

February 7, 2023 Approved Minutes

**Official Proceedings
Pontiac City Council
71st 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, February 7, 2023 at 6:00 p.m. by Council President Mike McGuinness.

Invocation – Minister Kathalee James, Eastside Church of God, Pontiac Michigan

Pledge of Allegiance to the Flag of the United States

Moment of Silence

Roll Call

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

Mayor Greimel was present
A quorum was announced.

Excuse Councilmembers

Motion to excuse Councilman Mikal Goodman for personal reasons. Move by Councilperson Rutherford and second by Councilperson Nicholson.

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

No: None

Motion Carried

Amendments to and Approval of the Agenda

Motion to approve the agenda. Moved by Councilperson Parker and second by Councilperson Rutherford.

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

No: None

Motion Carried

Consent Agenda

23-52 **Resolution to approve the consent agenda for February 7, 2023.** Moved by Councilperson Rutherford and second by Councilperson Nicholson.

WHEREAS, the City Council has reviewed the consent agenda for February 7, 2023.
NOW, THEREFORE, BE IT RESOLVED that the City Council approves the consent agenda for February 7, 2023 including January 27, 2023 Communications, Engagement, and Operations Subcommittee Meeting Minutes, January 27, 2023 Facilities and Property Subcommittee Meeting Minutes and January 31, 2023 City Council Meeting Minutes.

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

No: None

Resolution Passed

Special Presentation

Pontiac Public Library Upcoming Programming Activities
Pontiac Black History Featured images Displayed at Pontiac City Hall

Recognition of Elected Officials

Tameka Ramsey – Pontiac Charter Revision Commission, Kenyatta Bowman – Pontiac School Board,
Shauna Davis-Smith – Pontiac School Board

Agenda Address

1. Chuck Johnson addressed Public Comment

Agenda Items

Ordinance

Motion to postpone for one week the Adoption of City of Pontiac Adult-use Marihuana Business Ordinance. (Second Reading Postponed from January 31, 2023 City Council Meeting) Moved by Councilperson Nicholson and second by Councilperson Carrington.

Ayes: McGuinness, Nicholson, Parker, Carrington and James

No: None

Motion Carried

Councilwoman Melanie Rutherford was absent during the vote

Resolutions

City Council

23-53

Resolution to authorize the City Clerk to publish a proposed budget amendment to transfer \$15,000 in funding out of the General Fund Balance GL account 101-000-390.000 and transfer \$15,000 into 101-215-902.005 Public Notices. Moved by Councilperson Parker and second by Councilperson Carrington.

WHEREAS, the City of Pontiac timely approved the FY 2022-23 budget on June 22, 2022 and;
WHEREAS, 10,000 was allocated for General Fund GL Account 101-215-902.005 Public Notices in the FY 2022-23 budget and;

WHEREAS, expenditures for publishing public notices in the newspaper between July 1, 2022 – December 31, 2022 has exceeded \$10,000 and;

WHEREAS, without allocating additional funding the City will be unable to publish public notices for public hearing and budget amendments as required by the City Charter and/or ordinances.

NOW THEREFORE, BE IT RESOLVED that the City Council authorizes the City Clerk to publish the proposed budget amendment to transfer \$15,000 in funding out of the General Fund Balance GL account 101-000-390.000 and transfer \$15,000 into 101-215-902.005 Public Notices.

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

No: None

Resolution Passed

Grants

23-54

Resolution to authorize the City Clerk to publish the proposed budget amendment to increase budgeted revenues in the amount of \$392,500 to account 208-000-532-000 UWOCST, and appropriations in the amount of \$135,000 to account 208-756-702-000 UWOCST Salaries and Wages, \$18,500 to account 208-756-745-000 UWOCST Recreation Supplies, \$108,500 to account 208-756-779-020 UWOCST Programming, \$65,000 to account 208-756-819-000 UWOCST Contractual Temp/PT Labor, \$5,500 to account 208-756-957-002 UWOCST Training Expense, and

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\$25,000 to account 208-756-977-008 UWOCST Special Equipment. Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, the City of Pontiac was awarded \$392,500 from the United Way of Southeast Michigan Out of School Time Grant Program; and,

WHEREAS, the grant award will support youth recreation programming and staff time; and,
WHEREAS, the funds from the grant will increase the budgeted revenue for the current fiscal year 2022-2023 in the amount of \$392,500 for grant income, and increase the appropriations in the amount of \$392,500, representing grant expenditures.

NOW THEREFORE, be it resolved that the City Council hereby authorizes the City Clerk to publish the proposed budget amendment for the Fiscal Year 2022-23 Budget as requested by the Administration to increase budgeted revenues in the amount of \$392,500 to account 208-000-532.000-UWOCST, and appropriations in the amount of \$135,000 to account 208-756-702.000-UWOCST Salaries and Wages, \$18,500 to account 208-756-745.000-UWOCST Recreation Supplies, \$108,500 to account 208-756-779.020-UWOCST Programming, \$65,000 to account 208-756-819.000-UWOCST Contractual Temp/PT Labor, \$5,500 to account 208-756-957.002-UWOCST Training Expense, and \$25,000 to account 208-756-977.008-UWOCST Special Equipment.

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

No: None

Resolution Passed

23-55 **Resolution to authorize Mayor Tim Greimel to execute the United Way of Southeastern Michigan (UWSEM) Master Grant Agreement 2022-2023.** Moved by Councilperson Rutherford and second by Councilperson Parker.

WHEREAS, the City of Pontiac has been awarded \$392,500 from the United Way of Southeast Michigan Out of School Time Grant Program; and,

WHEREAS, the United Way of Southeast Michigan will serve as the grant maker, and is a sub recipient of ARPA funds awarded by Oakland County; and,

WHEREAS, the grant award will support youth recreation programming and staff time; and,

WHEREAS, the grant award does not have a matching requirement; and,

WHEREAS, the term of the Agreement ends December 31st, 2024.

NOW THEREFORE BE IT RESOLVED that the City Council hereby authorizes Mayor Tim Greimel to execute the UWSEM Master Grant Agreement 2022-2023 in acceptance of the \$392,500 grant award, and to submit and execute documents requested by UWSEM related to the grant award.

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

No: None

Resolution Passed

23-56 **Resolution to authorize the City Clerk to publish the proposed budget amendment to increase budgeted revenues in the amount of \$294,000 to account 212-000-532-000 OCSCMG Federal Grant Others, and appropriations in the amount of \$150,000 to account 212-813-818-000 OCSCMG – Other Professional Services (Ruth Peterson Senior Center) and \$144,000 to account 212-814-818-000 OCSCMG – Other Professional Service (Bowen Senior Center)** Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, the City of Pontiac was awarded \$144,000 assigned to the Robert Bowens Center and \$150,000 assigned to the Ruth Peterson Center through the Oakland County Senior Center Matching Grant Program; and,

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WHEREAS, the grant will allow the city to renovate and update structurally deficient, unsafe and inaccessible senior facilities so they can be used and enjoyed by the older adult and disabled communities in safe, inclusive, and innovative ways for years to come; and,

WHEREAS, the matching requirement for this Grant Program has been waived by Oakland County; 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 \$294,500 for grant income, and increase the appropriations in the amount of \$294,000, representing grant expenditures.

NOW THEREFORE, be it resolved that the City Council hereby authorizes the City Clerk to publish the proposed budget amendment for the Fiscal Year 2022-23 Budget as requested by the Administration to increase budgeted revenues in the amount of \$294,000 to account 212-000-532.000-OCSCMG Federal Grant Others, and appropriations in the amount of \$150,000 to account 212-813-818.000-OCSCMG – Other Prof Serv. (Ruth Center) and \$144,000 to account 212-814-818.000-OCSCMG – Other Prof Serv. (Bowen).

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

No: None

Resolution Passed

23-57 **Resolution to approve the Agreements for Local Fiscal Recovery Fund Distribution between Oakland County and the City of Pontiac for Oakland County Senior Center Matching Grant Program.** Moved by Councilperson Rutherford and second by Councilperson Nicholson.

WHEREAS, the City of Pontiac was awarded \$144,000 assigned to the Robert Bowens Center and \$150,000 assigned to the Ruth Peterson Center through the Oakland County Senior Center Matching Grant Program; and,

WHEREAS, the grant will allow the city to renovate and update structurally deficient, unsafe and inaccessible senior facilities so they can be used and enjoyed by the older adult and disabled communities in safe, inclusive, and innovative ways for years to come; and,

WHEREAS, the matching requirement for this Grant Program has been waived by Oakland County; 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.

NOW THEREFORE, be it resolved that the Pontiac City Council hereby authorizes Mayor Tim Greimel to execute the Agreement for Local Fiscal Recover Fund Distribution between Oakland County and the City of Pontiac for the Oakland County Senior Center Matching Grant Program for the awards assigned to the Ruth Peterson Center and the Robert Bowens Center.

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

No: None

Resolution Passed

Planning

23-58 **Resolution to approve Carlisle Wortman and Associates as a consultant for Plan Review on a temporary basis for an additional three (3) months.** Moved by Councilperson Nicholson and second by Councilperson Rutherford.

WHEREAS, The Department of Community Development needs to hire and train a Planning Division to properly administer plan review for Planning and Zoning functions and,

WHEREAS, the consultant, Carlisle Wortman Associates, Inc. has performed consultant work since December 1, 2022, for plan review services on a temporary basis since while Planning Staff are hired and trained and,

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WHEREAS, the City needs a three-month extension until May 31, 2023 until to allow proper time for said hiring and training.

NOW, THEREFORE, BE IT RESOLVED, the Pontiac City Council authorizes the Mayor to execute a budget adjustment of \$35,000 from Planning Division's Salary and Wages into Other Professional Services and enter into an agreement with Carlisle Wortman Associates, Inc. for consulting services for a three (3) month extension, until May 31, 2023 until the Planning Division hires and properly trains all staff in Plan Review and related processes.

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

No: None

Resolution Passed

23-59 **Resolution to authorize the City Clerk to publish the proposed budget amendment for Budget Year 2022-23 to transfer \$35,000 from GL account 101-721-702-000 for Salaries and Wages to GL account 101-721-818-000 for Other Professional Services for Planning Consulting Services.** Moved by Councilperson Rutherford and second by Councilperson Nicholson.

WHEREAS, The Department of Community Development must hire and train the Planning Division to properly administer plan review for Planning and Zoning functions; and,

WHEREAS, the consultant, Carlisle Wortman Associates, Inc. has performed consultant work since December 1, 2022 for plan review services on a temporary basis while Planning Staff are hired and trained; and,

WHEREAS, the City needs to transfer funds from the Planning Division's General Ledger account for Salary & Wages to Other Professional Services for these consultative services in lieu of having unfilled positions during this budget year.

NOW, THEREFORE, BE IT RESOLVED, that the Pontiac City Council authorizes the City Clerk to publish the proposed budget amendment of \$35,000 from the Planning Division's Salary & Wages GL account 101-721-702.000 to Other Professional Services GL account 101-721-818.000.

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

No: None

Resolution Passed

Purchasing

23-60 **Resolution approving Real Estate Services for DPW Facility Search.** Moved by Councilperson Rutherford and second by Councilperson Nicholson.

WHEREAS, The Purchasing Division has completed its due diligence by conducting the competitive bid process for Real Estate Broker Services in accordance with the City's municipal code, Division II. Purchasing, Section 2-519;

WHEREAS, The Purchasing Manager recommends moving forward with selecting CBRE, Inc. as its local real estate broker firm. CBRE, Inc. is headquartered in Chicago, Illinois but has a Midwest Regional Office that appears to meet the requirements defined in the RFP.

WHEREAS, the firm shall commence performing the Scope of Services once the bid award is made and a contract is executed by the City and CBRE, Inc.

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

No: None

Resolution Passed

Treasury

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23-61 **Resolution to approve Multi-Bank Securities Inc., MBS, to the City of Pontiac's Investment Policy Authorized List of Financial Institutions for investments purposes.** Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, The Treasurer has reviewed Multi-Bank Securities Inc. 2022 Municipal Due Diligence documents to ensure the company is in compliance with Section V. Authorized Financial Institutions, Depositories, and Broker/Dealers of the City's Investment Policy.

NOW, THEREFORE, BE IT RESOLVED, The Pontiac City Council hereby approves Multi-Bank Securities Inc. to be included in the City's Investment Policy list of Authorized Financial Institutions.

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

No: None

Resolution Passed

Public Comment

1. Christine Elam
2. Chuck Johnson

Communications

City Council and Mayor's Office

Mayor, Clerk and Council Closing Comments

Mayor Greimel, Councilwoman Melanie Rutherford, Councilman Brett Nicholson, Councilwoman Kathalee James, Councilman William Parker Jr., Council President Pro-Tem William Carrington and Council President Mike McGuinness made closing comments.

Adjournment

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

Ayes: Rutherford, Carrington, James, McGuinness and Nicholson

No: Parker

Motion Carried

Council President Mike McGuinness adjourned the meeting at 7:50 p.m.

Garland S. Doyle
City Clerk