



23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Pleasant Ridge City Commission Meeting
Tuesday, July 8, 2014

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Regular City Commission Meeting to be held Tuesday, July 8, 2014, 7:30 p.m., in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan 48069. The following items are on the Agenda for your consideration:

REGULAR CITY COMMISSION MEETING – 7:30 P.M.

1. Meeting Called to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Consideration of the following minutes:
 - a. Public Hearing and Regular City Commission Meeting held Tuesday, June 10, 2014.
5. Consideration of the June 2014 Disbursement Report.
6. PUBLIC DISCUSSION – items not on the agenda.
7. Consideration of the Governmental Reports.
8. Consideration of the City Commission Liaison Reports.
 - *Historical Commission – Commissioner Scott
 - *Recreation Commission – Commissioner Krzysiak
 - *Committee Liaison – Commissioner Foreman
 - *Planning Commission/DDA – Commissioner Perry
9. Consideration of the appointment of Sergeant Kevin Nowak as Interim Police Chief.
10. Consideration of report by the Pleasant Ridge Citizen Advisory Committee.

11. Consideration of the language to be placed on the ballot of the General Election to be held on Tuesday, November 4, 2014, regarding an increase to the General Operating Millage and a Parks Improvement Millage.
12. Consideration of the appointment of Ms. Jessica Herzig, to the Pleasant Ridge Historical Commission, to fill an unexpired term, term to expire December 31, 2016.
13. City Manager's Report.
14. Other Business.
15. Adjournment.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.



23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

**Public Hearing and Regular City Commission Meeting
June 10, 2014**

Having been duly publicized, Mayor Metzger called the meeting to order at 7:30 p.m.

Present: Commissioners Foreman, Krzysiak, Perry, Scott, Mayor Metzger.
Also Present: Acting City Manager Pietrzak, City Attorney Cooper, City Clerk Drealan.
Absent: None.

Minutes

14-3096

Motion by Commissioner Perry, second by Commissioner Scott, that the minutes of the Regular City Commission Meeting held Tuesday, May 13, 2014, and the Special City Commission Meeting held Tuesday, May 27, 2014, be approved, as recommended.

Adopted: Yeas: Commissioner Perry, Scott, Foreman, Krzysiak, Mayor Metzger.
Nays: None.

May 2014 Disbursement Report

14-3097

Motion by Commissioner Perry, second by Commissioner Foreman, that the May Disbursement Report be approved, as listed.

Adopted: Yeas: Commissioner Perry, Foreman, Krzysiak, Scott, Mayor Metzger.
Nays: None.

Resolution - Retirement Chief Swieczkowski

14-3098

Motion by Commissioner Perry, second by Commissioner Foreman, that the resolution recognizing the retirement of Chief Karl F. Swieczkowski, after nearly 29 years of service, be adopted, as recommended.

Adopted: Yeas: Commissioner Perry, Foreman, Krzysiak, Scott, Mayor Metzger.
Nays: None.

Resolution - Mr. Alan Cisek and Mr. Michael Pawlowski

14-3099

Motion by Commissioner Scott, second by Commissioner Perry, that the resolution recognizing the volunteer services of Mr. Alan Cisek and Mr. Michael Pawlowski, be adopted, as recommended.

Adopted: Yeas: Commissioner Scott, Perry, Foreman, Krzysiak, Mayor Metzger.
Nays: None.

City Manager Appointment – Mr. James Breuckman

14-3100

Motion by Commissioner Perry, second by Commissioner Foreman, that the appointment of Mr. James Breuckman, as the City Manager for the City of Pleasant Ridge effective immediately be approved.

Adopted: Yeas: Commissioner Perry, Foreman, Krzysiak, Scott, Mayor Metzger.
Nays: None.

Public Discussion

Mr. Robert Sakat, 8 Fairwood, congratulated Mr. Breuckman on his appointment as City Manager, and thanked Mr. Piertzak for his services as Acting City Manager and during the transition.

City Commission Liaison Reports

Commissioner Perry gave an update regarding the Planning Commission/Downtown Development Authority. The transit study, Woodward Alternatives Analysis phase one wrapping up. The project will now move to additional phases, such as engineering and environment. This started as six Woodward communities getting together to advance the Woodward Corridor transit enhancements. The Planning Commission met on May 19th. Preliminary discussion regarding plans for a site plan review for outdoor dining at Cork. The Devonshire parking area, near the old Field Art Building, are still under review. The Fairwood parking lot will be enhanced with a walkway path through the wall. Concert-in-the-Park dates for July and September announced. WA3 accepting donations.

Commissioner Scott gave an update on the Historical Commission. Home and Garden Tour held June 7th, which was a success and everyone had a great time. The funds raised will go toward the renovations of the Historical Museum. Last Citizens Advisory Committee meeting will be held June 12th.

Commissioner Krzysiak gave an update regarding the Recreation Commission. Memorial Day bike decorating event was a success, and many attendees participated in the Memorial Day parade. Upcoming event includes the Pleasant Ridge Family Reunion Day, which will be held June 17th, at Gainsboro Park from 6-8 pm. Planning for the Gainsboro Park Renovation Plan is ongoing. Playground equipment will be discussed at the June 26th Recreation Commission Meeting.

Commissioner Foreman gave an update regarding the Ferndale Public Schools. Gave an update on the Ferndale Schools Superintendent search. An interim superintendent was appointed. Interviews have been held with select candidates. Meet and Greet with the candidates will be held June 12th and June 13th. Roosevelt June Fair held June 6th, and was success. Gave an update on upcoming events, which can be found on the Ferndale Public Schools calendar at www.ferndaleschools.org.

Consent Agenda

14-3101

Motion by Commissioner Foreman, second by Commissioner Scott, that the Consent Agenda, be approved, as recommended.

Adopted: Yeas: Commissioner Foreman, Scott, Krzysiak, Perry, Mayor Metzger.
Nays: None.

Supplemental Appropriations #A-2014-002

14-3102

Motion by Commissioner Foreman, second by Commissioner Perry, that Supplemental Appropriation #A-2014-002, be approved, as recommended.

Adopted: Yeas: Commissioner Foreman, Perry, Krzysiak, Scott, Mayor Metzger.
Nays: None.

2014-2015 Budget Items

Mayor Metzger opened the public hearing at 8:15 pm.

With no comments or discussion, Mayor Metzger closed the public hearing at 8:16 pm.

Assistant City Manager Scott Pietrzak gave a brief presentation regarding the proposed 2014-2105 City Budget and millage rate.

14-3103

Motion by Commissioner Scott, second by Commissioner Perry, that the 2014-2015 Combined City Budgets and 2015-2019 Five-Year Capital Improvement Plan be approved and that the Budget Resolution be adopted, including the levying of 11.3094 mills for the General Fund Operating, 2.3880 mills for Infrastructure Improvements, 1.6960 mills for Solid Waste and Disposal, 0.4949 mills for Library Services, 1.2593 mills for Community Center Complex Operations, and 1.5000 mills for Community Center Complex Debt Service be approved, as recommended.

Adopted: Yeas: Commissioner Scott, Perry, Foreman, Krzysiak, Mayor Metzger.
Nays: None.

2015-2017 CDBG Cooperative Agreement

14-3104

Motion by Commissioner Foreman, second by Commissioner Perry, that the City of Pleasant Ridge resolve to participate in Oakland County's Urban County Community Development Block Grant (CDBG) programs for the years 2015, 2016 and 2017. Further, we resolve to opt into Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

Adopted: Yeas: Commissioner Foreman, Perry, Kzysiak, Scott, Mayor Metzger.
Nays: None.

Resolution & Administrative Service Agreement - ICMA Retirement Corporation
14-3105

Motion by Commissioner Perry, second by Commissioner Foreman, that the Resolution and Administrative Service Agreement between the City of Pleasant Ridge and the ICMA Retirement Corporation for the Vantage Care Retirement Health Savings plan and the 401a Retirement Defined Contribution plan, be approved, as recommended.

Adopted: Yeas: Commissioner Perry, Foreman, Krzysiak, Scott, Mayor Metzger.
Nays: None.

Historical Commission Appointment – John Horvat
14-3106

Motion by Commissioner Scott, second by Commissioner Foreman, that the appointment of Mr. John Horvat, to the Pleasant Ridge Historical Commission, to fill an unexpired term, term to expire December 31, 2016.

Adopted: Yeas: Commissioner Scott, Foreman, Krzysiak, Perry, Mayor Metzger.
Nays: None.

City Manager's Report

Swim Team begins outdoor practice, swim lessons, drop in Summer program and full pool hours begin Monday, June 16th.

Pleasant Ridge Family Reunion event to be held June 17th

First home swim meet will be held June 19th.

Update regarding Animal Control Services with Oakland County and the door-to-door census, which began June 9th.

Other Business

Small reception for Mr. Breuckman will be held immediately following tonight's meeting.

City Clerk Drealan commented that tax bills will be mailed after July 1st. Last day to register to vote for the August 5th Primary Election will be Monday, July 7th.

Commissioner Krzysiak commented regarding the book club, date to be determined.

With no further business or discussion, Mayor Metzger adjourned the meeting at 9:10 p.m.

Mayor Kurt Metzger

Amy M. Drealan, City Clerk

June 2014

ACCOUNTS PAYABLE

| | | |
|---------------------|-----------|-------------------|
| PAYROLL LIABILITIES | \$ | 4,240.83 |
| TAX LIABILITIES | \$ | - |
| ACCOUNTS PAYABLE | \$ | 230,617.92 |
| TOTAL | \$ | 234,858.75 |

PAYROLL

| | | |
|---------------|-----------|------------------|
| June 11, 2014 | \$ | 46,446.70 |
| June 25, 2014 | \$ | 39,243.88 |
| TOTAL | \$ | 85,690.58 |



CHECK REGISTER FOR CITY OF PLEASANT RIDGE
 PAYROLL LIABILITIES
 June 2014

| Check Number | Date | Vendor Name | Description | Amount |
|---------------------------|-----------|-----------------------------|--|-------------|
| 1215 | 6/11/2014 | MIFOP | UNION DUES-JUNE 2014 | \$ 188.00 |
| 1216 | 6/11/2014 | MISDU | FOC DEDUCTIONS | \$ 224.60 |
| 1217 | 6/11/2014 | ROOSEN, VARCHETTI & OLIVIER | GARISHMENT FEES | \$ 257.88 |
| 1218 | 6/11/2014 | ICMA RETIREMENT TRUST | DEFERRED COMP CONTRIBUTIONS | \$ 1,530.17 |
| 1228 | 5/28/2014 | MISDU | FOC DEDUCTIONS | \$ 224.60 |
| 1229 | 5/28/2014 | ROOSEN, VARCHETTI & OLIVIER | GARISHMENT FEES | \$ 228.00 |
| 1230 | 5/28/2014 | ICMA RETIREMENT TRUST | DEFERRED COMP CONTRIBUTIONS | \$ 1,401.50 |
| 1231 | 5/28/2014 | M&T BANK-ICMA | HEALTH RETIREMENT SAVINGS CONTRIBUTION | \$ 186.08 |
| TOTAL PAYROLL LIABILITIES | | | | \$ 4,240.83 |

CITY OF PLEASANT RIDGE CHECK REGISTER
 ACCOUNTS PAYABLE
 June 5, 2014

| Check Date | Check | Vendor Name | Description | Amount |
|------------|-------|-------------------------------|--|----------|
| 06/05/2014 | 18711 | ARROW UNIFORM RENTAL | MAT RENTAL AND JANITORIAL SUPPLIES | 224.18 |
| 06/05/2014 | 18712 | BEIER HOWLETT PC | CITY ATTORNEY CONTRACT | 6,591.40 |
| 06/05/2014 | 18713 | BOSTON MUTUAL LIFE INS. CO.-G | HEALTH CARE BENEFITS | 155.00 |
| 06/05/2014 | 18714 | CAPITAL ONE COMMERCIAL | OFFICE SUPPLIES, RECREATION, SPECIAL PRO | 2,564.28 |
| 06/05/2014 | 18715 | CITY OF BERKLEY | MAY DISPATCH SERVICES | 3,349.61 |
| 06/05/2014 | 18716 | COMCAST | TELEPHONE SERVICES | 340.14 |
| 06/05/2014 | 18717 | JANI-KING OF MICHIGAN, INC | JANITORIAL CLEANING SERVICES | 2,161.00 |
| 06/05/2014 | 18718 | KENNETH BORYCZ | MECHANICAL INSPECTOR SERVICES | 352.50 |
| 06/05/2014 | 18719 | QUILL CORPORATION | OFFICE SUPPLIES | 13.79 |
| 06/05/2014 | 18720 | RAY KEE | BUILDING INSPECTOR SERVICES - MAY | 1,200.00 |
| 06/05/2014 | 18721 | U.S. POSTMASTER - ROYAL OAK | CITY POSTAGE | 1,046.00 |
| 06/05/2014 | 18722 | WEX BANK | FUEL PURCHASES FOR POLICE CARS | 1,780.10 |

\$ 19,778.00

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
JUNE 12, 2014

| Check Date | Check | Vendor Name | Description | Amount |
|------------|-------|--------------------------------|---|-----------|
| 06/12/2014 | 18723 | 21ST CENTURY MEDIA-MICHIGAN | PRINTING OF LEGAL ADS | 277.75 |
| 06/12/2014 | 18724 | AMERICAN EXPRESS | REC PROGRAMS, SUPPLIES, OFFICE SUPPLIES | 8,004.42 |
| 06/12/2014 | 18725 | AQUATIC SOURCE | MEMORIAL FOUNTAIN REPAIRS AND OPENING | 236.50 |
| 06/12/2014 | 18726 | ARROW UNIFORM RENTAL | MAT RENTALS AND JANITORIAL SUPPLIES | 224.18 |
| 06/12/2014 | 18727 | BEIER HOWLETT PC | CITY ATTORNEY CONTRACT | 7,398.22 |
| 06/12/2014 | 18728 | CITY OF PLEASANT RIDGE-GENERAL | MAY 2014 MERS CONTRIBUTIONS | 17,817.75 |
| 06/12/2014 | 18729 | COMCAST | TELEPHONE SERVICES | 54.57 |
| 06/12/2014 | 18730 | COMMUNITY MEDIA NETWORK | COMMISSION MEETING VIDEO RECORDING | 400.00 |
| 06/12/2014 | 18731 | CONOR FAUGHNAN | FLYER DELIVERY | 400.00 |
| 06/12/2014 | 18732 | CONSUMERS ENERGY | CITY UTILITY SERVICES | 11.65 |
| 06/12/2014 | 18733 | DETROIT EDISON COMPANY | CITY UTILITY SERVICES | 3,427.89 |
| 06/12/2014 | 18734 | DON HOEFLER | HOME AND GARDEN TOUR REIMBURSEMENT | 150.00 |
| 06/12/2014 | 18735 | ENGRAVING SPECIALISTS, INC. | CITY MANAGER NAME PLATE | 35.00 |
| 06/12/2014 | 18736 | ERADICO SERVICES INC | EXTERMINATOR SERCVICES | 96.00 |
| 06/12/2014 | 18737 | INDEPENDENT NEWSPAPERS, INC. | PRINTING OF LEGAL ADS | 146.98 |
| 06/12/2014 | 18738 | J & J AUTO TRUCK CENTER | POLICE CAR MAINTENANCE | 180.42 |
| 06/12/2014 | 18739 | JAX KAR WASH | POLICE CAR MAINTENANCE | 5.99 |
| 06/12/2014 | 18740 | KEVIN STULTZ | ELECTRICAL INSPECTOR SERVICES | 438.75 |
| 06/12/2014 | 18741 | MATTHEW BENDER & CO., INC | MI MOTOR VEHICLE LAWS 2014 | 40.44 |
| 06/12/2014 | 18742 | O.P. AQUATICS | POOL CHEMICALS AND SUPPLIES | 1,264.38 |
| 06/12/2014 | 18743 | OAKLAND COUNTY ANIMAL CONTROL | DOG LICENSE FEES | 840.00 |
| 06/12/2014 | 18744 | OAKLAND COUNTY ROAD COMMISSION | TRAFFIC SIGNAL MAINTENANCE | 104.65 |
| 06/12/2014 | 18745 | OAKLAND COUNTY TREASURER | RED RUN INTER-COUNTY DRAIN | 1,475.16 |
| 06/12/2014 | 18746 | PLANTE & MORAN PLLC | PROFESSIONAL ACCOUNTING SERVICES | 5,209.00 |
| 06/12/2014 | 18747 | RIVERSIDE MANUFACTURING CO | POLICE UNIFORM PURCHASES | 224.54 |
| 06/12/2014 | 18748 | SCHEER'S ACE HARDWARE | PARK MAINTENANCE SUPPLIES | 29.68 |
| 06/12/2014 | 18749 | SOCRRA | REFUSE COLLECTION CONTRACT | 7,016.00 |
| 06/12/2014 | 18750 | SOCWA | WATER PURCHASES MAY 2014 | 12,530.85 |
| 06/12/2014 | 18751 | TECH RESOURCES, INC. | WEB SITE HOSTING AND BACK UP SERVICES | 94.90 |

\$ 68,135.67

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
 June 19, 2014

| Check Date | Check | Vendor Name | Description | Amount |
|------------|-------|------------------------------------|---------------------------------------|-----------|
| 06/19/2014 | 18771 | AMERA PLAN | HEALTH CARE BENEFITS JULY 2014 | 259.35 |
| 06/19/2014 | 18772 | BLUE CROSS BLUE SHIELD OF MICHIGAN | HEALTH CARE BENEFITS | 27,403.78 |
| 06/19/2014 | 18773 | CITY OF FERNDALE | FIRE CONTRACT PAYMENT JULY 2014 | 21,166.63 |
| 06/19/2014 | 18774 | MICH.MUNICIPAL WORKER'S COMP. | WORKERS COMP CONTRIBUTION | 3,084.00 |
| 06/19/2014 | 18752 | ACCUSHRED, LLC | CITY SHREDDING SERVICES | 55.00 |
| 06/19/2014 | 18753 | ADT SECURITY SERVICES | COMMUNITY CENTER AND CITY HALL ALARM | 864.97 |
| 06/19/2014 | 18754 | ARROW UNIFORM RENTAL | MAT RENTALS AND JANITORIAL SUPPLIES | 224.18 |
| 06/19/2014 | 18755 | AT&T | TELEPHONE SERVICES | 1,345.23 |
| 06/19/2014 | 18756 | BLUMZ BY JR DESIGNS | MEMORIAL DAY WREATH | 93.00 |
| 06/19/2014 | 18757 | BOARD OF WATER COMMISSIONERS | IWC CHARGES FOR MAY 2014 | 672.68 |
| 06/19/2014 | 18758 | BRIDGET BROWN | SUMMER CAMP SUPPLY REIMBURSEMENT | 136.72 |
| 06/19/2014 | 18759 | BRILAR | DPW CONTRACTED SERVICES | 12,816.33 |
| 06/19/2014 | 18760 | CAROLE ZUPAN | HISTORICAL SUPPLIES REIMBURSEMENT | 473.28 |
| 06/19/2014 | 18761 | CITY OF ROYAL OAK | WATER AND SEWER MAINTENANCE | 12,342.49 |
| 06/19/2014 | 18762 | CONSUMERS ENERGY | CITY UTILITY SERVICES | 1,820.33 |
| 06/19/2014 | 18763 | EGT GROUP, INC | HISTORIC HOMES AND GARDENS BOOKLET | 1,126.53 |
| 06/19/2014 | 18764 | FERNDALE PIZZA CO., INC. | RECREATION SUPPLIES | 36.48 |
| 06/19/2014 | 18765 | JASON NAGY | BALANCE OF UNIFORM ALLOWANCE | 42.66 |
| 06/19/2014 | 18766 | LEGAL SHIELD | PREPAID LEGAL SERVICES | 25.90 |
| 06/19/2014 | 18767 | NYE UNIFORM | POLICE UNIFORM ALLOWANCE | 270.00 |
| 06/19/2014 | 18768 | OAKLAND COUNTY TREASURER | GWKDD - SEWAGE TREATMENT FOR MAY 2014 | 41,417.04 |
| 06/19/2014 | 18769 | QUILL CORPORATION | CITY OFFICE SUPPLIES | 296.00 |
| 06/19/2014 | 18770 | SOCRRA | REFUSE COLLECTION CONTRACT | 7,244.36 |

\$ 133,216.94

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
June 26, 2014

| Check Date | Check | Vendor Name | Description | Amount |
|------------|-------|--------------------------------|---------------------------------------|----------|
| 06/26/2014 | 18775 | OAKLAND COUNTY CLERKS ASSOC. | OCCA SUMMER LUNCHEON | 40.00 |
| 06/26/2014 | 18776 | SEMCOG | 2014 MEMBERSHIP DUES | 739.00 |
| 06/26/2014 | 18777 | TOSHIBA FINANCIAL SERVICES | CITY HALL AND RECREATION COPIER LEASE | 952.22 |
| 06/26/2014 | 18778 | VERIZON | WIRELESS SERVICES | 50.08 |
| 06/26/2014 | 18779 | A-PLUS PRINTING | RECREATION SUPPLIES | 723.00 |
| 06/26/2014 | 18780 | AMERICAN CANCER SOCIETY | IN MEMORY OF WILLIAM DAVE TIGERTT | 50.00 |
| 06/26/2014 | 18781 | ANGELA HOSPICE | IN MEMORY OF HELEN ZECH | 50.00 |
| 06/26/2014 | 18782 | ARROW UNIFORM RENTAL | MAT RENTAL AND JANITORIAL SUPPLIES | 229.58 |
| 06/26/2014 | 18783 | AT&T | TELEPHONE SERVICES | 100.05 |
| 06/26/2014 | 18784 | BSN SPORTS, INC | BASEBALL UNIFORMS AND SUPPLIES | 101.75 |
| 06/26/2014 | 18785 | CITY OF BERKLEY | MAY PRISONER BOARD | 60.00 |
| 06/26/2014 | 18786 | DETROIT EDISON COMPANY | COMMUNITY STREET LIGHTING | 4,040.80 |
| 06/26/2014 | 18787 | DR. ANGELO M. ZERVOS | REIMBURSEMENT FOR SPRINKLER HEADS | 50.00 |
| 06/26/2014 | 18788 | FERNDALE PUBLIC SCHOOL | REPLACEMENT OF CHECK 17900 | 100.00 |
| 06/26/2014 | 18789 | J & J AUTO TRUCK CENTER | POLICE CAR MAINTENANCE | 107.49 |
| 06/26/2014 | 18790 | O.P. AQUATICS | POOL CHEMICALS AND SUPPLIES | 639.04 |
| 06/26/2014 | 18791 | PROVIDENCE CORP.HEALTH SERVICE | PHYSICAL EXAM - JAMES BREUCKMAN | 62.00 |
| 06/26/2014 | 18792 | RENE KINWEN | SPRING 2014 CLASSES | 662.40 |
| 06/26/2014 | 18793 | SABAH HERMIZ | SPRINKER REPAIR | 80.00 |
| 06/26/2014 | 18794 | THE VARSITY SHOP | PLEASANT RIDGE SWIM TEAM | 649.90 |

\$ 9,487.31



City of Pleasant Ridge
Citizens Advisory Committee Report
to the
Mayor and City Commission

June 2014

Introduction

The Mayor and City Commission established a Citizens Advisory Committee (CAC) in January of 2014. Fifteen (15) residents were selected at a Special Meeting of the Mayor and City Commission on February 6, 2014. They were given the task of conducting a thorough review of the City's financial position. Their charge included examining the City's current and future revenues and expenses, past cost cutting efforts and future spending needs. Once the CAC had accomplished this task, they were to make recommendations to the Mayor and City Commission as to whether a Headlee Override proposal should be put before the voters or which areas or services should be reduced or both.

Approximately fifty (50) residents applied to serve on the CAC. The Mayor and the City Commissioners took great care to balance the committee with equal numbers of residents that reside on each side of Woodward Avenue, males and females and residents that have lived in the community for some time as well as newer residents. The members of the CAC are as follows: Sharon Barrett, Cindy Willcock, David Carmany, Helene Hemmi, Jake Covert, Jeff Hand, Joe Eggly, Kristi McAuliffe, Leah Summers, Jane Makulski, Marie Haener-Patti, Mike Lindberg, Peter Stenger, Tom Lietz, and Tom Treuter. Please note, the Mayor and the City Commission selected Commissioner Bret Scott to be the liaison to the CAC and Mayor Kurt Metzger to be the alternate liaison.

The Mayor and City Commission entered into a professional services agreement with John J. Zech, to act as the facilitator at the meetings of the CAC. The first meeting of the committee was held on February 13, 2014. A scheduled of eight (8) meetings was established:

February 13th
February 27th
March 13th
March 27th
April 10th
April 24th
May 8th
May 22nd

It was agreed that additional meetings could be called if the CAC felt it necessary. In that regard, two (2) more meetings were held: June 5th and June 12th.

At the request of the facilitator, the committee selected a Chair, Jane Makulski, a Vice Chair, Mike Lindberg and a Secretary, Sharon Barrett, at the February 27th meeting. Ms. Makulski chaired all of the meetings except the May 8th meeting in which she was ill. Mr. Lindberg chaired that meeting. Ms. Barrett maintained the minutes of the meetings. Ms. Makulski, Mr. Lindberg, Ms. Barrett and Mr. Zech met between the meetings of the CAC to plan the agendas for the upcoming meetings. They received invaluable assistance from Acting City Manager Scott Pietrzak and City Clerk Amy Drealan.

In the early meetings of the CAC, Mr. Pietrzak made several presentations. However, Ms. Drealan and Brian Camiller, of Plante Moran, the firm selected by the Mayor and the City Commission to

handle the accounting duties of the City, also made presentations. Mr. Pietrzak reviewed the 2013-2014 General Fund budget, the Special Revenues funds, the Utility Bills and the Administrative Service Charge. He also discussed Capital Projects, cost cutting measures that had been initiated, the Segregated Capital Asset Fund (SCAF) and deferred maintenance projects. At meetings in April and May, the CAC established a list of quality of life issues in which they felt very strongly. You will find these items in Appendix No. 1. They also developed a list of recommendations for consideration by the Mayor and City Commission. You will find these in the next section after the preamble.

PREAMBLE

The Mayor and City Commissioners of Pleasant Ridge established a Citizens Advisory Committee (CAC) to conduct a thorough review of the City's financial position and provide recommendations. The following declarations are submitted after an extensive review of resources and presentations provided by the City of Pleasant Ridge and the City's accounting firm. The CAC has completed their review and anticipates that the Mayor and the Commissioners shall embrace this report as the articulated intent of the members of this Committee

As an advisory body representing the interest of the citizens of Pleasant Ridge, and after much discussion, investigation and debate the CAC does not see an urgent or insurmountable need to increase tax revenue for the city without further examining existing expenditures and possible savings as is suggested in the accompanying recommendations. During the course of the CAC's review, the committee identified significant concerns with the Administrative Service Charge calculation. The recommendations include restructuring this item in the city's budget.

As to the charge of the CAC "to recommend which areas or services should be reduced" in lieu of a tax increase, this document is an endorsement of the existing services provided by the City of Pleasant Ridge. These services are viewed as essential to the "way of life" of our City. Given the careful review of the financial data provided to this committee, it finds no need to reduce existing services. Furthermore, it is the position of the CAC that existing expenditures may be reduced while services are maintained or enhanced as is suggested in the accompanying recommendations.

Based on the information provided to the CAC, the City can achieve long range financial solvency through the implementation of the following recommendations.

Citizens Advisory Committee Report

We believe the City has been fiscally responsible through the current recession and has taken the necessary steps to ensure that we remain a viable and attractive community. We must remain cost diligent to ensure that we continue to provide the high level service to our residents or businesses that make Pleasant Ridge that we love and admire.

Based on the review of the data and the presentations from various experts who met with us, we cannot recommend consideration of any form of tax increase without first exploring the revenue and cost saving recommendations provided below.

- Contractual services such as planning services, treasurer, telephones, internet and consumables should be reviewed and rebid on a regular basis through a sealed bid process.
- Benefits for city retirees and active employees should be evaluated by a professional employment organization (PEO) to reduce costs.
- The defined benefit program should be frozen for active employees and a defined contribution program should be implemented.
- Active employees should be offered a “cafeteria style” program for various fringe benefits.
- Paid time off should be considered to replace the paid sick time payout.
- The activities, services, programs and fee schedule and staffing levels of the Parks and Recreation Department should be evaluated.
- The City should replace the street light system with LED lights and add streetlights, where needed, by borrowing from the SCAF and repaying it through reduced lighting costs.
- The free pool passes program should be evaluated with an eye toward establishing a new fee schedule for guests.
- Create a non-resident rental rate for the Community Center with a priority system for residents that would include the parks by not the swimming pool.
- Refocus the efforts of the Downtown Development Authority (DDA).
- Reconfigure the DDA board to include business owners/managers and separate it from the Planning Commission.
- The existing hours of the Community Center, the wellness center and the swimming pool should be maintained.
- Consider making some changes to the hours of operation of City Hall to include evening hours.
- Initiate the sidewalk replacement program, so as to create a pedestrian and bicyclist friendly community by adopting the sidewalk maintenance proposal provided on next page.

Pleasant Ridge
Citizen Advisory Council
Sidewalk Maintenance Proposal

Purpose: To provide a consistent cost effective sidewalk maintenance program on a City-wide basis.

Every two years the city will get pricing through a competitive bid for sidewalk square replacement. The bid should be on a per square basis for those that will need replacement/repair. The city will use an independent inspector (not the replacement contractor) to evaluate all sidewalks throughout the city on a three level scale:

- A) Good condition – no action required
- B) Recommend repair/replacement
- C) Requires repair/replacement

Note: B & C should have specific definitions like amount of cracking, angle, or size of lips

The city will be responsible for the following sidewalk conditions:

- Parks
- ADA required conditions
- Sidewalks impacted by City owned trees (we expect these may require more frequent replacement do to lifting)
- Damage caused by other City work (road/sewer replacement activities)

Residents will be responsible for all other conditions on their property. Residents will be required to address all squares graded as C. The City will offer a financial hardship review process for resident to appeal for relief.

The contractor bid should specify the cost for additional work residents may request, such as aprons or other walks. This will allow resident to add work to their property and enjoy the lower costs associated with a large project. Resident will make direct payment to contractor for all extra work.

Other considerations/questions:

- Contract should contain a warranty, as long as possible
- Options for financial assistance or payment plan
- Would resident make direct payment to contractor for required work or pay City?

It should be noted that at the June 5th meeting of the CAC, two motions were passed after much debate.

Motion 1

A motion was made by Peter Stenger and was supported by Marie Haener-Patti, that the Mayor and City Commission should eliminate the management costs, ie City Manager, department heads and City Clerk in any future Administrative Service Charge calculation. Contingent upon this, the Mayor and City Commission should seek to pass a Headlee Amendment Override in the amount of \$260,000. If passed by the voters, the water rates should be recalculated to reflect 100% of the cost savings. A show of hands vote indicated twelve (12) members of the CAC voted yes and three (3) voted no. Subsequently, Jeff Hand, one of the no votes, asked that it be stated in the report that he voted no.

Motion 2

A motion was then made by Helene Hemmi and was supported by Jeff Hand, that any park enhancement project, excluding a public safety project, that would exceed one (1) mill in its totality, that would otherwise be paid for through the General Fund, shall be placed before the voters. A show of hands indicated thirteen (13) members of the CAC voted yes, and one (1) voted no. One member of the CAC did not vote on this item, as he had to leave the meeting before this item was discussed.

In closing, the members of the CAC wish to thank the Mayor and City Commission for the opportunity to serve the community. It was indeed an honor to be selected and a pleasure to serve. We are available to answer any questions the Mayor and City Commission may have about the report.

It should also be noted that after the last meeting of the CAC, Mike Lindberg resigned from the committee.

Appendix No. 1

The CAC feels very strongly about the following quality of life issues:

- Maintain the local police department.
- Maintain the fire and rescue service with the City of Ferndale.
- Maintain the tree program and increase it, when possible.
- Maintain the snow removal service on City roads.
- Maintain the autumn leaf collection program.
- Maintain the SOCRRA program.
- Maintain the parks.
- Maintain the swimming pool, the wellness center and the Community Center.
- Maintain the historical integrity of the community.
- Maintain the roads and complete the planned improvements, as schedule.
- Maintain the Dog Park and the Community Garden as long as they are fully supported by user fees.
- Maintain the Ridger newsletter.
- Maintain the Tree Lighting and Memorial Day events.
- Maintain the hours of operation at City Hall, so that residents can speak face-to-face with City staff.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: June 30, 2014
 Re: Ballot Language for November Election – General Operating Millage and Parks Improvement Millage

Attached to this memo you will find a letter from our interim City Attorney approving proposed language for two millage requests to be placed on the November 2014 ballot. The two proposed millage requests are to raise the City's general operating millage, and to levy a new 10-year parks improvement millage for the purpose of implementing capital improvements recommended in the City's recently completed Parks and Recreation Master Plan.

General Operating Millage

The general operating millage request would raise the City's charter-authorized general operating millage by 2.9 mills. This would result in an increase from 11.3094 mills to 14.2094 mills, minus whatever headlee rollback factor is applied for the next fiscal year.

This proposed increase of 2.9 mills would be used to partially offset revenue the City has permanently lost due to the recent economic downturn, to address deferred maintenance, and to reduce utility bills by offsetting administrative charges to the water and solid waste funds. In fact, 2.0 of the 2.9 mills would be used to directly offset charges to water and solid waste funds, which will result in lower utility bills. Thus, 2 mills will be a reallocation of charges that will generate no net revenue increase. The total revenue increase for the City will be 0.9 mills.

The net result of this millage would be that most households in the City would pay between \$63 dollars less and \$164 dollars more per year in combined property taxes and utility bills. Some households would pay less due to increased savings because of their high water usage.

I will give a presentation at the Commission meeting that explains the need for the proposed millage in terms of the revenue that the City has permanently lost, cost cutting measures taken to-date, future cost-cutting measures as recommended by the Citizens Advisory Committee, and why there is a need for new revenue for the City. In short, the City has been living off of fund balance drawdowns for the past 5 years, which is an unsustainable situation. At this point in time there is a need for new revenue or for further service and maintenance cuts that will materially impact the quality of life enjoyed by our City's residents.

Parks Improvement Millage

The parks improvement millage request is a 0.75 mill property tax increase to be levied over 10 years to pay for improvements to the City's parks, including Gainsboro Park. The proposed millage would cost the average household about \$80 a year, and would cost most households in the City between \$43 and \$120 a year.



LAW OFFICES

ADKISON, NEED & ALLEN

PROFESSIONAL LIMITED LIABILITY COMPANY

PHILLIP G. ADKISON
KELLY A. ALLEN
SALAM F. ELIA
LINDA S. MAYER
GREGORY K. NEED
G. HANS RENTROP

OF COUNSEL:
KEVIN M. CHUDLER

40950 Woodward, Suite 300
Bloomfield Hills, Michigan 48304
Telephone (248) 540-7400
Facsimile (248) 540-7401
www.ANAfirm.com

June 30, 2014

VIA ELECTRONIC MAIL

Mr. James Breuckman, City Manager
City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Re: Millage Language

Dear Mr. Breuckman:

I have reviewed and approve the form of the attached ballot language for the two millage proposals.

Please call or reply with any questions.

Very truly yours,

ADKISON, NEED & ALLEN, P.L.L.C.

Gregory K. Need.

/mms
Enc.

Millage Request 1

Administrative Charges and Operations

Shall the City of Pleasant Ridge, for the purpose of funding police, fire and EMS, parks maintenance, public works, and general City operations, and to reduce water rates and solid waste charges, be authorized to levy up to an additional 2.9 mills (\$2.90 per thousand dollars of taxable value), beginning in July 2015 and thereafter. The intent of this request is to allow the partial restoration of City Charter-authorized operating millage which was reduced by Section 31 of Article IX of the State Constitution of 1963. It is estimated that 2.9 mills would provide \$383,965 if levied in full in the first year.

Millage Request 2

Parks Improvement Millage

Shall the City of Pleasant Ridge, for the purpose of paying for capital improvements to the City's parks and providing matching funds for grant applications for recreation purposes, be authorized to levy a new additional millage of up to 0.75 mills (\$0.75 per \$1,000 of taxable value) on the taxable value of all property assessed for taxes in the City for a period of 10 years with the first levy in July 2015? It is estimated that 0.75 mills would provide \$99,300 if levied in full in the first year.

City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

BOARD AND COMMISSION APPLICATION

Historical Commission

NAME OF BOARD/COMMISSION

Date: 06/09/14

Name: Jessica Herzog

Address: 1 Sylvan Ave.

Telephone: (H) 248. 229. 4111 (W) -

E-mail address: jbaneroftherzog@gmail.com

Length of time a resident of Pleasant Ridge: 3 years

Education: B.A.A. Central Michigan University

Occupation: Entrepreneur / Stay-At-Home-Mom

Former Occupation: Senior Account Executive - Public Relations/Marketing

Organizations, Associations, Service Clubs, Groups: Daughters of the American Revolution, Former Motor City Jaycee + PRSA member

Military Service: None

Registered Voter: Yes No

Comments as to why you would like to represent the citizens of Pleasant Ridge:
we participated for the first time in the PR Home & Garden Tour and absolutely loved it and would like to be involved in more activities.

Signature: [Handwritten Signature]

OFFICE USE ONLY
DATE RECD _____
DATE APPT _____
COMM _____



23925 Woodward Avenue
Pleasant Ridge Michigan 48069

City Commission Agenda Packet
Information Items
Tuesday July 8, 2014

I. Committee Reports and Minutes

- | | | |
|--|-----|------|
| a. Pleasant Ridge Recreation Commission | May | 2014 |
| b. Pleasant Ridge Planning Commission | May | 2014 |
| c. Pleasant Ridge Downtown Development Authority | May | 2014 |

RECREATION COMMISSION
MEETING MINUTES
May 28 2014

1. Meeting was called to order at 7:04 p. m.

Roll Call: Chris Budnik, Victor Furnari, Kevin Kelly, Diane Peraino, Jean Russell, Jacqueline Scully, Sue Terpack, Jason Krysiak, Bridget Brown, Scott Pietrzak
Absent: Amanda Wahl

2. **Consideration of the minutes of the Recreation Commission Meeting held, Wednesday, April 30, 2014.**

Minutes were approved with typo corrections

Motion: Budnik Second: Russell
 Yeas: 8 Nays: 0

3. **Public Comments-items not on the agenda:** Colleen Stone questioned the policies for athletic teams. Following an explanation and discussion all agreed that the deadline for teams must be adhered too in the future.

4. **Consideration of the survey for Gainsboro Park new equipment.**

The survey was completed by 105 people. Pietrzak related that once the equipment is selected the bid process can begin. There is a standing contract with the company that put in the pool, so going with them would move the project faster. Attached is the summary.

ACTION ITEM:

1. Members are to look at existing equipment in other parks to determine which manufacture best satisfies the results from the survey.
 2. Equipment to be selected at the June/July meeting
5. **Consideration of the report of the project sub-committee:**
 - a. **Art Fair:** Terpack suggested the Friday night event be a "Friday Night Brunch"
 - b. **Community Enrichment:** No report
 - c. **Community Garden:** All going well. A few plots are still available. Russell requested that "garbage" be picked up and a receptacle be placed there permanently.
 - d. **Health, Wellness & Play:** June 17 is the "PR Family Reunion" in Gainsboro Park from 6:00 to 8:00.

Approximately 50 children participated in the bike decorating. Many also rode in the Memorial Day Parade. It was suggested that the police do a bike safety presentation next year.

Scully announced the "Summer Reading Program" will be run at camp again this summer. Each child will turn in their reading list each week to be eligible for prizes at the end of camp.

Russell suggested that the Zachary's be contacted to arrange a presentation on puppetry for camp this summer.

- e. **Community Pool Outreach:** There will be fruit available at the snack bar. Other adjustments will be made throughout the season.

6. Other Business:

- 7. Adjournment:** Motion: Terpack Second: Russell



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Regular Downtown Development Authority Meeting
Monday, May 19, 2014

Having been duly publicized, Chairman Bolach called the meeting to order at 8:04 p.m.

Present: Bolach, Decoster, Lenko, McCutcheon and Sweeney

Also Present: Acting City Manager Pietrzak, Mayor Kurt Metzger, City Commissioner Perry, and Planning Consultant DuMochel.

Absent: Laidlaw, O'Brien, Schlesinger, and Stearn.

Minutes

Chairman Bolach asked for a motion to approve the minutes of the Regular Downtown Development Authority Meeting held Monday, March 24, 2014, be approved.

Lenko: Mr. Chairman, I move that the minutes of the Regular Downtown Development Authority Meeting held Monday, Monday, January 24, 2014, be approved, as amended.

Decoster: Second.

Motion by Lenko. Second by Decoster.

Adopted: Yeas: Bolach, Decoster, Lenko, McCutcheon, Sweeney
Nays: None

Business and Marketing Development Committee

No Report. The Committee will evaluate its plans for the future with City Manager Breuckman.

City Manager Update

The parking issue on Devonshire with the new business is complicated because of the AT&T VRAD box placement. AT&T is not receptive to placing parking spaces so close to the box.

Other Business

Look at the empty tree wells on Woodward in the future. MDOT will reimburse for some of the cost.

With no further business Chairman Bolach asked for motion to adjourn. Motion by McCutcheon o to adjourn. Second by Sweeney. Chairman Bolach adjourned the meeting at 8:43 p.m.



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Regular Planning Commission Meeting
Monday, May 19, 2014

Having been duly publicized, Chairman Bolach called the meeting to order at 7:0 p.m.

Present: Bolach, Decoster, Lenko, McCutcheon and Sweeney

Also Present: Acting City Manager Pietrzak, Mayor Kurt Metzger, City Commissioner Perry, and Planning Consultant DuMochel.

Absent: Laidlaw, O'Brien, Schlesinger, and Stearn.

Minutes

Chairman Bolach asked for a motion to approve the minutes of the Regular Planning Commission Meeting held Monday, March 24, 2014, be approved.

Lenko: Mr. Chairman, I move that the minutes of the Regular Planning Commission Meeting held Monday, Monday, January 24, 2014, be approved, as amended.

Decoster: Second.

Motion by Lenko. Second by Decoster.

Adopted: Yeas: Bolach, Decoster, Lenko, McCutcheon, Sweeney
Nays: None

Master Plan

Pietrzak provided an update to the Pleasant Ridge Master Plan. A summary draft of the Master Plan was included in our packets. The plan looks great and the planning commission seemed pleased with the draft.

Leah DuMouchel, Beckett & Raeder, was investigating the “extractive” title for land use on the Walker Wire property.

Cork Outdoor Dining

The owners of Cork have submitted a rough proposal for outdoor dining in the front of the building. I wanted to bring this item to the Planning Commission's attention, so they are prepared when for a full site plan review, which I expect to take place over the summer. The owners of Cork were present at the meeting and made a small presentation.

Rob Sakat, 8 Fairwood, the neighbors are receptive to the idea of the outdoor area, as long as it is in the front of the building.

The Planning Commission is also receptive to the idea of the area.

City Manager Update

Pietrzak wanted to let us know that the May meeting is scheduled for the weekend of Memorial Day and that there will be no meeting.

Mr. James Breuckman should be on board by the next meeting.

Other Business

The topic of attendance was discussed. The Planning Commission wants to come up with a plan/solution to address canceled meetings and attendance. It was decided that the Planning Commission/DDA will hold a meeting regardless of notice that a quorum of the members will not be present. The meeting will be called to order, attendance taken, and adjourned for a lack of quorum.

With no further business Chairman Bolach asked for motion to adjourn. Motion by Lenko to adjourn. Second by Decoster. Chairman Bolach adjourned the meeting at 8:02 p.m.