

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for the Regular Council Meeting of June 5, 2023**

- 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 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 listed under the consent agenda as presented.

**A. Appointment**

- 1. Senior Citizens' Commission (Mayor)
  - a. Pamela Solomon - Term to expire 12/31/24
    - 1. Biographical Sketch

**B. Approval of Minutes**

- 1. Council 05/15/23

**C. Bids/Proposals/Contracts**

- 1. Non-Union Employees
  - a. Memo 06/05/23 - City Administrator/Treasurer/Comptroller
- 2. AEW Design Fees for 2023/2024 Construction Projects
  - a. Memo 06/01/23 - Director of Public Services
  - b. Letters 06/01/23 - City Engineer
- 3. 2023 Miscellaneous Concrete Pavement Repair Program
  - a. Memo 06/01/23 - Director of Public Services
  - b. Letter 06/01/23 - City Engineer with Proposal

4. 2023 Sewer Cleaning and Closed-Circuit Television Investigation Program
  - a. Memo 06/01/23 - Director of Public Services
  - b. Letter 06/01/23 - City Engineer with Proposal

**D. Proclamation**

1. 100th Birthday - Theodore Mushenski

**E. Resolution**

1. FY 2023-2024 Industrial Waste Control (IWC) Charges
  - a. Memo 06/05/23 - City Administrator/Treasurer/Comptroller
  - b. Fee Schedule
  - c. Proposed Resolution

**F. Claims and Accounts**

1. Keller Thoma - Legal Services - Invoice No. 123954 - April 2023 - 05/01/23 - \$131.25.
2. McKenna - Building/Planning Services
  - a. Invoice No. 21849-74 - Building Services - April 2023 - 05/25/23 - \$47,840.35.
  - b. Invoice No. 22-064-12 - Planning Services - April 2023 - 05/25/23 - \$550.00.
3. WCA - Assessing - Assessing Service - Invoice No. 05152023 - June 2023 - 05/15/23 - \$6,833.50.

**G. Other City Business**

1. Parade/Bike Ride Permit Application - Citizens' Recreation Commission
  - a. Permit Application
  - b. Commission Request to Hold Special Event Application
2. Unpaid Invoices
  - a. Memo 06/05/23 - Treasurer/Comptroller
  - b. Landscaping & Cross Connection Invoices - 2023 Tax Roll

Item 6      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 7      PRESENTATION

Item 7A     Arbor Day Recognition and Poster Contest Prerogative of the City Council to receive the Tree City USA flag from the Tree Commission and announce the winners of the 2023 Arbor Day Poster Contest.

Item 8      COMMUNICATIONS

Item 8A

NEW QUOTA CLASS C LIQUOR LICENSE, CRISPELLI’S, LLC, 19852 MACK AVE. (FORMERLY KNOWN AS 19850 MACK AVE.) The City Attorney, in her letter dated May 31, 2023, states that Crispelli’s, LLC is requesting a new quota Class C Liquor License for 19852 Mack Avenue – (Formerly known as 19850 Mack Avenue). City Departments have carefully considered all of the review factors set forth in Sec. 4-24 (6) with no concerns identified with the applicant or the application, except that the proposed location is within 500’ of a church. Liquor licenses are prohibited by state law within 500’ of a school or church, but the Michigan Liquor Control Commission (MLCC) may waive this prohibition for all classes of liquor licenses if an objection is not filed by the church or school. If an objection is filed, the MLCC must hold a hearing before making its decision on issuing the license. If there is no objection from the church, which is located within 500’ of Crispelli’s proposed location, then a recommendation for approval of the Class C liquor license is appropriate.

State law has changed allowing transfers of quota liquor licenses in and out of communities. In order to restrict those transfers, some communities have required applicants to sign an agreement that require prior approval of the legislative body before the transfer of a quota liquor license can occur. The City Attorney is recommending that the City Council condition its approval of the recommendation upon the requirement that the applicant executes the attached agreement. She further recommends that the City Council’s approval be conditioned upon the applicant’s compliance with all federal, state, and local laws, including, but not limited to, obtaining a certificate of occupancy prior to opening for business.

I concur with her and the reviewing departments’ recommendations.

Prerogative of the City Council to concur with the City Attorney’s and Administration’s recommendations to approve the requested new quota Class C liquor license to Crispelli’s, LLC, 19852 Mack Avenue (Formerly known as 19850 Mack Avenue), conditioned upon the applicant’s compliance with all federal, state, and local laws, including, but no limited to, obtaining a certificate of occupancy prior to opening for business, and to authorize the execution of the attached agreement.

Item 8B

CHENE-TROMBLEY PARK CONSTRUCTION IMPROVEMENT PLAN The City Administrator, in his memo dated May 30, 2023, stated that bids came in significantly higher than anticipated. After meeting with local contractors, Administration and the Department of Public Services were able to obtain quotes more aligned with the original estimated project costs.

To move forward with this project, the City Administrator is recommending that City Council authorize purchase orders in an amount not to exceed \$561,035.31.

The City budgeted \$366,300.00 for the Chene-Trombley Park construction expenses in the FY 2022-2023 Account No. 401-902-977.104 - Municipal Improvements Parks and Recreation.

The City Administrator is requesting a budget amendment in the amount of \$194,866.00 into account 401-000-674.020 – Donations. The increase in revenue is from the GPW Foundation and the DeMars family to be used for the Tot-Lot Improvements and into expense Account No. 401-902-977.104 – Municipal Improvements Parks and Recreation.

Prerogative of the City Council to approve a budget amendment in the amount of \$194,866.00 into Account No. 401-000-674.020 – Donations and authorize the increase in revenue from the GPW Foundation and the DeMars family to be used for the Tot-Lot Improvements and into expense Account No. 401-902-977.104 – Municipal Improvements Parks and Recreation.

Item 8C      RESIGNATION: HISTORICAL COMMISSION – DELMAR HARKENRIDER  
Prerogative of the Mayor to accept the resignation of Delmar Harkenrider from the Historical Commission with regret, and direct that appropriate thanks and recognition be sent to Mr. Harkenrider.

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,



Frank Schulte  
City Administrator