

DATE: December 6, 2022

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments for the Regular Council Meeting of Monday, December 12, 2022

The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, December 12, 2022.

PUBLIC HEARINGS

SPECIAL APPROVAL SP 22-10, 32751 CONCORD DRIVE

Special Approval has been requested at 32751 Concord Drive for a gas station, convenience store, and drive-through restaurant. This former Steak n' Shake site is zoned B-3, General Business. Special Approval is required for gas stations in the B-3 General Business District, while convenience stores and drive-through restaurants are permitted by right within the B-3 zoning district. Gas stations are also subject to section 10.319(2) use-specific standards.

The staff has concerns regarding the proliferation of auto-related uses throughout the City; however, this site's proximity to the I-75/14 Mile Road interchange makes it conducive for this use. This project would also allow for the redevelopment and re-use of a vacant commercial building and bring the site into conformance with Zoning Ordinance standards. This project also introduces modern best practices such as reduced impervious surface, increased greenbelt, interior landscaping, and electric vehicle charging stations.

If City Council chooses to grant special approval, staff recommends the following conditions be satisfied upon submittal of the site plan application:

- 1) Parking - A minimum of 25 out of the existing 83 parking spaces be removed and replaced with greenbelt and interior landscaping.
- 2) EV Charging - A minimum of four (4) electric vehicle (EV) charging stations shall be provided.
- 3) Maximum Pumps - A maximum of six (6) fueling pumps (12 fueling stations) shall be permitted with any future modification of the gas station site that increases the number of pumps requiring special approval per the Zoning Ordinance.
- 4) Pedestrian Connection – The pedestrian connections to Concord Drive and Barrington Street shall be improved with an alternate paving material where they cross vehicular drive aisles. The material shall differ from the remainder of the drive aisle and shall not simply consist of a painted surface.
- 5) Elevations - Building elevations shall be substantially consistent with the renderings provided; the applicant shall be able to work with the CED Department to develop alternative elevations that meet the spirit of the renderings.
- 6) Hours of Operation - The gas station, convenience store, and restaurant shall not operate past midnight.

- 7) Use Specific Standards - The use shall comply with all use-specific requirements of Section 10.319(2) exclusive of item (c)

After the public hearing and discussion, City Council may take action on the requested special use. Any motion shall include concise findings based on special approval review standards and criteria, Section 10.201(4).

REPORTS

CDBG APPLICATION PROGRAM YEAR 2023

Last year staff was informed by Oakland County that the requirement for the CDBG Committee had been replaced with the requirement for City Council to post a 10-day public notice, hold a public hearing and approve the CDBG budget. Therefore, under these new guidelines, City Council must approve a PY 2023 CDBG application before Oakland County's deadline of December 23, 2022.

Traditionally, the CDBG program funded two main programs: Code Enforcement and Yard Service for low-income seniors and those with disabilities. Last year, City Council approved adding two new programs: Minor Home Repair and Mobile Home Minor Repair. Unfortunately, we have still not received notice from HUD whether our application was approved. Oakland County anticipates they will hear from HUD sometime in December 2022. For this reason, staff hasn't been able to evaluate the efficacy of these programs and make funding request adjustments. However, the staff is aware that there are a greater number of single-family homes that last year's funding would cover; therefore, staff has proposed to increase allocations to Minor Home Repair this Program Year (PY).

Also, like in prior years, staff received a funding request from Haven of \$2,500. This request has been submitted to the Police Department for continued support through the Police Drug Forfeiture fund.

To maximize the impact of the anticipated \$137,359 in CDBG allocation we expect to receive, staff recommends that activities and funding of the PY 2023 CDBG application should be as follows:

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| 1. Edison Park Parking Lot (ADA Accessible) | \$ 70,000.00 |
| 2. Senior Service- (Lawn Cutting Service) | 41,207.70 |
| 3. Minor Home Repair | 26,151.30 |

Anticipated Allocation Total	\$137,359.00
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BID AWARDS/PURCHASES

PURCHASE OF SECURITY CAMERAS

The FY 2023-27 Strategic Plan includes two action items related to the security of the renovated City offices and increased security for elections by installing security cameras at interior and exterior ballot drop boxes. Therefore, security cameras were discussed at the May ITAC meeting with a recommendation for Cisco Meraki equipment.

BPI, Staff, and the Police Department reviewed possible camera locations and identified 21 areas through the City Hall, Active Adult Center, and Library, including the cameras for the election drop boxes. The City Clerk has received a grant to fund these cameras for election security of \$1,260.

Therefore, staff recommends City Council approve a budget amendment for \$18,561 to 101-228-982-0000 and the purchase from CDW of 21 Cisco Meraki security cameras with licenses subscription. These cameras are available from CDW through the Michigan Master Computing MiDEAL program.

PURCHASE – FIRE GEAR WASHER AND DRYER

Appliances, including a new gear washer and dryer for Fire Station #2, are included in the Fire Station #2 Construction project budget. However, the City staff constantly works to supplement our budget in all areas with grant funding. As such, in September, we were notified that the Fire Department was awarded an Assistance to Firefighter Grant (AFG) for (2) gear washers and (2) gear dryers (one for each station). This grant requires a 10% match.

Staff requested bids for this equipment under grant guidelines and received the best price of \$48,446.44. Therefore the AFG grant will fund \$44,042.22 of the total, with the remaining \$4,402.22 funded by the construction project (city) 10% match.

Staff recommends City Council approve the purchase of two (2) fire gear washers from Univeral Laundry Machinery for \$24,468 and two (2) fire gear dryers for \$23,805.82 from Ram Air Gear Dryer under the FEMA FY 2021 AFG for a total amount of \$48,273.82.