

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

**City Commission Meeting
March 14, 2023
Agenda**

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Regular City Commission Meeting to be held Tuesday, March 14, 2023, at 7:30pm, in the City Commission Chambers, Pleasant Ridge City Hall, 23925 Woodward Avenue, Pleasant Ridge, MI 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. PUBLIC DISCUSSION – items not on the Agenda.**
- 5. City Commission Liaison Reports.**
 - **Commissioner Schmier – Historical Commission.**
 - **Commissioner Budnik – Recreation Commission.**
 - **Commissioner Lenko – Ferndale Public Schools.**
 - **Commissioner Perry – Planning/DDA.**
- 6. Governmental Reports.**
- 7. Consent Agenda.**

All items listed on the Consent Agenda are considered to be routine by the City Commission, will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of these items unless a City Commissioner or visitor so requests, in which event, the item will be removed from the consent agenda and considered as the last item of business.

 - a. Minutes of the Regular City Commission Meeting held Tuesday, February 14, 2023.
 - b. Monthly Disbursement Report.
 - c. FY23 Budget Amendment.
 - d. Authorization of Deputy Clerk Kersten Emsley to sign checks on behalf of the City of Pleasant Ridge.
 - e. Appointment of Deputy Clerk Kersten Emsley as the City's Freedom of Information Act (FOIA) Coordinator.
 - f. Certification of delinquent utility bills for collection on the 2023 Summer Tax Roll.
 - g. Request to solicit door-to-door from June 5 – August 10, 2023, by the Seventh-Day Adventist Church.
- 8. Dog Park Lighting Survey Results.**
- 9. Art Project Introduction.**

10. **2023 Goals and Objectives.**
11. **Board and Commission Appointments.**
12. **Resolution of Appreciation for Amy Allison.**
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. If you have any ADA questions, please call the Clerk's Office (248) 541-2901.



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

City Commission Meeting February 14, 2023

Having been duly publicized, Mayor Scott called the meeting to order 7:31pm

Present: Commissioners Budnik, Lenko, Perry, Schmier, Mayor Scott.
 Also Present: City Manager Breuckman, City Attorney Need, City Clerk Allison.
 Absent: None.

Mayor Scott called for a moment of silence for the situation on East Lansing last evening.

Public Discussion

Ted Zachary, 68 Devonshire, discussed “Buy Nothing Ferndale” event to be held on Earth Day.

Deb Hemming, Huntington Woods Library, announced survey has been sent out regarding library services. Murals in the children’s sections will be upcoming. Discussed upcoming events related to the library and the Woods Gallery located on the lower level.

Governmental Reports

Chief Theresa Robinson, Ferndale Fire Department gave an update regarding fire fatality statistics and the connection to working smoke detectors. Discussed fire safety tips for homeowner. Fire department provides free home safety inspections and free smoke detectors. Call to schedule appointment.

Chief Kevin Nowak, Pleasant Ridge Police Department gave an update regarding the Pleasant Ridge Police Department regarding identity theft safety information and credit card fraud. Increase in accidents in the city, be cautious in the intersections.

City Commission Liaison Reports

Commissioner Perry – Planning/DDA – next meeting will be April 2023. Vacancies on Planning Commission/DDA will be filled in March 2023.

Commissioner Schmier – Historical Commission - Home and Garden Tour scheduled for September, preparations are ongoing, looking for additional properties. There will be three vacancies to be filled in March 2023. Museum will be open on 2/18.

Commissioner Budnik – Recreation Commission – three vacancies on the Recreation Commission. Movie marathon upcoming, 50+ club bingo 3/14 also upcoming events, swim team registration, summer employment opportunities. Information on sports and summer day camp registrations.

Commissioner Lenko – Ferndale Public Schools – Sign up for the eblast and the meetings are viewable online. Consider applying for volunteering on a board or commission. Budnik went to kindergarten open house with his family. Several kindergarten classes for next school year.

Consent Agenda

23-3593

Motion by Commissioner Schmier, seconded by Commissioner Perry that the consent agenda be approved.

Adopted: Yeas: Commissioners Perry, Schmier, Budnik, Lenko, Mayor Scott.
Nays: None.

NOXX Marijuana License Application

Manager Breuckman gave an overview of application provided by NOXX. The application is ready for City Commission consideration. City Attorney would like notation in motion for final approval. NOXX provided additional information and a revised site plan. NOXX representatives indicated application materials speak for themselves, thanked the Commission and staff for their assistance and coming to view their Grand Rapids facilities. Perry discussed neighborhood compatibility. Appreciates changes to the site plan that have been made but would like to see a few additional changes, like a mural site on the entrance wall. Budnik appreciates the investment in the community, reiterates the neighborhood compatibility concerns, such as the teal rear and front entryway. NOXX representatives willing to discuss and collaborate. Lenko likes the awing entry and would like a local artist considered for the mural. Schmier discussed operating agreement specifically dealing with complaints and parking spaces are incorrect in the application. NOXX representative discussed compliant resolutions procedures and will address the parking notation in the application. Perry discussed entry signage and working with the neighbors along the alleyway. Agrees with the local artist opportunity. NOXX still committed to consider neighbor concerns and open to local artists.

23-3594

Motion by Budnik, second by Perry, that the City of Pleasant Ridge award a marijuana retailer and provisioning center license to Rapid Fish 2 LLC (NOXX) with the following conditions:

1. change the teal color on all outdoor elements, except NOXX logo lettering, adjust exterior design elements to reflect the items discussed tonight, all subject to administrative approval.
2. Subject to review and approval by the City Attorney of all required documents and execution by all parties of the declaration of restrictions and parking easement.

Adopted: Yeas: Commissioners Budnik, Perry, Lenko, Schmier, Mayor Scott.
Nays: None.

Communications Consultant Services

23-3595

Motion by Perry, second by Schmier that the communication consultant contract be awarded to 98Forward, of Detroit, Michigan.

Adopted: Yeas: Commissioners Perry, Schmier, Budnik, Lenko, Mayor Scott.
Nays: None.

Devonshire Alley Vacation

23-3596

Motion by Schmier, second by Budnik that the request to vacate the alley in the Stevenson-Barber Royal Oak Subdivision No. 2, commonly known as the Devonshire Alley, be approved.

Adopted: Yeas: Commissioners Schmier, Budnik, Lenko, Mayor Scott.
Nays: None.
Abstain: Commissioner Perry.

Oakland County Senior Center Grant

23-3597

Motion by Perry, second by Lenko that the resolution and interlocal agreement between the City of Pleasant Ridge and Oakland County regarding the Oakland County ARPA Senior Grant be approved, and that the City Manager be authorized to sign the agreement on behalf of the City.

Adopted: Yeas: Commissioners Perry, Lenko, Budnik, Schmier, Mayor Scott.
 Nays: None.

City Manager's Report

Egle Drinking Water Asset Management grant award, full reimbursement to city.

Safe Street 4 All Action Plan grant awarded to 6 south end communities.

TAP grant award, Woodward Streetscape and Cycle track grant award.

Woodward Road Diet TAP grant award.

2.75 million in grant awards in the last 18 months.

Preliminary taxable values and millage rate update. Taxable values will be increasing approximately 5% with no headlee rollback for the city.

Kensington Water Main potentially fall or winter of 2023.

Contract for Woodward Cycle track will be let on 3/3/23.

Other Business

Perry discussed Womans club scholarship availability and applications deadline is 4/7/2023.

Womans club trivia night fundraising events ongoing. Jessica Wright, band called Moondate and international concert day organizing a porch concert date on Pleasant Ridge. Volunteer opportunities available. Questions direct to porchconcertpleasantridge@gmail.com.

With no further business or discussion, Mayor Scott adjourned the meeting at 8:59pm.

Mayor Bret Scott

Kersten Emsley, Deputy City Clerk

February 2023

ACCOUNTS PAYABLE

PAYROLL LIABILITIES	\$	10,643.53
ACCOUNTS PAYABLE	\$	525,589.82
TAX LIABILITIES	\$	273,517.73
TOTAL	\$	809,751.08

PAYROLL

February 8, 2023	\$	44,253.77
February 22, 2023	\$	84,212.53
TOTAL	\$	128,466.30

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
PAYROLL LIABILITIES
February 2023

PG 2

Check Date	Check	Vendor Name	Description	Amount
2/8/2023	6410500511	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 2,703.94
2/8/2023	6410500512	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 1,051.40
2/8/2023	6410500510	FOPLC	UNION DUES	\$ 192.00
2/8/2023	6410500509	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 208.21
2/8/2023	6410500513	MISSION SQUARE FINANCIAL	401A LOAN PAYMENT	\$ 209.05
2/8/2023	6410500508	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 999.29
2/22/2023	6410500519	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 1,082.48
2/22/2023	6410500518	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 208.21
2/22/2023	6410500516	ALERUS FINANCIAL	HCSP CONTRIBUTIONS	\$ 1,097.60
2/22/2023	6410500517	MISSION SQUARE FINANCIAL	401A LOAN PAYMENT	\$ 209.05
2/22/2023	6410500515	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS	\$ 2,682.30
TOTAL PAYROLL LIABILITIES				\$ 10,643.53

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
TAX LIABILITIES
February 2023

PG 3

Check Date	Check	Vendor Name	Description	Amount
02/16/2023	2955	CITY OF PLEASANT RIDGE-DDA	2022 TAX COLLECTIONS	\$ 2,881.22
02/16/2023	2956	CITY OF PLEASANT RIDGE-TAXES	2022 TAX COLLECTIONS	\$ 113,995.21
02/16/2023	2957	FERNDALE SCHOOL DISTRICT	2022 TAX COLLECTIONS	\$ 45,371.82
02/16/2023	2958	OAKLAND COUNTY TREASURER	2022 TAX COLLECTIONS	\$ 111,269.48
TOTAL TAX LIABILITIES				\$ 273,517.73

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ACCOUNTS PAYABLE
February 16, 2023

PG 4

Check Date	Check	Vendor Name	Description	Amount
02/16/2023	25901	ADKISON, NEED & ALLEN P.L.L.C.	CITY ATTORNEY SERVICES	\$ 1,992.00
02/16/2023	25902	BADGER METER, INC.	WATER METER SUPPORT SERVICES	\$ 1,259.13
02/16/2023	25903	BEST CHOICE HOME SERVICES	JANITORIAL SERVICES	\$ 3,072.25
02/16/2023	25904	BRILAR	DPW SERVICES-SNOW REMOVAL	\$ 14,872.50
02/16/2023	25905	CAMILLE COOKE	RECREATION PROGRAM CANCELLATION-YOGA	\$ 60.00
02/16/2023	25906	CITY OF BERKLEY	OUTDOOR RANGE COST SHARE 2023-PRPD	\$ 200.00
02/16/2023	25907	CITY OF FERNDALE	INSPECTION SERVICES-JAN 2023	\$ 2,587.50
02/16/2023	25908	CITY OF FERNDALE	FIRE PROTECTION SERVICES AGREEMENT	\$ 21,381.72
02/16/2023	25909	CITY OF PLEASANT RIDGE-PETTY C.	PETTY CASH REPLENISHMENT	\$ 254.88
02/16/2023	25910	DAVEY TREE EXPERT COMPANY	TREE MAINTENANCE AGREEMENT	\$ 45,000.00
02/16/2023	25911	DETROIT EDISON COMPANY	STREETLIGHTING EXPENSES-JAN 2023	\$ 4,691.48
02/16/2023	25912	ELIZABETH O'KEEFE	RECREATION PROGRAM INSTRUCTOR	\$ 384.00
02/16/2023	25913	EUGENE LUMBERG	PROSECUTOR SERVICES	\$ 810.00
02/16/2023	25914	GREAT AMERICA FINANCIAL SRV	TELEPHONE LEASE AGREEMENT	\$ 433.00
02/16/2023	25915	J & J AUTO TRUCK CENTER	VEHICLE MAINTENANCE AND REPAIRS-PD	\$ 35.48
02/16/2023	25916	JC EHRLICH	EXTERMINATOR SERVICES	\$ 136.73
02/16/2023	25917	KATIE MCGOWAN	RECREATION PROGRAM INSTRUCTOR	\$ 384.00
02/16/2023	25918	LEGAL SHIELD	PREPAID LEGAL BENEFIT	\$ 77.70
02/16/2023	25919	LYNNA KAUCHECK	RECREATION PROGRAM INSTRUCTOR	\$ 288.00
02/16/2023	25920	MICH.MUNICIPAL WORKER'S COMP.	WORKERS COMPENSATION INSTALLMENT	\$ 4,319.00
02/16/2023	25921	MICHAEL CHRISTY	RECREATION PROGRAM INSTRUCTOR	\$ 748.80
02/16/2023	25922	MISSIONSQUARE RETIREMENT	QUATERLY RETIREMENT PLAN FEES	\$ 250.00
02/16/2023	25923	OAKLAND COUNTY ANIMAL CONTROL	DOG LICENSE EXPENSES	\$ 213.50
02/16/2023	25924	OAKLAND COUNTY TREASURER	CLEMIS SERVICE CHARGES	\$ 2,393.50
02/16/2023	25925	OAKLAND COUNTY TREASURER	GWK DRAIN BOND	\$ 7,619.49
02/16/2023	25926	OAKLAND COUNTY TREASURER	GWK BOND REPAYMENT	\$ 77,155.39
02/16/2023	25927	OAKLAND COUNTY TREASURER	DELINQUENT TAX COLLECTIONS	\$ 31.61
02/16/2023	25928	OAKLAND COUNTY TREASURER	SEWERAGE DISPOSAL SERVICES	\$ 52,109.09
02/16/2023	25929	PLANTE & MORAN PLLC	ACCOUNTING SERVICES	\$ 10,237.50
02/16/2023	25930	SAREEN PAPAKHIAN	RECREATION PROGRAM REFUND-YOGA	\$ 60.00
02/16/2023	25931	SCHEER'S ACE HARDWARE	DPW MAINTENANCE SUPPLIES	\$ 82.18
02/16/2023	25932	SOCRRA	REFUSE COLLECTION AGREEMENT	\$ 19,976.68
02/16/2023	25933	SOCWA	BULK WATER PURCHASES	\$ 11,906.33
02/16/2023	25934	THE BANK OF NEW YORK MELLON	GENERAL OBLIGATION BOND PAYMENT	\$ 172,606.25
02/16/2023	25935	THE BANK OF NEW YORK MELON	GENERAL OBLIGATION BOND PAYER FEES	\$ 750.00
02/16/2023	25936	TOSHIBA FINANCIAL SERVICES	COPIER LEASE AGREEMENT	\$ 982.92
02/16/2023	25937	TRANSPORTATION IMPROVEMENT ASSOCIAT	ANNUAL MEMBERSHIP DUES	\$ 1,056.00
02/16/2023	25938	UNIFIRST CORPORATION	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 494.64
02/16/2023	25939	UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE BENEFITS	\$ 1,323.06
02/16/2023	25940	W-S CITY OF PLEASANT RIDGE	WATER USAGE CTY BUILDINGS	\$ 545.63
02/16/2023	25941	WETMORE TIRE AND AUTO	VEHICLE MAINTENANCE-PD	\$ 30.00
02/16/2023	25942	WEX BANK	FUEL PURCHASES	\$ 1,805.73

TOTAL ACCOUNTS PAYABLE

\$ 464,617.67

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
ELECTRONIC PAYMENTS
February 2023

PG 5

Check Date	Check	Vendor Name	Description	Amount
02/08/2023	3740	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTHCARE BENEFITS	15,686.95
02/28/2023	3741	MUNICIPAL EMP.RETIREMENT SYST.	RETIREMENT CONTRIBUTIONS	45,285.20
TOTAL ACCOUNTS PAYABLE				<u>\$ 60,972.15</u>



City of Pleasant Ridge

From: Kelly Schimmoeller, Plante Moran
 To: Pleasant Ridge City Commission
 Date: March 14, 2023
 Re: 2022-23 Budget Amendment #1

Overview

The following budget amendments increase revenue estimates for licenses and permits, charges for services, interest income, fines, inter-fund transfers and contributions from external sources to reflect the actual year-to-date activity.

Expenditures have been amended to reflect actual year-to-date activity.

Background

Budget Amendment Group 1 – General Fund

		<u>Increase (Decrease)</u>
Revenues		
101-000-410.500	Delinquent Tax Collection	\$15,000
101-000-439.000	Marijuana Tax	\$51,845
101-000-447.000	Property Tax Admin Fee	\$5,000
101-000-478.000	Building Permits	\$20,000
101-000-480.000	Liquor License Fee Revenue	\$50
101-000-522.000	CDBG	\$1,100
101-000-543.000	302 Training Funds	\$1,000
101-000-544.000	302 Training Funds	(\$1,000)
101-000-608.000	Registration Fees	\$3,000
101-000-609.000	Administrative Fees	\$1,000
101-000-627.000	Administrative Charges	\$500
101-000-635.000	Copying Charges	\$300
101-000-641.100	Election Reimbursement	\$160
101-000-651.000	Use & Admission Fees	\$6,000
101-000-665.000	Interest & Dividend Income	\$2,000
101-000-675.000	Contributions & Donations	\$5,000
101-000-675.001	Miscellaneous Other Revenues	\$8,000
101-000-696.000	Bond & Insurance Recoveries	\$55,500

Expenditures

Mayor & Commission

	<u>Increase (Decrease)</u>
101-101-715.000 Worker's Compensation	\$75

City Manager

	<u>Increase (Decrease)</u>
101-172-702.000 Administration Wages	\$4,500
101-172-711.000 Social Security & Medicare	\$1,100
101-172-714.003 Retirement – DB (Retirees)	\$6,000
101-172-714.500 Retirement – DC (Active Employees)	\$500
101-172-715.000 Worker's Compensation	\$75
101-172-790.000 Books & Periodicals	\$100
101-172-958.000 Memberships and Dues	\$600

City Clerk

	<u>Increase (Decrease)</u>
101-215-712.000 Medical Insurance	\$4,500
101-215-712.005 Medical Insurance - HSA	\$1,300
101-215-713.000 Life Insurance	\$500
101-215-715.000 Worker's Compensation	\$175
101-215-956.000 Conferences and Workshops	\$400

General Government

	<u>Increase (Decrease)</u>
101-248-955.000 Miscellaneous Expenses	\$1,650

City Treasurer

	<u>Increase (Decrease)</u>
101-253-955.000 Miscellaneous Expenses	\$50
101-253-960.100 Credit Card Service Charge	\$70

Elections

	<u>Increase (Decrease)</u>
101-262-711.000 Social Security & Medicare	\$65
101-262-715.000 Worker's Compensation	\$10
101-262-728.000 Postage	\$1,525
101-262-731.000 Office Supplies	\$2,600
101-262-809.000 Contractual Services	\$825
101-262-900.000 Printing & Publishing	\$2,120

City Attorney

	<u>Increase (Decrease)</u>
101-266-815.250 Court Prosecutions	\$1,700

Police Services

	<u>Increase (Decrease)</u>
101-301-703.000 Overtime	\$33,000
101-301-711.000 Social Security & Medicare	\$2,230
101-301-712.002 Retirement – HCSP	\$3,000
101-301-713.000 Life Insurance	\$500
101-301-715.000 Workers Compensation	\$6,000
101-301-718.100 Uniform Cleaning Allowance	\$1,000
101-301-731.000 Operating Supplies	\$1,000

Building Department

	<u>Increase (Decrease)</u>
101-371-731.000 Operating Supplies	\$50
101-371-811.000 Electrical Inspector Fees	\$3,600
101-371-812.000 Mechanical Inspector Fees	\$4,800
101-371-813.000 Building Inspector Fees	\$500

Planning Commission

	<u>Increase (Decrease)</u>
101-400-731.000 Operating Supplies	\$175

Public Works

	<u>Increase (Decrease)</u>
101-441-711.000 Social Security & Medicare	\$355
101-441-712.000 Medical Insurance	\$500
101-441-712.001 Medical Insurance – Employee Cont.	(\$475)
101-441-712.002 Retirement – HCSP	\$60
101-441-712.004 Medical Insurance – Retiree Cont.	(\$35)
101-441-713.000 Life Insurance	\$135
101-441-714.003 Retirement – DB (Retirees)	\$3,500
101-441-715.000 Workers Compensation	\$15
101-441-920.000 Public Utilities	\$900
101-441-931.000 Building Maintenance	\$5,375
101-441-958.000 Memberships and Dues	\$25

Recreation

	<u>Increase (Decrease)</u>
101-750-704.000 Part-Time Wages	\$1,500
101-750-711.000 Social Security & Medicare	\$1,900
101-750-712.000 Medical Insurance	\$4,000
101-750-712.002 Retirement – HCSP	\$1,400
101-750-712.005 Medical Insurance – HSA	\$1,500
101-750-713.000 Life Insurance	\$150
101-750-715.000 Workers Compensation	\$1,000
101-750-729.000 Recreation Program Supplies	\$2,000
101-750-730.000 Special Program Supplies	\$22,500
101-750-731.000 Operating Supplies	\$2,750
101-750-733.000 Janitorial Supplies	\$3,000
101-750-734.000 Building Maintenance Supplies	\$500
101-750-803.000 Janitorial Contract	\$1,500
101-750-803.700 Exterminator Service	\$900
101-750-809.000 Contractual Services	\$5,500
101-750-890.000 Service Charges	\$500
101-750-920.000 Public Utilities	\$4,000
101-750-929.000 Equipment Maintenance	\$800
101-750-956.000 Parks Maintenance	\$1,500
101-750-956.000 Conferences and Workshops	\$500

Budget Amendment Group 2 – Major Street Fund

	<u>Increase (Decrease)</u>
Expenditures	
202-261-955.000 Miscellaneous Expenses	\$1,000

Budget Amendment Group 3 –Local Street Fund

	<u>Increase (Decrease)</u>
Expenditures	
203-474-955.000 Miscellaneous Expenses	\$100

Budget Amendment Group 4 – Infrastructure Improvements

	<u>Increase (Decrease)</u>
Revenues	
218-000-532.000 Local Grants	\$27,600
218-000-665.000 Interest & Dividend Income	\$1,000
218-000-671.001 Miscellaneous Other Revenues	\$43,205
Expenditures	
218-902-970.003 Capital Outlay – Facilities City Hall	\$148,565

Budget Amendment Group 5 – Solid Waste Fund

	<u>Increase (Decrease)</u>
Revenues	
226-000-642.000 Sales	\$20
226-000-665.000 Interest & Dividend Income	\$110
Expenditures	
226-248-702.000 Administration Wages	\$8,000
226-248-712.005 Medical Insurance - HSA	\$175
226-528-810.000 Public Works Contract	\$4,000
226-528-810.100 Leaf Collection	\$10,000

Budget Amendment Group 6 – Downtown Development Authority

	<u>Increase (Decrease)</u>
Revenues	
248-000-540.000 State Grant	\$4,280
248-000-665.000 Interest & Dividend Income	\$675
248-000-675.001 Miscellaneous Other Revenues	\$150
Expenditures	
248-728-955.400 Brick Paver Program	\$225

Budget Amendment Group 7 – Pool/Fitness Facility

	<u>Increase (Decrease)</u>
Revenues	
251-000-671.000 Miscellaneous Other Revenues	\$90
251-000-665.000 interest & Dividend Income	\$555
Expenditures	
251-759-738.000 Licenses & Permits	\$175
251-759-880.400 Synchronized Swimming	\$250
251-759-920.000 Public Utilities	\$5,000
251-759-931.000 Building Maintenance	\$4,000
251-759-970.000 Capital Outlay	\$1,800

Budget Amendment Group 8 – Scaf Parks Special Revenue Fund

	<u>Increase (Decrease)</u>
Revenues	
253-000-665.100 Unrealized/Realized Gain/Loss	\$20,000

Budget Amendment Group 9 – Segregated Capital Assets Fund (SCAF)

	<u>Increase (Decrease)</u>
Revenues	
259-000-573.000 Local Community Stabilization	\$300
259-000-665.000 Interest & Dividend Income	\$3,450
Expenditures	
259-248-890.000 Service Charges	\$175

Budget Amendment Group 10 – Library Fund

	<u>Increase (Decrease)</u>
Revenues	
271-000-573.000 Local Community Stabilization	\$185
271-000-665.000 Interest & Dividends	\$75

Budget Amendment Group 11 – Historical Fund

	<u>Increase (Decrease)</u>
Revenues	
297-000-642.000 Sales	\$4,850
297-000-665.000 Interest & Dividend Income	\$25
Expenditures	
297-803-955.000 Miscellaneous Expenses	\$6,200

Budget Amendment Group 12 – Capital Improvement Fund

	<u>Increase (Decrease)</u>
Revenues	
401-000-665.000 Interest & Dividend Income	\$500
401-000-675.000 Contributions & Donations	\$20,000
Expenditures	
401-920-970.300 Capital Outlay - Police	\$20,500
401-920-890.000 Service Charges	\$50

Budget Amendment Group 13 – Water and Sewer Fund

	<u>Increase (Decrease)</u>
Revenues	
592-000-662.000 Utility Bill Penalties	\$5,205
592-000-671.000 Miscellaneous Other Revenues	\$7,740
592-000-671.001 Misc. Water	\$2,255
592-000-682.000 UB Meter Upgrades	\$45,355
Expenditures	
592-536-702.000 Administration Wages	\$8,000
592-536-711.000 Social Security & Medicare	\$650
592-536-712.000 Medical Insurance	\$4,500
592-536-712.002 Retirement – HSCP	\$575
592-536-712.005 Medical Insurance – HSA	\$950
592-536-713.000 Life Insurance	\$225
592-536-714.000 Retirement – DB (Active Employees)	\$800
592-536-714.003 Retirement – DB (Retirees)	\$850
592-536-715.000 Workers Compensation	\$125
592-536-728.000 Postage	\$1,300
592-536-731.000 Operating Supplies	\$725
592-536-810.000 Public Works Contract	\$55,000
592-536-956.000 Conferences and Workshops	\$500
592-536-958.000 Memberships and Dues	\$2,225



City of Pleasant Ridge

Amy M. Leigh, Asst. City Manager/City Clerk

From: Amy M. Leigh, Asst. City Manager/City Clerk
To: Mayor and City Commission
Date: March 7, 2023
Re: Authorized Signer for the City Banking Accounts

Overview

With my retirement, the City needs to designate an additional signer for the City's banking accounts.

Background

Two authorized individuals must sign checks on behalf of the City. Currently, Mayor Scott or Commissioner Perry may sign on behalf of the City Commission and Police Chief Nowak or myself may sign on behalf of the City Administration. Upon approval, Deputy Clerk Kersten Emsley will be authorized to replace me as one of the authorized signers on behalf of the City Administration.

Please note that the City Manager reviews and approves check requests. As part of the City's financial controls, there is a division between the person authorizing payment and the persons signing the checks so that no one person can complete the issuance of a check on their own.

Requested Action

City Commission approval of a resolution authorizing Deputy Clerk Kersten Emsley to sign checks on behalf of the City Administration.



City of Pleasant Ridge

Kersten Emsley/Water Clerk

From: Kersten Emsley, Water Clerk
To: City Commission
Date: March 7, 2023
Re: Delinquent Utility Accounts

Overview

Attached is a list of 48 properties that have become delinquent on their utility bill. Pleasant Ridge City Code establishes that if unpaid, charges for water service and sewage disposal constitute a lien on the premises where service is provided.

Background

Each year, usually in March, unpaid utility bills are certified to the City Commission. Once the City Commission approves the special assessments, the water clerk will mail a notification to each property regarding the potential lien. Property owners then have until May 1st to pay the full past due amounts.

For reference, last year there were 27 properties with a total delinquent balance of \$21,371.02 that received delinquent balance notices. 15 properties paid their delinquent balance by May 1, while 12 properties totaling \$6,984.02 received a special assessment lien for failure to pay their delinquent balance by May 1. Most of the properties that received a special assessment were repeat offenders who have had this happen to them multiple times and have paid off the special assessment with their summer taxes multiple times.

This year the 48 properties with a delinquent balance owe a total of \$40,629.70.

Requested Action

City Commission action to create a special assessment lien for any outstanding balance for these properties to be placed on the 2023 summer tax rolls after May 1st.

Account #	Service Address	Customer Name	Calculation Amount
AMHE-000036-0000-01	36 AMHERST RD	PAULA SUCAET	\$629.86
AMHE-000052-0000-02	52 AMHERST RD	BETH FAUGHNAN	\$709.81
AMHE-000070-0000-02	70 AMHERST RD	HANI SALEM	\$1,490.88
CAMB-000003-0000-01	3 CAMBRIDGE BLVD	PARITOSH SHAH	\$203.06
DEVO-000033-0000-01	33 DEVONSHIRE RD	ELIZABETH HILL	\$248.87
DEVO-000042-0000-01	42 DEVONSHIRE RD	1701 HOMES	\$668.70
DEVO-000044-0000-01	44 DEVONSHIRE RD	ROBERT DOZZI	\$44.02
DEVO-000057-0000-02	57 DEVONSHIRE RD	JAMES SOMA	\$443.91
DEVO-0000A1-0000-01	A1 DEVONSHIRE RD	THOMAS ONYX	\$352.42
ELM -000021-0000-01	21 ELM PARK AVE	G CORP	\$865.18
FAIR-000029-0000-01	29 FAIRWOOD BLVD	JANIS HUBBARD	\$166.45
FAIR-000041-0000-01	41 FAIRWOOD BLVD	DONALD MCGUIRE	\$1,009.77
FAIR-000065-0000-01	65 FAIRWOOD BLVD	LORI RIDENOUR	\$1,118.39
HANO-000029-0000-02	29 HANOVER RD	BRIAN KASTNER	\$43.20
HANO-000039-0000-01	39 HANOVER RD	KBJ GROUP LLC	\$212.74
KENB-000017-0000-01	17 KENBERTON DR	TRACY USNDEK-MAGIERA	\$3,267.50
KENS-000011-0000-01	11 KENSINGTON BLVD	BRADLEY HALES	\$279.40
KENS-000048-0000-01	48 KENSINGTON BLVD	KBJ GROUP LLC	\$335.23
KENS-000104-0000-01	104 KENSINGTON BLVD	DENISE CASTON	\$805.77
MAPL-000095-0000-01	95 MAPLEFIELD RD	VICTORIA DELUCE	\$1,938.39
MAYW-000011-0000-01	11 MAYWOOD AVE	JONATHAN GRIGGS	\$1,246.96
MAYW-000039-0000-01	39 MAYWOOD AVE	ANTHONY HOLLAMON	\$188.72
MAYW-000048-0000-01	48 MAYWOOD AVE	CHRISTOPHER GREEN	\$2,059.08
MILL-000021-0000-01	21 MILLINGTON RD	DANIEL FUOCO	\$1,721.61
OAKD-000017-0000-01	17 OAKDALE BLVD	TROY BARBER	\$779.15
OAKD-000053-0000-01	53 OAKDALE BLVD	GARY SOBEK	\$1,966.22
OAKL-000036-0000-01	36 OAKLAND BLVD	SEAN STOKES	\$1,180.57
OXFO-000006-0000-00	6 OXFORD BLVD	JOSEPH SCOTT	\$72.52
OXFO-000018-0000-01	18 OXFORD BLVD	THOMAS BLOOM	\$1,912.64
RIDG-000009-0000-01	9 RIDGE RD	ANGELA POOTA	\$1,067.50
RIDG-000054-0000-01	54 RIDGE RD	GAIL GERDAN	\$892.26
SYLV-000010-0000-01	10 SYLVAN AVE	MARCIA LEVENSON	\$1,302.50
SYLV-000055-0000-01	55 SYLVAN AVE	BENJAMIN ROBERTS	\$186.95

WDHT-000011-0000-01	11 WOODWARD HEIGHTS	DOROTHY WARREN	\$1,138.97
WDHT-000018-0000-01	18 WOODWARD HEIGHTS	ROBERTH PIRAINO	\$978.23
WDHT-000020-0000-01	20 WOODWARD HEIGHTS	PAUL TAMM	\$1,276.40
WDHT-000023-0000-01	23 WOODWARD HEIGHTS	LANCE FARR	\$89.96
WDHT-000028-0000-01	28 WOODWARD HEIGHTS	NICHOLAS STEPANSKI	\$612.15
WDHT-000071-0000-01	71 WOODWARD HEIGHTS	JOE CATON	\$51.88
WDSD-000001-0000-01	1 WOODSIDE BLVD	ALAN WANDREI	\$344.36
WDSD-000009-0000-01	9 WOODSIDE BLVD	CHRISTOPHER HANDYSIDE	\$1,553.11
WDSD-000011-0000-01	11 WOODSIDE BLVD	COLLIN BLUMENTHAL	\$523.91
WELL-000020-0000-01	20 WELLESLEY	MICHAEL GJONAJ	\$2,034.38
WELL-000055-0000-01	55 WELLESLEY	RICHARD THORNBURY	\$461.18
WELL-000073-0000-01	73 WELLESLEY	ERIC GILLETTE	\$48.05
WELL-000074-0000-01	74 WELLESLEY	74 WELLESLEY LLC	\$187.86
WOOD-023647-0000-04	23647 WOODWARD AVE	JOHN HICKS	\$328.55
WOOD-024126-0000-14	24126 WOODWARD AVE	PLEASANT RIDGE PROFESSIONALS	\$1,590.48

\$40,629.70



To Whom It May Concern:

I write today regarding evangelistic work that the Family Health and Education Resources ministry of the Seventh-day Adventist Church will soon be conducting in your community. Student literature evangelists will be going door-to-door distributing free religious literature, praying with community members, enrolling interested individuals in Bible Studies, and seeking donations to support the program.

The Literature evangelistic program of the Adventist Church has been in existence for well over 100 years and is an important part of the Church's missionary work and evangelism. As student literature evangelists they are following the Great Commission that Christ gave His followers in Matthew 28:18-20.

In order not to disturb the community or be bothersome, this program usually runs from 10:00am to 9:00pm, June 4-August 10, 2023. Further, all our students carry identification recognizing them as part of the Family Health and Education Resources Program. They also carry radios or cell phones to contact their onsite leader, who can provide more information while in the field.

As a youth program, we are instilling safety protocols for our students as well as the community in which we are seeking to share. To ensure public health and safety due to Coronavirus, our program will be complying with the guidelines and protection procedures as provided by the CDC as our students go door-to-door.

Some communities have ordinances governing door-to-door sales, canvassing, or solicitations. However, the Supreme Court has protected door-to-door advocacy based upon the free exercise and speech clauses of the First Amendment. The Court has been particularly suspicious of any prior restraint on these activities, such as requiring permit or registration process. If your city has an ordinance that it believes applies to our activities, I ask that you contact us as soon as possible so we can discuss this.

We believe our evangelistic activities fall squarely within the protected zone of the First Amendment. Unless we hear differently, we do not plan on applying for any permit or registering prior to beginning our missionary work.

It is our desire to provide family, health and educational resources that will serve to bless local communities. We are happy to provide more specific information regarding the program upon request, and we look forward to working in your community and with your office as necessary.

PLEASE FORWARD THIS INFORMATION TO YOUR LOCAL POLICE/SHERIFF DEPARTMENT.

Please accept this letter as acknowledgment of our Family Health and Education Resources Seventh-day Adventist youth missionary project that will take place in your area. If you have any other questions, please don't hesitate to call us at 517-316-1515.

Respectfully yours,



David Pano
Literature Ministries Director

As confirmation that you received this information, we would ask that you please fill out the following and fax this letter back to the number below. *We understand that your signature is not an endorsement of our project, but simply recognition of our presence in your community.*

Return Fax Number: 517-999-0596

Return Email: fher@misda.org



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: March 9, 2023
Re: Dog Park Lighting

Overview

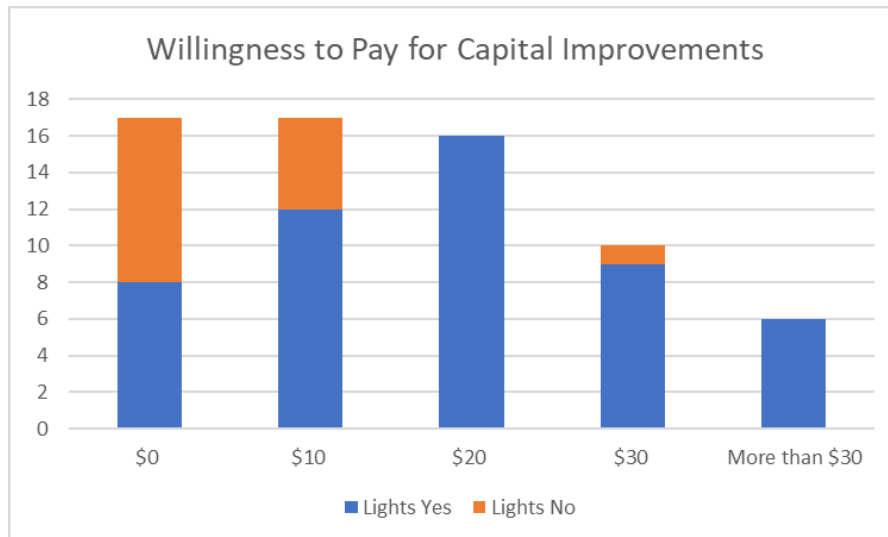
We have conducted a survey of dog park users regarding the potential lighting improvement. The results are presented below.

Background

A total of 66 dog park users responded to the survey, which is about 40-45% of all registered dog park users. This is a good response, typical of most Pleasant Ridge surveys. The raw survey data is included at the end of this agenda summary.

Following is a summary of survey results:

- 77% of respondents are in favor of adding lighting.
- There is a willingness to increase dog park fees to provide for capital improvements at the park.
 - Users who voted yes for lighting were more willing to pay increased fees for capital improvements.
 - Some users who voted no on the lighting improvement did express a willingness to increase fees by \$10 a year for other, non-lighting capital improvements.
 - Overall, 26% of respondents are not willing to pay additional fees, 26% are willing to pay \$10 additional per year, 24% are willing to pay \$20 additional per year, 15% are willing to pay \$30 more per year, and 9% are willing to pay more than \$30 additional per year.
 - Three quarters of respondents are willing to pay \$10 more per year, and half are willing to pay \$20 more per year.



- Other non-lighting improvements that were frequently mentioned include:
 - Water fountain reliability improvement, or, remove fountain and just have a more reliable spigot.
 - Updated seating - benches or picnic tables
 - Turf improvements
 - Shade – in the form of trees or shade structures
 - Wind/weather shelter structure
 - Additional gravel or concrete at entrances for mud control

Requested Action

Based on the results of the survey, and the fact that we have been awarded an Oakland County grant that will cover half of the cost of the lights, following are my recommendations for Commission consideration:

- Go forward with the lighting project. There is demonstrated support for the project and the net cost to the City after the Oakland County grant will be about \$8,000.
- Increase dog park fees by \$20 starting July 1, 2023. This will raise about \$3,000 per year for capital improvements, which is an amount that can fund meaningful improvements in a reasonable amount of time. With this level of funding, we could make a notable improvement at the dog park every 2-4 years.

Raising fees by \$10 will not provide enough funding to make meaningful improvements in a timely manner. It will take about 2.5 years to pay back the lighting project with a \$20 fee increase but would take 5 years with a \$10 increase.

- Prioritize getting a reliable water source this year. This likely means replacing the fountain with a simple spigot like what exists in the community garden.
- Prioritize a shade/weather structure with updated seating as our next major project for the dog park.

Full Results

Favor Lights?	Additional Fee Willingness	Suggestions for other improvements	Any feedback about the lighting project or the dog park in general?
Yes	\$20		
Yes	\$10	Plant some trees for shade	The bottom water spout never worked this summer
Yes	More than \$30	Grading/scraping and removal of the large pieces of rock and concrete that are in the dirt throughout the park. Some pieces are very sharp. Annual placement of fill dirt to even out the turf would be helpful as well.	Lighting would be great!
Yes	\$20	Shade tree planting would be great for dogs... and humans!	\$15k sounds expensive for 1 light. Is there a way to have DTE provide this for less cost? Just a thought.
No	\$10	+ gravel at entrance, dog bags, sanitizer - seating is shabby, holes could be filled in	It is such a perk for the area. My dog loves it and we go often. I can't see that there is enough traffic to need lights. Plus it's next to impossible to find poop on the dark!
No	\$10		
Yes	\$0	I would like to have the fence screens back, if not the material type then the slat type that are currently on the West Gate. Small green strips of plastic that don't wear out. The aggressive dogs torment other people walking dogs, biking, kids or just walking along the fence outside the dog park. the slats or screens would prevent this as well as keep the dust and noise down. I would pay extra for this. Is it possible to approach the foundation for funding in full or partial for any of the needed improvements to the dog park? would this increase be a one time fee? What are the additional costs per year to maintain the lighting?	Instead of the one tall light, could the same lighting be put in that we use along the walking path? it would be less intrusive to the neighbors that live on that end of the park and still provide light to walkers and dog park users. As far as cost goes, I would need to know more information before I would commit to paying more. ie. how many dog park members are there and if the cost was split between all users how much would that be each?

Favor Lights?	Additional Fee Willingness	Suggestions for other improvements	Any feedback about the lighting project or the dog park in general?
Yes	\$30	Maybe we could get some flirt poles	
Yes	\$20	repaired water fountain/spigot	
Yes	\$20	We desperately need shade in the form of more trees planted, large umbrellas, sun sails, or installing solar panels that not only provided shade, but would also power the lights.	The wall is deteriorating and needs to be repaired. I understand the city does not handle this, but something needs to be done before an accident occurs harming dogs or their owners.
Yes	\$20		Lighting would be great, especially for the winter months.
Yes	\$0		
Yes	More than \$30	A hand washing station! but mostly just lights.	
Yes	\$20	Wind shelters (simple 3 wall run-in with roof (similar to a bus station shelter))	
Yes	\$30	In some of the areas of the park the grass has become very sparse. It would be nice if those sections had some seed planted in the spring.	Would it be possible to replace the drinking fountain with a spigot so filling up water bowls goes faster?
No	\$10	I appreciate the recent improvements already made at the dog park. The gate at the east end and the small dog enclosures are great. Thank you!	I am concerned about light pollution in general and as such am opposed to this idea. I'm also concerned about how it would impact the houses in that area that back up to the dog park. \$15,000 is also a lot of money to implement a change that only benefits what I imagine to be a small subset of residents (though maybe there are more residents that use the park than I know?).

Favor Lights?	Additional Fee Willingness	Suggestions for other improvements	Any feedback about the lighting project or the dog park in general?
Yes	More than \$30	<p>Yes. We need some kind of wind / weather shelter for people and dogs to take cover if caught there in a rain type event. Also some kind of storage for chairs which have been donated by residents and take a beating.</p> <p>A tree plan to provide shade would be lovely at some point as the few small trees along the road are dying.</p> <p>We think the \$30 is a bargain so even at \$60 that's \$5 a month. But increasing our fee we would mean an expectation of some priority around fixing the broken and leaking water fountain etc.</p> <p>Lighting makes sense. Appreciate you looking into it!</p>	<p>Updated signage that's permanent about rules and how to get a pass as well as police non emergency number would be helpful.</p> <p>Also wondering if the PR Foundation which has enraged with supporting parks around the city could be part of this capital improvement? I'm sure I'll think of something else after I hit send!</p>
Yes	\$30		
Yes	\$10		
Yes	\$30		7AM turn on for winter months please
Yes	More than \$30	Better gate system	
Yes	\$10	Concrete landing pad as the entrances, access to a hose near the community garden to spray off paws.	
Yes	\$20	Plant a few drought-tolerant trees in the park each year	
Yes	\$30	I think it's fantastic. We're pretty lucky to have a place to let them run	Thanks for taking care of it the way you do. Much appreciated
Yes	\$20	Fix the water fountain (only 1 of 3 bits currently works), or perhaps even replace it with just a spigot like the community garden has. It would be much easier to fill up dog bowls then.	For funding....How about a sliding fee per dog. 1 Dog \$30, 2 Dogs \$45, 3 Dogs \$55... or similar.

Favor Lights?	Additional Fee Willingness	Suggestions for other improvements	Any feedback about the lighting project or the dog park in general?
Yes	\$30	Sitting shelter + benches / bleachers along north / 696 side of the park. Open / viewable for any police car to see inside even from the road.	If the lighting is at the east end, will it also provide some security lighting for the PR garden?
Yes	\$20	Fixing the current water station so all faucets function or adding additional water stations.	
Yes	More than \$30	It is currently very well run, so just keep up the great work!	
Yes	\$0	Yes, shelter of some form	I under the understanding that pleasant ridge had general funds to cover this project
Yes	\$30	More shaded seating!	
No	\$0		Our dog park is amazing just as it is. It is perhaps the best dog park I've ever seen and no improvements are necessary. I hope that the costs don't increase so that fewer people use it.
Yes	\$10	Plant some trees to block wind and provide shade	To bring in more revenue and more dogs to play with I think we should allow residence from Ferndale and Huntington Woods to join.
Yes	\$10		Lighting at the park, especially during the dark winter months, would be fantastic

Favor Lights?	Additional Fee Willingness	Suggestions for other improvements	Any feedback about the lighting project or the dog park in general?
No	\$0	Access to water during winter months	I am not in favor of the lighting project, as I don't believe it to be an upgrade but rather a superfluous request from a small number of dog park members. Residents having to pay for access to the dog park is already an issue in my opinion, as a majority of city amenities are free of charge (gym, pool, etc). Adding the light feels like an unnecessary expense and I imagine \$15k could find a better use elsewhere across the city. I'm also concerned about the impact on residences near the dog park who may be negatively impacted by what could be perceived as light pollution.
No	\$10	I think the dogs love it just fine. Maintenance of fences and poop bags is what we need.	I think it is doing great.
Yes	\$0	more dogs!	no
No	\$30	Just functioning water fountains and maintenance of the grass is really all that the dogs need.	I don't think the lighting project is necessary. It is ok to have the hours be daylight hours in my opinion. I'm happy to help fund other necessary projects.
Yes	\$0	Better water access	
Yes	\$10		
No	\$0	No	This would unfairly affect residents with houses backing up to the dog park resulting in noise and light pollution.
Yes	\$10	Paved walking path around perimeter.	Thankful to have the dog park.
No	\$0	Seed the mudd with some perennial clover or something that won't die off in winter and just goes dormant to slow the mudd. And more rocks at entrances for mud maybe pack gravel around rocks for drainage too,	makes no sense to add light pollution for our dog park PR neighbors and you can't see poop after dark to pick up even with one light, there are so many who don't pickup their poop, One light at east end would not be anything to help that situation.
Yes	\$10		

Favor Lights?	Additional Fee Willingness	Suggestions for other improvements	Any feedback about the lighting project or the dog park in general?
Yes	\$20	Maybe the ground to be less muddy and a shelter for rain/snowy days	
No	\$0		
Yes	\$20		
Yes	\$20	New water fountain	
Yes	\$20		Make sure the lighting is directional so as to minimize residents impact
Yes	\$10	More Trees!! Maybe a cute pathway from end to end.	More Trees!!
Yes	More than \$30	New gate manual latch; it's really hard to close it	
Yes	\$20	No	
Yes	\$10		
No	\$10	Perfect world - updated benches or picnic tables to sit at.	Sometimes the water isn't on in spring
Yes	\$0	Updated water.	Yes, honestly the lighting and park maintenance should come out of the city's budget. All of the other parks don't require fees or memberships to use. Including extras like, pool use, gym, outdoor play areas, baseball field, tennis courts (which have more lighting than the dog park will have) To name a few. The citizens of PR that pay taxes shouldn't have to pay to use the dog park, it should be treated like all other parks.
Yes	\$10		
No	\$0	Turf	

Favor Lights?	Additional Fee Willingness	Suggestions for other improvements	Any feedback about the lighting project or the dog park in general?
No	\$0	No	There is no need to light until 10pm, yes it gets darker sooner in the winter but we can still walk our dog. For most of the year, we can utilize the park for most of the longer daylight hours, yes, the winter gets darker earlier but it is also cold so we utilize the dog park less. Lighting 5-7 during the winter would be nice, but it's not worth the expense. I take my dog to the park every day multiple times and to be honest, minimal to no dogs are ever there in the winter, when the lack of daylight is the issue
Yes	\$30		Would love this!
Yes	\$10	Benches to sit on.	
Yes	\$0		This would be a good project for the Pleasant Ridge Foundation or the recreation department to fund. Personally, I don't use the dog park in the evening or early morning, so I would rather not pay more annually. While lighting would be nice for those who need it, the cost is rather high for this project.
Yes	\$0	A section that is shaded with trees.	
Yes	\$20		
Yes	\$30	I would love evergreens along 696 to cut down on noise. Shade in the summer would be nice	
Yes	\$20		
No	\$0		
No	\$0		



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: March 9, 2023
 Re: Arts Initiative Introduction

Overview

Pleasant Ridge has long been home to a large creative population. Artists, designers, and creative people of all types have and continue to call Pleasant Ridge home. I have been working on the framework for a public arts initiative with the following goals:

- Promote community involvement in the arts,
- Foster education and appreciation of all kinds of art,
- Build excellence in place, expand the public realm, and add value to the community,
- Create a canvas for local and regional artists and creative thinking, and
- Enhance Pleasant Ridge a place to live artfully.

I have been working with Ralph Nunez, one of the City's on-call landscape architects and designers. Ralph is also an artist and professional creative. Attached to this agenda summary are brainstorming notes we generated as the framework for the possible reach of an arts initiative in Pleasant Ridge.

Arts Council

I am recommending the creation of a 7-member Arts Council to oversee the Arts Initiative, consisting of 5 residents, one City Commissioner, and the City Manager. The Arts Council would be a creation of the City Commission and accountable to the City Commission. The Arts Council would take the brainstorming notes and determine how best to develop the Arts Initiative over time.

Following is a suggested purpose, and authority and jurisdiction for an Arts Council. These would be established by resolution of the City Commission, and become the rules by which the Arts Council would start to operate:

Purpose. The Pleasant Ridge Arts Council is established to promote the public welfare and interest through the promotion of the arts. The promotion of art will enhance the City's character and identity, support economic development, enhance property values, and enrich the lives of residents and visitors. In support of these goals, the City Commission has created the Arts Council to advocate for, promote, and participate in the selection and installation of public art of all kinds in the City.

Authority and Jurisdiction. The Pleasant Ridge Arts Council derives its authority from Sections 3.06 and 3.07 of the City Charter. The City Commission resolution of establishment adopted __/__/2023 grants the Arts Council the following authority and jurisdiction, which may only be altered by further resolution of the City Commission:

- A. The Arts Council shall consist of seven members – six members of the public who are registered electors of the City, a City Commissioner, and the City Manager. If the City Commission member resigns or loses their seat during their appointment to the Arts Council, their Arts Council term shall also end, and the City Commission shall appoint a new member for a three-year term to the Arts Council.
- B. The term of officer for members of the Arts Council shall be three years. Appointees from the registered electors may serve no more than two consecutive full terms. The City Commission member shall serve no more than one consecutive full term. The City Manager shall serve indefinitely without limitation. The initial terms of office for the appointed members of the public shall be staggered, with one member appointed for a one-year term, two members appointed for two-year terms, and two members appointed for three-year terms.
- C. The Arts Council budget shall be prepared and approved annually by the City Commission in accordance with the procedures set forth in the City Charter, and all expenditures shall be subject to the controls as established therein.

The Arts Council may seek gifts or grants from non-city sources, subject to the prior approval of the City Commission. Gifts and grants, once obtained, shall be administered by the city administrative staff.

The City shall create a Public Art Fund within the City budget to segregate public art funds from other City monies. Funding provided by the City Commission from City sources may be moved out of the Public Art Fund, but donated or grant funds shall be retained in the Public Art Fund and shall not be removed by the City Commission.

- D. The Arts Council may adopt rules and procedures for the conduct of their business in accordance with the State of Michigan Open Meetings Act.
- E. Arts Council meetings shall be held on the third Tuesday of the month. The Council shall meet at least quarterly and shall adopt an annual meeting schedule during its first meeting of the calendar year.

Project Funding

Funding for the Arts Initiative will be important to maintain momentum, and to provide purpose and agency for the Arts Council. Following are potential funding sources for the Arts Initiative:

- **City Marijuana revenue.** Some or all of the marijuana tax revenue the City receives can be allocated towards the Arts Initiative. This revenue comes to the City through the state from marijuana sales tax revenue. It is a new source of revenue that the City does not rely on for normal operations. We recently received about \$51,000 in marijuana tax revenue for the Sozo dispensary that opened in August, 2022.

The \$51,000 would be placed in the City's Arts Fund for use as seed money. Future year

allocations to the Arts Fund would be determined by the City Commission on an annual basis as part of the budget process.

- **Pleasant Ridge Foundation.** The Foundation has agreed to provide funding to the Arts Initiative this year, which will be a great help getting the program off the ground and building momentum. Future year contributions would be at the discretion of the Pleasant Ridge Foundation.
- **Future Revenue Sources.** Once established, the Arts Council will be able to pursue grant funding, commissions on the sale of art placed on display in the City, or whatever other revenue sources it identifies.

Requested Action

If the City Commission is amenable to the concept of creating an Arts Initiative, I would recommend the following as next steps:

- Establish an Arts Council by resolution including the purpose and authority and jurisdiction items in the “Arts Council” section, above.
- Direct City Staff to create an Arts Fund in the upcoming FY24 City Budget and authorize the use of marijuana sales tax revenue to seed the Arts Fund.
- Direct staff to seek applications from residents interested in serving on the Arts Council.



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

RESOLUTION

Establishing the Pleasant Ridge Arts Council

The Pleasant Ridge Arts Council derives its authority from Sections 3.06 and 3.07 of the City Charter. The City Commission resolution of establishment adopted __/__/2023 grants the Arts Council the following authority and jurisdiction, which may only be altered by further resolution of the City Commission:

- WHEREAS,** the Arts Council shall consist of seven members – six members of the public who are registered electors of the City, a City Commissioner, and the City Manager. If the City Commission member resigns or loses their seat during their appointment to the Arts Council, their Arts Council term shall also end, and the City Commission shall appoint a new member for a three-year term to the Arts Council;
- WHEREAS,** the term of officer for members of the Arts Council shall be three years. Appointees from the registered electors may serve no more than two consecutive full terms. The City Commission member shall serve no more than one consecutive full term. The City Manager shall serve indefinitely without limitation. The initial terms of office for the appointed members of the public shall be staggered, with one member appointed for a one-year term, two members appointed for two-year terms, and two members appointed for three-year terms;
- WHEREAS,** the Arts Council budget shall be prepared and approved annually by the City Commission in accordance with the procedures set forth in the City Charter, and all expenditures shall be subject to the controls as established therein, the Arts Council may seek gifts or grants from non-city sources, subject to the prior approval of the City Commission. Gifts and grants, once obtained, shall be administered by the city administrative staff and the City shall create a Public Art Fund within the City budget to segregate public art funds from other City monies. Funding provided by the City Commission from City sources may be moved out of the Public Art Fund, but donated or grant funds shall be retained in the Public Art Fund and shall not be removed by the City Commission;
- WHEREAS,** the Arts Council may adopt rules and procedures for the conduct of their business in accordance with the State of Michigan Open Meetings Act, and
- WHEREAS,** Arts Council meetings shall be held on the third Tuesday of the month. The Council shall meet at least quarterly and shall adopt an annual meeting schedule during its first meeting of the calendar year.

NOW, THEREFORE, BE IT RESOLVED that the City of Pleasant Ridge Arts Council is established to promote the public welfare and interest through the promotion of the arts. The promotion of art will enhance the City's character and identity, support economic development, enhance property values, and enrich the lives of residents and visitors. In support of these goals, the City Commission has created the Arts Council to advocate for, promote, and participate in the selection and installation of public art of all kinds in the City.

IN WITNESS WHEREOF, I, Amy M. Allison, duly certified Clerk of the City of Pleasant Ridge, do hereby attest that the foregoing is a true and accurate copy of a Resolution adopted by the Pleasant Ridge City Commission at its Regular Meeting held Tuesday, March 14, 2023

Amy M. Allison, City Clerk



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: March 9, 2023
Re: 2023 City Commission Goals and Objectives

Overview

The attached Goals and Objectives are a statement of the City Commission's priorities in governance for the coming 2023-24 budget year.

Background

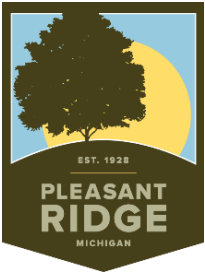
The City Commission has been working on the attached Goals and Objectives statement over the past few months. This statement of Goals and Objectives will stand as a communication of what this City Commission wishes to accomplish. These Goals and Objectives will also be included in the City's upcoming FY24 budget document.

The annual Goals and Objectives serve as a basis for making budget decisions and work priorities for City Staff over the coming year. When considering various projects and funding decisions during the budget process, the City Commission may evaluate the various options and determine which ones to fund based on how well each project or line item aligns with the Goals and Objectives statement.

The goals and objectives are patterned after the [Government Finance Officers Association distinguished budget criteria](#). They are intended to serve as a coherent statement of our organization-wide strategic goals and strategies to address long-term concerns and issues. Our budget document is patterned after the GFOAs distinguished budget presentation criteria.

Requested Action

City Commission consideration of adoption of the attached 2023 Goals and Objectives statement.



City of Pleasant Ridge

Annual Goals and Objectives 2023

Note that the order in which these goals are presented is not intended to convey importance.

A. Maintain a Safe and Secure Community

Objectives:

1. Preserve effective levels of police staffing and equipment to ensure high quality public safety service delivery.
2. Maintain existing fire/EMS service delivery.
3. Implement traffic calming measures where necessary to ensure appropriate vehicle travel speeds.

B. Ensure Good Stewardship of Municipal Infrastructure

Objectives:

1. Implement the lead service line and water main replacement program according to the EGLE approved 30-year asset management plan.
2. Continue maintaining previously reconstructed streets and alleys to extend their useful life.
3. Continue maintenance and monitoring program for previously rehabilitated combined sewers to extend their useful life.
4. Improve bike and pedestrian infrastructure throughout the city.
5. Work with local transit authorities to improve public transportation options for residents and visitors.

C. Maintain Financial Sustainability

Objectives:

1. Maintain a competitive property tax rate position relative to other cities in the region.
2. Maintain an unrestricted fund balance between 70% and 80% of general fund expenditures to protect the City from future uncertainties.
3. Maintain a capital outlay reserve of 50% of expenditures in the Water and Sewer Enterprise Fund.
4. Continue to explore other revenue sources including grant opportunities.
5. Continue extra contributions to the defined benefit pension to reduce the City's unfunded liability.

D. Maintain an Excellent Parks and Recreation Program

Objectives:

1. Continue necessary maintenance tasks at the community center, pool, and parks.
2. Achieve excellence in the offering and delivery of recreation services to residents of all ages.
3. Encourage active, healthy lifestyles for City residents.
4. Continue incremental facility upgrades at the wellness and community center and City parks.

E. Preserve and Enhance Community and Neighborhood Character

Objectives:

1. Deliver consistent code enforcement efforts to effectively preserve the character of the City's neighborhoods.
2. Protect the City's established historic character from destruction or erosion by inappropriate additions or modifications to existing buildings, or inappropriate construction of new buildings.
3. Establish and fund a community art program.
4. Work to influence future changes and enhancements to Woodward Avenue, including the underpass and the I-696 intersection, to reflect Pleasant Ridge's adopted complete streets plan.
5. Ensure that planning, development, and infrastructure projects enhance Pleasant Ridge as a walkable, bikeable community.
6. Continue to foster a welcoming community to all people.
7. Ensure the transition of the Roosevelt school building from Lower Elementary to whatever future use the School District determines does not negatively impact the neighborhood.

F. Foster Community Trust and Participation

Objectives:

1. Create a communications strategy with our consultant.
2. When more than one feasible choice exists for issues of major consequence, consult or collaborate with residents prior to making decisions.
3. Encourage, support, and recognize volunteers and community members who do good work in the community.
4. Conduct a community survey every five years to measure City performance in delivering services and public sentiment on important issues facing the community, and to support the upcoming Master Plan process.
5. Support resident-driven and managed initiatives.

G. Strive for Excellence in Governance

Objectives:

1. Develop and maintain a first-rate workforce by supporting continued training and professional development for City employees.
2. Continue to pursue excellence in customer service by exploring alternative methods for improving delivery of services.
3. Continue to look for new ways to partner with nearby communities or private partners to improve the delivery of City services.

H. Protect the Environment

Objectives:

1. Invest in maintaining the City's tree canopy by maintaining existing trees and planting new trees to fill gaps.
2. Explore ways to incorporate green infrastructure to infiltrate stormwater in place and reduce the amount of runoff that enters the City's sewer system.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: March 9, 2023
 Re: Boards and Commission Appointments

Overview

Attached are the pool of applicants for our Board and Commission openings. We retain applications for two years after the date they applied. We have included applicants who applied on or after March 2021 in the pool below.

The following summarizes the number of openings on each body and the applicants who expressed interest in serving.

Please note that members appointed to partial terms can be subsequently re-appointed to two full terms. The year in parentheses is when the partial term ends.

Planning Commission/DDA

- One vacant full-term seat

Current members Jonathan Disbrow and Tim Matyas are serving partial terms and are eligible for reappointment to first full terms expiring March 31, 2026.

Historical Commission

- Two vacant full-term seats
- One vacant partial term seat (2024)

Current member Jaclyn Huffman is eligible for reappointment to a second term expiring March 31, 2026.

Recreation Commission

- One vacant full-term seat
- One vacant partial-term seat (2026)
- One vacant partial term seat (2025)

Current member Corey Truesdell is eligible for reappointment to a second term expiring March 31, 2026.

Board of Review

- One vacant full-term seat for the alternate position.

Note that the board of review has three full-time members and an alternate member that serves in case of a full-time member being absent.

Huntington Woods Library Board

- One vacant full-term seat

Requested Action

City Commission appointments to boards and commissions.



City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

A RESOLUTION of APPRECIATION Recognizing the Service of Amy Allison to the City of Pleasant Ridge

WHEREAS, Amy Allison served the City of Pleasant Ridge in a number of roles from 1998 until 2023. Amy was hired as the Water Clerk, became City Clerk in 2002, and was appointed Assistant City Manager in 2019; and

WHEREAS, Ms. Allison was exemplary in the discharge of her duties, including her excellent administration of elections; and

WHEREAS, during Ms. Allison's time with the City of Pleasant Ridge she was a valuable part of the administrative staff, taking on increasing roles and responsibilities beyond the narrow scope of the City Clerk position; and

WHEREAS, the residents of Pleasant Ridge value and recognize the hard work that Ms. Allison has contributed over the years to ensure that our City operations run smoothly and efficiently; and

WHEREAS, Ms. Allison has performed her many duties over the years diligently, conscientiously, and with earnest humility, she will be missed both professionally and as a friend.

NOW, THEREFORE, BE IT RESOLVED that the City of Pleasant Ridge does hereby officially recognize the contributions of Amy Allison to the residents and City Commission of Pleasant Ridge during her 25 years of employment; and

BE IT FURTHER RESOLVED that the City Commission of the City of Pleasant Ridge on behalf of all of the City's residents does hereby express to Ms. Allison the Commission's and the residents' great appreciation for her dedication and service to the City of Pleasant Ridge and wish her the best in her future personal and professional endeavors.

*Signed this 14th day of March 2023, in the City of Pleasant
Ridge State of Michigan in witness whereof the official seal
and signature of the city.*

Bret Scott, Mayor