

PONTIAC CITY COUNCIL

President Mike McGuinness, District 7
Pro Tem William A. Carrington, District 6
Melanie Rutherford, District 1
Brett Nicholson, District 2
Mikal Goodman, District 3
Kathalee James, District 4
William Parker, Jr., District 5



Garland S. Doyle, M.P.A., MiPMC, City Clerk

Phone: (248) 758-3200

113th Session of the 11th Council – October 24, 2023, at 6:00 p.m.

Meeting Location: City Council Chambers, Pontiac City Hall, 47450 Woodward Pontiac, Michigan 48342

MEETING AGENDA

Call to Order

Invocation

Pledge of Allegiance to the Flag of the United States

Moment of Silence

Roll Call of Councilmembers

Authorization to Excuse Councilmembers from the Meeting

Amendments to and Approval of the Agenda

Approval of the Consent Agenda

- A. October 17, 2023, City Council Meeting Minutes including Closed Session Minutes

Public Hearing

- 1. Obsolete Property Rehabilitation Exemption Certificate Application for Red Chickweed, LLC 31 N. Astor Street Parcel 14-27-306-014

Special Presentation

- 2. Zoning Map Update to Reflect Past Rezoning Decisions
Presentation Presenter: Mark Yandrick, Planning Manager

Recognition of Elected Officials

Agenda Address (Two Minutes Time Limit)

Agenda Items

Ordinances

- 3. Adoption of an Ordinance to Amend Appendix B of the Municipal Code of the City of Pontiac, amending Article 2, Section 2.103- Zoning Map, to change the Zoning Classification for a Specific Parcel on the North Side of Gales Street Between Joslyn and Vernon Drive, Subject to the Agreed upon Conditions. **(729 Linda Vista former Mark Twain School Second Reading. The Planning Division is requesting to postpone adoption of the ordinance.)**
- 4. Resolution to approve first reading of an Ordinance to Amend Appendix B of the Municipal Code of the City of Pontiac, Amending Article 2, Section 2.103-Zoning Map. **(First Reading)**
- 5. Resolution to approve first reading of Zoning Text Amendment to Amend Article 2, Chapter 2, Section 2.204,

Table 2 to add the Residential Infill Overlay District; Article 3, Chapter 12, Sections 3.1201 through 3.1205 to add Chapter 12 regarding the Residential Infill Overlay District, Article 7, Chapter 2, Section 7.201 to add definitions regarding Two Family Dwellings and Smaller One-Family Dwellings, and Map Amendment to display Residential Infill Overlay District. **(First Reading)**

Resolutions

City Council

6. Resolution urging support for Drive SAFE (Safety, Access, Freedom, and the Economy) State Legislation.

Department of Public Works (DPW)

7. Resolution to approve contract with Site Industries LLC DBA CemSites to renew the CemSites software license used to operate Ottawa Park and Oak Hill Cemeteries and authorize the Mayor or Mayor's designee to sign the agreement.

Economic Development Division

8. Resolution to approve Obsolete Property Rehabilitation Exemption Certificate Application for Red Chickweed, LLC 31 N. Astor Street Parcel 14-27-306-014

Purchasing Division

9. Resolution to approve an agreement with Quadrate Construction, LLC to complete phase 2 of the Ruth Peterson Senior Center Project with a not to exceed amount of \$193,904 and authorize the Mayor or Deputy Mayor to execute the agreement.

Public Comment (Three Minutes Time Limit)

Discussions

10. Pontiac Pride and Beautification Awards Reception on Wednesday, October 25 from 4:00 to 7:00 pm, held at Goldner Walsh Garden and Home, 559 Orchard Lake Road, Pontiac 48341. For more information, contact the Pontiac City Council offices at (248) 758-3022.
11. All Existing Unlicensed Residential Group Homes and Facilities Need to Apply for a Zoning Permit by October 30, 2023, or they will lose the right to operate. Contact the City of Pontiac Planning office at [\(248\) 758-2824](tel:2487582824) to begin the application process or to learn more.
12. North Saginaw Street is fully closed from Clark Street to Fairgrove Street due to DTE Energy upgrade project construction. Estimated time of completion for this project is four weeks.

Public Communications

City Council

13. Angel's Night Lights on Fun Fest and Trunk or Treat, October 25, 2023, from 5:30 to 8:00 pm, held at the Pontiac City Hall Complex, 47450 Woodward Avenue in Pontiac with parking at the School District's Administration Building and WHRC School (enter from Auburn Avenue), sponsored by the Sheriff Department, Deputies for Kids, the City of Pontiac, Pontiac School District, and Project Excel.
14. Harvest Festival at the History Center, October 29, 2023, from 12:00 to 4:00 pm each day, held at the Oakland History Center, 405 Cesar E. Chavez Avenue in Pontiac.
15. "Making a Difference" Scholarship Essay Competition Presented by the Fran Anderson Legacy Fund, application period now opens until November 1, 2023, at 12 Noon, write how you have made a difference in your community in 500 words or less, and you could win a \$5,000 scholarship. High School students who reside in Pontiac are eligible to enter. For more information, contact Linda Zabik at (248) 421-7198 or he@holidayextravaganza.org.
16. **Reminder that next week's City Council meeting has been moved to Thursday, November 2nd at 6:00 pm due to Halloween falling on next Tuesday.**

17. Accent Pontiac Sixth Annual Green Bucket Run, November 4, 2023, from 8:00 to 11:00 am, held at Kirk in the Hills Church, 1340 W. Long Lake Road in Bloomfield Hills.
18. The Dirk Kroll Band Live, November 10, 2023, at 7:00 pm, held at Pontiac's Little Arts Theatre, 47 N. Saginaw Street in Downtown Pontiac.
19. Oakland History Center and Pontiac Creative Arts Center Gala Auction, November 11, 2023, held at the Pontiac Creative Arts Center, 47 Williams Street, Pontiac 48341.
20. The Art Experience Glimpse & Glimmer Gala, November 16, 2023, held at the Flagstar Strand Theatre, 12 N. Saginaw Street in Downtown Pontiac.
21. Dixon's Violin Live, November 17, 2023, at 7:00 pm, held at Pontiac's Little Arts Theatre, 47 N. Saginaw Street in Downtown Pontiac.
22. Pontiac District One Coat and Turkey Drive, Saturday, November 18 from 1:00 to 3:00 pm, held at the Pontiac City Hall Parking Lot; contact City Councilwoman Melanie Rutherford for more information.
23. Pontiac District One Community Meeting, Saturday, November 25 at 3:00 pm, held at the Alley Cat, 31 N. Saginaw Street in downtown Pontiac, contact City Councilwoman Melanie Rutherford for more information.
24. Next Pontiac District Two Community Advisory Group meeting is Monday, November 26 at 7:00 pm, held at Goldner Walsh Garden and Home, 559 Orchard Lake Road in Pontiac.
25. Historic Christmas Open House December 9 and 10, 2023 from 12:00 to 4:00 pm each day, held at the Oakland History Center, 405 Cesar E. Chavez Avenue in Pontiac.
26. Pontiac District One Holiday Fellowship, Saturday, December 16, held at the Bowens Center, 52 Bagley Street in Pontiac.

Mayor's Office

27. Orchard Lake Road between Berwick Boulevard and Sylvan Court is Closed to Traffic from September 15, 2023, to November 1, 2023. Water and sewer system improvements, as well as replacement of the Clinton River Bridge, is being completed. Please follow posted detours.
28. Residents Encouraged to Complete Online Survey for Pontiac Youth Recreation Center Amenities
29. Fran Anderson Making a Difference Scholarship is accepting applications for their essay competition. Apply for your chance to win a \$5,000 scholarship. Submit application no later than noon on November 1, 2023, at: <https://www.holidayextravaganza.org/scholarships/fran-anderson/>
30. Holiday Extravaganza Parade and Winter Festival on December 2, 2023, festivities begin at 8am with Elf Run, Parade at 11am, followed by the Winter Festival from 12-3pm.

City Clerk's Office

31. The Special Election scheduled for November 7, 2023, on the Adult Use Marihuana Ordinance Proposals has been cancelled.

Closing Comments

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

Adjournment

CONSENT AGENDA A

October 17, 2023, Draft

**Official Proceedings
Pontiac City Council
112th 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, October 17, 2023, at 12:04 p.m. by Council President Mike McGuinness.

Invocation – Minister Kathalee James – 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, and Melanie Rutherford

Mayor Tim Greimel was present.
A quorum was announced.

Councilman Mikal Goodman arrived at 12:06 p.m.

Excuse Councilmembers

Motion to excuse Councilman William Parker Jr. for personal reasons. Moved by Councilperson Rutherford and second by Councilperson Carrington.

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

No: None

Motion Carried

Amendments to and Approval of the Agenda

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

Motion to amend the agenda and add an Amended Resolution to go into Closed Session. Moved by Councilperson Rutherford and second by Councilperson Carrington.

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

No: None

Motion Carried

The vote was taken to approve agenda as amended.

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

No: None

Motion Carried

Consent Agenda

23-361 **Resolution to approve the consent agenda for October 17, 2023.** Moved by

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Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, the City Council has reviewed the consent agenda for October 17, 2023.

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the consent agenda for October 17, 2023, including October 10, 2023, City Council Meeting Minutes, October 12, 2023, Finance and Personnel Subcommittee Meeting Minutes, Resolution Honoring the Life and Service of Charles Lindeberg, Resolution Authorizing the City Clerk to Post Notice of Proposed Budget Amendment for Fiscal Year 2023-24 to publish the proposed budget amendment to establish budget appropriation in the amount of \$1,958,300.00 to account 285-699-818.000-ARPCPK-Other Professional Services-Community Parks, (ARPA Funds for Community Parks Improvements) Resolution Authorizing the City Clerk to Post Notice of Proposed Budget Amendment for Fiscal Year 2023-24 to establish budget appropriations in the amount of \$78,795.00 to account 285-000-532.000-ARPHRP – Salaries & Wages, \$6,028.00 to account 285-699-715.000-ARPHRP - FICA - City Contribution, \$11,775.00 to account 285-699-716.000-ARPHRP – Medical Insurance, \$5,516.00 to account 285-699-718.500-ARPHRP - MERS Employer Contribution, \$568.00 to account 285-699-719.001-ARPHRP - Dental Insurance, \$10.00 to account 285-699-716.011-ARPHRP – Hearing/Optical, \$928.00 to account 285-699-717.000-ARPHRP - Life Insurance, \$1,000.00 to account 285-699-719.000-ARPHRP - Workers Comp, \$ 759.00 to account 285-699-725.000-ARPHRP - Sick and Vacation Contribution, \$1,200.00 to account 285-699-707.003-ARPHRP - Cell Phone Stipend, \$4,000.00 to account 285-699-957.002-ARPHRP – Training, and \$80,000.00 to account 285-699-818.000-ARPHRP - Other Professional Services, (ARPA Funds for Home Repair Program Building Inspector) Resolution Authorizing the City Clerk to Post Notice of Proposed Budget Amendment to establish budget appropriations in the amount of \$1,000.00 to account 285-699-902.005-ARPBUS - Public Notices, \$10,000.00 to account 285-699-728.000-ARPBUS – Postage, \$5,000.00 to account 285-699-901.000-ARPBUS - Printing and Bindery Service, \$1,000.00 to account 285-699-745.003-ARPBUS – Events, \$500,000.00 to account 285-699-818.019-ARPBUS - Professional Services -Technical Assistance, \$1,250,000.00 to account 285-699-969.004-ARPBUS - Contribution – Grants, \$750,000.00 to account 285-699-818.020-ARPBUS - Professional Services -Loans, and \$83,000.00 to account 285-699-818.000-ARPBUS - Other Professional Services, (ARPA Funds for Small Business Support Program Technical Assistance) Resolution Authorizing Execution of Contract with Oakland County Equalization for Real and Personal Property Tax Assessment Administration Services, and Resolution for the BS&A Software to re-implement Payroll for Pontiac, Michigan.

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

No: None

Resolution Passed

23-361 (C) **Resolution Honoring the Life and Service of Charles Lindeberg.** Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, the Pontiac City Council would like to pay proper tribute to Charles Augustus Lindeberg an individual of exemplary character and a consummate professional who worked assiduously to improve the quality of life for his fellow citizens in numerous capacities; and,

WHEREAS, Charles Lindeberg was born on May 9, 1932, in Stillwater Minnesota; and,

WHEREAS, Charles Lindeberg departed this life on September 17, 2023; and,

WHEREAS, Charles Lindeberg became a Pontiac Police Officer in November of 1960 after graduating at the top of his Police Academy Class; and

WHEREAS, Charles Lindeberg made several lifelong friends, both within the Police Department and while “walking the beat” on the midnight shift in downtown Pontiac.

WHEREAS, Charles Lindeberg enjoyed the loving companionship of his wife for 58 wonderful years; and was also deeply devoted to his family, as he always endeavored to remain true to family values of the highest order; and,

NOW, THEREFORE BE IT RESOLVED, that the Members of the Pontiac City Council and members of

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this great community will greatly miss Charles Lindeberg he leaves behind an indelible legacy of integrity and probity in public life, compassion and loyalty in private life and diligence and dedication in all his chosen endeavors; and we give our sincerest condolences to the family and friends of Charles Lindeberg.

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

No: None

Resolution Passed

23-361 (D) Resolution Authorizing the City Clerk to Post Notice of Proposed Budget Amendment for Fiscal Year 2023-24 to publish the proposed budget amendment to establish budget appropriation in the amount of \$1,958,300.00 to account 285-699-818.000-ARPCPK-Other Professional Services-Community Parks. (ARPA Funds for Community Parks Improvements)
Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, the City of Pontiac was awarded The City of Pontiac was allocated \$37.7 million from the State and Local Fiscal Recovery Fund (SLFRF) under the American Rescue Plan Act (ARPA), and;
WHEREAS, the funding provided under ARPA provides a unique opportunity for state and local governments to make strategic investments in long-lived assets, rebuild reserves to enhance financial stability, and cover temporary operating shortfalls until economic conditions and operations normalize in the wake of COVID-19, and;

WHEREAS, the City's Executive Administration worked to build a programming budget for the use of its \$37,700,000 in SLFRF funding that reflects the needs of the community, and;

WHEREAS, the Pontiac City Council unanimously approved the Executive Administration's ARPA Program Budget on November 10th, 2022, allocating \$2,000,000 to establish a park revitalization program for community parks, and to fund the administration of the program, and;

WHEREAS, in an effort to put ARPA funds into action, and to mitigate the impacts of COVID-19 on Pontiac residents, the City has established the Pontiac Park Revitalization Program, and;

WHEREAS, the budget amendment will increase the budgeted appropriations in the amount of \$1,958,300.00, representing the community led design program for Pontiac's Community Parks.

NOW THEREFORE, be it resolved that the City Council hereby authorizes the City Clerk to publish the proposed budget amendment to establish budget appropriation in the amount of \$1,958,300.00 to account 285-699-818.000-ARPCPK - Other Professional Services - Community Parks.

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

No: None

Resolution Passed

23-361 (E) Resolution Authorizing the City Clerk to Post Notice of Proposed Budget Amendment for Fiscal Year 2023-24 to establish budget appropriations in the amount of \$78,795.00 to account 285-000-532.000-ARPHRP – Salaries & Wages, \$6,028.00 to account 285-699-715.000-ARPHRP - FICA - City Contribution, \$11,775.00 to account 285-699-716.000-ARPHRP – Medical Insurance, \$5,516.00 to account 285-699-718.500-ARPHRP - MERS Employer Contribution, \$568.00 to account 285-699-719.001-ARPHRP - Dental Insurance, \$10.00 to account 285-699-716.011-ARPHRP – Hearing/Optical, \$928.00 to account 285-699-717.000-ARPHRP - Life Insurance, \$1,000.00 to account 285-699-719.000-ARPHRP - Workers Comp, \$ 759.00 to account 285-699-725.000-ARPHRP - Sick and Vacation Contribution, \$1,200.00 to account 285-699-707.003-ARPHRP - Cell Phone Stipend, \$4,000.00 to account 285-699-957.002-ARPHRP – Training, and \$80,000.00 to account 285-699-818.000-ARPHRP - Other Professional Services. (ARPA Funds for Home Repair Program Building Inspector) Moved by Councilperson Rutherford and second by Councilperson Carrington.

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WHEREAS, the City of Pontiac was allocated \$37.7 million from the State and Local Fiscal Recovery Fund (SLFRF) under the American Rescue Plan Act (ARPA), and;

WHEREAS, the funding provided under ARPA provides a unique opportunity for state and local governments to make strategic investments in long-lived assets, rebuild reserves to enhance financial stability, and cover temporary operating shortfalls until economic conditions and operations normalize in the wake of COVID-19, and;

WHEREAS, the City's Executive Administration worked to build a programming budget for the use of its \$37,700,000 in SLFRF funding that reflects the needs of the community, and;

WHEREAS, the Pontiac City Council unanimously approved the Executive Administration's ARPA Program Budget on November 10th, 2022, allocating \$3,622,000 to establish a home repair program and fund the administration of the program, and;

WHEREAS, in an effort to put ARPA funds into action, and to mitigate the impacts of COVID-19 on Pontiac residents, the City has established the Pontiac Home Repair Program, and;

WHEREAS, the following budget amendment reflects funding for the Pontiac Home Repair Program and associated costs, and;

WHEREAS, the budget amendment will increase the budgeted appropriations in the amount of \$ 190,579.00, representing Pontiac Home Repair Program expenditures for the PHRP Building Inspector salary and additional costs of lead and asbestos assessments.

NOW THEREFORE, be it resolved that the City Council hereby authorizes the City Clerk to publish the proposed budget amendment to establish budget appropriations in the amount of \$78,795.00 to account 285-000-532.000-ARPHRP – Salaries & Wages, \$6,028.00 to account 285-699-715.000-ARPHRP - FICA - City Contribution, \$11,775.00 to account 285-699-716.000-ARPHRP – Medical Insurance, \$5,516.00 to account 285-699-718.500-ARPHRP - MERS Employer Contribution, \$568.00 to account 285-699-719.001-ARPHRP - Dental Insurance, \$10.00 to account 285-699-716.011-ARPHRP – Hearing/Optical, \$928.00 to account 285-699-717.000-ARPHRP - Life Insurance, \$1,000.00 to account 285-699-719.000-ARPHRP - Workers Comp, \$ 759.00 to account 285-699-725.000-ARPHRP - Sick and Vacation Contribution, \$1,200.00 to account 285-699-707.003-ARPHRP - Cell Phone Stipend, \$4,000.00 to account 285-699-957.002-ARPHRP – Training, and \$80,000.00 to account 285-699-818.000-ARPHRP - Other Professional Services.

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

No: None

Resolution Passed

23-361 (F) Resolution Authorizing the City Clerk to Post Notice of Proposed Budget Amendment to establish budget appropriations in the amount of \$1,000.00 to account 285-699-902.005-ARPBUS - Public Notices, \$10,000.00 to account 285-699-728.000-ARPBUS – Postage, \$5,000.00 to account 285-699-901.000-ARPBUS - Printing and Bindery Service, \$1,000.00 to account 285-699-745.003-ARPBUS – Events, \$500,000.00 to account 285-699-818.019-ARPBUS - Professional Services - Technical Assistance, \$1,250,000.00 to account 285-699-969.004-ARPBUS - Contribution – Grants, \$750,000.00 to account 285-699-818.020-ARPBUS - Professional Services - Loans, and \$83,000.00 to account 285-699-818.000-ARPBUS - Other Professional Services. (ARPA Funds for Small Business Support Program Technical Assistance) Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, the City of Pontiac was allocated \$37.7 million from the State and Local Fiscal Recovery Fund (SLFRF) under the American Rescue Plan Act (ARPA), and;

WHEREAS, the funding provided under ARPA provides a unique opportunity for state and local governments to make strategic investments in long-lived assets, rebuild reserves to enhance financial stability, and cover temporary operating shortfalls until economic conditions and operations normalize in the wake of COVID-19, and;

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WHEREAS, the City's Executive Administration worked to build a programming budget for the use of its \$37,700,000 in SLFRF funding that reflects the needs of the community, and;

WHEREAS, the Pontiac City Council unanimously approved the Executive Administration's ARPA Program Budget on November 10th, 2022, allocating \$2,600,000 to establish a small business program and fund the administration of the program, and;

WHEREAS, in an effort to put ARPA funds into action, and to mitigate the impacts of COVID-19 on Pontiac residents, the City has established the Pontiac Small Business Program, and;

WHEREAS, the following budget amendment reflects funding for the Pontiac Small Business Program and associated costs, and;

WHEREAS, the budget amendment will increase the budgeted appropriations in the amount of \$2,600,000.00, representing Pontiac Small Business Program expenditures.

NOW THEREFORE, be it resolved that the City Council hereby authorizes the City Clerk to publish the proposed budget amendment to establish budget appropriations in the amount of \$1,000.00 to account 285-699-902.005-ARPBUS - Public Notices, \$10,000.00 to account 285-699-728.000-ARPBUS - Postage, \$5,000.00 to account 285-699-901.000-ARPBUS - Printing and Bindery Service, \$1,000.00 to account 285-699-745.003-ARPBUS - Events, \$500,000.00 to account 285-699-818.019-ARPBUS - Professional Services - Technical Assistance, \$1,250,000.00 to account 285-699-969.004-ARPBUS - Contribution - Grants, \$750,000.00 to account 285-699-818.020-ARPBUS - Professional Services - Loans, and \$83,000.00 to account 285-699-818.000-ARPBUS - Other Professional Services.

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

No: None

Resolution Passed

23-361 (G) **Resolution Authorizing Execution of Contract with Oakland County Equalization for Real and Personal Property Tax Assessment Administration Services.** Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, The Purchasing Manager has ensured that the purchase is following the City's municipal code, Division II. Purchasing, Section 2-517, 2-518, and 2-519 pertaining to major purchases.

WHEREAS, the Purchasing Manager is requesting approval to execute a City contract with the Oakland County Equalization Division

NOW, THEREFORE, the Pontiac City Council approves the Mayor or Mayor Designee to execute the contract for Oakland County Division Assistance for Real and Personal Property Assessment Administration Services with the City of Pontiac from July 1, 2023, through June 30, 2025.

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

No: None

Resolution Passed

23-361 (H) **Resolution for the BS&A Software to re-implement Payroll for Pontiac, Michigan.** Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, The Purchasing Manager has ensured that the purchase is following the City's municipal code, Division II. Purchasing, Section 2-517, 2-518, and 2-519 pertaining to major purchases.

WHEREAS, the Purchasing Manager is requesting approval to execute a City agreement with BS&A Software.

NOW, THEREFORE, The Pontiac City Council approves the Mayor or Mayor Designee to execute the BS&A Software proposal dated October 3, 2023.

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

No: None

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Resolution Passed

Special Presentation

Gary Burnstein Community Health Clinic Resources

Presentation Presenters: Mary Lewis and Ian Burnstein of the Gary Burnstein Community Health Clinic

Councilman William Parker, Jr. arrived at 12:18 p.m.

Subcommittee Reports

Communications, Engagement & Operations

Economic Development, Housing & Planning

Facilities & Property

Finance & Personnel

Law & The Courts

Parks, Recreation & Public Works

Public Safety, Health & Wellness

Recognition of Elected Officials – None

Agenda Address

1. Paul Wilson addressed item #9
2. Earline Dowell addressed item #9
3. Frances Fowlkes address item #9
4. Carlton Jones addressed items #10, #11, and #12
5. Dr. Deirdre Waterman addressed items #9, #10, #11 and #12
6. Helena Coleman addressed item #9
7. Renee Beckley addressed item #9
8. Darlene Clark addressed item #9
9. Chuck Johnson addressed item #9
10. Gloria Miller addressed item #13

Agenda Items

Ordinance

23-362 Resolution to Approve First Reading of an Ordinance to Amend Appendix B of the Municipal Code of the City of Pontiac, amending Article 2, Section 2.103- Zoning Map, to change the Zoning Classification for a Specific Parcel on the North Side of Gales Street Between Joslyn and Vernon Drive, Subject to the Agreed upon Conditions. (729 Linda Vista former Mark Twain School First Reading) Moved by Councilperson Rutherford and second by Councilperson Nicholson.

WHEREAS, before the City of Pontiac City Council for consideration is an Ordinance to amend the City of Pontiac Zoning Ordinance Map to rezone the parcel (64-14-21-451-002) totaling 9.6 acres at 729 Linda Vista Drive; specifically, to amend the Zoning Ordinance Map which list these properties as R-1 One Family Dwelling to C-3 Corridor Commercial.

WHEREAS, the applicant has offered a conditional rezoning, which prohibits 17 land uses from operating in the C-3, Corridor Commercial Zoning District to protect neighboring properties from noise, traffic, pollution, and intense land uses.

WHEREAS, the City of Pontiac City Council finds it is in the best interest for the health, safety, and welfare, to reject the Planning Commission's Recommendation and approve the amendments to the Zoning Ordinance Map as presented.

NOW THEREFORE, BE IT RESOLVED by the Pontiac City Council that it hereby adopts the first reading of the amendments as presented to the City Council on October 17, 2023, to the City's Zoning Ordinance Map.

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

Resolutions

Economic Development Division

23-363 **Resolution Approving Obsolete Property Rehabilitation Exemption Certificate Application for 46 North Saginaw HCP, LLC located at 46 North Saginaw Street Pontiac, Michigan.** Moved by Councilperson Rutherford and second by Councilperson Carrington.

WHEREAS, pursuant to PA 146 of 2000, the City of Pontiac is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, THE City of Pontiac legally established the Downtown Obsolete Property Rehabilitation District; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of the property under Public Act 146 of 2000 and under Public Act 198 of 1974 does not exceed 5% of the total taxable value of the City of Pontiac; and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000; and

WHEREAS, 46 North Saginaw HCP, LLC is not delinquent on any taxes related to the facility; and

WHEREAS, the application is for the obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, 46 North Saginaw HCP, LLC has provided answers to all required questions under the application instructions; and

NOW, THEREFORE BE IT BE RESOLVED, the Pontiac City Council hereby approves an Obsolete Property Rehabilitation Exemption Certificate for 46 North Saginaw HCP, LLC located at 46 North Saginaw Street, Pontiac Michigan.

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

Councilman Brett Nicholson left the meeting.

23-364 **Resolution approving Obsolete Property Exemption Certificate Application for 48 W. Huron Street.** Moved by Councilperson Rutherford and second by Councilperson Parker.

WHEREAS, pursuant to PA 146 of 2000, the City of Pontiac is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, THE City of Pontiac legally established the Downtown Obsolete Property Rehabilitation District; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of the property under Public Act 146 of 2000 and under Public Act 198 of 1974 does not exceed 5% of the total taxable value of the City of Pontiac; and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000; and

WHEREAS, HASAP, LLC is not delinquent on any taxes related to the facility; and

WHEREAS, the application is for the obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, HASAP, LLC has provided answers to all required questions under the application instructions; and

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NOW, THEREFORE BE IT BE RESOLVED, the Pontiac City Council hereby approves an Obsolete Property Rehabilitation Exemption Certificate for HASAP, LLC located at 48 W. Huron Street, Pontiac Michigan.

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

No: None

Resolution Passed

23-365 **Resolution approving Obsolete Property Exemption Certificate Application for 91 N. Saginaw Street.** Moved by Councilperson Rutherford and second by Councilperson Parker.

WHEREAS, pursuant to PA 146 of 2000, the City of Pontiac is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, THE City of Pontiac legally established the Downtown Obsolete Property Rehabilitation District; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of the property under Public Act 146 of 2000 and under Public Act 198 of 1974 does not exceed 5% of the total taxable value of the City of Pontiac; and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000; and

WHEREAS, 91 North OZ, LLC is not delinquent on any taxes related to the facility; and

WHEREAS, the application is for the obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, 91 North OZ, LLC has provided answers to all required questions under the application instructions; and

NOW, THEREFORE BE IT BE RESOLVED, the Pontiac City Council hereby approves an Obsolete Property Rehabilitation Exemption Certificate for 91 North OZ, LLC located at 91 North Saginaw Street, Pontiac Michigan

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

No: None

Resolution Passed

Mayor's Office

23-366 **Resolution approving Right of Way Use Agreement with United Wholesale Mortgage.** Moved by Councilperson Rutherford second by Councilperson James.

WHEREAS, United Wholesale Mortgage (UWM) operates its corporate campus in the City of Pontiac; and

WHEREAS, UWM provides security for its employees throughout its campus, including the operation of security cameras with license plate reading capability manufactured by FLOCK Group Inc.; and

WHEREAS, UWM has expressed an interest in expanding its FLOCK security system to include the public right-of-way adjacent to its corporate campus, and to share data from the expanded system with the Oakland County Sheriff's Office (OCSO), enhancing public safety in Downtown Pontiac at no additional cost to the City, as set forth in the attached Agreement; and

WHEREAS, a similar resolution was previously considered by the City Council at its regular meeting held October 3, 2023, and the resolution failed for lack of a majority; and

WHEREAS, after subsequent negotiations, the parties have amended the Agreement to provide periodic reporting to the City by the OCSO; and

WHEREAS, the City of Pontiac has determined that a partnership with UWM for the installation of FLOCK cameras would benefit the public by providing enhanced public safety capabilities at no additional cost to the taxpayers.

October 17, 2023, Draft

NOW THEREFORE, BE IT RESOLVED that the City Council hereby authorizes a 3-year Pole Attachment and License Agreement between the City of Pontiac and United Wholesale Mortgage for the installation of twenty-one (21) FLOCK cameras at specific locations, subject to the issuance of a Right-of-Way Permit approved by the Department of Public Works.

Ayes: James, McGuinness, Parker, and Rutherford

No: Goodman and Carrington

Resolution Passed

Purchasing Division

23-353 **Resolution Designating DLZ an “on-call” Architectural/Engineering Firm, and the DPW Director is Authorized to Assign Projects Consistent with City Code, Policies and Existing Budget Allocations for such Purpose.** Moved by Councilperson Parker and second by Councilperson Nicholson. (Item was postponed from last week City Council Meeting 10/10/2023)

WHEREAS, the City of Pontiac on April 14, 2023, entered into MiDeal contract #00876 for engineering services with DLZ Michigan, Inc., (DLZ); and

WHEREAS, the City has designated three (3) Architectural/Engineering (A/E) firms [Nowak & Fraus Engineers; Hubbell, Roth & Clark, Inc.; and NTH Consultants, Ltd.] as “on-call” architectural/engineering firms for the purpose of carrying out various architectural/engineering projects at the direction of the DPW Director, with funds that have been budgeted for such purpose; and

WHEREAS, the City’s DPW Director has identified a need for a fourth “on-call” architectural/engineering firm to handle the volume of work generated by the City; and

WHEREAS, the City’s contract with DLZ shall expire on February 28, 2025; and

WHEREAS, the DPW Director recommends that DLZ be designated an “on-call” architectural/engineering firm, as such designation represents the best and most efficient use of City resources to accomplish projects that are within the scope of work for which DLZ is already contracted by the City.

NOW THEREFORE, BE IT HEREBY RESOLVED that the City Council hereby designates DLZ an “on-call” architectural/engineering firm, and the DPW Director is authorized to assign projects consistent with City code, policies, and existing budget allocations for such purpose.

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

No: None

Resolution Passed

Councilwoman Melanie Rutherford was absent for the vote.

Treasury

23-367 **Resolution approving City of Pontiac Tax Levy for Winter Special Assessment 2023 Tax Bills.** Moved by Councilperson Carrington and second by Councilperson James.

Whereas, the Pontiac City Council believes that it is in the best interest of the City, that property owners who receive a direct benefit from the grass cutting, blight, and nuisance ordinance should pay for the benefit.

Now, Therefore, Be It Resolved, that the Pontiac City Council directs that the City Treasurer spread \$173,204.02 of aged special assessment receivable on the 2023 winter tax rolls. The full detailed assessment list is available at the Treasurer’s office.

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

No: None

Resolution Passed

October 17, 2023, Draft

23-368 **Resolution approving Drain and Lake Assessments for Winter 2023 Tax Bills.**
Moved by Councilperson Rutherford and second by Councilperson Carrington.

Whereas, the Water Resources Commissioner has notified the City of property assessments for nearly 5,572 parcels in the City of Pontiac that specifically benefited the property owner; and,

Whereas, the property assessments to the homeowners in their respective drain districts will have an average assessment of \$3.28 per parcel, and;

Whereas, the Pontiac City Council believes that it is in the best interest of the City, that property owners who receive a direct benefit from the drain should pay for the benefit.

Now, Therefore, Be It Resolved, that the Pontiac City Council direct that the City Treasurer spread \$18,261.55 of property assessment on the 2023 winter tax rolls by the direction of the Water Resources Commissioner.

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

No: None

Resolution Passed

Public Comment

1. Paul Wilson
2. Franklin McQueen
3. Carlton Jones
4. Robert Bass
5. Mailon Robinson
6. Renee Beckley
7. Darlene Clark
8. Lezel Jacobs
9. Chuck Johnson
10. Gloria Miller

Discussions

October 25, 2023, Pride and Beautification Awards Reception
Michigan Municipal League Annual Conference

Closed Session

23-369 **Resolution to go into Closed Session at 3:01 p.m. to Consider and Discuss a Matter of Pending Litigation – Kyles v City of Pontiac, et al., U.S. Eastern District of Michigan Case No. #22-12973 and to consider a written Legal Opinion prepared by the City Attorney.** Moved by Councilperson Rutherford and second by Councilperson James.

WHEREAS, the City's outside legal counsel, Rosati, Schultz Joppich and Amtsbuechler, has requested a closed session in order to discuss trial or settlement strategy in connection with the specific pending litigation Kyles v Pontiac, et. al., (U.S. Eastern District of Michigan Case No. 22-12973); and

WHEREAS, such discussions if conducted in an open meeting would have a detrimental financial effect on the litigating or settlement position of the City; and

WHEREAS, the Michigan Open Meetings Act provides that a public body may meet in Closed Session to consider material exempt from discussion or disclosure by state or federal statute; and

WHEREAS, discussions regarding trial or settlement strategy in connection with specific litigation may be discussed in Closed Session pursuant to Section 8(e) of the Open Meetings Act, MCL 15.268(e); and

WHEREAS, the City Council seeks to adjourn into closed session under the Michigan Open Meetings Act, MCL 15.268(h) to discuss a written legal opinion prepared by the City Attorney.

NOW THEREFORE BE IT RESOLVED, the City Council will proceed in Closed Session pursuant to Sections 8(e) and 8(h) of the Open Meetings Act, MCL 15.268 to review and discuss the above-

October 17, 2023, Draft

referenced matters.

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

No: None

Resolution Passed

Council President Pro-Tem William Carrington left the meeting.

Motion to come out of Closed Session at 3:52 p.m. Moved by Councilperson Parker and second by Councilperson Rutherford.

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

No: None

Motion Carried

Communications

City Council, Mayor's Office, and Clerk's Office

Mayor, Clerk and Council Closing Comments

Mayor Tim Greimel, Councilman William Parker Jr., Councilwoman Kathalee James, Councilman Mikal Goodman, Councilwoman Melanie Rutherford, and Council President Mike McGuinness made closing comments.

Adjournment

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

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

No: None

Motion Carried

Council President Mike McGuinness adjourn the meeting at 4:14 p.m.

Garland S. Doyle
City Clerk

#3

ORDINANCE



TO: City Council

FROM: Mark Yandrick, Planning Manager

DATE: August 30, 2023, Updated October 11, 2023

RE: Zoning Map Amendment, ZMA23-011, 729 Linda Vista Dr.

Executive Summary

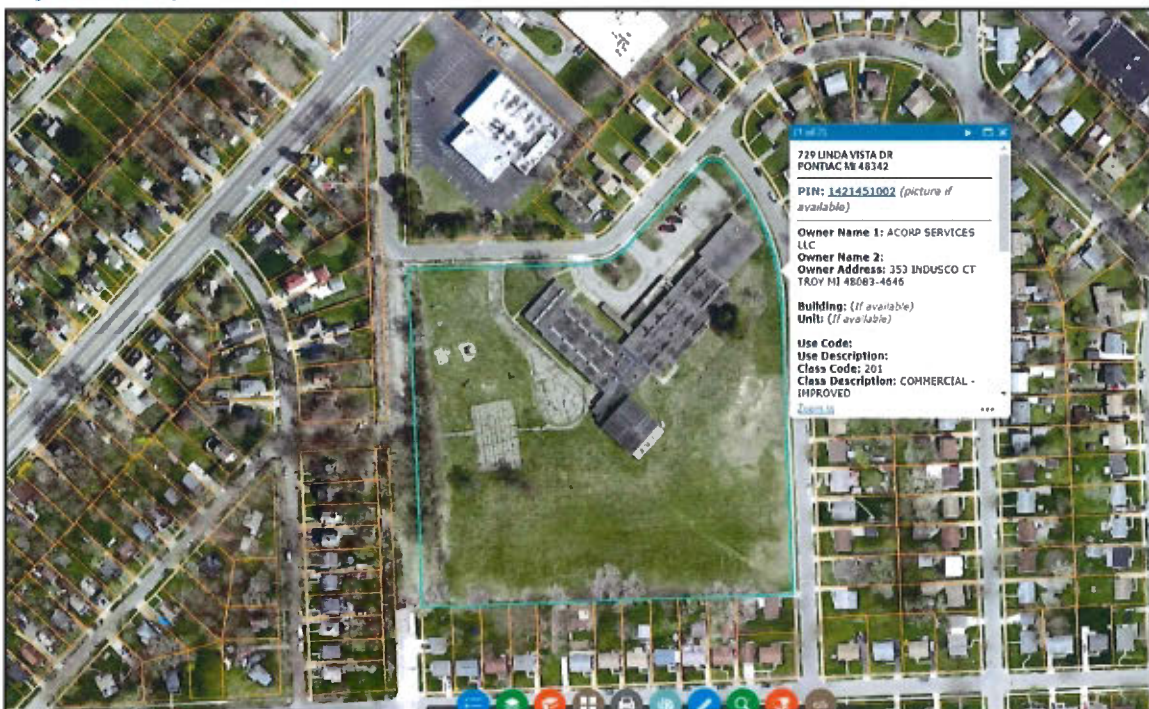
The current owner of the former Mark Twain School, Michelle D'Souza of ACORP Service, LLC requests the future development of a parts assembly building along with workforce development. The requested C-3, Commercial Corridor rezoning is the least intensive use and the applicant is relying on Joslyn Road as a thoroughfare of the City. The applicant has had several community meetings in this Council District to obtain support for this proposal.

Quick Facts	
Curr. Zoning	R-1, One-Family Dwelling
Request	C-3, Corridor Commercial
Current Use	Former School, Vacant for 10+ years
Parcel Size	9.5 acres

The applicant provided a conditional rezoning agreement with this application that would restrict 17 land uses that would normally be a permitted use or achieve a special exception permit in the C-3 (Commercial Corridor District).

The Planning Commission at its public hearing on September 5, 2023 recommended approval of this conditional rezoning, 6-0.

Figure 1: Aerial of the Existing Site



Proposal

The applicant is proposing this rezoning to apply for a special exception request for a parts assembly at the site for electric vehicle charging stations, with everything assembled on site except the batteries, which will be stored and installed off site.

The applicant proposes to demolish the former Mark Twain school and rebuild the site. While a Site Plan is not part of this application, they have presented a concept plan where their trucks would access the site off of a private driveway constructed directly from Joslyn Road while their employees would access the site on the reconfigured parking lot on Linda Vista Drive. The applicant plans to keep the same vacant land vacant on the southern and southeastern property lines as it exists today.

If the zoning map amendment were to be adopted, the applicant would apply for a Special Exception Permit and Site Plan simultaneously to the Planning Commission. The Special Exception Process is an opportunity for the Planning Commission to review the proposal and zoning standards and identify if the applicant would need to provide anything additional to protect the health, safety, and welfare of the neighboring properties.

City Staff has visited one of their sites in the City of Troy. Staff noticed that any noise of their operations, which are all inside, could not be heard outside of the building.

Figure 2: View from Linda Vista Drive



Figure 3: View from Vernon Drive (Southeast of Property)

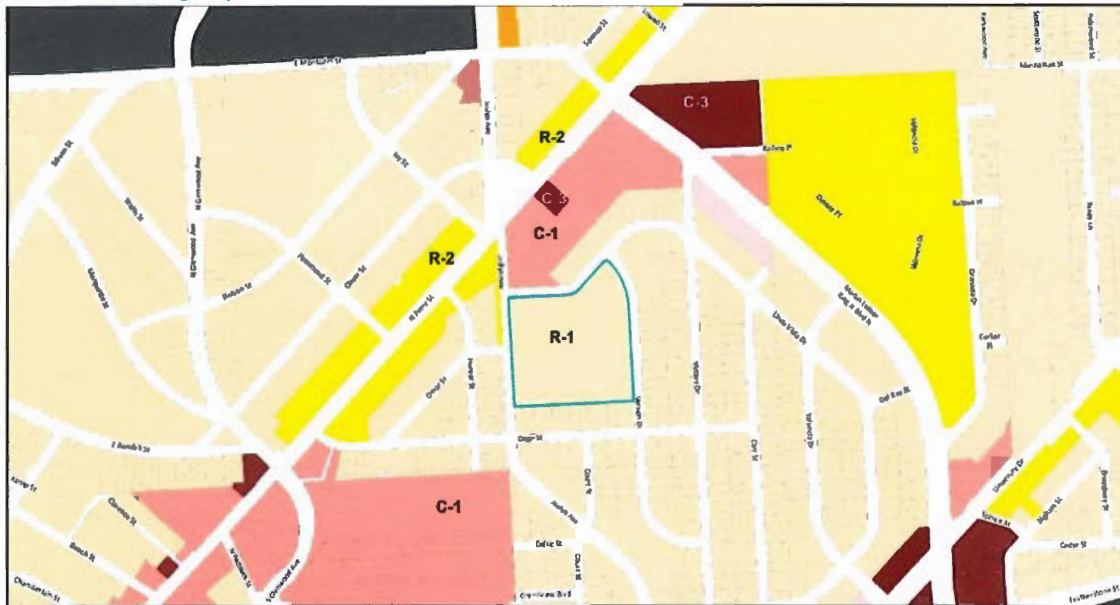


Overview

Approval of this request would rezone one (1) parcel from R-1 One Family Dwelling to C-3 Corridor Commercial. The R-1 Zoning classification is fairly restrictive. The uses permitted include:

- one family dwellings
- state licensed residential facilities for six (6) or fewer persons
- community gardens
- parks
- bed and breakfasts
- golf courses
- cemeteries
- public transit terminals
- schools
- religious institutions

Figure 4: Current Zoning Map



The C-3 Commercial Corridor district, on the other hand, permits a much broader range of commercial uses intended to serve larger populations and traffic along throughfares, also known as Type A streets, in the City.

Some of these permitted uses in the C-3 Commercial Corridor District include:

- Mixed Use Buildings
- Banks
- Bars and Taverns
- Inns and Hotels
- Offices
- Restaurants
- Retail Sales up to 75,000 square feet
- Light Manufacturing
- Nontoxic, nonhazardous wholesale storage and distribution

Conditional Rezoning Agreement

The applicant provided conditions that would prohibit the following 17 land uses that would normally be allowed in the C-3 zoning district or require a special exception. These land uses are:

- a. Automobile Services (Commercial) as defined in the City's Zoning Ordinance
- b. Bakery or confectionary

- c. Bar, tavern, or alcohol service establishment
- d. Child care center or day care center
- e. Funeral home or mortuary
- f. Hotel or inn
- g. Medical marijuana facility
- h. Personal service establishment as defined in the City's Zoning Ordinance
- i. Pet boarding facility
- j. Restaurant
- k. Retail sales
- l. Terminal public transportation
- m. Toxic or hazardous material storage and/or distribution
- n. Hospital
- o. Veterinary hospital and/or clinic
- p. Outdoor retail sales
- q. Outdoor sidewalk and/or patio dining

Approval of this request would alter the dimensional requirements for these parcels. The R-1 district requires a front yard setback of 25 feet, a rear yard setback of 30 feet, and side setbacks of 5 feet. The C-3 district permits zero-foot front yard setbacks, 5-foot side yard setback and 20-foot rear yard setbacks. Both districts limit the height of structures to 35 feet.

Standards of Approval

When considering rezonings, the Planning Commission and City Council shall consider the following criteria.

- A. Consistency with the goals, policies and objectives of the Master Plan and any sub-area plans. If conditions have changed since the Master Plan was adopted, consistency with recent development trends in the area shall be considered.

The Master Plan's Future Land Use map classifies the subject property as Residential, accounting for the former school property as an accessory land use to the residential land use. This property has been vacant for over ten (10) years and subject to a lot of blight, dumping, and vandalism, which is a threat to this neighborhood and community.

The residential zoning district only allows for a limited amount of land uses. This project aims to allow for a redevelopment, which is a key recommendation of the 2014 Master Plan. The Special Exception process will ensure the long term safety of the neighborhood from intensity of traffic, lighting, noise and pollution are paramount to accompany this zoning map amendment request.

- B. Compatibility of the site's physical, geological, hydrological and other environmental features with the uses permitted in the proposed zoning district.

The property is not located within a floodplain or wetland. The site is located on the top of a big hill

and provides plenty of green space for extra buffer yard to the south and southeast.

- C. Evidence the applicant cannot receive a reasonable return on investment through developing the property with one (1) or more of the uses permitted under the current zoning.

Under the current designation the property is only permitted to be used as a single-family residence or for some institutional uses such as community centers or schools, which there has been not been much interest in since the property has been vacant since the Mark Twain school closed.

- D. Compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure, and potential influence on property values.

While The C-3 district allows more intense land uses than the R-1 district, the applicant provided the conditional rezoning agreement to limit the allowable uses for the property if this rezoning was approved. This mitigates negative impacts to the surrounding neighborhood.

The school had a lot of traffic for pickups and noise for children. This intended land uses would likely have less traffic and less noise. City Staff has visited one of their sites in the City of Troy and any noise of their operations could not be heard outside of the building. The Special Exception process can ensure proper aesthetics for the surrounding neighborhood.

- E. The capacity of the City's utilities and services are sufficient to accommodate the uses permitted in the requested district without compromising the health, safety and welfare of the City.

The City's utilities and services are sufficient to accommodate the proposed use. The site was previously used as a public school and the utilities are designed to accommodate more than what would be needed for this light manufacturing use.

- F. The capability of the street system to safely and efficiently accommodate the expected traffic generated by uses permitted in the requested zoning district.

Joslyn Avenue south of the Perry Street can handle the small truck traffic anticipated. The vehicle traffic, largely from employees, is expected to much less than the traffic from the school, which had many pickups and drop-offs during peak times of the day.

- G. The boundaries of the requested rezoning district are reasonable in relationship to surroundings and construction on the site will be able to meet the dimensional regulations for the requested zoning district.

The boundaries of the requested rezoning district are sufficient for the development. The applicants concept plans show plenty of space to meet the zoning code requirements, including setback, bufferyard, and stormwater regulations where a variance is not anticipated.

- H. If a rezoning is appropriate, the requested zoning district is considered to be more appropriate from the City's perspective than another zoning district.

The applicant worked with City Staff to determine the appropriate zoning district for this property and the development being proposed. The C-3 zoning district was selected because it represents the least change necessary to permit the light manufacturing use proposed by the applicant.

- I. If the request is for a specific use, rezoning the land is considered to be more appropriate than amending the list of permitted or special land uses in the current zoning district to allow the use.

It would not be appropriate to amend the list of uses permitted in the R-1 One Family district to include light manufacturing/parts assembly as it's an incompatible use for the zoning district, which is the least intense zoning district other than open space.

- J. The requested rezoning will not create an isolated or incompatible zone in the neighborhood.

While the C-3 zoning would be in the center of the neighborhood, the zoning district is adjacent to C-1, Local Business properties to the north and there are C-3 properties nearby as well along Perry Street. This rezoning is really an extension of thoroughfare traffic of Joslyn Street from Perry Street to the site. This use however, will not bring any additional traffic into the neighborhood as the vehicle and truck entrances are both near the entrance to the neighborhood.

Summary

ACORP proposes a unique and transformative conversion of a property with a vacant school to a parts assembly with workforce development at the site. The opportunity for redevelopment for this property for R-1 district uses is scarce due to lack of demand for new residential homes, schools and lack of resources for more parks. The applicant is requesting this commercial zoning at the terminus of a City of Pontiac Thoroughfare (Type A Street).

This use also hopes to establish a business that has a minimal amount of noise and creates workforce development opportunity for residents of this neighborhood and Pontiac.

Planning Commission Recommendation

Planning Commission Recommended APPROVAL, 6-0, at the public hearing on September 5, 2023 with the condition supplied by the applicant.



Application for Zoning Map Amendment

City of Pontiac

Office of Land Use and Strategic Planning

47450 Woodward Ave, Pontiac, MI 48342

T: 248.758.2800

F: 248.758.2827

Property/Project Address: 729 Linda Vista Drive

Sidwell Number: 64-14-21-461-002

Date: 7-11-2023

Office Use Only

PF Number: _____

Instructions: Completed applications with appropriate fee shall be submitted to the Office of Land Use and Strategic Planning at least 30 days prior to the regularly scheduled Planning Commission meeting. Applications must be complete in all respects with supporting documents such as site plan, property survey etc. Planning staff will schedule the application for consideration by the Planning Commission in accordance with the attached schedule. Incomplete applications will delay the review process.

Applicant (please print or type)

Name	ACORP Services LLC		
Address	1601 Valdosta Circle		
City	Pontiac		
State	MI		
ZIP Code	48340		
Telephone	Main: 248-588-1781	Cel:	Fax:
E-Mail	michelle.dsouza@ubtus.com		

Project and Property Information

Name of Proposed Development: Acorp Building Project

The subject property is location at 729 Linda Vista Drive on the N / S / E / W side of Gate St.
between Joslyn Ave. and Vernon Dr.

The property is zoned: R-1

Proposed Zoning District: G-3, Corridor Commercial Mixed Use District

It is proposed that the property will be used as: Manufacturing Facility

The subject property is legally described as follows (include sidwell numbers):

13n, r10s, sec21 Assessor's Plat No.13 Lots 33 to 37 inclu Exo W 50ft of each, also exo N 25ft of Lot 37, exo W 50ft thereof, also Lots 60 to 63 incl, also lots 65, 66 & 67, also all of VAC Pontiac Dr, adj to SD Lot.

Property Owner Information

Name	ACORP Services LLC.		
Address	1601 Valdosta Circle		
City	Pontiac		
State	MI		
ZIP Code	48083		
Telephone	Main: 248-588-1781	Cell:	Fax:
E-Mail	michelle.dsouza@ubtus.com		

Are you the ☒ Owner _____ Agent/rep. of the owner _____ Other _____

The proposed will be used for the following purpose (provide as much detail as possible with photographs, sketches, site plans, written documents, etc.).

See attached

State the reason for the Zoning Map Amendment, particularly the manner in which the City will benefit if the amendment is approved and why such change will not be detrimental to the public welfare and/or the property rights of other persons located in the vicinity of the site.

See attached

Michelle Dsouza

Signature of Owner

Michelle Dsouza

Signature of Applicant

State of Michigan
County of Oakland

On this 11 day of July, A.D., 2023, before me personally appeared the above named person, who being duly sworn, stated he/she has read the foregoing application, by him/her signed, and know the contents thereof, and that the same is true of his/her own knowledge, except as to the matters therein stated to be upon information and belief and so as to those matters he/she believes it to be true.

HARITHA NANNAPANENI

Notary Public, Oakland County, Michigan

My Commission Expires: 08-25-2026

HARITHA NANNAPANENI
Notary Public, State of Michigan
County of Oakland
My Commission Expires 08-25-2026
Acting in the County of OAKLAND

Furthermore, to mitigate any potential disruption to the neighborhood, we intend to install bay doors on the west side of the building, facilitating direct access from Joslyn Road for trucks and preventing them from passing through residential areas. Joslyn Road will be partially opened to accommodate truck traffic. See Figure 7 and 8.



Figure 7. West side showing Bay Doors

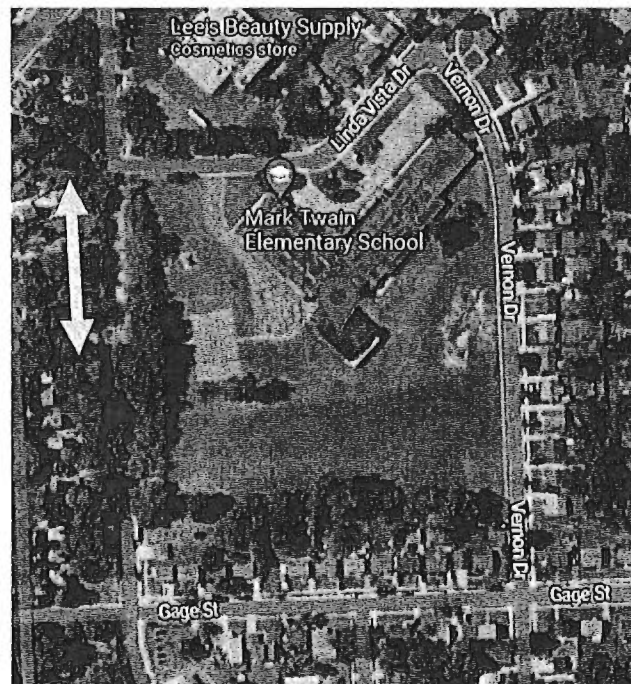
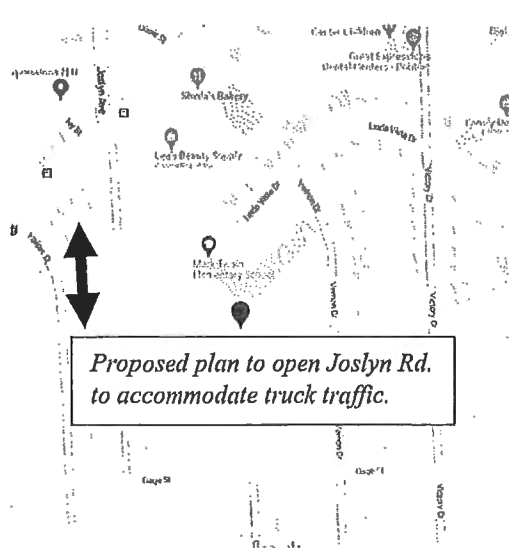


Figure 8. Proposed partial opening of Joselyn

This facility will encompass various functional areas, such as offices, a warehouse and production area, lunchrooms, conference rooms, bathrooms, locker rooms, and a welcoming lobby. See Figure 5 and 6. We have also prioritized landscaping to ensure the property's aesthetic appeal and functionality.

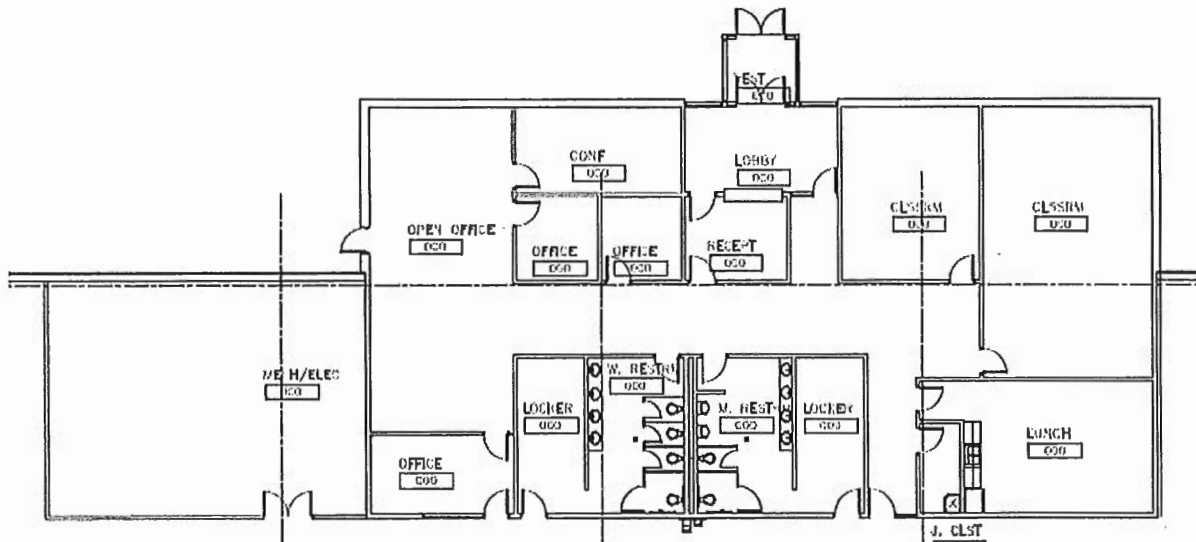


Figure 5 – Artist rendering, building floorplan.

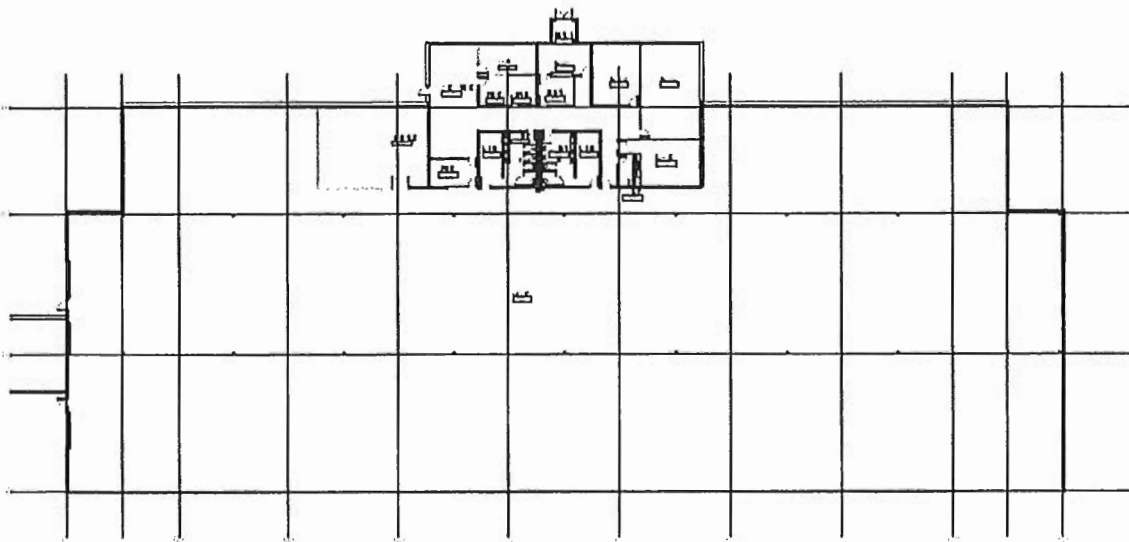


Figure 6 – Artist rendering, building floorplan including production/warehouse.



crucial. It aims to transform the property into a thriving hub for manufacturing and employment opportunities, bringing economic growth and social improvement to the City of Pontiac.

The existing zoning classification for the proposed facility is One Family Dwelling (R-1). The surrounding area features a blend of commercial and residential properties, with convenient access to surface roadways and essential utilities such as municipal sanitary sewer, water, electricity, and gas connections. We are seeking a zoning change to C-3, Corridor Commercial Mixed Use District.

In conclusion, our rezoning request seeks to breathe new life into an underutilized property, turning it into a vibrant center for manufacturing and job creation. By providing sustainable employment options for low-income residents, our project aligns with Altire's mission of integrating marginalized communities into the burgeoning technology industry. Additionally, the proposed revitalization plan includes the construction of a 50,000 square foot single-story manufacturing facility. See Figure 4 – Artist rendering:

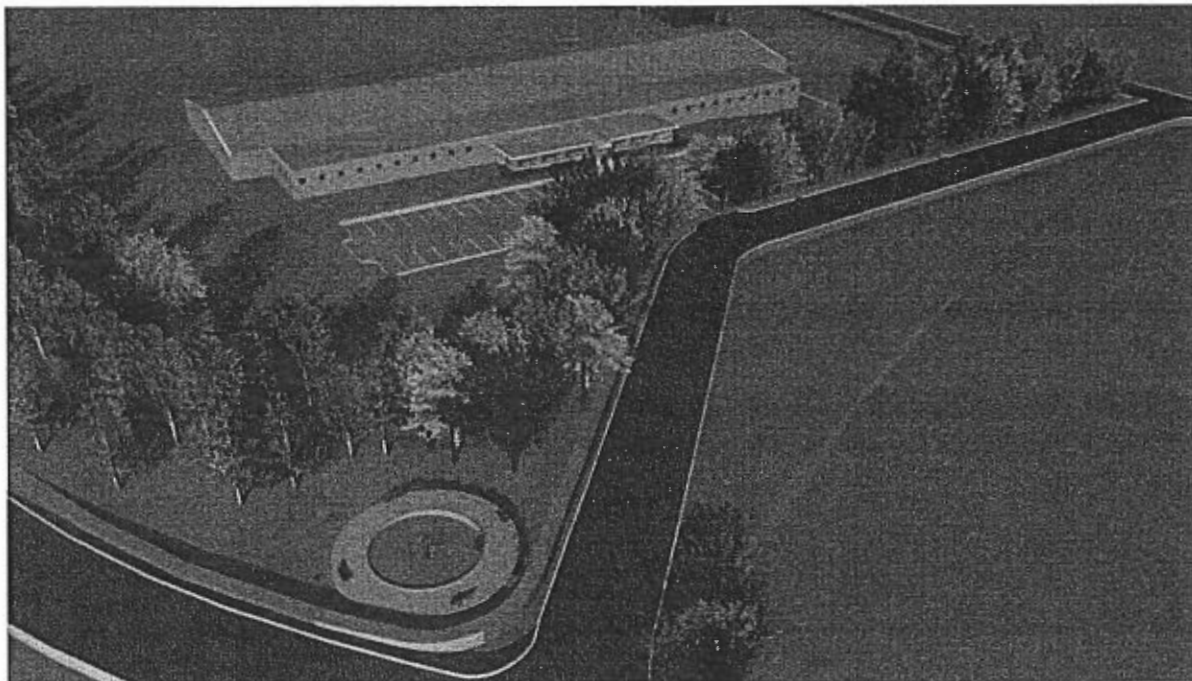


Figure 4 – Artist rendering, overview.

State the reason for the Zoning Map Amendment, particularly the manner in which the City will benefit if the amendment is approved and why such change will not be detrimental to the public welfare and/or the property rights of other persons located in the vicinity of the site.

The ACORP Building Project, located at 729 Linda Vista Drive in Pontiac, MI, occupies the southeast $\frac{1}{4}$ of Section 21 in Pontiac (T.03./R.10E.). Spanning across 9.463 acres, the property currently encompasses a single building previously known as Mark Twain Elementary School. Constructed in 1956 with an addition in 1961, the building has been vacant and unused since approximately 2008 when the school closed. Regrettably, over time, the building has become entirely unusable, serving as a dumping ground for garbage, parking for cars, and a shelter for squatters. The presence of drug paraphernalia poses a significant safety risk. See Figure 1 and 2.

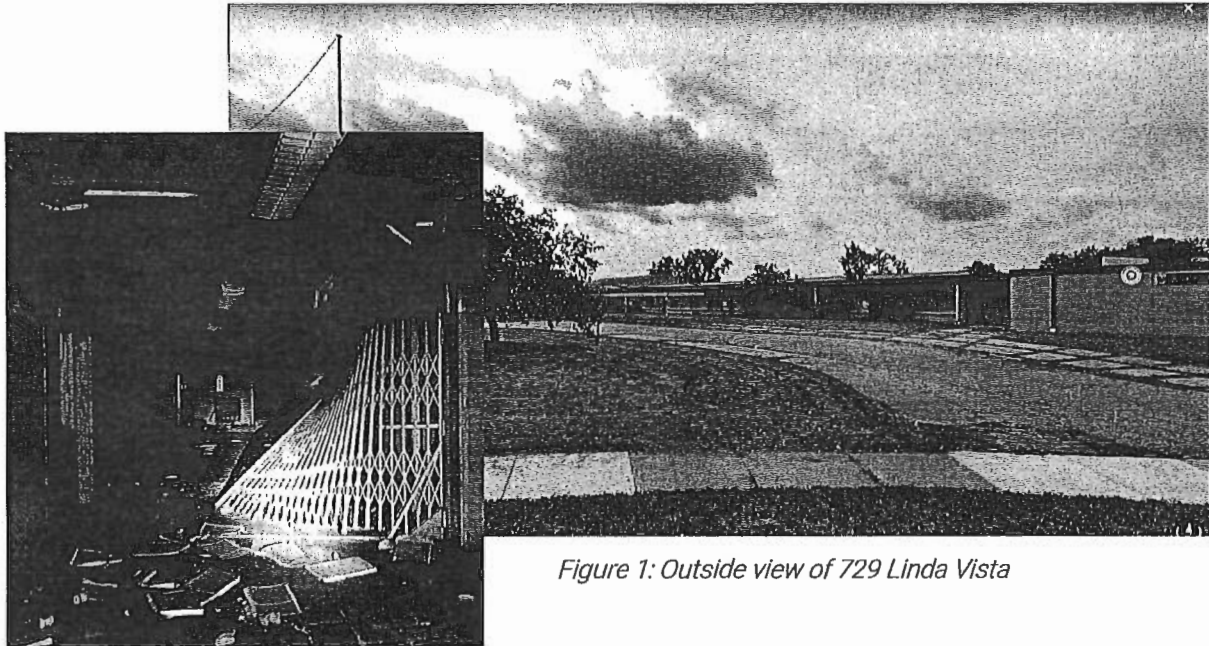


Figure 1: Outside view of 729 Linda Vista

Figure 2: Inside view of 729 Linda Vista

Our proposed project aligns with the objectives outlined in the Pontiac Master Plan, particularly in terms of encouraging the commercial, industrial, mixed-use, and green redevelopment of vacant and underutilized buildings. Given the property's vacancy since 2008 and the current state of the building, our revitalization initiative becomes even more



We firmly believe that innovation is the catalyst for the resurgence of the City of Pontiac. To achieve long-term improvement and community growth, the key lies in job creation. Without viable employment opportunities offering fair wages and benefits, both the city and its residents will continue to face significant challenges. By undertaking the construction of Sheltron Inc.'s facility, Altire seeks to generate 12 permanent full-time, full-year job opportunities, with a focus on providing 10 of these positions to individuals from low-income backgrounds. Additionally, we anticipate a 20% annual growth rate for these job opportunities starting from the first year. Our objective is to bring renewed hope to a community that has endured neglect for an extended period of time.

In addition to job creation, we recognize the importance of providing comprehensive support to our employees. As part of our commitment, we will offer mentorship, coaching, and training programs. We will also provide credit counseling and support services, including credit report review to identify and rectify any errors or inaccuracies. Furthermore, we will work with credit bureaus to improve credit ratings and discuss financial practices to enhance creditworthiness. Our commitment extends to assisting with tax preparation, ensuring individuals take full advantage of available tax credits such as the Earned Income Tax Credit, and encouraging them to save their tax refunds by facilitating direct deposits into their savings accounts.

Altire will also provide homeownership education and counseling, guiding individuals on selecting a home, understanding mortgages, and the responsibilities and risks associated with homeownership. Pre-homeownership training will be available to assess readiness and address potential barriers to homeownership. Moreover, we will conduct Breaking Barriers classes, focused on challenging negative thinking patterns, addressing destructive habits, promoting accountability, building self-esteem, and broadening horizons for Pontiac's underserved residents. We will also offer assistance with various financial tasks such as tax filing, loan applications, opening bank accounts, credit counseling, household budgeting, and bill payment. Additionally, we will serve as a liaison with Oakland County Michigan Works and other project partners, facilitating connections to health services, alcohol and drug abuse counseling and treatment, adult education, mental health services, and housing resources. Programs for adolescent parent self-sufficiency, crisis pregnancy counseling, and prevention of elementary school grade retention will also be coordinated.



The proposed will be used for the following purpose (provide as much detail as possible with photographs, sketches, site plans, written documents, etc.).

ACORP Services LLC, (ACORP) purchased the property at 729 Linda Vista with the intention of leasing space to Altire Community Development Corporation (Altire CDC) and Sheltron Inc. for the development of the manufacturing facility for Electric Vehicle Charging Stations.

ACORP, Altire CDC, and Sheltron Inc. are collaborating to build a 50,000 square foot facility for Electric Vehicle Charging Stations at 729 Linda Vista in Pontiac, MI. This project requires a rezoning approval from the City of Pontiac to change the land use from residential R-1, to Corridor Commercial Mixed-Use District (C-3). The rezoning will enable the development of a cutting-edge manufacturing facility that will create jobs for low-income and underserved residents in the 6th District of Pontiac. This initiative aligns with the mission of Altire CDC, which is to revitalize Michigan's economy by empowering underprivileged families and communities through technology. Sheltron Inc., a dynamic and innovative company, has proven its ability to design and produce quality products, even during the COVID-19 pandemic. ACORP Services LLC, the owner of the property, will lease space to Altire CDC and Sheltron Inc. for this project.

Altire CDC was established with a vision to revitalize Michigan's economy by creating jobs that support underprivileged families and low-income communities. As part of our commitment to integrating disenfranchised communities with the growing technology industry, we have partnered with Sheltron Inc., a dynamic and innovative company. Sheltron Inc. has demonstrated its ability to design and create products, even during the challenging times of the COVID-19 pandemic.

The proposed manufacturing facility will be dedicated to the production of Sheltron BoostHub electric vehicle chargers. With the rapid growth of the technology-driven industry, this facility presents an opportunity to create new career paths and improve the social conditions of our low-income residents. The facility will feature a single-story building with various amenities, including a reception area, meeting rooms, office space, manufacturing shop floor, testing labs, mechanical spaces, loading docks and ramps, dining area, and restrooms. It will comply with the Americans with Disabilities Act (ADA) and all local building codes. Furthermore, a distinctive Sheltron BoostHub sign will be installed at the entrance of the facility.

The location of the proposed facility is within walking distance of many underserved communities, making it easily accessible to families without adequate transportation. This accessibility will enable more individuals to secure gainful employment, fostering economic empowerment within the community.



Regarding the electric vehicle charging stations, they will be equipped with solar panels and lithium iron phosphate (LiFePO₄) batteries. While these batteries are generally considered safe, it is important to be aware of potential risks, such as fire hazards if they are damaged or exposed to extreme conditions like high temperatures or physical impact. Considering the slight potential for such incidents, Sheltron has decided not to store or keep any batteries on-site. Instead, the batteries will be shipped directly to customer sites and installed there. This precaution ensures enhanced safety measures within the proposed facility.

In conclusion, the ACORP Building Project represents a collaborative effort between ACORP Services LLC, Altire Community Development Corporation (CDC), and Sheltron Inc., driven by a shared vision to bring positive change to the community. We have strategically partnered with Unified Business Technologies for manufacturing support and Addon Services LLC for construction expertise, ensuring the successful execution of this project. Our local community partners, including the City of Pontiac, Oakland County Michigan Works, Oakland County Workforce Development, Oakland County Economic Development, Micah6, Comerica Bank, and Ascon Inc., have also joined forces with us to maximize our impact.

Together, we aim to construct a cutting-edge manufacturing facility in a rapidly growing industry, creating job opportunities and providing comprehensive wrap-around services to those who are most in need. By leveraging the strengths and resources of our partners, we are confident in our ability to make a transformative impact on the community, fostering economic growth, and improving the lives of underserved individuals.

Through our collective dedication and commitment, we are poised to build a state-of-the-art facility that will not only contribute to the local economy but also serve as a beacon of hope and progress. Together, we can create a brighter future for the City of Pontiac and its residents, leaving a lasting legacy of inclusive development and opportunity.

ACORP Building Project

729 LINDA VISTA DRIVE
PONTIAC, MICHIGAN

Project No.: 012-23

Issued for: ZONING AMENDMENT

Issued Date: 07-12-2023



PROPOSED
SITE LOCATION



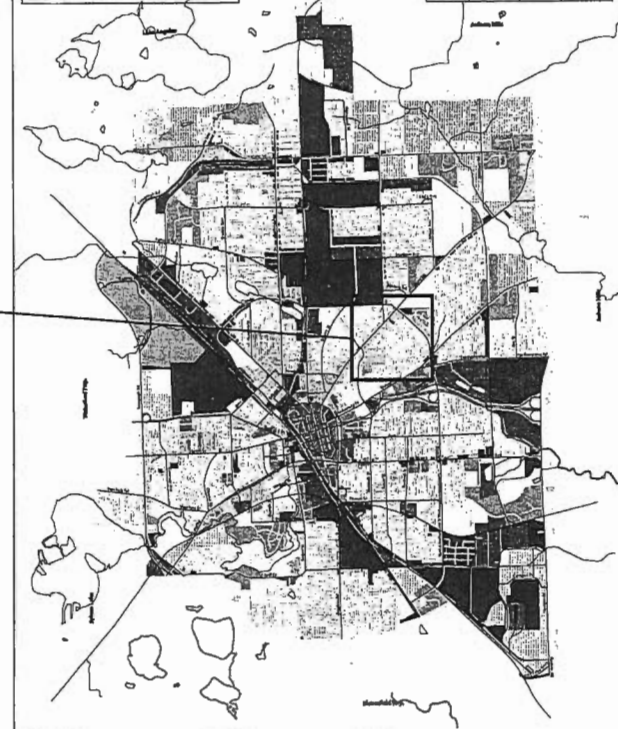
LOCATION MAP

Zoning Map City of Pontiac, Michigan

DISCLAIMER: The City of Pontiac, Michigan, is not responsible for any errors or omissions in this map. The City of Pontiac, Michigan, is not responsible for any errors or omissions in this map. The City of Pontiac, Michigan, is not responsible for any errors or omissions in this map.

Zoning Map Effective January 2012

Date	Ordinance #	Date	Ordinance #
01-02-12	2250	07-16-14	1508
04-17-12	2257	11-28-14	8008
03-27-12	2261		
06-22-12	2284		
08-07-12	2289		
12-18-12	2308		



- Residential Districts**
- R1A Medium Low Density Single-Family Dwelling
 - R1B Large Lot Single-Family Dwelling
 - R1C Single-Family Dwelling
 - R2 Two-Family and Medium Density Dwelling
 - R3 Multiple-Family Dwelling
 - R4 Multiple-Family Dwelling (Diverse Apartments)
 - R5 Single-Family Dwelling
 - R6 Medium Density Dwelling
 - R7 Medium Density Dwelling
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addon

ADDON, INC.
333 INDUSTRIAL CT.
TROY, MICHIGAN 48063
www.addon.com

REVISION	DATE	DESCRIPTION
1	7/12/23	ZONING MAP AMENDMENT

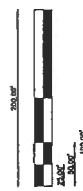
PROJECT MANAGER	B.C.
DRAWN BY:	P.C.
CHECKED BY:	B.C.
SHEET SCALE	AS SHOWN
NOT SCALE	

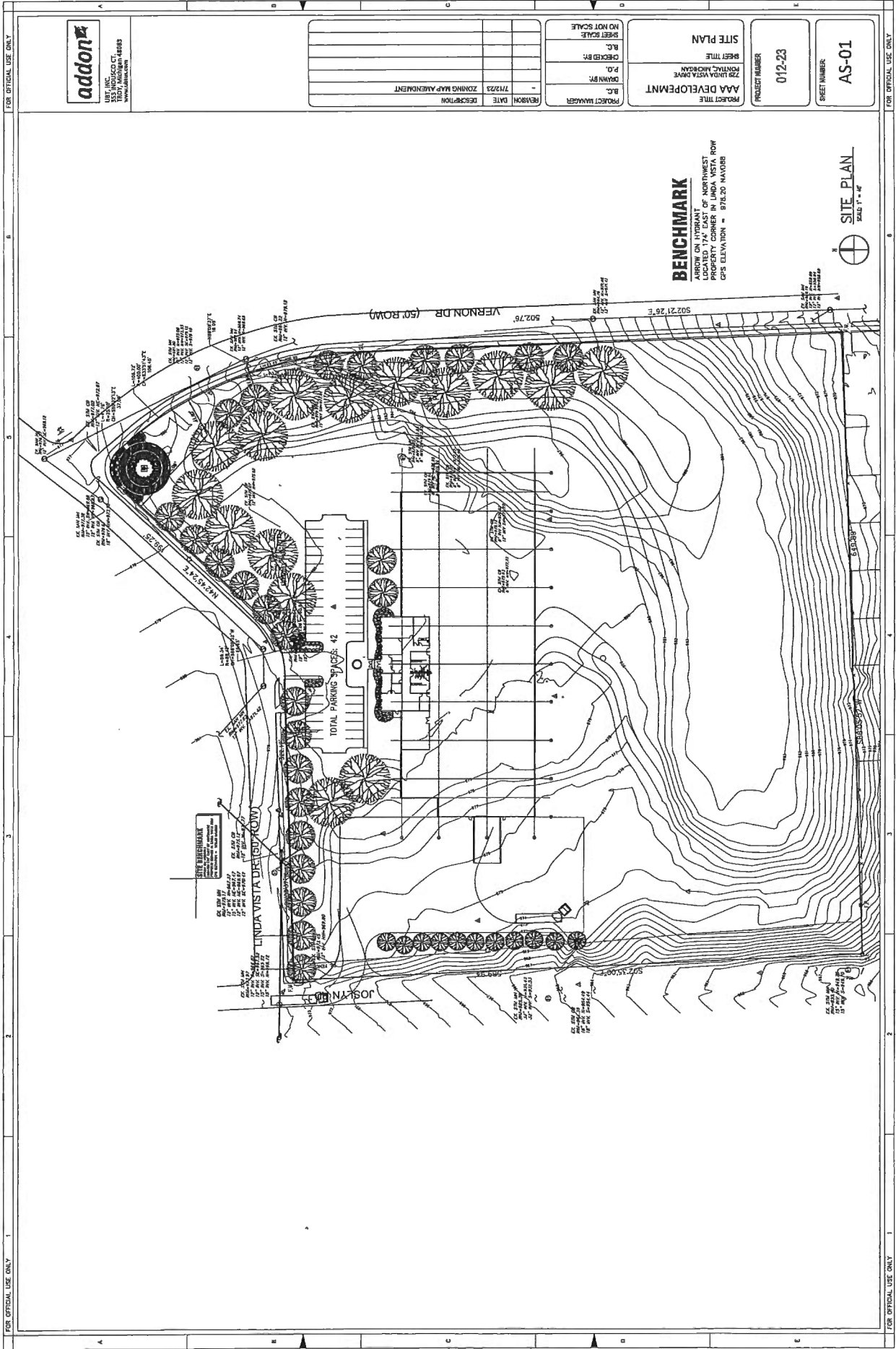
PROJECT TITLE	ACORP BUILDING PROJECT
SHEET NUMBER	729 LINDA VISTA DRIVE PONTIAC, MICHIGAN
TITLE SHEET	

PROJECT NUMBER	012-23
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SHEET NUMBER	TS-01
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FOR OFFICIAL USE ONLY





**STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF PONTIAC**

ORDINANCE NO. _____

ZONING ORDINANCE MAP AMENDMENT

AN ORDINANCE TO AMEND APPENDIX B OF THE MUNICIPAL CODE OF THE CITY OF PONTIAC, AMENDING ARTICLE 2, SECTION 2.103—ZONING MAP, TO CHANGE THE ZONING CLASSIFICATIONS FOR A SPECIFIC PARCEL ON THE NORTH SIDE OF GALE STREET BETWEEN JOSLYN AND VERNON DRIVE, SUBJECT TO THE AGREED UPON CONDITIONS.

THE CITY OF PONTIAC ORDAINS:

Section 1. Amendments.

That the Zoning Map of the City of Pontiac, said map being incorporated by reference in the Zoning Ordinance for the City of Pontiac pursuant to Article 2 therefor, be and the same is hereby amended, changed, and altered so that hereafter the zoning classifications for the below legal description, commonly referred to as 729 Linda Vista, Parcel ID: 14-21-451-002, from R-1 One Family Dwelling District to C-3 Corridor Commercial with CR Conditional Rezoning, this Amendment is subject to the Conditions as described in Section 3.

Provided Legal Description:

T3N, R10E, SEC 21 ASSESSOR'S PLAT NO 13 LOTS 33 TO 37 INCL EXC W 50 FT OF EACH, ALSO EXC N 25 FT OF LOT 37 EXC W 50 FT THEREOF, ALSO LOTS 50 TO 53 INCL, ALSO LOTS 55, 56 & 57, ALSO ALL OF VAC PONTIAC DR ADJ TO SD LOTS

Section 2. Conditions.

Said amendment is conditioned as provided in the voluntarily agreed Conditional Rezoning Agreement entered into between the City of Pontiac and ACORP Services, LLC, which include:

- i. The property shall not be utilized for any of the following uses without an applicant receiving a separate Conditional Rezoning approval from the City:
 - a. Automobile Services (Commercial) as defined in the City's Zoning Ordinance
 - b. Bakery or confectionary

- c. Bar, tavern, or alcohol service establishment
- d. Child care center or day care center
- e. Funeral home or mortuary
- f. Hotel or inn
- g. Medical marihuana facility
- h. Personal service establishment as defined in the City's Zoning Ordinance
- i. Pet boarding facility
- j. Restaurant
- k. Retail sales
- l. Terminal public transportation
- m. Toxic or hazardous material storage and/or distribution
- n. Hospital
- o. Veterinary hospital and/or clinic
- p. Outdoor retail sales
- q. Outdoor sidewalk and/or patio dining

If the conditions as described above, and any other conditions as provided in the Conditional Rezoning Agreement, are not adhered to, the property in this Amendment will revert back to R-1 One Family Dwelling.

Section 3. Repealer and Severability.

All other parts and provisions of the Zoning Ordinance shall remain in effect, amended only as provided above. If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any Court of competent jurisdiction, such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

Section 4. Effective Date

The foregoing amendment to the City of Pontiac Zoning Map was approved and adopted by the City Council on _____, 2023, after a public hearing as required pursuant to the Michigan Act 110 of 2006, as amended. The Ordinance shall be effective on _____, 2023, which date is the eighth day after publication of a Notice of Adoption and Posting of the Zoning Map Amendment in a publication in a newspaper of general circulation in the zoning district as required by Section 401 of Act 110 of 2006, as amended. However, this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

ORDINANCE DECLARED ADOPTED.

Tim Greimel, Mayor
City of Pontiac, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Pontiac, County Oakland, State of Michigan, at a regular meeting of the City Council held on _____ day of _____, 2023, and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the minutes of said meeting have been or will be made available as required by said Act.

Members Present: _____

Members Absent: _____

It was moved by Member _____ and supported by Member _____ to adopt the Ordinance.

Members voting yes: _____

Members voting no: _____

Members abstaining: _____

The Ordinance was declared adopted by the Mayor and has been recorded with the City of Pontiac.

Garland Doyle, City Clerk
City of Pontiac, Michigan

ADOPTED:

PUBLISHED:

EFFECTIVE:

**CITY OF PONTIAC
CONDITIONAL REZONING AGREEMENT**

This Conditional Rezoning Agreement (the “**Agreement**”) is made this ____ day of _____, 2023, by and between THE CITY OF PONTIAC, with its offices located at 47450 Woodward Ave., Pontiac, MI 48342 (the “**City**”), and ACORP Services, LLC (“**ACORP**”) with its principal office located at 1601 Valdosta Circle., Pontiac, MI 48340.

THE PARTIES RECITE THAT:

WHEREAS, ACORP owns a certain parcel of real property located within the City of Pontiac, which is commonly described as follows:

729 Linda Vista Dr., Pontiac, MI 48342

WHEREAS, ACORP seeks re-zoning of the referenced parcel, as shown on **Exhibit A**. The parcels where rezoning is sought shall be referred to herein as the “Property.” The Property is currently zoned as follows and the legal descriptions for the Property are on **Exhibit A** attached hereto:

Parcel Number(s)	Previous Zoning District	Rezoned to the following Zoning District:
14-21-451-002	One-Family Dwelling District (R-1)	Corridor Mixed Use District (C-3)

WHEREAS, under and pursuant to Section 405 of the Michigan Zoning Enabling Act, 2008 PA 110, as amended (codified at MCL §125.3405 *et seq*), certain conditions voluntarily offered by the owner of land, including an agreement between the City and ACORP, may become a condition of rezoning of the Property; and

WHEREAS, ACORP submitted the Application for Zoning Map Amendment, which was supplemented by the Offer of Conditions on August 29, 2023, attached as **Exhibit B** (collectively "**Application**"), voluntarily offering, in writing, certain conditions to rezone the Property as set forth in the table above, subject to the conditions of this Agreement; and

WHEREAS, the City Planning Commission on September 6, 2023, held a Public Hearing on the request for Conditional Rezoning and proposed amendment to the City's Zoning Map Ordinance; and

WHEREAS, the City Council on , voted to approve the request for Conditional Rezoning and adopted Ordinance No. [add Ordinance number] to amend the City's Zoning Map Ordinance based upon the conditions set forth in this Agreement and the attached Exhibits;

NOW, THEREFORE, in consideration of the foregoing and the mutual promises hereinafter set forth, the City and ACORP agree as follows:

1. CONDITIONAL REZONING, PROJECT DEVELOPMENT, AND CONDITIONS AND EXCEPTIONS TO USE OF PROPERTY

A. **Conditional Rezoning.** Consistent with MCL §125.3405, the Property has been conditionally rezoned from the classification(s) One-Family Dwelling District (R-1) to Corridor Mixed Use District (C-3) as set forth above, with conditions as approved by the City Council based upon ACORP's Offer of Conditions, subject to and in accordance with this Agreement, unless this Agreement is amended by mutual agreement of the City and ACORP, following public hearing, or unless ACORP determines to use the Property in accordance with the zoning applicable to the Property under and in accordance with the termination provisions set forth herein. ACORP and future owners of the Property shall not develop and use the Property in a manner inconsistent with this Agreement.

B. **Project Definition.** The Project shall be based on ACORP's Site Plan Approval Application Submittal Package that is to be submitted subsequent to the approval and execution of this Agreement and is a condition of this Agreement as more fully set forth below. Except as modified herein or pursuant to any variances or deviations approved by the City, the Property shall remain subject to all other zoning and use district regulations of the City Zoning Ordinance, for property zoned Corridor Mixed Use District (C-3), as applicable in accordance with the zoning of each respective parcel as set forth above, and as limited by ACORP's Offer of Conditions, and shall remain subject to all other requirements of the City's building, zoning, and other land use regulations.

C. **Offered Conditions.** ACORP has voluntarily offered the following condition in consideration for the City's granting of the rezoning:

- i. The property shall not be utilized for any of the following uses without an applicant receiving a separate Conditional Rezoning approval from the City:
 - a. Automobile Services (Commercial) as defined in the City's Zoning Ordinance
 - b. Bakery or confectionary
 - c. Bar, tavern, or alcohol service establishment
 - d. Child care center or day care center
 - e. Funeral home or mortuary
 - f. Hotel or inn
 - g. Medical marihuana facility
 - h. Personal service establishment as defined in the City's Zoning Ordinance
 - i. Pet boarding facility
 - j. Restaurant
 - k. Retail sales
 - l. Terminal public transportation
 - m. Toxic or hazardous material storage and/or distribution
 - n. Hospital
 - o. Veterinary hospital and/or clinic
 - p. Outdoor retail sales
 - q. Outdoor sidewalk and/or patio dining
- ii. Any and all outdoor storage shall be prohibited on the site.

D. **Acknowledgement.** ACORP hereby acknowledges that the rezoning with conditions was proposed by ACORP to induce the City to grant the rezoning, and that the City relied upon such proposal in granting the rezoning pursuant to the terms spelled out in the conditional rezoning agreement; and, ACORP further agrees and acknowledges that the conditions and conditional rezoning agreement are intended to comply with all applicable state and federal law and constitution, and that the Agreement is valid and was entered into on a voluntary basis, and represents a permissible exercise of authority by the City. ACORP further represents and warrants that it agrees to all of the following:

- i. That the property in question shall not be developed or used in a manner inconsistent with this conditional rezoning agreement.
- ii. That each of the requirements and conditions set forth in this Agreement represents a necessary and reasonable measure which, when considered with all other conditions and requirements, is roughly proportional to the increased impact created by the use represented in the approved rezoning with conditions, taking into consideration the changed zoning district classification and the specific use

authorization granted.

- iii. Nothing in this Agreement shall be construed as replacing the requirement for ACORP to obtain preliminary and final Site Plan, subdivision, condominium, or special land use review and approval, as applicable.

2. **PERIOD OF APPROVAL.** Unless extended by the City Council for good cause, the rezoning with conditions shall expire following a period of two (2) years from the effective date of the rezoning unless bona fide development of the property pursuant to approved building and other permits required by the City commences within the two (2) year period and proceeds diligently and in good faith as required by ordinance to completion.

A. **Expiration.** In the event bona fide development has not commenced within two (2) years from the effective date of the rezoning, the rezoning with conditions and the conditional rezoning agreement shall be void and of no effect unless, before such expiration, ACORP applies for an extension in accordance with MCL 125.3405 and the Pontiac Zoning Ordinance.

B. **Effect of Expiration.** If the rezoning with conditions becomes void in the manner provided in this section, no development shall be undertaken or permits for development issued until a new zoning district classification of the property has been established. Either or both of the following actions may be taken:

- i. ACORP may seek a new rezoning of the property and the City may approve same; and/or
- ii. Pursuant to MCL 125.3405, the land shall revert to its former zoning classification following the process for approval of a rezoning with conditions.

C. **Extension.** If an extension of approval is granted by the City Council, a new conditional rezoning agreement with the new expiration date shall be recorded in accordance with the Pontiac zoning ordinance.

3. **RECORDATION.** This Rezoning shall become effective following publication in the manner provided by law and recording of the conditional rezoning agreement with the County Register of Deeds.

4. **DEFAULT.** A violation of the terms of this conditional rezoning agreement shall constitute a violation of the zoning ordinance and the City may seek any lawful remedies as a result thereof.

5. **ENTIRE AGREEMENT.** This Agreement, the exhibits attached hereto, if any, and the instruments which are to be executed in accordance with the requirements hereof set forth all the covenants, agreements, stipulations, promises, conditions, and understandings between the City and ACORP concerning the Project as of the date hereof, and there are no covenants, agreements, stipulations, promises, conditions or understandings, either oral or written, between them other than as set forth herein.

6. **RELATIONSHIP OF THE PARTIES.** The relationship of the City and ACORP shall be defined solely by the expressed terms of this Agreement, including the implementing documents described or contemplated herein, and neither the cooperation of the parties hereunder nor anything expressly or implicitly contained herein shall be deemed or construed to create a partnership, limited or general, or joint venture between the City and ACORP, nor shall any party or their agent be deemed to be the agent or employee of any other party to this Agreement.

7. **MODIFICATION.** This Agreement can be modified or amended only by a written instrument expressly referring hereto and executed by the City and ACORP.

8. **MICHIGAN LAW TO CONTROL.** This Agreement and the rights and obligations of the parties hereunder shall be construed in accordance with Michigan law.

9. **DUE AUTHORIZATION.** The City and ACORP each warrant and represent to the other that this Agreement and the terms and conditions hereof have been duly authorized and approved by, in the case of the City, its City Council and all other governmental agencies, all whose approval may be required as a precondition to the effectiveness hereof, , and that the persons who have executed this Agreement below have been duly authorized to do so.

10. **SUCCESSORS AND ASSIGNS.** The terms, provisions, and conditions of this Agreement are for the benefit of the Property and shall run with the Property and shall bind and inure to the benefit of the parties to this Agreement and their respective successors, assigns, and transferees.

11. **NO PERSONAL LIABILITY.** The obligations hereunder of the City and ACORP shall constitute solely the obligations of the respective entities to be satisfied solely from their respective assets, and no officer, Board member, agent, employee or partner of any of said entities shall have any personal obligation, responsibility or liability for the performance of the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first set forth above.

WITNESSED:

WITNESSED:

Approved as to Form:

By: _____
Its: _____

SIGNED:

CITY OF PONTIAC

By: _____
Its: _____

By: _____
Its: _____

SIGNED:

ACORP

By: _____
Its: _____

EXHIBIT A

(Legal Description)

T3N, R10E, SEC 21 ASSESSOR'S PLAT NO 13 LOTS 33 TO 37 INCL EXC W 50 FT OF EACH, ALSO EXC N 25 FT OF LOT 37 EXC W 50 FT THEREOF, ALSO LOTS 50 TO 53 INCL, ALSO LOTS 55, 56 & 57, ALSO ALL OF VAC PONTIAC DR ADJ TO SD LOTS

EXHIBIT B

Copy of Application for Conditional Rezoning

(See following pages)

#4

ORDINANCE

**Resolution of the Pontiac City Council
To Approve First Reading of Adopting Zoning Map Amendment**



Resolution to Approve First Reading of Adopting Zoning Map Amendment

At a meeting of the City Council ("Board") of the City of Pontiac, County of Oakland, State of Michigan (the "City") at a meeting held on _____, at 47450 Woodward Ave, Pontiac, MI 48342 at 12:00 p.m., there were:

PRESENT: _____

ABSENT: _____

The following preambles and resolution were offered by _____ and seconded by _____:

WHEREAS, before the City of Pontiac City Council for consideration is an Ordinance to adopt a new City of Pontiac Zoning Map.

WHEREAS, the City has not updated it's zoning map since 2014.

WHEREAS, staff has researched all approved and valid rezonings through resolutions, minutes and planning documents since that time to determine proper zoning classifications.

WHEREAS, the City of Pontiac City Council finds it is in the best interest for the health, safety, and welfare, to reject the Planning Commission's Recommendation and approve to the Zoning Ordinance Map as presented.

NOW THEREFORE, BE IT RESOLVED by the Pontiac City Council that it hereby adopts the first reading of the amendments as presented to the City Council on _____, to the City's Zoning Ordinance Map.

A roll call vote on the foregoing resolution was taken, the result of which is as follows:

YES:

NO:

ABSTAIN:

THE RESOLUTION WAS THEREUPON DECLARED ADOPTED.

CERTIFICATION

I, the undersigned, the duly qualified and acting Clerk of the City of Pontiac, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on _____, the original of which is on file in my office, and that such meeting was conducted and public notice thereof was given pursuant to and in compliance with Act No. 267, Michigan Public Acts of 1976, as amended, and that minutes of such meeting were kept and are available as required by such Act.

Dated: October ____, 2023

By: _____
Its: City Clerk



COMMUNITY DEVELOPMENT DEPARTMENT

TO: City Council
FROM: Mark Yandrick, Planning Manager
DATE: October 19, 2023
RE: Zoning Map Amendment: Zoning Map Update

Executive Summary:

Due to a lack of staffing, organization and technology, the City has not updated the City's Official Zoning Map since 2014. Current Planning staff have researched the rezonings through documents, minutes, and resolutions.

The City proposes a Zoning Map Amendment to adopt a new Zoning Map.

Planning Commission recommended approval of this Zoning Map Amendment at its October 11, 2023 Public Hearing.

Overview:

Staff found many approved resolutions and ordinances for rezonings in the City from 2014-2022. These rezonings never were incorporated into the City's official Zoning Map. These rezonings are listed in the chart on the following page. Not included in this list are the approved conditional rezonings where the construction did not begin within the prescribed time (two years), therefore nullifying those rezoning approvals. Rezoning approved this year (2023) have been actively updated in the Planning Division zoning records.

Staff added the City's Historical Districts, Medical Marihuana Overlay Districts and Adult-Use Marihuana Overlay Districts to the Zoning Map.

The process requires Planning Commission to review and City Council to adopt the updated zoning map. The process is not rezoning any piece of property, but rather accurately reflecting the City's official zoning changes from the actions of City Council over the last 9-10 years.

Staff requested a condition of approval on Planning Commission's recommendation to City Council allows City Staff to update the map with cartography and any correct zoning district, with proof that a property owner presented to Planning Staff prior to the upcoming City Council meeting.

Recommendation

Planning Commission recommended APPROVAL, 6-0, to City Council of the Zoning Map Amendment for the adoption of a new City of Pontiac Zoning Map with one condition.

1. City Staff may update cartography and any correction for a zoning district with proof of a proper rezoning prior to the City Council meeting.

The following are lists of properties of successful and valid rezonings. Rezonings #24 - #26 have been found, verified, and added since Planning Commission meeting.

All rezonings from 2023 are reflected in this map as well.

List of Historical Rezonings 2014-2022

	Address	Orig. Zoning	New Zoning
1	108 West Walton Boulevard	C-1 Local Business	C-3 Corridor Commercial
2	228 West Walton Boulevard	C-1 Local Business	C-3 Corridor Commercial
3	191 North Glenwood Avenue	C-1 Local Business	R-3 Multi-Family Dwelling District
4	645 South Telegraph Road	C-1 Local Business	M-1 Light Manufacturing.
5	500 Auburn Avenue	C-1 Local Business	C-3 Corridor Commercial
6	25 South Sanford Street	R-1 One Family Dwelling	R-3 Multiple Family Dwelling District
7	327 Midway Avenue	R-1 Single Family Dwelling	C-1 Local Business District
8	761 West Huron	C-1 Local Business; P-1 Parking	C-3 Corridor Commercial
9	788 East Walton Boulevard	R-3 Multiple Family Dwelling	C-3 Corridor Commercial
10	108 West Lawrence Street	C-3 Corridor Commercial	M-1 Light Manufacturing
11	529 East Walton Boulevard	C-3 Corridor Commercial	C-3 Corridor Commercial
12	44911 Woodward Avenue	R-1 One Family Dwelling	C-3 Corridor Commercial
13	162 Seminole	R-1 One Family Dwelling	P-1 Parking District
14	1023 E. Walton	R-1 One Family Dwelling	C-1 Local Business District
15	119 Prospect Street	R-1 One Family Dwelling	C-3 Corridor Commercial
16	45399 Woodward Avenue	M-1 Light Manufacturing	MUD, Mixed Use District
17	431-425 North Perry	R-2 Two Family Dwelling	C-1 Local Business District
18	13 17 Osceola	R-1 One Family Dwelling	C-1 Local Business District
19	300 W Huron	Multiple Districts	MUD, Mixed Use District
20	1999 Centerpoint	C-4 Suburban Commercial	M-2 Heavy Manufacturing
21	19-04-126-013	R-1 One Family Dwelling	C-3 Corridor Commercial
22	14 Williams	C-0 Office Business	R-2 Two Family Dwelling
23	120 Pike Street	R-3 Multiple Family Dwelling	P-1 Parking District
24	1059 Featherstone (2 Acres along University Dr.)	P-1 Parking District	C-3 Corridor Commercial
25	14-28-482-028 and 029 (east of 517 Auburn Ave)	C-1 Local Business	C-3 Corridor Commercial
26	660 W. Huron Street	C-1 Local Business	C-3 Corridor Commercial

**STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF PONTIAC**

ORDINANCE NO. _____

ZONING ORDINANCE MAP AMENDMENT

AN ORDINANCE TO AMEND APPENDIX B OF THE MUNICIPAL CODE OF THE CITY OF PONTIAC, AMENDING ARTICLE 2, SECTION 2.103—ZONING MAP.

THE CITY OF PONTIAC ORDAINS:

Section 1. Amendments.

That the Zoning Map of the City of Pontiac, said map being incorporated by reference in the Zoning Ordinance for the City of Pontiac pursuant to Article 2 therefore, be and the same is hereby amended, changed, and altered to adopt the zoning map attached hereto.

Section 2. Repealer and Severability.

All other parts and provisions of the Zoning Ordinance shall remain in effect, amended only as provided above. If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any Court of competent jurisdiction, such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

Section 3. Effective Date

The foregoing amendment to the City of Pontiac Zoning Map was approved and adopted by the City Council on _____, 2023, after a public hearing as required pursuant to the Michigan Act 110 of 2006, as amended. The Ordinance shall be effective on _____, 2023, which date is the eighth day after publication of a Notice of Adoption and Posting of the Zoning Map Amendment in a publication in a newspaper of general circulation in the zoning district as required by Section 401 of Act 110 of 2006, as amended. However, this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

ORDINANCE DECLARED ADOPTED.

Tim Greimel, Mayor
City of Pontiac, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Pontiac, County Oakland, State of Michigan, at a regular meeting of the City Council held on _____ day of _____, 2023, and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the minutes of said meeting have been or will be made available as required by said Act.

Members Present: _____

Members Absent: _____

It was moved by Member _____ and supported by Member _____ to adopt the Ordinance.

Members voting yes: _____

Members voting no: _____

Members abstaining: _____

The Ordinance was declared adopted by the Mayor and has been recorded with the City of Pontiac.

Garland Doyle, City Clerk
City of Pontiac, Michigan

ADOPTED:

PUBLISHED:

EFFECTIVE:

City of Pontiac Zoning Map

October 11, 2023

CERTIFICATION
I, _____, City Clerk, City of Pontiac, do hereby certify that this is a true copy of the map adopted by the City of Pontiac City Council, Oakland County, Michigan, on the _____ day of _____, as well as those amendments made as of the revision dates shown.
_____, Clerk City of Pontiac
Ordinance # _____

City of
Lake Angeles

City of
Auburn Hills

Waterford
Township

Sylvan
Lake

Bloomfield
Township

Legend	
	Municipal boundaries
	MADOD and Adult Use Marijuana Overlay District
	Historic District
	Adult Use Marijuana Overlay District
	Conditional Rezoning
Zoning	
	R-1, One Family Dwelling
	R-1a, Medium Lot One Family Dwelling
	R-1b, Large Lot One Family Dwelling
	R-2, Two Family and Terrace Family Dwelling
	R-3, Multiple Family Dwelling
	R-4, Multiple Family Dwelling Elevator Apartment
	R-5, Trailer Coach Park
	C-1, Office Business
	C-2, Local Business
	C-3, Downtown
	C-3a, Corridor Commercial
	C-4, Suburban Business
	CO, Civic Center
	T-C, Town Center
	MUD, Mixed Use District
	GOT, Government Office Technical District
	IP-1, Industrial Park
	M-1, Light Manufacturing
	M-2, Heavy Manufacturing
	P-1, Parking
	SP, Special Purpose

0 550 1,100 2,200 3,300 4,400 5,500 6,600
Feet

#5

ORDINANCE

**Resolution of the Pontiac City Council
To Approve First Reading of Zoning Text Amendment to Amend
Article 2, Chapter 2, Section 2.204, Table 2 to add the Residential
Infill Overlay District; Article 3, Chapter 12, Sections 3.1201
through 3.1205 to add Chapter 12 regarding the Residential Infill
Overlay District, Article 7, Chapter 2, Section 7.201 to add
definitions regarding Two Family Dwellings and Smaller One-
Family Dwellings, and Map Amendment to display Residential Infill
Overlay District.**



Resolution of the Pontiac City Council To Approve First Reading of Zoning Text Amendment to Amend Article 2, Chapter 2, Section 2.204, Table 2 to add the Residential Infill Overlay District; Article 3, Chapter 12, Sections 3.1201 through 3.1205 to add Chapter 12 regarding the Residential Infill Overlay District, Article 7, Chapter 2, Section 7.201 to add definitions regarding Two Family Dwellings and Smaller One-Family Dwellings, and Map Amendment to display Residential Infill Overlay District.

At a meeting of the City Council ("Council") of the City of Pontiac, County of Oakland, State of Michigan (the "City") at a meeting held on October 24, 2023, at 47450 Woodward Ave, Pontiac, MI 48342 at 6:00p.m., there were:

PRESENT:

ABSENT:

The following preambles and resolution were offered by _____ and
seconded by _____:

WHEREAS, before the City of Pontiac City Council for consideration is an Ordinance to amend Article 2, Chapter 2, Section 2.204, Table 2 to add the Residential Infill Overlay District; Article 3, Chapter 12, Sections 3.1201 through 3.1205 to add Chapter 12 regarding the Residential Infill Overlay District, Article 7, Chapter 2, Section 7.201 to add definitions regarding Two Family Dwellings and Smaller One-Family Dwellings, and Map Amendment to display Residential Infill Overlay District.

WHEREAS, the City of Pontiac City Council finds it is in the best interest for the health, safety, and welfare, to approve the amendments to the Zoning Ordinance Amendments as presented.

NOW THEREFORE, BE IT RESOLVED by the Pontiac City Council that it hereby adopts the first reading of the amendments to the City of Pontiac's Zoning Ordinance as presented to the city Council on October 24, 2023.

A roll call vote on the foregoing resolution was taken, the result of which is as follows:

YES: _____

NO: _____

ABSTAIN: _____

THE RESOLUTION WAS THEREUPON DECLARED ADOPTED.

CERTIFICATION

I, the undersigned, the duly qualified and acting Clerk of the City of Pontiac, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on October 24, 2023, the original of which is on file in my office, and that such meeting was conducted and public notice thereof was given pursuant to and in compliance with Act No. 267, Michigan Public Acts of 1976, as amended, and that minutes of such meeting were kept and are available as required by such Act.

By: _____
Its: City Clerk

Dated: _____



TO: City Council

FROM: Mark Yandrick, Planning Manager

DATE: October 19, 2023

RE: Zoning Text and Map Amendments: Residential Infill Overlay District

Executive Summary

The City is proposing a Zoning Text and Map Amendment for the creation of a Residential Infill Overlay District. This provides a neighborhood strategy for three (3) neighborhoods in the City to restore population and improve aesthetics.

The proposal to Planning Commission establishes the Overlay District and allows smaller single-family and two-family homes with higher architectural standards. Additionally, a homeowner may establish an accessory dwelling unit on a property, so long as the property owner resides in the principal or accessory structure.

Quick Facts	
Planning Commission Hearing Date	October 11, 2023
Ordinance	Residential Infill Overlay District
Location	Citywide, although the Overlay Districts are in specific areas on the map (next page)

Planning Commission reviewed the amendments. They split up the Ordinance to table the Accessory Dwelling Units, for further discussion. They recommended approval, 5-1, on Sections 3.1204 and 3.1205 to City Council, with two (2) conditions. The Accessory Dwelling Unit analysis has removed from this staff report and proposed Ordinance.

Overview: Residential Infill Overlay District

Under the 2014 Master Plan, one of the future land use goals is to Improve Existing Neighborhoods, *"A city is comprised of (and defined by) its neighborhoods. Strengthening the existing neighborhoods through blight removal, demolition, reinvestment and business support will improve the image of the city and, more importantly, the quality of life for all Pontiac residents."* Furthermore in this subsection of residential development it states: *"The existing zoning ordinance should be amended to provide greater flexibility for building type and land uses within these districts. These standards should emphasize building form and outline, acceptable materials, and standards for each district."*

The City has been approached by a developer, who has an option to purchase and build on county-owned properties in two (2) or the three proposed (3) districts. They desire to build homes that are smaller than currently allowed in the R-1 zoning district. Currently, 1,200 sq. ft. is the minimum regulation. The City has reviewed this concept and is proposing three (3) areas for an optional overlay district where a property owner in the one-family R-1 zoning district could build one of the following on each buildable parcel:

1. Build a smaller single-family dwelling unit with higher architectural standards
2. Build a two-family dwelling unit with higher architectural standards.

Overlay Districts

Staff chose three (3) neighborhoods for the overlay. Rationale is as follows;

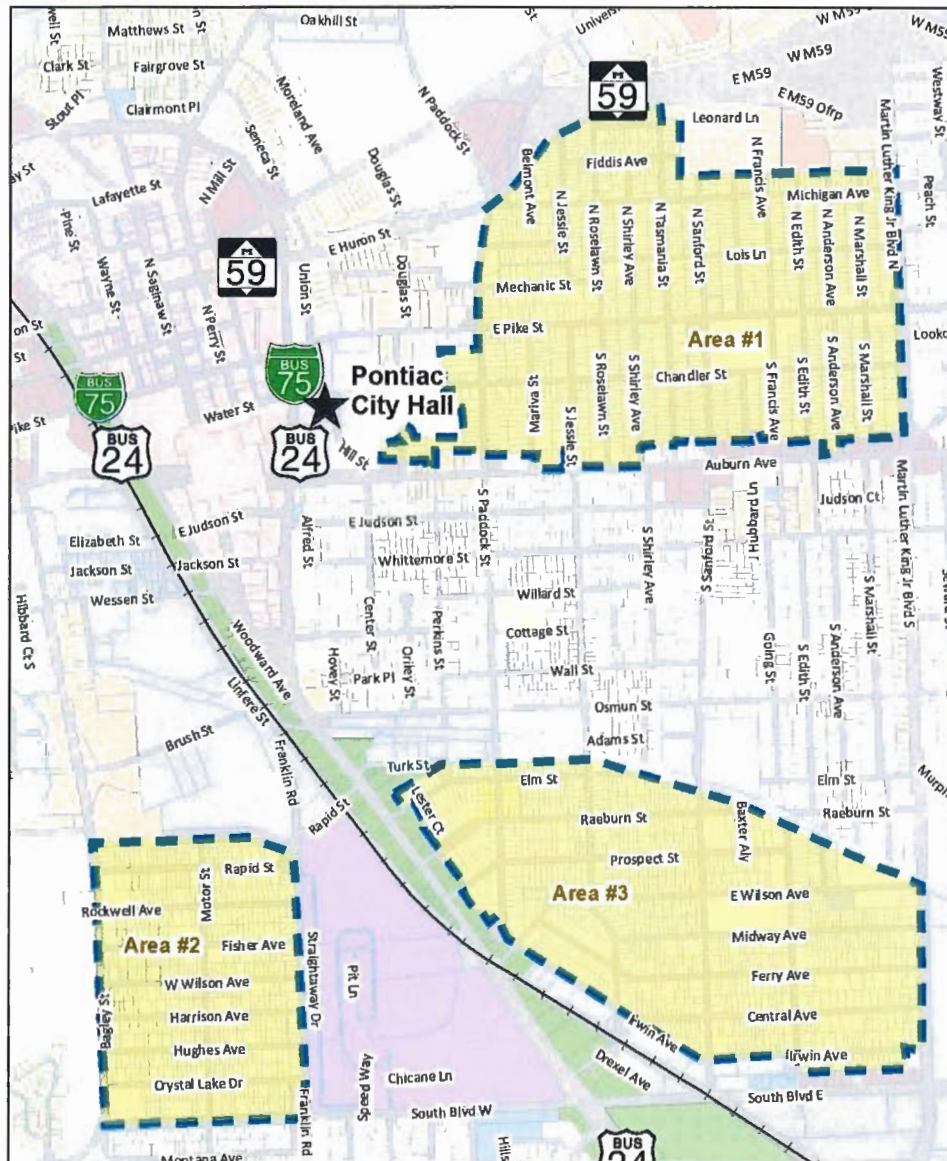
- Proximity to Downtown and/or Woodward Ave.
- Clusters of vacant lots

- 10-30% below the Pontiac average household income
- 10-30% below the Pontiac average residential property value.

These text amendments are designed to create a neighborhood strategy for infill development. This strategy is slightly different than the Unity Park strategy used several years ago when the County worked with Lighthouse and Community Housing Network to build homes on vacant lots.

Staff's findings after visiting these three neighborhood areas is that many homes are well kept but each of the neighborhoods are brought down by blight, disrepair, and in some areas, underpopulation, which would create stronger neighborhoods.

Figure 1: Proposal for Residential Infill Overlay District



The Residential Infill Overlay District is an optional overlay district. While the property owner has a right to build or expand a house on the lot following our current zoning requirements, they may also choose to invoke the overlay district as an option.

These homes are not “tiny homes”, which often homes that are roughly 300 – 600 square feet in size. The smaller homes that these regulations envision aligns more with a cottage style home, whether it’s one or two-stories.

Figure 2: Example home that could be built in the proposed overlay district.



Single and Two Family Smaller Dwelling Units

The minimum per unit size for a home in this overlay district is 700 sq. ft. Below are some of the proposed regulations that require slightly higher architectural features as a trade-off. The following are some of the architectural regulations.

The home or homes must include one (1) of the following:

- 1) *A projecting or recessed entrance.*
- 2) *Stoop or enclosed or covered porch, provided that an enclosed porch shall comply with required setbacks.*
- 3) *Transom and/or side light window panels framing the door opening.*
- 4) *Architectural trim framing the door opening.*

To maintain and reflect the traditional character of the neighborhood, in exchange for the smaller dwelling size, the projects shall include the following design elements:

- 1) *Facade modulation.*
- 2) *Entry features that are dominant elements facing the street.*
- 3) *Utilization of a variety of high-quality materials that are new to the neighborhood and/or complemented to the surrounding neighborhood.*

In addition to the three (3) required design elements, applicants shall choose two (2) other design options from the following list:

- 1) *Architectural articulation in walls and roofs.*

- 2) *Covered entry porch.*
- 3) *Second story step back or modulation.*
- 4) *Larger area of windows, used as architectural features, compared to other structures in the neighborhood on the front and side facades of the principal structure.*

Lastly, there are several considerations to the design the applicant must follow.

- 1) *Rooflines shall be of a similar pitch to the immediately adjacent neighboring structures.*
- 2) *Architectural details such as window frames, cornices, gables, or other similar orientation should be similar to other structures in the neighborhood.*
- 3) *Building must be articulated into intervals to be compatible with adjacent structures. Articulation methods include modulation, broken roof lines, and other building elements (chimneys, dormers entries, etc.).*
- 4) *The exterior of the building must use similar materials to other structures in the neighborhood. Higher quality materials are encouraged, including natural materials, brick, stone, lap siding, etc. Vinyl is permitted but must have a high thickness at 0.46mm. (Note: Planning Commission recommended increasing this minimum for 0.50mm)*

Figure 3: Example home of the design of the smaller house with neighboring properties.



To align with the goal to stabilize and slightly improve the existing neighborhood, and the properties within the neighborhood, these higher quality materials and architecture requirements are an important

neighborhood strategy. These standards are the trade-off for the right to build smaller homes or a duplex that would normally not permitted in the R-1 zoning district.

While staff considered prohibiting vinyl, the proposal includes the allowance for a higher thickness. This thickness should allow for longer durability and higher quality while providing an affordability and attainability for owners, builders, and residents. Planning Commission added conditions requiring a higher grade (.50 mm) and restricted the use of vinyl to no more than 70% of the façade.

Figure 4: Vinyl Siding Thickness (From Vinyl Siding Connect, LLC)

Vinyl Siding Thickness

Builder's Grade – .40 mm

Thin Residential Grade – .42 mm

Standard Residential Grade – .44 mm

Thick Residential Grade – .46 mm

Super Thick Grade – .50 mm

Premium Grade – .52 – .55 mm

Figure 5: Example home of the design in Hazel Park, MI of the smaller house with neighboring properties...



Summary

While these proposed homes are a smaller size, they will provide architectural diversity to the neighborhood and improve the streetscape of the block. When a builder builds multiple units within an area or neighborhood, it can be seen as placemaking element of the neighborhood.

These Text and Map Amendments propose to restore population and revitalize these neighborhoods while maintaining the character and history that is there. These are strategic efforts in zoning regulations to provide flexibility to stabilize and grow neighborhoods while helping to prevent further blight and population decline.

Planning Commission Recommendation

Planning Commission recommended APPROVAL, 5-1, of these Zoning Text and Map Amendment for the Residential Infill Overlay District with the following condition:

1. The proposed vinyl thickness shall be a minimum 0.50 mm from the 0.46 mm requirement staff proposed.
2. No more than 70% of the facade may utilize vinyl.

Note: Planning Commission separated and tabled Accessory Dwelling Units from this amendment. They will be reviewing further before it proceeds to City Council.

Attachments:

Ordinance

Resolution for Approval of First Reading

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY OF PONTIAC ZONING ORDINANCE TO ALLOW TWO-FAMILY DWELLINGS, SMALLER ONE-FAMILY DWELLINGS, AND ACCESSORY DWELLING UNITS IN DESIGNATED RESIDENTIAL INFILL OVERLAY DISTRICTS AND USES TO INCLUDE:

ARTICLE 3, CHAPTER 12, SECTIONS 3.1201 THROUGH 3.1205, TO ADD CHAPTER 12 REGARDING RESIDENTIAL INFILL OVERLAY DISTRICT.

[NEED TO ADD MAP AMENDMENT SECTION]

Amend Article 2, Chapter 2, Section 2.204, Table 2:

[illegible]

Multiple Family Manor House (3-4 units)	0	■	0							Section 2.503
Multiple Family Apartment Building (3+ units)		■		0	■					Section 2.504
One Family Dwelling Unit	■	■	■	■						Section 2.505
State Licensed Residential Facility and/or Home (6 or fewer clients)	■	■	■	■						Section 2.506
State Licensed Residential Facility and/or Home (7 or more clients)	0	0	0							Section 2.506
Unlicensed Residential Facility and/or Home		0								Section 2.506.1
Townhouse (3+ units)	0	■	0	0	0					Section 2.507
Two Family Dwelling Unit	■	■								Section 2.505
Commercial, Office, and Service Uses										
Automobile Service (Commercial)				0		0	0	■	■	Section 2.509
Bakery or Confectionary	0		■	■	■	■				Section 2.510
Bank or Financial Institution	0		■	■	■	■				
Bar, Tavern, or Alcohol Service Establishment			■	■	■	■				
Business Service Establishment			■	■	■	■				
Child Care Center or Day Care Center	0	0	0	■	0	■	■			Section 2.511
Funeral Home or Mortuary			■	■	■					
Gallery or Studio	0	■	■	■	■	■	■	■	■	
Lodging Uses										
<i>Bed & Breakfast</i>	0	0	0	0	0	■				Section 2.512
<i>Inn</i>			0	0	■	■	■			
<i>Hotel</i>					■	■	■			
Learning Center	0	■	■	■	■	■				
Medical Clinic			0	■	0					
Medical Marihuana Grower (D)							●	●	●	Section 2.545
Medical Marihuana Processor (D)							●	●	●	Section 2.546

Medical Marihuana Provisioning Centers (D)			*	●	●	*	●	●	Section <u>2.547</u>
Medical Marihuana Safety Compliance Facility (D)			*	●	●	*	●	●	Section <u>2.548</u>
Medical Marihuana Secure Transporter (D)			*	●	●	*	●	●	Section <u>2.549</u>
Office	0	■	■	■	■	■			
Pawn Shops	0	0	0	0					Section <u>2.513</u>
Personal Service Establishment	0	■	■	■	■	■			
Pet Boarding Facility			■		■	■	■	■	Section <u>2.532</u>
Place of Assembly (<50 persons at maximum occ.)	0	0	■	■	■	■	■	■	Occupancy determined by fire code
Place of Assembly (51+ persons at maximum occ.)			0	■	■	■	■	■	
Restaurant	0	0	■	■	■	■			Only on A or B Street
Retail Sales									
<i>Small indoor – up to 5,000 sq. ft.</i>	0		■	■	■	■			
<i>Medium indoor – 5,001 – 75,000 sq. ft.</i>			■	■	■	■			
<i>Large indoor – no area limit</i>						■			
<i>Unlimited outdoor</i>					0	0	■	■	Section <u>2.514</u>
Retail Sales (packaged alcoholic beverages)			0	0	0	0			Section <u>2.515</u>
Sexually Oriented Businesses							0	0	Section <u>2.508</u>
Workshop/Showroom			0	■	■		■	■	Section <u>2.516</u>
Industrial Uses									
Automobile Service (Industrial)					0		■	■	0
Heliport							0	0	
Manufacturing, Fabrication and Processing									
<i>Light</i>					■		■	■	Section <u>2.517</u>
<i>General</i>							0	■	Section <u>2.517</u>
<i>Heavy</i>								0	Section <u>2.518</u>

[illegible]

School, Primary or Secondary	0	0	0	0	■	■	■					
School, Vocational				■	■	■	■		■	■	■	
Utility (minor)	■	■	■	■	■	■	■	■	■	■	■	
Utility (major)	0	0	0	0	0	0	0	0	■	■	■	
Recreation Uses												
Golf Course	0	0	0									
Private Recreation												
<i>Small Indoor</i>					■	■	■		■	■	0	
<i>Large Indoor</i>					0	0	0	0	■	■	0	
<i>Small Outdoor</i>	0	0	0	0					■	■	0	Section 2.525
<i>Large Outdoor</i>					0	0	■	0	■	■	0	Section 2.526
Park or Recreation Facility	■	■	■	■	■	■	■	■	■	■	■	
Animal and Agriculture Uses												
Agriculture, Urban	■	■	■	■	■	■	■	■	■	■	■	Section 2.527
Bee Keeping	■	■	■									Section 2.528
Community Gardens	■	■	■									Section 2.529
Greenhouse or Nursery					0		■		■	■	■	Section 2.530
Kennels									■	■	■	Section 2.531
Veterinary Hospital or Clinic					■		■		■	■		Section 2.533
Accessory, Temporary, and Other Uses												
Accessory Building or Structure	■	■	■	■	■	■	■	■	■	■	■	Section 2.205.C
Boarders or Roomers (up to 2 per d.u.)	■	■	■	■								Section 2.534
Drive-Through Facility (accessory to any principal use)					0	0	0	■				Section 2.535
Helipad						0	0		0	0	0	
Home Occupation	■	■	■	■	■	■	■					Section 2.536
Mobile Food Vehicle Vendor	0	0	0	■	■	■	■	■	■	■	■	Section 2.544
Outdoor Retail Sales (accessory to a permitted use)					0	0	■	■	■	■	■	Section 2.537
Outdoor Retail Sales (temporary or seasonal)				■	■	■	■	■	■	■	■	Section 2.538

Outdoor Sidewalk or Patio Dining (accessory to a permitted use)	0	0	■	■	■	■						Section <u>2.539</u>
Outdoor Storage (accessory to a permitted use)	0	0	0	■	■	■	■	■	■			Section <u>2.540</u>
Sustainable Energy Generation												
<i>Small Wind Energy System</i>	■	■	■	■	■	■	■	■	■	■	■	Section <u>2.541</u>
<i>Utility Wind Energy System</i>									0			Section <u>2.541</u>
<i>Solar Energy System</i>	■	■	■	■	■	■	■	■	■	■	■	Section <u>2.541</u>
Temporary and Special Events	■	■	■	■	■	■	■	■	■	■	■	Section <u>2.542</u>
Temporary Construction Facilities	■	■	■	■	■	■	■	■	■	■	■	
Wireless Telecommunication Facilities	0	0	0	0	0	0	0	0	0	■	■	Section <u>2.543</u>

AMEND ARTICLE 3 TO ADD ARTICLE 3, CHAPTER 12 – RESIDENTIAL INFILL OVERLAY DISTRICT

Chapter 12 Residential Infill Overlay District

3.1201 Intent

The Residential Infill Overlay District (RIOD) is intended to allow for diversity in housing stock and promote redevelopment of dated housing or vacant lots in within existing single-family neighborhoods zoned R-1, One-Family Dwelling designated as RIOD on the official zoning map.

The RIOD provides an optional development process that allows for accessory, and smaller one-family and two-family dwelling units to be located within an R-1 District which through design criteria, architectural standards, and dimensional restrictions, will be compatible with existing single-family residential neighborhoods. Housing permitted by the RIOD is intended to be constructed at a scale and design which is consistent with an existing neighborhood.

3.1202 Applicability

The RIOD shall only apply to those areas zoned R-1 and specifically designated on the official zoning map. Parcels with the RIOD overlay may be developed for uses permitted in the R-1 district subject to the regulations of the R-1 district. However, parcels with the RIOD overlay may also be developed with residential uses described in Section 3.1203, subject to standards set forth in this Chapter.

Approval for uses permitted under this Chapter shall require an application for a zoning compliance permit in accordance with Section 6.701. Upon demonstration that the applicable standards set forth in this Chapter and of the R-1 Zoning District are met, a zoning compliance permit shall be issued.

3.1203 General Standards

- A. Permitted Uses. In addition to uses permitted in the R-1 District, two-family dwellings, smaller one-family dwellings, and accessory dwelling units shall be permitted as of right if the standards of Article 3, Chapter 12 of this ordinance are met.
- B. Dimension Standards:
 - 1. Two-family dwellings in the RIOD shall be subject to the standards applicable to properties in the R-1 District, as set forth in Section 2.301, Table 3 Dimension Standards.
 - 2. Smaller One-family dwellings in the RIOD shall be subject to the standards applicable to properties in the R-1 District, as set forth in Section 2.301, Table 3 Dimension Standards.
 - 3. Accessory dwelling units in the RIOD shall be subject to standards applicable to properties in the R-1 District, as set forth in Section 2.301, Table 3, except the rear yard setback for a detached accessory dwelling unit may be reduced to twenty (20) feet.
- C. Minimum Floor Area:
 - 1. The minimum floor area per two-family and smaller one-family dwelling unit shall be seven hundred (700) square feet.
 - 2. The minimum floor area for a detached accessory dwelling unit shall be four hundred (400) square feet.
- D. Maximum Floor Area:
 - 1. An accessory dwelling unit may not be more than sixty percent (60%) of the total area of the principal dwelling unit.

3.1204 Design Standards for Two-Family Dwelling in the RIOD

- A. In addition to complying with the design standards set forth in this section, all proposed developments must be constructed in accordance with the Infill Overlay Design Guidelines.
- B. All standards set forth in Section 2.404 B.1 shall be met. In addition, buildings shall be designed to be compatible with the surrounding existing residential structures within the neighborhood. This shall be accomplished using the following criteria:
 - 1. Orientation.
 - a. Two-family dwellings may be oriented side-by-side, front-to-back, or with one (1) unit stacked on top of another.
 - b. Interior Lots. For interior lots, the primary building entrance shall be located in the front façade parallel to the street.

- c. Corner Lots. For corner lots, the primary entrance shall face the street from which the structure derives its street address. However, two-family dwellings shall have a separate primary entrance per dwelling unit, with only one (1) primary entrance per street.
- 2. Primary Entrances. Primary entrances for all two-family structures shall be clearly defined by at least one (1) of the following:
 - a. A projecting or recessed entrance.
 - b. Stoop or enclosed or covered porch, provided that an enclosed porch shall comply with required setbacks.
 - c. Transom and/or side light window panels framing the door opening.
 - d. Architectural trim framing the door opening.
- 3. Building Design.

Two family dwellings are an allowed use on individual lots within the base One-Family Dwelling (R-1) zoning district of the Residential Infill Overlay District.

These homes should be consistent in height, bulk, and scale with surrounding single-family residential uses.

1. To maintain and reflect the traditional character of single-family dwelling units, projects shall include the following design elements:

- a. Façade modulation.
 - b. Entry features that are dominant elements facing the street.
 - c. Utilization of a variety of high-quality materials that are new to the neighborhood and/or complemented to the surrounding neighborhood.
- 2. In addition to the three (3) required design elements, applicants shall choose two (2) other design options from the following list:
 - a. Architectural articulation in walls and roofs.
 - b. Covered entry porch.
 - c. Second story step back or modulation.

d. Larger area of windows, used as architectural features, compared to other structures in the neighborhood on the front and side facades of the principal structure.

3. Other design elements

a. Rooflines shall be of a similar pitch to the immediately adjacent neighboring structures.

b. Architectural details such as window frames, cornices, gables, or other similar orientation should be similar to other structures in the neighborhood.

c. Building must be articulated into intervals to be compatible with adjacent structures. Articulation methods include modulation, broken roof lines, and other building elements (chimneys, dormers entries, etc.).

d. Higher quality architectural materials are encouraged, such as natural materials (brick, stone, etc), hardy plank, aluminum, or lap siding. A maximum of 70% of the exterior of these dwelling can utilize vinyl siding. Vinyl siding is only permitted if the minimum thickness is 0.50 mm.

4. Access and Parking

Access and Parking shall be provided in driveways and garages consistent with adjacent residential structures.

a. Where rear access is available parking shall be located in the rear yard.

b. Garages which face a public street shall be recessed or flushed with the line of the front wall of the dwelling. In no case shall the garage protrude beyond the rest of the structure.

c. Two-family dwellings that are oriented front to back shall have a single driveway.

3.1205 Design Standards for Smaller Single-Family Dwelling in the RIOD

A. In addition to complying with the design standards set forth in this section, all proposed developments must be constructed in accordance with the Infill Overlay Design Guidelines.

B. All standards set forth in Section 2.404 B.1 shall be met. In addition, buildings shall be designed to be compatible with the surrounding existing residential structures within the neighborhood. This shall be accomplished using the following criteria:

1. Orientation.

a. Interior Lots. For interior lots, the primary building entrance shall be located in the front façade parallel to the street.

- b. Corner Lots. For corner lots, the primary entrance shall face the street from which the structure derives its street address.
- 2. Primary Entrances. Primary entrances for all two-family structures shall be clearly defined by at least one (1) of the following:
 - a. A projecting or recessed entrance.
 - b. Stoop or enclosed or covered porch, provided that an enclosed porch shall comply with required setbacks.
 - c. Transom and/or side light window panels framing the door opening.
 - d. Architectural trim framing the door opening.
- 3. Building Design.
 - a. Smaller Single-Family Dwellings are an allowed use on individual lots within the base One-Family Dwelling (R-1) zoning district of the Residential Infill Overlay District.
 - b. To maintain and reflect the traditional character of the neighborhood, in exchange for the smaller dwelling size, the projects shall include the following design elements:
 - 1) Façade modulation.
 - 2) Entry features that are dominant elements facing the street,
 - 3) Utilization of a variety of high-quality materials that are new to the neighborhood and/or complemented to the surrounding neighborhood.
 - c.. In addition to the three (3) required design elements, applicants shall choose two (2) other design options from the following list:
 - 1) Architectural articulation in walls and roofs.
 - 2) Covered entry porch.
 - 3) Second story step back or modulation.

- 4) Larger area of windows, used as architectural features, compared to other structures in the neighborhood on the front and side facades of the principal structure.

d.. Other design elements

- 1) Rooflines shall be of a similar pitch to the immediately adjacent neighboring structures.
- 2) Architectural details such as window frames, cornices, gables, or other similar orientation should be similar to other structures in the neighborhood.
- 3) Building must be articulated into intervals to be compatible with adjacent structures. Articulation methods include modulation, broken roof lines, and other building elements (chimneys, dormers entries, etc.).
- 4) Higher quality architectural materials are encouraged, such as natural materials (brick, stone, etc), hardy plank, aluminum, or lap siding. A maximum of 70% of the exterior of these dwelling can utilize vinyl siding. Vinyl siding is only permitted if the minimum thickness is 0.50 mm.

4. Access and Parking. Access and Parking shall be provided in driveways and garages consistent with adjacent residential structures.

- a. Where rear access is available parking shall be located in the rear yard.
- b. Garages which face a public street shall be recessed or flushed with the line of the front wall of the dwelling. In no case shall the garage protrude beyond the rest of the structure.
- c. Two-family dwellings that are oriented front to back shall have a single driveway.

AMEND ARTICLE 7, CHAPTER 2, SECTION 7.201 TO ADD THE FOLLOWING DEFINITIONS:

Smaller Single-Family Dwelling. A building designed exclusively for residential occupancy by not more than one family which must meet all criteria set forth in Article 3, Chapter 12.

Two-Family Dwelling. See Two-Family Dwelling Unit.

#6

RESOLUTION



PONTIAC CITY COUNCIL RESOLUTION Urging Support for Drive SAFE (Safety, Access, Freedom, and the Economy) State Legislation

WHEREAS, The Michigan Legislature has recently introduced House Bills 4410, 4411, 4412, and Senate Bills 0265, 0266, and 0267, also known as Drive SAFE (Safety, Access, Freedom, and Economy); and

WHEREAS, This bill package is meant to allow Michigan residents who are unable to show proof of U.S. citizenship or immigration status to obtain a Michigan driver's license and state identification cards, which was Michigan's practice prior to 2008; and

WHEREAS, The Michigan League for Public Policy (MLPP) estimates that 55,000 of the 110,000 Michigan residents who are unable to prove their legal presence and are of driving age would likely apply for a driver's license if Drive SAFE were to pass; and

WHEREAS, Many Michigan residents are unable to provide proof of legal status for a variety of reasons, whether they are a Deferred Action for Childhood Arrivals (DACA) recipient, an undocumented immigrant, a legal immigrant awaiting verification documents due to bureaucratic administrative delays, citizens born abroad, or foreign adoptees; and

WHEREAS, Regardless of their current immigration status, immigrants and their families contribute to Michigan's vibrant and diverse community in addition to contributing to the state's economy as workers and taxpayers; and

WHEREAS, Because of the lack of reliable public transportation in much of Michigan, it is a necessity for most Michigan residents to drive to work, school, church, medical appointments, shop for groceries, and purchase goods and services outside of their immediate areas; and

WHEREAS, Under current state law, Michigan residents who are unable to verify their immigration or citizenship status are prevented from obtaining a driver's license or state identification card, forcing them to either not drive or to drive without a license; and

WHEREAS, Increasing the number of licensed drivers is expected to increase safety for all Michigan drivers, as a study by the American Automobile Association (AAA) shows that unlicensed drivers are far more likely to be involved in a fatal accident and more likely to flee the scene of an accident regardless of the driver's immigration status; and

WHEREAS, Although the potential influx new licensed drivers will create an administrative burden on the state, the MLPP estimates that the 55,000 new licensed drivers will generate \$100,000,000 in revenue for the state through licensing and registration fees, gas taxes, and sales taxes on cars and car-related purchases, which does not account for the potential revenue that could result from the drivers' increased mobility and ability to earn wages; and

WHEREAS, Perhaps most importantly, these bills will allow Michigan's immigrant residents to more fully participate in our communities with dignity and without the fear and stigma that results from their inability to obtain a driver's license; and

WHEREAS, Under the proposed legislation package, the Secretary of State is forbidden from sharing any applicant's information with immigration enforcement agencies; and

WHEREAS, Currently, 19 states and the District of Columbia have passed laws similar to Drive SAFE; and

WHEREAS, The Pontiac City Council recognizes that allowing Michigan's residents to obtain a driver's license or state ID promotes the interests of public safety, the state economy, and human decency; and

WHEREAS, the Michigan Legislature Majority holds a once-in-a-generation power bestowed upon them by the voters, signifying a profound responsibility to address pressing issues that directly affect our communities across the state,

NOW THEREFORE BE IT RESOLVED, The Pontiac City Council strongly urges the Michigan Legislature to pass House Bills 4410, 4411, 4412, and Senate Bills 0265, 0266, and 0267, also known as Drive SAFE;

THEREFORE, BE IT FINALLY RESOLVED, That the Pontiac City Clerk is directed to send this resolution to the Pontiac delegation of both the Michigan State House and Senate, the members of the House Regulatory Reform committee, the members of the Senate Transportation and Infrastructure Committee, House of Representatives and Senate Majority leadership, in addition to Governor Gretchen Whitmer.

PONTIAC CITY COUNCIL • Pontiac, Michigan • October 24, 2023

Mike McGuinness, *Council President*

Mikal Goodman, *Councilmember*

Brett Nicholson, *Councilmember*

Melanie Rutherford, *Councilmember*

William A. Carrington, *President Pro Tem*

Kathalee James, *Councilmember*

William Parker, Jr., *Councilmember*

#7

RESOLUTION



Department of Public Works

OFFICIAL MEMORANDUM

TO: Pontiac City Council and Council President

FROM: Patrick Muller, Deputy Director of Public Works
Allen H. Cooley, III, Director of Public Works

CC: Mayor Tim Greimel and Deputy Mayor Khalfani Stephens

DATE: October 18, 2023

RE: **The Purchasing Manager, Department of Public Works (DPW) Director and Deputy Director request that City Council approves to execute an agreement with Site Industries LLC DBA CemSites to renew the contract for the software used to operate Ottawa Park and Oak Hill cemeteries.**

The Department of Public Works (DPW) is looking to renew the software license agreement contract for the cemetery management software CemSites, formerly TechniServe, used to run Oak Hill and Ottawa Park cemeteries. CemSites minimum license renewal contract is for 2 years for \$16,776, \$8,388 per year. The cost will be evenly split between the 2 cemeteries at \$4,194 each per year. The Purchasing Manager, DPW Director and Deputy Director is requesting that City Council Approves the execution of an agreement with Site Industries LLC DBA CemSites to renew the contract for a 2 year CemSites software license for \$16,776.

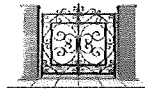
WHEREAS, The Purchasing Manager has ensured that the purchase is following the City's municipal code, Division II. Purchasing, Section 2-517, 2-518, and 2-519 pertaining to major purchases; and

WHEREAS, the Purchasing Manager is requesting approval to execute a contract with Site Industries LLC DBA CemSites to renew the CemSites software license used to operate Ottawa Park and Oak Hill cemeteries;

NOW, THEREFORE
IT IS RESOLVED: The Pontiac City Council approves the Mayor or Mayor Designee to execute a contract with Site Industries LLC DBA CemSites to renew the CemSites software license used to operate Ottawa Park and Oak Hill cemeteries.



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It's the service!

[Home](#) » [Solutions](#) » **Cemetery-manager**

The Cemetery Manager - Comprehensive Cemetery Management Software

[For more solutions, click here!](#)

New! Click here to try out the [Cemetery Manager Software Demo!](#)
We now have the Heritage Preservation Services Demo available as well!

TechniServe offers a complete cemetery information and accounting system that utilizes our comprehensive facilities management and computerization package: **The Cemetery Manager**. Our goal is to work with you on the functional aspects of cemetery management as well as offer you the tools to operate your system.

The Cemetery Manager is a totally *integrated system for cemetery management*. Coupled with our assistance, The Cemetery Manager will serve as the core for your future. Working together we give you the ability to re-organize your staff for maximum productivity while giving your customers the highest rate of service.

Our system is designed to provide you with cost saving measures. Access to work order tracking and sales tools help defray costs and generate new business, ultimately allowing our services to

pay for themselves. Using the system will also allow elimination of duplicate input and system monitored/controlled accountability for the handling of cash receipts.

The Cemetery Manager provides a complete set of tools to assist you with items such as:

- Laser check writing is a by-product of our invoice entry system with automatic updates to your general ledger accounts.
- Comprehensive contract entry program creates general ledger entries, accounts receivable, commission and over-ride computations and trust reports. This program offers the ability to enter directly from your remote locations with central office review and control.
- Burial / cremation order entry system creates burial orders, updates property availability, checks contract payment history, updates trusted items and creates a history file.
- Cash receipts are printed directly from the system for your customers with direct entry to the accounting system and deposit reports to assist your office staff with internal control.

Our facilities management package includes software and hardware support, with ongoing communication equipment maintenance, system monitoring, data archiving, etc.

In addition, we are available for consultation on issues facing your organization and offer recommendations for cost effectiveness. We work to ensure that your cemeteries operate with ease while maintaining control from your central location.

The Cemetery Manager's information and accounting software with comprehensive facilities management includes reasonable program changes and enhancements designed to meet your needs. Wherever possible, we will convert existing data and download to the new programs.

Specific modules of The Cemetery Manager with highlights are listed below:

General Ledger

- Five (5)-position account number
- Departmental breakdown within a company
- Prior year comparisons on both the balance sheet and income statement
- Budgeting sub-module for monthly or annual budgets
- Ability to export data to Lotus or Excel worksheets
- Automatic standard and reversing entries for monthly statement preparation
- Optional comment and memo fields
- Bank reconciliation program

Accounts Payable

- Five (5)-position vendor number
- Accounts payable history reports
- 1099 programs
- Ability to query vendors across companies
- Cash requirements reports
- Invoice detail

Sales / Accounts Receivable

- Sales and cash receipts input from remote locations

- Multi-level commission calculations
- All sales and commissions approved at central office
- Merchandise trust and perpetual care fund calculations and reports
- Funeral director / third party vendor billings
- Marketing profile created on entry
- Sales profiles created by client / contract
- Historical data files

Burial / Cremation Module

- Direct input of burial / cremation information
- Updates to trust items delivered
- Next of kin information
- Permit and permission tracking
- Interment / cremation work order forms

Marketing / Mailing Module

- Mailing list / labels based on statistical information
- Lead tracking
- Follow-up programs and tracking
- Mail / merge with popular word processors
- Sort options including city, zip code, products, etc.

Work Order Module

- Tracking of work order requests and completions
- Ability to monitor staffing needs and work performance
- Collection of sales information from people requesting work
- Reports by type of work requested
- Memo field for special notes, etc.

TechniServe continuously improves The Cemetery Manager software offering our clients the best products that take full advantage of technological developments without sacrificing quality and performance. Internet access to our software is currently available and an upgrade to graphical based entry screens is in progress. As the graphical based screens become available they are integrated for our customers' use. All of these enhancements are included in the monthly maintenance fee.

Our Cemetery Management Team has over 55 years of combined knowledge in cemetery software design, implementation and service. Our professional staff's experience includes: cemetery ownership and management, cemetery trusting and audit assistance, accounting and system development, and effecting organizational change.

To learn more about The Cemetery Manager and other TechniServe services to enhance your organization, call our offices today at (248) 989-0100 or email cemetery@techni-serve.com.

© TechniServe, Inc. 2004 - 2023

LICENSE TERM AGREEMENT – Site Industries, LLC. DBA CemSites

This License Term Agreement (the "Agreement") is made and effective 10/1/2023,

BETWEEN: Site Industries, LLC. DBA CemSites (the "Licensor"), a corporation organized and existing under the laws of the state of Pennsylvania, with its head office located at:

14 Memorial Drive
Perryopolis, PA 15473

AND: City of Pontiac (the "Licensee"), a corporation organized and existing under the laws of the Michigan, with its head office located at:

3136 N. State Rd.
Davison, MI 48423

WHEREAS, Licensor has developed certain computer programs and related documentation more particularly described in the invoice and desires to grant Licensee a license(s) to use the Software.

WHEREAS, Licensee wishes to use the Software under the conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, Licensee and Licensor hereby agree as follows:

1. PRICE AND PAYMENT

1.1 Price

Licensee shall pay the Price in accordance with the payment plan set forth: Total amount due for the first year is \$8,388.00, which includes the first year of annual licensing. Licensing in the amount of \$8,388.00 is due annually. The licensing payment shall be due quarterly in the amount of \$2,097.00 each quarter. Quarterly Payments must be paid via automatic ACH payments. Quarterly payments will be due on the following dates: 10/1/2023, 1/1/2024, 4/1/2024, 7/1/2024, 10/1/2024, 1/1/2025, 4/1/2025, and 7/1/2025. Support will be invoiced monthly at an hourly rate of \$95.00 per hour. Any payment that is not received within five (5) days after its due, shall be deemed a late payment and is subject to the late penalty in part 1.2 of this agreement. The late penalty is not the exclusive remedy of the Licensor and it does not waive any other rights that it may have against the licensee in the event of a default. This agreement is solely and exclusively for the license(s) to run the software. Price detail is per user. Licensor shall invoice any additional development costs reasonably incurred by Licensor in the delivery of the Software as they are incurred. Payment shall be made by Licensee to Licensor in full without any right of set-off or deduction, and Licensee shall pay the Price and such costs as set forth in the promissory note and security agreement. In the event that no promissory note and security agreement are signed, all costs shall be due within 30 days from the date of the invoice.

1.2 Late Penalty

Failure by Licensee to pay any amounts invoiced under this Agreement in full in accordance with this Agreement shall make Licensee liable to pay Licensor interest at the rate of 10% per month on the remaining amount due, or at the highest amount permitted by applicable law.

1.3 Security

The amounts contemplated to be paid under the payment plan part 1.1 (\$8,388.00 annually) shall be secured by a promissory note and security agreement. Any amounts financed for the development costs shall be secured by a separate promissory note and security agreement. At the Licensors discretion, the same security agreement may be used to secure both promissory notes.

Authorized Users

2.1 Unauthorized Access

All licensed users must work for and/or actively represent City of Pontiac. No access should be granted otherwise without the written consent of Site Industries, LLC.

3. LIMITATION OF LIABILITY

3.1 Limitation

LICENSOR SHALL HAVE NO LIABILITY WITH RESPECT TO ITS OBLIGATIONS UNDER THIS AGREEMENT OR OTHERWISE FOR CONSEQUENTIAL, EXEMPLARY, SPECIAL, INCIDENTAL OR PUNITIVE DAMAGES EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ANY EVENT, THE LIABILITY OF LICENSOR TO LICENSEE FOR ANY REASON AND UPON ANY CAUSE OF ACTION SHALL BE LIMITED TO THE LESSER OF THE AMOUNT PAID TO LICENSOR BY LICENSEE UNDER THIS AGREEMENT OR [AMOUNT].

THIS LIMITATION APPLIES TO ALL CAUSES OF ACTION IN THE AGGREGATE, INCLUDING WITHOUT LIMITATION TO BREACH OF CONTRACT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY, MISREPRESENTATIONS, AND OTHER TORTS. BOTH PARTIES UNDERSTAND AND AGREE THAT THE REMEDIES AND LIMITATIONS HEREIN ALLOCATE THE RISKS OF PRODUCT AND SERVICE NONCONFORMITY BETWEEN THE PARTIES AS AUTHORIZED BY APPLICABLE LAWS. THE FEES HEREIN REFLECT, AND ARE SET IN RELIANCE UPON, THIS ALLOCATION OF RISK AND THE EXCLUSION OF CONSEQUENTIAL DAMAGES SET FORTH IN THIS AGREEMENT.

3.2 Force Majeure

Neither party shall be under any liability for any loss or for any failure to perform any obligation hereunder due to causes beyond its control including without limitation industrial disputes of whatever nature, power loss, telecommunications failure, acts of God, or any other cause beyond its reasonable control.

4. TERM AND TERMINATION

4.1 Term

The License granted herein shall remain in effect for a period of two (2) years from the date of receipt of deposit. If the client chooses to move to CemSites software, this contract can be voided on the clients request date.

4.2 Breach and Termination

Licensor may terminate this Agreement and the License, without prejudice to any other remedy Licensor may have, immediately without further obligation or notice to Licensee, in the event of (1) any breach

by Licensee of this Agreement (2) Licensee's making an assignment for the benefit of its creditors, the filing under any voluntary bankruptcy or insolvency law, under the reorganization or arrangement provisions of the United States Bankruptcy Code, or under the provisions of any law of like import in connection with Licensee, or the appointment of a trustee or receiver for Licensee or its property; (3) any breach of any promissory note executed in conjunction with this transaction.

4.3 Early Termination

Licensee is required to provide Licensor written notification of intent to terminate service sixty (60) days in advance of termination date. Early termination will result in a penalty payment that equals current licensing charges incurred during a 1-year term, regardless of the amount of time remaining on the contract. Payment due in full immediately and must be provided along with the writing notification of intent to terminate service. Licensor has no duty to release any data of the Licensor prior to the notice to terminate and the penalty payment. The Licensor shall have sixty (60) days after the notice and payment to deliver the requested data to the licensee.

4.4 Retention of information

In the event that this agreement is terminated for any reason, Licensor is required to retain the Licensee's information for sixty (60) days. The Licensee may request the return of its information within the sixty (60) day period, and it will be promptly returned to the Licensee by the Licensor. After the expiration of the sixty (day) day period, the Licensor may discard the information and has no further duty to retain this information.

4.5 Acceleration Clause

In the event that the licensee is in default of any provision of this agreement, the Licensor has the right to accelerate any and all amounts due under this agreement and any other agreement between the parties. Those amounts shall become immediately due and owing and the Licensor has the right to take immediate legal action against the licensee.

4.6 Injunction

In the event that the licensee is in default of any provision of this agreement, the Licensor has the right to an immediate injunction against the licensee to prevent further loss of proprietary information.

5. HEADINGS

The headings used in this Agreement are for convenience only and are not intended to be used as an aid to interpretation.

6. BINDING AGREEMENT

This Agreement will be binding upon and inure to the benefit of the parties hereto, their respective successors and assigns. Licensee may not assign its rights or obligations under this Agreement without the prior written consent of Licensor.

7. SOLICITATION

Licensee shall not solicit the employment of nor employ any Licensor personnel who has been directly involved in the development, sale, installation, or support of the Software for a period of 5 years from the later of the termination of such individual's employment at Licensor or the last date of Acceptance of any Software.

8. GOVERNING LAW

This Agreement shall be deemed to have been executed in the State of Pennsylvania and will be governed by and construed in accordance with the laws of the State of Pennsylvania. The parties hereby consent to the jurisdiction of the courts of the State of Pennsylvania for the purpose of any action or proceeding brought by either of them in connection with this Agreement.

9. NOTICE

Unless otherwise agreed to by the parties, any notice required or permitted to be given or delivered under this Agreement shall be delivered to the address set forth in this Agreement. Notice shall be deemed to have been received by any party, and shall be effective, (i) on the day given, if personally delivered or if sent by confirmed facsimile transmission, receipt verified or (ii) on the third day after which such notice is deposited, if mailed by certified, first class, postage prepaid, return receipt requested mail.

10. ATTORNEYS' FEES

Licensee shall be responsible for Licensor's reasonable attorneys' fees associated with the enforcement of the terms of this Agreement and/or the collection of any amounts due under this Agreement with accrued interest at the legal rate.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth first above, with full knowledge of its content and significance and intending to be legally bound by the terms hereof.

LICENSOR
Site Industries, LLC. DBA CemSites

LICENSEE
City of Pontiac

Scott L. McAfee, CEO

Al Cooley, Director of Public Works

#8

RESOLUTION



COMMUNITY DEVELOPMENT DEPARTMENT

RESOLUTION APPROVING OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE FOR RED CHICKWEED, LLC LOCATED AT 31 N. ASTOR STREET, PONTIAC MICHIGAN

WHEREAS, pursuant to PA 146 of 2000, the City of Pontiac is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, THE City of Pontiac legally established the Downtown Obsolete Property Rehabilitation District; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of the property under Public Act 146 of 2000 and under Public Act 198 of 1974 does not exceed 5% of the total taxable value of the City of Pontiac; and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000; and

WHEREAS, Red Chickweed, LLC is not delinquent on any taxes related to the facility; and

WHEREAS, the application is for the obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, Red Chickweed, LLC has provided answers to all required questions under the application instructions; and

NOW, THEREFORE IT BE RESOLVED, the Pontiac City Council hereby approves an Obsolete Property Rehabilitation Exemption Certificate for Red Chickweed, LLC located at 31 N. Astor Street, Pontiac Michigan

#9

RESOLUTION



CITY OF PONTIAC

OFFICIAL MEMORANDUM

Executive Branch

TO: Honorable Mayor, Council President, and City Council Members

FROM: Alicia Martin, Purchasing Manager
Tim Sadowski, Finance Director

DATE: October 23 for the October 24 Session

RE: The Purchasing Manager and Finance Director request that the Pontiac City Council approve the Mayor or Deputy Mayor to execute an agreement with Quadrate Construction, LLC to complete Phase 2 of the Ruth Peterson Senior Center Project and for a not-to-exceed amount of \$193,904.

Council approved the line of credit to purchase the equipment for the kitchen during the September 12 session, which the purchasing assistant is in the process of requisitioning. There was some difficulty sourcing the hood and cold/hot table items, but the architect was able to finalize most of the equipment as of one week ago. Purchasing selected the general contractor for Phase 2 of the Senior Center amongst contractors who had participated in the Phase 1 bid process. Those contractors were asked to submit a quote for Phase 2 after I consulted with legal counsel to ensure this methodology was OK. Only one contractor submitted a bid, which was Quadrate Construction, LLC. We did not award the Phase 2 work to PDSI because Purchasing was evaluating perceived deficiencies and delays in Phase 1 of the Senior Center. We are now ready to proceed with making the bid award to Quadrate once the Council approves. If we wait until the October 31 session, this will delay the project, and the project will be at risk of not being completed by November 15, 2023.

According to Pontiac Code Section 2-523, the City may use cooperative purchasing when the Purchasing Agent or the City Council deems it to be in the "best interest of the City." The ordinance further permits that when bids are received through such cooperatives, the advertising and bidding requirements are deemed to have been met.

WHEREAS, The Purchasing Manager has ensured that the purchase is following the City's municipal code, Division II. Purchasing, Section 2-517, 2-518, and 2-519 pertaining to major purchases; and

WHEREAS, It is imperative that the bid is awarded and contract executed so that the City will not miss the deadline to expend the Lowe's grant funds; and

NOW, THEREFORE
BE IT RESOLVED, The Pontiac City Council approves the Mayor or Mayor Designee to award the bid and execute an agreement with Quadrate Construction, LLC to complete Phase 2 of the Ruth Peterson Senior Center.

AM

Sealed Bid Enclosed

From:



Quadrate Construction, LLC.
15801 23 Mile Rd
Macomb, MI 48042

This Bid is Submitted to:



City of PONTIAC, City Clerk's Office
47450 Woodward Avenue
Pontiac, MI, 48342

For:

**Senior Center Improvements Phase 2 - Ruth Peterson
(Proposal# 24-203-001)**

Bid Due: Friday, September 1, 2023 at 5:00 PM

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Quadrate Construction, LLC
15801 - 23 Mile Road, Macomb Township, MI 48042

as Principal, hereinafter called Principal, and

Liberty Mutual Insurance Company
175 Berkeley Street, Boston, MA 02116

a corporation duly organized under the laws of the State of **Massachusetts**
as Surety, hereinafter called Surety, are held and firmly bound unto

City of Pontiac, City Treasurer
47450 Woodward Avenue, Pontiac, MI 48342

as Obligee, hereinafter called Obligee, in the sum of **Five Percent of Accompanying Bid**

Dollars (5% of Bid)

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for (Here insert full name, address and description of project)

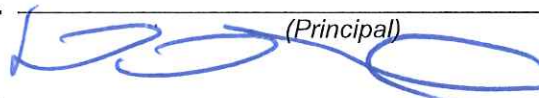
Proposal #24-203-001 - Senior Center Improvements Phase II - Ruth Peterson

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 31st day of August, 2023.

Quadrate Construction, LLC


(Witness)

{  (Principal) (Seal)
Michael D'Agostini, (Title) **Member**

Liberty Mutual Insurance Company


(Witness)

{  (Surety) (Seal)
Holly Nichols, (Title) **Attorney in Fact**



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8198086-013068

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Anne Barick; Holly Nichols; Jason Rogers; Mark Madden; Michael D. Lechner; Nicholas Ashburn; Paul M. Hurley; Richard S. McGregor; Robert D. Heuer

all of the city of Rochester Hills state of MI each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 30th day of November, 2018.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 30th day of November, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 31st day of August, 2023.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

❖ ATTACHMENT 1 - SUBMITTAL WITH DETAILED SUMMARY OF PRICING

1.0 PROJECT SCOPE OF WORK AND REQUIREMENTS

Scope of Project

Improvements for the Ruth Peterson kitchen and flooring is outlined in the specifications attached to this solicitation. Please review the specifications.

BASE BID

Ruth Peterson

<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Cost</u>
1. Demolition and Temporary Removal Total	1	@ Lump Sum_	= \$ 13,350.00
2. Asbestos Abatement	1	@ Lump Sum_	= \$ 9,350.00
3. Activity Room Resilient Flooring, Wall Base	1	@ Lump Sum_	= \$ Included in 6
4. Vestibule and Hallways Resilient Flooring, Wall Base	1	@ Lump Sum_	= \$ Included in 6
5. Dining Area Resilient Flooring, Wall Base	1	@ Lump Sum_	= \$ Included in 6
6. Kitchen Resilient Flooring, Wall Base	1	@ Lump Sum_	= \$ 27,500.00
7. Installation of New Kitchen Equipment	1	@ Lump Sum_	= \$ 4,400.00
8. Mechanical	1	@ Lump Sum_	= \$ 43,175.00
9. Electrical	1	@ Lump Sum_	= \$ 7,920.00
10. Framing and Drywall at Ceiling at Kitchen Hood	1	@ Lump Sum_	= \$ 5,500.00
11. Reinstallation of Existing Kitchen Equipment	1	@ Lump Sum_	= \$ 1,000.00
12. Paint and Miscellaneous	1	@ Lump Sum_	= \$ 2,200.00
13. General Conditions, OH+P	1	@ Lump Sum_	= \$ 49,509.00
14. Contingency (Mandatory)	1	@ Lump Sum_	= \$ 30,000

Total Amount of Bid \$193,904.00

Grand Total Amount of Bid, Ruth Peterson **\$ 193,904.00**

Contingency

The contingency allowances included within the bid document are to be utilized at the discretion of the City to cover unforeseen work that was not included in the project scope. The successful bidder shall obtain prior approval from the City, or its designee, prior to completing work using contingency funds.

Desired Outcome

The project is expected to commence in mid-September 2023. All items of the work must be completed and billed to the City of Pontiac by November 10, 2023.

2.0 EVALUATION CRITERIA

The bids will be evaluated for best value based on price and qualitative components that may include but are not limited to technical approach, quality of proposed personnel, and management plans. The lowest responsive and responsible bidders will be initially considered.

[Remainder of page intentionally left blank]

ID	Task Name	Duration	Start	Finish
1	Ruth Peterson Senior Center Phase II	39 days	Wed 9/13/23	Mon 11/6/23
2	Contract Award	1 day	Wed 9/13/23	Wed 9/13/23
3	10 day Notification	10 days	Thu 9/14/23	Wed 9/27/23
4	Mobilize	1 day	Thu 9/28/23	Thu 9/28/23
5	Cut and Cap gas/water/electric to appliances	1 day	Thu 9/28/23	Thu 9/28/23
6	Remove asbestos tile	3 days	Fri 9/29/23	Tue 10/3/23
7	Remove mastic	2 days	Wed 10/4/23	Thu 10/5/23
8	Demolition of hood/ ceiling	2 days	Wed 10/4/23	Thu 10/5/23
9	Run power to fan and MUA unit	2 days	Fri 10/6/23	Mon 10/9/23
10	Installation of new tile/base	4 days	Fri 10/6/23	Wed 10/11/23
11	Install owners appliances	2 days	Mon 10/16/23	Tue 10/17/23
12	Set roof curb for MUA unit/ patch roof	2 days	Thu 10/19/23	Fri 10/20/23
13	Install kitchen hood and fan	4 days	Thu 10/19/23	Tue 10/24/23
14	Patch Ceiling	4 days	Wed 10/25/23	Mon 10/30/23
15	Install Ansul system/ commission	3 days	Tue 10/31/23	Thu 11/2/23
16	Paint Ceiling in Kitchen	2 days	Fri 11/3/23	Mon 11/6/23
17	Final Inspections	2 days	Fri 11/3/23	Mon 11/6/23

Project: Ruth Peterson Senior Center Renovation Phase II

Date: Thu 8/31/23

Task

Split

Milestone

Summary

Project Summary

Manual Task

External Milestone

Deadline

Critical

Critical Split

Progress

Manual Progress



Finance Department - Purchasing Division
47450 Woodward Ave., Pontiac, MI 48342 - E-mail - Purchasing@pontiac.mi.us

Addendum No. 1

August 31, 2023

Dear Bidders:

RE: Senior Center Improvements Phase 2 – Solicitation No. 24-203-001

This Addendum No.1 clarifies **INFORMATION REGARDING MECHANICAL SCOPE:**
the Range Hood purchase and installation

1. Range Hood purchase and Installation.

The City is pre-purchasing the following items. The basis of design for the kitchen exhaust hood system that is to be installed consists of the following:

- Accurex Model No. KH-36 Range Hood, XBEW-48.00-S
 - Hood, 48" by 54"
 - Exhaust fan and curb, XCUE-140HP-VG
 - Fire suppression
 - Fire system field hook-up
 - Gas valve
 - System controls
 - Start-up and certification
- Backsplash, 60"x80"
- Ceiling closure panels
- XDGX-P115-H05-VG Tempered (Heat Only) make-up air unit, Natural Gas

DRAWINGS (already issued):

Sheet D-3:

- Add note to Photo No. 07: "ADJUST DIMENSIONS OF NEW STAINLESS STEEL WALL PANEL TO INCORPORATE PANEL PROVIDED WITH RANGE HOOD. SUBMIT SHOP DRAWING TO CONFIRM DIMENSIONS."

Sheet A-3:

- Add note to vignette KITCHEN PLAN: "RELOCATE EXISTING CEILING LIGHT THAT IS NEAR RANGE HOOD TO THE SOUTH IF NEEDED TO ACCOMMODATE NEW HOOD SYSTEM."

Feel free to email purchasing@pontiac.mi.us if there are any questions.

Sincerely,

John Marsh

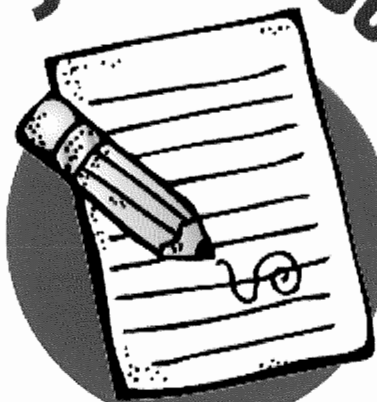
John Marsh
Purchasing Assistant

Michael D'Agostini, Member

#29

COMMUNICATION

students Send us YOUR story...



Have YOU made a difference
in YOUR community?
Tell us about it in 500 words or less...

and YOU could win a
\$5000 Scholarship

through the 2023

**Making a
Difference
Scholarship**

ESSAY COMPETITION

Who can Qualify?

Individuals must be a high school student who
resides in one of the following communities:
the City of Auburn Hills, the City of Pontiac,
Waterford Twp., or White Lake Twp.

How to Apply: Submit application with a 500
word essay, **no later than Noon on Nov. 1, 2023.**

Essay must be in the applicant's own words
on what the applicant has done personally, "to
make a difference in his/her local community".

To Learn More: Scan this code
(or click below) to learn how to apply
online or by mail, along with more
details about the competition.



Questions can be directed to:
Linda Zablk, (248) 421-7198, or email
to: he@holidayextravaganza.org

PRESENTED BY:

**FRAN
ANDERSON
LEGACY
FUND**



**CONGRATULATIONS
TO OUR 2022
SCHOLARSHIP AWARDEES!**

CLICK HERE FOR ONLINE APPLICATION: holidayextravaganza.org/scholarships/fran-anderson/apply/



communities of:
**AUBURN HILLS
PONTIAC
WATERFORD
WHITE LAKE**

**NEED
WORKS!**

thanks!

Much appreciation to this year's Fran Anderson Scholarship Supporting Partners!



1 Holiday Extravaganza is an official 501(c)(3) non-profit organization.
As such your donation is tax deductible to the fullest extent allowed by law.

#30

COMMUNICATION

SAVE THIS DATE

Holiday Extravaganza

communities of:
AUBURN HILLS
PONTIAC
WATERFORD
WHITE LAKE

11:00 AM
**HOLIDAY
PARADE**

saturday **DEC.
2nd
2023**
Downtown
PONTIAC

**NEW
TIME!
& MORE
FUN!**



**JOIN US BEFORE & AFTER
THE PARADE...**



RUN ELF RUN!

**WINTER
FUN FESTIVAL**

◀ **8 AM**

SPONSORED BY:



◀ **12-3 PM**

PRESENTED BY:



**INDUSTRIAL
CONTRACTING**

Oakland County
**MICHIGAN
WORKS!**

