



**ALLEGAN CITY COUNCIL  
STRATEGIC PLANNING SESSION  
Saturday, January 19, 2013 - 9:00 AM-4:00 PM  
Griswold Auditorium  
401 Hubbard Street  
Allegan MI 49010**

**MINUTES**

Call to order: Mayor McDaniel called the special meeting of the Allegan City Council to order at 9:00AM.

Attendance:

Councilmembers: Clark, Day, Ingalsbee, Leverage, McKenzie, Tripp  
and Mayor McDaniel

Others: City Manager R. Hillard, Finance Director T. Stull  
and Deputy City Clerk L.Vander Clay

Absent: None

**I. 2013 Budget Schedule**

City Manager R. Hillard reviewed the schedule with City Council.

**II. Board Appointments and By-Laws**

City Manager R. Hillard reviewed each committee and indicated the changes requested by Mayor McDaniel. Councilmembers were in agreement to appoint as presented.

**III. 2012 City Council Goals**

City Manager R. Hillard reviewed the goals as discussed at the previous strategic planning session.

#### **IV. Board and Commission Issues**

##### **A. Personnel/Finance**

- **2012/13 Millage Review**

Councilmember Clark stated the Finance Committee has made a recommendation for the current millage rate of 16.4884 to continue and a resolution will be presented to City Council at the next meeting.

- **Personal Property Tax**

Council discussed the status of the tax and its importance to stay updated as rules are developed.

- **WWTP Staffing Issues**

City Manager R. Hillard reviewed the option of having staff from the DPW move to the WWTP which would comply with the MDEQ recommendation, but also create a savings in the general fund. City Council in support of this idea and would like staff to move forward with updates presented to the Finance Committee.

- **City Hall Financing Options**

Council would like to move forward with the purchase of the vacant building on Brady Street. Councilmember McKenzie feels this purchase will help the Riverfront Re-Design ideas and efforts. City Manager R. Hillard commented that he is researching multiple funding options. City Council voiced their support and would like staff to proceed.

- **Sports Complex Meeting with User Groups Regarding Fees/Maintenance**

City Manager R. Hillard reviewed the current fee structure. He recommended the Finance Committee to meet with the various groups and make a recommendation to City Council.

##### **B. Public Safety**

- **Code Enforcement**

City Manager R. Hillard reviewed the current process with Michigan Township Services. He would like to have Public Safety Committee; Historic District Commission; Planning Commission; Michigan Township Services and Attorney Ken Lane all attend a meeting to have a dialogue about the current process and changes that can be made going forward.

- **Rental Inspection Inventory and Fees**

City Manager R. Hillard reviewed the current fees being charged by Michigan Township Services for rental inspections and the fees being charged to the City for their services, however these fees don't match. He will be having a meeting with staff at Michigan Township Services and Public Safety Committee to provide a recommendation.

- **School Safety**

Meetings will be occurring with Allegan Public Schools and Chief R. Hoyer about identified needs and potential funding.

### **C. Development**

- **Industrial Development Projects**

City Council discussed a variety of projects in the works.

- **Highland Business Park Expansion**

City Manager R. Hillard continues to work with Allegan Township and AAESA and development options.

- **Allegan County Education and Economic Summit**

Mayor McDaniel encouraged everyone to attend this event on February 28<sup>th</sup> at the Silo.

- **Rockwell Site**

City Council reviewed the current status of the testing by the USEPA.

- **M-89 Corridor Study**

City Council were provided the long and short term goals of the committee.

- **Safe Routes to School – Middle School**

City Council discussed that the Allegan Public Schools have been invited to consider the program.

- **Zoning and Sign Ordinance Amendments**

The Planning Commission is currently reviewing the present ordinances and will be providing their recommendation to City Council.

- **Downtown Development Authority**

City Manager R. Hillard will be taking over as the DDA Director and Downtown Coordinator, with the intention to realign efforts at the Regent Theatre, Griswold Auditorium and Downtown events.

- **Riverfront Development Vision**

City Council discussed the process so far and were encouraged to participate.

- **Downtown Second Floor Housing**

City Manager R. Hillard is currently working with a developer from Grand Rapids on a project to encourage non-subsidized housing in the downtown.

- **Downtown Restrooms**

City Council discussed that if the vacant Brady Street building is purchased for a new City Hall, this could be a legitimate option.

- **Second Street Bridge Lighting**

Working to incorporate within the Riverfront Re-Design Plans.

- **County Courthouse Parking Area**

Councilmember Ingalsbee stated she and Linda Clark have had positive discussions with Dan Wedge at Allegan County regarding future green space once the jail has been demolished. Mr. Wedge will be in contact with the County Administrator with their ideas and concerns.

- **Farmers Market County Parking Area**

City Council discussed that the parking lot is owned by the County and that the vendors like the location.

- **Mill District Opportunities ~ R.V. Park/Recreational Uses/Food Hub**

City Council discussed potential ideas for the district.

- **Downtown Evening Restaurant Opportunity**

Marketing efforts to continue.

- **Downtown Hotel Opportunity**

City Council discussed ideas related to this use in the downtown.

- **Downtown Children's Museum**

City Council discussed the status and encouraged movement to improve the space.

- **Regent Theatre ~ Digital Projection**

A fundraising event will be taking place in February, 2013, with the need to raise the funds and have a digital camera installed by December 31, 2013.

- **Griswold/Regent Liquor License and Events**

City Council discussed possible options, including assistance from a 501 (c) 3.

- **Allegan Area Housing Summit**

City Council discussed the activity of the AAEDC on a meeting to discuss housing limitations in the area.

- **Positively Allegan Campaign**

City Council discussed the efforts of the AAEDC.

- **Allegan Fairgrounds Water Tower Internet Request**

City Manager R. Hillard discussed this request from the Allegan County Fair Board. They have limitations right now with their internet provider and currently can't provide the best service to their customers. City Council is in support of this request and authorized City Manager R. Hillard to move forward with discussions.

#### **D. Public Works**

- **Township Sewer Connections**

City Manager R. Hillard explained the process. City Council indicated they would need full support from Allegan Township to pursue.

- **Airport Red Hangar Ground Lease**

City Manager R. Hillard explained that the building on this ground is currently involved in litigation with the previous FBO and Fifth Third Bank. City Council would like to see how the litigation will be handled before moving forward.

#### **V. 2013 City Council Goals**

##### **Neighborhoods**

- **Enforcement**
- **City Resources**
- **Sidewalks**
- **Code Enforcement**
- **Street Light Upgrades**
- **Street Maintenance**

##### **Promote Downtown Riverfront Vision**

##### **Go Green**

- **Bike Path**
- **Walkable Community**
- **Grass Maintenance**

##### **Economically Pro-active**

- **Friendly Regulations**
- **Signage Modifications to enhance business**

- **Support EDC and jobs**

**Downtown Enhancements**

- **Public Restrooms**
- **Better Signage (wayfinding)**
- **City Hall Improvements**

**Capital Budgets**

- **Street Fund**
- **Parks Plan**
- **City Hall**

Mayor McDaniel adjourned the meeting at 4:15PM.

**Respectfully submitted,**  
**Lori K. Vander Clay**  
**Deputy City Clerk**