

## WORK SESSION TOPICS

MARCH 25, 2019

### 1. Setting priorities for work session topics

(30 minutes)

Goal: Agree upon what topics/issues are of priority for the first part of year so we can prepare for and schedule work session discussions

#### Attachments:

- ✓ Timing of items that typically occur or already know need discussion
- ✓ Short description of potential topics
- ✓ Survey results of top 5 and bottom 10 from Commissioners (highlighted items are items that 4 or more Commissioners indicated)

#### Potential Questions:

1. How do you want to prioritize the list?

## DRAFT SCHEDULE OF TYPICAL ITEMS OR ITEMS ALREADY KNOW ABOUT

| <b>Date</b>  | <b>Work Session Topic</b>                    |
|--------------|--|
| April 8      | Many Commissioners requested no work session |
| April 22     | Capital Improvement Plan                     |
| May 13       | Sidewalk Snow Removal Report                 |
| May 28       | Capital Improvement Plan                     |
| June 10      |  |
| June 24      |  |
| July 8       |  |
| July 22      |  |
| August 12    |  |
| August 26    |  |
| September 9  |  |
| September 23 |  |
| October 14   | Operating Budget                             |
| October 28   | Operating Budget                             |
| November 11  | Operating Budget                             |
| November 25  |  |
| December 9   | None usually scheduled                       |
| December 16  | Meeting hopefully will be cancelled          |

## **A Description of the Potential Work Session Topics List**

### **1. Charter amendment for Mayor election**

- *Charter Amendment would result in popularly elected Mayor by voters*
- *Before completing significant research on wording, term, and impact on voting for other six City Commissioners, the Charter Committee wants to make sure there is enough interest in the concept*

### **2. Tax abatement requests for 410 W. Broadway**

- *Michigan Community Capital Development Agreement indicates an expected request for tax abatements including a neighborhood enterprise zone and obsolete property rehabilitation tax*
- *Once specific request is received from developer, will want to have a work session discussion with the City Commission to address any questions before the items are introduced for consideration*

### **3. Joint Water Study results**

- *City and Union Township contracted for a water study to look at the following three items:*
  - *Cost for Union Township to soften water*
  - *Cost for City to soften water for Union Township*
  - *Cost to address City's pressure needs on the south end of town*
- *Once the final study is presented by the consultant, the City Commission may need to discuss potential interest in pursuing bullets 2 and/or 3 above*

### **4. Recreational Marijuana Facilities**

- *Decide if City is going to allow recreational marijuana facilities*
- *If allowed, need to discuss limits on numbers and/or locations*
- *Based on that feedback, staff and attorney will then draft an ordinance for consideration*

### **5. Potential Master Plan discussion topics**

- *Mckenna & Associates expects to have drafts of some sections for feedback sometime in the second quarter of 2019*
- *Uncertain what those sections might be and what kind of work session discussion might be needed.*

### **6. Discussion on 2019 major goals**

- *City Commission agreed on three major goals for 2019*
  - *Downtown Success Growth*
  - *Housing Stock and Owner-Occupied*
  - *Tax Payer Benefit from Tax Dollars**(The identified plan is on page VIII of the Operating Budget)*
- *Staff may need further direction after some of the initial data is collected*

## **7. Medical Marihuana Ordinance review**

- *Ordinance requires a review and recommendations from the staff by December 2019*
- *Commission will want to review recommendations and determine if ordinance amendments are desired*

## **8. Purchasing Policy changes**

- *In early 2018 staff recommended changes to the dollar limits in the Purchasing Policy which require quotes, bids and City Commission approval*
  - *These dollar thresholds had not been adjusted since 2001*
- *Recommendation also included slightly increasing the dollar amounts related to local preference*
- *During the discussion, some City Commissioners requested consideration for additional expansion of local preference language*
- *Discussion also occurred regarding whether the conflict of interest language should be amended regarding employee owned businesses*

## **9. Property Maintenance Ordinance**

- *Discussions were held in 2018 about the potential of a Property Standards Ordinance*
- *This ordinance was intended to be a tool to stay ahead of potential problems which could have a negative impact on neighboring properties*
- *Ordinance also provided more ability to deal with graffiti issues and abandoned vacant properties*
- *Ordinance was drafted and shared with various neighborhood associations and the home builders association for feedback*
- *Feedback was fairly supportive with the only consistent concern being how best to deal with potential properties that could not afford to provide the necessary maintenance*
- *Commission should discuss before it is introduced for public hearing and consideration*

## **10. Solutions to barriers for infill development**

- *In 2018 the City Commission brainstormed on potential barriers that exist that may discourage infill development*
- *Commission asked for areas the City could impact that might have the positive impact on some of those barriers*

## **11. Recreation Authority for aquatic center**

- *Community Pool Group has requested units of government that would be interested in having a discussion about the creation of a recreation authority*
- *City representatives have indicated an interest in being part of those discussions*
- *As the discussion continue, the City Commission may need to discuss the potential benefits and/or impacts of being a partner in the authority*

## **12. Conference Room E renovation options**

- *Borden Building was originally designed to protect the assets of the building by being able to secure the bottom level during open meetings*

- *Since that time work sessions have become common and Conference Room E is not large enough*
- *Work session discussions have been held upstairs and because of the design of the building we have utilized a police officer on the first floor to be able to monitor the public traffic in and out of the building during that open meeting*
- *Staff has researched various options for renovating Conference Room E to make it larger so that the original design of the building of having open meetings in the secured first floor can be adhered to during open meeting*

### **13. Policy issues follow-up from OMA/FOIA Training**

- *Committee meetings –posting and minutes*
- *Confidential legal opinion distribution*
- *Commission group from emails*
  - *These three items came up as a result of the January training from City Attorney Mike Homier*
  - *Policy discussion needs to be held on each of them about whether we want to change our practices on how we handle these items*

### **14. Bike/vehicle and pedestrian/vehicle accident data**

- *This data has been provided to the City Commission over the last two years*
- *At fault data cannot be added to the information provided as it is not maintained in the system*
- *Commission requested an opportunity to talk about the value in continuing to provide this data*

### **15. Self-defense classes**

- *Commission asked about what is currently provided in the community for self-defense classes*
- *Information was provided earlier this year as well as information on City Police providing such classes in the future*
- *Various questions need to be answered about the Commission's desire if interested in adding this as a service*

### **16. Rental Housing-additional inspections (mechanical, electrical and plumbing) for converted units**

- *In 2017 the licensing fees for rental units and the penalties for unlicensed rentals were increased*
- *As part of that discussion it was also questioned whether existing units converted to rental units should require mechanical, electrical and plumbing inspections from the County before being licensed*
- *This additional requirement was to ensure compliance with current codes with the goal of increasing safety*

### **17. Building inspection**

- *When inspection fees were discussed in 2017 questions were raised about possible duplication of effort with the County*
- *It was suggested that a discussion on the pros and cons of having the County Inspector complete City inspections*

### **18. Dumpsters located in paved alleys**

- *During discussion related to special assessment for paved alleys, questions were raised about the impact of large garbage trucks being on paved alleys*
- *It was discussed whether dumpsters should be eliminated in paved alleys*
- *Initial review indicated this could have zoning impacts and whether we would be able to require changes for properties that currently exist*

### **19. Indian Pines south entrance**

- *In 2016 funds were allocated to better open and improve the northeast entrance to Indian Pines*
- *At that time discussions also occurred regarding the cost and benefits of opening the southwest entrance and decision was made not to pursue the south entrance*
- *It was indicated that further expansion could be discussed in future years*

### **20. Non-motorized plan-priority policies to focus on in 2018**

- *The non-motorized plan recommends a number of policies to be implemented in order to meet some of the goals outlined in the plan*
- *A number of the policies have been implemented in the City and a review of the remaining policies that were recommended was to occur to determine priorities*

### **21. Potential ordinance change for single day trash pickup by neighborhood**

- *When pickup times for trash in areas next to residential areas were restricted, preliminary discussion was held regarding implementing a restriction, which days to allow trash pickup in neighborhoods*
- *The goal was to divide the City into quadrants and implement an ordinance that allowed trash pickup in each quadrant only one day per week in order to minimize the truck traffic in neighborhoods*

### **22. Effectiveness of storm water ordinance-(Note: Still working with partners county-wide on stormwater matters)**

- *Stormwater ordinance was implemented in 2015 to mitigate impacts on neighboring properties*
- *The ordinance is required for compliance for new development and when significant reconstruction occurs*
- *Discussion would be centered around whether the ordinance is effective*

### **23. Police statistics**

- *Beginning in 2016 staff started providing quarterly statistics on crime reports*
- *The statistics grouped by incident type as reported to Michigan Incident Crime Reporting*

- *Question is whether the information is valuable to continue to share with the City Commission*

#### **24. Rental Housing Inspections: frequency based on good inspections**

- *In 2017 when the fees for rental housing inspections were increased to cover 100% of the cost, discussion occurred whether the frequency of inspections should be changed*
- *The concept revolved around whether less frequent inspections could be held for properties that had a positive history with no infractions*

#### **25. Sustainability goals**

- *This item has been on the list for a few years*
- *Discussion was to be centered around whether we were looking at community wide sustainability or sustainability within just the City organization*
- *Discussion was to provide direction on the desired priorities and outcomes*

#### **26. Incentives/strategy for owner-occupied conversions**

- *A 2009 policy allocated grant funds toward incentives to convert rental units to owner-occupied units*
- *In 2016 the program was suspended due to two reasons:*
  - *Concern was whether it was resulting in the desired outcome of increasing owner-occupied units*
  - *An incentive given that appeared to take advantage of a loophole in the guidelines*
- *Discussion was to be centered around what is the best use of the limited funds if the goal is to increase owner-occupied properties*

#### **27. Homeowner loan and emergency program**

- *At one point a state program existed to help provide homeowner loans for owner-occupied units; it was primarily administered by the County*
- *The parameters of that program have changed drastically over time*
- *Additional research was needed to determine what programs might be available and how it would coordinate with the above topic*

#### **28. Mt. Pleasant Center preferred development**

- *In 2016 public engagement occurred to brainstorm ideas about what the preferred use is for the land at the Mt. Pleasant Center*
- *In order to appropriately address the archeological concerns, plans for preferred development were put on hold*
- *Now that an MOA has been agreed to with the Tribe, archaeological work will begin this year which will help identify lands that are ready for future development*
- *A process needs to be agreed upon to determine the preferred development options are for the available land before any marketing is completed*

**Top 5 Priorities** (This question allows you to prioritize the whole list. Please just select your top five.)

|  | Respondent #1 | Respondent #2 | Respondent #3 | Respondent #4 | Respondent #5 | Respondent #6 | Respondent #7 | # of responses |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| Charter amendment for Mayor election   |               | 2             |               |               | 2             |               | 2             | 3              |
| Tax abatement requests for 410 W. Broadway   | 1             |               | 3             |               |               |               | 3             | 3              |
| Joint Water Study results  |               | 3             | 5             |               |               |               |               | 2              |
| Recreational Marijuana Facilities  | 2             | 1             |               | 3             |               |               | 1             | 4              |
| Potential Master Plan discussion topics  |               |               |               | 5             |               |               |               | 1              |
| Discussion on 2019 major goals   |               |               | 1             | 1             |               | 1             |               | 3              |
| Medical Marihuana Ordinance review   |               |               |               |               |               |               | 4             | 1              |
| Purchasing Policy changes  |               |               |               |               |               |               |               |                |
| Property Maintenance Ordinance   |               |               |               |               | 5             | 2             |               | 2              |
| Solutions to barriers for infill development   |               |               |               |               |               |               | 5             | 1              |
| Recreation Authority for aquatic center  |               |               |               |               |               |               |               |                |
| Conference Room E renovation options   | 3             |               |               |               |               |               |               | 1              |
| Policy issues follow-up from OMA/FOIA Training   |               |               |               |               |               |               |               |                |
| Bike/vehicle and pedestrian/vehicle accident data  |               |               |               |               |               |               |               |                |
| Self-defense classes-various questions related to potential of offering                                      |               |               |               |               | 3             |               |               | 1              |
| Rental Housing-additional inspections (mechanical, electrical and plumbing) for converted units              | 4             |               | 4             | 2             |               |               |               | 3              |
| Building inspection – new fees and coordination of inspections with County                                   |               |               |               |               |               |               |               |                |
| Dumpsters located in paved alleys  |               |               |               |               |               |               |               |                |
| Indian Pines south entrance  |               |               |               |               | 1             | 3             |               | 2              |
| Non-motorized plan-priority policies to focus on in 2018   |               | 4             |               |               |               |               |               | 1              |
| Potential ordinance change for single day trash pickup by neighborhood                                       |               |               |               |               |               |               |               |                |
| Effectiveness of storm water ordinance-(Note: Still working with partners county-wide on stormwater matters) |               |               |               |               |               |               |               |                |
| Police statistics –desired outcomes and uses   |               |               |               |               |               |               |               |                |
| Rental Housing Inspections: frequency based on good inspections  |               |               |               |               |               | 4             |               | 1              |
| Sustainability goals   |               |               | 2             |               |               |               |               | 1              |
| Incentives/strategy for owner-occupied conversions   |               |               |               | 4             | 4             |               |               | 2              |
| Homeowner loan and emergency program-needs to be coordinated with above topic                                |               |               |               |               |               | 5             |               | 1              |
| Mt. Pleasant Center preferred development  | 5             |               |               |               |               |               |               | 1              |



