



**PONTIAC CITY COUNCIL
STUDY SESSION**

May 25, 2017

12:00 Noon

188th Session of the 9th Council

It is this Council's mission "To serve the citizens of Pontiac by committing to help provide an enhanced quality of life for its residents, fostering the vision of a family-friendly community that is a great place to live, work and play."

Call to order

Roll Call

Authorization for excused absences for councilmembers

Approval of the Agenda

Approval of the Minutes

1. May 18, 2017

Closed Session

2. Ogg vs. the City of Pontiac
3. Buck vs. the City of Pontiac

Public Comments

AGENDA ITEMS FOR CITY COUNCIL CONSIDERATION

4. Request for a 1st reading of an Ordinance to amend various sections of Chapter 22, Article VI of the City of Pontiac Code of Ordinances.
5. Report received to discuss Water & Sewer Rates for FY 2018.
6. Youth Recreational Millage Report (Deferred from 2 weeks ago)
7. Request for approval of Additional Staff for the Youth Recreation Program. (Aide, Specialist, and Manager)

Adjournment

May 18, 2017

**Official Proceedings
Pontiac City Council
187th Session of the Ninth Council**

A Formal Meeting of the City Council of Pontiac, Michigan was called to order in City Hall, Thursday, May 18, 2017 at 6:00 P.M. by President Patrice Waterman.

Call to Order at 6:00 p.m.

Invocation – Pastor Matlock

Pledge of Allegiance

Roll Call

Members Present: Holland, Pietila, Taylor-Burks, Waterman, Williams and Woodward.

Members Absent: Carter.

Mayor Waterman was present.

Clerk announced a quorum.

17-144 **Excuse Councilperson Randy Carter for personal reasons.** Moved by Councilperson Woodward and supported by Councilperson Williams.

Ayes: Holland, Pietila, Taylor-Burks, Waterman, Williams and Woodward.

No: None

Motion Carried.

17-145 **Approval of the Agenda.** Moved by Councilperson Woodward and supported Councilperson Pietila.

Ayes: Pietila, Taylor-Burks, Waterman, Williams, Woodward and Holland

No: None

Motion Carried.

17-146 **Journal of May 11, 2017.** Moved by Councilperson Pietila and supported by Councilperson Taylor-Burks.

Ayes: Taylor-Burks, Waterman, Williams, Woodward, Holland and Pietila.

No: None

Motion Carried.

17-147 **Resolution recognition for the Young Heroes.** Moved by Councilperson Woodward and supported by Councilperson Williams.

Whereas, it is the desire of the city to endorse, recognize, and support its young people for their academic, civic achievements, as well as those who contributed to their success; and,

Whereas, The Delta Fortitude Foundation (DFF) is a 501(C) 3 non-profit organization established in 2001 in Pontiac, Michigan, the mission of the organization is to enhance the quality of life of the citizens and youth in the Pontiac metropolitan area, with emphasis on African American males; and,

May 18, 2017

Whereas, the Salute to Young Heroes is an eight-month program designed to address the crisis that our young African American males face today; and,

Whereas, the Mayor and members of the Pontiac City Council salute the Young Heroes of 2014;

Dre'Shawn C. Allen, Caleb H. Baines, Malcom D. Clark, Derrick Johnson Jr., Robert E. T. Patten and Ziere D. Sasnett.

Now, therefore, Be It Resolved, that on behalf of the citizens, the Mayor and members of the Pontiac City Council, we applaud and celebrate the achievements of these young men and give special thanks to The Delta Fortitude Foundation as they celebrate their 18th Annual Gala Celebration honoring our Young Heroes of 2017 at the Pontiac Marriott on Sunday, June 11, 2017.

Ayes: Waterman, Williams, Woodward, Holland, Pietila and Taylor-Burks

No: None

Resolution Passed.

17-148 **Resolution recognition of Education's Power Couple Jimmy and Dorothy King.**
Moved by Councilperson Woodward and supported by Councilperson Williams.

Whereas, It is the sense of this legislative body to pay proper tribute to individuals of great character and whose lives have been dedicated to uplifting and empowering the community; and,

Whereas, Zeta Phi Beta Sorority, Inc., Lambda Rho Zeta Chapter, in partnership with the Pearls of Hope Foundation celebrates the 34th Annual Finer Womanhood Scholarship Luncheon; and,

Whereas, this year, recognition is bestowed upon "Education's Power Couple," Jimmy and Dorothy King; and,

Whereas, Jimmy and Dorothy King have impacted the Greater Pontiac Community not only through their educational teaching skills, but their demonstration for the love of people; and,

Whereas, Jimmy and Dorothy King have pursued excellence through education as both Jimmy and Dorothy obtained Bachelor of Arts degrees, Jimmy from Albany State College and Dorothy from North Carolina Central University; and,

Whereas, Dorothy King went on to receive a Master and Post Masters degrees from Oakland University; and,

Whereas, Jimmy and Dorothy King developed a passion for educating and coaching our youth; and,

Whereas, as educators, both Jimmy and Dorothy King dedicated over 40 years of service to the Pontiac School system; and,

Whereas, Jimmy and Dorothy King distinguished themselves in their profession by their dedication and substantial contribution to the welfare of their community; and,

Whereas, Jimmy King dedicated over 40 years coaching football, basketball and girl's track; and,

Whereas, Dorothy King, faithfully committed 32 years as an official scorekeeper for PNHS Basketball teams and 32 years as a Video Technician for the PNHS Football team; and,

Whereas, the powerful couple has received countless honors and awards and are members of various prestigious organizations; and,

Whereas, Jimmy King is a 51 year member of Kappa Alpha Psi Fraternity, Inc. and a recipient of the Kappa White Jacket and Dorothy King is a Diamond Life Member of Zeta Phi Beta Sorority, Inc.; and,

Whereas, Jimmy and Dorothy King have created an unparalleled legacy in the City of Pontiac and surrounding areas through their exemplary contributions of leadership; selflessness and commitment to our youth and to others; and,

Therefore Be It Resolved, that the Mayor and members of the Pontiac City Council graciously and humbly recognize Zeta Phi Beta Sorority, Inc.'s, 2017 Education's Power Couple, Jimmy and Dorothy King.

May 18, 2017

Now, Therefore Be It Resolved, that Pontiac City Council, The Mayor, and members of this great community, honor and salute the personal accomplishments and achievements of Jimmy and Dorothy King.

Ayes: Waterman, Williams, Woodward, Holland, Pietila and Taylor-Burks

No: None

Resolution Passed.

17-149 **Resolution recognition of Veterans on Memorial Day.** Moved by Councilperson Woodward and supported by Councilperson Williams.

Whereas, Memorial Day, originally called Decoration Day, is a day of remembrance for those soldiers who died in our nations service; and,

Whereas, Congress passed the National Holiday Act of 1971, which designated the last Monday in May as Memorial Day to recognize every military person who died in service to our nation; and,

Whereas, our Nation is honor-bound to remember those who died on distant shores defending our Nation and our way of life; and,

Whereas, today we honor the men and women who made the ultimate sacrifice to protect the ideals they died for so their sacrifice will not be in vain; and,

Whereas, our grateful Nation honors their selfless service, and we acknowledge a debt of honor beyond our capability to repay; and,

Whereas, it is important for us as a community, state and country to show our gratitude for all our Soldiers, Sailors, Airmen, Marines, Coast Guardsmen, and Merchant Mariners who died in the service of our Nation that we might continue to enjoy the liberties we so deeply cherish; and,

Therefore Be It Resolved, that the members of the Pontiac City Council and the Mayor do hereby, on behalf of the citizens of Pontiac, express sincere appreciation to all military service men and women who are serving our country.

Now, Therefore Be It Resolved, that the Members of Pontiac City Council and the Mayor, do hereby proclaim May 26, 2017 as Memorial Day in Pontiac, Michigan and encourage all the Pontiac residents to learn about the history of Memorial Day and call upon local communities to conduct appropriate ceremonies, activities, and programs to demonstrate support and recognize the contribution of our fallen warriors.

Ayes: Waterman, Williams, Woodward, Holland, Pietila and Taylor-Burks

No: None

Resolution Passed.

17-150 **Resolution approval of the Project & Construction Management of Structural Demolitions.** Moved by Councilperson Woodward and supported by Councilperson Pietila.

Whereas, the city of Pontiac advertised and received responses to a request for proposals for Project & Construction Management of Structural Demolitions on April 17, 2017 and publically opened bids; and,

Whereas, the lowest qualified bidder is being recommended for the contract; and,

Whereas, the contract will be granted to DCR Services & Construction. The amount of \$55,000 is the total for any and all work performed, by the contractor, under this agreement and will be funded by CDBG dollars;

Now, Therefore, Be It resolved that the Pontiac City Council authorize the Mayor or Deputy Mayor to enter into a contract with: DCR Services & Construction for Project & Construction Management of Structural Demolitions in the amount of \$55,000 as budgeted with CDBG funds.

May 18, 2017

Ayes: Williams, Woodward, Holland, Pietila, Taylor-Burks and Waterman

No: None

Resolution Passed.

17-151 Request for approval of Local Officers Compensation Commissioners for Portia Field-Anderson. Moved by Councilperson Woodard and supported by Councilperson Pietila.

Whereas, in accordance with the Code of Ordinances, Section 2-391, the membership of the Local Officers Compensation Commission shall consist of not less than seven members appointed by the Mayor to serve a seven-year term, subject to the approval of the City Council; and

Whereas, Mayor Deirdre Waterman has appointed Portia Fields-Anderson to participate as a member of the Local Officers Compensation Commission for a term of seven (7) years;

Now, Therefore, Be It Resolved, that the Pontiac City Council hereby approves the appointment of Portia Fields-Anderson to the Local Officers Compensation Commission for a term of seven (7) years term expiring on May 11, 2024.

Ayes: Woodward, Holland, Pietila, Taylor-Burks, Waterman and Williams

No: None

Resolution Passed.

17-152 Request for approval of Local Officers Compensation Commissioners for Megan Casey. Moved by Councilperson Woodward and supported by Councilperson Williams.

Whereas, in accordance with the Code of Ordinances, Section 2-391, the membership of the Local Officers Compensation Commission shall consist of not less than seven members appointed by the Mayor to serve a seven-year term, subject to the approval of the City Council; and

Whereas, Mayor Deirdre Waterman has appointed Megan Casey to participate as a member of the Local Officers Compensation Commission for a term of seven (7) years;

Now, Therefore, Be It Resolved, that the Pontiac City Council hereby approves the appointment of Megan Casey to the Local Officers Compensation Commission for a term of seven (7) years term expiring on May 11, 2024.

Ayes: Holland, Pietila, Taylor-Burks, Waterman, Williams and Woodward

No: None

Resolution Passed.

17-153 Request for approval of Local Officers Compensation Commissioners for Lucy Payne. Moved by Councilperson Woodward and supported by Councilperson Williams.

Whereas, in accordance with the Code of Ordinances, Section 2-391, the membership of the Local Officers Compensation Commission shall consist of not less than seven members appointed by the Mayor to serve a seven-year term, subject to the approval of the City Council; and

Whereas, Mayor Deirdre Waterman has appointed Lucy Payne to participate as a member of the Local Officers Compensation Commission for a term of seven (7) years;

Now, Therefore, Be It Resolved, that the Pontiac City Council hereby approves the appointment of Lucy Payne to the Local Officers Compensation Commission for a term of seven (7) years term expiring on May 11, 2024.

Ayes: Waterman, Williams and Woodard

No: Holland, Pietila and Taylor-Burks

May 18, 2017

Resolution Failed.

17-154 **Request for approval of Local Officers Compensation Commissioners for Christopher Northcross.** Move by Councilperson Woodward, no support. Motion dies for Christopher Northcross.

17-155 **Request for approval of Local Officers Compensation Commissioners for Brent Nicholson.** Moved by Councilperson Pietila and supported by Councilperson Woodward.

Whereas, in accordance with the Code of Ordinances, Section 2-391, the membership of the Local Officers Compensation Commission shall consist of not less than seven members appointed by the Mayor to serve a seven-year term, subject to the approval of the City Council; and
Whereas, Mayor Deirdre Waterman has appointed Brent Nicholson to participate as a member of the Local Officers Compensation Commission for a term of seven (7) years;
Now, Therefore, Be It Resolved, that the Pontiac City Council hereby approves the appointment of Brent Nicholson to the Local Officers Compensation Commission for a term of seven (7) years term expiring on May 11, 2024.

Ayes: Holland, Pietila, Taylor-Burks, Waterman, Williams and Woodward
No: None
Resolution Passed.

17-156 **Resolution to schedule public hearing for the City of Pontiac's Proposed Annual Budget for FY 2017-2018 and City Tax Rate for Thursday, June 8, 2017.** Moved by Councilperson Woodward and supported by Councilperson Pietila.

Be It Further Resolved that the Pontiac City Council schedules a Public Hearing for the City of Pontiac's Proposed Annual Budget for FY 2017-2018 and City Tax Rate for Thursday, June 8, 2017 in the Pontiac City Council Chambers at 6 p.m.

Ayes: Pietila, Taylor-Burks, Waterman, Williams, Woodward and Holland
No: None
Resolution Passed.

There were 15 individuals who addressed the body during public comments.

Honorable Mayor Deirdre Waterman Reported

City Clerk Sherikia L. Hawkins, Councilman Kermit Williams, Councilman Mark Holland, Councilman Don Woodward, Councilwoman Doris Taylor-Burks, Pro-Tem Mary Pietila and President Patrice Waterman made closing comments. Attorney Travis Mihelick had no closing comments.

Councilman Mark Holland left meeting at 8:26 p.m.

President Patrice Waterman adjourned the meeting at 8:39 p.m.

SHERIKIA L.HAWKINS
CITY CLERK

City of Pontiac

Pontiac City Council

Whereas, Section 8 (e), MCL 15.268, permits a public body “[to] consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have detrimental financial effect on the litigation or settlement position of the public body”: and,

Whereas, the Pontiac City Council believes that an open meeting would have a detrimental financial effect on the litigating or settlement position of the City.

Therefore, Be It Resolved that the Pontiac City Council recesses into closed session for the purpose of consulting with its attorney regarding settlement strategy in the cases of Gale Ogg vs. The City of Pontiac and Sharon Buck vs. the city of Pontiac.

Ordinance No. xxxx

An ordinance to amend various sections of Chapter 22, Article VI of the City of Pontiac Code of Ordinances.

The City of Pontiac ordains:

Chapter 22, Article VI, shall be amended to read as follows:

ARTICLE VI. HOUSING CODE

Division 7. Inspections of One- and Two-Family Dwellings

22-801 Registry of owners and premises.

(a) A registry of owners and premises shall be maintained by the Department of Building Safety.

(b) The owners of one- and two-family dwellings which are occupied by persons other than the owner, which may be evidenced by the homestead declaration on the property being less than 100% and a dwelling unit not occupied by the titled owner of the property, or a one- or two-family dwelling for which an owner is offering to others for purposes of occupancy through rental or lease agreements, or by other mutually acceptable agreements leading to occupancy including land contracts, shall register their names, places of residence or usual places of business, Social Security or taxpayer identification number, state identification number, name(s) of the tenant(s), and the location of the premises regulated by this division with the Department of Building Safety. If the premises are managed or operated by an agent, the agent's name, place of business, Social Security or taxpayer identification number, and state identification number shall also be provided. The owners shall register by June 30, 2012, after the enactment of this division, without additional penalty. Within sixty (60) days after change of ownership or change of agent, the new owner or agent shall reregister with the Department of Building Safety in the same manner as previously set forth. The Department of Building Safety may require information in addition to the information required by this division for purposes of registration. A fee shall be paid upon registration. Such registration shall be valid until changed. Late registration fees paid after its due date shall be assessed a twenty-five dollar (\$25.00) late fee per rental unit per month until paid.

(c) A property that has a land contract recorded with the Oakland County Register of Deeds that names the occupant of the dwelling unit shall be exempt from the requirements of this division.

(Code 1985, § 14-165; Ord. No. 2247, § 1, 1-26-12; Ord. No. 2255, § 1, 4-17-12)

22-802 Fees.

(a) Fees for registration, certificates of compliance, temporary certificates, rescheduling fees, related inspections, appeals, and any other fee required by this division shall be recommended by the Finance Director and the Department of Building Safety and established by resolution of the City Council upon adoption of the annual budget and may be amended by resolution of the City Council from time to time. Fees shall be payable at time of registration or request for inspection.

(b) Owners of one-and two-family dwellings which are occupied by a family member of the owner, shall not be charged any of the fees enumerated in subsection (a) above, except that all owners shall be responsible for paying the inspection fees. For the purposes of this subsection, a family member is any individual related by blood or marriage, which relationship is or a permanent and distinct domestic character and shall be limited to mother, father, grandparent, mother-in-law, father-in-law, brother, sister, son, daughter, son-in-law, daughter-in-law, or any other adoptive dependent. Evidence of relationship may be proven at the time of registration by birth certificate, marriage certificate, record of adoption, tax returns showing dependent status, or any other documents that may be required by the Department of Building Safety.

RECEIVED
2017 MAY 23 AM 8:48
PONTIAC CITY CLERK

(cb) Property owners shall also be responsible for any unpaid fees invoiced within the previous 365 days. After June 30, 2012, any invoice that is paid after its due date shall be assessed a twenty-five dollar (\$25.00) late fee per rental unit per month until paid.

(de) There shall be no refunds for any fees paid unless the service is not provided because of the fault of the Department of Building Safety.

(ed) Effective January 1, 2013, the Department of Building Safety may charge one information verification fee during a calendar year to verify information obtained during the registry of owners and premises, including names of tenants, obtained in a previous calendar year. If such verification fee is assessed, the City Council shall by December 1 of the prior calendar year, upon the recommendation of the Finance Director and the Department of Building Safety, establish the fee. The fee shall be in effect for the entire calendar year and shall expire on the last day of the calendar year. Any unpaid verification fee shall be assessed a one-time, twenty-five dollar (\$25.00) late fee after its due date.

(Code 1985, § 14-166; Ord. No. 2247, § 1, 1-26-12; Ord. No. 2255, § 1, 4-17-12)

22-803 Inspections required.

(a) The Department of Building Safety shall cause periodic inspections to be made of dwellings regulated by this division. In no event shall the period between the inspections exceed three years, except that the period shall be five years for owners of property who qualify for the fee waiver in section 22-802(b) above. This section does not limit the requirement in section (b) to have the property re-inspected upon change in occupancy.

(b) In addition to the periodic inspections required by subsection (a) of this section, inspections shall also be required prior to any change in occupancy of a dwelling unit after having once been occupied. It shall be the duty of the owner or agent of such dwelling units to notify the Department of Building Safety prior to the reoccupancy of a vacated one- or two-family dwelling unit. No dwellings subject to this division may be reoccupied until inspected pursuant to this section, except as provided in subsection (h) of section 22-806. The owner or agent of a dwelling unit reoccupied after June 30, 2012, and before the issuance of a certificate of compliance shall be guilty of a municipal civil infraction subject to a fine of five hundred dollars (\$500.00); each day shall be considered a separate offense.

(c) Inspections shall be conducted in a manner calculated to secure compliance with applicable city ordinances and regulations appropriate to the needs of the community.

(d) An inspector or team of inspectors may request permission to enter all premises regulated by this division at reasonable hours to undertake an inspection. Upon an emergency, an inspector or team of inspectors shall have the right to enter at any time.

(e) Owner or the agent shall schedule the inspection at least sixty (60) days before the expiration date of a certificate of compliance, or sooner. Failure to schedule an inspection shall result in the immediate suspension of a certificate of compliance and penalties as described in Section 22-807(f) and the assessment of a twenty-five dollar (\$25.00) late fee per unit per month for any inspection that is scheduled late under this ordinance after June 30, 2012. No inspection shall be made unless the appropriate fee has been paid. Any request to reschedule an inspection shall result in a rescheduling fee.

(f) A tenant may request inspection of the dwelling unit upon payment of the inspection fee.

(Code 1985, § 14-167; Ord. No. 2247, § 1, 1-26-12; Ord. No. 2255, § 1, 4-17-12)

22-804 Inspection warrants.

(a) In a nonemergency situation where admission to premises to be inspected under the provisions of this division is refused by the occupant or person in charge thereof, the Department of Building Safety shall apply to a court of competent jurisdiction for a warrant to inspect the premises. The warrant shall state the address of the building to be inspected, the nature of the inspection, and the reasons for the inspection. It shall be appropriate and sufficient to set forth the basis for inspection established in this division, or as set forth in other applicable law. The warrant shall also state that it is issued pursuant to this division, and the purpose for which it is issued.

(b) In the event of an emergency, no inspection warrant shall be required.

(Code 1985, § 14-168; Ord. No. 2247, § 1, 1-26-12)

22-805 Inspection policy and recordkeeping.

(a) It is the policy of the city that the inspection procedures set forth in this division are established in the public interest to secure the health and safety of the occupants of dwellings and of the general public.

(b) The current edition of the International Property Maintenance Code along with any subsequent amendments or supplements with technical amendments approved and recommended by the International Code Council is hereby adopted by reference to establish the minimum conditions of the dwelling unit and the maintenance of the structure in general.

(c) The Department of Building Safety shall keep records of all inspections and matters related to the procedures set forth in this division in accordance with the record retention schedule adopted by the City Council.

(Code 1985, § 14-169; Ord. No. 2247, § 1, 1-26-12)

22-806 Certificate of compliance.

(a) An owner or agent shall apply for a certificate of compliance. Inspection and issuance of certificates shall be in accordance with the requirements of this division and with rules and procedures established by the Building Code Official.

(b) An application for a certificate of compliance shall be made when the owner enrolls in the registry of owners and premises. If the owner fails to register within the time required, any occupant of unregistered or uncertified premises may make application.

(c) Single- and two-family dwellings regulated by this division shall not be occupied unless a certificate of compliance has been issued by the Department of Building Safety. The certificates shall be issued only upon prior inspection of the premises, except as provided in subsection (h) of this section. The certificate shall be issued within fifteen (15) days if the dwelling is entitled thereto at the date of inspection.

(d) Inspections shall be made prior to first occupancy of single- and two-family dwellings regulated by this division when the construction or alteration is completed.

(e) Upon finding that there is no condition that would constitute a hazard to the health and safety of the occupants, and the premises are otherwise fit for occupancy, the certificate of compliance shall be issued. If the finding is of a condition that would constitute a hazard to health or safety, no certificate shall be issued, and an order to comply with this division shall be issued immediately and served upon the owner in accordance with section 22-807. On reinspection and proof of compliance, the order shall be rescinded and a certificate issued.

(f) When a certificate of compliance is withheld pending compliance, no premises that have not been occupied for dwelling purposes shall be so occupied, and those premises that have been or are occupied may be ordered vacated until reinspection and proof of compliance has been established by the Department of Building Safety.

(g) A certificate of compliance shall be issued on condition that the premises remain in safe, healthful, and fit condition for occupancy. If upon reinspection the Department of Building Safety determines that conditions exist that constitute a hazard to health or safety, the certificate may be immediately suspended and a notice shall be served upon the owner to comply with this division.

(h) The Department of Building Safety may authorize the issuance of a temporary certificate without inspection for those premises in which there are no violations of record, and shall issue such temporary certificates upon application in cases where inspections are not made within a reasonable time. Temporary certificates may also be issued for premises with violations of record when the owner can show proof of having undertaken to correct such conditions.

(i) A violation of this division shall not prevent the issuance of a certificate of compliance, but the Department of Building Safety shall not issue a certificate when the existing conditions constitute a hazard to the health or safety of those who may occupy the premises.

(j) It shall be required, and the responsibility of the owner, to maintain and post on the inside of the main entrance to the dwelling unit one copy of the certificate of compliance, either temporary or permanent, as such certificates are issued, at the premises for which they have been issued.

(k) No certificate of compliance shall be issued for any property unless all property taxes and water and sewer bills associated with the parcel in question are current and that the owner is in compliance with the provisions of the Pontiac Income Tax Ordinance.

(l) Any certificate of compliance issued by the Department of Building Safety after September 1, 2011, with an expiration date less than one year from the date of issuance shall be deemed to expire three years after the date of issuance. The Department of Building Safety shall correct all records to reflect this change.

(Code 1985, § 14-170; Ord. No. 2247, § 1, 1-26-12; Ord. No. 2255, § 1, 4-17-12)

22-807 Violations.

(a) If, upon inspection, the premises or any part thereof are found to be in violation of any provision of any code or ordinance of the city, the violation shall be recorded by the Department of Building Safety in the applicable owner and premises files.

(b) The owner, and at the discretion of the Department of Building Safety, the occupants, shall be notified in writing of the existence of the violation. The notice shall state the date of the inspection, the name of the inspector, the specific details of the violation, and the time within which the correction shall be completed.

(c) A violation that is determined by the inspector to constitute a hazard to the health or safety of the occupants, under circumstances where the premises cannot be vacated, shall be ordered corrected within the shortest reasonable time. All other violations shall be corrected within a reasonable time as determined by the Department of Building Safety.

(d) The Department of Building Safety shall reinspect after a reasonable time for ascertaining whether the violations have been corrected. There shall be an additional fee charged and paid before each reinspection.

(e) The Department of Building Safety shall attempt to ascertain those circumstances where the occupant or occupants shall be responsible for the correction of violations. In instances where disputes arise as to responsibility for violations and corrections, the owner of the premises shall be held to be responsible for corrective action, unless the owner establishes that the occupant or occupants are responsible.

(f) Violation of any provisions of this division shall be deemed a municipal civil infraction, punishable by a fine of not less than \$100.00, or more than \$500.00; plus any costs, damages, expenses, and other sanctions. This division is further subject to the repeat offender provision of this Code. This provision states that increased civil fines may be imposed for repeated violations by a person of any requirement or provision of this division. As used in this division, "repeat offense" means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision (1) committed by a person and (2) for which the person admits responsibility or is determined to be responsible. The increased fine for a repeat offense under this article shall be as follows:

(1) The fine for any offense, which is a first repeat offense, shall be no less than \$300.00, plus costs.

(2) The fine for any offense, which is a second repeat offense or any subsequent repeat offense, shall be \$500.00, plus costs.

~~Further, each day on which any violation of this division continues constitutes a separate offense and shall be subject to penalties or sanctions as a separate offense. In addition to any other remedies available at law, the city may bring in the local district court an injunction or other process against a person or company to restrain, prevent, or abate any violation of this division.~~

(g) If any owner who receives a fee waiver pursuant to Section 22-802(b) is found to have presented false or fraudulent information in order to obtain the fee waiver, or if the occupant of the dwelling is found not to be a family member of the owner, as defined in Section 22-802(b), the owner of the property shall be guilty of a civil infraction.

punishable by a fine of not less than \$500.00. Any property owner found to have violated this section shall not be eligible for any fee waiver at any property owned within the City.

Further, each day on which any violation of this division continues constitutes a separate offense and shall be subject to penalties or sanctions as a separate offense. In addition to any other remedies available at law, the city may bring in the local district court an injunction or other process against a person or company to restrain, prevent, or abate any violation of this division.

(Code 1985, § 14-171; Ord. No. 2086, § 1, 10-22-98; Ord. No. 2247, § 1, 1-26-12)

22-807.1 Appeals.

(a) If, upon inspection, the premises or any part thereof is found to be in violation of any provision of the International Property Maintenance Code and the Department of Building Safety has declined to issue a certificate of compliance, the property owner has the right to appeal the decision of the Department of Building Safety to the board of appeals established by the city under the Housing Law of Michigan upon petition and payment of the appeal fee.

(b) An owner aggrieved by a final decision or order of the board of appeals may appeal the decision or order to the circuit court by filing a petition for an order of superintending control within 20 days of the dates of the decision.

(Ord. No. 2247, § 1, 1-26-12)

Section 2. Severability.

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, illegal, or ineffective by any Court of competent jurisdiction, such section, clause, or provision declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

Section 3. Saving Clause.

A prosecution which is pending on the effective date of this ordinance and which arose from a violation of an ordinance repealed by this ordinance, or a prosecution which is started within one (1) year after the effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance and which was committed prior to the effective date of this ordinance, shall be tried and determined exactly as if the ordinance had not been repealed.

Section 4. Repealer.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 5. Publication.

The Clerk shall publish this Ordinance in a newspaper of general circulation.

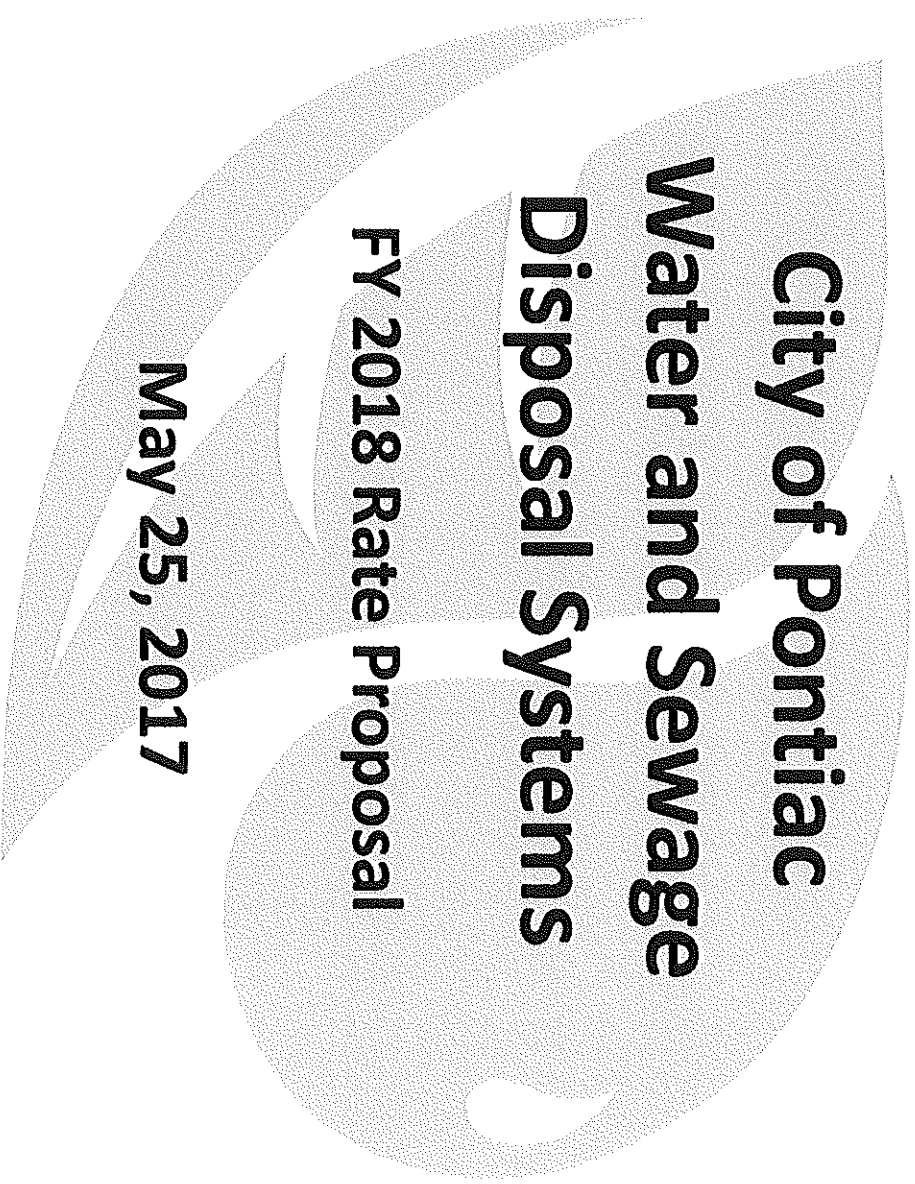
Section 6. Effective Date.

This Ordinance shall be effective ten days after date of adoption by the City Council.

City of Pontiac

Pontiac City Council

Be It Further Resolved, that the Pontiac City Council will consider a 1st reading of an Ordinance to amend various sections of Chapter 22, Article VI of the City of Pontiac Code of Ordinances on Thursday, June 1, 2017 at 6: 00 p.m.



City of Pontiac

Water and Sewage Disposal Systems

FY 2018 Rate Proposal

May 25, 2017

Water and Sewer Rates
Tim Prince
Raphael Chiolla

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Overview



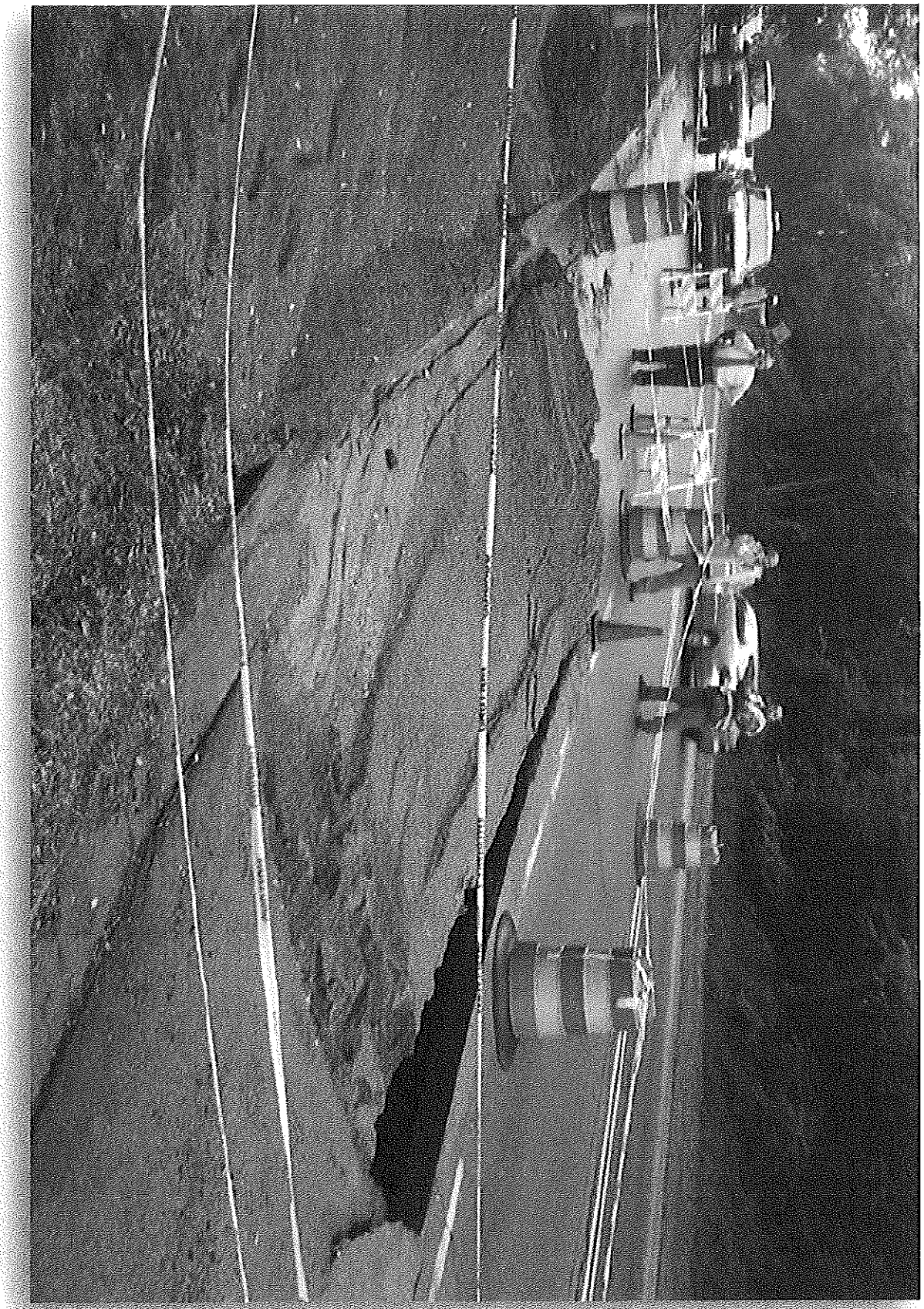
**Michigan Sewer Systems
\$26 billion investment
needed by 2030**

*Jeff Labrecque
HARTLED COURTESY*

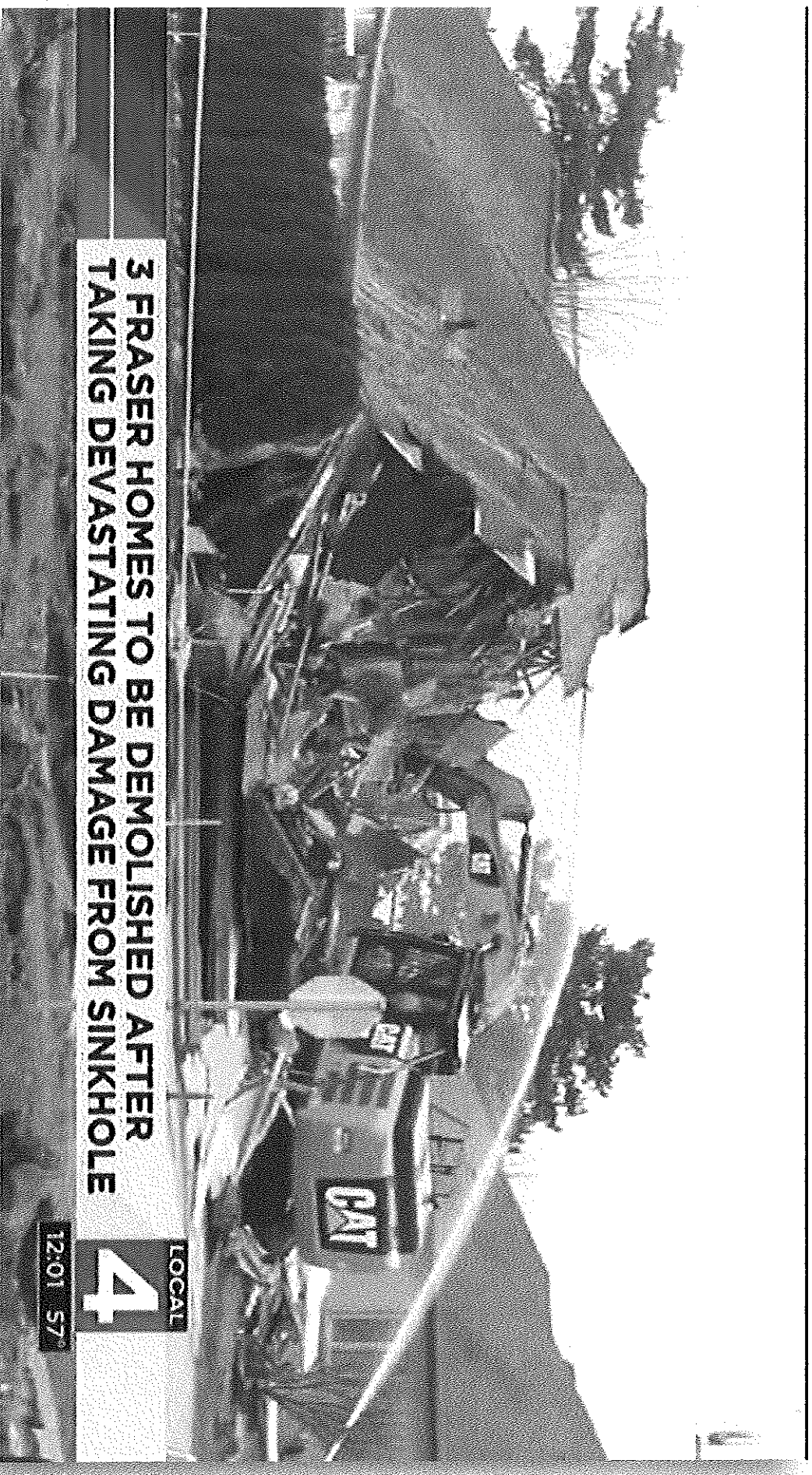
2004 \$50 million Sinkhole in Macomb



2010 \$4 million Sinkhole in Oakland



2017 Macomb \$70 million Sinkhole



3 FRASER HOMES TO BE DEMOLISHED AFTER
TAKING DEVASTATING DAMAGE FROM SINKHOLE

LOCAL
4

12:01 57°

Pontiac Water System Condition

Over 50% of the
system is over
80 years old

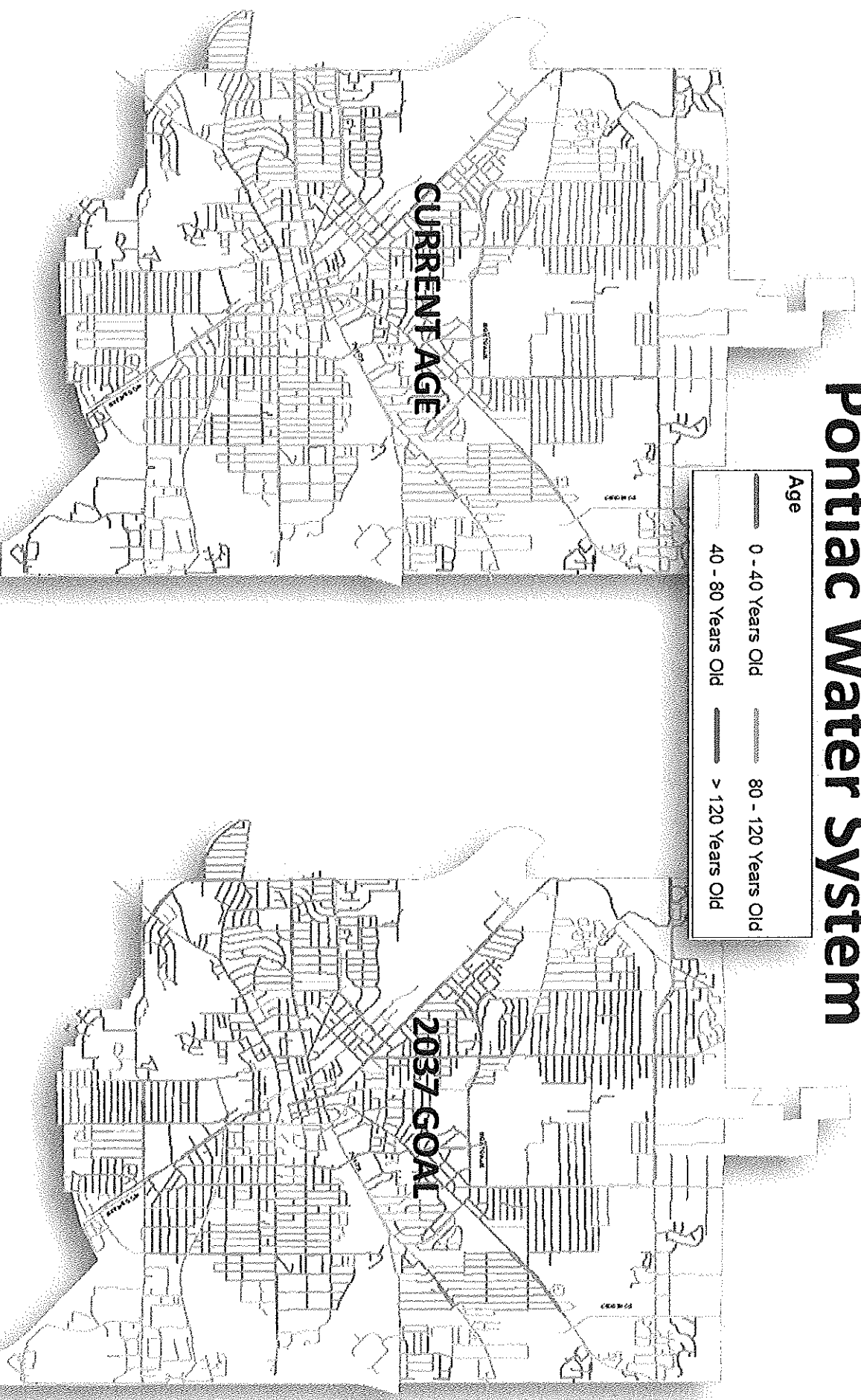
\$90 M projected for
waterline replacement over
the next 20 years

- Does not include service lines
- Does not include pump stations, regulating valves or tanks

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Pontiac Water System



Pontiac Water System Improvements

Current Drinking
Water Revolving Fund
Projects:

- New York Avenue
- Pine Street
- Woodward Avenue
(at Huron Road)
- Water Meter
Replacements and
Data Collector
Towers

Other 2017 Projects:

- Saginaw Street
- Adelaide Street
- Terry Avenue (at
Desden Avenue)
- Michigan Avenue
- Joslyn Road
- Large Valve Repair /
Replacement

Water Meter
Replacement Project
is 25% complete.

- City wide
replacement will
continue through
2018.

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Water System Improvements

System Valve

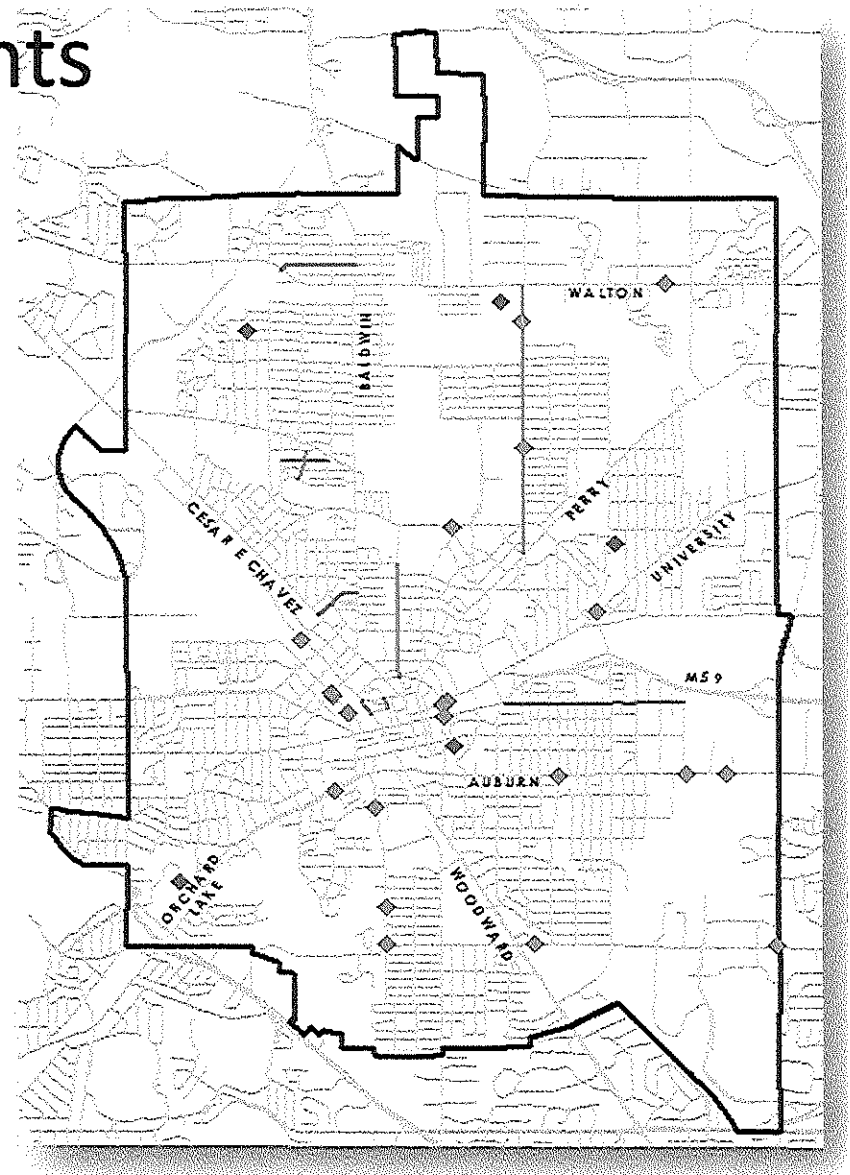
- ◆ Large Valve Repair/Replacement

Water Main

- Water Main Replacement
- Targeted Maintenance in Coordination with Road Projects

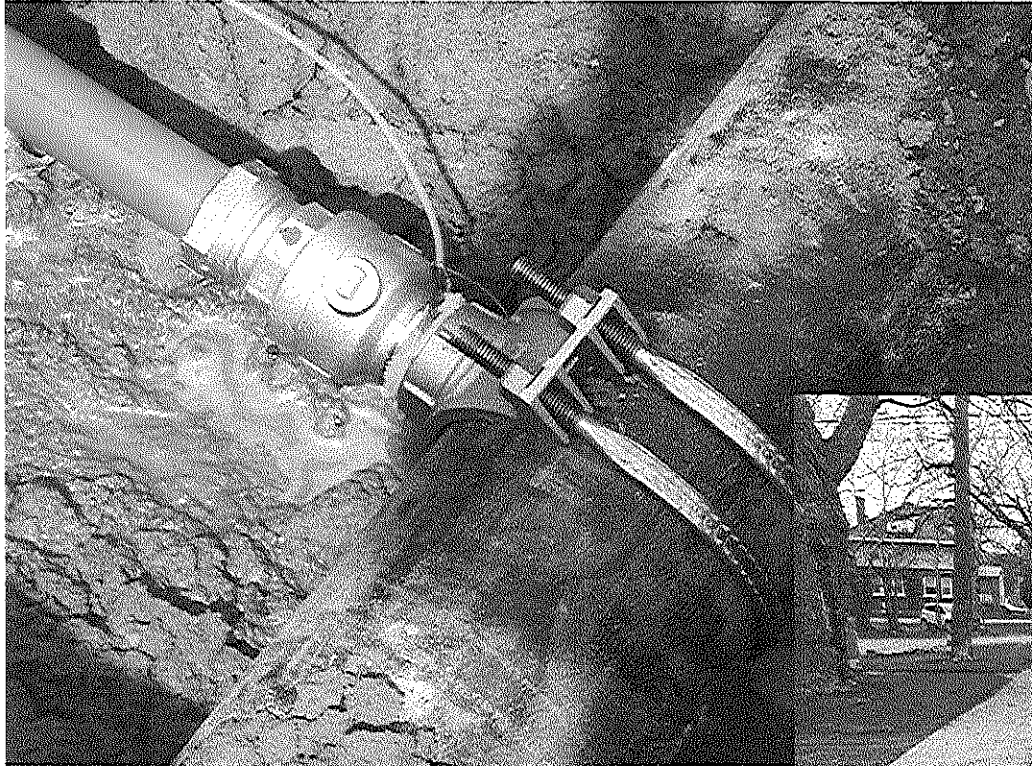
Water Meters

- Citywide Meter Replacement
- ◆ Data Collection Towers



Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates



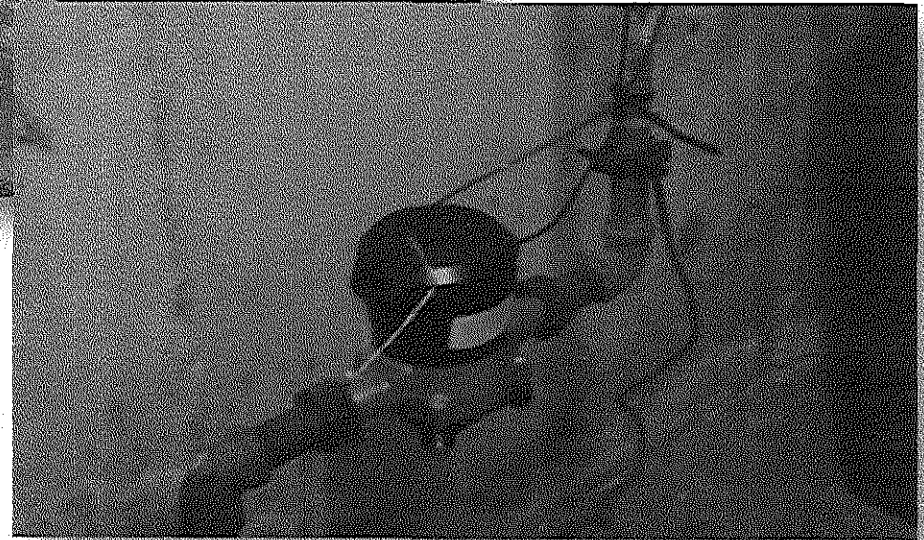
Water System Improvements

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates



Water System Improvements



Montcalm Water Tower

- Total Project Cost: \$800,000
- Interior and Exterior Painting
- Welding Repairs
- Overflow Structure Improvements
- Piping Modifications
- Safety Improvements
- Completed May 2017



Wastewater Treatment Facility Status:

Consent Judgement Issued:

- 5 Occurrences of permitted partial by-pass events
- 3 Occurrences of tertiary filter overflows

Bio-solids Handling:

- Bio-solid storage is uncovered making operation vulnerable to weather
- Emergency Operations Estimate \$150 - \$200K

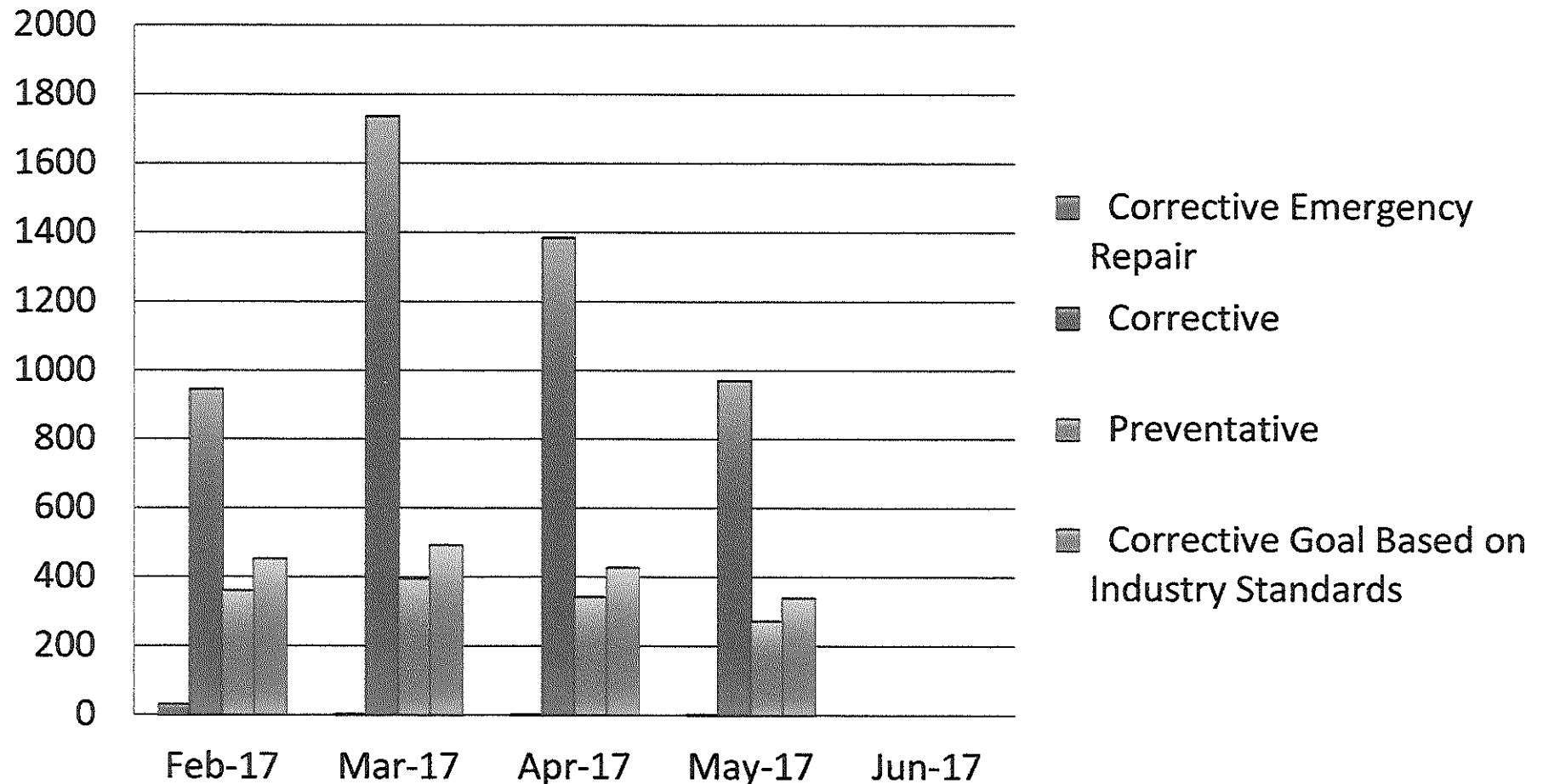
Facility Odor Issues:

- Continue to monitor/revise operation
- Increase frequency of cleaning grit tanks
- Bi-solid storage pad major contributor of the odor
- \$120-150K odor control chemicals

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Wastewater Treatment Facility Work Orders



Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

2013-2017 Improvements

Project	Financing	Project Estimate	Completion	Notes
Asset Management	Grant	\$2 M	2013-2017	Facility assessment, operational improvements, detail review of the facility assists to allow in development of a better long term planning
Bar Screen & Primary Digester Cover and Mixing	Reserve Revenue + Energy Credit	\$1.8 M	2014- 2015	System received \$72,000 DTE Energy Credit. The Primary Digester mixer continue to fail abruptly requiring expense emergency maintenance, the equipment is past its useful. Screen improve plant efficiency in treatment and protection of pumping systems. Fine screening improve plant efficiency in treatment and protection of pumping systems.
Methane Gas System	Reserve Revenue	\$250 K	2015-2014	The system is past its useful life, the flare require manual lighting, the valves and meters were inoperable. Major safety concerns.
Hydraulic Improvements	Reserve Revenue	\$250 K	2015-2016	This allowed for relief of volume in the collection system upstream of the WWTF, and improve the velocity through the collection system
East Blvd. Bar Screen R&D Project	Reserve Revenue	\$287 K	2015-2016	Partnering with Duperon corporation for a research and development project for a bar screen allow for 42% saving. Fine screening improve plant efficiency in treatment and protection of pumping systems.
Sludge Line Between EB. & AUB Facility	Reserve Revenue	\$1.3 M	2017	The Existing Sludge line was abandoned as a result of number of failures. The line eliminate the need to handle the sludge twice between the plants, improve the sludge processing and conveyance.
Supervisory Control and Data Acquisition (SCADA) Improvements	Reserve Revenue	\$560 K	2016-2017	The facility is very operator heavy, SCADA improvement's allow for optimization of staff and improvement of controls.
MISC. Improvements	Reserve Revenue	\$250 K	2014-2016	Pump rebuilds, valve replacement, control equipment, instrumentation.

Oakland County Water Resources Commissioner's Office

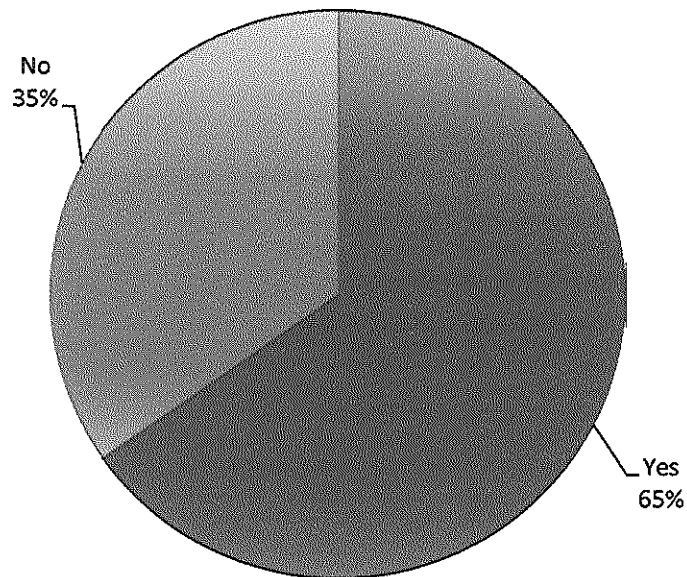
Pontiac
FY 2018 Rates

Future Project and Improvements

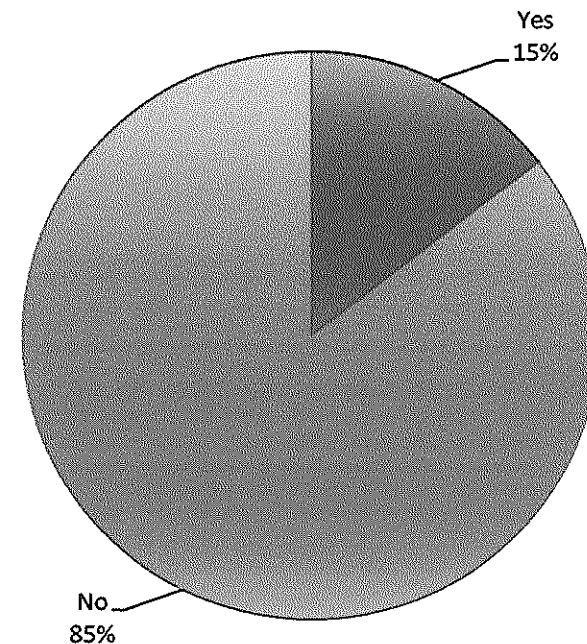
Proposed Project	Financing	Project Estimate	Start Date and Duration	Notes
Wet Weather / Headworks	Bonded	\$ 25 M	SRF 2Q 2021 (3 Years)	The Wet Weather portion of the project has a separate allocation than the Headworks portion this is a requirement under the MDEQ issued consent judgement
Tertiary System	Reserve Revenue	\$1.05 M	2017 (4 Years)	The scope include media replacement, pump replacement, automation, concrete rehab, sealing the roof of the pipe gallery. The filtration system is over 40 years old the media has been tested and found to be fully failed and require replacement.
Disinfection	TBD	\$5 – 8 M	TBD	This was identified on the 2015 State Revolving Fund (SRF) project plan. WRC intend to perform further review of the process prior to scoping a project.
Misc. Process Equipment Improvements	Reserve Revenue	\$6 M	2017 (5 Years)	Updating existing disinfection equipment, valve replacement, pump rebuilds and replacements, electrical and instrumentation upgrades.
Administration Building Update	Reserve Revenue	1.5 M	2017 (3 Years)	Feasibility study completed by AECOM. The building roof system has failed, the mechanical system is past its useful life required frequent repair, the facilities are insufficient for the staff.
Building Improvements Program	Reserve Revenue	1.8 M	2017 (10 Years)	WRC is in process of developing a program that include detail condition assessment of the facility and scoping of small project nearing \$180K per year.

Treatment Facility - Useful Life of Equipment

**Equipment Past Useful Life
Current**



**Equipment Past Useful life
2037 - Goal**



Pontiac Sanitary Sewer System Condition

Over 40% of the
system is over 80
years old

\$115 M projected for
sewer line replacement
over the next 20 years

- Does not include Pump
Station improvements

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Pontiac Sanitary Sewer System



Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Sewer Maintenance Unit Emergency Repairs April 1, 2016 to March 31, 2017

Location	Pipe Patch	Pipe Lining	Rehab/New Manhole	Excavation
Featherstone & Opdyke			2 EA	14 LF
Huron & Johnson				45 LF
Voorhies and Orchard Lake Road	2 LF			
Paddock S of M-59				7 LF
Featherstone & Opdyke			2 EA	265 LF
Ruth St				5 LF
Woodward and Paddock				107 LF
Between Auburn & Osmun	2 LF			
Paddock St	4 LF			
Franklin and W South Blvd				5 LF
Cesar Chavez Ave and Baldwin Ave		346 LF		
Eastways			1 EA	
Crawford Street		351 LF		
Crawford Street		148 LF		
Corwin Ct				14 LF
Corwin Ct				13 LF
Collingwood St				215 LF
Total:	8 LF	845 LF	5 EA	690 LF

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Sewer Maintenance Unit Service Calls April 1, 2016 to March 31, 2017

Community	Number of Calls	% of Total Calls	Number of Plugs	% of Total Plugs
Beverly Hills	12	1.79%		0.00%
Bingham Farms		0.00%		0.00%
Bloomfield Hills	8	1.19%	1	0.93%
Commerce	16	2.38%	3	2.80%
Farmington Hills	113	16.82%	14	13.08%
Keego Harbor	7	1.04%	3	2.80%
Lake Orion	7	1.04%		0.00%
Novi	20	2.98%	1	0.93%
Oakland Twp	14	2.08%	2	1.87%
Orchard Lake	3	0.45%	1	0.93%
Oxford	22	3.27%	3	2.80%
Pontiac	407	60.57%	72	67.29%
Royal Oak Twp.	24	3.57%	5	4.67%
Southfield	6	0.89%	1	0.93%
Walled Lake, City of	8	1.19%	1	0.93%
White Lake	5	0.74%		0.00%
Total:	672		107	

Pontiac SDS SAW Grant

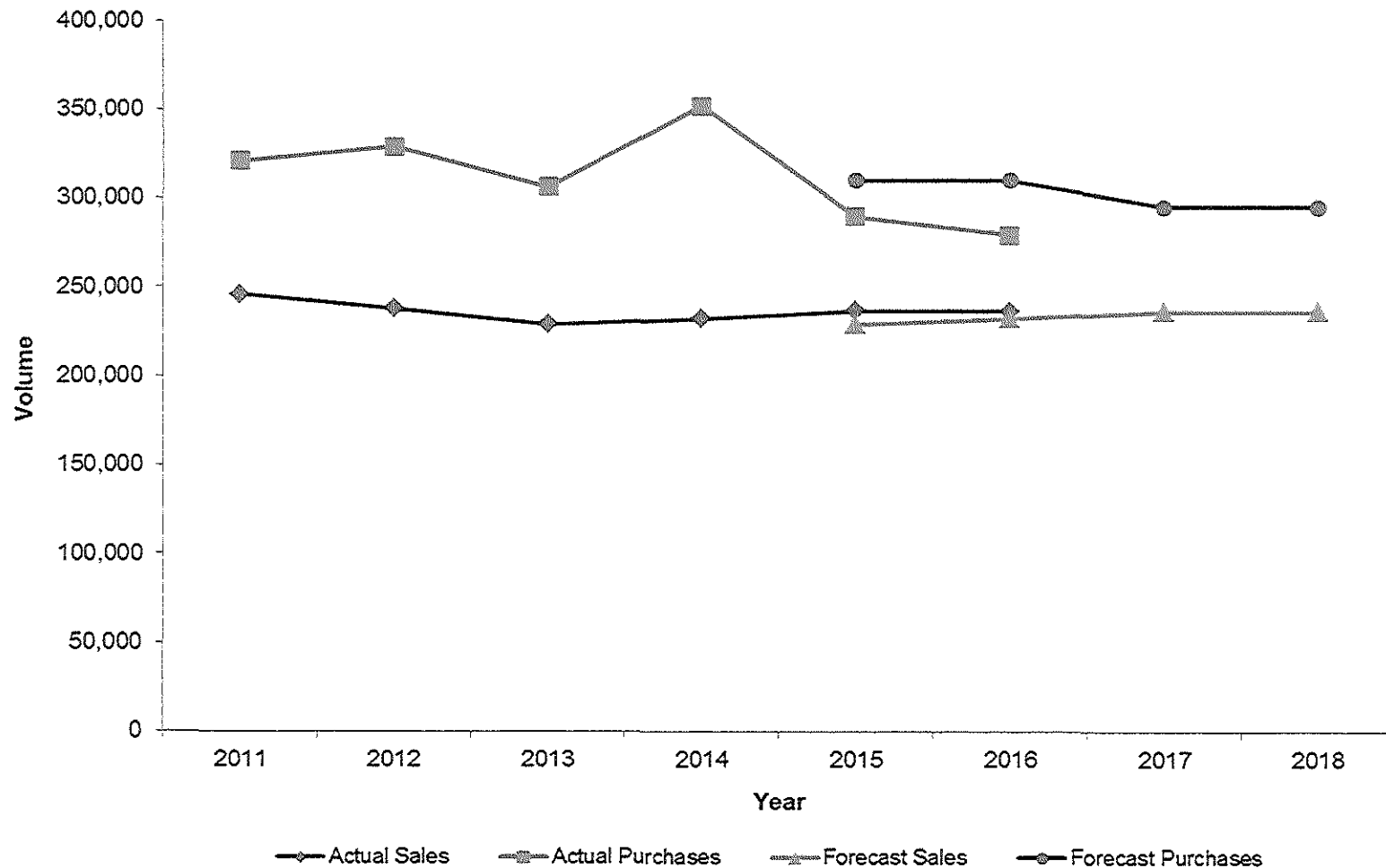
Total Sanitary Sewer System Footage (LF)	Cleaning & CCTV Completed (LF)	Percent of Sewer
1,270,000	250,000	19.69%

Water Rates

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Water Sales



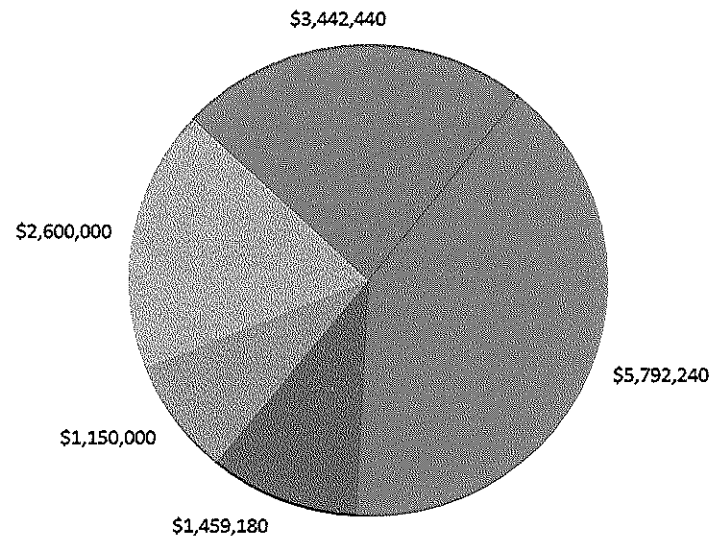
Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

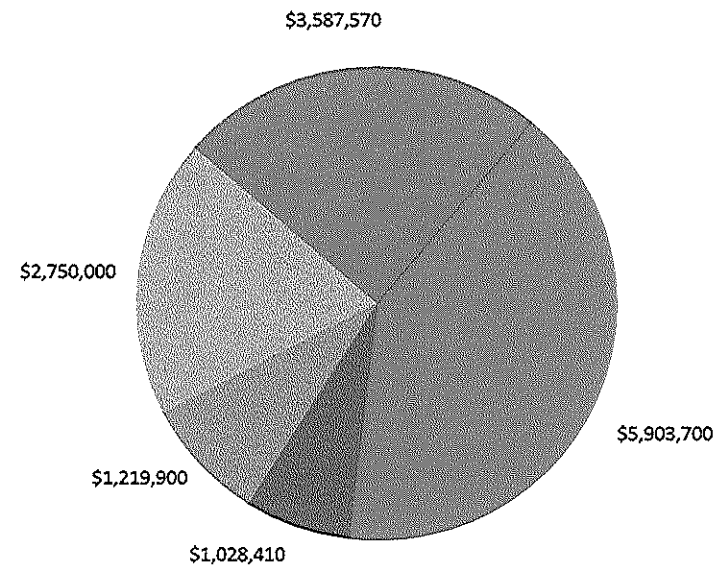
Pontiac Water

FY Cash Based Requirements

2017 Budget



2018 Forecast



■ Sewage Treatment	■ Water Purchases	■ Operating Expense
■ Non-Operating	■ Major Maintenance	■ Emergency Maintenance
■ Capital		

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

WATER RATE SUMMARY

Fiscal Year	Commodity Charge (per Mcf)						Monthly Fixed Charge (per MEU)				Typical Monthly Charge Total
	GLWA NOCWA	OCWRC O&M	Misc Revenue	Major Maintenance	Total OCWRC	Total	GLWA NOCWA	Capital Reserve	Debt Service	Total Monthly Charge	
2016	6.34	25.81	(3.08)	4.31	27.04	33.38	6.39	6.66	2.56	15.61	35.64
2017	5.83	24.54	(3.54)	4.87	25.87	31.70	6.28	7.91	4.44	18.63	37.65
2018	6.08	25.02	(3.47)	5.17	26.72	32.80	6.69	8.55	3.20	18.44	38.12

Note:

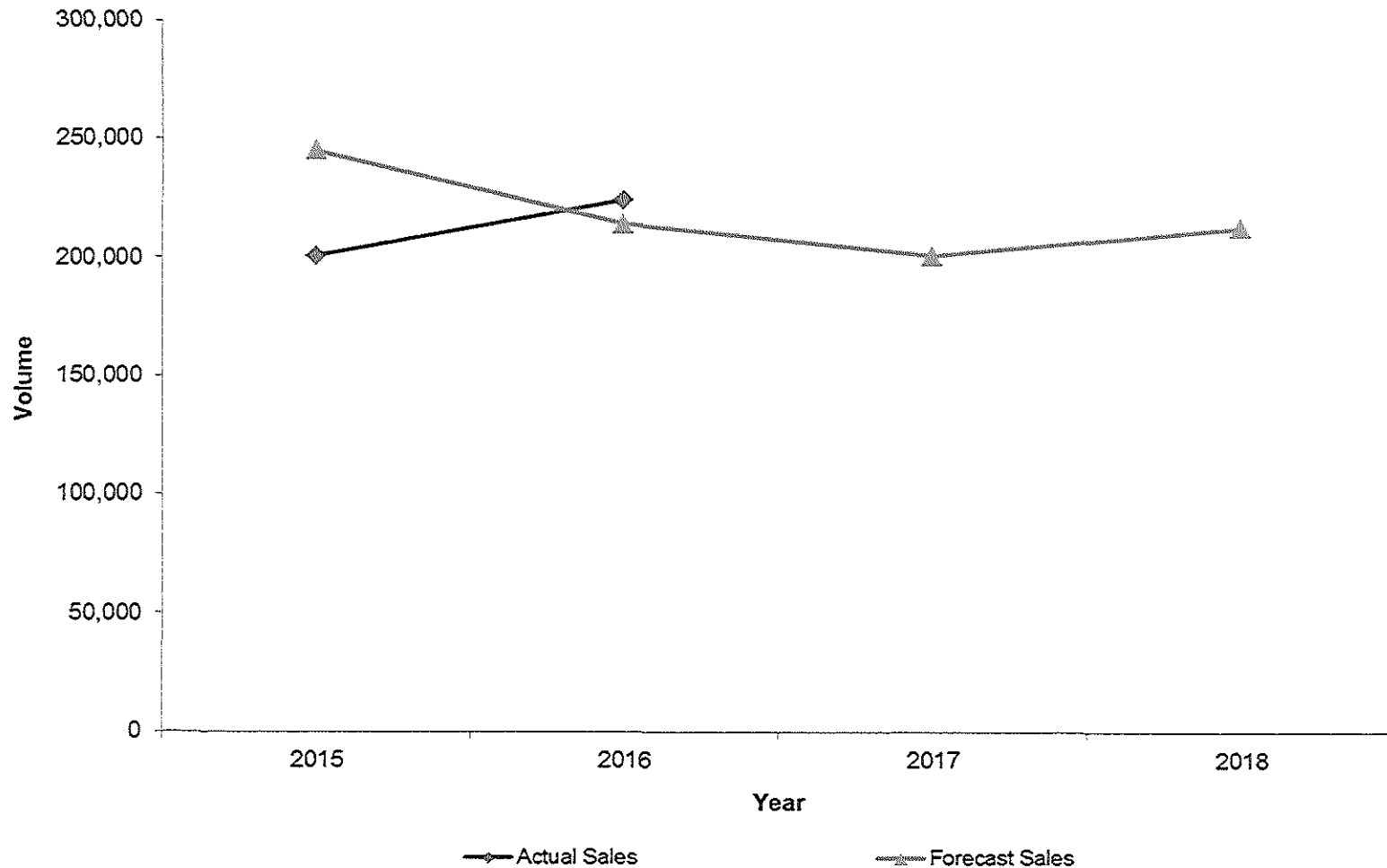
1) Typical charge is based on 5/8" meter and 0.6 Mcf monthly volume

Sewer Rates

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Sewer Sales



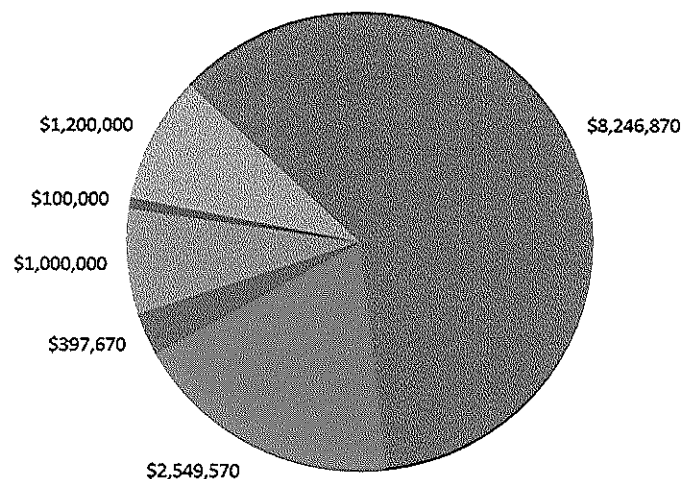
Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

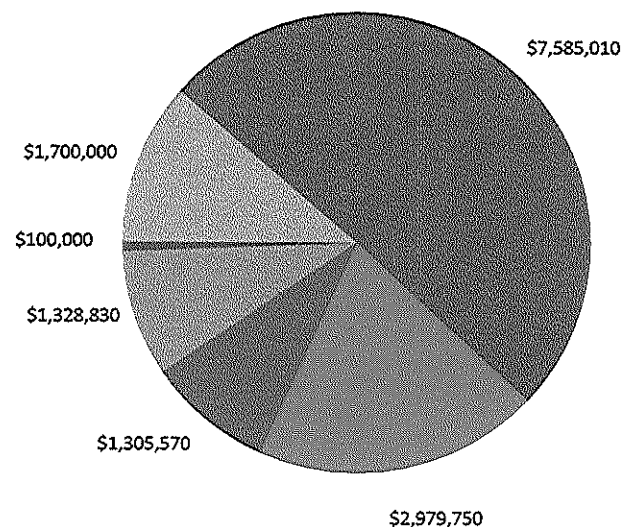
Pontiac Sewer

FY Cash Based Requirements

2017 Budget



2018 Forecast



■ Sewage Treatment	■ Water Purchases	■ Operating Expense
■ Non-Operating	■ Major Maintenance	■ Emergency Maintenance
■ Capital		

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

SEWER RATE SUMMARY

Fiscal Year	Commodity Charge (per Mcf)					Monthly Fixed Charge (per MEU)			Typical Monthly Charge Total
	Sewage Treatment	OCWRC O&M	Misc Revenue	Major Maintenance	Total OCWRC	Sewage Treatment & Collection System Debt	Reserves	Total	
2016	25.66	10.92	(2.30)	3.55	37.83	12.40	1.09	13.49	36.19
2017	26.52	12.84	(3.72)	4.98	40.62	10.99	4.33	15.32	39.69
2018	21.94	14.03	(4.37)	6.26	37.86	13.64	5.80	19.44	42.16

Note:

1) Typical charge is based on 5/8" meter and 0.6 Mcf monthly volume

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

WATER AND SEWER RATE SUMMARY

Calculated Monthly Bill Using 0.6 Mcf Volume and 1 MEU (5/8" Meter)			
Rate Year	Water	Sewer	Total
2016-17	\$ 37.65	\$ 39.69	\$ 77.34
2017-18	\$ 38.12	\$ 42.16	80.28
Difference	\$ 0.47	\$ 2.47	\$ 2.94
% Change	1.2%	6.2%	3.8%

Oakland County Water Resources Commissioner's Office

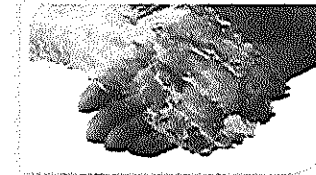
Pontiac
FY 2018 Rates

WATER AND SEWER BILL BREAKOUT

	Volume	Fixed	Current Charges
<u>Water</u>			
NOCWA/GLWA	3.65	6.69	
Operations and Maintenance	15.01		
Misc. Revenue	(2.08)		
Debt Service		3.20	
Major Maintenance	3.10		
Emergency Reserve			
Capital		8.55	
Water Usage Charge	19.68		19.68
Water Fixed Charge		18.44	18.44
<u>Sewer</u>			
Sewage Treatment	13.16	9.43	
Operations and Maintenance	8.42		
Misc. Revenue	(2.62)		
Debt Service		4.21	
Major Maintenance	3.76		
Emergency Reserve		0.32	
Capital		5.48	
Sewer Usage Charge	22.72		22.72
Sewer Fixed Charge		19.44	19.44
Total Current Charges			80.28

*Monthly Bill Using 0.6 Mcf Volume and 1 MEU (5/8" Meter)

Water Residential Assistance Program



*Income restrictions and eligibility requirements apply.

Program Benefits:



Assistance up to \$300 per household per year. \$25 monthly bill credit.



Home water audit for households above 120% of average usage.



Home repairs up to \$1,000 per household to fix minor plumbing issues leading to high usage.



Water saving kits and consumer training classes.



Supportive WRAP-Around Services.

WRAP Participant Qualifications:

- ✓ Have income at or below 150% of poverty threshold
- ✓ Provide proof of residency & income
- ✓ Provide renter's proof of responsibility for water on lease
- ✓ Stay current on monthly bill payment



GLWA
Great Lakes Water Authority

WRAP funding is made possible
by the Great Lakes Water
Authority.

Call 313.386.WRAP (9727)

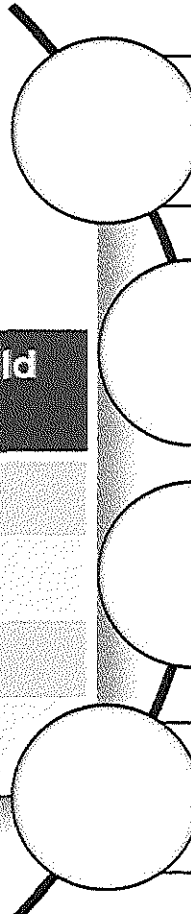
Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

WRAP Key Points

Household Income eligibility for the WRAP is
150% of poverty:

Household Members	Household Income	Household Members	Household Income
1	\$17,805	5	\$42,660
2	\$24,030	6	\$48,870
3	\$30,240	7	\$55,095
4	\$36,450	8	\$61,335



Must meet eligibility
criteria.

Must keep current on
current bills.

Excluded from shut-off
and tax certification.

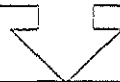
Do not need to be
delinquent on bills to apply.

Payment Drop Box

Check or money order only



Paying at drop box on due date is considered on-time payment



Phone linked to payment call-center



On-site appointments

Oakland County Water Resources Commissioner's Office

Pontiac
FY 2018 Rates

Q & A

THE CITY OF PONTIAC

YOUTH CENTER AND PROGRAMMING

OPERATIONAL IMPLEMENTATION AND DESIGN GUIDELINES

FISCAL YEAR 2017–2018

Submitted to Pontiac City Council May 25, 2017

CITY OF PONTIAC YOUTH MILLAGE IMPLEMENTATION DESIGN GUIDELINES

**RESEARCHED AND ORGANIZED
BY**

Sean Kammer

ELECTED OFFICIALS

Deirdre Waterman, Mayor
Patrice Waterman, Council President
Mary Pietila, Council President Pro Tem
Kermit Williams, Councilman
Randy Carter, Councilman
Mark Holland, Councilman
Doris Taylor-Burks, Councilwoman
Don Woodward, Councilman

STAFF

Jane Bais-DiSessa, Deputy Mayor
Terry King, Director of Public Works
Nevrus, Nazarko, Finance Director
Kino Smith, Community Outreach
Coordinator
Tamura Veasy, Mayor's Office
Sharryl Alford, Mayors Office
Garland Doyle
Jackie Tennille
Troy Craft
Dwayne Lyons

CONTRIBUTORS

Portia Anderson-Fields
Christopher Jackson
Rosie Richardson
Margaret Kilburn
Troy Craft
Carlton Jones
Dwayne Lyons
Kathalee James
Tameka Ramsay

SPECIAL THANKS:

A special thanks to all the individuals who worked tirelessly assisting in the development of the Youth Recreation Program of 2017.

Oakland County Ministerial Fellowship
City of Pontiac Council President
Waterman and Council Members
Pontiac School District
Brenda Carter, Pontiac School Board
President
Kelly Williams, Pontiac Schools
Superintendent
Michigan State University
Oakland University
Portia Anderson-Fields
Friends of Murphy Park
The Oakland County Police Athletic League

Programing Committee

Norbert Burrows
Yvette Carson
Troy Craft
Mattie Hatchett
Chris Jackson
Craig Jefferson
Margaret Kilburn
Elaine May
Saneya Moore, M.A. ED
Lucy Payne
Rosie Richardson
Pastor Lorenzo Sewell
Daniel Smith

Budget/ Fundraising Committee

Norbert Burrows
Shannon Brownlee
Yvette Carson
Kathalee James
Craig Jefferson
Pastor Douglas Jones
Dubrae Newman
Lucy Payne
Rosie Richardson
Coleman Yoakum

Transportation Committee

Garland Doyle
Beth Gibbons
Madonna Van Fossen

Collaboration Committee

Dwayne Anthony
Shannon Brownlee
Norbert Burrows
Ken E. Carr
Yvette Carson
Troy Craft
Vernita Duvall
Michael Haines
Rev. Alfred Johnson
Pastor Douglas Jones
Lisa Kelly
Pastor Theresa Lee
Dubrae Newman
Ryan Russell
Edward Scott
Pastor Lorenzo Sewell
Kerry Tolbert

Site Committee

Yvette Carson
Chris Jackson
Craig Jefferson
Carlton D. Jones
Margaret Kilburn

Task Force Committee

Portia Anderson
Sam Anderson
Clarence Archibald III, RP
Adrain Austin
Robert Bass
William Carrington
Brenda Carter
Ervin Dorkins
Brother EL
Carolyn Jennings
Charlottee Jones
Jennifer R. Lucarelli
Al Patrick
Kaino Phillips
Angela Powell
Sean Preston
Tameka Ramsey
Frank Russell
Tom Swieboda
Eaton Williams
Kelley Williams
Sherman Williams
Joe Woods

SPECIAL THANKS

Youth Millage Ballot Initiative Task Force 2017

Kevin Adams	Honorable Mattie Hatchett	Rosie Richardson
Adrain Austin	Craig Jefferson	Joseph Sinclair
Norbert Burrows	Jermaine	Kejuante Wallace
Autumn Butler	Myron Milton	Lisa Washington
John Cantrell	Sean Preston	Council President Patrice Waterman
Pharice Franklin	Angela Powell	Councilman Kermit Williams
Tashina F	Tameka Ramsey	

CONTENTS

1.0 Introduction	8
2.0 Public Acts	9
3.0 Issues and Priorities	10
3.1 Absence of a Proper Parks and Recreation Department	10
3.2 Socio-Economic Considerations and Access	10
3.3 Breaking down barriers and building a sense of inclusion and personal ownership in the community	10
4.0 Methodology and fact finding.....	11
4.1 Town halls	11
4.2 Surveys	15
4.3 Call for Proposals.....	17
4.4 The Contributions of City Staff.....	17
5.0 Community Profile	17
5.1 Challenges of a Post-Industrial City.....	17
5.2 Key Demographics.....	18
Median Household Income (2015).....	18
5.3 Academic Performance	19
6.0 Committees and Collaboration	19
6.1 Budget Committee	19
6.2 Site Committee.....	19
6.3 Transportation Committee	20

6.4 Collaboration Committee.....	20
6.5 Programming Committee.....	20
7.0 Site Recommendations	20
Park Space	21
Inventory of Suitable Park Space	21
8.0 Collaborations	23
8.1 Program 1- Friends of Murphy Park Summer RAP 2017	31
Program Description	31
8.2 Program 2- The Police Athletic League	23
Summer Leagues 2017	29
Police Athletic League Available Programs:.....	30
BASKETBALL.....	30
TEE BALL	30
COACH PITCH BASEBALL.....	30
SOCCER.....	30
CHEER/DANCE/TUMBLING.....	30
8.3 Program Collaboration Program 3- Michigan State University Extension 4-H Youth Empowerment Service (Y.E.S) Program (Say YES to 4-H)	31
Program Overview:	35
Needs Assessment	36
Program Objectives.....	36
Methodology.....	37
Evaluation.....	38

Budget	39
<i>Additional Collaboration Programs</i>	40
9.0 Transportation.....	Error! Bookmark not defined.
10.0 New Programming	41
10.1 Types of Programming	25
10.2 Duration and Seasonal Offerings of Programming	25
10.3 New Program 1- Summer Basketball	25
Program Overview.....	25
Program Description	25
Needs Assessment	26
Program Objectives.....	26
Budget	26
10.4 New Program 2- Bitty Basketball	26
Program Overview.....	26
Program Description	26
Needs Assessment	27
Program Objectives.....	27
Budget	27
10.5 New Program 3- T-Ball	27
Program Overview.....	27
Program Description	28
Needs Assessment	28
Program Objectives.....	28

1.0 INTRODUCTION

In November 2016, voters in Pontiac overwhelmingly supported a new millage dedicated to Youth Programming in the City of Pontiac. Since its passage, up to 1.5 mills on every \$1,000 of taxable value can be levied to support the operation of a youth center in the City of Pontiac, and to offer programs intended to “curb juvenile delinquency.” The center is intended to offer programming directed to Pontiac residents under 21 years of age.

It has been said that crime and aberrant behavior is a leisure time activity. Consequently, the proposed youth millage seeks to establish a center to support programming to mitigate negative influences and build a foundation for future achievement and success among Pontiac’s youth. These programs will thus encourage a productive investment of time through athletics and education that serve to enrich the experience of childhood in the city.

Pontiac City Council played an instrumental leadership role in setting a tone of community-based, grassroots engagement from residents. City Council facilitated two town hall meetings to build community consensus around how the youth millage will be spent. The Office of the Mayor sustained this effort by overseeing the tasks assigned to the various committees established at these community meetings. Since that time, considerable contributions have been made by individuals working through these committees to establish the plan set forth in this document.

This plan is a result of the work performed by the committees and volunteers who dedicated considerable time and effort to building a better future for Pontiac youth. City staff were essential to organize, verify, and refine this information in order to deliver a strategy for services to be delivered aimed at meeting the objectives stated in the language of the Youth Millage Proposal.

This plan lays out a design framework for the implementation of operations for the proposed youth center and the programming that the center is intended to host. This document is intended to serve as an initial guide to navigate the waters of implementation for the program’s first year of operation. Subsequent years may build upon, augment, and even change elements of this plan in order to conform to the environmental pressures and mitigate the uncertainties that will present themselves during implementation.

2.0 PUBLIC ACTS

The Youth Millage proposal was approved by voters in the November 2016 election with an overwhelming show of support. 70.44% of voters approved the establishment of a new millage of up to 1.5 mils on every \$1,000 of taxable value of real property. The proposal is based on the criteria set forth in Michigan Public Act 179 of 1967 which allows communities to establish a millage to support the operations of a youth center. This requires that all programming and activities take place in or around a predetermined facility at a physical location in the city. The Millage Proposition and Michigan Public Act 179 serve as guiding documents for the youth millage implementation.

MILLAGE PROPOSTION TO EXPEND FUNDS FOR YOUTH CENTERS

Shall the limitation on taxes which may be assessed against the property in the City of Pontiac, County of Oakland, State of Michigan, be increased and the City of Pontiac be authorized to levy a new tax up to 1.5 mill(s) (up to \$1.50 on each \$1,000.00 of taxable valuation) for a period of 10 years, from 2017 to 2026, for the purpose of expending funds for centers open exclusively to youths under 21 years of age and aimed at curbing juvenile delinquency within the City of Pontiac, pursuant to Public Act 179 of 1967. It is estimated that up to \$900,000.00 will be collected in the first year that the millage is authorized to be levied.

Public Act 167 allows municipalities to establish a millage with a duration of up to 20 years. The language of the Pontiac Youth Millage Proposal has established the duration of the millage for 10 years, allowing the city to capture funds through 2026. The initial year of millage capture begins in the 2017-2018 Fiscal year. Accordingly, a rapid roll-out plan for the expenditure of funds needs to be set in place with scheduled programming for July 1, 2017.

YOUTH CENTERS

Act 179 of 1967

Sec. 1. (1) Any county, city, township, or village may levy taxes and appropriate funds for operating centers open exclusively to youths under 21 years of age and aimed at curbing juvenile delinquency within the community.

3.0 ISSUES AND PRIORITIES

The purpose of the Youth Millage is to fund a youth center to provide programming and services to residents under the age of 21 to reduce juvenile delinquency. Although crime is on a steady decline in the City of Pontiac, concerns about academic performance, youth crime, and employment persist.

3.1 ABSENCE OF A PROPER PARKS AND RECREATION DEPARTMENT

The Pontiac Recreation Department was dissolved in 2006 amid diminishing financial health of the City. The maintenance of public parks and greenspace has since been assigned to the Department of Public Works. The absence of an official parks and recreation department to handle programming and implementation of the Youth Millage places the City at a disadvantage in terms of having the administrative infrastructure for effective and smooth implementation of policies and programs. Consequently, grassroots committees comprising residents, community leaders, and city officials were established to help form a consensus on site selection, programming, public/private partnerships and transportation. Separate committees were established to seek solutions to these challenges and propose a comprehensive strategy on summer programming and implementation that would best utilize funds raised via the millage.

3.2 SOCIO-ECONOMIC CONSIDERATIONS AND ACCESS

Approximately 35% of Pontiac residents live below the poverty line, much of them are children. With poverty comes a host of challenges that serve to hinder health and development, restrict economic opportunities, and increase the likelihood of becoming involved in criminal activity. There is a need to level the playing field for traditionally disenfranchised boys and girls at an early age with valuable programs that augment education and reduce the likelihood of juvenile delinquency. Included in this plan are educational and athletic programs intended to enrich the lives of Pontiac youth by promoting positive experiences that foster skills and nurture achievement, cooperation, and kindness. What must be paid special attention is the accessibility of the youth center and its programs to low-income families, especially in household where long-distance transportation might be challenging.

3.3 BREAKING DOWN BARRIERS AND BUILDING A SENSE OF INCLUSION AND PERSONAL OWNERSHIP IN THE COMMUNITY

By building a sense of community, by imparting the values of civic engagement, involvement, and teamwork, these programs help to address some of the systemic causes of racial tension embedded in our national subconscious. By partnering with organizations like the Police Athletic League, we are helping to create positive relationships between the youth of Pontiac and the County Police Department. Humanizing each other through mentorship and communication contributes to positive working relationships with communities and the police department as well as build trust in public agencies.

4.0 METHODOLOGY AND FACT FINDING

4.1 TOWN HALLS

It is imperative that all stakeholders in the city have their voice, be represented, and have the opportunity to benefit from these programs for which they were designed to serve and enrich. The methods by which program concepts were vetted were manifold. Initially, town halls were scheduled to engage residents in the development process. These events allowed key city officials to receive direct input from residents, community leaders, and other key stakeholders. Several committees organically emerged from these meetings, which undertook specific tasks relating to the implementation of the Youth Millage Funds. This included logistics, site selection, programming, budgeting, and public/private partnerships. Fundamental core values such as equal access, equitable service delivery, transparent accountability and communication were primary cornerstones for which the edifice of these Youth Programs were constructed.

4.2 FIRST YOUTH CENTER TASKFORCE MEETING

Tuesday, December 13, 2106 4pm-5:30pm at City Hall

- **Present:** Mayor D. Waterman, Councilman President, P. Waterman, Councilman Kermit Williams, Councilwoman M. Pietila, Commissioner M. Hatchett, T. Ramsey; C. Jefferson; Y. Carson, L. Payne, N. Burrows, R. Bass, D. Smith, M. Kilburn, J. Sinclair, D. Lyons, Rev. A Johnson, K. Carr, C. Jones, C. Yokum, M. Haines, A. Austin, E. Dorkins, K. Phillips

Location

- M. Kilburn- would like to revisit Ewalt Center. It was built for a community center and has established.
- C. Jefferson- Ewalt Center and look at putting on an addition. Looking into Purdue and Longfellow, both which were school building.
- L. Payne-Ewalt Center; because it already has the needed amenities
- M. Pietila- LaBaron school
- Y. Carson- Look at the schools that allows locations throughout the city and is safe.
- C. Jefferson- Look at schools as satellites until we can find a location
- M. Hatchett- Looking at the school district to allow multi-locations within neighborhoods. Contact Lee Construction to see if Central High School or Wisner can be used.
- Rev. Johnson-Use churches within communities. No need to build or remodel buildings.
- N. Burrows-Church buildings may be in the community; but, churches are not in the community. He does not feel churches are involved in the community and currently only assist their members.
- M. Haines- Old Boys and Girls Club on Columbia.

Programming

I.T. Programming	Computers Design	Swimming	Reading	Social Skills	Life Skills
Mentoring Programs	Creative Writing	Geography	Home Economics	Financial Education	Languages
Health	Nutrition	Leadership Development	Agriculture	STEM	Maker-Space (C. Yokem)
Business	Tutoring	Relationship building between parents and children	Human Library (Time bank)	Ask the youth (E. Dorkins)	Entrepreneurship

Funding

- Project Matches (MEDC- www.michiganbusiness.org/community/public-spaces-community-places/)
- R. Bass- By using satellites, we are able to save money. Its important to invest money and not throw good money after bad.
- Identify funding for community centers.
- Community Reinvestment Act (CRA)
- Ask community businesses to sponsor center
- Partnership with school district
- Use General funding
- Work with nonprofits
- K. Phillips- We need to be sustainable, start with a 5 year plan and build up. We need to make sure MOU's are in place and start looking at grant funding.
- Work with the Flint Development Center
- Work with Grace Centers of Hope and churches
- C. Yokem- Connect with established grassroot groups/organizations that provide programming that is already being done in the community. Build a coalition.
- Y. Carsen- Work with Welcome to use their building on Orchard Lake Rd. Contact big foundations.
- O.U./Pontiac Partnership
- Look into how Community Benefit Agreement can be used to help with this process.

Sub-committees

- **Location**
- **Partnership**
- **Programming**
- **Funding**

4.3 YOUTH MILLAGE TOWNHALL MEETING 2/21/17

COALITION BUILDING

- Community programming directory
- Business partnerships, including kids (Pontiac regional chambers)
- Adult/youth partnership
- Partnership with Hewlett Packard and other businesses (Lion club/SEcommunity)
- Must work on partnerships trust with organization/ businesses
- Input from principals and teachers, workers in school system
- Use any and all outside help if provided
- Business plan for flint but could be offered in Pontiac as well

FUNDING

- Tap into people with love for Pontiac to support and ask for financial support
- Activate funding services for youth millage

LOGISTICS (Center/Staffing)

- There needs to be both short and long term goals
- Retention: What will we do?
- Want local people running and working with plans with youth millage and all employment opportunity
- Local people with qualifications and strong knowledge of programming and programs
- Strong mentors/ volunteers
- Recruitment, background checks, applications to apply for programming
- Be supportive as a community who will lead the millage

PARENTS

- Parent engagement NEEDED

PROGRAMMING

- Set up apprenticeships/trade programs for youth

SATELLITES LOCATIONS

- Safety and welfare of youth
- Transportation plans?

YOUTH COMMENTS

- Needs more sports
- Herrington needs bigger gym
- More basketball teams

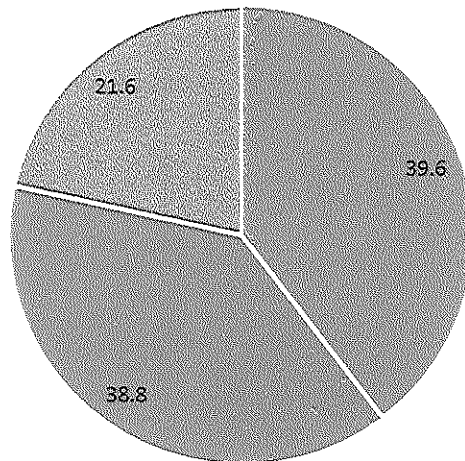
YOUTH INVOLVEMENT

- Youth advisory program
- Plan to increase graduation rate

4.4 SURVEYS

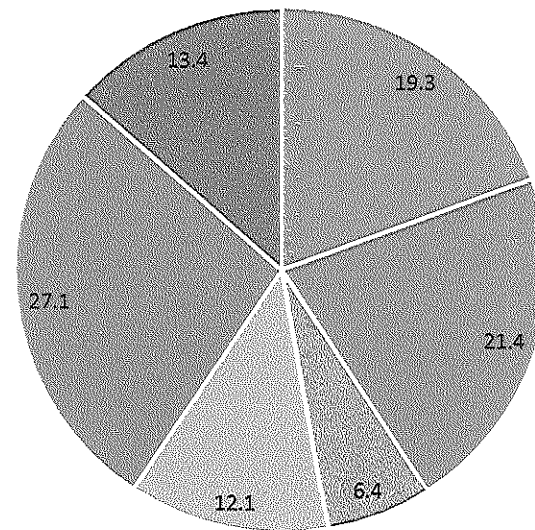
By virtue of being a community-driven process, City staff also approached the youth of the city to determine *their* preferences, ambitions, and values regarding programming of youth millage funds. A survey was created and circulated throughout several schools with the aim to generate statistically significant responses. Responses were collected and analyzed by City personnel and included in this plan for the consideration of the reader. These responses are included in the information below.

Are you interested in summer employment and job training?



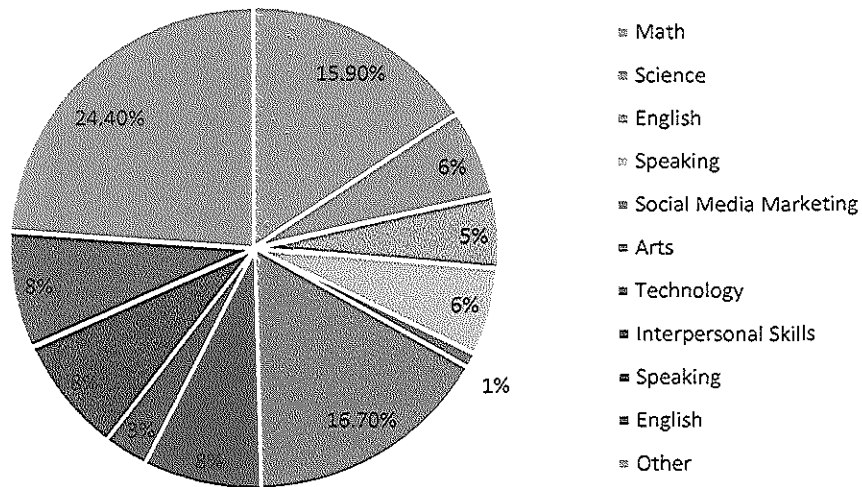
■ Yes ■ No ■ Maybe

What topics do you like to discuss?

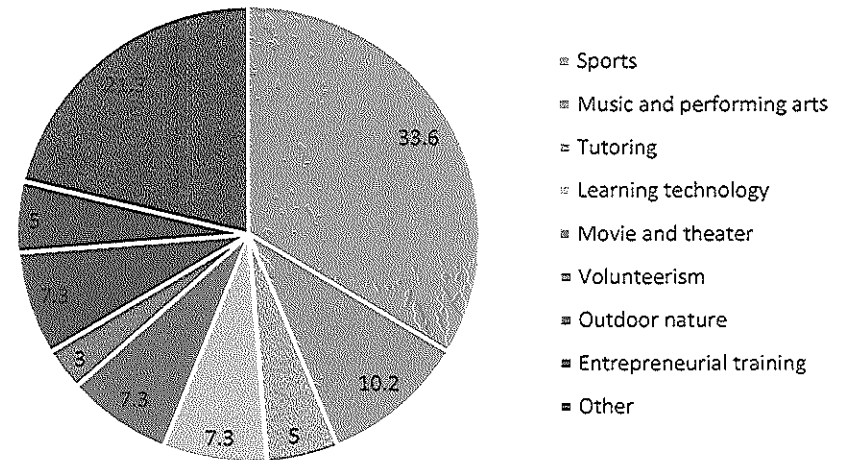


■ Music and Entertainment ■ Sports ■ New Technology ■ Fashion ■ Gaming ■ Other

What do you feel like you're naturally gifted in?



What activities do you like?



Percent of children requiring transportation if the site was not within walking distance:

36%

4.5 CALL FOR PROPOSALS

After years under state-directed emergency management, it is important that now be the time that the community be empowered to regain a sense of ownership over their own local policies. Resident's voices must continue to be acknowledged, signaling a return to democratic values. Because of these reasons, the Mayor's Office continues to accept recommendations and proposals from community groups and residents regarding youth millage programming. The first round of proposals were submitted and reviewed during committee meetings in May 2017. A second round of proposals will be accepted and reviewed until June 15th, 2017. There are many groups who have been providing essential services and educational programs to children for years, even when there were no public resources to do so. It is important that we recognize these efforts and partner with those who have the organizational capacity and experience to have a greater positive effect on the children in this community.

4.6 THE CONTRIBUTIONS OF CITY STAFF

The proposals submitted to the committees from residents and local community groups was then evaluated by the Mayor's Office and subordinate departments. Considerable time and effort on the part of city staff to review and consider the most effective and efficient programming was then organized and presented in this plan for the consideration of City Council. Approval from City Council signifies a popular mandate for action that would permit the use of the Youth millage funds to be disbursed in accordance with this plan.

5.0 COMMUNITY PROFILE

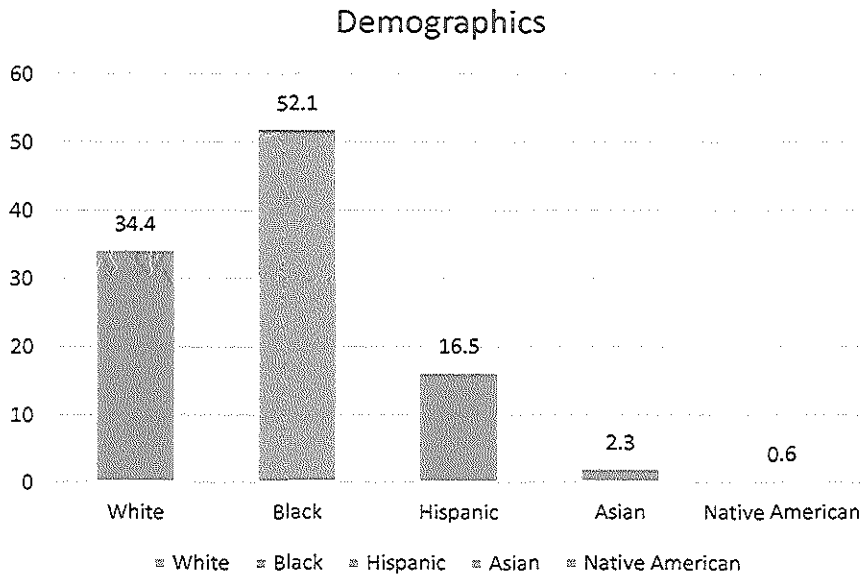
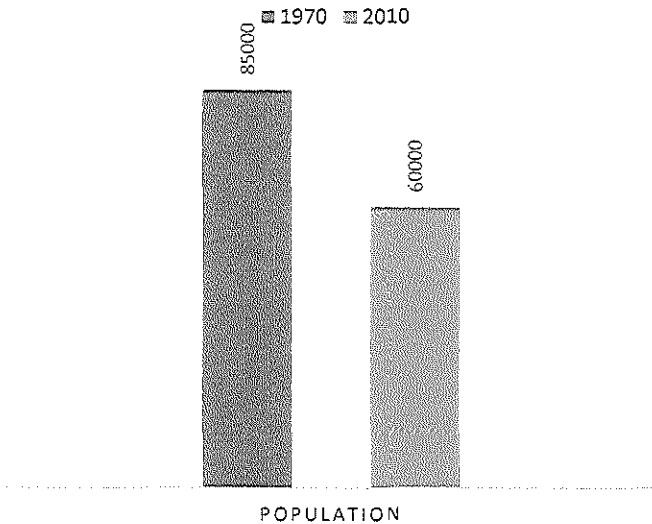
5.1 CHALLENGES OF A POST-INDUSTRIAL CITY

The City of Pontiac was a thriving industrial base in Oakland County for decades. From its population peak in 1970 with 85,000 residents, the past four decades have resulted in a loss of population (to roughly 60,000 residents at present). The gradual loss of General Motors and other industries as major employers in the city contributed to a downward economic spiral which contributed to an unemployment rate of approximately 50% during the recession. Subsequent effects of these events lead to a deterioration of traditional neighborhoods, loss of property values, and a struggling school system. As the national economy has emerged from the recession, there has been a renewed interest in focusing on the nation's urban cores as places for employment, innovation, and activity. The youth millage's victory in November 2016 is a signal that residents are eager to reinvest in the institutions that once made Pontiac great. By focusing resources on the youth in the city, a brighter future for families enduring these challenges is on the horizon.

Pontiac is home to a diverse agglomeration of communities with rich histories and cultural traditions, however economic challenges still prevent many residents from having the ability to rejoin the ranks of the middle class. This means fewer opportunities for educational, cultural, and athletic enrichment, and even fewer opportunities for socio-economic advancement. As the county seat, Pontiac is perched to see a renaissance of opportunities for traditionally disenfranchised populations as long as key factors of equal access to services and programs remain on the forefront. The programs and

services fueled by the youth millage are able to mitigate inequities that have historically haunted the dense urban centers by providing a level-playing field- by giving children in this city opportunities and experiences not historically afforded to them.

5.2 KEY DEMOGRAPHICS



MEDIAN HOUSEHOLD
INCOME (2015)

\$28,505

Unemployment Rate

9.9%

5.3 ACADEMIC PERFORMANCE

With the gradual decline in property values over the years and then a sudden shock to the real estate market in 2008, the Pontiac School system suffered significant revenue shortfalls. Consequently academic performance of students in Pontiac Schools likewise saw a decline.

Conditions are improving, however, and the programs and services provided by Youth Millage funding can help augment the successes that have been made in the past few years. The high school graduation rate is up to 69% from 55% over the last three years. Likewise, the dropout rate has decreased from 25% to 14% in a similar amount of time. To build on the progress that is being made, programs must contribute to building a strong foundation for young people in this community to thrive.

HIGH SCHOOL GRADUATION RATE

69%

Challenges still remain that need to be addressed. Although the graduation rate is improving, nearly a third of Pontiac students will enter adulthood ill-equipped for the demands of the global economy. Recently the State of Michigan determined that two schools in the Pontiac school system scored below the bottom 5% on state-standardized testing. Initially placing the future of the schools in jeopardy, the state has reached an agreement with the school board to keep the schools open long enough to implement needed reforms.

6.0 COMMITTEES AND COLLABORATION

As part of the strategy to empower the re-emergence of core democratic values in a community that was governed by a state-appointed emergency manager for years, it is essential that the organization of the youth millage be a grassroots-driven process.

6.1 BUDGET COMMITTEE

Led by city staff, this committee is tasked to address the fiscal opportunities of the youth millage and the constraints of the costs of effective programming. The Youth Millage levies 1.5 mills on every 1000 of taxable value of real property, with an overall projected revenue of \$950,000.

6.2 SITE COMMITTEE

With vast amounts of industrial, commercial, and institutional buildings, there is no shortage of available space in the city. Which spaces would make a suitable youth center substantially narrows the field of options. The site committee is tasked with generating lists of potential sites, performing site visits and making a recommendation for the eventual Pontiac Youth Center, which the millage is intended to support. The timescale of the youth programming

implementation places additional constraints on the committee. Realistically, a turn-key temporary site will be selected that is capable of serving as a center for programming which is able to be launched by July 1, 2017, and a long term site will be selected for future iterations of programming. Space considerations include architectural features of a building that is capable of hosting various programs for differing age groups, the availability of a gymnasium that is properly scaled to activities and age groups, and a location that is accessible for young people throughout the city.

6.3 TRANSPORTATION COMMITTEE

Economic conditions in Pontiac are such that roughly 35% of families are living in poverty with 73.5% of the youth in Pontiac school district considered economically disadvantaged. Consequently, reliable and effective transportation may be challenging, affecting regular participation in youth programs. The transportation committee is charged with investigating transportation challenges that members of the community may face, and to generate strategies designed to mitigate these challenges to improve accessibility and participation.

6.4 COLLABORATION COMMITTEE

The Collaborations Committee is tasked with taking inventory of the existing programs offered in the city and develop public/private partnerships with the organizations currently offering them. This is done in part to reduce unnecessary redundancy and the potential threat of duplicating services. There are many hard-working individuals in the city who have donated their time to developing programs with scarce resources. Programs that meet high standards and the criteria set forth by the City, may qualify for further funding from the Youth Millage.

6.5 PROGRAMMING COMMITTEE

The Programming Committee is responsible for selecting existing programs and developing new programs to be offered at the Youth Center and funded by the Youth Millage. A program must meet specialized criteria and fit within budget constraints in order to be considered.

7.0 SITE

Programs intended to begin July 1, 2017 places considerable constraints on the selection for a location of a Youth Center. Many sites which may be ideal in terms of space, facilities, and location may not be ready or may require renovation before they could be used, which would postpone their start date passed the July 1 deadline. Additionally, sites which may be ready for immediate use may be lacking in terms of their location, available square footage, and facilities. Consequently, it makes sense that a temporary facility be used, which may not be initially ideal, but is redeemed by virtue of it being a turn-key site, ready for use. While a temporary site is employed, the city can continue working on providing a long-term site for the permanent Youth Center.

An ideal site possesses around 30,000 square feet, is capable of being subdivided to offer programming for different age groups, has a gymnasium to offer athletic programs inside during severe weather of the winter months, and has a central and accessible location in order to maximize participation among youth throughout the City.

There is no shortage of closed schools in the City. A school already possesses many of the ideal characteristics, since they were designed with youth education and programming in mind. However, many of the closed schools require renovation and may take a significant investment of time and money in order to be restored to a point of being suitable for a youth center.

Active schools in the Pontiac School District are presently unsuitable for use as a Youth Center. In addition to the passage of the Youth Millage, the Schools District's Sinking Fund was passed in order to fund physical improvements to school buildings. Most of these buildings will be experiencing construction, renovation and repair during the summer months when school is adjourned, prohibiting them from being used as activity and recreation centers.

PARK SPACE

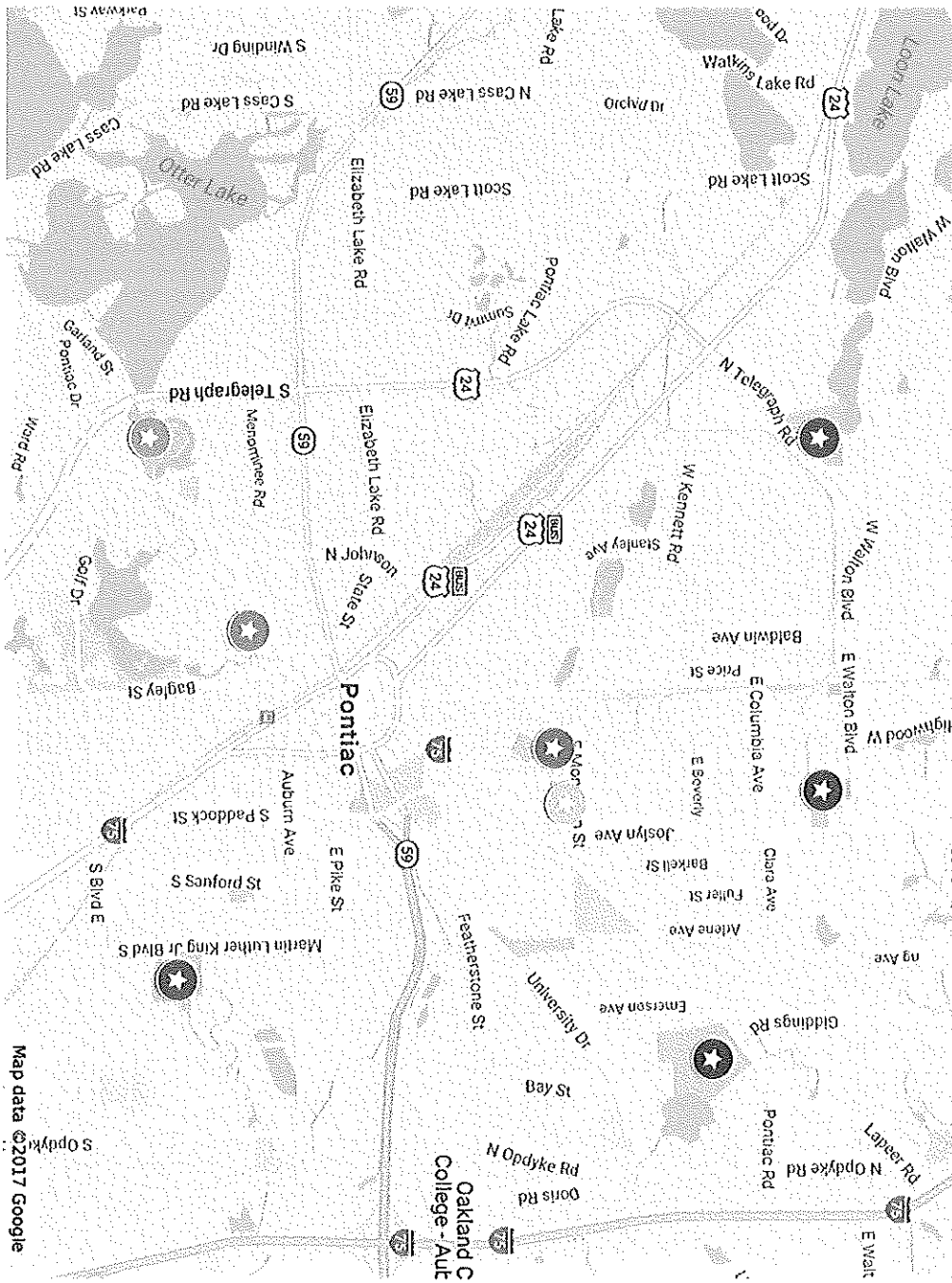
Outdoor programming can be held at some of the city's many parks. Although neighborhood parks are too small to be considered suitable for programs that may comprise hundreds of children, the city has many large *community parks* that might serve as potential satellite or reserve spaces.

Inventory of Park Features

Park Name	Acres	Playground	Ballfield	Basketball Rim	Tennis Court	Soccer Field	Volley Ball	Shelter	Picnic Area	Parking	Outdoor Bathrooms	Lighting
Aaron Perry	36.68	1	6	0	0	1	0	0	Y	Y	N	Y
Beaudette	55.23	1	1	4	1	0	1	1	Y	Y	Y	Y
Galloway	63.86	1	2	4	0	0	0	0	Y	Y	N	N
Hawthorne	166.58	1	0	0	0	0	0	1	Y	Y	Y	N
Jaycee	18.22	1	1	0	0	0	2	0	Y	Y	Y	Y
Murphy	45.54	1	1	0	0	0	1	1	Y	Y	Y	N
Oakland	15.01	1	1	4	0	0	0	0	Y	Y	Y	N
Rotary	14.88	1	0	4	1	0	0	0	N	Y	N	N
Total	416	8	12	16	2	1	4	3	NA	NA	NA	NA

Pontiac Parks

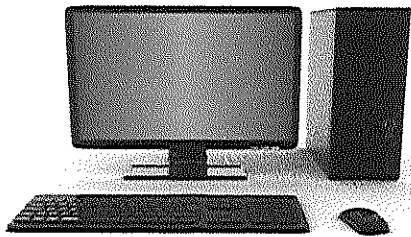
- Aaron Perry Park
- Murphy Park
- Beaudette Park
- Galloway Lake Park
- Hawthorne Park
- Oakland Park
- Rotary Park
- Jaycee Park



8.0 PROGRAMMING

The new programs are those specifically developed and managed by the City of Pontiac and that are supported by the Youth Recreation Center.

YOUTH CENTER ON-SITE ACTIVITIES



Club Rooms

Study Rooms

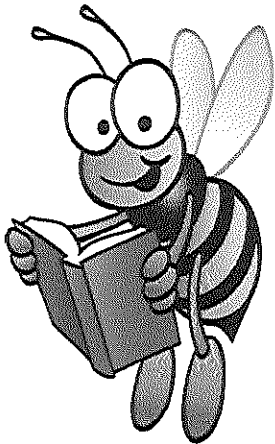
Computer Lab

Vocational and Career Coaching

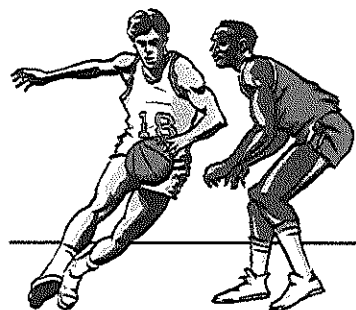
Conflict Resolution Counseling

Game Room

OU / Partnership Activities

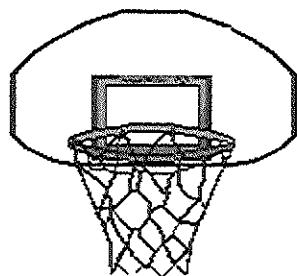


SUMMER YOUTH RECREATION PROGRAMS



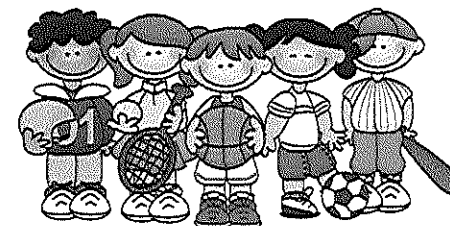
BITTY BASKETBALL

When: July 8 - August 26, 2017
Saturdays from 9 am-4 pm
Ages: 4-7 years old
Capacity: 16 Teams Consisting of 10 Players Per Team
Coordinator: Youth Recreation Center Staff
Description: Teaches the Basic Fundamentals of Basketball, Dribbling, Passing, Shooting, Defense and Teamwork.



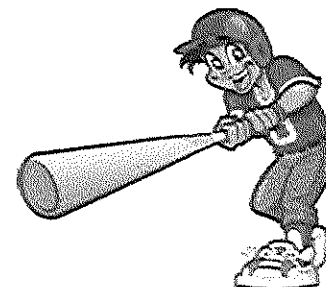
YOUTH BASKETBALL

When: July 5 - August 15, 2017
Mondays and Thursdays 5:30 - 8:30 pm
Ages: 4 Different Age Groups 8-10/11-13/14-16/17-20
Capacity: 24 Teams Consisting of 10 Players Per Team
Coordinator: Youth Recreation Staff
Description: This Sport Teaches Discipline, Teamwork, Conflict Resolution and Positive Competition. This Activity Will Encourage Healthy Interaction With Others.



T BALL

When: July 5 - August 7, 2017
Ages: 4-7 years old
Capacity: 12 Teams Consisting Of 15 Players Per Team
Coordinator: Youth Recreation Staff
Description: An Instructional League to Enhance Formable and Developmental Skill Sets in Participating Youth. Teamwork, Sharing, Positive Competition. A Family Orientated Sport.



shutterstock - 144514190



The Youth Millage Programs are intended to serve the following goals:

- Provide rewarding and formative experiences for the Youth of the City of Pontiac ages 21 and under.
- Provide educational opportunities for the Youth of the City of Pontiac ages 21 and under.
- Foster the development and appreciation of a sense of community among the Youth of the City of Pontiac.
- Contribute to the development of core skills, confidence, and understanding that will equip the youth of Pontiac to succeed.
- Foster a productive use of time for youths and to seize opportunities for growth and advancement.
- Foster a sense of community and a sense of civic virtue.

8.1 TYPES OF PROGRAMMING

The above program goals and values can be conveyed through a variety of media, including activities, educational workshops, athletics, and community projects.

- Academic Programming
- Athletic Programming
- Community Projects

8.2 DURATION AND SEASONAL OFFERINGS OF PROGRAMMING

The summer break creates challenges in our educational model by creating a space of time when information can be lost or forgotten, routines, may deteriorate, and educational atrophy takes hold. The summer months are the most critical time to supplement with additional programs of a wide variety.

8.3 NEW PROGRAM 1- SUMMER BASKETBALL

Ages: 8-10; 11-13; 14-16; 17-20 years old

Program Overview

- Summer basketball will be played at Beaudette, Galloway, Rotary, or Oakland Parks
- Projected budget \$4228.00
- Date and Duration of Program: July 7, 2017 - August 15, 2017
- Date/Time: Monday-Thursday at 5:30pm

Program Description

The City of Pontiac is offering youth basketball leagues to children ages 8-20 years old in four separate divisions. Games will be played from July 7, 2017- August 15, 2017 in the evening starting at 5:30pm at TBD.

Needs Assessment

It is critical that Pontiac have healthy activates to strengthen youth and families by reducing the incidence of delinquency. One fifth of violent crimes by the youth are committed between the hours of 3-7pm weekdays.

Program Objectives

This program is aimed at bringing families closer together, team building, and curbs youth delinquency by giving youth healthy activities to occupy their time.

Budget

140 games are projected

Item	Unit Cost	Total
Official Fee's	\$ 20.00 per game	\$2,800.00
(2) Portable scoreboards	\$599.00	\$1,198.00
(2) 6' Ft Tables	\$ 50.00	\$ 100.00
(4) Plastic Chairs	\$ 20.00	\$ 80.00
(10)Scorebooks	\$ 5.00	\$ 50.00
Total		\$4,228.00

8.4 NEW PROGRAM 2- BITTY BASKETBALL

Ages 4 to 7

Program Overview

Curbs youth delinquency by giving youth healthy activities to occupy their time.

Location: Games will be play at Beaudette, Galloway, Oakland or Rotary Parks

Projected Budget \$2,829.50

Program Description

The City of Pontiac is reintroducing Bitty basketball to our children ages 4-7. This is an instructional sport that focuses on the basic fundamentals of dribbling, passing, shooting, and defense. Bitty basketball will start July 8th – August 26th. Games will be played on Saturdays with the first game starting at 9:00am.

Needs Assessment

It is critical that Pontiac have healthy activates to strengthen our youth and families by reducing the incidences of delinquency, abuse, and neglect through sports.

Program Objectives

This is an instructional league with no score taken. The first 20 minutes of the hour will consist of instructions on the basic fundamentals of dribbling, passing, shooting, and defense. The last 40 minutes will consist of a simulated game. The program expects 160 children to participate.

Budget

64 games are projected

Item	Unit Cost	Total
Official Fee's	\$25.00 per game	\$1600.00
(50) Mini Basketballs	\$14.99	\$749.00
(2) Portable Hoops	\$200.00	\$400.00
(4) Drill Cone Packs six cones per pack	\$20.00	\$80.00
Total		\$2,829.50

8.5 NEW PROGRAM 3- T-BALL

Ages 4 to 7

Program Overview

Curbs youth delinquency by giving them healthy activities to occupy their time.

Youth T-Ball will be offered to Pontiac residents ages 4-7 boys and girls.

Enhance motor skills, and positive interaction among other children.

Projected Budget \$3,134.07

Date: July 5, 2017 – August 7, 2017

Program Description

The City of Pontiac is introducing youth T-Ball for boys and girls from ages 4-7.

Needs Assessment

It is very important that the youth of Pontiac have healthy activities to strengthen themselves and their families by reducing the incidences of delinquency, abuse and neglect through sports.

Program Objectives

Expected participation: 180 children

These games are aimed at bringing families closer together along with presenting the opportunity for fathers and mothers to get involved.

Budget

60 games are projected

Item	Unit Cost	Total
Official Fee's	\$25.00 per game	\$1500.00
(2) Base sets	\$55.00	\$110.00
(50) Mitts	\$12.99	\$649.50
(4) Back screens	\$19.99	\$79.97
(16) Helmets	\$19.99	\$319.84
Total		\$3,134.07

8.6 DIRECTORY OF OTHER PROGRAMS

Other Programs include all programs that are currently being offered by third party organizations. There are so many organizations in the city run by volunteers who have provided countless services and opportunities for youth that have helped to build character and shape them into conscientious citizens. The City is interested in partnering with these organizations to enhance the availability of the following programs.

8.7 PROGRAM 1- THE POLICE ATHLETIC LEAGUE

The mission of the PAL Program is to create a safe environment and a structure within which law enforcement will support and inspire young people to reach their full potential, utilizing athletics and other programs geared to improving the lives of participants. Such programs promote self-confidence, self-esteem, civic engagement, academic achievement, and help create and form better members of society. The Police Athletic League (PAL) was established by the Oakland County Sheriff's Department in 2015 to expand recreation opportunities for Pontiac youth and build connections between the department and community. PAL is a non-profit organization that benefits from a wonderful partnership with the Oakland County Sheriff's Office. This partnership is geared towards creating a strong bond between the Sheriff's office and the community members of Pontiac.

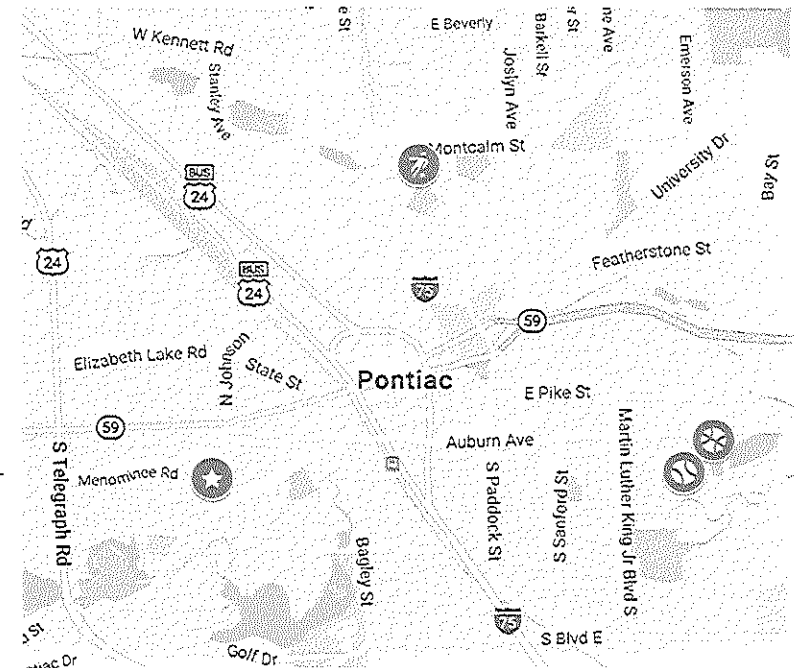
"It crosses social barriers, ethnic barriers. It's sort of a galvanizing program... What it's going to do is further show how people can work together, build on safe environment and create a great place to raise a family."

-Pastor Douglas P. Jones

PAL supplies all equipment needed to participate, but the child must bring close toed shoes and water. PAL relies on the generous donations from people within the community to help provide equipment for the children. The mission of the PAL program is to create a safe environment and a structure within which law enforcement will support and inspire young people to reach their full potential, utilizing athletics and other programs geared towards improving the lives of the participants.

Summer Leagues 2017

The registration deadline was originally scheduled for May 22nd 2017, but through the partnership with the City of Pontiac, Programs will be available for youth in the City between grades K-8. The season begins June 5th and runs through August 25.



8.8 POLICE ATHLETIC LEAGUE AVAILABLE PROGRAMS:**BASKETBALL (Woodside Bible Church, 830 Auburn Ave.)**

LEAGUE	GRADE	TYPE	GAME DAY	PRACTICE DAY
Girls & Boys	K-2	5x5	Monday	Saturday
Girls & Boys	3/4	5x5	Monday	Saturday
Boys	5/6	5x5	Thursday	Saturday
Girls	5-8	5x5	Thursday	Saturday
Boys	7/8	5x5	Friday	Saturday

TEE BALL (Frost Elementary School, 723 Cottage St.)

LEAGUE	AGE		GAME DAY
Girls & Boys	Under 8		Tuesday

COACH PITCH BASEBALL (Northside Field @ Aaron Perry Park, Edison and Marquette Streets, Pontiac)

LEAGUE	AGE		GAME DAY
Boys	Under 14		Tuesday

SOCCER (Aaron Perry Park, Edison and Marquette Streets, Pontiac)

LEAGUE	AGE	TYPE	GAME DAY
Girls & Boys	Under 8	7x7	Thursday
Girls & Boys	Under 14	11x11	Thursday

CHEER/DANCE/TUMBLING (Welcome Missionary Baptist Church, 143 Oneida St.)

LEAGUE	AGE		DAY
Girls & Boys	Under 12		Wednesday

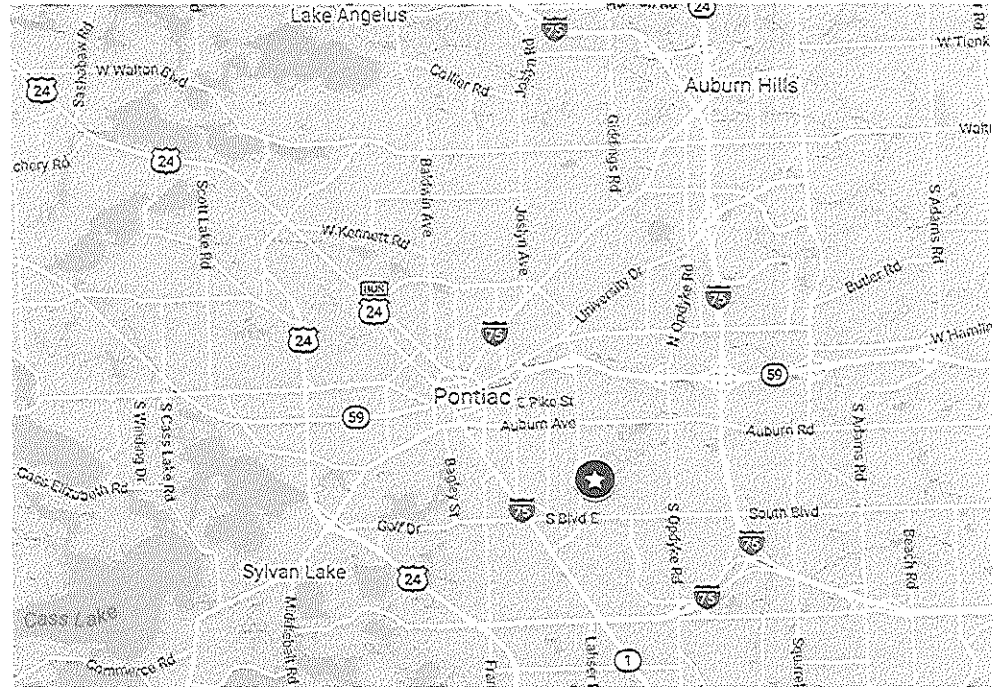
8.9 PROGRAM 2- FRIENDS OF MURPHY PARK SUMMER RAP 2017

The Murphy Park Summer RAP (Recreation Activity Program) is a microcosm of citywide programs in Pontiac for over 30 years. Established in 2006 after the dissolution of the city's Recreation Department, the Friends of Murphy Park was organized by Jean Sheppard, Sally McCallister, and Charlie Adams in 1990 under the *Adopt a Park* program established in the Recreation Division of the Community and Human Services Department. Since that time, the Friends of Murphy Park have been the private caretakers of one of the city's largest parks- hosting cleanups, running day camps, and other children's athletic programs.

Each summer, the Friends of Murphy Park run the Recreation Activity Program, which runs from June 26 to August 11 and offers a variety of activities for children who participate. The Friends of Murphy Park have applied for Youth Millage funding, and they are a prime candidate for a public/private partnership with the city. The Friends of Murphy Park are organized, have a long and successful track record of managing recreation programs, and have a wonderful outdoor site for their programs already established. This program would be administered as a satellite program, not taking place at the designated Youth Center.

Program Description

One of the core missions of the Youth Millage is to combat juvenile delinquency. It has been said that crime and aberrant behavior are leisure-time activities. As such, quality programs that provide an alternative to non-productive behavior during non-obligated time (leisure time) helps to achieve that mission by giving youth experiences that enhance cognitive and tactile learning. The variety programs offered by the RAP are educational experiences yet are enjoyable. The programs allow participants to learn both short and long-term skills.



It has been said that crime and aberrant behavior are leisure-time activities.

Pontiac has been without organized city sponsored recreation programs since 2006. Our youth not only deserve but need programs that impact the quality of life, their growth and development that will result in a decrease in delinquency.

The programs are open to all Youth from ages 4 to 14. All abilities and special needs are able to be accommodated, which speaks to the core values of accessibility and equitable service delivery. A registration form completed by parents includes liability waiver, photo release, health issues and emergency information.

Budget and Fees:

\$20.00 registration fee includes tee shirt, art and craft materials. Full and partial scholarships available. The budget for this program to be offered to a city-wide audience is a total of \$6,000- \$4,000 for staff costs and \$2,000 for supplies.

Program format:

June 26 to August 11

Monday through Friday – 8:30am-4:00pm Program time: 9:00am-3:30pm.

Daily nutritional lunch and afternoon snacks.

Typical Day in the Program

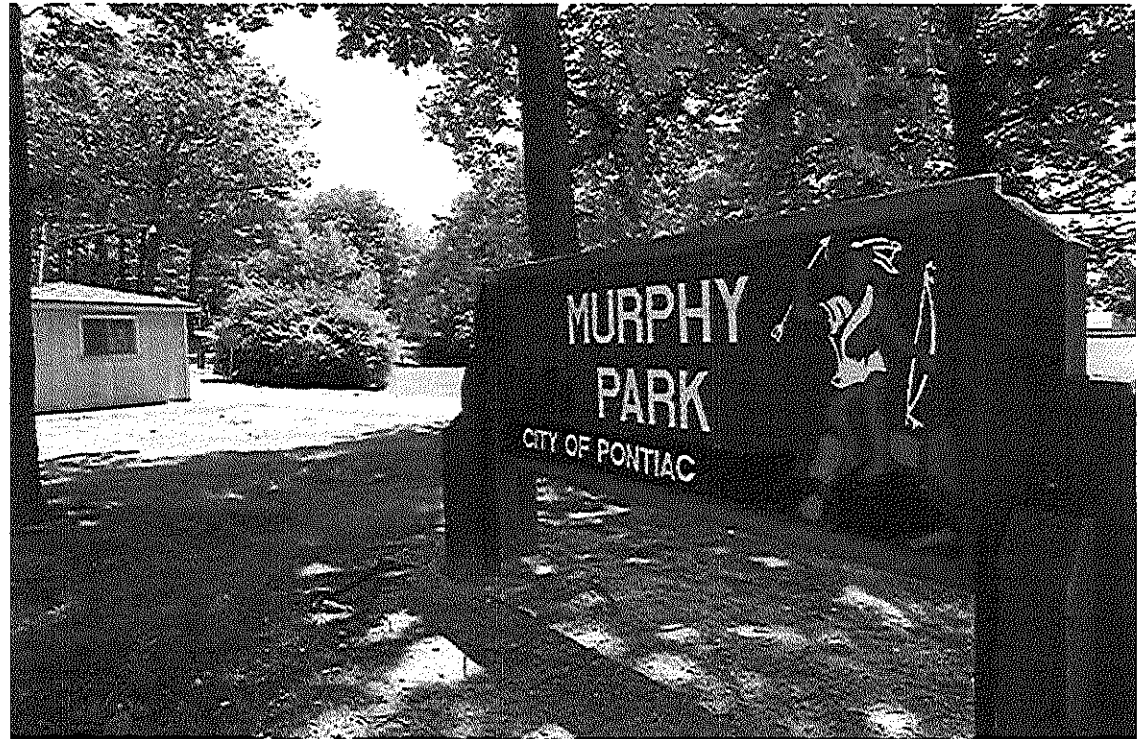
- Parent sign-in upon arrival (Participant name, parent/guardian name and phone number)
- Park clean-up 9:00am
- 9:30- campers gather in camp circle for icebreakers, fitness exercises (low impact), stretches, introduction to yoga.
- Camp songs, sing-a-long
- 10:30 Fitness trail walk, the prelude to the nature trail walk.
- 11:15 Passive games and dance
- 12:00 Lunch in pavilion. Camper lunch clean-up.
- 12:30 Playground free play
- 1:00 arts & crafts, Active games (Divided into age appropriate groups)
- 2:00 Repeat new groups
- Snack and playground

Field Trips: There are five field trips planned. Permission slips required.

- Metro Youth Health Day at Belle Isle July 12th - No fee
- OAC (Outdoor Activity Center) \$7.00 fee
- Red Oaks Water Park \$6.00 fee
- HCMA "Get out and Play" (Pending) No Fee
- Oakland County Parks "Come out and Play" at Independence Oaks - No fee
- Roller Skating at the Rolladium \$3.00 fee

Sports:

- Soccer conducted by Oakland University- Wednesdays
- Kick Ball
- Volleyball
- Track and Field



8.10 PONTIAC LIBRARY SUMMER YOUTH PROGRAMS

Summer Reading and Story Times

Pontiac Library Summer Reading Kick-Off Party

When: June 17, 2017

Noon- 5PM

Coordinator: Bonnie

Description: Food & Fun to celebrate the start of Summer Reading

Pontiac Library Summer Reading Program

When: June 17, 2017 – August 12, 2017

Ages: Preschool-Elementary

Coordinator: Bonnie

Description: For Each 3 books you complete, you receive a prize. Read 12 books to finish summer reading. Finish Summer Reading to receive a book, a prize, an invitation to our completion party & a raffle ticket for our special prize.

Summer Reading Completion Party

When: August 12, 2017

3-5 PM

Ages: 8-17 years old

Coordinator: Bonnie

Description: Must Complete the Summer Reading Program to Receive an Invitation!

American Girl Story Time!

When: June 15, 2017

Coordinator: Bonnie B

Description: Sing a- long songs @6:30pm; Storytime @ 7:00pm

Build a Better World ! Mondays 6:30pm -7:30 pm

When: Mondays (except 5/29, 7/3)

Coordinator: Bonnie

Description: We'll be reading stories about how we can all make this world a better place. *STEM powered Storytime!

Technical and Games

LEGO & ROBLOX

When: Saturdays 6/17, 7/8, 8/12, & 8/19

1:00 – 2:00 PM

Coordinator: Bonnie

Description: Join us every Saturday to play Roblox or use your imagination building with Legos! Stay tuned for more information about special LEGO challenges! *STEAM powered!

Minecraft Club

When: Saturdays 6/3, 7/1, 7/15, & 7/29

3:00 – 5:00 PM

Ages: 11-18 years old

Coordinator: Bonnie

Description: You must register and have your parent or guardian sign a permission form to be able to participate in this fun club! *STEAM powered!

Summer Lunch Program!

When: Monday-Thursday

Noon- 2pm

Capacity: TBD

Coordinator: Bonnie

Description: We will be a Meet Up and Eat Up site again this year! Join us for stories about building a better world and crafts and activities to go along with them as part of our Summer Lunch Program. Stay tuned for more information about Special Guests!

Summer Fun

Summer Camp

When: July 8th

3:00 – 5:00 PM

Coordinator: Bonnie

Description: Sign up to be assigned to a "Cabin" where you will make a cabin flag and learn a cabin cheer. You and your cabin will participate in fun camp activities (snack time), and closing Flag and Award Ceremony at the campfire.

Family Karaoke Nights

When: 2nd Thursday of each month!

6:00 – 7:30PM

Coordinator: Bonnie

Description: The 2nd Thursday of each month! Join us for some singing, light refreshments, and fun!

8.11 COLLABORATIONS

The above programs are ready to roll out for summer and fall seasons at select locations. However, additional programming and partnerships are continuously being developed for swift implementation. Many city-wide and regional organizations that offer youth programs stand to form partnerships with the city. The committees and city leadership are currently working to develop future collaborative programs with the *Salvation Army, the Boys & Girls Club, the Pontiac Creative Arts Center, Oakland County Parks & Recreation, and Oakland University*, which already boasts a prosperous partnership with the City of Pontiac.

8.12 PROGRAM COLLABORATION PROGRAM- MICHIGAN STATE UNIVERSITY EXTENSION 4-H YOUTH EMPOWERMENT SERVICE (Y.E.S) PROGRAM (SAY YES TO 4-H)

Proposal 2017- Summer, Fall, Spring

Program Overview:

Struggling economic conditions and low academic achievement affect the health of families and the future of Pontiac youth. Michigan State University Extension - Oakland County will engage youth, 5-19 with 8 weeks of summer programming and with 20 weeks of after school programming during the fall and spring academic semesters 2017-18. The program will develop life skills through experiential learning opportunities around leadership, citizenship, workforce preparation, science, technology, engineering, arts, math (S.T.E.A.M.), and healthy living. By providing extensive and varied programming, youth will become healthier, more civically engaged, and develop critical thinking and leadership skills. MSU Extension will create a safe, caring and inviting, environment for youth to participate in age appropriate, fun, educational and hands-on activities to order to help local families, area schools and neighborhoods develop supportive communities for all young people in Pontiac.

Michigan State University Extension achieves these positive outcomes through processes that integrate community buy in with research based practices to provide educational resources and recreational outlets for youth. The city of Pontiac is an ideal setting for the use of 4-H Special Interest Clubs that explore topics and projects based on the interests of the youth involved.

MSU Extension will reach 1,000 youth annually through summer, fall and spring programming with an annual cost of \$134,060.

Pontiac Millage budget request by season: Summer 8 weeks: \$24,010

Fall 20 weeks: \$55,025 Spring 20 weeks: \$55,025

Needs Assessment

Struggling economic conditions and low academic achievement affect the families and the future of Pontiac youth. According to recent census data, 35.7% of families in Pontiac are living in poverty with 73.5% of the youth in the Pontiac school district considered economically disadvantaged. In 2015, the city of Pontiac's unemployment rate was 10.7% compared to the state as a whole which was only 4.7%. Families in Pontiac have less disposable income to pay for youth programming, sports, or recreational activities with a median household income of \$28,500 compared to \$53,889 nationwide.

People in low-income communities are more likely to live with chronic diseases and have a shortened lifespan. Poor diet, sedentary lifestyles, and insufficient physical activity are linked to poor health outcomes. In Pontiac, census data shows 18.7% of individuals under 65 do not have health insurance. As research shows, where someone lives can significantly impact whether they can engage in daily healthy habits that result in good health outcomes. Thus, we are implementing strategies to help communities create supportive environments where the healthy choice is the easy and preferred choice.

The graduation rate in the Pontiac school district was 63.61% in the 2015-16 school year. This means one out of three students will be challenged to compete in today's more technical and global economy. This area continues to encounter incidences of schools cutting counseling and career education staff so that young people and their families are not getting the networking, linkages, and experiences they need through K-12 education to understand how to explore careers and plan for their post-secondary education, training, jobs, and careers.

Youth in Pontiac have limited after school opportunities that provide life skill development or the chance for physical activity participation. The 4-H Youth Development Program of Michigan State University Extension would provide a safe atmosphere after-school for youth to develop life skills through experiential learning opportunities around leadership, citizenship, workforce preparation, science, technology, engineering, arts, math (S.T.E.A.M.), and healthy living.

Program Objectives

4-H programs will be provided for youth 5-19 on a variety of topic areas that will address the following objectives. These objectives will be evaluated periodically.

- Youth participants will increase their leadership skills; build their cultural competencies; engage in their schools, neighborhoods, and throughout Pontiac, as active citizens; and learn that their voice and actions can make a difference in their community.
- Youth participants have an increased awareness of career and job opportunities related to their skills and interests.
- Youth participants will increase their science knowledge and learn problem solving, critical thinking, evaluation, and decision making life

skills.

- Youth participants will learn effective communication skills
- Youth participants will learn to be an effective team members
- To strengthen relationships between youth, family members, and the community at large
- To improve the health of youth and familymembers

Methodology

In 2016, Oakland County 4-H Programs engaged more than 11,800 young people, ages 5 to 19, throughout the county in partnership with 393 adult volunteers and 46 teen leaders. Young people are provided hands-on learning opportunities in their local communities designed to help them explore their interests and identify and develop emerging skills in ways that ensure their ability to both learn and grow from these experiences. These youth and adults are among the 200,000 youth and 17,000 adults that 4-H engages statewide each year.

With support from the Pontiac millage, 4-H programs will be established at the community center(s) or school site. A variety of programs will be offered in series per topic area. A 4-H program coordinator will connect with MSU Extension educators and specialists, MSU volunteers, community members and business professionals to provide the different programming options. Educators will utilize evidence based curriculum outlined below to train site program coordinators, teen leaders, and adult volunteers. The site program coordinator will be responsible for ensuring the curriculum is implemented. Volunteers will be vetted through a statewide background check system managed by Michigan State University Extension. MSU Extension's highest priorities are the physical and emotional safety of all youth enrolled in its programs. Volunteers who work directly with youth, vulnerable populations and represent MSU Extension must complete the Volunteer Selection Process (VSP).

The following curricula will be used based on the youth interests and age groups:

Leadership: Be SAFE: Safe, Affirming & Fair Environments; Finding Your Voice: Public Speaking Made Easy; Leadership Road Trip: Where are you Going?

Workforce Preparation: Build Your Future, Communications; Get in the Act

STEAM: Science Discovery; Junk Drawer Robotics; Photography and 4-H Filmmaking; Discovering Computer Science & Programming through Scratch; The Power of Wind

Healthy Living: Jump into Foods and Fitness; Learn; Grow, Eat, Go; Live Gardening; Steps to a Healthy Teen

Service Learning: Agents of Change; Raise Your Voice; Teen Corps: Developing Youth Leaders to Strengthen Communities

A Program Coordinator will oversee program implementation, program staff, evaluation, facilitation of the student advisory committee, volunteer recruitment and management, scheduling of MSU Academic staff program, program instructors and provide 4-H programming. Supervision support, staff support and Health and Nutrition Program Instructors will be provided by Oakland County MSU Extension.

The schedule of program offering is flexible based on student interest and ages. A youth advisory committee will be formed to provide input into program offerings and service learning projects and will be facilitated by MSU Extension program staff.

Evaluation

Youth participants will be evaluated using the 4-H Common Measures protocol. Common Measures assesses the impact of 4-H programs in science, healthy living, citizenship and college/career readiness. The youth instrument measures the following types of information:

- Demographic Information
- Life Skills Development
- Interest/Engagement
- Attitude/Aspirations
- Knowledge, Skills and Abilities related to Science, Healthy Living and/or Citizenship, and College/career readiness

The youth survey items include multiple choice, yes/no and Likert scale responses. No identifiable data is collected on the survey. Youth will take an online or paper survey of approximately 10-15 minutes in length which the on-site coordinator will administer/collect. Evaluation reports will be produced bi-annually with more frequent reports available upon request.

All youth participating in 4-H Programming will be required to complete 4-H Membership forms including annual enrollment forms, appropriate medical information and media release forms. This enrollment will be used to provide youth and their families' information on additional city, county, state and national 4-H opportunities. Youth enrollment will also be used to evaluate program success and youth participation.

Budget

Line Item	Request from Pontiac Millage	Funded by Other Sources	Total Cost	Narrative if needed
Salaries and Benefits	\$94,140	\$42,890	\$137,030	Program Staff
Academic Staff Program Delivery	\$7,920		\$7920	\$55 an hour x3 hours x 6 wks x 8 session
Support staff		\$6,663	\$6,663	Evaluation data input, general office support
Mileage		\$3,000	\$3,000	For Academic staff and Program Coordinators
Program supplies	\$9,000	\$3,000	\$12,000	4H curriculum, gardening, sports equipment, cooking supplies, science supplies
Service Learning project supplies	\$3,000		\$3,000	Supplies to be used for the completion of community service projects, to be determined by youth participants
4-H membership fees	\$20,000		\$20,000	\$20 x 1000 youth
Total annual costs	\$134,060	\$55,553	\$189,613	

Pontiac Millage Budget request by season: Summer 8 weeks: \$24,010

Fall 20 weeks: \$55,025

Spring 20 weeks: \$55,025

MI State University Extension - Collaborative 4-H Program

Youth Leadership Programs

Leadership Road Trip

When: July-Dec
Ages: 13-19 years old
Capacity: TBD
Coordinator: MSU Extension Educators
Description: Where are you going? Finding your voice: Public Speaking Made Easy.

Career Exploration

When: Sept-Dec
Ages: 13-19 years old
Capacity: TBD
Coordinator(s): MSU Extension Educators
Description: Build Your Future, Communications, Get in the Act.

Health & Nutrition

When: July-Dec
Ages: 5-19 years old
Capacity: TBD
Coordinator: MSU Extension Educators
Description: Jump into Foods & Fitness; Give Gardening, Learn, Grow, Eat; Steps to a Healthy Teen.

Service Learning

When: July-Dec
Ages: 13-19 years old
Capacity: TBD
Coordinator: MSU Extension Educators
Description: Agents of Change; Raise Your Voice; Teen Corps: Developing Youth Leaders to Strengthen Communities.

Outdoor Education & Recreation Program

When: July-Aug
Ages: All Youth Ages
Capacity: TBD
Coordinator: MSU Extension Educators
Description: Project Fish; Outdoor Adventures – Hiking Trails, Camping, Backpacking Expeditions, Exploring your environment; Bicycle Adventures; Forests for Fun.

Financial Education Programs

Entrepreneurship

When: Sept-Dec
Ages: 11-19 years old
Capacity: TBD
Coordinator: Michigan Extension Educators – Lisa Kelley
Description: Entrepreneurship Investigation; (ESI) Youth Business Guide to Success.

Financial Education

When: Sept-Dec
Ages: 11-19 years old
Capacity: TBD
Coordinator: Michigan Extension Educators – Lisa Kelley
Description: Financial Champions; Reading Make Cents; My Financial Future.

STEAM Program

STEAM Program

When: July-Dec
Ages: 9-16 years old
Capacity: TBD
Coordinator: Michigan Extension Educators – Lisa Kelley
Description: Science Discovery; Junk Drawer Robotics; Photography and 4-H Filmmaking; Discovering Computer Science & Programing through Scratch; the Power of Wind.

8.13 OAKLAND COUNTY RECREATION – COLLABORATIVE YOUTH PROGRAMS

Recreational Programs

Camping

When: Aug-Oct
Ages: All eligible youth
Capacity: Depends on park site
Coordinator: Recreational Staff
Description: Use of select individual campsites and cabins, such as Camp Wilderness, Addison Oaks and Groveland Oaks.

Mobile Recreation

When: Year-Round
Ages: 5-20 years old
Capacity: TBD
Coordinator: Recreation Staff
Description: Rental of various special park equipment, such as Climbing wall, inflatables, park equipment, etc....

Water Parks

When: May – Sept.
Ages: All eligible youth
Capacity: Depends on site
Coordinator: Recreational Staff
Description: Participants have access to the County's two aquatic parks: Red Oaks and Waterford Oaks. Grills and picnic areas are also available for rental.

Winter Activities

When: Dec-March
Ages: All eligible youth
Capacity: TBD
Coordinator: Recreational Staff
Description: Participants have access to winter activities such as cross country skiing, hiking, snowshoeing, and winter flat tire biking (to name a few).

Field Sports

When: Year Round
Ages: 5-20 years old
Capacity: Depends on Sport
Coordinator: Recreational Staff
Description: Participants can enjoy sport activities such as: baseball, soccer, softball, and/or cricket.

Unique Recreational Programs

Nature Centers

When: March-May
Ages: All eligible youth
Capacity: TBD
Coordinator: Recreational Staff
Description: Participants have access to Red Oaks and Wint nature centers. Both centers offer family nature programs, exhibits including native live animals and are linked to trail systems that invite visitors to explore the great out-doors!

Disk Golf

When: Year-Round
Ages: All eligible youth
Capacity: TBD
Coordinator: Recreation Staff
Description: Disk golf is know as Frisbee golf and is played using a golf ball. Participants may play at Addison Oaks, which offers a 24-hole disc-golf course. Tournament play is available.

BMX – Bicycle Motor Cross

When: May-Oct
Ages: 5-20 years old
Capacity: TBD
Coordinator: Recreational Staff
Description: Opened in 1976, the Waterford Oaks Bicycle Motocross track is one of the oldest continually-operated tracks in the world. The .25-mile championship Waterford Oaks track hosts practices, local, state and national races and competitions, with helmet and bike rentals available.

Special Services

Adaptive Recreation

When: Year-round
Ages: All eligible youth
Capacity: TBD
Coordinator: Recreational Staff
Description: Inclusion services for individuals with disabilities for participation in any program/event hosted by Oakland Co. Parks.

Dog Parks

When: Year-round
Ages: All eligible youth
Capacity: TBD
Coordinator: Recreational Staff
Description: Participants have access to three fenced-in park areas. Parks include picnic tables, benches and pet waste bags. The hours are typically one half-hour before sunrise until half-hour after sunset.

Geo- Catching

When: Year-round
Ages: 13-20 years old
Capacity: TBD
Coordinator: Recreation Staff
Description: Geocaching is a great way to combine the outdoors and the techno-age – experience high-tech scavenger hunting and travel through Oakland County to see what's hidden beyond your backyard!

School, Scout and Group Programs

When: Year-round
Ages: All eligible youth
Capacity: TBD
Coordinator: Recreational Staff
Description: Interactive programs to allow scouts/students to meet requirements for badges and/or assignments.

9.0 TRANSPORTATION

The Transportation Committee is currently investigating opportunities to form public/private partnerships with transportation services providers in order to mitigate accessibility challenges. Although it is important that the Youth Center be at a location that is as central as possible, accessible, and convenient, 36% of youth respondents in the surveys indicated that they would need to find transportation if the site was not within walking distance. During the school year, it may be feasible to provide transportation from the schools to the Youth Center after school for evening programs. A partnership can also be formed with SMART to provide supplemental transportation by utilizing their community programs.



CITY OF PONTIAC
DEPARTMENT OF HUMAN RESOURCES

47450 Woodward Avenue
Pontiac, Michigan 48342
Telephone: (248) 758-3293
Fax: (248) 758-3197

To: Jane Bais – DiSessa, Deputy Mayor
Nevrus P. Nazarko, CPA

From: Coy Mosley, HR Specialist

CC: File

Date: May 22, 2017

Re: Job Descriptions

In reference to the approved Youth Mileage and associated budget, I have attached the proposed job descriptions for Youth Recreation Manager, Youth Recreation Specialist and Youth Recreation Aide to be approved by Pontiac City Council.

The proposed salaries for these positions are as follows:

- Youth Recreation Manager: \$60,000
- Youth Recreation Specialist: \$50,000
- Youth Recreation Aide: \$38,000

Let me know if any questions arise.

Youth Recreation Manager

FLSA: Administrative exemption

Summary: An incumbent in this position is responsible for organizing, planning, coordinating, and conducting recreational and leisure activities for youth recreation centers.

Supervision

Supervision Received: Works independently under the broad general supervision of the DPW Director

Supervision Given: Will supervise recreation center staff.

Job Environment

- The environment in a Youth Recreation Center is moderate to loud. It is noisier than one of a typical business office environment; in addition to electro-mechanical computer- and telecommunications-related equipment; exposure to noise from shredders, printers, copiers, telephones, and other computer-related equipment, it includes noise from youth and parents engaged in various sporting and recreational activities.
- Operates PC-based computer system and other office equipment.
- Has regular, daily contact with personnel, residents and youth answering questions and solving problems.
- Has access to public information files in the computer systems.
- Errors could result in the damage to or loss of information resulting in legal consequences to the City.
- When representing the City at events outside of the office, the environment may include indoor or outdoor venues, which are subject to environmental conditions beyond the control of management. Noise levels may be elevated at some events.

Essential Functions

The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment of the position:

- Develop, organize, promote and implement youth recreation programs.
- Develop and enforce recreation rules and regulations.
- Prepare reports and schedules for events.
- Prepare schedule for part-time staff and volunteers.
- Plan a variety of activities catering to different groups and varying degrees of participant skills.
- Monitor programs and rearrange as necessary.
- Responsible for opening and closing the facility.
- Assist in general upkeep of the facility.

Typical Assignments

Administration

- Supervise center staff and volunteers.
- Compile presentations and status reports.

Communication

RECEIVED
2017 MAY 23 AM 8:34
COMMUNICATIONS SECTION

- Promote activities offered at the recreation center.
- Establish and maintain relationships with various groups, participants and the public.
- Establish and Maintain relationships with other youth organizations.
- Facilitate and coordinates communication between the DPW Director, Mayor and City Council.
- Serves as a liaison between the City Hall and constituents.

Research

- Develop and maintain safety policies and procedures for all programs.
- Develop a system to determine programs desired by residents and youth and the most efficient way to implement them.

Public Relations

- Represent the City at legislative and community events.
- Prepare news articles, newsletters, press releases and speeches.

Recommended Minimal Qualifications

Education, Training, and Experience: Bachelor's Degree in recreation management or related field; three years of experience in youth development; strong preference for candidates with demonstrated success in designing and implementing new youth programs. Demonstrated experience where use of a personal computer to prepare correspondence, reports, charts, etc., or to enter/retrieve/update information is an essential part of the work; valid Michigan operator license required. An employee in this classification will be required to work irregular hours as necessary.

Knowledge, Ability, and Skill:

Knowledge:

- Familiarity with legislative, administrative, and judicial systems.
- Familiarity with the organizational structure and operations of the City.
- Strong knowledge of recreation activities, equipment and materials.
- Strong knowledge of implementing recreational programs.
- Some knowledge of training and supervisory techniques.
- Some knowledge of employee policies and procedures.
- Working knowledge of philosophies and objectives of the recreation profession, and the purposes, use and benefit of programs.
- Working knowledge of various elements of programs such as, arts & crafts, sports, ad games, dramatics, music, hobbies, clubs, dance and special features.

Ability:

- Ability to understand, speak, and write in the English language.
- Ability to read and interpret documents and write routine reports and correspondence.
- Ability to speak effectively before a group of persons.
- Ability to research and analyze relevant constituent issues.
- Ability to deal with customers who may become verbally combative in a telephone or personal situation.
- Ability to perform multiple tasks accurately and efficiently under time constraints.
- Ability to work both independently and cooperatively.
- Ability to exercise professional judgment and maintain confidentiality when necessary.
- Ability to apply the overall mission of a department to make executive support decisions.
- Ability to review several diverse reference sources and select and synthesize data for reports and other forms of correspondence.
- Ability to apply instructions and guidelines in the disposition of problems.

- Ability to follow complex instructions.
- Ability to type to meet standards in giving out information and referring callers.
- Ability to use diplomacy, discretion, and judgment in giving out information and referring callers.
- Ability to direct, review, and evaluate the work of other employees or volunteers, as required.
- Ability to make decisions and take necessary actions.
- Ability to maintain composure during stressful situations.
- Ability to efficiently handle multiple tasks requiring a high degree of attention to detail.

Skills:

- Computer skills that encompass effective use of word processing, spreadsheet, email, and Internet browser software.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimal physical effort required to perform work under typical office conditions. While performing the duties of this job, the employee is regularly required to sit and stand; must regularly lift and or move items up to ten pounds, frequently lift items up to 25 pounds, and occasionally lift or move items up to 50 pounds; be able to clearly hear constituents when speaking in person or on the telephone. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

This job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Salary Range: \$55,000 - \$60,000

Youth Recreation Specialist

FLSA: Non-exempt

Summary: An incumbent in this position is responsible for organizing, planning, coordinating, and conducting recreational and leisure activities for youth recreation centers.

Supervision

Supervision Received: Works independently under the broad general supervision of the Youth Recreation Manager.

Supervision Given: May supervise Recreation Center Aide and other employees and/or volunteers assigned to assist.

Job Environment

- The environment in a Youth Recreation Center is moderate to loud. It is noisier than one of a typical business office environment; in addition to electro-mechanical computer- and telecommunications-related equipment; exposure to noise from shredders, printers, copiers, telephones, and other computer-related equipment, it includes noise from youth and parents engaged in various sporting and recreational activities.
- Operates PC-based computer system and other office equipment.
- Has regular, daily contact with personnel, residents and youth answering questions and solving problems.
- Has access to public information files in the computer systems.
- Errors could result in the damage to or loss of information resulting in legal consequences to the City.
- When representing the City at events outside of the office, the environment may include indoor or outdoor venues, which are subject to environmental conditions beyond the control of management. Noise levels may be elevated at some events.

Essential Functions

The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment of the position:

- Plan and carry out all youth recreation and related activities and events.
- Organize leagues, tournaments and contests and supervise participation in such activities.
- Prepare schedules for and supervise youth sports and recreational activities.
- Train and supervise volunteers.
- Enforce rules, regulations and safety requirements.
- Assist in general upkeep of facilities.
- Perform related duties as required.

Typical Assignments

Administration

- Organize, file and record documents
- Create flyers and advertisements for activities.

Communication

- Promote activities offered at the recreation center.
- Establish and maintain relationships with various groups, participants and the public.

RECEIVED
2017 MAY 23 AM 8:34
CITY OF CHICAGO

- Establish and Maintain relationships with other youth organizations.

Public Relations

- Represent the City community events.
- Prepare newsletters, press releases and speeches.

Recommended Minimal Qualifications

Education, Training, and Experience: High School Diploma or equivalent, with some college preferred; two years of experience on an organized recreation setting; voluntary experience will be considered; valid Michigan operator license required. An employee in this classification will be required to work irregular hours as necessary.

Knowledge, Ability, and Skill:

Knowledge:

- Familiarity with legislative, administrative, and judicial systems.
- Familiarity with the organizational structure and operations of the City.
- Strong knowledge of recreation activities, equipment and materials.
- Strong knowledge of implementing recreational programs.
- Some knowledge of training and supervisory techniques.
- Some knowledge of employee policies and procedures.
- Working knowledge of philosophies and objectives of the recreation profession, and the purposes, use and benefit of programs.
- Working knowledge of various elements of programs such as, arts & crafts, sports, games, dramatics, music, hobbies, clubs, dance and special features.

Ability:

- Ability to understand, speak, and write in the English language.
- Ability to read and interpret documents and write routine reports and correspondence.
- Ability to speak effectively before a group of persons.
- Ability to research and analyze relevant constituent issues.
- Ability to deal with customers who may become verbally combative in a telephone or personal situation.
- Ability to perform multiple tasks accurately and efficiently under time constraints.
- Ability to work both independently and cooperatively.
- Ability to exercise professional judgment and maintain confidentiality when necessary.
- Ability to apply the overall mission of a department to make executive support decisions.
- Ability to review several diverse reference sources and select and synthesize data for reports and other forms of correspondence.
- Ability to apply instructions and guidelines in the disposition of problems.
- Ability to follow complex instructions.
- Ability to type to meet standards in giving out information and referring callers.
- Ability to use diplomacy, discretion, and judgment in giving out information and referring callers.
- Ability to direct, review, and evaluate the work of other employees or volunteers, as required.
- Ability to make decisions and take necessary actions.
- Ability to maintain composure during stressful situations.
- Ability to efficiently handle multiple tasks requiring a high degree of attention to detail.

Skills:

- Computer skills that encompass effective use of word processing, spreadsheet, email, and Internet browser software.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimal physical effort required to perform work under typical office conditions. While performing the duties of this job, the employee is regularly required to sit and stand; must regularly lift and or move items up to ten pounds, frequently lift items up to 25 pounds, and occasionally lift or move items up to 50 pounds; be able to clearly hear constituents when speaking in person or on the telephone. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

This job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Youth Recreation Aide

FLSA: Non-exempt

Summary: An incumbent in this position is responsible for assisting in planning and conducting recreational and leisure activities for youth recreation centers. The Youth Recreation Aide will also perform maintenance activities associated with to youth recreation and leisure activities.

Supervision

Supervision Received: Works under the supervision of the Youth Recreation Manager or designee.

Supervision Given: No supervision responsibilities given.

Job Environment

- The environment in a Youth Recreation Center is moderate to loud. It is noisier than one of a typical business office environment; in addition to electro-mechanical computer- and telecommunications-related equipment; exposure to noise from shredders, printers, copiers, telephones, and other computer-related equipment; it includes noise from youth and parents engaged in various sporting and recreational activities.
- Operates PC-based computer system and other office equipment.
- Has regular, daily contact with personnel, residents and youth answering questions and solving problems.
- Has access to public information files in the computer systems.
- Errors could result in the damage to or loss of information resulting in legal consequences to the City.
- When representing the City at events outside of the office, the environment may include indoor or outdoor venues, which are subject to environmental conditions beyond the control of management. Noise levels may be elevated at some events.

Essential Functions

The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment of the position:

- Assist in all youth recreation and related activities and events.
- Assist in organizing leagues, tournaments and contests.
- Assist in preparing schedules for and supervise youth sports and recreational activities.
- Enforce rules, regulations and safety requirements.
- Assist in general upkeep of facilities.
- Set-up recreational and leisure equipment.
- Clean and sanitize recreational and leisure equipment.
- Maintenance of recreational areas as necessary.
- Perform related duties as required.

Typical Assignments

Administration

- Organize, file and record documents
- Create flyers and advertisements for activities.

Communication

2017 MAY 23 AM 8:35
CITY OF CHICAGO
OFFICE OF THE CITY CLERK

- Promote activities offered at the recreation center.
- Establish and maintain relationships with various groups, participants and the public.
- Establish and Maintain relationships with other youth organizations.

Recommended Minimal Qualifications

Education, Training, and Experience: High School Diploma or equivalent; one year of experience on an organized recreation setting; voluntary experience will be considered; valid Michigan operator license required. An employee in this classification will be required to work irregular hours as necessary.

Knowledge, Ability, and Skill:

Knowledge:

- Familiarity with legislative, administrative, and judicial systems.
- Familiarity with the organizational structure and operations of the City.
- Some knowledge of recreation activities, equipment and materials.
- Some knowledge of employee policies and procedures.
- Some knowledge of philosophies and objectives of the recreation profession, and the purposes, use and benefit of programs.

Ability:

- Ability to understand, speak, and write in the English language.
- Ability to help prepare correspondence and reports.
- Ability to speak effectively before a group of persons.
- Ability to research and analyze relevant constituent issues.
- Ability to deal with customers who may become verbally combative in a telephone or personal situation.
- Ability to perform multiple tasks accurately and efficiently under time constraints.
- Ability to work both independently and cooperatively.
- Ability to exercise professional judgment and maintain confidentiality when necessary.
- Ability to apply the overall mission of a department to make executive support decisions.
- Ability to apply instructions and guidelines in the disposition of problems.
- Ability to follow complex instructions.
- Ability to maintain composure during stressful situations.
- Ability to efficiently handle multiple tasks requiring a high degree of attention to detail.

Skills:

- Computer skills that encompass effective use of word processing, spreadsheet, email, and Internet browser software.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimal physical effort required to perform work under typical office conditions. While performing the duties of this job, the employee is regularly required to sit and stand; must regularly lift and or move items up to ten pounds, frequently lift items up to 25 pounds, and occasionally lift or move items up to 50 pounds; be able to clearly hear constituents when speaking in person or on the telephone. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

This job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.