

**MINUTES  
ST. CLAIR SHORES CITY COUNCIL MEETING  
JANUARY 3, 2023**

Regular Meeting of the City Council, held in the Council Chambers, located at 27600 Jefferson Avenue., St. Clair Shores, Michigan.

**Present:** Mayor Kip C. Walby, Council Members John Caron, Ron Frederick, David Rubello, Candice Rusie, and Chris Vitale

**Absent:** Council Member Peter Accica

**Also Present:** City Manager Dustin Lent, Assistant City Manager Michael Greene, City Clerk Abrial Barrett, Director Bryan Babcock, Director Henry Bowman, Director Denise Pike, City Planner Liz Koto, Police Chief Allen, Jason Harms, and City Attorney Robert Ihrie

**1. CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

Mayor Walby called the meeting to order at 7:00 p.m. Ms. Barret, City Clerk, called the roll, and a quorum was present.

**Moved by Council Member Frederick, supported by Council Member Rusie to excuse Council Member Accica.**

**Ayes:** All-6  
**Absent:** Accica

**2. PROCLAMATIONS & PRESENTATIONS - None**

**3. AUDIENCE PARTICIPATION ON AGENDA ITEMS (2 MINUTE TIME LIMIT) – None**

**4. REQUEST FOR A BUDGET AMENDMENT TO THE LOCAL ROAD PATCHING PROGRAM**

**Background Brief:** The Local Concrete Repair Program seeks to extend the longevity of the city's streets. Locations for repair are selected based on the street's PASER rating. In December 2021, Council approved an extension of the contract with Galui Construction Inc. to implement the Local Concrete Repair Program at a cost of \$1,373,777.29 for 2022. In addition to the sections of streets identified for replacement, a number of concerns brought forth by residents were added to the program. Maps depicting some of the locations are attached to this agenda item. As a result, the amount allocated, which was expected to last through the fiscal year, is expended. Additionally, work planned for Spring 2023 - specifically on Greater Mack - will not be funded without a budget amendment. Staff is asking Council to approve a budget amendment in the amount of \$250,000 that would fund current commitments, provide for the repair of Greater Mack in the downtown district, and allow for a limited number of to-be-determined repairs.

**Previous Action:** Council previously approved a total of \$1,373,377.73 for the Local Concrete Repair Program.

**Economic Impact:** The cost associated with this request is \$250,000 (Acct: 120-451-930-009).

**Recommendation:** I recommend approval of a budget amendment for the Local Concrete Repair Program in the amount of \$250,000 (Acct: 120-451-930-009).

Ms. Pike said she is looking for approval in the amount of \$250,000 for the local concrete repair program. We have used all of the previously budgeted money doing street patching for the local roads.

The Council indicated they are showing a \$100,000 request that they received in their packet.

Ms. Pike said she has \$250,000 listed but will take the \$100,000 if Council approves. She said the cost of just Greater Mack alone is \$130,000.

Mayor Walby said we should TABLE this item. He said we need to receive the correct information and then we can evaluate for the next meeting. He asked Ms. Barrett to add to the agenda for the January 17, 2023, Council meeting.

**Moved by Council Member Frederick, seconded by Council Member Rusie to TABLE the budget amendment for the Local Concrete Repair Program in the amount of \$250,000.**

**Item #4 Continued**

Ayes: All-6  
Absent: Accica

**5. BIDS/CONTRACTS/PURCHASE ORDERS**

**a. REQUEST FOR APPROVAL OF THE CONTRACT WITH CARLISLE WORTMAN ASSOCIATES TO UPDATE THE MASTER PLAN AS WELL AS INCORPORATE THE CAPITAL IMPROVEMENTS PLAN AND PARKS AND RECREATION PLAN INTO THE MASTER PLAN**

**Background Brief:** The Master Plan is required to be reviewed every five years. The St. Clair Shores Master Plan was adopted in 2016. Additionally, the city's Capital Improvement Plan is outdated and the Parks and Recreation Plan only extends through 2023. In order to qualify for certain state and federal grants, all three plans need to be current. The Community Development Department intends to lead updates to all three plans during the calendar year 2023 with assistance from department heads. Additionally, CDI is asking for approval to contract with Carlisle Wortman Associates for support. Staff anticipates using Carlisle Wortman Associates for public outreach, preparing and managing public hearings/meetings, and assisting in editing the drafts created by the city. Staff will update existing and write new sections of the plans after the completion of a robust public outreach effort. To assist in offsetting the cost of the update, staff applied for a grant to cover the cost of creating a Resiliency Plan within the Master Plan Update. Should this grant be obtained, the city could receive up to \$83,000 in funding for the plan updates with an in-kind match of \$21,000 from the stormwater utility fund. Grants are anticipated to be awarded in early 2023. Should the city not be awarded the grant, then the funding for the consultant services will come from CDI's current budget.

**Previous Action:** N/A

**Economic Impact:** Carlisle Wortman's Proposal is for \$33,000. Should the city receive the grant for the Master Plan Update including a Resiliency Plan, then the cost will be covered by the grant, and the match will come from the stormwater utility fund.

**Recommendation:** Staff recommends awarding a contract to Carlisle Wortman Associates in the amount of \$33,000.

Ms. Pike said they are looking for approval for Carlisle Wortman to assist and support in the revision of the master plan and update the capital improvement plan and the Parks and Recreation plan that will expire at the end of 2023.

Mr. Rubello asked if this is for three separate master plans.

Ms. Koto said there are 3 types of plans. The master plan and the capital improvement plans are part of the same thing. The capital improvement plan is a chapter within the master plan. The Parks and Recreation plan is separate, but can still be a part of the master plan as a section or a chapter. We can piggy back off of the master and capital improvement plans process and do all three at the same time.

Mr. Rubello asked why we have a master plan.

Ms. Pike said the master plan is the vision for the City. It sets forth what is important and what the priorities are as a community that we hope to have in three to five years.

Mr. Rubello confirmed that \$33,000 is for Carlisle Wortman and we are looking at a grant for \$83,000.

Ms. Koto said yes, we wrote a grant at the end of 2022 through EGLE. The grant is for an update to the master plan and the incorporation of a resiliency plan. The grant would cover this portion in its entirety. This time they want to have more public engagement and go to events in the City to get the resident's input on different ideas that can be incorporated into the plans. They will also be reaching out to staff and commissions.

Mr. Rubello asked if there will be a committee put together.

Ms. Pike said that Carlisle Wortman is recommending putting a group together.

Mr. Vitale asked when will we know if we are approved for the grant.

Ms. Koto said we hope to know by the end of the month.

**Item #5a Continued**

Ms. Rusie asked if this was bid out or if we received any proposals from other consultant firms.

Ms. Koto said no, due to keeping consistency, Carlisle Wortman has worked on previous master plans for the City, and they are currently working on the DDA plan. The idea is the knowledge that they have cannot be duplicated with other consultants without a significant amount of time. We would be working with seasoned consultants as well as new planners to get a fresh set of eyes.

Ms. Rusie said she would like to look at other consulting firms to see what they have to offer. She compared our 2016 master plan to other Carlisle Wortman master plans and noticed a lot of it is shared language between the plans and they are using the same ideas for different Cities and townships. She read through our plan along with other plans to point out the same or similar language. She would like to bid this out or get other proposals to see what options are available.

Mr. Caron agrees with Ms. Rusie that this should go out for an RFP. We have 3 documents to update and need to see what ideas other planning firms offer. He asked if the 2016 master plan was approved and if so when.

Ms. Koto said yes, the 2016 master plan was adopted but she will have to look back at when it was approved.

Mr. Caron mentioned that if we receive the grant money then maybe we can do a more in-depth study. If we have different planning firms involved then we can roll in other future plans like TIFA or DDA into their format and then we can budget accordingly. He would like to see different options and make sure the \$33,000 will be covered by the grant first.

Ms. Koto noted that this proposal is based on most of the writing being done in house. The hope is to get the voice of the City. The sections that need to be updated would be rewritten by Ms. Koto and then Carlisle Wortman would edit, format, and add pictures. The \$33,000 does not include the rewriting of the plan. If we are going for a full rewrite the cost would be higher.

Mr. Caron said the amount seems high for someone to format, edit and add pictures.

Ms. Pike clarified that \$8,000 of the budget is specifically for the execution of the community engagement strategies and \$2,000 is for the survey. The remaining \$23,000 is for staff time from Carlisle Wortman.

Mr. Frederick asked if the grant we applied for is through the state and if there is a deadline.

Ms. Koto said the sooner the better. It will take about one year to do the process.

Mr. Frederick asked what would happen if we did a total rewrite of the plan.

Ms. Pike said just for the rewrite it could be about \$50,000 or more. That will not include public engagement. She said with this proposal we are taking on the responsibility for the narrative drafting.

Mr. Frederick said he likes that we are controlling the narrative and the input. He is ok with Carlisle Wortman due to this type of industry. He feels there is only so much you can do for a City that is different from another City. He likes that we are in control of the differences. He hopes the public engagement is big. He is ok not bidding this out because he thinks we will see the same language from other companies.

Mr. Vitale said he is not surprised that there is the same language from different plans. He thinks getting proposals is a good idea, but asked if we have enough time. He does not want to jeopardize getting the grant.

Ms. Koto said as long as we can demonstrate we are actively in the process we are fine.

Mr. Vitale said he thinks when the state is looking for grants, they are looking for certain types of professional planning firms, not our City Planner to write the language.

Ms. Koto said she thinks that there are plenty of communities that have enough planners on staff where this is their primary job.

Mr. Vitale said if we are not in jeopardy of timing, we should put out an RFP. There is a possibility that we will get a proposal with different ideas.

**Item #5a Continued**

Mayor Walby said he is concerned that CDI has a lot of work already on its plate. He thinks it is a good idea to get fresh eyes on the plan and he supports getting proposals. He suggested putting together a sub-committee to analyze the planning firms. If we are ok on timing then there is nothing to lose to get proposals.

Mr. Rubello said there were valid points brought up by everyone and he agrees that we should do an RFP.

Ms. Koto said we may need to accelerate the Parks and Recreation plan because this would need to be adopted by the end of the year.

Mr. Lent said we are fortunate that we have Ms. Pike and Ms. Koto to help write the verbiage for the plan. This will help to keep the cost low but he agrees with Council's direction to get proposals and to put together a committee.

Mr. Caron asked on the grant application if you need to say if you have a plan or not or what you're asking the grant to be for needs to be included. Also, if the plan needs to be submitted as documentation that this was something that was already being planned in the city

Ms. Koto said the Parks and Recreation grant does need to show that the plan is current and inclusive of that idea. She said for the master plan, you do not need to show the plan all made out but it should be reflective of what we are moving towards.

Mr. Caron asked since the Parks and Recreation plan will be at five years at the end of this year, can we still modify the plan if an idea comes up.

Ms. Koto said yes, we can amend the plans. The master plan is more involved but we can amend the current Parks and Recreation plan this year. We just need to make sure the new plan is adopted by the end of this year.

Ms. Rusie clarified that even though the Parks and Recreation plan needs to be inclusive of new ideas, it does not have to be specific. It should cover the particular use we want to go out for on a grant. She noted that it can be put under an umbrella of a broader use that we site in the master plan just as long as we cover the basis.

Ms. Koto said this would also apply to the capital improvement part of the plan. She said the intent is to have all of the things we want to do with the capital improvements over the next five years and we should also make a wish list of items that we can maybe do at a later time.

Mr. Frederick asked if we are going to do an RFP, how quickly can we do this.

Ms. Pike said we could do this by the end of the month. This will give them a thirty-day response time and then bring it to Council in March. If we are going to do a committee process, then we would need to put that together, so then it may go to Council by end of March or beginning of April.

Mayor Walby said to aim for the March 20, 2023 meeting.

Mr. Ihrle noted that there was a word used inadvertently referencing the work by Carlisle Wortman. He clarified the word Plagiarism implies dishonest or fraudulent behavior. He understands why this word was used but he thinks the word we are talking about is boilerplate, which is repetitive language that may be to one degree or another and could be applicable to more than one municipality but does not imply dishonesty or fraud. He wanted to clarify that this company is not being accused of dishonesty or fraud.

**Moved by Council Member Frederick, supported by Council Member Rubello to DENY the contract with Carlisle Wortman Associates in the amount of \$33,000 to assist in updating the city's Master Plan, Parks and Recreation Plan, and Capital Improvement Plan and go out for RFP.**

Ayes: All-6  
Absent: Accica

**b. REQUEST APPROVAL OF THE SOUTHEAST REGIONAL EMERGENCY SERVICES AUTHORITY (SERESA) PURCHASE ORDER**

**Background Brief:** SERESA has provided dispatch services for the Police and Fire departments since 2010. This is the first of two invoices for FY 22-23. The fee is based on the percentage of calls for service created by SERESA.

**Item #5b Continued**

SCS had 32% of calls this time around compared to 31% last time.

**Previous Action:** On September 20, 2021, City Council amended and approved the annual SERESA purchase order in the amount of \$750,000 for FY 21-22.

**Economic Impact:** The current invoice is for \$399,885.50 for services from 7/1/22-12/31/22. The total for the year will be \$799,771.00. \$600,000 comes from the Police budget, \$130,000 comes from the Fire budget. An additional budget amendment in the amount of \$70,000 will fully cover the entire cost (\$56,000 from Police and \$14,000 from Fire).

**Recommendation:** I recommend approval of the SERESA services purchase order and budget amendment.

Chief Allen said he has the annual bill for SERESA which is the Southeast Regional Emergency Services Authority that provides dispatch services to the Fire and Police Departments. They bill twice a year and this invoice is for the first half of the fiscal year.

Mayor Walby asked if there were any changes from last year.

Chief Allen said the price increased by approximately \$50,000 from last year. He indicated when the budgeting is done, they do not know what the fee will be. It is based on an average number of calls of service per year and per City. He said this year there were 32% of runs into the dispatch center. There was a new collective bargaining agreement that was approved by the authority board, which caused some increases in wages.

Mr. Caron confirmed that the request is for \$800,000.

Chief Allen said yes because there was only \$730,000 available between the two budgets at the current time, he used that amount.

Mr. Caron asked if \$730,000 is on the purchase order rather than the \$800,000 because of a budget amendment needing to be done.

Chief Allen said yes, because he did not want to assume the amended amount would be approved.

**Moved by Council Member Caron supported by Council Member Frederick to approve the FY 22-23 SERESA purchase order in the amount of \$800,000 and increase the budget allotment up to the \$800,000 amount to cover the entire fiscal year.**

Ayes: All-6  
Absent: Accica

**c. REQUEST FOR APPROVAL OF BID AWARD FOR SCS POOL IMPROVEMENT PROJECT**

**Background Brief:** The City is looking to re-surface and re-tile the Eugene J. Ellison Outdoor Olympic Size Swimming Pool. The work will include the stripping of five layers of existing surface, installation of a new quartz surface, new tile racing lanes, new LED under water lights, and a new main drain cover. In addition to the resurfacing, this bid will also include installation of suction lines, purchase and installation of pumps and motors, and electrical work for the new Waterslide. One bid was received for this project by the City Clerk on December 7, 2022. The bid included one alternate for the installation of a mosaic tile logo to be inset in the bottom of the Pool. Partners in Architecture analyzed the bid and is recommending awarding the contract to Advanced Pool Services, Inc.

**Previous Action:** City Council previously approved the purchase of a two flume slide and awarded installation of slide footings at its December 5 meeting to J. Ranck. Additionally, Council approved a contract with Partners in Architecture to create a master plan for Lac Ste. Clair Park.

**Economic Impact:** The amount of the bid was \$558,000, which included the necessary work for the water slide. An alternate for the installation of the mosaic tile logo is an additional \$26,250. Partners in Architecture is recommending that, in addition to the 10% construction contingency allowed under the purchasing policy, an extra \$10,000

contingency be awarded for potential gunite repairs.

**Item #5c Continued**

Advanced Pool Services Base Bid	\$558,000
Contingency (10%)	\$55,800
Recommended Gunite Additional Contingency	\$10,000
<b>SUBTOTAL</b>	<b>\$623,800</b>
Alternate – Mosaic Tile Logo	\$26,250
<b>TOTAL</b>	<b>\$650,050</b>

**Recommendation:** It is recommended to award the contract for the SCS Pool Improvement project, with the inclusion of the mosaic tile logo alternate, to Advanced Pool Surfaces Inc. in the amount of \$650,050, which includes 10% contingency and recommended gunite additional contingency of \$10,000.

Mr. Lent discussed the different projects included in this bid. He indicated there is a limited number of companies that do this type of work. We only received one bid for \$558,000. This also includes an alternate price to add the City logo in the pool and contingencies for construction and possible gunite repairs. He noted that Mike Malone from Partners and our Pool Manager Jason Harms are here if anyone had questions.

Mr. Rusie is concerned about moving forward with the mosaic tile logo due to the lead time to produce and additional cost. Especially considering the supply and labor issues we have today. She does not want to jeopardize delaying the pool opening in May.

Mr. Vitale said he appreciates the information from Partners regarding the liner. He said he is not in favor of spending money on the logo. He would rather spend the money on signage that is not in the water. He likes the idea of the pool cover to prevent acid washing the pool. He asked if this is an option or if this is part of the plan.

Mr. Harms the aquatics manager said covering the pool at the end of the year prevents draining the pool which is a cost savings and prevents acid washing the surface of the pool. He said we did not bid the cover out. The City manager received estimated costs for the pool cover. If Council agrees to move forward, we will put out an RFP.

Mr. Vitale asked if the pool cover would require anchor points.

Mr. Harms said they retro fit the cover and the anchors go into the pool deck. He said as we do the master plan for the park, we are looking at replacing the pool deck so the anchors would have to be reinserted at that time.

Mr. Lent said we have received some quotes and the rough number is around \$45,000 for the cover.

Mr. Vitale asked what is the lifespan of the cover.

Mr. Harms said they have reached out to the contractor and should have an answer soon.

Mr. Lent added that the \$45,000 is just for the cover and does not include the labor or installation costs.

Mr. Caron agrees that we should not do the logo due to cost and timing. He said we should consider looking to change how we do winterization of the equipment for the pool. We should look at this as a solution going forward to reduce the maintenance that goes into the surface of the pool and the information should be included with the analysis of the pool cover.

Mr. Malone said Partners called different contractors to bid and there were two companies that did the walk through. Partners checked the references for Advanced pool Surfaces and they were good.

Mr. Frederick asked if we cover the pool with a thermal cover at night.

Mr. Harms said no because the pool is heated. The amount of chlorine that goes into the pool would disintegrate the cover.

**Item #5c Continued**

Ms. Rusie wanted to clarify that the motion includes the contingencies.

Mayor Walby said yes, the contingencies are included in the motion. He also wanted to make sure everyone understands getting this project completed on time.

Mr. Harms said yes, the timing is to be completed by Memorial Day. He noted that the contractor will need three weeks of above forty-degree weather to apply the surface. Mr. Malone also understands the timing and will stay on top of the contractor.

**Moved by Council Member Rubello supported by Council Member Frederick to award the contract for SCS Pool Improvements, without the alternate tile logo, to Advanced Pool Surfaces in the amount of \$623,800, which includes 10% contingency and recommended gunite additional contingency of \$10,000**

Ayes: All-6  
Absent: Accica

- 6. **CONSENT AGENDA** – All items listed on the consent agenda are considered to be routine and will be enacted by one motion and approved by a vote of City Council. There will be no separate discussion of the items unless the Mayor and or a Council Member so requests, in which event the item will be removed from the general order of business and considered under the last item of the Consent Agenda.

**Moved by Council Member Caron supported by Council Member Frederick to approve the Consent Agenda items a – i separating 6c as follows:**

a. **Bills**

**December 22, 2022** **\$2,692,684.20**

Resolved to approve the release of checks in the amount of \$2,692,684.20 for services rendered, of the report that is 24 pages in length, and of the grand total amount of \$2,692,684.20, \$559,318.62 went to other taxing authorities

b. **Fees - None**

d. **Approval of Minutes**

Resolved that the following minutes be approved as presented:

<u>Minutes</u>	<u>Meeting Date</u>
Council Budget Meeting	November 28, 2022

e. **Receive & File Boards, Commissions & Committee Minutes**

Resolved that the following minutes be received and filed:

<u>Minutes</u>	<u>Meeting Date</u>
Building Property Maintenance Board of Appeals	September 13, 2022
Zoning Board of Appeals	November 3, 2022
Activities Committee	July 27, 2022
Activities Committee	September 22, 2022
Beautification Commission	July 13, 2022
Beautification Commission	August 10, 2022
Beautification Commission	September 14, 2022
Beautification Commission	October 12, 2022
Beautification Commission	November 9, 2022
Community Garden Committee	April 6, 2022
Community Garden Committee	June 1, 2022
Community Garden Committee	July 6, 2022
Community Garden Committee	August 3, 2022

Community Garden Committee  
Community Garden Committee  
Community Garden Committee

September 7, 2022  
October 5, 2022  
November 2, 2022

**Item #6e Continued**

Parks & Recreation Commission  
Parks & Recreation Commission

July 21, 2022  
October 20, 2022

**f. Updated Police Record Fees**

**Background Brief:** Police Records (Operational Support Services) processes several different records requests and provides a number of additional services to the public. There are fees for a number of services, however, there have been no changes in the fee rates since 2011. Supply costs have increased, as have wages for those processing and providing the services, therefore there is a need to update eight (8) of the current eighteen (18) fees. A comparison was done with ten (10) other Macomb County Police Departments and adjustments were made based off of the departments who responded to the request for their current fee rates.

**Previous Action:** N/A

**Economic Impact:** Additional revenue to the General Fund. The fees cover the materials and time spent processing requests that come into Police Records.

**Recommendation:** To approve the updated Police Records service fees.

**g. Request to set the public hearing for the DDA/TIF plan for February 6, 2023**

**Background Brief:** In June, 2022, Council approved an ordinance creating a Downtown Development Authority encompassing commercial districts along 9 Mile Road and Greater Mack. The Downtown Development Authority Board of Directors, working with Carlisle Wortman and Miller Canfield, have drafted a DDA plan that conceptually outlines strategies for continued economic revitalization in the district. To fund improvements, the plan proposes to implement Tax Increment Financing, a mechanism allowed under state statute that, if adopted, would establish the baseline valuation of properties on December 31, 2022 and capture the taxes generated by increased property valuations moving forward restricting them for use within the DDA district. The plan was approved by the DDA Board at its December meeting. However, final approval is by City Council. A public hearing is required before the Council can consider adopting the DDA /TIF plan. Staff is asking the Council to set the public hearing for February 6, 2023. Pursuant to statutory requirements, notices will be posted throughout the district and at City Hall, mailed to property owners and taxing jurisdictions, published in a newspaper of general circulation and posted on social media no less than twenty days prior to the public hearing. A second ad will be published in a newspaper of general circulation closer to the hearing date.

**Previous Action:** Council approved the levy of an additional two mills on properties in the district in June, 2022.

**Economic Impact:** The economic impact of the proposed TIF for 2023 is estimated to be \$16,186. Through 2031 the total TIF capture for the DDA is projected to be \$368,460.

**Recommendation:** I recommend setting the date of the public hearing for the DDA/TIF plan for the regular Council meeting on February 6, 2023.

**h. Request for Approval of Permit Application to Install Conduit for a Fiber Optic Line for Service at 23975 Harper**

**Background Brief:** Corby Energy Services, on behalf of MCI, is seeking a permit to install conduit to house fiber optic cable from an existing DTE pole in the road right of way on Little Mack to a building at 23975 Harper to provide new service at that address. A Verizon Wireless store is located there.

**Previous Action:** N/A

**Economic Impact:** There is no cost to the City for this item.

**Recommendation:** It is recommended to approve the permit for installation of conduit in the right of way to house fiber optic cable for a new service at 23975 Harper.



i. Request Approval of Aquatic fees and Boat rates

Ayes: All-6  
 Absent: Accica  
**Item #6 Continued**

**Separated Item**c. Progress Payments

**Resolved that the following Progress Payments be approved as presented:**

<b>Al's Asphalt Paving</b>	<b>\$ 5,000.00</b>
<b>EC Korneffel Company</b>	<b>\$516,780.26</b>

Mr. Rubello asked if the rip rap that is guarding the pier has been tested and if it is sturdy.

Ms. Pike said yes, it is solid and it is to specification.

**Moved by Council Member Rubello supported by Council Member Frederick to approve the Consent Agenda item 6c Progress Payments.**

Ayes: All-6  
 Absent: Accica

7. UPDATES AND FOLLOW-UPS FROM PRIOR COUNCIL MEETING

- **Ms. Rusie requested a deeper dive on the potential water loss figures over the last 3 years. There is a significant gap between water purchased and sold.** This would be a question for Bryan Babcock and Laura Stowell to provide the numbers for the utility rate study as it could have been caused by a leak or main break. Finance is pulling the numbers for the utility billing and the Great Lakes Water invoices. A meeting has been scheduled for early next week and then they will have the results to Ms. Rusie.
- **Mr. Caron asked that when the progress payments come in if Finance could let them know where we ended up and how much was spent.** Stillwell will provide all future final payments as well as the most recent to see where they finished. The City engineer will work with the engineering firms to assign a timely closeout of each project and send to Council.
- **Mr. Caron asked about Pg.313 of the audit. He asked why there is nonoperating revenue of 2.8 million in property taxes for water debt? Laura said she would like at the debt schedule and get back with him.** Ms. Stowell sent an email on 12/28 showing the debt schedule and noted that it has always been charged to the water area of the utility fund however she will follow up with the finance staff after the holidays.
- **Mr. Rusie recommends developing a standardized policy in 2023 for all boards, commissions, and committees regarding OMA, voting on the board, state policy, minutes, posting meetings, purchasing policies, etc.** The City Attorney is working on drafting up language to send to Council for review.
- **Mr. Vitale would like a status report on Mack and Gaukler Street.** The underground plumbing has been inspected and approved. The contractor is waiting on concrete to pour the six-inch slab and said he will do it next week. The windows will be delivered February 19, 2023.

8. COMMENTS BY INDIVIDUAL COUNCIL MEMBERS

**Mr. Frederick** spoke about the upcoming programs at the Library. He asked how long can residents put their Christmas trees out for pickup. Mr. Babcock said they can put the tree out with their regular trash. He thanked his mom for her hard work on the pizzelles and he wished everyone a happy and healthy new year.

**Mr. Vitale** asked about the Shores Theater. He said there will need to be structural work over the header where the new doors are going to be installed and the building is not secured properly. He asked if someone can secure the building before it becomes a safety issue. It was recommended by planning to put timelines on this project.

Mr. Vitale asked about the plywood on the exterior of the building at Mack and Gaukler Street. He mentioned the Dollar General dumpster area issues and the brick wall falling apart in front. He noted that the parking lot floods. He said they should be able to comply with their site plan and have the parking lot drain properly. He thanked Ms. Frederick for the cookies.

***Item #8 Continued***

Mayor Walby asked Mr. Ihrle to assist with the Shores Theater and The Dollar General.

**Mr. Rubello** wished everyone a happy new year and thanked Ms. Frederick for the cookies. He would like an update this week on the Fire Stations progress. He asked Ms. Pike to look into some cement issues on Sunnydale Street west of Harper. He asked about the applications for the community block grant money. Ms. Pike said this is a rolling application and explained the process. The application will be sent out to Council with a timeframe. Mr. Rubello said the scholarship applications are due for the Waterfront Environmental Committee and they are looking for volunteers for the Memorial Day Parade Committee and to help shovel senior's homes.

**Ms. Rusie** announced the upcoming events at the Selinsky Green Farmhouse Museum. She wished everyone a Happy New Year and she thanked Mr. Frederick and his mom for the pizzelles.

**Mr. Caron** said he has asked several times about the specifications of the wood and its expected life on the side decking along the boardwalk side of the pier. He indicated that he received four documents and none of them answered his questions but then raised more questions. He would like a follow up to what the life span of the product is, were the end coat preservatives added, where the wood was cut, and what is the plan to apply a weather resistant finish. Mr. Caron looked back at statistics and mentioned the attendance is down at the pool and the Library. The pool was cut short due to issues but the Library is not rebounding. We need to look at how we can get people back. He thanked Mr. Frederick for the cookies.

9. **CITY MANAGER'S REPORT**

City Manager Dustin Lent thanked Mr. Frederick for the cookies.

10. **AUDIENCE PARTICIPATION -**

Commissioner Barbara Zinner wished everyone a happy new year. She said she enjoyed having the last Council meeting at Blossom Heath. She said it looked great and she liked the walk down history lane. She mentioned how great it was to see Hunter Brown and his accomplishments. She mentioned to check out the new X-Golf on Harper and Lefty's Cheesesteak on Greater Mack.

Mr. Jamie Victory a St. Clair Shores resident said the last council meeting was awesome. He was able to talk with Hunter Brown and said he is an outstanding young man. He said the parade of lights was good but he thinks they should have Police officers escorting the parade. He asked who the chairperson is for the Cool City Committee, so he can attend a meeting and give them some ideas. He wished everyone a happy new year.

11. **MAYOR'S COMMENTS**

Mayor Walby asked Mr. Bowman to come up and talk about Aqua Freeze at Blossom Heath Park.

Mr. Bowman said there will be ice carvings throughout the park. Petitpren is sponsoring entertainment, TIFA is sponsoring warming tents, First State Bank is sponsoring horse drawn wagon rides, and BAS Security is sponsoring entertainment. There will also be about five food trucks. The event will be January 14 – 15, 2023.

12. **ADJOURNMENT**

**Moved by Council Member Caron, supported by Council Member Frederick to adjourn at 8:47 p.m.**

Ayes: All-6  
Absent: Accica

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KIP C. WALBY, MAYOR

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ABRIAL J. BARRETT, CITY CLERK

(THE PRECEDING MINUTES ARE A SYNOPSIS OF A CITY COUNCIL MEETING AND DO NOT REPRESENT A VERBATIM RECORD).