

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for the Rescheduled Council Meeting of November 13, 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.
- Item5      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      OATHS OF OFFICE
- Item 6A-B   CITY COUNCIL MEMBERS AND MUNICIPAL COURT JUDGE The City Clerk will administer the Oaths of Office to the City Council Members and Municipal Court Judge.
- Item 7      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 (7A-7E) listed under the consent agenda as presented.

**A. Approval of Minutes**

1. Council 10/16/23
2. Election Commission 10/31/23

3. Planning Commission 07/25/23, Special 07/31/23, 08/22/23, and 09/26/23 with recommendations\*
  - \*1. Recommendation that Council approve the recommended variance of off street parking requirements to reduce parking spaces from 42 to 38, and the Zoning Board of Appeals grant the reduction of the number of off street waiting spaces from the bank drive-through from 48 to 14.
  - \*2. Recommendation that the current ordinance restricting front yard structures not be expanded to include within its exemptions raised planters.
4. Board of Retiree Health Care Benefit Plan & Trust 11/03/23
5. Board of Trustees for the Retirement System 11/03/23
6. Beautification Advisory Commission 09/13/23
7. Tree Commission 09/06/23 with recommendation\*, 10/04/23
  - \*1. Recommendation that City Council plant at least 50 trees per year for the next 10 years in addition to any trees being planted through any other infrastructure programs.

**B. Bids/Proposals/Contracts**

1. Contribution to Retiree Healthcare Trust Fund
  - a. Memo 11/08/23 - Treasurer/Comptroller
2. Lake Front Park Aquatic Facility Bleachers
  - a. Memo 11/03/23 - Director of public Services/Recreation Supervisor
  - b. Quote (Q285319) 10/31/23 - Park Warehouse LLC
3. 2023 DTE Energy Foundation Tree Planting Grant – Tree Purchase
  - a. Memo 11/02/23 – Director of Public Services
  - b. Invoice/Quote 10/21/23 – Landscape Source
  - c. Email 10/13/23 – Michigan Urban Forestry Coordinator (Kevin Sayers) with attachments

**C. Resolution**

1. Wayne County Annual Permit Community Resolutions
  - 1) Memo 11/06/23 - Director of Public Services
  - 2) Letter 10/05/23 - Wayne County - Permit Coordinator Indira Boda
  - 3) Maintenance Permit No. A-24054/Scope of Work/Conditions & Limitations/Indemnity & Insurance//Resolution
  - 4) Letter 10/24/23 - Wayne County - Permit Coordinator Indira Boda
  - 5) Pavement Restoration Permit No. A-24109/Scope of Work/Conditions & Limitations/Indemnity & Insurance//Resolution
  - 6) Letter 10/20/23 - Wayne County - Permit Coordinator Indira Boda
  - 7) Special Events Permit No. A-24142/Road Closure/Detour Guidelines/Banner Attachment Guidelines/Conditions & Limitations/Resolution

**D. Other City Business**

1. Unpaid Invoices

- a. Memo 11/08/23 - Treasurer/Comptroller
- b. Landscaping & Cross Connection Invoices - Winter 2023 Tax Roll

**E. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. - City Engineers

- a. Vernier Rd. Water Main Replacement - Invoice# 146398 - Proj.# 0160-0446 - 10/10/23 - \$8,322.27.
- b. Sewer System Evaluation - Invoice# 146401 - Proj.# 0160-0449 - 10/10/23 - \$1,067.40.
- c. Hampton Rd. Water Main & Resurface (Mack/Marter) - Invoice# 146402 - Proj.# 0160-0456 - 10/10/23 - \$8,194.88.
- d. Roslyn Rd. Water Main & Resurface (Mack/Marter) - Invoice# 146404 - Proj.# 0160-0464 - 10/10/23 - \$3,788.70.
- e. Lake Front Park Splash Pad - Invoice# 146405 - Proj.# 0160-0465 - 10/10/23 - \$457.20.
- f. 2023 Sewer CCTV Investigation - Invoice# 146406 - Proj.# 0160-0467 - 10/10/23 - \$3,203.23.
- g. 2023 Sewer Rehab Program - Invoice# 146407 - Proj.# 0160-0468 - 10/10/23 - \$1,478.79.
- h. 2023-2024 General Engineering - Invoice# 146415 - Proj.# 0160-0472 - 10/10/23 - \$746.10.
- i. 2023-2024 General Engineering - Invoice# 146776 - Proj.# 0160-0472 - 10/23/23 - \$23.31.

2. Giffels Webster - Professional Services - GPW Master Plan Update - Invoice# 130024 - Proj.# 2034600 - 10/05/23 - \$4,625.00.

3. Hallahan & Associates, P.C. - Professional Services - Invoice# 21003 - October 2023 - 11/03/23 - \$1,533.12.

4. Keller Thoma - Legal Services - Invoice# 124885 - October 2023 - 11/01/23 - \$175.00.

5. McKenna - Building/Planning Services

- a. Invoice# 21849-82 - Building Services - September 2023 - 10/24/23 - \$40,186.27.
- b. Invoice# 22-064-18 - Planning Services - September 2023 - 10/17/23 - \$2,629.50.

6. Plante Moran - Professional Services - Invoice# 10105333 - 10/24/23 - \$34,370.00.

7. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice# 1080425 - October 2023 - 11/08/23 - \$4,771.80.

8. WCA Assessing - Assessing Services - Invoice# 101323 - November 2023 - 10/13/23 - \$7,175.58.

9. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice# 137 -  
October 2023 - 11/01/23 - \$3,952.50.

Item 8      COMMUNICATIONS

Item 8A     ELECTION OF MAYOR PRO-TEM (COUNCIL)  
Prerogative of the City Council to appoint a Council Member to serve as Mayor Pro-Tem.

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