



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 9/26/23

**PREPARED BY:** Sean P. Ballantine, Director of Public Services

**AGENDA ITEM CONTENT:** Director of Public Services - Resolution for Designation of Street Administrator

**AGENDA ITEM SECTION:** Consent Agenda

**BUDGETED AMOUNT:**

**FUNDS REQUESTED:**

**FUND:**

**EXECUTIVE SUMMARY:**

Public Act 51 requires the local governing body to designate a single administrator to be responsible for and represent the municipality in transactions with the State Transportation Department pursuant to the Act. This position has historically been filled by the department head for public services.

**RECOMMENDATION:**

Staff recommends that Council approve the Resolution designating Director of Public Services Sean P. Ballantine as the Act 51 Street Administrator for the City of Madison Heights, and authorize the City Clerk to sign on behalf of the City. Mr. Ballantine will replace Mr. Almas as the City's Street Administrator.