

# PONTIAC CITY COUNCIL

**Mike McGuinness, District 7**  
**President**  
**William A. Carrington, District 6**  
**President Pro Tem**



**Melanie Rutherford, District 1**  
**Brett Nicholson, District 2**  
**Mikal Goodman, District 3**  
**Kathalee James, District 4**  
**William Parker, Jr., District 5**

*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."*

47450 Woodward Pontiac, MI 48342

Phone: (248) 758-3200

Sheila Grandison, MiPMC, CMC  
Deputy City Clerk

**50<sup>th</sup> Session of the 11<sup>th</sup> Council**

**September 13, 2022 at 6:00 P.M.**

**Meeting Location: City Council Chambers 47450 Woodward Pontiac, MI 48342**

**Meeting Agenda**

**Call to Order**

**Invocation**

**Pledge of Allegiance to the Flag of the United States**

**Moment of Silence**

**Roll Call**

**Authorization to Excuse Councilmembers from the Meeting**

**Amendments to and Approval of the Agenda**

**Approval of the Consent Agenda**

- A. City of Pontiac Fund Balance Sheet
- B. September 6, 2022 City Council Meeting Minutes
- C. September 8, 2022 Finance and Personnel Subcommittee Minutes

**Resolution**

**City Council**

- 1. Resolution Celebrating 2022 Golden Gloves National Champion Kentrell Rouser of Pontiac

**Special Presentation**

- 2. Celebrating 2022 Golden Gloves National Champion Kentrell Rouser of Pontiac

**Subcommittee Reports**

- 3. Communications, Engagement & Operations - Chair Goodman
- 4. Economic Development, Housing & Planning - Chair McGuinness
- 5. Facilities & Property - Chair Carrington
- 6. Finance & Personnel - Chair Nicholson
- 7. Law & The Courts - Chair Parker
- 8. Parks, Recreation & Public Works - Chair James
- 9. Public Safety, Health & Wellness - Chair Carrington

## **Recognition of Elected Officials**

### **Agenda Address (Two Minutes Time Limit)**

### **Agenda Items**

### **Resolutions Continued**

#### **City Council**

10. Resolution Recognizing the Friends of the Clinton River Trail

#### **Finance**

11. Resolution to Approve a Budget Amendment for Fiscal Year 2022-23 to Increase Budgeted Revenues in the Amount of \$500,000 to the General Fund in Account 101-000-513.000, and Appropriation in the Amount of \$250,000 to Account 101-699-818.000 Other Professional Services, and \$250,000 to Account 101-699-959.001 Contribution to WRC

#### **Grants**

12. Resolution to Authorize the City Clerk to Publish the Proposed Budget Amendment to Increase Budgeted Revenues in the Amount of \$19,372 to General Fund in Account 101-000-532-000-FBI-Federal Grants Others, and Appropriations in the Amount of \$19,372 to Account 101-301-818-069-FBI-Professional Service-Oakland County Sheriff OT.

#### **Planning**

13. Resolution to Approve the Specially Designated Merchant [SDM] and Class C, 'Bistro' License by the Petitioner, Workspace Pontiac LLC at 2 & 4 Saginaw Street, PIN 64-14-29-477-010 & 64-14-29-477-011 and Further Recommend this Application to be Considered for Approval by the Michigan Liquor Control Commission.

### **Public Comment (Three Minutes Time Limit)**

### **Discussion**

### **Communications**

#### **City Council**

14. Pontiac City Council has Recognized September 2022 as Suicide Prevention Month
15. Pontiac City Council has Recognized September 2022 as Sickle Cell Awareness Month
16. Spotlighting the History of the Constitutional Amendment Granting Women the Right to Vote, September 14, 2022 at 6:00 pm, held at the Oakland History Center, 405 Cesar E. Chavez Avenue, Pontiac 48342
17. Blood Drive, September 14, 2022 from 10:00 am to 4:00 pm, held at the Bowens Center, 52 Bagley Street Pontiac, MI 48341
18. Pontiac City Council has Recognized September 15, 2022 to October 15, 2022 as Hispanic Heritage Month
19. Genisys Credit Union Open Interviews, September 16, 2022 from 9:00 am to 1:00 pm, and from 2:00 pm to 4:30 pm, held at Genisys Credit Union, 444 Woodward Avenue, Pontiac 48341
20. Officials for the 2022-2023 High School Basketball Season are Sought, Free Training for Ages 16 to 21, Slight Cost for Others, Six-Week Course on Fridays Only Starting on September 16<sup>th</sup> at UWM Sports Complex in Pontiac, You'll be Certified by November 7<sup>th</sup>, For More Information Call (248) 390-3708

21. LatinFest, as part of the Strand Theatre Marquee Concert Series, September 17, 2022 at 5:00 pm, held at the Flagstar Strand Theatre, 12 N. Saginaw Street, Pontiac 48342
22. Pontiac Farmers Market, September 18, 2022 from 1:00 to 4:00 pm, held at Hidden River Plaza, 11 N. Saginaw Street Pontiac, MI 48342
23. Oak Hill Cemetery Walk, September 18, 2022, Walking Tours at 2:00, 3:00, and 4:00 pm, held at Oak Hill Cemetery, 216 University Drive, Pontiac 48342
24. Creating Felt Pumpkins Workshop, September 22, 2022 at 6:00 pm, held at the Pontiac Creative Arts Center, 47 Williams Street, Pontiac 48341
25. Oakland County Prosecutor's Office Racial Justice Advisory Council Second Annual Justice Resource Fair, September 24, 2022 from 12:00 to 2:00 pm, held at Beaudette Park, 786 Orchard Lake Road, Pontiac, MI 48341
26. Gallery 46 Exhibit Celebrating Hispanic Heritage Opening Show September 24, 2022 from 6:00 to 9:00 pm, held at Gallery 46, 46 N. Saginaw Street, Pontiac 48342
27. Flu Shot Clinic, September 27, 2022 from 10:00 am to 1:00 pm, held at Bowens Center, 52 Bagley Street Pontiac, MI 48341
28. CVS Pharmacy and Saint Paul Pontiac Community Lutheran Church Annual Flu Vaccine Clinic, October 5, 2022 from 1:00 to 6:00 pm, held at Saint Paul Pontiac, 1133 Joslyn Avenue, Pontiac 48340
29. Deep Meditation and Art Therapy, October 7, 2022 from 6:00 to 8:00 pm, held at the Pontiac Creative Arts Center, 47 Williams Street, Pontiac 48341
30. HAUNTIAC Full Moon Open Fair, October 7, 8, and 9, 2022 in Downtown Pontiac
31. Hauntiac Car Show and Woodward Scream Cruise, October 8, 2022 from 2:00 to 5:00 pm, held at the Oakland History Center, 405 Cesar E. Chavez Avenue, Pontiac 48342
32. Pontiac Night Riders Motorcycle Club Free Annual Senior Citizens Dinner, October 8, 2022 from 3:00 to 6:00 pm, held at 339 Raeburn, Pontiac 48342
33. Plein Air Painting Session, October 9, 2022 from 12:00 to 6:00 pm, held at Oak Hill Cemetery, Pontiac 48342
34. Gallery 46 Open Call for Artists for their Exhibit Celebrating Hispanic Heritage, Exhibit Runs September 16 through October 16, 2022, held at 46 N. Saginaw Street, Pontiac 48342, email [46northsaginaw@gmail.com](mailto:46northsaginaw@gmail.com) for information
35. Pontiac Night Riders Motorcycle Club Free Annual Kiddie Spooky Party, October 31, 2022 from 6:00 to 9:00 pm, held at 339 Raeburn, Pontiac 48342
36. 2022 General Election is held on Tuesday, November 8, 2022 and polling locations are open from 7:00 am to 8:00 pm
37. Annual Holiday Tree Lighting Ceremony, December 2, 2022 outside of the District Courthouse, Downtown Pontiac

38. Annual Holiday Extravaganza Parade, December 3, 2022 along Cesar Chavez Avenue, Oakland Avenue, and Saginaw Street in Downtown Pontiac

**Mayor's Office**

39. September is Senior Center Month, with Special Events the Entire Month of September at Ruth Peterson Senior Center and Robert Bowens Senior Center
40. Pontiac Youth Recreation Fall Youth Programs Registration Underway, Visit [pontiacrecreation.recdesk.com](http://pontiacrecreation.recdesk.com) for more information, programming this fall includes: Bitty Basketball, Elementary Girls Basketball, Chess Club, Indoor Tennis, Dance, Martial Arts, Flag Football, Music, E-Sports, young Authors, Etiquette Class, Cooking and Baking Class, VR Virtual Reality, Edu-Tainment, German Language Courses, Spanish Language Courses, Japanese Language Courses, Biochemistry, Dissection, and Fashion & Entertainment Club
41. MDOT Town Hall (Woodward Loop Conversation) September 19, 2022 from 6:00 to 8:00 pm, at Prospect Baptist Church, 351 Prospect St. Pontiac, MI 48341
42. MDOT Town Hall (Woodward Loop Conversation) September 21, 2022 from 6:00 to 8:00 pm, at Bowens Center, 52 Bagley St. Pontiac, MI 48341
43. Lawn Chair Concert Series, September 22, 2022 at 6:00 pm, held at Rotary Park in Pontiac, Featuring Melanie Rutherford and Phat Greasy
44. 2022 State of the City Address – 6:00 pm, September 29, 2022 at: The Crofoot, 1 S. Saginaw St. Pontiac, MI 48342
45. Brunch + Community Conversations with Mayor Greimel, October 8, 2022 from 11:00 am to 1:00 pm, held at Bowens Senior Center, 52 Bagley Street, Pontiac 48341

**Closing Comments**

Mayor Greimel (Seven Minutes Time Limit)  
Clerk and City Council (Three Minutes Time Limit)

**Adjournment**

# **CONSENT AGENDA A**

**The City of Pontiac Fund  
Account QuickReport  
August 1 - September 7, 2022**

	Date	Transaction Type	Num	Name	Memo/Description	Account	Cir	Amount	Balance
1000 Assets									
1100 Bank Accounts									
1107 Fiscal Sponsorship Savings									
City of Pontiac Fund									
	08/03/2022	Expense	1101	McGuinness	Pontiac Arts Crew	Pontiac Arts Crew		-135.00	23,287.60
	08/03/2022	Expense	1094	Bryan Nesbitt	Pontiac Arts Crew	Pontiac Arts Crew		-3,000.00	20,287.60
	08/03/2022	Expense	1095	Malcolm Stewart	Pontiac Arts Crew	Pontiac Arts Crew		-250.00	20,037.60
	08/03/2022	Expense	1100	M.A.D. Power	Pontiac Arts Crew	Pontiac Arts Crew		-3,197.00	16,840.60
	08/03/2022	Expense	1095	Charles Urban	Pontiac Arts Crew	Pontiac Arts Crew		-250.00	16,590.60
	08/03/2022	Expense	1098	Heidi's Print Studio	Pontiac Arts Crew	Pontiac Arts Crew		-528.00	16,062.60
	08/03/2022	Expense	1097	Keith Webb	Pontiac Arts Crew	Pontiac Arts Crew		-1,750.00	14,312.60
	08/03/2022	Expense	1099	Unique Food Management	Pontiac Arts Crew	Pontiac Arts Crew		-500.00	13,712.60
	08/04/2022	Expense	1100	Andre Sheppard Jr	Pontiac Arts Crew	Pontiac Arts Crew		-500.00	13,112.60
	08/04/2022	Expense	1104	Andre Sheppard Jr	Pontiac Arts Crew	Pontiac Arts Crew		-450.00	12,662.60
	08/04/2022	Expense	1102	Steve Coleman	Pontiac Arts Crew	Pontiac Arts Crew		-209.00	12,353.60
	08/04/2022	Expense	1105	Frank Johnson III	Pontiac Arts Crew	Pontiac Arts Crew		-450.00	11,913.60
	08/04/2022	Expense	1103	Reinforcement, LLC	Pontiac Arts Crew	Pontiac Arts Crew		-2,000.00	9,913.60
	08/04/2022	Expense	1107	Sean Neal	Pontiac Arts Crew	Pontiac Arts Crew		-100.00	9,813.60
	8/10/2022	Transfer		Micah's	Donations for Arts Crew Brochure			2,000.00	11,813.50
	8/10/2022	Transfer		PCF	Fee charged on 08/10 donations			-150.00	11,663.50
	8/10/2022	Expense		Robert Jensen	LawnChair Concert Series 08/11 - Pontiac Arts Commission			-1,800.00	9,863.50
	8/10/2022	Expense		Keith Webb	LawnChair Concert Series 08/11 - Pontiac Arts Commission			-500.00	9,363.50
	8/10/2022	Expense		Little Angel Productions	LawnChair Concert Series 08/11 - Pontiac Arts Commission			-250.00	9,113.50
	8/10/2022	Expense		M.A.D. Power	LawnChair Concert Series 08/11 - Pontiac Arts Commission			-685.00	8,228.50
	8/10/2022	Expense		Bryan Nesbitt	LawnChair Concert Series 08/11 - Pontiac Arts Commission			-1,500.00	6,728.50
	8/10/2022	Expense		Quincy Stewart	LawnChair Concert Series 08/11 - Pontiac Arts Commission			-750.00	6,078.50
	08/25/2022	Expense	1115	Keith Webb	LawnChair Concert Series 08/25 - Pontiac Arts Commission			-500.00	5,478.50
	08/25/2022	Expense	1118	Robert Jensen	LawnChair Concert Series 08/25 - Pontiac Arts Commission			-1,800.00	3,678.50
	08/25/2022	Expense	1119	Jill M. Hamilton	LawnChair Concert Series 08/25 - Pontiac Arts Commission			-750.00	2,928.50
	08/25/2022	Expense	1117	William Cyprian	LawnChair Concert Series 08/25 - Pontiac Arts Commission			-250.00	2,678.50
	08/25/2022	Expense	1119	Bryan Nesbitt	LawnChair Concert Series 08/25 - Pontiac Arts Commission			-1,500.00	1,178.50
	08/25/2022	Expense	1120	M.A.D. Power	LawnChair Concert Series 08/25 - Pontiac Arts Commission			-855.00	293.50
Total for City of Pontiac Fund								<b>1</b>	<b>293.50</b>
TOTAL								<b>1</b>	<b>293.50</b>

Wednesday, Sep 07, 2022 10:16:50 AM GMT-7

Catering and other reimbursable expenses mentioned by Irma, but nothing received by PCF to date

# **CONSENT AGENDA B**

**Official Proceedings  
Pontiac City Council  
49<sup>th</sup> Session of the Eleventh Council**

**Call to order**

A Meeting of the City Council of Pontiac, Michigan was called to order at the City Hall Council Chambers, 47450 Woodward Ave Pontiac, MI 48342 on Tuesday, September 6, 2022 at 6:14 p.m. by Council President Mike McGuinness.

**Invocation** – Minister Garrett, Pontiac Michigan

**Pledge of Allegiance to the Flag of the United States**

**Moment of Silence**

**Roll Call**

**Members Present** – William Carrington, Mikal Goodman, Kathalee James, Mike McGuinness, Brett Nicholson, William Parker, Jr. and Melanie Rutherford

Mayor Greimel was present.

Deputy Mayor Stephens was present.

A quorum was announced.

**Amendments to and Approval of the Agenda**

**Motion to approve the agenda.** Moved by Councilperson Goodman and second by Councilperson Rutherford. Discussion.

**Motion to remove item #2 (Resolution Recognizing Friends of the Clinton River Trail on Trail Renovation Project Efforts) from the agenda.** Moved by Councilperson Goodman and second by Councilperson Rutherford.

Ayes: James, McGuinness, Nicholson, Parker, Rutherford, Carrington and Goodman

No: None

**Motion Carried**

**The vote was taken to approve the agenda as amended.**

Ayes: Goodman, James, McGuinness, Nicholson, Parker, Rutherford and Carrington

No: None

**Motion Carried**

**Consent Agenda**

22-238 **Resolution to approve the consent agenda for September 6, 2022.** Moved by Councilperson Rutherford and second by Councilperson Goodman.

Whereas, the City Council has reviewed the consent agenda for September 6, 2022.

Now, Therefore, Be It Resolved that the City Council approves the consent agenda for September 6, 2022 including August 22, 2022 Parks, Recreation and Public Works Subcommittee Meeting Minutes, August 22, 2022 Law and the Courts Subcommittee Meeting Minutes, August 25, 2022 Facilities and Property

Subcommittee Meeting Minutes, August 25, 2022 Communications, Engagement and Operations  
Subcommittee Meeting Minutes, August 30, 2022 City Council Meeting Minutes.

Ayes: McGuinness, Nicholson, Parker, Rutherford, Carrington, Goodman and James

No: None

**Resolution Passed**

**Recognition of Elected Officials – None**

**Agenda Address**

1. Chuck Johnson addressed item #8
2. Gloria Miller addressed items #8 & #9

**Agenda Items**

**Resolutions**

City Council

22-239

**Resolution Recognizing September 15<sup>th</sup> through October 15<sup>th</sup> as Hispanic Heritage Month.** Moved by Councilperson Parker and second by Councilperson Goodman.

Whereas, from September 15, 2022 through October 15, 2022 the United States celebrates Hispanic Heritage Month; and,

Whereas, federal Census figures estimate the Hispanic population living in the fifty states at more than 60,000,000 people, plus an additional 3,200,000 living in the Commonwealth of Puerto Rico, making Hispanic Americans 18.5 percent of the total population of the United States and the largest racial or ethnic minority group in the United States; and,

Whereas, figures from the 2020 Census show that the 564,422 Hispanic and Latin American residents in Michigan make up 5.6% of the state's population and 19.1% of Pontiac's population, respectively; and,

Whereas, the Hispanic and Latin American community in the United States has made many important advances in the area of law, business, religion, agriculture, art, music, education, technology, architecture, cuisine, theater, innovation, and exploration; and,

Whereas, Hispanics and Latin Americans have provided Michigan and the United States with unique social and cultural influences, fundamentally enriching the extraordinary character of our state and nation; and,

Whereas, Pontiac and Michigan are fortunate to count among its population a large number of residents of Hispanic and Latin American descent, who grow businesses, offer innovative ideas, strengthen our economy, create jobs, build neighborhoods, enhance a sense of community, and contribute to our daily lives; and,

Whereas, during this month, Michigan's Hispanic and Latin American community will celebrate Hispanic Heritage Month through a series of special events featuring Hispanic history, food, dance, and art, celebrating the rich traditions and many contributions this community has made to the State of Michigan; now,

Therefore, Be It Resolved, the Pontiac City Council hereby recognizes September 15, 2022 through October 15, 2022 as Hispanic Heritage Month in the City of Pontiac; and further

Resolved, on behalf of the entire Pontiac community, the City Council appreciates and honors the countless achievements of Hispanic and Latin Americans and will continue our efforts to ensure our community and our state is a welcoming and inclusive place that provides just and equal opportunities for all; and further

Resolved, the City Council acknowledges, respects, and celebrates the integral role of the Hispanic and Latin American community in our economy, culture, and identity of the United States and our home of Pontiac, Michigan; and further

Resolved, we encourage our citizens, organizations, and businesses of Pontiac to observe Hispanic Heritage Month with appropriate programs and activities to celebrate our Hispanic and Latin American neighbors and the contributions of the Hispanic and Latin American community.

Ayes: Nicholson, Parker, Rutherford, Carrington, Goodman, James and McGuinness  
No: None

**Resolution Passed**

22-240      **Resolution expressing to the School District of the City of Pontiac the City's expectation for Direct Sheriff – School District Contract for future Police School Liaison Officer Positions.** Moved by Councilperson Rutherford and second by Councilperson Nicholson.

Whereas, the Pontiac City Council is considering the approval of Police School liaison Officer positions with the Oakland County Sheriff Department to benefit the School District of the City of Pontiac for the coming school year; and

Whereas, the intention is for future school years' Police School Liaison Officers be handled directly between the School District and the Oakland County Sheriff Department, and we want to provide ample time for both parties to plan accordingly for next year; now,

Therefore, Be It Resolved, the Pontiac City Council hereby expresses to the School District of the City of Pontiac our intention for the School District and the Oakland County Sheriff Department to directly contract for Police School liaison Officer Positions for future years.

Ayes: Parker, Rutherford, Carrington, Goodman, McGuinness and Nicholson  
No:

**Resolution Passed**

Councilwoman James was absent during the vote.

Finance

22-241      **Resolution to approve a Budget Amendment for Fiscal Year 2022-23 Budget Receiving Revenues in the amount of \$80,000 to the General Fund account 101-000-674-000 – Contribution from Public and \$70,000 to the General Fund in account 101-000-674-000 Contribution from Public, and Appropriations in the amount of \$12,500 to account 101-228-702-000 Salaries and Wages, \$37,500 to account 101-228-818-000 Other Professional Services, \$30,000 to account 101-228-731-000 Computer Supplies, and \$70,000 to account 101-733-818-000 Other Professional Services.** Moved by Councilperson Goodman and second by Councilperson Rutherford.

WHEREAS, the City of Pontiac was awarded an \$80,000 grant from the Community Foundation for Southeast Michigan; and

WHEREAS, the grant is for the purpose of upgrading the City of Pontiac's current data management system and digital workspace to Office 365; and

WHEREAS, the City of Pontiac was awarded a \$70,000 grant from the Community Foundation for Southeast Michigan; and

WHEREAS, the grant is for the purpose of conducting an evaluation of current processes and procedures, development of standard operating procedures and workflows, development of training materials, development of organizational chart and job descriptions, and a compilation of all of the aforementioned to support a Process Improvement Plan for the City of Pontiac Code Enforcement Division; and

WHEREAS, the funds from the grant will increase the budgeted revenue for the current fiscal year 2022-2023 in the amount of \$150,000 for grant income, and increase the appropriations in the amount of \$150,000, representing grant expenditures; and

WHEREAS, the increased appropriations will not cause the fund balance in the General Fund to go below the policy mandated thresholds; and

NOW THEREFORE, be resolved that the City Council hereby approves the amendment for the Fiscal Year 2022-23 Budget as requested by the Administration receiving revenues in the amount \$80,000 to the General Fund in account 101-000-674-000-Contribution from Public and \$70,000 to the General Fund in account 101-000-674-000 Contribution from Public, and appropriations in the amount of \$12,500 to account 101-228-702-000 Salaries and Wages, \$37,500 to account 101-228-818-000 Other Professional Services, \$30,000 to account 101-228-731-001 Computer Supplies, and \$70,000 to account 101-733-818-000 Other Professional Services.

Ayes: Rutherford, Carrington, Goodman, McGuinness, Nicholson and Parker

No: None

**Resolution Passed**

Councilwoman James was absent during the vote

Grants

22-242

**Resolution to approve the Acceptance of In-kind Technical Assistance from Third Eye Network & Equitable Cities Consulting Funded by the Pontiac Funders Collaborative and Authorize the Mayor to execute the Charter Agreement.** Moved by Councilperson Carrington and second by Councilperson Rutherford.

WHEREAS, the City of Pontiac desires to execute a charter agreement for in-kind technical assistance services from Third Eye Network & Equitable Cities Consulting, and;

WHEREAS, the cost of this in-kind service is provided by the Pontiac Funders Collaborative, and;

WHEREAS, the technical services provided will assist the City of Pontiac's leadership in developing a preliminary, high-level equitable economic and business development strategic framework, which also encompasses workforce development and employer priorities, and;

WHEREAS, the scope of this engagement includes strategic advisory services to the City's economic development team to guide the implementation of the strategic framework, and;

WHEREAS, the ultimate goal is to assist the City in shaping an integrated and strategic approach to achieving inclusive and sustainable growth in Pontiac.

NOW THEREFORE BE IT RESOLVED that the Pontiac City Council hereby approves the City of Pontiac's acceptance of in-kind technical assistance from Third Eye Network & Equitable Cities Consulting, funded by the Pontiac Funders Collaborative, and authorizes Mayor Tim Greimel to execute the charter agreement.

Ayes: Carrington, Goodman, James, McGuinness, Nicholson, Parker and Rutherford

No: None

**Resolution Passed**

Mayor's Office

22-237

**Resolution to approve the Police School Liaison Officer Program Agreement between the School District of the City of Pontiac and the City of Pontiac and to authorize the Mayor to sign the agreement.** Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, the School District of the City of Pontiac desires to have an increased official law enforcement presence within the District and has approved the agreement with the City of Pontiac; and,

WHEREAS, there is a one-time appropriation not to exceed \$200,000 in American Rescue Plan Act – Local Fiscal Recovery Funds to the Oakland County Sheriff's Office budget to address safety concerns by creating one (1) Deputy II position to be assigned to the School District of the City of Pontiac.

WHEREAS, the City of Pontiac sees a benefit in having an official law enforcement presence in the District; and,

WHEREAS, the Oakland County Sheriff's Office finds the police school liaison officer program as a great benefit to all parties involved; and

WHEREAS, the City Attorney has reviewed the agreement;

NOW, THEREFORE, BE IT RESOLVED that the Pontiac City Council approves the Police-School Liaison Officer Program Agreement between the Pontiac School district and the City of Pontiac and authorizes the Mayor to sign agreement as presented.

Ayes: James, McGuinness, Nicholson, Parker, Rutherford and Carrington

No: Goodman

**Resolution Passed**

#### Planning

22-243 **Resolution Authorizing the City to Formally Participate in Clinton River Watershed Council water Town Initiative.** Moved by Councilperson Goodman and second by Councilperson Rutherford.

WHEREAS, WaterTowns® is a water-oriented community development initiative designed to assist towns and cities within the Clinton River Watershed to leverage the assets of the Clinton River and Lake St. Clair and to protect and improve water quality;

WHEREAS, the WaterTowns® initiative is managed by the Clinton River Watershed Council, an organization dedicated to protecting, enhancing and celebrating the Clinton River, its watershed, and Lake St. Clair for the benefit of communities, the environment and our future.

WHEREAS, Pontiac recognizes the recreational and economic potential of its water resources;

WHEREAS, Pontiac desires to incorporate environmental best management practices as an integral part in community planning and development;

WHEREAS, Pontiac is located within the Clinton River Watershed, and is a member of the Clinton River Watershed Council;

WHEREAS, there is no financial commitment required to participate in the WaterTowns® initiative;

WHEREAS, Pontiac desires to collaborate with the Clinton River Watershed Council to develop and implement a local WaterTowns® strategy;

NOW, THEREFORE, be it resolved, that the Pontiac Mayor and Council declare Pontiac a participant in the WaterTowns® initiative.

Ayes: James, McGuinness, Nicholson, Parker, Rutherford and Carrington

No: None

**Resolution Passed**

Councilman Goodman was absent during the vote

#### Public Comment

1. Veronica Taylor
2. Chuck Johnson
3. Renee Beckley
4. Billie Swazer
5. Robert Bass
6. Troy Craft
7. Pastor Kathy Desseuru
8. Gloria Miller
9. H. Bill Maxey

### **Suspend the Rules**

**Motion to suspend the rules to move discussion item #9 (introducing Pontiac City Council's New Outreach Specialist, Mr. Darryl Earl) before item #8. (Closed Session to discuss Real Estate Strategy and Negotiations)** Moved by Councilperson Goodman and second by Councilperson Rutherford.

Ayes: McGuinness, Nicholson, Parker, Rutherford, Carrington, Goodman and James

No: None

**Motion Carried**

### **Discussion**

Introducing Pontiac City Council's New Outreach Specialist, Mr. Darryl Earl

### **Closed Session**

**Motion to go into Closed Session at 7:35 p.m. to consult the written legal opinion of Counsel by Michigan Open Meetings Act Section B (h), MCL 15.268 (h) to discuss Real Estate Strategy and Negotiations.** Moved by Councilperson Carrington and second by Councilperson Goodman.

Ayes: Nicholson, Parker, Carrington, Goodman, James and McGuinness

No: None

**Motion Carried**

Councilwoman Rutherford was absent during the vote

**Motion to come out of Closed Session at 8:58 p.m.** Moved by Councilperson Parker and second by Councilperson Rutherford.

Ayes: Parker, Rutherford, Carrington, Goodman, James, McGuinness and Nicholson

No: None

**Motion Carried**

### **Discussions Continued**

Pontiac Acceptance into the Certified Local Government (CLG) Program

Pontiac Teenager Anthony Rodriguez Reported Missing

### **Communications**

City Council and Mayor's Office

### **Mayor, Clerk and Council Closing Comments**

Mayor Greimel, Councilwoman Rutherford, Councilman Nicholson, Councilman Goodman, Councilwoman James, Councilman Parker, Council President Pro-Tem Carrington and Council President McGuinness made closing comments.

### **Adjournment**

**Motion to adjourn the meeting.** Moved by Councilperson Parker and second by Councilperson Rutherford.

Ayes: Rutherford, Carrington, Goodman, James, McGuinness, Nicholson and Parker

No: None

**Motion Carried**

Council President Mike McGuinness adjourned the meeting at 9:29 p.m.

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Garland S. Doyle  
City Clerk

DRAFT

# **CONSENT AGENDA C**

**PONTIAC CITY COUNCIL  
FINANCE & PERSONNEL SUBCOMMITTEE  
SEPTEMBER 8, 2022 MEETING MINUTES**

Meeting held at Pontiac City Hall, 47450 Woodward Avenue, Pontiac, Michigan  
in the City Council Conference Room.

**In Attendance:**

Council members: Chair Brett Nicholson and William Parker

Mayor: Tim Greimel

Deputy Mayor: Khalfani Stephens

HR Director: Angela Benitez

Purchasing Agent: Alicia Martin

Finance: Sekar Bawa

Legislative Counsel: Monique Sharpe

**The meeting started at 2:03 p.m.**

**AGENDA ITEMS**

**Finance**

1. July 2022 Financial YTD financial review
2. Forensic Audit responses from agencies
3. Finance Department interim support
4. Annual finance audit update

**Human Resource Update**

1. Positions Open/new hires
2. ADP implementation/progress
3. Open enrollment updates

**Public Comment:** There were no requests for public comment at the meeting.

**Adjournment:** The meeting ended at 3:00 p.m.

**#11**

**RESOLUTION**



**Council resolution to approve the budget amendment to increase budgeted revenues in the amount of \$500,000 to the General Fund in account 101-000-513.000, and appropriation in the amount of \$250,000 to account 101-699-818.000 Other Professional Services, and \$250,000 to account 101-699-959.001 Contribution to WRC**

**WHEREAS**, the City of Pontiac was awarded a \$500,000 grant from the Oakland County Local Government Critical Infrastructure Grant Program, and;

**WHEREAS**, the grant is for the purpose of preparation of a Clean Water SRF Project Plan in order to apply for a low interest loan and potential disadvantaged principal forgiveness for a project to remove inflow and infiltration from the sanitary sewer system. The project will also include additional planning efforts to evaluate and identify storm and sanitary sewer pipes that require rehabilitation, determine the most cost-effective intervention, and prepare a 5-Year Capital Improvement Plan (CIP) that coordinates construction with other infrastructure improvements in the City, and;

**WHEREAS**, this grant award has no matching requirement, and;

**WHEREAS**, the Grant Program requires that the City of Pontiac certify compliance with all Grant Program requirements, including commitment to long-term maintenance and all project cost overruns.

**WHEREAS**, the funds from the grant will increase the budgeted revenue for the current fiscal year 2022-2023 in the amount of \$500,000 for grant income, and increase the appropriations in the amount of \$500,000, representing grant expenditures.

**WHEREAS**, the increased appropriations will not cause the fund balance in the General Fund to go below the policy mandated thresholds and;

**NOW THEREFORE**, be resolved that the City Council hereby approves the amendment for the Fiscal Year 2022-23 Budget as requested by the Administration receiving revenues in the amount \$500,000 to the General Fund in account 101-000-513.000, and appropriations in the amount of \$250,000 to account 101-699-818.000 Other Professional Services, and \$250,000 to account 101-699-959.001 Contribution to WRC.

**#12**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

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**TO:** Honorable City Council President and City Council

**FROM:** Alexandra Borngesser, Grants

**DATE:** September 13, 2022

**RE:** **Council resolution to authorize the City Clerk to publish the proposed budget amendment to increase budgeted revenues in the amount of \$19,372 to the General Fund in account 101-000-532.000-FBI- Federal Grants Others, and appropriations in the amount of \$19,372 to account 101-301-818.069-FBI - Professional Service - Oakland County Sheriff OT.**

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Subject to the availability of funding and legislative authorization, the FBI may reimburse state and local law enforcement agencies (LEA) for the cost of overtime incurred by officers assigned full-time to FBI-managed task forces provided the overtime expenses were incurred as a result of task force-related activities. Consistent with regulation and policy, a separate Cost Reimbursement Agreement (CRA) must be executed between the FBI and the LEA, and an underlying Memorandum of Understanding (MOU) must exist in support of the task force relationship.

For fiscal year 2022, the maximum limits for reimbursements under these CRAs are \$1,614.33 per month and \$19,372 per year for each officer assigned full-time to the task force. These limits are effective for overtime worked on or after October 1, 2021.

These reimbursements are limited to eligible officers' direct overtime salary expenses and shall not include any costs associated with the LEA's indirect expenses or officer's benefits such as retirement, social security, and similar related expenses.

FBI field offices and state and local law enforcement agencies may process overtime reimbursement requests under formally executed CRAs in accordance with the authority of this notice. This notice is issued unilaterally by the FBI's Budget Officer and does not require formal acceptance and signature by FBI field offices and state and local law enforcement agencies.

This notice does not represent an authorization to obligate or expend funds. The actual amount of overtime expenses that can and should be approved for each task force officer is also dependent upon the availability of funding and operational necessity.



**Council resolution to authorize the City Clerk to publish the proposed budget amendment to increase budgeted revenues in the amount of \$19,372 to the General Fund in account 101-000-532.000-FBI– Federal Grants Others, and appropriations in the amount of \$19,372 to account 101-301-818.069-FBI - Professional Service - Oakland County Sheriff OT.**

**WHEREAS**, the City of Pontiac was awarded \$19,372 in reimbursement from the Federal Bureau of Investigation, and;

**WHEREAS**, the reimbursement is for the cost of overtime incurred by officers assigned full-time to FBI-managed task forces provided the overtime expenses were incurred as a result of task force-related activities, and;

**WHEREAS**, the reimbursement is for fiscal year 2022, the maximum limits for reimbursements under these CRAs are \$1,614.33 per month and \$19,372 per year for each officer assigned full-time to the task force, and;

**WHEREAS**, the funds from the reimbursement will increase the budgeted revenue for the current fiscal year 2022-2023 in the amount of \$19,372 for grant income, and increase the appropriations in the amount of \$19,372, representing expenditures.

**WHEREAS**, the increased appropriations will not affect the fund balance in the General Fund due to increase in the revenue for the same amount.

**NOW THEREFORE**, be resolved that the City Council hereby authorizes the City Clerk to publish in a newspaper the proposed budget amendment for Fiscal Year 2022-23 as requested by the Administration receiving revenues in the amount \$19,372 General Fund in account 101-000-532.000-FBI– Federal Grants Others, and appropriations in the amount of \$19,372 to account 101-301-818.069-FBI - Professional Service - Oakland County Sheriff OT.

NOTICE OF LIMITS  
FOR  
FY 2022 STATE AND LOCAL OVERTIME REIMBURSEMENTS

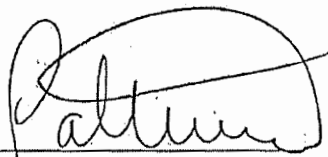
Subject to the availability of funding and legislative authorization, the FBI may reimburse state and local law enforcement agencies (LEA) for the cost of overtime incurred by officers assigned **full-time** to FBI-managed task forces provided the overtime expenses were incurred as a result of task force-related activities. Consistent with regulation and policy, a separate Cost Reimbursement Agreement (CRA) must be executed between the FBI and the LEA, and an underlying Memorandum of Understanding (MOU) must exist in support of the task force relationship.

For fiscal year 2022, the maximum limits for reimbursements under these CRAs are \$1,614.33 per month and \$19,372 per year for each officer assigned **full-time** to the task force. These limits are effective for overtime worked on or after October 1, 2021.

These reimbursements are limited to eligible officers' direct overtime salary expenses and shall not include any costs associated with the LEA's indirect expenses or officers' benefits such as retirement, social security, and similar related expenses.

FBI field offices and state and local law enforcement agencies may process overtime reimbursement requests under formally executed CRAs in accordance with the authority of this notice. This notice is issued unilaterally by the FBI's Budget Officer and does not require formal acceptance and signature by FBI field offices and state and local law enforcement agencies.

This notice does **not** represent an authorization to obligate or expend funds. The actual amount of overtime expenses that can and should be approved for each task force officer is also dependent upon the availability of funding and operational necessity.



Ambrosia Patterson  
Budget Officer  
Federal Bureau of Investigation

8/17/2021

Date

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**FEDERAL BUREAU OF INVESTIGATION  
OAKLAND COUNTY GANG AND VIOLENT CRIME  
SAFE STREETS TASK FORCE  
MEMORANDUM OF UNDERSTANDING**

**PARTIES**

1. This Memorandum of Understanding (MOU) is entered into by and between the Federal Bureau of Investigation (FBI) and the Oakland County Sheriff's Office. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation which exists between these agencies. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation which exists between these agencies.

**AUTHORITIES**

2. Authority for the FBI to enter into this agreement can be found at Title 28, United States Code (U.S.C.), Section (§) 533; 42 U.S.C. § 3771; Title 28, Code of Federal Regulations (C.F.R.), § 0.85; and applicable United States Attorney General's Guidelines.

**PURPOSE**

3. The purpose of this MOU is to delineate the responsibilities of Oakland County Gang and Violent Crime Safe Streets Task Force (SSTF) personnel formalize relationships between participating agencies for policy guidance, planning, training, public and media relations; and maximize inter-agency cooperation. This MOU is not intended, and should not be construed, to create any right or benefit, substantive or procedural, enforceable at law or otherwise by any third party against the parties, the United States, or the officers, employees, agents, or other associated personnel thereof.

**MISSION**

4. The mission of the SSTF is to identify and target for prosecution criminal enterprise groups responsible for drug trafficking, money laundering, alien smuggling, crimes of violence such as murder and aggravated assault, robbery, and violent street gangs, as well as to intensely focus on the apprehension of dangerous fugitives where there is or may be a federal investigative interest. The SSTF will enhance the effectiveness of federal/state/local law enforcement resources through a well-coordinated initiative seeking the most effective investigative/prosecutive avenues by which to convict and incarcerate dangerous offenders.

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**SUPERVISION AND CONTROL**

**A. Supervision**

5. Overall management of the SSTF shall be the shared responsibility of the participating agency heads and/or their designees.
6. The Special Agent in Charge (SAC) of the Detroit Division shall designate one Supervisory Special Agent (SSTF Supervisor) to supervise the SSTF. The SSTF Supervisor may designate a Special Agent to serve as the Safe Streets Task Force Coordinator (Task Force Coordinator). Either the SSTF Supervisor or the Task Force Coordinator shall oversee day-to-day operational and investigative matters pertaining to the SSTF.
7. Conduct undertaken outside the scope of an individual's SSTF duties and assignments under this MOU shall not fall within the oversight responsibility of the SSTF Supervisor or Task Force Coordinator. As stated in paragraph 74, below, neither the United States nor the FBI shall be responsible for such conduct.
8. SSTF personnel will be subject to the laws, regulations, policies, and personnel rules applicable to their respective agencies. FBI employees will continue to adhere to the Bureau's ethical standards, including Department of Justice (DOJ)/FBI regulations relating to outside employment and prepublication review matters, and will remain subject to the Supplemental Standards of Ethical conduct for employees of the DOJ.
9. SSTF personnel will continue to report to their respective agency heads for non-investigative administrative matters not detailed in this MOU.
10. Continued assignment of personnel to the SSTF will be based on performance and at the discretion of appropriate management. The FBI SAC and SSTF Supervisor will also retain discretion to remove any individual from the SSTF.
11. An Executive Board consisting of staff of all of the SSTF members will hold a meeting on an annual basis to review progress and provide feedback to the SSTF.

**B. Case Assignments**

12. The FBI SSTF Supervisor will be responsible for opening, monitoring, directing, and closing SSTF investigations in accordance with existing FBI policy and the applicable United States Attorney General's Guidelines.
13. Assignments of cases to personnel will be based on, but not limited to, experience, training and performance, in addition to the discretion of the SSTF Supervisor.

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14. For FBI administrative purposes, SSTF cases will be entered into the relevant FBI computer system.
15. SSTF personnel will have equal responsibility for each case assigned. SSTF personnel will be responsible for complete investigation from predication to resolution.

**C. Resource Control**

16. The head of each participating agency shall determine the resources to be dedicated by that agency to the SSTF, including personnel, as well as the continued dedication of those resources. The participating agency head or designee shall be kept fully apprised of all investigative developments by his or her subordinates.

**OPERATIONS**

**A. Investigative Exclusivity**

17. It is agreed that matters designated to be handled by the SSTF will not knowingly be subject to non-SSTF law enforcement efforts by any of the participating agencies. It is incumbent on each agency to make proper internal notification regarding the SSTF's existence and areas of concern.
18. It is agreed that there is to be no unilateral action taken on the part of the FBI or any participating agency relating to SSTF investigations or areas of concern as described in paragraph 3. All law enforcement actions will be coordinated and cooperatively carried out.
19. SSTF investigative leads outside of the geographic areas of responsibility for FBI Detroit Division will be communicated to other FBI offices for appropriate investigation.

**B. Confidential Human Sources**

20. The disclosure of FBI informants, or Confidential Human Sources (CHSs), to non-SSTF personnel will be limited to those situations where it is essential to the effective performance of the SSTF. These disclosures will be consistent with applicable FBI guidelines.
21. Non-FBI SSTF personnel may not make any further disclosure of the identity of an FBI CHS, including to other individuals assigned to the SSTF. No documents which identify, tend to identify, or may indirectly identify an FBI CHS may be released without prior FBI approval.
22. In those instances where a participating agency provides a CHS, the FBI may, at the discretion of the SAC, become solely responsible for the CHS's continued development,

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operation, and compliance with necessary administrative procedures regarding operation and payment as set forth by the FBI.

23. The United States Attorney General's Guidelines and FBI policy and procedure for operating FBI CHSs shall apply to all FBI CHSs opened and operated in furtherance of SSTF investigations. Documentation of, and any payments made to, FBI CHSs shall be in accordance with FBI policy and procedure.
24. Operation, documentation, and payment of any CHS opened and operated in furtherance of an SSTF investigation must be in accordance with the United States Attorney General's Guidelines, regardless of whether the handling agency is an FBI SSTF participating agency. Documentation of state, county, or local CHSs opened and operated in furtherance of SSTF investigations shall be maintained at an agreed upon location.

**C. Reports and Records**

25. All investigative reporting will be prepared in compliance with existing FBI policy. Subject to pertinent legal and/or policy restrictions, copies of pertinent documents created by SSTF personnel will be made available for inclusion in the respective investigative agencies' files as appropriate.
26. SSTF reports prepared in cases assigned to SSTF personnel will be maintained at an FBI approved location; original documents will be maintained by the FBI.
27. Records and reports generated in SSTF cases which are opened and assigned by the FBI SSA with designated oversight for investigative and personnel matters will be maintained in the FBI investigative file for SSTF.
28. SSTF investigative records maintained at the Detroit Field Office of the FBI will be available to all SSTF personnel, as well as their supervisory and command staff subject to pertinent legal, administrative and/or policy restrictions.
29. All evidence and original tape recordings (audio and video) acquired by the FBI during the course of the SSTF investigations will be maintained by the FBI. The FBI's rules and policies governing the submission, retrieval and chain of custody will be adhered to by SSTF personnel.
30. All SSTF investigative records will be maintained at an approved FBI location. Placement of all or part of said information into participating agency files rests with the discretion of supervisory personnel of the concerned agencies, subject to SSA approval.
31. Classified information and/or documents containing information that identifies or tends to identify an FBI CHS shall not be placed in the files of participating agencies unless appropriate FBI policy has been satisfied.

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32. The Parties acknowledge that this MOU may provide SSTF personnel with access to information about U.S. persons which is protected by the Privacy Act of 1974 and/or Executive Order 12333. The Parties expressly agree that all such information will be handled lawfully pursuant to the provisions thereof. The Parties further agree that if this access to information by SSTF personnel requires a change in privacy compliance documents, those changes will be accomplished prior to access being granted.

**INFORMATION SHARING**

33. No information possessed by the FBI, to include information derived from informal communications between SSTF personnel and FBI employees not assigned to the SSTF, may be disseminated by SSTF personnel to non-SSTF personnel without the approval of the SSTF Supervisor and in accordance with the applicable laws and internal regulations, procedures or agreements between the FBI and the participating agencies that would permit the participating agencies to receive that information directly. Likewise, SSTF personnel will not provide any participating agency information to the FBI that is not otherwise available to it unless authorized by appropriate participating agency officials.
34. Each Party that discloses PII is responsible for making reasonable efforts to ensure that the information disclosed is accurate, complete, timely, and relevant.
35. The FBI is providing access to information from its records with the understanding that in the event the recipient becomes aware of any inaccuracies in the data, the recipient will promptly notify the FBI so that corrective action can be taken. Similarly, if the FBI becomes aware that information it has received pursuant to this MOU is inaccurate, it will notify the contributing Party so that corrective action can be taken.
36. Each Party is responsible for ensuring that information it discloses was not knowingly obtained or maintained in violation of any law or policy applicable to the disclosing Party, and that information is only made available to the receiving Party as may be permitted by laws, regulations, policies, or procedures applicable to the disclosing Party.
37. Each Party will immediately report to the other Party each instance in which data received from the other Party is used, disclosed, or accessed in an unauthorized manner (including any data losses or breaches).
38. The Parties agree that either or both may audit the handling and maintenance of data in electronic and paper recordkeeping systems to ensure that appropriate security and privacy protections are in place.

**PROSECUTIONS**

39. SSTF investigative procedures, whenever practicable, are to conform to the requirements which would allow for either federal or state prosecution.

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40. A determination will be made on a case-by-case basis whether the prosecution of SSTF cases will be at the state or federal level. This determination will be based on the evidence obtained and a consideration of which level of prosecution would be of the greatest benefit to the overall objectives of the SSTF.
41. In the event that a state or local matter is developed that is outside the jurisdiction of the FBI or it is decided to prosecute a SSTF case at the state or local level, the FBI agrees to provide all relevant information to state and local authorities in accordance with all applicable legal limitations.

**A. Investigative Methods/Evidence**

42. For cases assigned to an FBI Special Agent or in which FBI CHSs are utilized, the parties agree to conform to federal standards concerning evidence collection, processing, storage, and electronic surveillance. However, in situations where the investigation will be prosecuted in the State Court where statutory or common law of the state is more restrictive than the comparable federal law, the investigative methods employed by FBI case agents shall conform to the requirements of such statutory or common law pending a decision as to venue for prosecution.
43. In all cases assigned to state, county, or local law enforcement participants, the parties agree to utilize federal standards pertaining to evidence handling and electronic surveillance activities as outlined in the Domestic Investigations and Operations Guide to the greatest extent possible. However, in situations where the statutory or common law of the state is more restrictive than the comparable federal law, the investigative methods employed by state and local law enforcement agencies shall conform to the requirements of such statutory or common law pending a decision as to venue for prosecution.
44. The use of other investigative methods (search warrants, interceptions of oral communications, etc.) and reporting procedures in connection therewith will be consistent with the policies and procedures of the FBI.

**B. Undercover Operations**

All SSTF undercover operations will be conducted and reviewed in accordance with FBI guidelines and the Attorney General's Guidelines on Federal Bureau of Investigation Undercover Operations. All participating agencies may be requested to enter into an additional agreement if an employee of the participating agency is assigned duties which require the officer to act in an undercover capacity.

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**USE OF LESS-THAN-LETHAL-DEVICES<sup>1</sup>**

45. The parent agency of each individual assigned to the SSTF will ensure that while the individual is participating in FBI-led task force operations in the capacity of a task force officer, task force member, or task force participant, the individual will carry only less-lethal devices that the parent agency has issued to the individual, and that the individual has been trained in accordance with the agency's policies and procedures.
46. The parent agency of each individual assigned to the SSTF will ensure that the agency's policies and procedures for use of any less-lethal device that will be carried by the task force officer, task force member, or task force participant are consistent with the DOJ policy statement on the Use of Less-Than-Lethal Devices.

**DEADLY FORCE AND SHOOTING INCIDENT POLICIES**

47. SSTF personnel will follow their own agencies' policies concerning firearms discharge and use of deadly force.

**DEPUTATIONS**

48. Local and state law enforcement personnel designated to the SSTF, subject to a limited background inquiry, may be sworn as federally deputized Special Deputy United States Marshals, with the FBI securing the required deputation authorization. These deputations should remain in effect throughout the tenure of each investigator's assignment to the SSTF or until the termination of the SSTF, whichever comes first.
49. Deputized SSTF personnel will be subject to the rules and regulations pertaining to such deputation. Administrative and personnel policies imposed by the participating agencies will not be voided by deputation of their respective personnel.

**VEHICLES**

50. In furtherance of this MOU, employees of LEA may be permitted to drive FBI owned or leased vehicles for official SSTF business and only in accordance with applicable FBI rules and regulations, including those outlined in the FBI Government Vehicle Policy Directive (0430D) and the Government Vehicle Policy Implementation Guide (0430PG). The assignment of an FBI owned or leased vehicle to LEA SSTF personnel will require the execution of a separate Vehicle Use Agreement.

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<sup>1</sup> Pursuant to Section VIII of the DOJ Less-Than-Lethal Devices Policy dated May 16, 2011, all state/local officers participating in joint task force operations must be made aware of and adhere to the policy and its limits on DOJ officers.

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51. The participating agencies agree that FBI vehicles will not be used to transport passengers unrelated to SSTF business.
52. The FBI and the United States will not be responsible for any tortious act or omission on the part of LEA and/or its employees or for any liability resulting from the use of an FBI owned or leased vehicle utilized by LEA SSTF personnel, except where liability may fall under the provisions of the Federal Tort Claims Act (FTCA), as discussed in the Liability Section herein below.
53. The FBI and the United States shall not be responsible for any civil liability arising from the use of an FBI owned or leased vehicle by LEA task force personnel while engaged in any conduct other than their official duties and assignments under this MOU.
54. To the extent permitted by applicable law, LEA agrees to hold harmless the FBI and the United States, for any claim for property damage or personal injury arising from any use of an FBI owned or leased vehicle by LEA SSTF personnel which is outside the scope of their official duties and assignments under this MOU.

**SALARY/OVERTIME COMPENSATION**

55. The FBI and LEA remain responsible for all personnel costs for their SSTF representatives, including salaries, overtime payments and fringe benefits consistent with their respective agency, except as described below.
56. Subject to funding availability and legislative authorization, the FBI will reimburse to LEA the cost of overtime worked by non-federal SSTF personnel assigned full-time to SSTF, provided overtime expenses were incurred as a result of SSTF-related duties, and subject to the provisions and limitations set forth in a separate Cost Reimbursement Agreement to be executed in conjunction with this MOU. A separate Cost Reimbursement Agreement must be executed between the FBI and LEA for full-time employee(s) assigned to SSTF, consistent with regulations and policy, prior to any reimbursement by the FBI. Otherwise, overtime shall be compensated in accordance with applicable LEA overtime provisions and shall be subject to the prior approval of appropriate personnel.

**PROPERTY AND EQUIPMENT**

57. Property utilized by the SSTF in connection with authorized investigations and/or operations and in the custody and control and used at the direction of the SSTF, will be maintained in accordance with the policies and procedures of the agency supplying the equipment. Property damaged or destroyed which was utilized by SSTF in connection with authorized investigations and/or operations and is in the custody and control and used at the direction of SSTF, will be the financial responsibility of the agency supplying said property.

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**FUNDING**

58. This MOU is not an obligation or commitment of funds, nor a basis for transfer of funds, but rather is a basic statement of the understanding between the parties hereto of the tasks and methods for performing the tasks described herein. Unless otherwise agreed in writing, each party shall bear its own costs in relation to this MOU. Expenditures by each party will be subject to its budgetary processes and to the availability of funds and resources pursuant to applicable laws, regulations, and policies. The parties expressly acknowledge that the above language in no way implies that Congress will appropriate funds for such expenditures.

**FORFEITURES**

59. Forfeitures attributable to SSTF investigations may be used by SSTF to further support SSTF operations or equitably shared with the agencies participating in the SSTF.
60. The FBI shall be responsible for processing assets seized for federal forfeiture in conjunction with SSTF operations.
61. Forfeitures processed by the FBI will be conducted in accordance with federal law, and the rules and regulations set forth by the FBI and DOJ.
62. The Southfield Police Department (SPD) will be responsible for processing assets seized for state forfeiture in conjunction with SSTF operations. To defray the costs associated with the forfeiture proceedings under state law, the SPD will receive 10% of each SSTF state forfeiture processed by the SPD.
63. Forfeitures processed by the SPD will be conducted in accordance with State of Michigan law and the rules and regulations set forth by the State of Michigan.
64. The fiduciary of the SSTF forfeiture shall keep separate accounts for the proceeds of Federal and State forfeiture.
- a. SSTF Forfeiture Account(s)
- i. The SSTF forfeiture account will be utilized by the SSTF solely for the operation of the SSTF unless otherwise specifically authorized by the Executive Board.
- ii. The Bloomfield Township Police Department (BTPD) will serve as fiduciary of the SSTF forfeiture account(s). Should the BTPD no longer be able to serve as the SSTF fiduciary, the Executive Board is authorized to appoint a participating agency/department as the fiduciary for the SSTF.

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- iii. Auditing of the SSTF forfeiture account shall comply with the U.S. Department of Justice, Criminal Division, Asset Forfeiture and Money Laundering Section, Guide to Equitable Sharing for State and Local Law Enforcement Agencies.
  - iv. The SSTF forfeiture account will be capped and maintained at \$500,000.00. Any amount exceeding this cap will be distributed to the non-federal participants in a ratio equal to each respective agency's manpower participation. The Executive Board delegates approval to the FBI SSTF Supervisor to disburse payments to non-federal participants consistent with this MOU. Forfeiture funds must be used consistent with the rules delineated in the DOJ Equitable Sharing Guidelines.
  - v. The FBI will be responsible for conducting an inventory of all non-disposable equipment utilized by the SSTF.
- b. Expenses
- i. Any expenditure over \$10,000.00 shall require the approval of the SSTF Executive Board with the exception of what is delineated above regarding disbursements to non-federal participants, or for expenditures used for the controlled purchase of illegal drugs or for show money. Any expenditure \$10,000.00 and under, the SSTF Executive Board deems an incidental expenditure and delegates request approval to the FBI SSTF Supervisor.
  - ii. Controlled Purchase of Illegal Drugs - expenditures used for the controlled purchase of illegal drugs over \$50,000 shall require the approval of the SSTF Executive Board. Expenditures used for the controlled purchase of illegal drugs \$50,000 and under, the Executive Board delegates request approval to the FBI SSTF Supervisor.
  - iii. Show Money - expenditures used for show money over \$50,000 shall require the approval of the SSTF Executive Board. Expenditures used for show money \$50,000 and under, the Executive Board delegates request approval to the FBI SSTF Supervisor.
  - iv. The SSTF Executive Board must approve any expenditure outside the purpose and scope of the SSTF.

**DISPUTE RESOLUTION**

- 65. In cases of overlapping jurisdiction, the participating agencies agree to work in concert to achieve the SSTF's objectives.
- 66. The participating agencies agree to attempt to resolve any disputes regarding jurisdiction, case assignments, workload, etc., at the field level first before referring the matter to supervisory personnel for resolution.

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**MEDIA RELEASES**

67. All media releases and statements will be mutually agreed upon and jointly handled according to FBI and participating agency guidelines.
68. Press releases will conform to DOJ Guidelines regarding press releases. No release will be issued without FBI final approval.

**SELECTION TO SSTF AND SECURITY CLEARANCES**

69. If an LEA candidate for the SSTF will require a security clearance, he or she will be contacted by FBI security personnel to begin the background investigation process prior to the assigned start date.
70. If, for any reason, the FBI determines that an LEA candidate is not qualified or eligible to serve on the SSTF, the participating agency will be so advised and a request will be made for another candidate.
71. Upon being selected, each candidate will receive a comprehensive briefing on FBI field office security policies and procedures. During the briefing, each candidate will execute non-disclosure agreements (SF-312 and FD-868), as may be necessary or required by the FBI.
72. Before receiving unescorted access to FBI space identified as an open storage facility, SSTF personnel will be required to obtain and maintain a "Top Secret" security clearance. SSTF personnel will not be allowed unescorted access to FBI space unless they have received a Top Secret security clearance.
73. Upon departure from the SSTF, each individual whose assignment to the SSTF is completed will be given a security debriefing and reminded of the provisions contained in the non-disclosure agreement to which he or she previously agreed.

**LIABILITY**

74. The participating agencies acknowledge that this MOU does not alter the applicable law governing civil liability, if any, arising from the conduct of personnel assigned to the SSTF.
75. The participating agency shall immediately notify the FBI of any civil, administrative, or criminal claim, complaint, discovery request, or other request for information of which the agency receives notice, concerning or arising from the conduct of personnel assigned to the SSTF or otherwise relating to the SSTF. The participating agency acknowledges that financial and civil liability, if any and in accordance with applicable law, for the acts and omissions of each employee detailed to the SSTF remains vested with his or her employing agency. In the event that a civil claim or complaint is brought against a state

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or local officer assigned to the SSTF, the officer may request legal representation and/or defense by DOJ, under the circumstances and pursuant to the statutes and regulations identified below.

76. For the limited purpose of defending against a civil claim arising from alleged negligent or wrongful conduct under common law under the FTCA, 28 U.S.C. § 1346(b), and §§ 2671-2680: An individual assigned to the SSTF who is named as a defendant in a civil action as a result of or in connection with the performance of his or her official duties and assignments pursuant to this MOU may request to be certified by the Attorney General or his designee as having acted within the scope of federal employment at the time of the incident giving rise to the suit. 28 U.S.C. § 2679(d)(2). Upon such certification, the individual will be considered an "employee" of the United States government for the limited purpose of defending the civil claim under the FTCA, and the claim will proceed against the United States as sole defendant. 28 U.S.C. § 2679(d)(2). Once an individual is certified as an employee of the United States for purposes of the FTCA, the United States is substituted for the employee as the sole defendant with respect to any tort claims. Decisions regarding certification of employment under the FTCA are made on a case-by-case basis, and the FBI cannot guarantee such certification to any SSTF personnel.
77. For the limited purpose of defending against a civil claim arising from an alleged violation of the U.S. Constitution pursuant to 42 U.S.C. § 1983 or Bivens v. Six Unknown Named Agents of the Federal Bureau of Narcotics, 403 U.S. 388 (1971): An individual assigned to the SSTF who is named as a defendant in a civil action as a result of or in connection with the performance of his or her official duties and assignments pursuant to this MOU may request individual-capacity representation by DOJ to defend against the claims. 28 C.F.R. §§ 50.15, 50.16. Any such request for individual-capacity representation must be made in the form of a letter from the individual defendant to the U.S. Attorney General. The letter should be provided to Chief Division Counsel (CDC) for the FBI Detroit Division, who will then coordinate the request with the FBI Office of the General Counsel. In the event of an adverse judgment against the individual, he or she may request indemnification from DOJ. 28 C.F.R. § 50.15(c)(4). Requests for DOJ representation and indemnification are determined by DOJ on a case-by-case basis. The FBI cannot guarantee the United States will provide legal representation or indemnification to any SSTF personnel.
78. Liability for any conduct by SSTF personnel undertaken outside of the scope of their assigned duties and responsibilities under this MOU shall not be the responsibility of the FBI or the United States and shall be the sole responsibility of the respective employee and/or agency involved.

FOR OFFICIAL USE ONLY

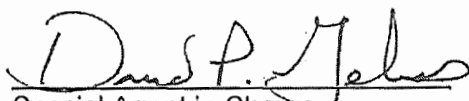
DURATION

79. The term of this MOU is for the duration of the SSTF's operations, contingent upon approval of necessary funding, but may be terminated at any time upon written mutual consent of the agency involved.
80. Any participating agency may withdraw from the SSTF at any time by written notification to the SSA with designated oversight for investigative and personnel matters or program manager of the SSTF at least 30 days prior to withdrawal.
81. Upon termination of this MOU, all equipment provided to the SSTF will be returned to the supplying agency/agencies. In addition, when an entity withdraws from the MOU, the entity will return equipment to the supplying agency/agencies. Similarly, remaining agencies will return to a withdrawing agency any unexpended equipment supplied by the withdrawing agency during any SSTF participation.

MODIFICATIONS

82. This agreement may be modified at any time by written consent of all involved agencies.
83. Modifications to this MOU shall have no force and effect unless such modifications are reduced to writing and signed by an authorized representative of each participating agency.

SIGNATORIES

  
Special Agent in Charge  
Federal Bureau of Investigation

01/23/17  
Date

  
Sheriff  
Oakland County Sheriff's Office

11-15-16  
Date

**#13**

**RESOLUTION**



**CITY OF PONTIAC**  
**Department of Building Safety & Planning**  
**PLANNING DIVISION**

47450 Woodward Ave | Pontiac Michigan 48342  
TELEPHONE: 248.758.2811

*Mayor Tim Greimel*

**TO:** HONORABLE MAYOR GREIMEL, COUNCIL PRESIDENT McGUINNESS &  
PONTIAC CITY COUNCIL

**FROM:** VERN GUSTAFSSON, PLANNING MANAGER  
PLANNING DIVISION

**SUBJECT:** RLL 22-01 REDEVELOPMENT "BISTRO" LIQUOR LICENSE  
WORKSPACE PONTIAC, LLC  
2 & 4 N SAGINAW STREET  
PARCEL NO. 64-14-29-477-010 & 64-14-29-477-011  
C-2 DOWNTOWN ZONING DISTRICT

**DATE:** SEPTEMBER 8, 2022

The City of Pontiac is in receipt of application RLL 22-01 for a Redevelopment Liquor License petition for the establishment of Bistro Liquor Licensing at, 2 & 4 N. Saginaw, on behalf of the application Workspace Pontiac, LLC. The City of Pontiac, City Council adopted Zoning Ordinance, Article 2, Chapter 5, Section 2.550, Bistro Restaurants in 2019 [attached] to permit the operation and issuance of Redevelopment "Bistro" Liquor Licenses in the C-2 Downtown zoning district. At the Planning Commission meeting on September 7, 2022 they recommended approval of this request to City Council.

The implementation of the Bistro Redevelopment Liquor License supports business located in designated TIFA Districts to be granted "Bistro" Liquor Licenses. These licenses are created from Public Act 501 of 2006, establishing Redevelopment Liquor Licenses and encouraging businesses who desire to locate in cities with limited or no liquor licenses available to redevelopment areas within the city. The Bistro Liquor License will benefit those businesses downtown who engage in dining, entertainment, or recreation as a primary use, while the sale of alcohol for on-site consumption will be a secondary use. The issuance of Bistro Licenses will serve as an Economic Development tool, increasing vehicular and pedestrian foot traffic in the Downtown area, while also increasing services to local business and their patrons. The granting of Bistro Licenses requires the submission of a Bistro License Application, Planning Commission Review, and City Council approval for the initial issuance, reissuance, and transfer of Bistro Licenses.

**License Criteria Review Requirements**

Per the City of Pontiac Zoning Ordinance for the issuance of Redevelopment Liquor Licenses and the Conditions for Issuance and Operations, and the Michigan Liquor Control Code. All establishments who wish to operate Redevelopment "Bistro" Liquor Licenses must meet the following criteria for eligibility.

1. The liquor license must be a redevelopment district or development district license, as defined in the Michigan Liquor Control Code, MCLA § 436.1101 et seq., as amended, the City of Pontiac C-2 Downtown Commercial Zoning District. **[Complies]**
2. Interior seating (including bar seating) can be no less than 50 people and no greater than 150 people. **[Complies]**
3. Bar seating shall be limited to 25% or less of the interior seating. **[Complies]**
4. The establishment shall close no later than 12:00AM. With the prior approval of City Council, an establishment may remain open to offer food service. **[Complies]**
5. Sales of food shall total not less than 50% of the total revenue of the establishment. **[Complies]**
6. The licensee must otherwise comply with all requirements of the City Code. **[Complies]**
7. Personal Investment in the property must be greater than \$75,000. **[Complies]**

Furthermore, Redevelopment Liquor Licenses must be reviewed in a similar manner for Special Exemption Permit for impact and safety of the local community and residential impact. When considering a Special Exemption Permit, the Pontiac Planning Commission must consider the criteria of Section 6.303 of the City Zoning Ordinance.

1. *Be harmonious with and in accordance with the general principles and objectives of the comprehensive master plan of the City of Pontiac.* **[Complies]**
2. *Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity by way of size, character, or location.* **[Complies]**
3. *Not change the essential character of the area in which it is proposed, and not adversely affect the development or redevelopment of the surrounding neighborhood.* **[Complies]**
4. *Not be hazardous or disturbing to existing or future uses in the same general vicinity and will be a substantial improvement to property in the immediate vicinity and to the community as a whole.* **[Complies]**
5. *Be served adequately by essential public facilities and services, such as highways, streets, police, fire protection, drainage structures, refuse disposal water and sewage facilities and schools.* **[Complies]**
6. *Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property or general welfare as a result of producing excess traffic, noise, smoke, fumes, glare, or odors out of proportion to that normally prevailing in the particular district.* **[Complies]**
7. *Maintain all proposed structures, equipment, or materials in a readily accessible manner for police and fire protection.* **[Complies]**

**THE CITY OF PONTIAC ORDAINS:**

**RLL 22-01 Redevelopment Liquor License  
Proposed Resolution**

Resolution to approve, as recommended by the Planning Commission, the Class C, 'Bistro' License as requested by the petitioner, Workspace Pontiac, LLC, 2 & 4 N. Saginaw St, and further recommend this application be considered for approval by the Michigan Liquor Control Commission. Moved by Councilperson \_\_\_\_\_ and seconded by Councilperson \_\_\_\_\_.

Whereas, the City of Pontiac chooses to engage in PA 58, 1998, MCL 436.1521a(1)(b)(i) for issuance of New On-Premises Development District License and establishment of Redevelopment Liquor Licenses in the Tax Increment Finance Authority Act (TIFA) District under Part 3 of Public Act 57 of 2018.

Whereas, Workspace Pontiac, LLC, 2 & 4 N. Saginaw St, Parcel 64-14-29-477-010 & 011, has made petition for a Class C, 'Bistro' License, and meets eligibility requirements for licensure issuance under MCL 436.1521a(1)(b)(i).

Whereas, the City of Pontiac Planning Commission unanimously approved a recommendation at the September 7, 2022 meeting, that the Class C Bistro License for Workspace Pontiac, LLC, at 2 & 4 N. Saginaw St, be approved for license issuance to the Pontiac City Council.

Whereas, Workspace Pontiac, LLC, at 2 & 4 N. Saginaw St, shall comply with the City of Pontiac Zoning Ordinance, Article 2, Chapter 5, Section 2.550 Bistro Restaurants to allow for Redevelopment Liquor Licenses and Conditions for Issuance and operations of the petitioned Class C, 'Bistro' License and MCL 436.1521 a(1)(b)(i).

*Therefore be it resolved*, that the petition for Specially Class C, 'Bistro' License on behalf of the petitioner, Workspace Pontiac, LLC, at 2 & 4 N. Saginaw St, is hereby approved and the City Council further recommends this application be considered for approval by the Michigan Liquor Control Commission.

I hereby certify this ordinance was brought to a meeting of the City Council of the City of Pontiac on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Garland Doyle, Interim City Clerk

I further hereby certify that the foregoing is a true copy of the Ordinance Resolution as passed by the City Council and was published in a publication of general circulation on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Garland Doyle, Interim City Clerk

## 2.550 Bistro Restaurants.

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- A. An applicant for a liquor license may propose to utilize the license for purposes of the operation of a bistro. Dining, entertainment, or recreation may be the primary purpose of the bistro. Unique and diverse venues with specialized menus that attract new patronage are encouraged.
- B. For purposes of this chapter, a "bistro" is defined as being a fixed food service establishment with interior seating that meets all of the following criteria:
1. The liquor license must be a redevelopment district or development district license, as defined in the Michigan Liquor Control Code, MCLA § 436.1101 et seq., as amended.
  2. Interior seating (including bar seating) can be no less than 50 people and no greater than 150 people.
  3. Sidewalk cafes and outdoor dining patios as defined in Section 2.539 are permitted in establishments with bistro liquor licenses; provided, that the City determines that there is sufficient space on an adjacent public sidewalk. Rooftop seating does not qualify as seasonal sidewalk cafe seating. Alcohol may only be served to seated patrons in sidewalk seating areas.
  4. Bar seating shall be limited to 25 percent or less of the interior seating.
  5. The establishment shall close no later than 12:00 a.m. With the prior approval of City Council, an establishment may remain open to offer food service.
  6. Sales of food shall total not less than 50 percent of the total revenue of the establishment.
  7. The licensee must otherwise comply with all requirements of the City Code.
- C. Bistro restaurants may only be located in the C-2 downtown zoning district.
- D. Bistro restaurant liquor licenses may not be transferred to other businesses, nor other addresses. A bistro restaurant liquor license may be transferred to a subsequent owner of the business originally granted the bistro restaurant liquor license if approved by the City Council, which shall use the criteria set forth in subsections (H)(1) through (8) of this section to make such determination.
- E. Prior to requesting approval by the City Council, a bistro restaurant shall obtain a special exception permit from the City Planning Commission.
- F. Prior to operating a bistro, a licensee shall enter into a development agreement with the City setting forth all rehabilitation/restoration plans and operating requirements for the bistro restaurant. Failure to comply with the terms and conditions of the agreement shall be grounds for the City Council to recommend revocation of the license by the Michigan Liquor Control Commission.
- G. **Grounds for Immediate Review.** A bistro license holder may be subject to immediate review by the City Council if he or she is cited for three violations within one calendar year. When under review, the City Council may determine that the bistro license holder is no longer operating within the best interests of the City, and the City Council may recommend revocation of the bistro license to the Michigan Liquor Control Commission.
1. A violation includes any of the following:
    - a. Violations issued from the Michigan Liquor Control Commission.
    - b. Citations from the City.

- c. Citations issued from any other governmental body.

H. **Approval.** If the City Council is satisfied that the establishment or operation will provide a benefit to the City of Pontiac and constitute an asset to the community, it will adopt a resolution granting approval, subject to the satisfaction of any conditions stated in the resolution. The City Council shall consider the following nonexclusive list of criteria to assist in the determination if the establishment will provide a benefit and be an asset to the community:

1. The applicant's demonstrated ability to finance the rehabilitation/restoration as set forth in the development agreement.
2. The applicant's demonstrated ability to finance the operations of the proposed project.
3. The applicant's track record with the City, including responding to City and/or citizen concerns.
4. Whether the applicant has an adequate site plan to handle the bistro liquor license activities at the proposed establishment.
5. Whether the applicant has adequate health and sanitary facilities at the proposed establishment.
6. Potential community benefits proposed by the applicant.
7. The applicant's ability to employ City residents.
8. Whether the applicant has outstanding obligations to the City (i.e., property taxes, utilities, etc.). Applicant shall be automatically denied if applicant has any outstanding/past-due obligations to the city or other municipality or governmental agency.

I. **Approval Procedures and Requirements.**

1. Submission and initiation of licensee process. A property owner with business interest in an existing establishment, a possessory interest entitled to exclusive possession, or a contractual interest may submit to the City of Pontiac Planning Division an application requesting a bistro redevelopment liquor license.
2. Submission of application. All requirements of the bistro redevelopment license application and special exemption application must be submitted to the Planning Division with all required information included to be considered complete; incomplete applications will not be reviewed. Applications must be submitted 45 days prior to the scheduled Planning Commission meeting.
3. Technical review. Upon receipt of the bistro license application, and prior to the scheduled Planning Commission special exemption review, the Planning Division must conduct a technical review of the application findings based on the criteria outlined in subsections (H)(1) through (8) of this section, as well as those criteria outlined in the Zoning Ordinance for special exemption review.
4. Special exemption and application review. Upon the Planning Commission's review of the proposed bistro redevelopment liquor license, the Planning Commission will offer a recommendation to City Council for denial or approval of the license request.
5. City Council license review. Upon receipt of the Planning Commission recommendation of the proposed bistro redevelopment liquor license, City Council will affirm that the proposed site complies with the City of Pontiac Zoning Ordinance and subsections (H)(1) through (8) of this section, and vote to adopt a resolution to approve or deny the applicant's request for a bistro redevelopment liquor license.

(Ord. No. 2366, § 1, 7-30-19)



## CITY OF PONTIAC REDEVELOPMENT LIQUOR LICENSE PRE-APPLICATION QUESTIONNAIRE

**Instructions to Applicants:** If you are applying for a City of Pontiac Redevelopment Liquor License, within the C-2 Downtown Area this form must be completed prior to filling out the City of Pontiac Redevelopment Liquor License Application Form. The new application form will not be accepted without a completed pre-application questionnaire. **Please include copies of two pieces of personal identification.**

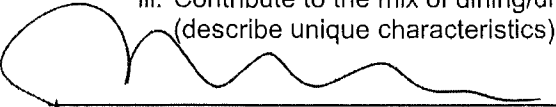
Please indicate, by checking YES or NO, if your establishment meets the following criteria.

1. Is the business to be licensed within the geographic boundaries of the City of Pontiac C-2 Downtown District? ☒ **Yes** ☐ **No** (Please indicate proposed location on the attached map.)

**Complete name and address of business to be licensed** Workspace Pontiac LLC, 2&4 North Saginaw

**Personal Property ID** (for existing businesses) \_\_\_\_\_

2. Applicants for Redevelopment Liquor licenses, must demonstrate to City of Pontiac and the Michigan Liquor Control Commission (MLCC), at the time of investigation, that the amount expended for the rehabilitation or restoration of the building that houses the licensed premises shall be not less than \$75,000 over a period of the preceding five years or a commitment for a capital investment of at least that amount in the building that houses the licensed premises, which must be expended before the issuance of the license. At the time of application, can your business demonstrate this requirement?  
☒ **Yes** ☐ **No** (Please attach supporting financial information for verification.)
3. Will the licensed business engage in dining, entertainment or recreation, that is open to the general public, with a seating capacity of not less than 50 persons? ☒ **Yes** ☐ **No** (Please attach current or proposed floor plan that supports seating capacity.)
4. Will the licensed business generate 50% or more of its revenue from food and non-alcoholic drink sales?  
☒ **Yes** ☐ **No**
5. What type of on premise sales are you interested in applying for? Check all that apply. (Checking the boxes does not guarantee award of any or all categories.)  
☒ **Beer** ☒ **Wine** ☒ **Spirits (hard liquor)**
6. Please describe (on an attached sheet) how your business will do the following, if issued a license:
- Prevent deterioration in the C-2 Downtown district and promote economic growth by:
    - creating new employment opportunities
    - adding new tax value through the purchase of new equipment and/or building improvements
  - Represents a desired land use as determined by the City's area master plan and zoning requirements.
  - Contribute to the mix of dining/drinking, entertainment and recreational existing establishments (describe unique characteristics)

  
Signature of Applicant

6.5.2022  
Date

Blair McGowan  
Printed Name

**If any of the above questions have been answered NO**, the applicant is not eligible to apply for a Development District License as designated under Michigan State Law (Public Act 501 of 2006). Applicants that cannot meet the minimum criteria will not be considered by the City of Pontiac. Do NOT fill out an application.

**If all of the above questions have been answered YES**, the applicant is eligible to apply for a Redevelopment Liquor License. The next step in the application process is to fill out the City of Pontiac application form. Attach this completed form to the application and submit with **\$150 application fee to the Pontiac Planning Division**, 47450 Woodward Ave, Pontiac, MI 48342. Phone No. - 248-758-2800. **A \$600 license fee is due upon approval.**

To inquire about other licensing opportunities, including transfers of existing Class C licenses, please contact the Michigan Liquor Control Commission directly. All transferred licenses begin at the State level. MLCC On-Premises Licensing Division - 517-322-1400.



CITY OF PONTIAC APPLICATION FOR  
REDEVELOPMENT LIQUOR LICENSES

Date: **6-5-2022**

**Instructions: This application must be completed and returned with a \$150 application fee for each license before it can be considered.** All answers must be typed or printed. Sign the completed form in ink and return to the City Clerk, 47450 Woodward Ave., Pontiac, Michigan 48342.

MAKE ALL CHECKS OR MONEY ORDERS PAYABLE TO THE CITY OF PONTIAC, MICHIGAN.

<b>1. Applicant identification-all applicants</b>	
Name of individual, partnership, corporation or limited liability company who will hold the license: Workspace Pontiac LLC	Contact Person Name: <b>Blair McGowan</b>
Business Street Address: 2&4 North Saginaw Street	Street Address: 2&4 North Saginaw
City/State/Zip Code: Pontiac, Michigan 48342	City/State/Zip Code: Pontiac, Michigan 48342
Township:	Business Phone No. (313) 720-9115 Home Phone No. (313) 720-9115

<b>2. Nature of Application – (Check all that apply)</b>
<input checked="" type="checkbox"/> Retail Applicants <input type="checkbox"/> Manufacturer or Wholesale Applicants

<b>3. Proposed Licensed Address:</b>
2 & 4 North Saginaw, Pontiac, MI 48342

<b>4. Briefly describe the business, for example – Dining, Recreation, Entertainment etc.</b>
5500 Square feet, 1st floor & basement: bar, restaurant, live and recorded music.

**5. This proposed licensed business will be owned by: (check one)**

☐ Me as the individual owner      ☐ The named corporation      ☒ The named liability company

The following partners (indicate limited partners with an "L" before their name)

**Partnership Information:** (attach additional sheet if necessary)

Name of Partners	Home Address	Telephone Number
Dan McGowan	9615 Lakewood Grosse Ile, MI 48138	734-556-3161
Blair McGowan	34 State Street Pontiac, MI 48341	313-720-9115

\* All partners may be required to complete and submit additional information as part of the application review process, by completing this application applicant agrees to comply with any such requests. *ok*

**6. Personal Information – Individual Applicants and Partnership Members Only**

Date of Birth May 9, 1981 (required to confirm applicant is over 21 years of age)

If you are not a US Citizen – Are you a registered alien? ☐ Yes ☐ No Or, do you have a Visa? ☐ Yes ☐ No

Full name of spouse: \_\_\_\_\_

Have you ever legally changed your name? ☐ Yes ☒ No If Yes, from \_\_\_\_\_ to \_\_\_\_\_

Have you been known by other names? ☐ Yes ☒ No List Names: \_\_\_\_\_

Have you ever been convicted of a criminal offense, including alcohol related infractions (exclude traffic citations)?

☐ Yes ☒ No If Yes, please list charge, date of conviction, location and disposition below.

(Use additional sheet if necessary.)

CHARGE	DATE	PLACE	DESCRIPTION

**List your former occupations for the past 3 years:**

DATE (to/from)	OCCUPATION	EMPLOYER NAME AND ADDRESS
2007-present	manager	Crofoot Ballroom, 1 S. Saginaw, Pontiac, MI 48342

I or my spouse previously held or now hold interest in the following licenses for sale of alcoholic beverages as sole licensee, partner or corporation:

NAME OF LICENSE	TYPE OF LICENSE	LOCATION	DATE
Pike Street Entertainment	Class C	1 South Saginaw, Pontiac	2022

Do you or your spouse hold any law enforcement powers including powers of arrest? ☐ Yes ☒ No

Date authorized: 2021

<b>Corporate Officers</b>	<b>Name</b>	<b>Address</b>	<b>Phone Number</b>
President	<u>Dan McGowan</u>	<u>9615 Lakewood, Grosse Ile, 48138</u>	<u>7343061788</u>
Vice-President	_____	_____	_____
Secretary	_____	_____	_____
Treasurer	_____	_____	_____

Name	Address	Phone Number	%Interest
1. Blair McGowan	34 State Street, Pontiac	3137209115	1%
2. Dan Mc Gowan	9615 Lakewood, Grosselle, 48138	7343061788	99%
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

**10. Denial of Application/Revocation of License**

(A) Have you, prior to this application, made application(s) for a similar or other license on premises other than described in this application?

☒ Yes      ☐ No

If yes, please list date, place and disposition of such application(s).

(B) Have you, prior to this application, been disqualified to receive approval for a license under the laws of the State of Michigan?

☐ Yes      ☒ No

If yes, please explain.

(C) Have you ever held a liquor license which has been revoked or not renewed?

☐ Yes      ☒ No

If yes, please state reason.

**11. Financial Details – All applicants**

(A) Source of funds used to establish business, or which will be used to purchase this business, list name, address and amount of all money lenders.

Name	Address	Amount
Crofoot Ballroom	1 South Saginaw, Pontiac, MI	\$ 250,000
		\$
		\$

(B) Attorney or representative

Name	Address	Phone Number
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**12. Premises (Answer either A, B, or C.)** Applicant shall attach a building and grounds layout diagram (8-1/2 x 11) showing the entire structure, premises, and grounds, and in particular the specific areas where the license is to be utilized. Plans shall demonstrate adequate off-street parking, lighting, refuse disposal facilities, and where appropriate, adequate plans for screening and notice control.

**(A) New Construction**

Do you need to build a facility at the residence that will hold the license? ☐ Yes      ☒ No

If yes, do you have building permits? ☐ Yes      ☐ No

If no, when do you plan to get them?

If yes, when do you expect construction will begin?

If yes, when do you expect construction to be completed?

If yes, what is the estimated cost of construction of the facility? \$

When is your anticipated occupancy date/open for business date?

Would you build the facility at this location if you do not get a license? ☐ Yes      ☐ No

**(B) Existing Facility-No Renovation**

Is the facility currently occupied? ☐ Yes      ☒ No

If yes, do you intend to be licensed under the existing business at this location? ☐ Yes      ☐ No

If yes, do you intend to be licensed under the same management? ☐ Yes      ☐ No

How long has the existing business be at the location?

Are you currently associated with the business operation on site? ☐ Yes      ☐ No

If yes, in what capacity are you associated?

If no, will you be purchasing the premises?

**(C) Existing Facility-Renovation**Do you plan to renovate an existing facility? ☒ Yes ☐ NoIf yes, what is the estimated cost of the renovation? \$ 100,000If yes, when do you expect construction will begin? summer 2022If yes, when do you expect the construction to be completed? summer 2022When is your anticipated occupancy date/open for business date? summer 2022Is the facility currently occupied? ☐ Yes ☒ NoIf yes, are you currently associated with the business operation on site? ☐ Yes ☐ No

If yes, in what capacity are you associated? \_\_\_\_\_

Will it be necessary to temporarily close the facility for renovation? ☐ Yes ☒ No

If yes, how long will the facility be closed? \_\_\_\_\_

Are you going to renovate the facility if you do not get a license? ☐ Yes ☐ No**13. Employment – (All applicants must complete either A or B section)****(A) Existing Business**

How large is the current staff? (i.e. 1 full-time bartender)

Number	Full	or	Part-time	Position
_____	<input type="checkbox"/>		<input type="checkbox"/>	_____
_____	<input type="checkbox"/>		<input type="checkbox"/>	_____
_____	<input type="checkbox"/>		<input type="checkbox"/>	_____
_____	<input type="checkbox"/>		<input type="checkbox"/>	_____
_____	<input type="checkbox"/>		<input type="checkbox"/>	_____
_____	<input type="checkbox"/>		<input type="checkbox"/>	_____

Will you be retaining current staffing levels, expanding current staffing levels, or decreasing current staffing levels if you receive the license? Explain. \_\_\_\_\_

**(B) New Business**

How large of a staff do you plan to have? (i.e. 1 full-time bartender)

Number	Full	or	Part-time	Position
<u>1</u>	<input checked="" type="checkbox"/>			<u>manager</u>
<u>5</u>			<input checked="" type="checkbox"/>	<u>bartender</u>
<u>2</u>			<input checked="" type="checkbox"/>	<u>cook</u>
<u>1</u>	<input checked="" type="checkbox"/>			<u>music coordinator/ buyer</u>
<u>3</u>			<input checked="" type="checkbox"/>	<u>maintenance</u>

**14. Operating Statement – Attach a general operation statement outlining the proposed manner in which the business for which the license being proposed will be operated, including a schedule of the hours of operation, food services, crowd control, and use of facilities.**

This operation will expand the music and comedy programmed by the Crofoot Ballroom, which pre-Pandemic, was presenting over 600 concerts by musicians, comedians and other theatrical entertainers in Michigan, from Detroit to Grand Rapids and of course, Pontiac. A smaller venue than the 1000 capacity Crofoot is needed. The Crofoot shall push dining in Pontiac before and after Crofoot events. We expect the new operation to be open 6 & 7 days per week when it becomes fully operational. However, when it opens, its hours will be severely limited, and expand carefully as business grows.

**15. Personal Statement – (App applicants must complete this requirement)**

Please describe how this business will enhance the City of Pontiac community. What special considerations should we take into account in evaluating your application? PLEASE LIMIT YOUR ANSWER TO 200 WORDS OR LESS. Please attach a separate sheet of paper if necessary.

Downtown Pontiac has not been successful. Since 1992, we can chronicle the loss of over five million dollars in investment by failed operators.

Still, we are cautiously optimistic. We have been operating in Downtown Pontiac since 1988. We have survived. We think this building is an historic gem. We want to make it "work".

Having a rent-paying, hospitality operation on the first floor, makes it possible to pay the mortgage. It shall welcome visitors and residents to Downtown, which generally feels like a ghost-town. It will provide dinner for concert and club goers, like other downtowns.


I have read all of the above answers and they are true. I agree to provide all requested information and to fully cooperate with all City Service Areas requesting any and all additional information provided in this application or any attachment thereto. Any changes that occur after the date of this application, applicant will notify the City Clerk, in writing, within 14-days of such change. I understand that the falsification of the information on this form or any false statements made during investigations may constitute grounds for denial of a license.

I warrant that I am not disqualified to receive a liquor license under the ordinances of the City of Pontiac or the laws of the State of Michigan. If granted a liquor license I will not violate any federal or state laws or any ordinance of the City of Pontiac in the conduct of business.

Attested to:

**6-5-2022**

Date of Application



Signature of Applicant  
(if applicant is a corporation, include title  
of signor)

Name of person completing this  
form if not the applicant

**Addendum to CITY OF PONTIAC  
REDEVELOPMENT LIQUOR LICENSE PRE- APPLICATION  
QUESTIONNAIRE**

Workspace Pontiac LLC  
2&4 North Saginaw, Pontiac, Michigan 48342

**Section 6. Please Describe how the business will do the following if issued a license:**

- i) Prevent deterioration and promote economic growth by:
  - a. Creating new employment opportunities;**
  - b. Adding new tax value through the purchase of new equipment and/or building improvement.****
- ii) Represents a desired land use as determined by the City's area master plan and zoning requirements.**
- iii) Contribute to the mix of dining/drinking, entertainment and recreational existing establishments (describe unique characteristics).**

The license which we wish to acquire is for a space that previously enjoyed a special developmental DDA license. That license was lost (ie., "terminated" by MLCC) when the previous occupant, the "L Brothers" closed their business and filed for bankruptcy. In the confusion of the bankruptcy, the pandemic, and the year of businesses being closed, an error was made and the previous "Special DDA License", originally issued by the MLCC in or around 1994, and utilized in successive operations by Colangelo's, Tony Shustari, the Boom Boom Room, the Four Brothers, and the L Brothers, was terminated by the MLCC "per the request of the licensee".

We have determined that the MLCC will not welcome a "Delayed Appeal of Revocation", and that seeking a new Redevelopment Liquor License is the most expeditious route to open up this business.

2&4 North Saginaw, is at Pontiac's "first corner – Pike and Saginaw, where Pontiac began its commercial, European development in the 1830's. A fire on April 30, of 1840, destroyed this and all the other buildings on the north side of Pike street. The building was rebuilt utilizing the existing basement and foundation, but adding a masonry façade per the new building code and creating a

parapet wall to protect it and its neighboring building from fire spreading from one roof to the other.

Parties related to the current applicant, purchased this property from the Pontiac TIFA in 1994 for \$5,000. At the time there was no electrical, plumbing, or gas. New services were added. The building is fully fire suppressed. It's ADA complaint. And the 1994 Historic Restoration with an expenditure of \$980,000 was a Federally qualified historic restoration per the National Park Service.

2&4 North Saginaw has 3500 square feet of office space on the 2<sup>nd</sup> floor, and two 1000 square foot work/live spaces on the 3<sup>rd</sup> floor.

This building is highly visible on the corner of Pike and Saginaw. Some 20,000 unique customers come every month to the two night clubs, Electricity and Crofoot Ballroom. Neither club offers concert and club goers venues to eat.

This space has been vacant since the L Brothers closed in 2019.

Its opening will add much life to Downtown. Small space programming will open the doors as many nights as possible, with the goal of being an attraction to Downtown 6 or 7 nights a week.

- The license and this business will add new employment opportunities.
- It will add new tax value through purchase of new equipment, and improvement of the building.
- This use is consistent with the City Master Plan and Zoning Requirements.
- The operation will add to the mix of dining and drinking and entertainment offered in Downtown Pontiac.



**MEGA**

436 VETERANO STREET  
 FORT WORTH, TX  
 76104-6401  
 (817) 335-2200  
 CONNOR@TONGUESTEROO.COM



Call 845-55-0100



QUEST :

$$\begin{aligned} \mathbb{E} \left[ \sum_{i=1}^n \left( \frac{1}{n} \sum_{j=1}^n \frac{1}{\sqrt{p_{ij}}} \right) \right] &= \mathbb{E} \left[ \frac{1}{n} \sum_{i=1}^n \left( \frac{1}{n} \sum_{j=1}^n \frac{1}{\sqrt{p_{ij}}} \right) \right] \\ &= \frac{1}{n} \sum_{i=1}^n \mathbb{E} \left[ \frac{1}{n} \sum_{j=1}^n \frac{1}{\sqrt{p_{ij}}} \right] \end{aligned}$$

COVER  
SHE. 1741 F  
V & 4 BUNCH PAPER  
PART OF SE 1/4, SEC.  
CITY OF FONTANA, CALIF. AND

[illegible]

QJEC: 72 12-156

[illegible]

**G-1.0**

**NOT FOR CONSTRUCTION**

LEGAL DESCRIPTION (AS PROVIDED)

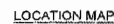
PARCEL TAX NUMBER: 14-23-477-011

PARCEL 1:

SOUTH 20.0 FT. OF LOT 60 AND THE NORTH 20.0 FT. OF THE SOUTH 40.0 FT. OF LOT 60, ORIGINAL PLAT OF THE CITY OF PONTIAC, MICHIGAN, OAKLAND COUNTY, MICHIGAN  
PLAT RECORDED IN LIBR 2, PAGE 1, OAKLAND COUNTY RECORDS.

## BEARING REFERENCE

ELEVATIONS ARE BASED ON PROJECT COORDINATE SYSTEM:  
NORTH DATUM STATE PLANE COORDINATE SYSTEM, NAD83 (GEOID) (NA83), GRS80 SOUTH ZONE DZ11, INTERNATIONAL FEET,  
UNIT CONVERSION FACTOR = 1.07639104 FT/METER



## DESIGN ENGINEER/SURVEYOR

MONUMENT ENGINEERING GROUP ASSOCIATES, INC.

ENCLOSURE WITH FORM 2  
TRANSFERRING TO LOTS

2007年12月29日  
 2008年1月1日  
 2008年1月2日  
 2008年1月3日

CLIENT

[illegible]

## SHEET INDEX

[illegible]

### BUFFER RESTRICTION DISTANCE TABLE

[illegible]

**G-1.0**







# Renovations and Addition to 2 and 4 North Saginaw Street

Pontiac, Michigan 49342

Chris  
Allen  
Architect

Professional  
Architect  
No. 0000000000  
State of Michigan  
Exp. 12/31/2020

2 and 4 N. Saginaw St.

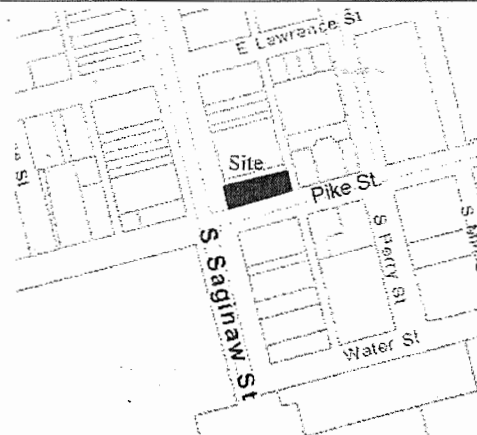
Pontiac, Michigan  
49342

Title

## DRAWING INDEX

- T-1 Title
- SP-1 Site Plan & Sanitation Plan
- A-1 Zoning Code Review
- A-2 Building Code Review
- A-3 Basement/First/Second Floor Plans
- A-4 Third Floor/Roof/Unit Plans
- A-5 Elevations
- A-6 Egress Plans

## LOCATION MAP



## VICINITY MAP



Issued for:  
☒ Preliminary  
 8/28/19  
☐ Bldg. Permits  
☐ Bid Set  
☐ Construction

Drawn By:  
 Approved By:

Revisions:

Project No.

Sheet No.

T-1

7081 Main St. 14  
 Long Beach, CA 90804 415 592 1000  
 Tel: (714) 945-7522  
 email: info@nrc.com : www

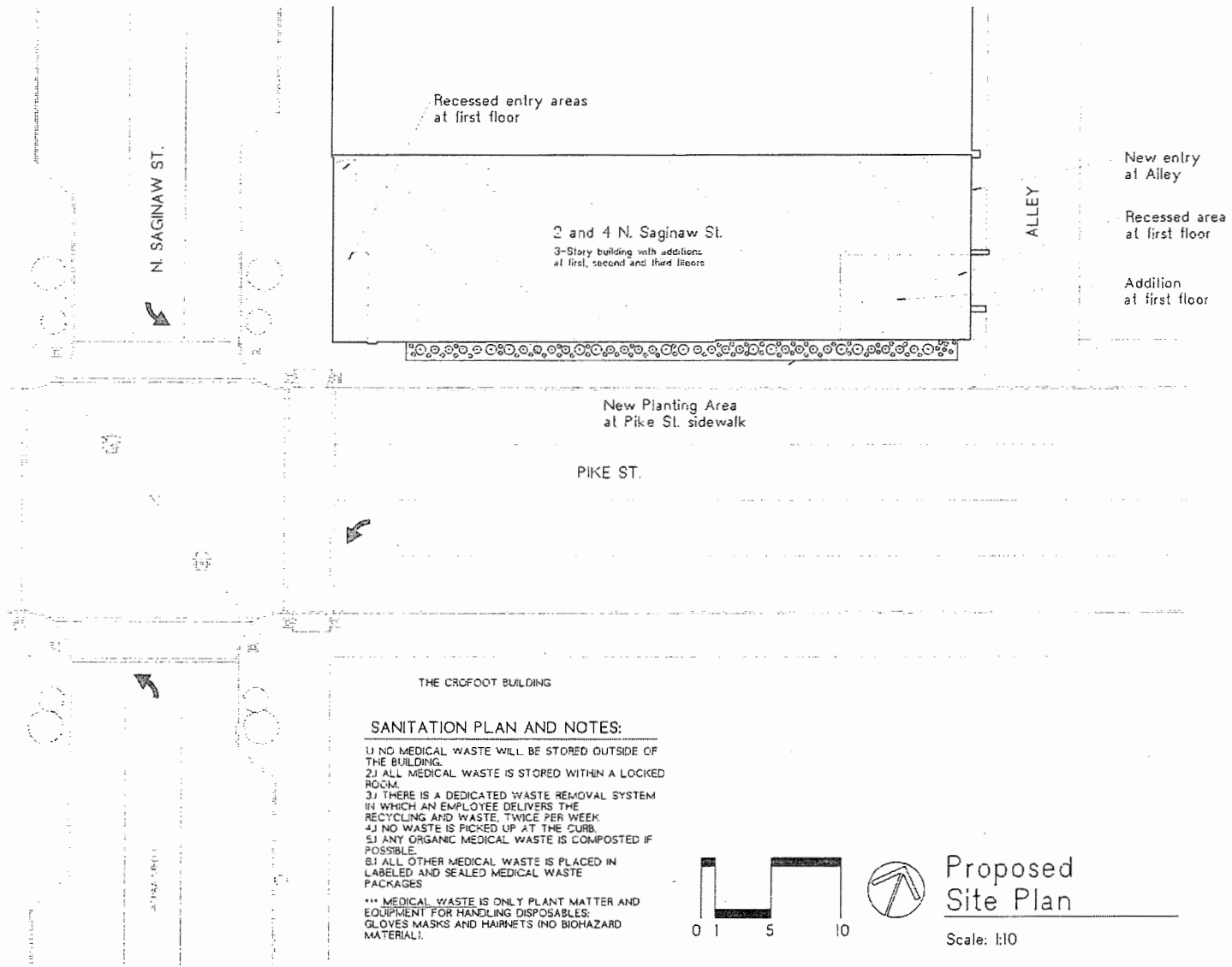
Pontiac, Mich/gam  
42342

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☒ Preliminary  
 8/29/19  
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☐ Bid Set  
☐ Construction

#### Revisions:

Sheet No.

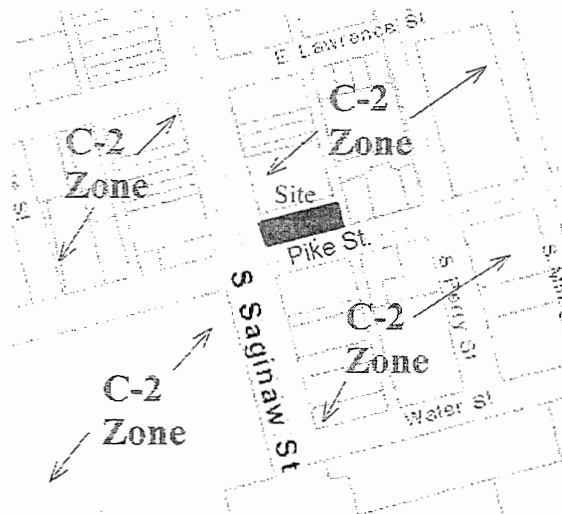
SP-1



# ZONING CODE REVIEW

Chris  
Allen  
Architect

7601 Southfield  
Ann Arbor, Michigan 48106  
313.487.0300  
chris@allenarchitect.com



ZONING MAP

ORDINANCE: CITY OF PONTIAC ZONING ORDINANCE 2361  
EFFECTIVE FEBRUARY 2, 2012

ZONING DISTRICT: C-2 DOWNTOWN MIXED USE DISTRICT

ORDINANCE: CITY OF PONTIAC ORDINANCE NO. 2363  
AN ORDINANCE TO AMEND ORDINANCE 2361 TO INCLUDE MEDICAL  
MARIHUANA FACILITY USES IN DESIGNATED OVERLAY DISTRICTS

NOTES RE: ORDINANCE NO. 2363:

a.) SECTION 2.203, TABLE 2:

THE C-2 ZONE IS IN THE MEDICAL MARIHUANA OVERLAY DISTRICT (MMOD).  
THIS SITE IS IN THE C-2 ZONING DISTRICT.

b.) MEDICAL MARIHUANA PROVISIONING CENTERS ARE A PRINCIPAL  
PERMITTED USE IN THE C-2 DISTRICT.

c.) SECTION 2.546: MEDICAL MARIHUANA PROVISIONING CENTER SHALL  
COMPLY WITH SUBSECTIONS A-I.

BUILDING USE: MIXED USE.  
RESIDENTIAL WITH NON-RESIDENTIAL (MERCANTILE) USE.  
THESE USES ARE ALLOWED IN C-2.

TABLE 3 OF ZONING ORDINANCE  
DIMENSION STANDARDS

	REQUIRED	PROVIDED	COMPLIES	NOTES
INTERIOR WIDTH	30'	40'	YES	
LOT AREA	3000 SF	5600 SF	YES	

MINIMUM SETBACK

	REQUIRED	PROVIDED	COMPLIES	NOTES
FRONT	0'-5' (MAX)	0'	YES	
SIDE (STREET)	0'-5' (MAX)	0'	YES	
SIDE (INTERIOR)	0'	0'	YES	
REAR	N.A.	N.A.		

HEIGHT

	REQUIRED	PROVIDED	COMPLIES	NOTES
HEIGHT (IN STORIES)	NO LIMIT	3 STORIES	YES	
HEIGHT (IN FEET)	NO LIMIT	52'	YES	

SECTION 2.309: MINIMUM FLOOR AREA PER DWELLING UNIT: NO REQUIREMENT

## PARKING REQUIREMENTS

NON-RESIDENTIAL (i.e. MERCANTILE) USES LOCATED IN THE C-2 DISTRICT: NO REQUIREMENTS.

MIXED-USE DWELLING UNIT: .9 SPACES PER BEDROOM

NOTE: SECTION 4.302(B): REQUIRED OFF-STREET PARKING MAY BE PROVIDED EITHER BY  
INDIVIDUAL ACTION OR BY A PARKING PROGRAM CARRIED OUT THROUGH PUBLIC ACTION,  
WHETHER BY SPECIAL ASSESSMENT DISTRICT OR OTHERWISE.

2 and 4 N. Saginaw St.  
Pike St. Corridor  
48302

Zoning Code Review

Issued for:  
☒ Preliminary  
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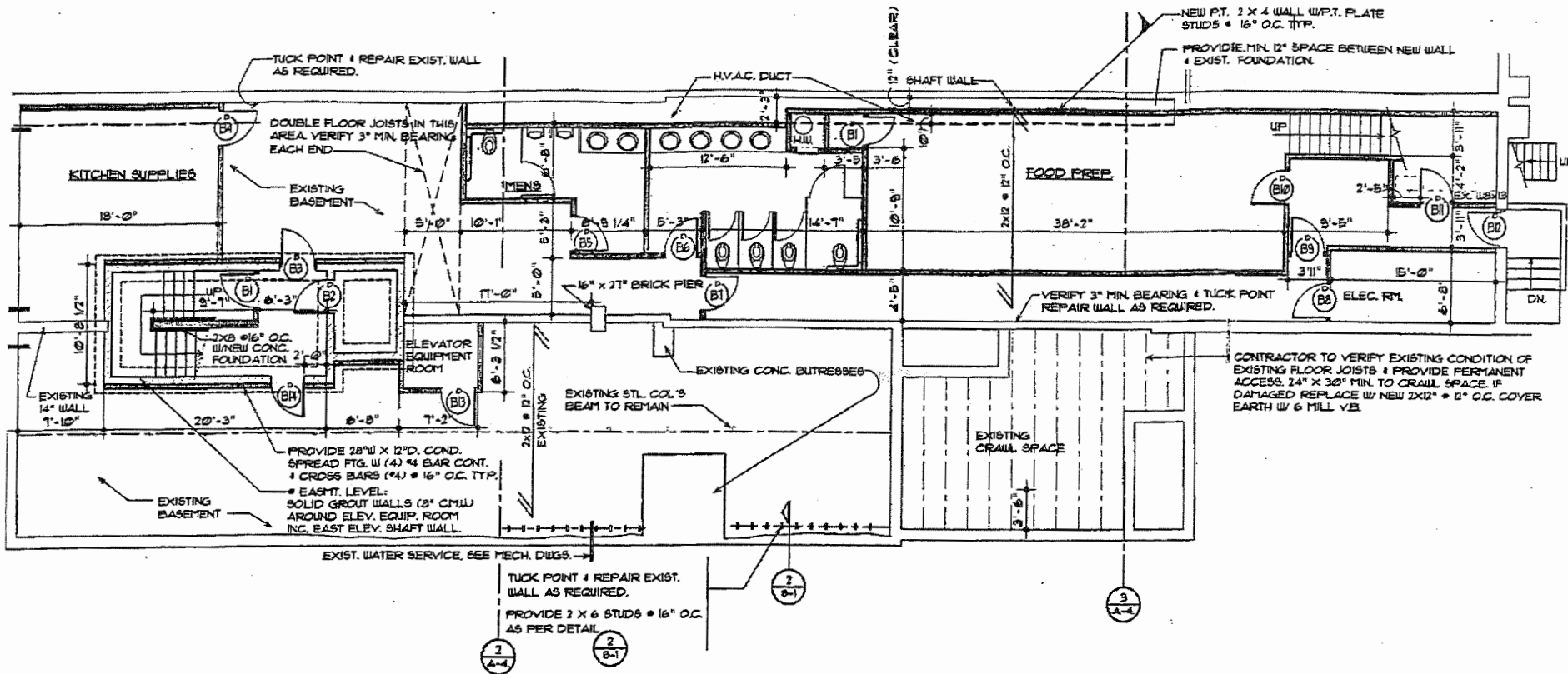
Drawn By:  
Approved By:

Revisions:

Project No.

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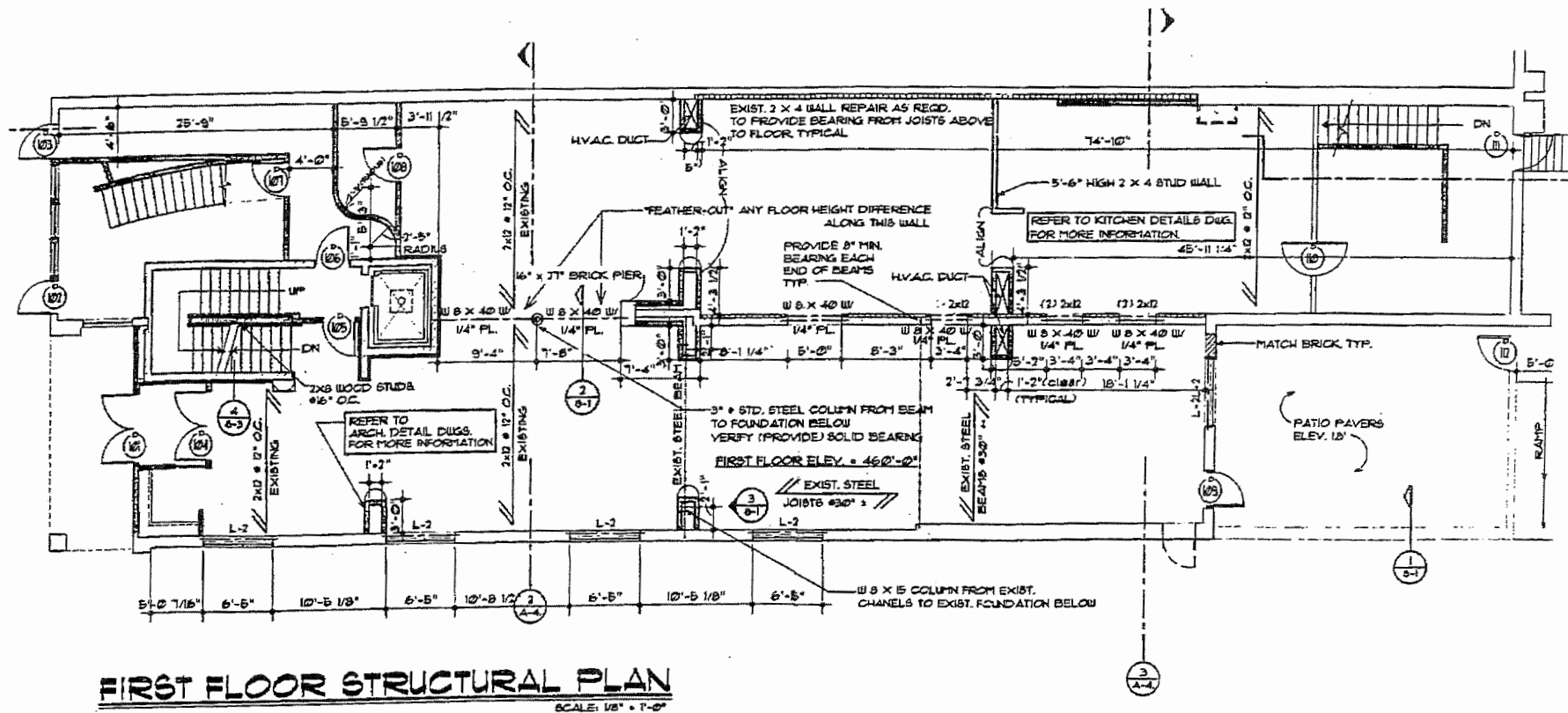
A-1



# **BASEMENT STRUCTURAL PLAN**

SCALE: 1/8" = 1'-0"

2 and 4 North  
Saginaw, Pontiac





**#22**

**COMMUNICATION**



**SAVE  
THE  
DATE**

## 2022 Market Dates

Join Us  
Sundays

1:00pm - 4:00pm

**Location:**  
**11 N. Saginaw**  
**Downtown Pontiac**

May 22

June 19

July 17

August 14

September 18

October 16

October 30

(Healthy Halloween)



***Donate today to help***



Cash App



PayPal



@PontiacMIFarmersMarket

Visit our Website for more info

**[www.pontiacfarmersmarket.org](http://www.pontiacfarmersmarket.org)**

**#41**

**COMMUNICATION**



## WOODWARD WIDETRACK LOOP - DOWNTOWN PONTIAC

### Full-Access Conversion Plans

#### Before the Vote:

Join the City of Pontiac and MDOT to discuss the conversion of the Woodward widetrack loop. Ask questions and receive clarity of action plans for this project! This will be the final two meetings before the decision goes before Mayor and Council to vote on the Woodward Loop to aid flow of traffic thru Downtown Pontiac. Citizens are encouraged to attend!

#### Meeting Details:



##### Prospect Baptist Church:

**Monday, September 19th, 2022 / 6-8pm**  
351 Prospect St., Pontiac, MI 48342



##### Bowens Center:

**Wednesday, September 21th, 2022 / 6-8pm**  
52 Bagley Street, Pontiac, MI 48341



**Open to Public**  
All are welcome!



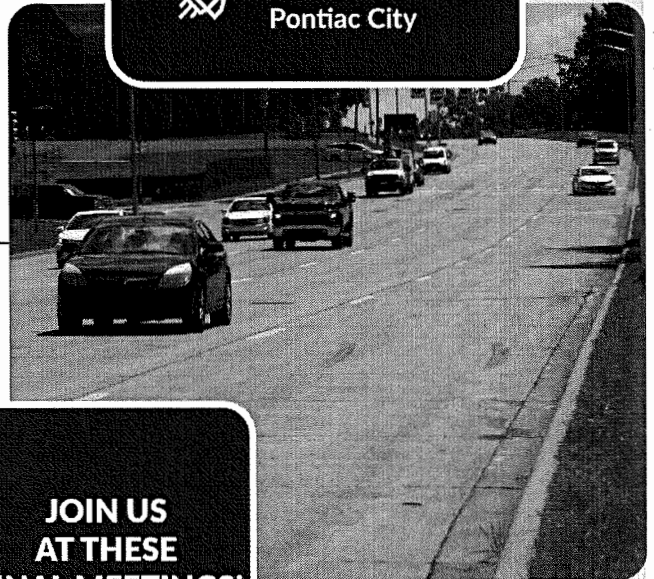
Share Your  
Opinions



Gain clarity  
Regarding  
Action Plans



Be Apart of  
The Growth of  
Pontiac City



**JOIN US  
AT THESE  
FINAL MEETINGS!**

CITY HALL OF PONTIAC  
47450 WOODWARD AVE.  
PONTIAC, MI 48342  
WWW.PONTIAC.MI.US

