



CITY OF ALBION CITY COUNCIL MEETING AGENDA

Meetings: First and Third Mondays – 7:00 p.m.

City Council Chambers ♦ Second Floor ♦ 112 West Cass Street ♦ Albion, MI 49224

COUNCIL-MANAGER
GOVERNMENT

Council members and
other officials normally in
attendance.

Garrett Brown
Mayor

Maurice Barnes, Jr.
Council Member
1st Precinct

Lenn Reid
Council Member
2nd Precinct

Sonya Brown
Mayor Pro Tem
Council Member
3rd Precinct

Marcola Lawler
Council Member
4th Precinct

Jeanette Spicer
Council Member
5th Precinct

Andrew French
Council Member
6th Precinct

Sheryl L. Mitchell
City Manager

The Harkness Law Firm
Atty Cullen Harkness

Jill Domingo
City Clerk

AGENDA

STUDY SESSION
Albion City Hall
Council Chambers
112 West Cass Street
Albion, MI 49224

Monday, March 12, 2018
7:00 p.m.

PLEASE TURN OFF CELL PHONES DURING MEETING

- I. CALL TO ORDER
- II. ROLL CALL
- III. CITIZEN'S COMMENTS (Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than five (5) minutes. Proper decorum is required.)
- IV. ITEMS FOR INDIVIDUAL DISCUSSION
 - A. Goal Setting Session
- V. CITIZENS COMMENTS (Persons addressing the City Council shall limit their comments to no more than five (5) minutes. Proper decorum is required.)
- VI. ADJOURN

NOTICE FOR PERSONS WITH
HEARING IMPAIRMENTS
WHO REQUIRE THE USE OF A
PORTABLE LISTENING DEVICE

Please contact the City
Clerk's office at
517.629.5535 and a listening
device will be provided
upon notification. If you
require a signer, please
notify City Hall at least five
(5) days prior to the posted
meeting time.

CATEGORY	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	resolution
GOVERNANCE	SUBCATEGORY	Sub Category					
	1. Participate in MML training to:	A. Update and make appropriate revisions to Council Rules & Procedures B. Make clarifications to processes C. Clarify roles of Mayor, Council & City Manager	Council	Council Budget	Participation in training; Adoption of updates	this will happen this week!	1
INFRASTRUCTURE	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED	COMMENTS	
	1. With available funding, the Council will determine whether or build a new water tower or expand the existing tower		Council working with City Manager & Staff,	USDA Grant & Matching; State Government	Whether a decision is made	Since Funding is received, this is a desiction not based on cost, too much, but rahter whether want one big water two smaller ones, with ther second one strategically placed. . .	1
EMPLOYMENT & BUSINESS RECRUITMENT	SUBCATEGORY	Sub Category					
	1. Establish a work group		Council; City Manager; Amy Deprez/EDC Director; Mike Tymkew/DDA; Herm McCall/EDC; Michigan Works; Amy Robertson/Albion Chamber of Commerce	Time	Study; Report	City Manager and council should be taking a back seat on this. The experts (EDC and county and state organizations are on this, we can be in the room, but we must work to trust our experts and their opinions.	1 Top Priority. Measurable work needs to be completed Quarterly
NEIGHBORHOOD STABILIZATION	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
	6. Research equipment costs, programming, etc. for public access cable channels		City Manager; Staff	Time	Report	this could be simple or could be complicated. . . Information on how the system works would be a start.	1

CATEGORY	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	resolution
NEIGHBORHOOD STABILIZATION							
	7. Research sustainable funding to address local transportation		City Manager; Staff; Council	Time; Personnel; Millage; Existing Transporters (Albion-Marshall Connector, Church Vans/Buses, Michigan Works	Report on options & costs	an ongoing initiative that we are a part of. . .	1
GATEWAY APPEAL							
	5. Identify possible funding for 94 bridge on Eaton Street (lights & signs)		City Manager; Staff			MDOT will not allow us. . . This is not worth spending our time.	1
GOVERNANCE							
	1. Participate in MML training to:		Council	Council Budget	Participation in training; Adoption of updates	this will happen this week!	1
		A. Update and make appropriate revisions to Council Rules & Procedures B. Make clarifications to processes C. Clarify roles of Mayor, Council & City Manager					

CATEGORY	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	resolution
GOVERNANCE							
		2. Schedule Trainings such as additional MML Trainings and other trainings (e.g., MSU Extension)				This should be an ongoing thing, IF we have resources. There is a lot that can be gained by reading documents, rather than spending money of training. Some of it is helpful, but we should not default to a person-to person training	2
		A. Make clarifications to processes					
		B. Clarify roles of Mayor, Council & City Manager					
GOVERNANCE							
		3. Research options and costs for updating the City Charter	Council, City Manager, Cit Budget (research needed)		Based on cost estimates & other factors, Council will determine whether to proceed	I cannot stress enough my dislike of this activity, it served no purpose, unless we actually want to actually make substantive changes to the charter, which I do not.	research completed by November 1st 2
INFRASTRUCTURE							
		2. Secure funding for water tower	Council working with City Manager & Staff	USDA Grant & Matching; State Government	Funding received	There will be a rate hike as part of our grant.	2
INFRASTRUCTURE							
		3. Develop a strategic plan for streets	Council; City Manager; Engineer Mickey Bittner; Environmental Consultant	Time; Staff Time; CIP Budget	Plan completion	This should be a 6 month process, and should include the possibility of a new millage (5 mil minimum) to help pay for it.	2
INFRASTRUCTURE							
		4. Implement development of GIS System	City Manager; Staff	Technical Support; Training	Quarterly Report	This will be predicated on funding and staffing and Whether or not we have a GIS VISTA next year.	2
INFRASTRUCTURE							
		5. Conduct a feasibility study for fiber optics	City Manager; Staff	City Manager to Determine	Research completed	I think this was answered with respect to the burying of cable. ..	2
GATEWAY APPEAL							
		1. Signage Projects	City Manager; Staff	Budget, Grants	Projects initiated	An ongoing thing, progress reporting?	2

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GATEWAY APPEAL	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
	2. Secure funding for code enforcement office to address blighted buildings		City Manager; Staff; City Attorney	Budget; Grants	Grant written & submitted	As part of the Budget planning for fall of 2017?	2
GATEWAY APPEAL	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
	3. Partner with service organizations for beautification (flowers & trees)		City Manager; Staff; EDC			we have no resources to help here so what will the partnership actually do?	2
GATEWAY APPEAL	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
	4. Identify possible funding for beautification of homes & businesses (paint & upkeep)		City Manager; Staff	VISTA (Neighborhood Stabilization); Citizens to Beautify Albion; Tree Committee		We should add Land Bank top the list of responsible parties, they are the first line of offense	2
NEIGHBORHOOD STABILIZATION	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
	1. Identify possible funding to address blight		City Manager; Staff; EDC	Personnel; Time	Report on findings	This an ongoing thing with all responsible parties, including council	2
		<ul style="list-style-type: none"> · Business District Austin Avenue · Albion Malleable (Harvard Site) · Remove Blighted Homes · Clean Neighborhood Streets · Neighborhood Beautification 					
NEIGHBORHOOD STABILIZATION	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
	2. Research the possibility of additional personnel for Code Enforcement		City Manager; Staff; ADPS	Personnel; Time; Finance Department; Unions	Report on findings	For Budget planning for 2018	2
		<ul style="list-style-type: none"> · Additional Staff in Code Dept. · Additional Staff in Public Safety 					

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3. Update zoning to reflect future vision for diversified housing		<ul style="list-style-type: none"> · Citizen Engagement · Initial Steps Toward Rezoning Effort 	City Manager; Staff	Planning Commission; Council	Zoning updates initiated; Citizen engagement effort that establishes a neighborhood zoning group	Zoning should certainly reflect present and future needs for the city.	2
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NEIGHBORHOOD STABILIZATION	SUBCATEGORY	Sub Category	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
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4. Implement "Adopt a Park" program			City Manager; Staff	Community Groups; Chamber of Commerce; Churches; Council	Report on adoptions of parks	This will have to come from the community, there are certainly folks with interest in working on our parks, we can start a program, but it should not have resources associated with it.	2
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5. Hold community outreach events for each precinct			Council; City Manager; Staff	City Staff; Time; Community Partners	Hold events	This should be on going and part of our structure as a city government.	2
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VISION & MISSION	SUBCATEGORY	subcategory	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
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1. Update City Motto		<ul style="list-style-type: none"> · Growing & Vibrant City · Flourishing Economy · Globally Diverse Population · Opportunities For All Residents · Overall Quality of Life 	Council	Time	City Motto updated	This could be a city wide initiative and we could make it a 6 month initiative with input from the community	2
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VISION & MISSION	SUBCATEGORY	subcategory	RESPONSIBLE PARTY	RESOURCES	SUCCESS WILL BE MEASURED BY:	COMMENTS	
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2. Review Update City/Vision & Mission Statement			Council	Time	City Vision & Mission Statement updated	We have a perfectly acceptable mission and vision statement for the city. No need to change it.	2
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