



A G E N D A

CITY COMMISSION MEETING

Monday, June 07, 2010

7:00 PM

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Announcement, Acknowledgments, and Communications and Reports.

Introduction of Sergeant Matthew Murphy, Command Officer for the Macomb County Sheriff's Office.

Community In Schools Will Make a Presentation to the City on Behalf of the Cairns Community Center.

5. Adoption of Agenda.
6. Public Comments.
7. Administrative Response to Issues or Questions Raised During Previous Meetings.
8. Approval of Minutes.
9. General Business

9-A - Request Approval to Continue the Publication and Distribution of the City Newsletter through C & G Newspapers.

9-B - Request for Approval of the 2009-2010 Fiscal Year Budget Amendments.

9-C - Approve Purchases and Payment of Invoices.

10. Consent Agenda

10-A - Appointments to Boards, Committees and Commissions.

10-B - Request by the Mount Clemens Lions to Change the Location of the Beverage Tent.

10-C - Request Approval for First United Methodist Church to Hold a Picnic in Wilson Park.

10-D - Approve Placement of Delinquent Special Assessments, Utility Bills, and Miscellaneous Invoices on Tax Roll.

10-E - Request City Commission Approval of Changes to the Downtown Development Authority Bylaws.

10-F - Approval of the Dates for Regular City Commission Meetings for the 2010/2011 Fiscal Year.

10-G - Request Approval of Letter of Understanding Between the City of Mount Clemens and Petitpren, Inc., to Permit the Bud Light River Sight and Sound Concert Series for Calendar Year 2010.

10-H - Request Approval of a Special Event to Be Held at Shadyside Park on July 16, 2010.

11. City Manager's Report.

12. Commissioners' Comments.

13. Executive Session

Collective Bargaining Agreement Strategy and Negotiations.

14. Adjournment.

The City of Mount Clemens will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon one week-notice to the City of Mount Clemens. Individuals with disabilities requiring auxiliary aids should contact the City of Mount Clemens by writing or calling the following:

City Clerk's Office
One Crocker Boulevard
Mount Clemens, Michigan 48043
586.469.6818, Extension 310
911 - TDD

EXPLANATION OF AGENDA – June 7, 2010

Agenda Item No. 9-A

Request Approval to Continue the Publication and Distribution of the City Newsletter through C & G Newspapers

For the past three years, the City has published a newsletter utilizing C & G Newspapers for the distribution of the newsletter through the *Journal*. We continue to receive very positive feedback from the residents and various readers indicating that they find the articles in the newsletter both informative and useful. For that reason, we would like to continue this publication but would like to do so at a reduced rate.

The City has solicited quotes from C & G Newspapers to continue to distribute the *Clementines* newsletter through the *Journal* for the next year. As a cost savings measure, Administration would like to change the layout format of the quarterly newsletter. We have received a rate proposal which would include a change to the paper stock and a change to the size of the newsletter from 8 pages to 4 pages with a layout of 10.5” x 13.5” instead of 8.5” x 11”. The newsletter would include more color and the larger page will stick out approximately 1” after it is inserted in the *Journal* making it easier for readers to notice. **Changing to this format realizes a cost savings of \$2,632 per year.**

At this time, we are seeking approval to publish the newsletter with the specified changes at the schedule and rates listed below:

Publication Schedule and Rates:

| | |
|-----------------------------|----------------|
| July, August, September | \$1,070 |
| October, November, December | \$1,070 |
| January, February, March | \$1,070 |
| April, May, June | <u>\$1,070</u> |
| | \$4,280 |

SUBMITTED BY: Douglas C. Anderson, City Manager

RECOMMENDED MOTION: Move to approve the printing and distribution of the *Clementines* newsletter on a quarterly basis with the recommended specification changes at a cost of \$1,070 per publication.

EXPLANATION OF AGENDA – June 7, 2010

Agenda Item No. 9-B

Request for Approval of the 2009-2010 Fiscal Year Budget Amendments

Attached please find the budget amendments for all City funds. Michigan's Uniform Budgeting and Accounting Act, as amended by P.A. 621 of 1978, require subsequent amendments to the original adopted budget (General Appropriations Resolution) for any activity that exceeds its budget appropriation.

Under separate cover, I have sent a Memorandum which summarizes the adjustment request in each activity.

SUBMITTED BY: Marilyn J. Dluge, Finance Director

RECOMMENDED MOTION: To amend the City of Mount Clemens 2009-2010 budgets as submitted.

EXPLANATION OF AGENDA – June 7, 2010

Agenda Item No. 9-C

APPROVE PURCHASES AND PAYMENT OF INVOICES

| VENDOR (PURCHASES) | DESCRIPTION | FUND/ DEPARTMENT/ APPROPRIATION | ACCOUNT NUMBER | AMOUNT | CURRENT BALANCE |
|---|---|---|-------------------|------------|--------------------|
| 1. East Jordan Iron Works, Inc. 301 Spring Street P.O. Box 439 East Jordan, MI 49727 | Estimated annual Requirement of Water pipe and Fittings | Water-Utilities Fund/ Transmission/ Water Pipe and Fittings | 591-53704-789000 | \$7,786.46 | \$17,300.93 |
| 2. Marine City Nursery Company P.O. Box 189 Marine City, MI 48039 | Tree Planting (60) A portion of This expense will Be paid for with DTE Grant Monies | Major Street Fund/ Forestry/ Contractual Services | 202-78100-818000 | \$7,000.00 | \$14,621.70 |
| | | Local Street Fund/ Forestry/ Contractual Services | 203-78100-818000 | \$5,000.00 | \$5,000.00 |
| 3. Osburn Associates, Inc. P.O. Box 912 Logan, OH 43138 | Estimated annual Requirement of Sign Material | Major Street Fund/ Traffic Control/ Traffic Control Supplies | 202-47400-792000 | \$2,571.30 | \$2,987.48 |
| | | Local Street Fund/ Traffic Control/ Traffic Control Supplies | 203-47400-792000 | \$2,571.30 | \$2,586.42 |

| VENDOR (INVOICES) | DESCRIPTION | FUND/ DEPARTMENT/ APPROPRIATION | ACCOUNT NUMBER | AMOUNT | CURRENT BALANCE |
|--|---------------------------------|---|-------------------|------------|---------------------|
| 1. Michigan Municipal League P.O. Box 7409 Ann Arbor, MI 48106 | Annual Membership Renewal | General Fund/ Community Promotions/ Memberships and Dues | 101-17220-803000 | \$6,300.00 | 2010/2011 Budget |

SUBMITTED BY: Marilyn Dluge, Finance Director/Treasurer

RECOMMENDED MOTION: Approve purchases and payment of invoices as presented.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-A

Appointments to Boards, Committees and Commissions

Local Officer's Compensation Commission

Mayor recommends reappointing Jack Heitchue to the Local Officer's Compensation Commission. This is a 5-year term (in progress) which will expire June 30, 2013.

Traffic Safety Committee

Mayor recommends reappointing Brian Miller to the Traffic Safety Committee. This is a 3-year term which will expire January 31, 2013.

Mayor recommends appointing Tony Bursey to the Traffic Safety Committee (to replace Larry Traylor). This is a 3-year term which will expire January 31, 2013.

Construction Code Board of Appeals

Mayor recommends reappointing Brian Stadler to the Construction Code Board of Appeals. This is for a 3-year term which will expire June 30, 2013.

SUBMITTED BY: Barb Dempsey, Mayor

RECOMMENDED MOTION: To approve appointments as presented.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-B

Request by the Mount Clemens Lions to Change the Location of the Beverage Tent

The Mount Clemens Lions were granted approval to hold a Carnival and Beverage Tent from Thursday, June 17, 2010 through Sunday, June 20, 2010. After meeting with the Carnival Company, they have decided that they would like to move the beverage tent to a different area of the Roskopp Lot, as outlined in the attached map. All other aspects of their original request will remain the same.

SUBMITTED BY: Bonnie M. McInerney, Director
Community Development Department

RECOMMENDED MOTION: Approve the updated location for the Lion's Beverage Tent for June 17, 18, 19 and 20, 2010, as outlined in the attached map.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-C

Request Approval for First United Methodist Church to Hold a Picnic in Wilson Park

First United Methodist Church is requesting permission to utilize Wilson Park and Gymnasium on Sunday, July 18, 2010, to host a picnic. The hours of the event are Noon to 4:00 p.m. Event organizers are aware of the rental fee for the use of Wilson Gymnasium and have provided the required insurance.

SUBMITTED BY: Bonnie M. McInerney, Director
Community Development Department

RECOMMENDED MOTION: Grant permission to First United Methodist Church to host a picnic in Wilson Park and Gymnasium on Sunday, July 18, 2010.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-D

Approve Placement of Delinquent Special Assessments, Utility Bills, and Miscellaneous Invoices on Tax Roll

Each year it is necessary to place delinquent bills on Special Assessment Rolls for collection. Attached are:

- 1) Special Assessment Roll 10-02 for delinquent utility bills as follows:

| | |
|--|---------------------|
| Delinquent Utility/Water Bills | <u>\$113,121.35</u> |
| Total Special Assessment Roll 10-02 | \$113,121.35 |

- 2) Special Assessment Roll 10-03 for delinquent miscellaneous invoices as follows:

| | |
|--|-------------------|
| Delinquent Special Sanitation | \$1,277.38 |
| Delinquent Weed Cutting | \$5,643.46 |
| Delinquent Downtown Maintenance | \$1,524.36 |
| Delinquent Miscellaneous | \$812.91 |
| Delinquent Snow Removal | <u>\$105.00</u> |
| Total Special Assessment Roll 10-03 | \$9,363.11 |

SUBMITTED BY: Marilyn J. Dluge, Finance Director/Treasurer

RECOMMENDED MOTION: To approve delinquent Special Assessment Rolls 10-02 and 10-03 and their placement on the City Tax Roll for 2010.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-E

Request City Commission Approval of Changes to the Downtown Development Authority Bylaws

At the request of the Mayor, the Mount Clemens Downtown Development Authority (DDA) approved a change to its Bylaws at its regularly scheduled April 7, 2010, Board of Directors meeting.

The minor modification allows for long serving Mount Clemens DDA Board of Directors to be appointed by the Mayor to serve in an advisory capacity to the Board of Directors. These directors will serve as Honorary Directors. They will continue to receive communications from the City and DDA. They may attend and contribute at meetings, but they will no longer be voting members of the Board of Directors.

SUBMITTED BY:

Arthur F. Mullen, AICP
Executive Director
Mount Clemens Downtown Development Authority

RECOMMENDED MOTION:

Approve the Amendment to the Mount Clemens Downtown Development Authority's Bylaws.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-F

Approval of the Dates for Regular City Commission Meetings for the 2010/2011 Fiscal Year

The following schedule indicates dates of the Regular City Commission Meetings held on the first and third Monday of each month for the 2010/2011 fiscal year:

- * Tuesday, July 6, 2010
- Monday, July 19, 2010
- Monday, August 2, 2010
- Monday, August 16, 2010
- * Tuesday, September 7, 2010
- Monday, September 20, 2010
- Monday, October 4, 2010
- Monday, October 18, 2010
- Monday, November 1, 2010
- Monday, November 15, 2009
- Monday, December 6, 2010
- Monday, December 20, 2010
- Monday, January 3, 2011
- * Tuesday, January 18, 2011
- Monday, February 7, 2011
- * Tuesday, February 22, 2011
- Monday, March 7, 2011
- Monday, March 21, 2011
- Monday, April 4, 2011
- Monday, April 18, 2011
- Monday, May 2, 2011
- Monday, May 16, 2011
- Monday, June 6, 2011
- Monday, June 20, 2011

*These dates have been changed due to conflicts with holidays.

SUBMITTED BY: Douglas C. Anderson, City Manager

RECOMMENDED MOTION: Approve the schedule of Regular City Commission Meetings for the 2010/2011 fiscal year as presented.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-G

Request Approval of Letter of Understanding Between the City of Mount Clemens and Petitpren, Inc., to Permit the Bud Light River Sight and Sound Concert Series for Calendar Year 2010

Petitpren Inc. is requesting approval of the attached dates to host the Bud Light River Sight and Sound Concert series. A letter of understanding, prepared by the City Attorney, that outlines the terms and conditions of the proposed series is included for review and approval.

Petitpren will underwrite the cost of production and entertainment fees. The Downtown Development Authority has agreed to underwrite the cost of services provided by the Macomb County Sheriff's Office and the Department of Public Services.

SUBMITTED BY:

Bonnie M. McInerney, Director
Community Development Department

RECOMMENDED MOTION:

Approve the letter of understanding between the City of Mount Clemens and Petitpren, Inc., to permit the Bud Light River Sight and Sound Concert Series for calendar year 2010.

EXPLANATION OF CONSENT AGENDA – June 7, 2010

Agenda Item No. 10-H

Request Approval of a Special Event to Be Held at Shadyside Park on July 16, 2010

The Macomb Coalition Against Homelessness has requested the use of Shadyside Park on July 16, 2010 to hand out 50 backpacks to homeless individuals living in and around the area. This will be their second year of handing out the backpacks in the park.

No additional City services will be required and they have committed to providing the required Certificate of Insurance.

SUBMITTED BY:

Bonnie M. McInerney, Director
Community Development Department

RECOMMENDED MOTION:

Approve the use of Shadyside Park by the Macomb Coalition Against Homelessness on July 16, 2010 from Noon to 4:00 p.m.

EXPLANATION OF AGENDA – June 7, 2010

TO: The Honorable Mayor Barb Dempsey and
All City Commissioners

FROM: Douglas C. Anderson, City Manager

DATE: June 3, 2010

RE: Report from the City Manager's Office

1. City Commission Meetings: There will be a City Commission Work Session on Monday, June 7, 2010, at 5:30 p.m. Topics on the agenda include a name change request for Wilson Park, a request from Funfest Productions regarding future Stars and Stripes Festivals, discussion regarding automated payment services, and discussion regarding the Noise Ordinance. The Regular City Commission meeting will begin at 7 p.m.
2. Lawndale Park: Preparations are being made to Lawndale Park to accommodate the Blitz Build park playground. The community build will take place on Saturday, June 19, 2010, weather permitting. Those wishing to volunteer can contact the Downtown Development Authority at 586.469.4168.
3. Farmers Market: The Strawberry Social will take place on Saturday, June 19, 2010, beginning at 8:30 a.m. For more information, please call 586.493.7600.