State Equalized (Assessed) Value increased 9.82%. This will provide for an additional \$120,000 in tax revenue in the General Fund. The small business exemption for personal property took effect this fiscal year. That new legislation resulted in a loss of \$56,573 which is reflected in the budget document and allocated as shown below.

- General Fund \$21,763
- Street, Drainage, & Sidewalk Improvement Fund \$2,831
- Downtown Development Authority \$31,979

The FY2015 Annual Budget and Five Year Plan (2014 – 2018) study session meetings are scheduled for April 10, 2014, and April 28, 2014, at 7:00 p.m. at the Northville City Council Chambers. Department Heads will present their respective budgets at the two study sessions. After each budget study session meeting, City Council will be asked for additional direction and/or revisions to the budget before it is finalized. The public hearing and requested budget adoption is scheduled for May 19, 2014.

No action taken.

B. Amendments to the Historic District Commission Rules and Regulations

On February 19, 2014 and March 19, 2014, the Historic District Commission (HDC) approved revisions to its rules and regulations. The proposed revisions are:

- Section 3.0 Application: Move the submission deadline from 10 days prior to the meeting to 16 days prior to the meeting to allow sufficient time for the Planning Consultant to review applications and afford applicants additional time to submit any supplemental documentation deemed necessary, following the Planning Consultant's review.
- Section 4.01 Meetings: Revise the order of the agenda items, clarify agenda headings and remove headings that are not necessary/utilized, provide for a 45 minute time limit for the applicant to present their case to the HDC, and further clarify the process the HDC follows when hearing a case.
- Section 4.11 Approvals: Further define the approval time for demolition permits.

Per Section 42-21(6) in the City of Northville Code of Ordinances, the amendments to the HDC Rules and Regulations are effective 30 days after City Council approval.

City Council Comments and Discussion: Further clarification was provided on the time frame for demolition approvals.

Motion Darga, seconded by Allen to approve and adopt the amendments to the Historic District Commission Rules and Regulations as presented. **Motion carried unanimously.**

C. Dog Park Security System Upgrade

Cady Street and Community Park Dog Park's current security system is outdated and involves several hours of manual labor to upload and change the system. Staff is required to manually plug a lap top into each system at each park in order to change or modify users in the system. D/A Central Inc. of Oak Park, is the current security provider and their equipment is utilized at each park.

Recently, AvaLAN, a new upgrade to the existing system has become available. The AvaLAN system uses a line of cellular service for its network connection. This new system will allow staff to set up and modify accounts upon registration, without having to manually perform the operation at each park. This system would result in minimal overhead and eliminate the need of an additional laptop computer.

The current budget would need an amendment to account 260-756-801.000 (Contractual Services) in the amount of \$5,600 to accommodate this system upgrade. The Parks and Recreation Fund Balance

currently has \$22,716 budgeted for Dog Park Improvements. Since D/A Central already has their system in place, the cost would be solely for the upgrade. It was requested that City Council consider waiving the bidding requirements for the project as the cost to replace the entire security system would be higher than the proposed upgrade.

Motion McKindles, seconded by Allen to waive the bid requirement for this project and accept the quote from D/A Central Inc., of Oak Park, Michigan, to upgrade the Dog Park's security system for the amount of \$5,600. **Motion carried unanimously.**

D. Allen Terrace Renovation / Main Lobby Carpet Replacement

On March 12, 2014, the Housing Commission approved purchasing carpet for the renovation of the Allen Terrace main lobby. Allen Terrace solicited quotes and three were received:

Shamrock Floorcovering	\$5,556.00
Ann Arbor Carpets	6,536.99
Express Flooring Outlet	6,905.05

The Housing Commission selected the quote from Shamrock Floorcovering. Money for the project will come from the Allen Terrace Operating Funds. As the lowest bid was slightly \$500 over the \$5,000 limit in the City's purchasing ordinance, it was requested that City Council waive the competitive bidding process.

Motion Darga, seconded by Ekong to waive the competitive bidding process and authorize Staff to execute the replacement of the Allen Terrace main lobby carpet in the amount of \$5,556 with Shamrock Floorcovering Inc. for the Housing Commission - Allen Terrace renovation main lobby carpeting replacement. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications

Allen, as the City Council liaison to the Planning Commission, spoke of the proposed master plan updates and Planning Commission discussion of building heights and stories for the Cady Corridor area.

Discussion ensued pertaining to the process of updating the master plan, which includes discussion at several Planning Commission meetings, subsequent public notification, public hearings, presentation to City Council, and adoption. City Council has the final decision on the master plan updates and may direct the Planning Commission to amend its proposed master plan updates. City Council itself may also choose make changes to the proposed master plan updates. In response to a question from City Council, it was explained that the public hearing notification, as well as other required notifications, are done in accordance with State Law.

B. Staff Communications None

Being no further business, the meeting was adjourned.

Adjournment: 8:07 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

Christopher J. Johnson
Mayor

Approved as submitted: 5/5/14