

City of Northville
CITY COUNCIL SPECIAL MEETING MINUTES
January 12, 2015

Mayor Christopher Johnson called the meeting to order at 7:00 p.m. in the Northville City Hall Council Chambers, 215 West Main Street, Northville, Michigan.

Present: Mayor Christopher Johnson, Mayor Pro Tem James Allen, and Councilmember Nancy Darga.

Absent: Councilmember Sam Ekong (excused), Councilmember Ryan McKindles (excused)

Also Present: City Manager Patrick Sullivan, Finance Director/Treasurer Sandi Wiktorowski, Director of Public Works James Gallogly, Fire Chief Stephen Ott, Police Chief Michael Carlson, DDA Executive Director Lori Ward, City Clerk Dianne Massa, Northville Youth Assistance Director Sue Campbell, Housing Director Sherry Necelis, and DDA Member Carolann Ayers. There were no citizens present.

CITIZENS COMMENTS

None

APPROVAL OF AGENDA

Motion Allen, seconded by Darga to approve the agenda as presented. **Motion carried unanimously.**

FY 2015-2016 GOALS, OBJECTIVES, AND PRIORITIES

The City Manager briefly reviewed the FY 2014-2015 City Council Goals, Objectives and Priorities.

City Staff goals, objectives, and priorities reports were included as part of the City Council meeting packet. As the City Council had previously received and reviewed City Staff's goals and objectives, City Council determined that Department presentations or summaries were not necessary.

Instead, it was requested that Staff respond to questions from City Council, which are summarized as follows:

Building Department

Discussion and questions pertained to the continued reorganization of the Building Department, and whether it will be economically feasible to continue to use Carlisle/Wortman for building official and building inspection services or should a full-time Building Official be hired. Administration should consider reviewing and possibly raising building fees when warranted so as to pass the cost of these services on to the users.

City Clerk and Elections

It was noted that voter awareness efforts continue through use of the City Entrance signs, City News, Northville Matters, and use of the website.

Downtown Development Authority

Discussion pertained to the current efforts to combine the DDA Plan and subsequent amendments into one comprehensive document. A status report was given pertaining to the Wayfinding Sign project. Discussion ensued pertaining to the downtown dumpsters and continued illegal dumping. As the area is under surveillance, it was suggested that signs be posted to advise dumpers that the area is being monitored.

Finance and Administrative Services

The Finance Director was commended for efforts in helping the City achieve long-term financial stability. It was also suggested that the Citizens Budget Committee receive a status report on implemented recommendations.

Fire Department

None

Housing Commission

Discussion ensued pertaining to service/therapy animals.

Parks and Recreation

None

Police Department

Discussion pertained to the use of technology to keep officers on the road and the status of filling the vacant police officer position.

Department of Public Works

It was suggested that the DPW Director also use MITN (Michigan Intergovernmental Trade Network) to advertise construction projects. Discussion ensued pertaining to sidewalks, ADA compliance, and consideration of having another ADA assessment to see where improvements are needed.

Youth Assistance

None

CITY COUNCIL GOALS, OBJECTIVES, AND PRIORITIES FOR FY 2015-2016

Comments from Council found that its goals for FY2015-2016 remain consistent with the current goals, objectives, and priorities, broadly described as follows (and not ranked in any order).

High Priority

Long-Term Fiscal and Financial Stability: Continuation of the long-term fiscal and financial stability efforts outlined in the City Manager's report to City Council dated January 12, 2015. This includes continued implementation of significant measures to stabilize the budget through the reduction of expenditures, stabilization of revenues, reduction of the City's full-time work force, identifying partnerships to achieve efficiencies and savings, addressing long-term pension obligations and other post-employment benefit liabilities, and health insurance cost containment.

Medium Priority

Water and Sewer System Improvements: Remain current with the commitment to Michigan Department of Environmental Quality (MDEQ) to clean 20% of the City's sanitary sewer system

each year to comply with Abatement Order No. 2096. To minimize the possibility of sanitary sewer backups in the City, efforts to clean 50% of the City's sanitary sewers should continue.

Continue efforts to detect water loss through leak detection surveys and continue to monitor the City's water control. As the City plans its street improvement program for the next 20 years, water main replacement will become a significant part of the city's infrastructure enhancements.

Complete the sanitary sewer repair project for a portion of Allen Drive. The City should continue to explore sanitary sewer improvements in the area to further reduce the possibility of future basement backups in the area.

Continue to partner with Wayne County and several other neighboring communities to design a Long Term Corrective Action Plan (LTCAP) for sanitary sewer excess flow as required under Final Order of Abatement 2096 with MDEQ. Planning and design work done in FY2015 is expected to lead to construction in FY2017/2018.

Implementation of Downtown Strategic Plan/Preservation of Downtown Funding: The implementation of the Downtown Strategic Plan is almost complete and limited funding opportunities exist. Therefore, efforts should now focus on continuing to monitor efforts in Lansing that would reduce or eliminate the DDA and TIFA funding mechanisms, which provides the funding needed to improve the physical and economic environment of the downtown.

Continuation of the Wayfinding project, with completion anticipated during 2015.

Continue to work closely with its representatives in Lansing, the Michigan Municipal League, and the Michigan Downtown Association to weigh in on changes to DDA legislation, which could potentially reduce and restrict future tax increment financing revenue.

The DDA is currently in the process of amending and restating the Downtown Development and Tax Increment Financing Plan for the City of Northville. The benefits of amending and restating the plan include organizing and consolidating the original Plan and the six subsequent amendments to the Plan into one clear and concise document, extend the plan until the year 2040, include a list of future DDA projects and provide estimates and prioritization to these projects, and adjust the Development Area boundaries so that they would be the same as the Downtown District boundaries. This process should continue.

The DDA should also continue to work to encourage high quality, compatible private redevelopment with an emphasis on developing additional residential units in and adjacent to the downtown.

Street, Sidewalk, and Bike Path Improvement Connectivity: Continue the annual crack sealing program and the annual street and sidewalk program approved in 1997.

City Staff is preparing a long term street improvement program for Northville funding options for presentation to City Council in the near future.

The non-motorized pedestrian plan was completed in 2014 and was done with input from Northville Township, Wayne County Parks, and Northville Schools. The plan is expected to be used when improving City streets in the years ahead.

Completion of Joint Study with Northville Public Schools for Possible Co-Location of Offices: The City is undertaking a feasibility study with NPS to determine the feasibility of co-locating City and School administrative offices in the Old Village School building. The study will examine the cost of renovation of the Old Village School building, and also the cost of each organization remaining in their present location given the required maintenance and renovation required over the next 20 years.

Lower Priority

Retaining the Retail Operation of the Northville Post Office within the Central Business District: Continuing to work with the United States Postal Service (USPS) to address the needs of the post office while preserving the economic benefits of a post office (particularly the retail function) within the Central Business District.

The Post Office building is under lease through 2016. Future land use of the city-owned property, south of the Post Office, was addressed in the Community Master Plan update.

Development and Redevelopment Issues: Work to continue quality development and redevelopment of the McDonald Ford property and other areas in Cadytown. Complete work on the Cady Street Overlay Ordinance which will permit mixed use and residential land uses along the Cady Street Corridor.

Cemetery Build-Out: Continue working to develop the remaining portion of Rural Hill Cemetery within available resources.

River Bank Stabilization: City Staff should continue to monitor funding and grant opportunities to address river bank erosion and stabilizing the river banks.

Projects on Hold

Mill Pond Improvements/Watershed Enhancements are on hold due to lack of available funding sources. Staff will continue to monitor funding opportunities.

The City Manager was directed to summarize the proposed FY2015-2016 City Council goals, objectives, and priorities and place them on a future agenda for City Council review and adoption.

COMMUNICATIONS

Mayor and Council None

There being no further business to come before Council, the meeting was adjourned.

Adjournment: 7:39 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

Christopher J. Johnson
Mayor

Approved as submitted: 01/20/2015