

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for the Rescheduled Council Meeting of August 12, 2024**

- Item 1      CALL TO ORDER  
Prerogative of the Mayor to call this meeting to order.
- Item 2      ROLL CALL  
Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3      PLEDGE OF ALLEGIANCE  
Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4      RECOGNITION OF COMMISSION MEMBERS  
Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5      ACCEPTANCE OF THE AGENDA  
Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.
- Item 6      CONSENT AGENDA  
All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items (6A-6D) listed under the consent agenda as presented.

**A. Approval of Minutes**

1. Council 07/15/24
2. Election Commission 07/01/24 with recommendation\*  
\*Recommendation approving the Certification of Election Inspectors and their rates of pay.
3. Planning Commission 06/25/24 with recommendation\*\*  
\*\*Recommendation to approve the Master Plan Draft with suggested amendments for the 63-day public review and comment period. (See agenda item 6B2).

4. Beautification Advisory Commission 06/12/24

**B. Bids/Proposals/Contracts**

1. AEW Design Fees for 2024/2025 Construction Projects
  - a) Memo 08/06/24 - Assistant Director of Public Services Crook
  - b) Proposed 2024/2025 Design Engineering Fees
2. Master Plan Draft - Distribution for Review
  - a) Memo 07/22/24 - Jill Bahm/Stephanie Osborn/Rose Kim (Giffels Webster)
  - b) Proposed Master Plan Draft

**C. Resolutions**

1. Mack Avenue and Vernier Road Intersection Improvement Resolution with Michigan Department of Transportation (MDOT)
  - a) Memo 08/06/24 - Assistant Director of Public Services Crook
  - b) Proposed Resolution
  - c) Proposed MDOT Contract 24-5300
2. Declaring Vacancy in Office and Adopting a Process for Filling the Vacancy
  - a) Committee-of-the-Whole Minutes Excerpt 06/17/24
  - b) Proposed Resolution

**D. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a) 707 N. Renaud Plot Plan Review - Invoice No. 152015 - Proj. No. 0160-0474 - 07/22/24 - \$57.15.
  - b) Sewer System Evaluation - Invoice No. 152021 - Proj. No. 0160-0449 - 07/22/24 - \$228.60.
  - c) Torrey Rd. Pump Station Cap. Improve. Plan - Invoice No. 152022 - Proj. No. 0160-0457 - 07/22/24 - \$1,200.15.
  - d) Water System CDSMI - Invoice No. 152023 - Proj. No. 0160-0461 - 07/22/24 - \$1,356.12.
  - e) Roslyn Rd. Watermain & Resurface (Mack/Marter) - Invoice No. 152024 - Proj. No. 0160-0464 - 07/22/24 - \$12,521.39.
  - f) Lake Front Park Splash Pad - Invoice No. 152025 - Proj. No. 0160-0465 - 07/22/24 - \$114.30.
  - g) 2023 Misc. Concrete Repair Program - Invoice No. 152026 - Proj. No. 0160-0466 - 07/22/24 - \$5,275.47.
  - h) Torrey Road Pump Station Generator - Invoice No. 152028 - Proj. No. 0160-0473 - 07/22/24 - \$1,594.20.
  - i) 2023-2024 General Engineering - Invoice No. 152029 - Proj. No. 0160-0472 - 07/22/24 - \$5,162.55.
  - j) 2023 Concrete Pavement Repair Program - Proj. No. 0160-0466 - Pay Estimate No. 2 (Fiscal Year End) - Mattioli Cement Co. LLC - 07/12/24 - \$31,011.60.

- k) Torrey Road Pump Station Generator - Proj. No. 0160-0473 - Payment No. 2 - Rauhorn Electric, Inc. - 07/31/24 - \$42,903.00.
- 2. Hallahan & Associates, P.C. - Professional Services
  - a) Invoice No. 21755 - June 2024 - 07/01/24 - \$191.64.
  - b) Invoice No. 21833 - July 2024 - 08/05/24 - \$1,111.49.
- 3. Keller Thoma - Legal Services - Invoice No. 126304 - July 2024 - 08/01/24 - \$87.50.
- 4. McKenna - Building/Planning Services
  - a) Invoice No. 21849-92 - Building Services - June 2024 - 07/24/24 - \$60,382.02.
  - b) Invoice No. 22-064-28 - Planning Services - June 2024 07/16/24 - \$1,942.50.
- 5. WCA Assessing - Assessing Services - Invoice No. 072324 - August 2024 - 07/23/24 - \$7,175.58.
- 6. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 210 - July 2024 - 08/02/24 - \$3,286.00.

Item 7        COMMUNICATION

Item 7A      RESIGNATION – PLANNING COMMISSION – GEORGE BAILEY  
 Prerogative of the Mayor to accept the resignation of George Bailey from the Planning Commission with regret, and direct that appropriate thanks and recognition be sent to Mr. Bailey.

Item 8        ORDINANCES

Item 8A      2<sup>ND</sup> READING - ORDINANCE AMENDMENT: CHAPTER 2 – ADMINISTRATION, ARTICLE III – DEPARTMENTS  
 Prerogative of the City Council to approve this proposed ordinance amendment as presented and make it effective 10 days after its enactment.

Item 8B      2<sup>ND</sup> READING - ORDINANCE AMENDMENT: CHAPTER 30 – PARKS AND RECREATION, ARTICLE I – IN GENERAL  
 Prerogative of the City Council to approve this proposed ordinance amendment as presented and make it effective 10 days after its enactment.

Item 8C      2<sup>ND</sup> READING - ORDINANCE AMENDMENT: CHAPTER 48 – WATERWAYS  
 Prerogative of the City Council to approve this proposed ordinance amendment as presented and make it effective 10 days after its enactment.

Item 9        NEW BUSINESS/PUBLIC COMMENT  
 Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 10

ADJOURNMENT

Upon the conclusion of New Business/Public comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,

A handwritten signature in black ink that reads "Frank Schulte". The signature is written in a cursive style with a large initial "F" and a long, sweeping underline.

Frank Schulte  
City Administrator