

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for the Regular Council Meeting of October 16, 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 (5A-5E) listed under the consent agenda as presented.

- A. Approval of Minutes**  
1. Council 10/02/23
- B. Monthly Financial Report**  
1. September 2023
- C. Bids/Proposals/Contracts**  
1. SMART Municipal and Community Credits Contract for FY 2023-2024  
a. Memo 10/13/23 - City Administrator  
b. Proposed Contract
- D. Resolution**  
1. Early Voting (EV) Plan  
a. Email 09/27/23 - Wayne County Elections Director

- b. Proposed Early Voting Plan
- c. Proposed Resolution
- d. Election Commission Minutes Excerpt 10/12/23

**E. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a. Roslyn Rd. Water Main & Resurfacing Project - Proj. # 0160-0464 - Pay Estimate No. 1 - Pamar Enterprises, Inc. - 10/05/23 - \$57,618.00.
  - b. Vernier Rd. Water Main Replacement (West Limit to Mack Ave.) - Proj. # 0160-0446 - Pay Estimate No. 1 - Fontana Construction, Inc. - 10/05/23 - \$286,264.16.
  - c. Hampton Rd. Water Main & Resurfacing Project (Mack Ave. to Marter Rd.) - Proj. # 0160-0456 - Pay Estimate No. 5 - Pamar Enterprises, Inc. - 10/05/23 - \$25,700.00.
  - d. 2022 Sidewalk Repair Program - Proj. # 0160-0452 - Pay Estimate No. 5 - JB Contractors, Inc. - 10/05/23 - \$40,736.10.
2. Hallahan & Associates, P.C. - Professional Services - Invoice # 20942 - September 2023 - 10/03/23 - \$1,259.31.
3. Keller Thoma - Legal Services - Invoice # 124804 - September 2023 - 10/01/23 - \$43.75.
4. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice # 1080285 - September 2023 - 10/10/23 - \$2,576.85.
5. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice # 129 - September 2023 - 10/04/23 - \$4,169.50.

- 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     GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) – CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING  
Prerogative of the Mayor to read and present the award.
- Item 7B     GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) – POPULAR ANNUAL FINANCIAL REPORT (PAFR)  
Prerogative of the Mayor to read and present the award.
- Item 8      COMMUNICATIONS
- Item 8A     MAJOR AND LOCAL ROADS CONSTRUCTION PROJECTS – BUDGET AMENDMENT  
Prerogative of the City Council to approve a budget amendment for the Hampton Road Resurfacing, 2022-2023 Sidewalk Repair, and 2022-2023 Concrete Repair Projects to

the accounts listed on the Treasurer/Comptroller/City Administrator's memo dated, October 6, 2023.

- Item 8B      CHENE-TROMBLEY PARK IMPROVEMENTS – BUDGET AMENDMENT  
Prerogative of the City Council to approve a budget amendment for the Chene-Trombley Park Improvements Project in the amount totaling \$467,000.00 to the line items listed on the Treasurer/Comptroller/City Administrator's memo dated, October 6, 2023.
- Item 8C      WORKER'S COMPENSATION FUND – BUDGET AMENDMENT  
Prerogative of the City Council to approve a budget amendment in the amount totaling \$75,000.00 from the General Fund to the Worker's Compensation Fund as listed on the Treasurer/Comptroller/City Administrator's memo dated, October 6, 2023.
- Item 8D      ACKNOWLEDGEMENT OF RECENT PASSING OF COMMISSION MEMBERS  
Prerogative of the Mayor to address the recent passing of Commission Members.
- 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      CLOSED SESSION (Requires Motion with Roll Call Vote)  
Consideration of a Closed Session, Pursuant to MCL 15.268(h) To consider material exempt from discussion or disclosure by state or federal statute.
- Item 11      ADJOURNMENT  
Upon the conclusion of the Closed Session 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