

DATE: March 21, 2023

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments for the Regular Council Meeting of Monday, March 27, 2023

The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, March 27, 2023.

CONSENT AGENDA:

It is the recommendation that the City Council approve the following items as part of the Consent Agenda:

PURCHASE OF RADAR UNITS

The FY 2023 Budget included funding for replacing the Radar Units in the police vehicles for the purposes of traffic enforcement and speed detection. These units are beyond their useful life and in need of replacement.

Therefore, staff and I recommend City Council approve the purchase of fifteen (15) radar units and three (3) dual antenna units for a total of \$24,381 from the Michigan State Police contract as part of the consent agenda. Funding is budgeted and available.

RESOLUTION – COMMUNITY PROJECT FUNDING GRANT – PARK LIGHTS

The City has been notified that our application for the Community Project Funding Grant to replace park lights has advanced past the initial phase. This is excellent news, but in order to be considered further in the grant process, a resolution in support of the Community Project Funding Grant is required by City Council prior to March 28, 2023.

Staff recommends City Council adopt the Resolution in Support of the Community Project Funding Grant for City Park Lights - LED Conversion and Post Replacement as part of the consent agenda.

REPORTS:

FEE WAVIER REQUEST – MADISON HEIGHTS CITIZENS UNITED JUNETEENTH

Non-profit Madison Heights Citizens United has requested a waiver of all park and pavilion rental fees and temporary business licensing fees for the upcoming Juneteenth Celebration, to be held on Saturday, June 17, at Civic Center Park. This amounts to \$100.00 for the park rental, including the damage deposit, and \$100.00 for the temporary/seasonal business license application, for a total of \$200.00.

Although fee waiver requests such as these are infrequent and typically involve non-profit entities, they do require staff time to be prepared and added to the City Council Agenda and coordination with the timing of upcoming meetings.

Staff recommends this fee waiver request be approved and in the ongoing interest of streamlining these processes, it is recommended that Council consider a motion to empower Staff to administratively approve such fee waiver requests from non-profit organizations.

BID AWARDS/PURCHASES:

POLICE DEPARTMENT HVAC REPLACEMENT, PHASE 1

The FY 2023 Budget includes phased funding for the total replacement of the HVAC system at the police department. Four firms attended the pre-bid walkthrough, and a single bid was received by the deadline from Denny's Heating and Cooling, who has been the responsible low bidder on HVAC replacement and upgrades at the Active Adult Center, Library, Court, and the current Civic Center Campus project.

Upon review, it was found that the entire project greatly exceeded the budgeted amount. As it is within the City's ability to award a bid in part if it is determined to be in the best interest of the City, Staff and Energy Sciences, our consultant on this project requested that Denny's develop a phasing plan within an estimated budget amount.

Staff recommends that Council consider two motions:

1. To approve a Budget Amendment to account 101-301-987-0000 in the amount of \$46,100. (This takes a super majority (5) of the City Council to pass.)
2. To accept the selected parts of the proposal from Denny's Heating and Cooling, to be known as Phase 1 as presented, which includes the two options, as well as the project management and alternate 3, 4, and 5 from the initial bid response, for a total cost of \$496,100.