

**City of Northville**  
**CITY COUNCIL REGULAR MEETING MINUTES**  
**February 16, 2016**

Mayor Roth 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 Ken Roth, Mayor Pro Tem James Allen, Councilmembers Nancy Darga, Sam Ekong, and Marilyn Price

**Absent:** None

**Also Present:** City Manager Patrick Sullivan, City Clerk Dianne Massa, Housing Director Sherry Necelis, and seven citizens

**PRESENTATIONS**

**A. Citizens Comments**

Laura Keller, 826 Revere Court, spoke on behalf of the Lexington Condo Homes Association. The Randolph Drain and retention pond runs through their property. The pond is 50% filled with silt, and there is erosion caused by a failed weir. The Oakland County Water Resource Commission is aware of the issues and hired an engineering firm to investigate. The proposed solution requires dredging the pond and repairing the up/down stream weirs. Work on this project has not begun and the Association would like a status update and projected project start date.

The City Manager stated that the Director of Public Works would report back to City Council on the status of this project. The report will also include the budget impact as the City (and the other affected communities) will be required to cost-share with Oakland County on the cost of this project.

The Mayor requested Ms. Keller leave her contact information for the DPW Director.

**APPROVAL OF AGENDA AND CONSENT AGENDA**

Comments from City Council pertained to the Kona Run. There continues to be issues with traffic control with the “soft” road closures. While vehicles should be held until it is safe to cross, residents complained that vehicles were held with no runners in sight. In the past, Run Marshalls had informed residents that the streets were “closed” and they could not enter or exit their neighborhood until the event had ended. Event organizers need to do a better job with coordinating traffic control, the soft closure procedures, and communicating with residents. The Kona Run organizers were put on notice that these issues must be rectified in order for this event to continue in Northville.

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

Approve City Council Minutes of:

- Regular Meeting of February 1, 2016

Receive Bills List:

- Checks #97364 to #97465, EFT #500226

- Checks #97466 to #97561

Receive Board and Commission Minutes: None

Receive Departmental Reports:

- Youth Assistance: 2/16

Board and Commission Appointments: None

Special Events Request / Flower Sale / May 27-28, 2016

Special Event Request / Kona Run / June 11, 2016

**Motion carried unanimously.**

## **PUBLIC HEARINGS**

### **A. Proposed Uses of Wayne County CDBG Funds – FY2016**

The City of Northville is expected to receive \$25,471 from the Wayne County Community Development Block Grant (CDBG) program for fiscal year 2016. CDBG funds are used to target low to moderate-income residents or to provide an urgent community need. The City of Northville does not have low/moderate income census tracts for project eligibility; however, the category of senior citizens qualifies as a presumed benefit group eligible for CDBG expenditures.

Recommendations for uses of FY2016 CDBG funds are as follows:

<b><u>Project Description</u></b>	<b><u>Amount</u></b>
<i>Public Services – Senior services</i> CDBG funds may be used for the operation of Senior Citizen Centers for transportation, staffing, etc,	\$ 3,821
<i>Rehab Public Residential - Allen Terrace</i> CDBG funds may be used to perform improvements, parking lot repairs, circuit breakers, lintels, attic ventilation and retaining wall, etc,	\$19,103
<i>General Program Administration</i> - The CDBG program allows a percentage of the annual allocation for program Administration.	<u>\$ 2,547</u>
<b>Total Estimated Allocation – Wayne County</b>	<b>\$25,471</b>

The CDBG application process requires two public hearings where residents are allowed to provide input on the proposed uses of the funds. The first public hearing was held on February 1, 2016.

Public Hearing opened at 7:38 p.m. No comment. Public Hearing closed at 7:38 p.m.

**Motion Darga, seconded by Allen** to adopt a resolution authorizing the use of fiscal year 2016 Wayne County Community Development Block Grant Funds as proposed. **Motion carried unanimously.**

## **NEW BUSINESS**

### **A. Finalization of 2016-2017 Goals, Objectives, and Project Priorities**

The City Council begins the annual budget process with formulating goals, objectives and project priorities for the upcoming fiscal year. The special meeting for this purpose was held on January 11, 2016.

The City Manager was directed to summarize the collective discussion. Accordingly, a draft summary was provided to City Council for review, revision, and/or approval. While the summary places goals in high, medium and low priority, no timeline is included in this summary.

Administration plans to accomplish the items on the Mayor's goal list in the timeframe listed in that document. All items identified by Mayor and Council as additional goals have either been added to the summary or incorporated into the Departmental goals. The Departmental goals that have changed since the session (Department of Public Works, Downtown Development Authority, Police Department, Fire Department, and Parks and Recreation) were also provided to City Council.

City Council Comments and Discussion: Pertaining to the goal of Boards and Commission Standards of Practice, it was commented that City Council should also consider a minimum percentage attendance for board members, to assist in securing a quorum for board meetings. It was questioned if a board chairperson should have a higher attendance percentage. There are some board members that fall short of 70% meeting attendance. Board meeting schedule frequency also needs to be considered when making an attendance percentage recommendation. A separate comment voiced that meeting start times might be a contributing factor to lower attendance percentages. While there was concurrence that some meeting times might need adjustment, it was also suggested that a change in the composition of certain boards might be necessary so that the members' personal schedules may accommodate the meeting time. The City Manager was directed to develop a method of soliciting attendance recommendations.

In response to a question on the goal pertaining to preparing a water system capital improvement plan that includes potential development of the Northville Downs area, it was explained that the plan has two parts: a list of infrastructure improvements, and a plan of how the improvements will be funded. There is infrastructure that needs to be built and the City will need to determine how to recoup a portion of the costs in order to extend those utilities to developers.

**Motion Allen, seconded by Price** to approve the finalization of the Northville City Council Goals, Objectives, and Project Priorities for FY2016-17. **Motion carried unanimously.**

## **MAYOR AND COUNCIL COMMUNICATIONS**

**A. Mayor and Council Communications** None

### **B. Staff Communications**

The City Manager noted that on February 12, 2016, a legislative breakfast was held at the Northville Chamber of Commerce. Legislators present gave updates on two bills. Proposed legislation that would affect historic districts will not likely come up for a vote. Proposed legislation that would affect Downtown Development Authorities/Tax Increment Finance districts will likely come up for a vote this year. Staff continues to monitor the bills.

**C. Citizen Comments** None

Being no further business, the meeting was adjourned.

**Adjournment: 7:49 p.m.**

Respectfully submitted,

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Dianne Massa, CMC  
City Clerk

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Ken Roth  
Mayor

Approved as submitted: 3/7/2016