

DATE: June 19, 2025  
TO: City Council  
FROM: Melissa R. Marsh, City Manager  
SUBJECT: Agenda Comments – Regular Council Meeting of Monday, June 23, 2025

**PUBLIC HEARINGS:**

**MERS DEFINED CONTRIBUTION WITHDRAWAL AND TRANSFER AGREEMENT**

This public hearing is scheduled to receive public comments on the proposed Municipal Employees' Retirement System of Michigan (MERS) Defined Contribution (DC) Withdrawal and Transfer Agreement. As required by MERS Retirement Board Termination Policy and Procedure, the process to withdraw from this DC plan requires public notice at two consecutive regularly scheduled meetings of the City Council. The first public hearing was June 9, 2025, and the second is planned for today's June 23, 2025 meeting. The Resolution to Terminate Participation in the MERS 401(a) Defined Contribution Plan has been drafted which, if approved, will permit the city to execute the MERS Withdraw and Transfer Agreement.

Following the public hearing, staff recommends that the City Council approve the MERS Resolution to Terminate and MERS Withdrawal and Transfer Agreement.

**CONSENT AGENDA:**

**ST. JUDE IRAQ - RESOLUTION FOR CHARITABLE GAMING LICENSE**

St. Jude Iraq is a non-profit corporation that is located in the City of Madison Heights. They provide care and support to sick and orphaned children in Iraq, particularly those from religious minority communities and displaced families. They are seeking a raffle license from the State of Michigan. Per the State, they must submit a document titled "Local Governing Body Resolution for Charitable Gaming Licenses" as required by MCL 432.103a(i)(ii). This document must be reviewed by the Madison Heights City Council and resubmitted prior to approval of the license. A representative of St. Jude Iraq will be present at the meeting to answer any questions.

Staff recommends approval of the required Local Governing Body Resolution for Charitable Gaming Licenses for St. Jude Iraq.

## DIRECTOR OF PUBLIC SERVICES - SOCPWA MUTUAL AID AUTHORITY AGREEMENT

The City of Madison Heights has been a long-time member of the Southeastern Oakland County Public Works Association (SOCPWA), a group of public works professionals in the area who meet monthly to collaborate and exchange ideas. As part of this association, the City is also a member of its Mutual Aid Authority, with the last agreement dating back to 1987 (attached). SOCPWA recently updated this agreement to eliminate obsolete language related to seated committees, as well as membership requirements, such as providing an inventory list of available equipment and materials annually. These changes primarily relate to advances in technology and communications since the original agreement was drafted.

Staff recommends that Council approve the updated Agreement with the Southeastern Oakland County Public Works Association – Public Works Mutual Aid Authority and authorize the Mayor and City Clerk to sign on behalf of the City.

### **REPORTS:**

## FINANCE DIRECTOR - AMENDMENTS TO FY 2024-25 BUDGET AND CARRYFORWARDS TO AMEND FY 2025-26 BUDGET

The State of Michigan's Budget Law requires that any budget amendments be approved by the City Council. The budget amendments are submitted to ensure that the FY 2024-25 and FY 2025-26 Budgets are in compliance with state law. The most significant amendments are the FY 2026 carryforwards for projects that are budgeted in FY 2025 but will be expended or completed in the upcoming fiscal year. These improvements include the phone system upgrade, phase funding for the Fire Department Quint, trash cart roll-out, and ballfield lighting grant project. This approval requires a majority vote from the City Council.

Staff recommends the Council approve the budget amendments and carryforwards to the FY 2025 and FY 2026 budgets and appropriate the necessary funds.

## DIRECTOR OF PUBLIC SERVICES - TREE GRANT AND INVENTORY SERVICES

Earlier this year, the City Manager, with assistance from staff, submitted a grant for a federally funded Tree Planting and Inventory Program through the Michigan Department of Natural Resources (DNR). As part of the grant application process, the city solicited several firms to provide proposals for the tree inventory service. Davey Resource Group provided the most comprehensive and cost-effective proposal and has extensive experience performing this scope of work for this particular grant. On Monday, June 9, the city was informed that our grant proposal was selected, and Madison Heights was awarded full grant funding in the amount of \$119,350.

Staff recommends that Council consider two motions:

Motion #1: To authorize the City Manager to sign the Grant Agreement for the MDNR Urban and Community Forestry Inflation Reduction Act Grant in the amount of \$119,350

Motion #2: To authorize the City Manager to enter into a Professional Services Agreement with Davey Resource Group as has been deemed to be in the best interest of the city for an amount not to exceed \$52,000

## **BID AWARDS/PURCHASES:**

### **DIRECTOR OF PUBLIC SERVICES - ROSIE'S GARDENIA PARKING LOT REPLACEMENT**

The FY 2024-25 Budget included funding for the much-needed replacement of the Rosie's Park Gardenia Parking Lot. The project was bid, and upon tabulation and analysis, it was determined that the budgeted funding was insufficient, and an additional phase of funding was proposed and approved in the 2025-26 Budget. The project was re-bid in May, with Asphalt Specialists, LLC providing the lowest qualified bid. The City's consulting engineering firm Nowak and Fraus, performed the appropriate reference checks and due diligence on this company, and has determined that they are fully capable of performing this scope of work for the city, with similar projects undertaken in the immediate area.

Staff concurs with the recommendation of Nowak and Fraus and respectfully requests that Council award the Rosie's Park Gardenia Parking Lot replacement project to the lowest qualified bidder, Asphalt Specialists, LLC, of Pontiac, for a total project cost of \$176,185.00. Funding is budgeted and available in the 2025-26 fiscal year.