

EASTPOINTE CITY COUNCIL REGULAR MEETING WILL BE HELD VIA ZOOM

The meeting will be conducted virtually, pursuant to Senate Bill 1108, that allows public bodies to conduct virtual meetings through December 31, 2020.

To join the City Council Regular Meeting scheduled for **December 15, 2020 at 7:00 p.m.**, please click the following link:

<https://zoom.us/join> Meeting ID: 414 456 0744

<https://zoom.us/j/4144560744>

To access the meeting by phone, dial +1 312 626 6799.

A user may have to download the Zoom app to their device to log into the meeting.

Monique Owens, Mayor
Contact: mayorowens@eastpointecity.org

Harvey Curley, Councilman
Contact: hcurley@eastpointecity.org

Cardi DeMonaco, Councilman
Contact: cdemonaco@eastpointecity.org

Sarah Lucido, Councilwoman
Contact: slucido@eastpointecity.org

Sylvia Moore, Councilwoman
Contact: smoore@eastpointecity.org

Persons with disabilities that are unable to participate via Zoom, please contact the City Manager's Office for assistance at (586)204-3032.



Eastpointe City Council

Regular Meeting

AGENDA

December 15, 2020

Convening at 7:00 PM

**Submitted by
The City Manager**

VIA ZOOM DUE TO GOVERNOR'S EMERGENCY DECLARATION

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CITY MANAGER MEMORANDUM

December 15, 2020

Honorable Mayor and Council

City of Eastpointe

Subject: Background Information and Reports

This booklet provides a summary of the many reports, communications and recommendations that accompany your agenda. Also included are suggested or requested resolutions and/or ordinances for your consideration and possible adoption.

Supporting materials transmitted with this Agenda have been prepared by Department Directors and my Executive Assistant. I recognize them for their efforts to provide insight and professional advice for your consideration.

As always, we are happy to provide such added information as your deliberations may require.



**VIA ZOOM DUE TO GOVERNOR'S EMERGENCY
DECLARATION**

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EASTPOINTE CITY COUNCIL

REGULAR MEETING

TUESDAY, DECEMBER 15, 2020

AGENDA

7:00 PM

Invocation

Pledge Allegiance

I. ROLL CALL

II. APPROVAL OF AGENDA

III. HEARING OF THE PUBLIC

IV. APPROVAL OF MINUTES

A. Special Meeting Minutes - December 1, 2020

B. Regular Meeting Minutes - December 1, 2020

V. SCHEDULED HEARINGS

VI. UNFINISHED BUSINESS

VII. REPORTS FROM ADMINISTRATION

VIII. NEW BUSINESS

A. Approval of Additional MERS Contribution and Budget Amendment BA 21-02

- B. Receive and File Fiscal Year 2019-2020 Comprehensive Annual Financial Statements**
- C. Adoption of Resolution No. 1912 - Recertification Process for the Redevelopment Ready Community Program through MEDC**
- D. Introduction and First Reading of Ordinance No. 1205 - Amend the Codified Ordinances of the City of Eastpointe by Replacing Sec. 2-525 With a New Sec. 2-525 Entitled "City Fee Schedule for Public Records and City Services and Programs"**
- E. Introduction and First Reading of Ordinance No. 1206 - Amend Section 2-525 of the Code of Ordinances Regarding Fee Schedules - (Fee Schedule Under Police)**
- F. Introduction and First Reading of Ordinance No. 1207 - Amend Chapter 38, Streets, Sidewalks, and Other Public Places, Article II, Streets, of the City of Eastpointe Code of Ordinances**
- G. Approval of Special Land Use for My Party Boutique with Parking Provisions as Discussed by Planning Commission.**
- H. Resurface Residential Streets with Composite Pavement**
- I. Appointment to Planning Commission**
- J. Discussion and Possible Motion on Eastpointe Resolution Calling for the Michigan Legislature to Support Proportional Representation via Ranked-Choice Voting**
- K. Discussion on Unused Educational Costs**

IX. PAYROLLS AND BILLS

- A. Payroll and Bills**

X. HEARING OF THE PUBLIC

XI. MAYOR AND/OR COUNCIL REPORTS

XII. CLOSED SESSION

- A. Attorney Client Privilege - Legal Opinion from Labor Council**
- B. Attorney/Client Privilege - Legal Opinion: Tax Reversion Properties**
- C. Attorney/Client Privilege: Legal Opinion: Lease Agreement**

XIII. ADJOURNMENT

The Eastpointe City Council has adopted the Sturgis Standard Code of Parliamentary Procedure as its rules in conducting its meetings. All persons attending a City Council meeting shall have a reasonable opportunity to be heard during the two hearings of the public (one hearing of the public during special meetings) on any matter within Council's jurisdiction. A person shall not speak unless recognized by the Mayor. A person who has been recognized to speak shall come to the podium, state their name and address for the record, and shall direct their

comments to the Council as a body, not to an individual member of Council or the public. The speaker shall not speak for more than three minutes. A wireless microphone is available to those speakers who cannot walk or stand so that they can address the Council from their seat when recognized to do so. When the Mayor determines that there are no other members of the public wishing to speak during a hearing of the public, the Mayor will close the hearing, after which time only the City Council may engage in discussion on matters coming before the Council without interruption from the public. The Chief of Police or his designee shall attend any regular or special meeting of Council to enforce the preservation of order when requested to do so. State law prohibits a person from disrupting a public meeting, and a person may be removed from a meeting for a breach of the peace committed at the meeting (Michigan Open Meetings Act).

The City of Eastpointe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon 5 days' prior notice. Individuals with disabilities requiring auxiliary aids or services should contact the City Manager by writing to Eastpointe City Manager, 23200 Gratiot Avenue, Eastpointe, MI 48021; or by calling the City Manager's office at (586) 445-3661 ext. 2206.

**MINUTES OF A SPECIAL MEETING OF THE CITY COUNCIL
FOR THE CITY OF EASTPOINTE, MACOMB COUNTY, MICHIGAN,
HELD ON TUESDAY, DECEMBER 1, 2020**

ROLL CALL

The meeting was called to order at 6:00 p.m. by Mayor Owens with the following members present:

Council Members Present: Owens (Eastpointe, MI), Curley (Eastpointe, MI), DeMonaco (Eastpointe, MI), Lucido (Eastpointe, MI), Moore (Eastpointe, MI)

Council Members Absent: None

Administrators Present: Doom, Fairbrother, Blum

Administrators Absent: Albright

HEARING OF THE PUBLIC

Mayor Owens announced the Hearing of the Public, at which time, no comments were given.

There being no comments, Mayor Owens announced the Hearing of the Public closed.

PRESENTATION OF THE ANNUAL FINANCIAL REPORT AND REPORT OF THE INDEPENDENT AUDITORS

Finance Director Blum opened up by announcing that this is presentation of the audited financials for FY 2020, and the auditors will give a review of current status of the city; this is generally the auditors giving an opinion on the quality of the workmanship of the accounting activities.

Joe Kowalski introduced himself as the audit partner from Plante Moran for the audit of the City, and also introduced Tim St. Andrew, who is the audit principal for the audit of the City. Their plan is to first go over the results of the audit from the perspective of their findings and opinion, which they will walk everyone through, and then Mr. St. Andrew will walk everyone through the financial highlights that are in the financial statements along with the graph presentation located in their everyone's packet.

Mr. Kowalski thanked the Mayor, Council, City Manager Doom, and Finance Director Blum for their cooperation during the audit; due to the odd year, Plante Moran was called upon to do a remote audit which they were capable of for the purposes of safety; the cooperation received from the city staff and Finance Director Blum was above and beyond the call of duty and helped the auditors to get their job done; not only were they able to complete the audit remotely, but they were able to conduct the audit with the same robust fashion; there were no corners cut, and all the evidence that is normally collected was provided in a timely manner; happy to report that the auditors have an unmodified opinion on the financial statements, which is considerably a clean opinion; they do have some observations that they will walk everyone through today which are contained in the letter in the packet.

Letter is divided into three sections – section 1 is internal controls; section 2 contains the matters that are required to be communicated as the oversight body of the city; section 3 contains legislative informational items that are of interest to most cities and not written to be specifically to the City of Eastpointe, but most do apply

Section 1: communicated with council via letter at the onset of the audit and laid out the plan for the audi, and was able to stick to plan to conduct all of the work; page 3 identifies some internal control deficiencies; the first was a carryover from the prior year where there were staffing issues at the city that caused bank reconciliations to fall behind schedule, and that carried over into the beginning of this fiscal year as well; the second issue is related to a segregation of duties and observation; during the audit it was noted that a single individual who has the ability to add employees to the payroll system, as well as edit employee banking information, the auditors do believe that those functions should be handled by separate individuals.

This concluded the comments on internal control.

Page 4 begins some of the required communications; under the item "Significant Audit Findings," this is where the auditors evaluate the qualitative aspects of accounting practices. In their opinion, the quality of the accounting policies and practices chosen by the city are high and of a high quality; there were no new accounting policies adopted during the year; there were no unusual transactions entered into the city that lacked accounting guidance, thus they were able to have routine accounting guidance applied; at the bottom of this page there is a section where they talk about the estimates that are contained in the financial statements; most sensitive estimates identified are the OPEB liabilities, retirement liabilities, incurred for claims but not yet reported estimate, and the estimate for unbilled water and sewer charges in the water and sewer fund; page 5 describes their approach to each of the areas; audit estimates and all was found to be reasonable and did not take any exception to them; full cooperation and no disagreement with management on any matter; bottom of page five discusses corrected and uncorrected misstatements; these are amounts that were not recorded in accordance with the accounting guidance; however, that was a conscious decision by management because of the immateriality of the amounts and there was agreement with not recording them; auditors do receive a letter of representation from management that reassures that all questions have been answered truthfully and provided everything that was asked for; no consultation with other auditors and no pressure given to render a clean opinion; they were able to reach their decisions on their own; there are some other supplemental financial statements that they do not have to report on; however, they are required to read this information for consistency against the rest of the audit work performed; information was found consistent.

This concluded the comments on the required communications.

Section 3 begins the legislative and informational items, which there were three highlights; they identified the COVID-19 Resource Center where they have closely monitored the impact of legislation and administrative orders and its effect on finance and accounting; created a portal for their clients to go and ask questions; reminder about cybersecurity and information technology controls; general reminder especially during remote operations, there's elevated risk and this is something to consider as an oversight body; there is a big GASB 95 with numerous bullet points; this is the gift that the standard center gave to us this year; delay with a number of other accounting standards by issuing GASB 95; delay in some implementations for the city and some would be implemented next year.

This concluded the legislative and informational items.

Timothy St. Andrew reviewed the financial statements

Page 10 reflects the statement of net position; total net deficit of \$30M; unrestricted deficit of \$61.8M; city's recorded almost a \$70M liability relative to the pension and healthcare; page 13 are the governmental funds on the balance sheet; general fund includes the general fund as well as the tax reversion fund; 5 different categories of balance; 4 of 5 have funding; assets held for resale - \$564,000, dollars for the tax reversion; recognized by not available to spend and classified as non-spendable; \$1.9M assigned for capital projects; \$163,000 left over for the city's discretion to spend; major streets fund ended the year with \$2.2M; local streets fund ended the year at \$1.7M; chapter 20 drain debt fund has \$762,000 restricted for debt service; page 15 reflects the statement of revenue, expenditures and changes in fund balances; city had property tax revenue of \$9.4M; this is the city's largest source of revenue; up approximately \$260,000 this year or 2.8%; offset by the fines, forfeitures, licenses and permits line, all combined, down about \$500,000 from prior year; largely due to the state shutdown in the fourth quarter; year-over-year total revenue is down \$240,000; total expenditures are down \$120,000 from last year; net change in fund balance is \$274,000 use of fund balance; major streets fund increase of \$372,000, while the local streets fund used was almost \$485,000 of fund balance; page 61 shows the general fund and doesn't include the tax reversion; total revenue for the year is just shy of \$800,000 short of amended budget; total expenditures are just over \$2M short of amended budget; net change in fund balance for just the general fund was a use of about \$50,000; pages 17 – 21 are the enterprise funds which would be water and sewer fund and garbage and rubbish collection fund; for water and sewer fund, built up the unrestricted to almost \$13M; operating income at \$3.3M; overall, water and sewer fund as a whole is in a better position than prior years; for garbage and rubbish fund, an unrestricted deficit of \$112,000; \$2.4 liability; pages 22 – 23 would be the retiree health

care and death benefit fund; ended year with assets of \$10.2M; net investment loss this year of \$73,000; contribution of employer from the city was \$2.5M; health insurance premiums within the deduction section at \$2.5M; net decrease in that position of \$161,000; pages 40 – 41 are capital asset footnotes; this is everything except water and sewer; total investments \$3M; water sewer system, \$1.6M invested in the system; pages 42 – 44 is the long-term debt footnote; \$1.2M of debt issued; this was a refunding that was done by the drainage district; old debt removed and new refunded debt was put on; \$1.2M added and 2.2M reduction of debt would include the scheduled payments made by the city as well as the old debt that was refunded; net reduction of \$1M in debt; page 49 is the pension plan footnote; net pension liability of \$43.8M; total pension liability of \$89.4M; system is 51% funded as of year-end; page 65 is the 10-year history of pension contributions; \$4.5M this year; this is cash out the door paid into the system; over six year projection, contribution will gradually go up to \$8.3M in FY 2026; pages 53 – 54 are the retiree healthcare and death benefit; total OPEB liability of \$32M; this system is 22% funded; death benefit over funded at 175%, with a net asset of \$447,000; page 56 discloses the sensitivity analysis; in the discount rate at June 30, 2020 was 6.5% based on the city's target investment allocation for those funds; the health care cost trend rate, the actuary assumes 8.25% healthcare cost increases, gradually going down to 4.5%;

This concluded the review of the financial statements.

Finance Director Blum made a note that due to some IT issues, the information that went out was in draft form. By next council meeting, they will receive the final version of the audit information.

MAYOR AND/OR COUNCIL REPORTS

Mayor Owens announced Mayor and/or Council Reports.

Councilman DeMonaco thanked Plante Moran for coming out. Asked and questioned about an item under the internal controls – our testing of cash, the bank reconciliations were not performed in a timely manner; this is a familiar item and its been on at least five of these in a row; wanted to know how we are still in this position of not being caught up if we hired a deputy treasurer to help with the workload. Finance Director Blum responded that we were caught up but part of the fiscal year we were behind and it had to be noted in the audit, but going forward we will not have this audit comment next year.

Councilman Curley thanked Plante Moran for their efforts and expertise.

Councilwoman Moore requested a copy of the audit.

Councilwoman Lucido thanked Plante Moran for coming out as well as administration.

Mayor Owens had no report.

ADJOURNMENT

Moved by Curley, seconded by Lucido, to adjourn the meeting at 6:45 p.m.

Yeas: Curley, Lucido, Owens, DeMonaco, Moore
Nays: None

VIA ZOOM
**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL
FOR THE CITY OF EASTPOINTE, MACOMB COUNTY, MICHIGAN,
HELD ON TUESDAY, DECEMBER 1, 2020**

INVOCATION

The Invocation was rendered by Councilwoman Lucido.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was presented.

ROLL CALL

The meeting was called to order at 7:00 p.m. with the following members present:

Council Members Present: Owens (Eastpointe, MI), Curley (Eastpointe, MI), DeMonaco (Eastpointe, MI), Lucido (Eastpointe, MI), Moore (Eastpointe, MI)

Council Members Absent: None

Administrators Present: Doom, Fairbrother, Blum, and Albright

Administrators Absent: None

APPROVAL OF AGENDA

Moved by Lucido, seconded by Curley, to approve the agenda with the following additions: add item F. - Discussion and Possible Motion regarding Enterprise Leasing Program, and item G. - Snow Plow and Salt Application Bid Approval.

Yeas: Lucido, Curley, Demonaco, Moore, Owens

Nays: None

HEARING OF THE PUBLIC

Mayor Owens announced the first Hearing of the Public, at which time,

Dion Jackson Hardrick inquired regarding the string lights ordinance.

There being no further comments, Mayor Owens announced the first Hearing of the Public closed.

APPROVAL OF MINUTES

Moved by Curley, seconded by Lucido, to approve the minutes of the regular meeting dated November 17, 2020.

Yeas: Curley, Lucido, Moore, DeMonaco, Owens

Nays: None

SCHEDULED HEARINGS

No hearings scheduled.

UNFINISHED BUSINESS

Mayor Owens announced unfinished business.

No unfinished business.

REPORTS FROM ADMINISTRATION

Mayor Owens announced reports from Administration.

City Manager Doom reported that last week was a short week for the employees due to the Thanksgiving holiday; reminded everyone that COVID is still on the rise and we're taking every precaution we can at work; there are also alternative methods that people can use to reach us or conduct business so they don't have to come into the building; we were shut down for two weeks due to an outbreak of COVID and we're doing everything we can to make sure that another outbreak does not occur; encouraged everyone on the meeting to take a look at our website and Facebook page; we have a new Public Information Officer, Deborah Trotter, who has been on top of getting information out to the public; we will share as much information as we can with the community in the most timely and updated fashion as it's really pertinent to all our residents; our goal is to be that information leader for people to rely on to know what is happening in our city. Mayor Owens questioned if we are still doing ice sculptures for our downtown area. City Manager Doom stated she spoke with Economic Development Manager Homan to identify where a good placement for that will be in the DDA. Mayor Owens also questioned where are we placing our Christmas tree. City Manager Doom responded that a very nicely decorated tree has been placed in City Hall; additionally, some of our buildings have been nicely decorated with creative holiday lighting.

Finance Director Blum has no report. Councilman DeMonaco questioned about a water billing issue dated back to May of 2019, as a resident reached out about it because apparently this is still ongoing a year and a half later; the understanding is that these checks or money orders were lost by the bank, and this gentleman used a money order to pay his water bill, and the concern is the payment was just now reversed, and if we lost a money order, how was he supposed to get his money back and pay this if the money order was lost; if the bank was not at fault the request is for proof of this. Blum stated we made a deposit, there was about \$11,000 in a particular batch, as a part of the deposit, that just disappeared, and the bank can't explain it; all files were checked and its not hidden anywhere; this was discovered and a letter was sent out in November of 2019 to let people know that the payments have not been processed, and requested those people bring in a replacement check; approximately \$9,000 of the \$11,000 was brought in as replacement checks including those that had done money orders; Councilman DeMonaco questioned if we followed up with the few people that were outstanding in the money replacement. Director Blum responded that we did not send out a follow up letter, and the gentleman in question had a copy of his letter; however, the gentleman did not choose to go get a replacement money order. Councilman DeMonaco requested to see the documentation from the bank. Councilwoman Lucido and Mayor Owens questioned about why we did not receive a receipt showing all of the deposited checks at the time of deposit. Director Blum responded that we do a night depository, now currently moving to a remote deposit system; at that time, we did the night depository; we would batch up all our checks by cashier, get a total for the particular deposit, put it in the night depository, and then we would get a receipt the next day after it was processed. Councilwoman Moore questioned for clarification if the people who paid this money had to pay double amounts to cover the lost funds. Director Blum stated that these were replacements; if the people went back to replace money orders, they could be verified if they were processed or not, and then issued a replacement; the only thing that would come out of the customer's pocket would be the replacement fee, which we absorbed.

Attorney Albright reported that the property owner who brought up the rope lighting, that ordinance will become effective on January 6, 2021; there was a 90-day period where the ordinance then will be enforceable after that time; if there are any business owners who do have that type of lighting, they do have time to remove them before the ordinance becomes enforceable; circulated the monthly status report to the members of City Council.

NEW BUSINESS

Mayor Owens announced new business.

Moved by Lucido, seconded by DeMonaco, to adopt Resolution No. 1911 establishing the 2021 Regular Meeting schedule for the Eastpointe City Council in accordance with Section 5 of the Michigan Open Meetings Act, Public Act 267 of 1976.

Yeas: Lucido, DeMonaco, Moore, Curley, Owens
Nays: None

Moved by Curley, seconded by Lucido, to authorize the City Manager to sign and enter into the Macomb County Designated Assessor Interlocal Agreement.

Yeas: Curley, Lucido, Owens, DeMonaco, Moore
Nays: None

Moved by Lucido, seconded by DeMonaco, to authorize the Mayor to sign the Macomb Community Action Community Development sub-recipient agreement between the County of Macomb and the City of Eastpointe, regarding the Roxana Street reconstruction project; the agreement being in the amount of \$150,000.

Yeas: Lucido, DeMonaco, Curley, Owens, Moore
Nays: None

Moved by Lucido, seconded by Moore, to appropriate an additional \$12,000 toward the Memorial Park Concession Stand Project, for a total of \$49,975, in contingency funding.

Yeas: Lucido, Moore, DeMonaco, Curley, Owens
Nays: None

DISCUSSION AND POSSIBLE MOTION: *Charter Revisions to Chapter III, Section 5, and Chapter IV, Section 17.*

Councilman DeMonaco stated the request to put this on the agenda is due to how election laws have changed over time. Attorney Albright stated he wanted to take these charter sections and come up with some updated language that is consistent with Michigan election law; it would not change the charter language in and of itself; this would ultimately have to go to a vote of the people as it does involve a charter change; the proposed language, if approved by the City Council, would also need to be submitted to the Attorney General's Office, and ultimately approved by the Governor's Office as well; multi-step process that first begins with council's instructing of Attorney Albright's office to make the changes, bring it back for review, and ultimately an approval by council, then the language will be submitted for further review and approval.

Moved by DeMonaco, seconded by Curley, to have the City Attorney's Office proceed with the drafting of amendments for Charter revisions to Chapter III, Section 5, and Chapter IV, Section 17.

Yeas: DeMonaco, Curley, Owens, Lucido, Moore
Nays: None

DISCUSSION AND POSSIBLE MOTION: *Enterprise Leasing Agreement.* Councilwoman Lucido stated that it was brought to their attention that the city recently leased some new code enforcement vehicles; going back to May of 2019, City Council did make a motion to approve the leasing of cars through Enterprise for the police department and the deputy fire chief's vehicle; believes some of the administration may have been confused thinking council approved the lease all of the city's fleet of vehicles, and that was not the motion that was made or the discussions previously held; put on the agenda tonight to make sure we move forward with possibly doing what we can to prevent this from happening, and some questions for Finance Director Blum to discuss where the confusion was and so that some clarification can be given; also looking for some direction as to where it was in the budget. Finance Director Blum stated there is in the budget for Building, Code Enforcement and Rental, there's a line item for motor pool rental where they pay for the Fiestas and the one charger that is used to do their code enforcement; what will happen is those charges will stop, a new lease payment will begin the lease; the lease will be budgeted for a little bit more but not that much; next year it will be completely budgeted as a lease line item with no motor pool involvement; there is one vehicle from DPW that is not budgeted anywhere, but that will be charged off to the various areas and it's used whether the engineer is doing major or local streets, waters or wherever it'll just be one of the costs that gets allocated out, but that was not planned in this original budget and will have to be adjusted for. Councilwoman Lucido questioned that what she's confused about is that if the misunderstanding was that council approved this in 2019, why wasn't it properly budgeted for; does not believe they approved it; if it was administration's opinion that council did approve, then why didn't we assume that this expense was going to come this year and budget for it properly. Mayor Owens questioned why vehicles were purchased in excess of \$5,000, and not brought to council for approval. Councilwoman Lucido requested that Attorney Albright give his opinion on the previous motion. Mayor Owens requested that the documents be sent to everyone so everyone can review and be refreshed on this contract situation, the motion, and the discussion during the prior council meetings associated with this issue.

Moved by DeMonaco, seconded by Lucido, to stop purchasing any additional vehicles through the Enterprise Program or any other program.

Yeas: DeMonaco, Lucido, Moore, Curley, Owens
Nays: None

Moved by Lucido, seconded by Curley, to concur with the recommendation of City Administration and award one-year contracts for snow plowing and salt application to Xpert Lawn and Snow, and Ed's Two Men and A Mower.

Yeas: Lucido, Curley, Owens, DeMonaco, Moore
Nays: None

PAYROLLS AND BILLS

Moved by Lucido, seconded by DeMonaco, to approve the payrolls and bills in the amount of \$1,202,637.39.

PAYROLLS TO BE APPROVED AT COUNCIL MEETING DECEMBER 1, 2020

<u>DEPARTMENT</u>	<u>GENERAL FUND</u>	<u>OTHER FUNDS</u>	<u>TOTAL</u>
Legislative	\$ 2,522.25	\$ -	\$ 2,522.25
Court	\$ 26,036.58	\$ -	\$ 26,036.58
Administration	\$ 38,961.40	\$ -	\$ 38,961.40
Police	\$ 202,719.79	\$ -	\$ 202,719.79
Fire	\$ 102,837.39	\$ -	\$ 102,837.39
Inspection	\$ 22,896.12	\$ -	\$ 22,896.12
Public Works	\$ -	\$ -	\$ -
Parks	\$ 2,437.04	\$ -	\$ 2,437.04
DDA/Econ Devel	\$ 3,080.52	\$ -	\$ 3,080.52
Water/Sewer	\$ -	\$ 27,360.36	\$ 27,360.36
Roads	\$ -	\$ 14,060.75	\$ 14,060.75
Sidewalks	\$ -	\$ 2,230.77	\$ 2,230.77
Rubbish	\$ -	\$ 1,626.59	\$ 1,626.59
Motorpool	\$ -	\$ 4,963.49	\$ 4,963.49
Library	\$ -	\$ 15,304.86	\$ 15,304.86
Total	\$ 401,491.09	\$ 65,546.82	\$ 467,037.91
City's portion of Social Security, Medicare, 401(a) & MERS			\$ 83,442.75
		TOTAL PAYROLL EXPENSE	\$ 550,480.66

SUMMARY OF BILLS TO BE APPROVED AT COUNCIL ON DECEMBER 1, 2020

FUND	BILLS
101 GENERAL	\$ 246,184.02
202 MAJOR STREETS	\$ 7,582.26
203 LOCAL STREETS	\$ 2,737.26
219 STREET LIGHTING FUND	\$ 27,764.21
248 DOWNTOWN DEVELOPMENT AUTHORITY	\$ 5,070.00
260 INDIGENT DEFENSE FUND	\$ 14,468.75
265 DRUG LAW ENFORCEMENT FUND	\$ 7,154.67
271 LIBRARY	\$ 7,042.35
401 CAPITAL IMPROVEMENT	
405 TAX REVERSION FUND	\$ 1,080.37
517 SANITARY LANDFILL	\$ 154.02
592 WATER SEWER	\$ 230,203.54
601 MOTOR POOL	\$ 19,267.29
701 GENERAL AGENCY FUND	
750 IMPREST PAYROLL FUND	\$ 1,593.30
TOTAL ALL PAYABLES	\$ 570,302.04

SUMMARY OF BILLS TO BE APPROVED AT COUNCIL ON DECEMBER 1, 2020

FUND	BILLS
728 DEATH BENEFIT	\$ -
731 PENSION	\$ -
737 RETIREE HEALTH CARE	\$ 81,854.69
TOTAL ALL PAYABLES	\$ 81,854.69

Yeas: Lucido, DeMonaco, Moore, Curley, Owens
Nays: None

HEARING OF THE PUBLIC

Mayor Owens announced the second Hearing of the Public, at which time:

Mr. Vinni Gambini questioned about how the City is in violation of the Freedom of Information Act and the requirement to post on the website a summary of how people can submit requests for information.

There being no further comments, Mayor Owens announced the second Hearing of the Public closed.

MAYOR AND/OR COUNCIL REPORTS

Councilman DeMonaco stated that our FOIA form is on the website, however, we do need to add a location or link to where the form can be sent; over the last couple of weeks, Councilman DeMonaco was on a panel with the Michigan Municipal League; they have a newly elected officials training that he took part in six years ago and this time he was on the panel and that was pretty fun; Councilman DeMonaco was appointed by the MML to the advisory board for the elected officials academy.

Councilman Curley stated the latest counts concerning the virus is that there's been 1,000 cases in the City of Eastpointe so far, and approximately 40 people have died; pray for those who have died, those who may be in the hospital or at home quarantined because they have the virus; asking, yet begging everyone to please wear their masks; its not political, but it saves lives; there are numerous small businesses that are going under the water here in Eastpointe because of the current order of closure by the Governor of Michigan; asking that we help our businesses by supporting and going to get carry outs; visited the barbershop of the constituent who raised questions about the lighting, and noticed that the street lights on Kelly Road point down to the street, and not to the parking lot; we may want to look at why there's no light on the parking lots; there's always room for improvement and there's always room for changes; working on some changes about the string lights that he will be coming to the council for review.

Councilwoman Moore stated that City Manager Doom will see a flurry of questions coming from her by email as she has a lot of questions; would like to go out to the construction site and see what's going on with it; will be attending the same classes that Councilman Cardi mentioned.

Councilwoman Lucido hoped that everyone had a great Thanksgiving this year; thanked Assistant City Manager Fairbrother for the light decorations at the police and fire stations; received a lot of feedback from residents on how they love the lights; would like to see in upcoming years more lights and things that can put Eastpointe on the map when it comes to decorating the city as others have done.

Mayor Owens thanked the directors for all the hard work that they do and also thanked council for having some really great questions during the meeting; thanked those who are involved in helping out our community; applauds people, businesses and residents who want to reach out and help in the community.

ADJOURNMENT

Moved by Curley, seconded by Lucido, to adjourn the meeting at 8:43 p.m.

Yeas: Curley, Lucido, Moore, DeMonaco, Owens
Nays: None

ELKE DOOM
CITY CLERK

MONIQUE OWENS
MAYOR



CITY of EASTPOINTE

EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Approval of Additional MERS Contribution and Budget Amendment BA 21-02

BACKGROUND BRIEF: The City's FY20 budget was approved with expenditures related to employee costs. The City's overall employee spending came in under budget by \$532,027. A request is being made to deposit these unspent funds into MERS to reduce the City's unfunded pension liability.

SUMMARY OF PREVIOUS COUNCIL ACTION: None on this matter.

FINANCIAL IMPACT: \$532,027 in additional expenditures.

CITY MANAGER'S RECOMMENDATION: Approve the additional MERS contribution and BA 21-02.

RECOMMENDED MOTION: Moved by , seconded by , to approve an additional contribution to MERS prior to December 31st in the amount of \$532,027 and approve the related budget amendment, BA 21-02



CITY of EASTPOINTE

FINANCE DEPARTMENT
(586) 445-3661 • FAX (586) 445-4392

MUNICIPAL OFFICES
23200 GRATIOT AVENUE
EASTPOINTE, MI 48021

MEMORANDUM

To: Honorable Mayor Owens and
Members of City Council
City Manager Doom

From: Randall Blum 
Finance Director

Date: December 15, 2020

Subject: **BUDGET AMENDMENT**

Background

The last two Fiscal Years the Council authorized additional contributions to MERS prior to the December 31st cutoff for actuarial reporting. The City's FY20 budget was approved with expenditures related to employee costs. This included not just wages, but some benefits as well. As the fiscal year is closed and employee costs are finalized, I have reviewed the budgeted personnel costs and compared this with the actual personnel costs. After excluding certain Funds that are not a part of the retirement system, such as Major and Local Streets and excluding certain employee groups, such as Library Part-Time, the city's overall employee spending came in under budget by \$532,027.

Knowing the Council's commitment to funding the city's obligations and that fact that Council had already approved spending money on personnel costs in prior fiscal years, I am recommending the Council authorize contributing the excess personnel funds to MERS. The contribution will be deposited into the appropriate MERS Divisions. \$205,594 would be deposited into Police employee divisions, \$254,146 would be deposited into General employee divisions and \$72,287 would be deposited into Fire employee divisions. Additional contributions now will reduce future city contribution requirements. If Council chooses to not authorize this additional contribution, the funds in question will fall to Fund Balance for the appropriate areas.

Recommendation

It is recommended that City Council approve an additional contribution to MERS prior to December 31st in the amount of \$532,027 and approve the related budget amendment, BA 21-02, to amend the City's FY21 budget.

General

Expenditures

- Additional contribution to MERS of \$459,895.

Library

Expenditures

- Additional contribution to MERS of \$23,265.

Water/Sewer

Expenditures

- Additional contribution to MERS of \$48,867.

**2020/21 BUDGET AMENDMENT
December 2020
BA 21-02**

Account	Description	Current Budget	Budget Amendment	Revised Budget
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GENERAL

Expenditures

101-299-722.000	RETIREMENT CONTRIBUTION	0	182,014	182,014
101-301-722.000	RETIREMENT CONTRIBUTION	1,898,064	205,594	2,103,658
101-336-722.000	RETIREMENT CONTRIBUTION	1,052,864	72,287	1,125,151

CHANGE IN EXPENDITURES

459,895

IMPACT TO FUND BALANCE

(459,895)

Current budget is a decrease in Fund Balance of \$2,061,968. Revised budget is a decrease in Fund Balance of \$2,521,863.

LIBRARY

Expenditures

271-790-722.000	RETIREMENT CONTRIBUTION	122,549	23,265	145,814
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CHANGE IN EXPENDITURES

23,265

IMPACT TO FUND BALANCE

(23,265)

Current budget is a decrease in Fund Balance of \$32,838. Revised budget is a decrease in Fund Balance of \$56,103.

WATER / SEWER

Expenditures

592-536-722.000	RETIREMENT CONTRIBUTION	391,961	48,867	440,828
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CHANGE IN EXPENDITURES

48,867

IMPACT TO FUND BALANCE

(48,867)

Current budget is a decrease in Retained Earnings of \$706,384. Revised budget is a decrease in Retained Earnings of \$755,251.



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Receive and File Fiscal Year 2019-2020 Comprehensive Annual Financial Statements

BACKGROUND BRIEF: Finance Director Blum is requesting that the City Council receive and file the FY2019-20 Comprehensive Annual Financial Report for the City. The full report is available and the Library and on the City's website.

SUMMARY OF PREVIOUS COUNCIL ACTION: None on this matter.

FINANCIAL IMPACT: None on this matter.

CITY MANAGER'S RECOMMENDATION: Receive and file the FY 2019-2020 Comprehensive Annual Financial Report.

RECOMMENDED MOTION: Moved by , seconded by , to receive and file the City of Eastpointe Comprehensive Annual Financial Report for the year ending June 30, 2020.



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Adoption of Resolution No. 1912 - Recertification Process for the Redevelopment Ready Community Program through MEDC

BACKGROUND BRIEF: RRC is free technical assistance offered by the MEDC to assist communities in incorporating best practices in planning, zoning and economic development. Certification of a community also prioritizes it for investments in redevelopment through MEDC programs.

The City of Eastpointe was the second community in the state to become RRC certified and has continued to demonstrate a commitment throughout the years.

MEDC has a three-year recertification check-in to ensure each community has access to, and is following the most up-to-date best practices. The city and MEDC have completed the initial steps resulting in an official list of recommendations by the MEDC to be finished by the city within one year.

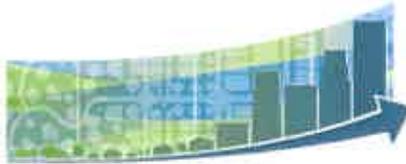
The RRC recertification process is perfectly timed as the City begins the process to revise the Zoning Ordinance to align with the new Master Plan, as the planning process begins for the reconstruction of Nine Mile Road, which includes the award of a SEMCOG Planning Assistance Program for Transportation Equity grant for creating an inclusive strategic corridor plan, and as the city revises its website.

SUMMARY OF PREVIOUS COUNCIL ACTION: On February 18, 2014, the City Council passed Resolution 1772, Redevelopment Ready Communities Program, electing to participate in the program to improve the economic development process. Then in 2017, the city again elected to participate in the RRC Program.

FINANCIAL IMPACT: None. The RRC Certification provides a community with a variety of resources to encourage new investment and redevelopment, including assistance in identifying priority redevelopment sites, assistance in marketing those site, technical assistance funding opportunities, and other tools and services.

CITY MANAGER'S RECOMMENDATION: Approve the recommended motion authorizing Resolution 1912.

RECOMMENDED MOTION: Moved by , seconded by , to approve the city's participation in the Redevelopment Ready Community Recertification process with the State of Michigan's Economic Development Corporation, and further authorize the City Manager to execute Resolution No. 1912 and all other documents related to the program as provided by the MEDC.



redevelopment ready
communities®

RRC Recertification Brief

City of Eastpointe
December 2020



MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

City of Eastpointe was most recently certified under the statewide Redevelopment Ready Communities® program in December 2017. In the three years since certification, Eastpointe has seen a number of changes and experienced residential development and redevelopment. However, Eastpointe has continued to pursue a community supported vision through the Redevelopment Ready Communities® program, SEMCOG, and MDOT. At this three-year mark, it is important to check in to ensure the city continues to be proactive and action-oriented toward achieving community goals. RRC criteria throughout the years have also been improved to provide communities the tools to be more efficient, transparent, and predictable. This three-year recertification check-in helps ensure the city remains aligned with the most up-to-date best practices thus maintaining the edge these best practices bring to communities.

REDEVELOPMENT READY COMMUNITIES®

RRC is free technical assistance tool offered through the Michigan Economic Development Corporation (MEDC) to help communities incorporate best practices in planning, zoning and economic development to encourage redevelopment and new investment. MEDC Community Development also uses RRC as a prioritization factor when determining investments through our programs (visit www.miplace.org for more information on those programs). Communities who fully align with the best practices become RRC certified which come with its own set of benefits including:

1. Access to the Redevelopment Services Team to help the community redevelopment priority sites;
2. Assistance marketing sites, including a dedicated priority sites page on www.miplace.org;
3. Special opportunities for community development tools and services;
4. Continued technical assistance funding opportunities;
5. Invitations to special events and conferences supported by MEDC; and
6. Many more potential benefits depending on each community's needs.

THREE YEARS OF PROGRESS

Eastpointe was the second community to be RRC certified and a continuing commitment to RRC has been demonstrated throughout the years. For past three years staff has been completing biannual progress reports to update the RRC team on the city's continuous improvement. New in 2018, RRC created a Redevelopment Services Team (RSTeam). Upon RRC certification, communities are connected with the expertise of the RSTeam, which is focused on proactive site redevelopment on priority Redevelopment Ready Sites (RRsites). The team is built upon three foundational focus areas:

1. High-quality and in-depth technical assistance
2. RRSites marketing and promotion
3. Developer relationship building and matchmaking

The RSTeam met with Eastpointe staff in June 2019, to discuss their community development goals, priorities, and available properties. Eastpointe staff also provided a tour of the community and potential redevelopment sites. Through that process the community identified priority redevelopment sites and provided information on the former Big Boy restaurant site, which enabled the RSTeam to create property information packages and promote the site on MiPlace and ZoomProspector websites.

As a certified Redevelopment Ready Community®, Eastpointe was eligible for predevelopment technical assistance. That technical assistance was delivered through the Michigan Municipal League (MML) in the form of market analysis on the former Big Boy site. The Big Boy market analysis included information on the market characteristics, housing, retail market, and the office market. An RFQ was also created for the former Big Boy site, however the current owner was not an enthusiastic partner, so progress on the MEDC related redevelopment of this site has stalled.

RECERTIFICATION PROCESS

Much like communities, RRC is always evolving to keep up with current planning and development trends as well as feedback from RRC communities. As such, the

current RRC Best Practices are slightly different than those in place at the time of the city's initial certification, these best practices may continue to change as Eastpointe proceeds with recertification. Keeping this in mind, RRC has crafted a recertification process that provides significant lead time and resources to help certified communities update their practices to without needing to go through a full reevaluation process. Steps taken to-date and steps remaining include:

- 1. Initial review:** In November 2019, RRC conducted a cursory review of the city's practices and supporting documentation to assess any high-level areas of concern for alignment with the Best Practices. This resulted in a list of items that the city could begin working on. However, the city was primarily focused on their work with the RSTeam and the on-boarding of a new economic development director.
- 2. Meeting:** In November 2020, the city's RRC planner met virtually with city staff to reintroduce the city to a new online project management tool called Trello which will help the city with RRC recertification and maintenance moving forward. Items that were identified as in need of review or updates by city staff were highlighted on the city's Trello board. Since that meeting, the city provided the "2019 Planning Commission Annual Report" and has noted that the "2020 Planning Commission Annual Report" will be completed in January, provided an agenda and meeting minutes from a September 2020 joint meeting between city council and the planning commission, and has attached a recent zoning audit outlining where updates are needed to align with the 2019 master plan.
- 3. Action plan:** A result of the virtual meeting between RRC and city staff was the creation of a Trello-based action plan for the completion of the missing RRC Best Practices. City staff went through and provided updates on in-progress items and assigned staff and estimated deadlines for completing missing best practices.
- 4. Formal review:** In December 2020, after the action plan had been developed by the city, RRC conducted an updated assessment of the city's

planning and development processes against the current best practices. That resulted in this brief, an official list of recommendations for bringing the city back into full alignment with the Best Practices.

- 5. NEXT STEP—Resolution to Continue:** We ask recertified communities present their recertification memo to city council and for council to pass a resolution to acknowledge the recertification memo and the action plan the has been created.
- 6. Confirm:** Once the city has decided it would like to proceed, the RRC planner will confirm with the RRC team that the city is ready to be recertified. The city may opt to do a media release if it so chooses.
- 7. Maintenance:** The city will complete the items from the action plan within one year, meeting the agreed upon deadline. The city will use Trello going forward to provide updates on the annual items to help it maintain certification. Certification will be extended to December 15, 2023.

STATUS OF BEST PRACTICES

Over the past three years, Eastpointe has continued to be an exemplary Redevelopment Ready Community*. The city updated and adopted their 2040 master plan in 2019. The "2019 Planning Commission Annual Report" was used to report on the status of master plan strategies and initiatives. Eastpointe continues to be a leader bringing tax reverted properties back to productive use through renovations and partnerships. The city has continued to make improvements to its zoning ordinance and is now undertaking a full ordinance update with McKenna. Eastpointe is also working on a Nine Mile reconstruction in partnership with MDOT and streetlight replacement with DTE. SEMCOG recently awarded Eastpointe a grant through the Planning Assistance Program for Transportation Equity, which provides funding for planning projects that support and improve equitable transportation in southeast Michigan. Eastpointe received \$19,000 for an inclusive strategic corridor plan along Nine Mile Road that supports safe walking, bicycling, and transit usage; enhances streetscape amenities incorporating green infrastructure and increasing urban tree canopy; and strategizes for land use, zoning, and placemaking provisions. The project is

RRC Recertification Brief

in partnership with Macomb County and the Suburban Mobility Authority for Regional Transportation (SMART). Eastpointe is currently in the process of overhauling the city website, which will help bring the city back into alignment with the RRC Best Practices.

Just like Michigan communities, the RRC Best Practices evolve over time. There have been some adjustments

based on feedback and emerging trends, and as Eastpointe works through recertification it should expect some additional changes to the best practices. The following matrix shows an overview of the city's status in aligning with the current RRC Best Practices. A table with recommendations for realignment can be found after the matrix (below).

STATUS OF BEST PRACTICES

Eastpointe is currently aligned with 50 percent of the Redevelopment Ready Communities' Best Practice criteria and is in the process of completing another 38 percent.						
Evaluation snapshot: Status of RRC Best Practices in Eastpointe						
1.1.1	1.1.2	1.1.3 (N/A)	1.1.4	1.2.1	1.2.2	1.2.3
2.1.1	2.1.2	2.1.3	2.1.4	2.1.5	2.1.6	2.1.7
2.1.8	3.1.1	3.1.2	3.1.3	3.1.4	3.1.5	3.1.6
3.1.7	3.1.8	3.2.1	3.2.2	4.1.1	4.1.2	4.2.1
4.2.2	4.2.3	4.2.4	5.1.1	5.1.2	5.2.1	5.2.2

TABLE 1: ACTIONS FOR RECERTIFICATION

Criteria	Description	Proposed action to take	Timeline	Responsible party
1.1.1	Mater Plan	Annually (2020) report on the progress on the implementation section of the 2019 master plan (beginning on page 81).	January 2021	Kim Homan, Erin Hardcastle
1.1.4	Capital Improvement Plan	Annually update the six-year CIP and make it more easily available on city website.	April 2021	Kim Homan, Erin Hardcastle
1.2.1 and 1.2.3	Public Participation Plan and Outcome Evaluation	Update the public participation plan to meet RRC Best Practices 1.2.1–1.2.3 and to reflect Covid-19 public engagement necessities.	April 2021	Deborah Trotter
2.1.1	Zoning Master Plan Alignment	Continue to update RRC planner as Eastpointe’s zoning ordinance progresses.	February 2021 –ongoing	Kim Homan, Erin Hardcastle
3.1.2	Development Review Intake Professional	Make it clear on the website who the planning contact/zoning administrator is and include contact information.	February 2020	Kim Homan, Erin Hardcastle
3.1.3	Conceptual Review Meetings	Provide information about conceptual review meetings on the city website, including contact information, expectations, and a checklist of what will be reviewed and what is required for the meeting.	July 2020	Kim Homan, Erin Hardcastle
3.1.8	Development Review Feedback and Improvement	Establish a formal way to collect feedback on the development review, permitting, and inspection experience. Annually assess feedback and development review, permitting, and inspection process to determine if changes are needed.	October 2021	Kim Homan, Erin Hardcastle, Deborah Trotter
3.2.1	Guide to Development	Review and update the planning and zoning procedures manual to meet RRC Best Practices. Once manual is updated include it on planning/building section of city website. Create an interconnected area on the city’s website to house all development-related information.	August 2021	Kim Homan, Erin Hardcastle
3.2.2	Fee Schedule	Annually review and update fee schedule; include on building/planning page of website. Clearly indicate on building/planning page how applicants can pay their development-related fees and if the city accepts credit cards (for development-related fees) at city hall or on the city website.	March 2021	Kim Homan, Erin Hardcastle

TABLE 1: ACTIONS FOR RECERTIFICATION *continued*

Criteria	Description	Proposed action to take	Timeline	Responsible party
4.1.1	Board Recruitment Application and Expectations	<p>Establish expectations, desired skill-sets, and basic information for development-related boards and commissions and include on website.</p> <p>Outline board and commission appointment process include on website.</p> <p>Include board and commission application on newly created board and commission page of website.</p>	March 2021	Kim Homan, Erin Hardcastle, Deborah Trotter
4.2.1	Training Dedicated Line Item	Demonstrate that the city is budgeting for training OR create a robust training plan that utilizes free resources for development-related boards, commissions, and staff.	August 2021	Kim Homan
4.2.2	Board Training Strategy and Tracking	<p>Create a training plan for development-related boards and commissions.</p> <p>Track training attendance for development-related boards and commissions.</p>	August 2021	Kim Homan, Erin Hardcastle
4.2.4	Planning Commission Annual Report	Create and upload "2020 Planning Commission Annual Report."	February 2021	Kim Homan, Erin Hardcastle
5.1.1	Economic Development Strategy	Establish an economic development strategy for the city.	December 2021	Kim Homan
5.1.2	Economic Development Strategy Reporting	Annually report on the implementation progress of the economic development strategy.	December 2021	Kim Homan
5.2.1	Marketing Strategy	Create a unified marketing strategy for the city of Eastpointe.	May 2021	Kim Homan, Erin Hardcastle, Deborah Trotter
5.2.2	Community Website	Update the city and DDA websites to include all "Guide to Development" information.	May 2021	Kim Homan, Erin Hardcastle, Deborah Trotter

CONCLUSION AND NEXT STEPS

In order to complete the recertification process, the city should review and respond to this RRC Recertification Brief. Since the city has already created an action plan through Trello indicating responsible parties and estimated time frames for completion a Trello comment stating that the city would like to proceed with RRC would suffice. As the city works to meet the missing best practices, staff may also propose other actions which still meet the intent of the best practice criteria. As an RRC-certified community, the city has access to a range of RRC technical assistance tools. These tools—which include a network of RRC community contacts, best

practice examples, and guidance documents—can help Eastpointe adapt to the updated RRC Best Practice expectations and remain in alignment with all the other best practice expectations.

With this information in hand, the city should determine whether it would like to continue with maintaining its RRC certification. Assuming it does, city council should pass a resolution acknowledge this recertification memo and city staff should attach it on the city's Trello board. Eastpointe will then be cleared for recertification, set to take effect from December 15, 2020–December 15, 2023.

**CITY OF EASTPOINTE
COUNTY OF MACOMB
STATE OF MICHIGAN**

RESOLUTION NO. 1912

**RESOLUTION TO AUTHORIZE THE CITY OF EASTPOINTE TO APPLY FOR
RECERTIFICATION IN THE MICHIGAN ECONOMIC DEVELOPMENT
CORPORATION'S (MEDC) REDEVELOPMENT READY COMMUNITIES
PROGRAM**

WHEREAS, the Michigan Economic Development Corporation (MEDC) has asked the City of Eastpointe (City) of its interest in a becoming recertified in the Redevelopment Ready Communities Program; and

WHEREAS, the City previously recognized the significant benefit of becoming a Redevelopment Ready Community and the importance of maintaining certification by continuing the identified best practices and strategies for redevelopment; and

WHEREAS, the program includes continuing the strong partnerships with City boards and commissions related to development, including the Downtown Development Authority, Planning Commission, Zoning Board of Appeals; and

WHEREAS, the City has received an Actions for Recertification Plan from the MEDC and will take the necessary steps to complete the Actions for Recertification Plan; and

WHEREAS, the City will adhere to the identified timeline for completion, as described in the Actions for Recertification Plan.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. The City of Eastpointe City Council is willing to recertify in the MEDC Redevelopment Ready Communities Program, which will involve interaction with the Downtown Development Authority, Planning Commission, Zoning Board of Appeals.

2. The City of Eastpointe City Council authorizes the City Manager to sign all documentation related to the program as provided by the MEDC, in order to fully participate on the recertification process.

3. This Resolution shall take effect upon authorization by the City of Eastpointe City Council.

4. All Resolutions and part of Resolutions are, to the extent of any conflict with this Resolution, rescinded.

CERTIFICATION

I, Elke Doom, City Clerk for the City of Eastpointe, Macomb County, Michigan, do hereby certify that the foregoing Resolution No. 1912 was offered by Council Member ____ and supported by Council Member ____ and same was duly passed at a regular meeting of the City Council held virtually pursuant to Senate Bill 1108, on Tuesday, December 15, 2020, and that the vote was as follows:

Yeas:

Nays:

Absent:

Elke Doom
City Clerk



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Introduction and First Reading of Ordinance No. 1205 - Amend the Codified Ordinances of the City of Eastpointe by Replacing Sec. 2-525 With a New Sec. 2-525 Entitled "City Fee Schedule for Public Records and City Services and Programs"

BACKGROUND BRIEF: A copy of the current fee schedule is attached along with a copy of the proposed changes to the fee schedule.

SUMMARY OF PREVIOUS COUNCIL ACTION: 07/18/17 - City Council gives second reading to, and adopts Ordinance No. 1142 - amendment to fee schedule.

FINANCIAL IMPACT:

CITY MANAGER'S RECOMMENDATION: Introduce, and give first reading to Ordinance No. 1205, which would amend the Codified Ordinances of the City of Eastpointe by Replacing Sec. 2-525 With a New Sec. 2-525 Entitled "City Fee Schedule for Public Records and City Services and Programs".

RECOMMENDED MOTION: Moved by , seconded by , to introduce, and give first reading to Ordinance No. 1205, which would amend the Codified Ordinances of the City of Eastpointe by Replacing Sec. 2-525 With a New Sec. 2-525 Entitled "City Fee Schedule for Public Records and City Services and Programs".

CITY OF EASTPOINTE
 MACOMB COUNTY
 STATE OF MICHIGAN

ORDINANCE NO. 1142

AN ORDINANCE TO AMEND THE CODIFIED ORDINANCES OF THE CITY OF EASTPOINTE BY REPLACING SEC. 2-525 WITH A NEW SEC. 2-525 ENTITLED "CITY FEE SCHEDULE FOR PUBLIC RECORDS AND CITY SERVICES AND PROGRAMS"

THE CITY OF EASTPOINTE ORDAINS:

SECTION 1. The following fee schedule is hereby established for public records, services, and programs provided by the City of Eastpointe.

ADMINISTRATION	FEES
Engineering & Architectural Services:	
Plan Review FeesConsultant Fee + 10% Administrative Fee
Plan Revision Review FeeConsultant Fee + 10% Administrative Fee
Engineering Bid Packet FeeConsultant Fee + 10% Administrative Fee
R.O.W. Permits:	
•Review Fees – Public ImprovementsConsultant Fee + 10% Administrative Fee
•Review Fees – Privately Owned FacilityConsultant Fee + 10% Administrative Fee
•InspectionConsultant Fee + 10% Administrative Fee
Telecommunications R.O.W. Application Fee550.00
Inspection FeesConsultant Fee + 10% Administrative Fee
Easement VacationsAttorney & Consultant Fees + 200.00
Easement EncroachmentsAttorney & Consultant Fees + 225.00
ASSESSING	
Lot Comblnations/Lot Splits75.00 per each new parcel number
Address Asslgnment10.00
BUILDING & ENFORCEMENT	
Adminlstrative Fee:	

Snow, ice and debris removal	Actual expense plus 100.00 administrative fee
Noxious weeds and refuse	Actual expense plus 100.00 administrative fee
Permit fees for specified work:	
Above-ground Swimming Pool50.00
Demolition – Residential75.00
Demolition – Commercial/ Industrial300.00
Parking Lot:	
• 0 – 5,000 sq. ft.100.00 + Engineering Review Fee
• 5,001 and over sq. ft.150.00 + Engineering Review Fee
Zoning:	
• Shed – 200 sq. ft. or less40.00
• Shed – Over 200 sq. ft.	Require building permits – fee calculated under “Construction and Installation Permit Fees”
• Residential Fence (6' or less in height)40.00
• Sidewalk/Driveway (not more than 30" above adjacent grade and not over a basement or story below)40.00
Re-instatement fee	All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. Minimum fee is 50.00.
Plan Review Fees	
Residential Plan Review (new 1- 2 family residential structure)75.00
Residential Plan Review (home in excess of 3,500 sq. ft.)	100.00 + 20% of valuation of home exceeding \$100,000
Commercial/Industrial Plan Review Fee30% of Building Permit Fee
Special Inspections/Permits	
Special events and activities application	75.00 + 5.00 for each farmers market vendor per week

Chicken Keeping Permit75.00
Pre-permit Issuance50.00
Liquor License Inspection75.00
Coin Operated Machines, each location30.00 + 10.00 for each additional machine
Change of Occupancy50.00
Progress Inspection50.00
Property Record Report25.00
Re-inspection – Building Permit50.00
Re-inspection – Mechanical, Electrical, and Plumbing50.00 + Administrative Fee
Temporary Outdoor Sales (other than garage sales)50.00
Christmas Tree Lots – Bond150.00
Garage Sales – First sale in calendar year5.00
Garage Sales – Second sale in calendar year10.00
Information Inspection (for business license)75.00
Residential Rental Property	
Single Family (registration and first inspection)135.00
Late Fee25.00 per unit (21 day grace period)
Duplex (two-family) Registration and first inspection)210.00
Late fee25.00 per unit (21 day grace period)
Multi-Family (registration and first inspection)	105.00 + 105.00 each additional unit in the same building inspected at the same time
Late fee25.00 per unit (21 day grace period)
Second inspection50.00 per unit
Lock out per unit35.00
3 rd of more inspections100.00
Failure to certify rental property within 120 days of expired certificate (when property is occupied)250.00
Failure to register property as a rental (when property is occupied)250.00

Vacant Structures	
Fee to cover cost of record maintenance, initial inspection and final certificate of compliance inspection250.00
If paid on or before the due date225.00
Properties vacant in excess of two years, additional fee per year75.00
If paid on or before the due date50.00
Bonds	
Demolition of Residential and Accessory Building300.00
Demolition of Commercial or Industrial Building1,000.00
One and Two-Family Building500.00
Alterations, Accessory Structures, In-ground Swimming Pools200.00
Multi-Family Structures (per unit)250.00
Commercial or Industrial Building1,000.00
Projects with a value less than \$5,000No bond required
Monthly Meeting Fees	
Construction Board of Appeals350.00
Property Maintenance Board of Appeals250.00
Planning Commission	
• Regular or special meeting300.00
• Special Use Approval400.00
• Rezoning1,000.00
• Application Review	Actual Engineer, Planner, and Attorney Fees + 10% administrative fee
• Masonry Wall Review50.00
Zoning Board of Appeals:	
• Regular or special meeting425.00
• Multiple variances500.00
• Application Review	Actual Engineer, Planner, and Attorney Fees + 10% administrative fee

Contractor License Registration fees	
Journeyman*0.50
Master Plumber*1.00
Mechanical*15.00
Electrical15.00
Building15.00
*Required to register and pay a registration fee at the time State of Michigan license expires. License holder must appear in person to register license.	
Construction and Installation Permit Fees	
Application fee (non-refundable)30.00
Re-instatement fee	All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. Minimum fee is 50.00.
Construction cost up to \$1,000*75.00
Construction cost \$1,001 to \$10,000*	\$75.00 + \$10.00 per \$1,000 in construction cost over \$1,000
Construction cost \$10,001 to \$100,000*	\$165.00 + \$4.00 per \$1,000 in construction cost over \$10,000
Construction cost \$100,001 to \$500,000*	\$435.00 + \$4.00 per \$1,000 in construction cost over \$100,000
Construction cost \$500,001 and over*	\$1,235.00 + \$3.00 per \$1,000 in construction cost over \$500,000
Permit Extension – 6 months50.00
Fine for work commenced prior to issuance of permit50.00
RefundsFirst \$50.00 non-refundable
*Construction costs are based on State of Michigan Construction Codes Square Foot Construction Cost Table.	
Electrical Permit Fees	
Administration FeePermit Fee x 10%
Application Fee50.00

Service through 200 amp	10.00
Service >200 to 600 amp	15.00
Service >600 to 800 amp	20.00
Service >800 to 1200 amp	25.00
Service over 1200 amp GFI only	50.00
Circuits	5.00
Light Fixtures – per 25	6.00
Dishwasher	5.00
Furnace – unit heater	5.00
Electrical Heating Units (baseboard)	4.00
Power Outlets (ranges, dryers, etc.)	7.00
Signs – Unit	10.00
Signs – Letter	15.00
Signs – Neon, each 25 feet	20.00
Feeders – bus ducts, etc. – per 50'	6.00
Units up to 20 K.V.A. or H.P.	6.00
Units 21 to 50 K.V.A. or H.P.	10.00
Units 51 K.V.A. or H.P. or over	12.00
Fire Alarms – up to 10 devices	50.00
Fire Alarms – 11 to 20 devices	100.00
Fire Alarms – over 20	5.00 each
Data/Telecommunications Outlets:	
• 1 – 19 devices	5.00 each
• 20 – 300 devices	100.00
• Over 300 devices	300.00
New House (includes first 25 fixtures, 9 circuits, 100 amp service, smoke detectors, range, dryer, range hood, and furnace connection)	175.00
Air Conditioning:	
• Residential	17.00
• Commercial:	
○ Up to 5 tons	22.00
○ 5 to 40 tons	33.00
○ Over 40 tons	55.00
Stand-By Generator – emergency generator	55.00
Stand-By Generator – over 30 K.W.	110.00
Special/Safety Inspection	50.00
Additional Inspection	50.00
Continuation Inspection	25.00

Final Inspection	50.00
License Registration Fee	15.00
Electrical Plan (Code) Review – commercial/ industrial	30% of total electrical permit fees
Mechanical Permit Fees	
Administrative Fee	10% of total permit fees
Application Fee (non-refundable)	50.00
Residential Heating System (includes duct and pipe – new buildings only)	50.00
Gas/Oil Burning Equipment (new or conversion units)	30.00
Residential Boiler	30.00
Water Heater	5.00
Flue/Vent Damper	5.00
Solid Fuel Equipment (including chimney)	30.00
Solar (set of 3 panels, including piping)	20.00
Gas Piping – each opening, new installation	5.00
Air Conditioning (includes split system)	30.00
Heat Pumps – complete residential	30.00
Bath & Kitchen Exhaust	5.00
Tanks:	
• Above ground	20.00
• Above ground connection	20.00
• Underground	25.00
• Underground connection	25.00
Humidifiers	10.00
Piping – minimum	25.00 or 0.05/foot, whichever is greater
Process Piping	0.05/foot
Duct – minimum	25.00 or 0.10/foot, whichever is greater
Heat Pumps – commercial, pipe not included	20.00
Air Handlers/Heat Wheels:	
• Under 10,000 CFM	20.00
• 10,000 CFM and over	60.00
Commercial Hoods	15.00
Heat Recovery Units	10.00
V.A.V. Boxes	10.00
Unit Ventilators	10.00
Unit Heaters (terminal units)	15.00

Fire Suppression/Protection – minimum20.00 or 0.75/head, whichever is greater
Evaporator Coils30.00
Refrigeration (split system)30.00
Chiller30.00
Cooling Tower30.00
Compressor30.00
Additional Inspection50.00
Continuation Inspection25.00
Final Inspection50.00
License Registration Fee15.00
Mechanical Code Review – commercial and industrial30% of total mechanical permit fees
Plumbing Permit Fees	
Administrative Fee10% of total plumbing permit fees
Application Fee (non-refundable)50.00
Mobile Home Park Site5.00 each
Fixture, floor drain, special drain, water-connected appliance5.00 each
Stacks (soil, waste, vent, and conductor)3.00 each
Sewage Ejector or Sump5.00 each
Sub-soil Drain5.00 each
Water Service:	
• Less than 2"5.00
• 2" to 6"25.00
• Over 6"50.00
Connection of Building Drain – Building Sewers5.00
Sewers – sanitary, storm, or combined:	
• Less than 6"5.00
• 6" and over25.00
Manholes and Catch Basins5.00 each
Watering Distribution Pipe (system):	
• ¾" pipe5.00
• 1" pipe10.00
• 1-1/4" pipe15.00
• 1-1/2" pipe20.00
• 2" pipe25.00
• Over 2" pipe30.00
Reduced Pressure Zone Backflow Preventer5.00 each

Domestic Water Treatment and Filtering Equipment5.00
Medical Gas System45.00
Additional Inspection50.00
Continuation Inspection25.00
Final Inspection50.00
License Registration Fee – Master Plumber1.00
Plumbing Code Review Fee – commercial and industrial30% of total plumbing permit fees
CITY CLERK	
Adult Book Store:	
Initial license/investigation310.00
Annual renewal fee155.00
Adult Mini Motion Picture Theater: (less than 50 persons)	
Initial license/investigation310.00
Annual renewal fee155.00
Adult Motion Picture Theater: (more than 50 persons)	
Initial license/investigation310.00
Annual renewal fee155.00
Amusement Park/Carnival:	
Less than 2 weeks in any year	
First day31.00
Each additional day7.00
Over 2 weeks in any year	
Annual fee350.00
IRS 501(c)3 PurposeExempt
Auction/Auctioneer72.00
Bar-Tavern72.00
Billiard Rooms:	
Initial license/investigation310.00
Annual renewal fee (incl. first table)36.00
Each additional table7.00

Bike License: (4 year cycle)	
4 year3.00
3 year2.25
2 year1.50
1 year75
Block Party50.00 cash, personal or surety bond
Business Listing Report (printed only)50.00
Cabaret:	
Initial license/investigation310.00
Annual renewal fee155.00
Car Wash31.00
IRS 501(c)3 SolicitorsNo Fee
Copies – miscellaneous single copies1.00 first page0.50 additional pages
Dance Hall: (non-transferable)	
Initial license/investigation310.00
Annual renewal fee31.00
Dog License:	
NeuteredOne Year - 7.00 Three Year – 10.00
Show DogOne Year - 10.00Three Year – Not Available
Non-NeuteredOne Year - 13.00 Three Year – 25.00
PuppyOne Year – 7.00Three Year – Not Available
Late License (after March 1 or after 30 days)One Year – 10.00 AdditionalThree Year – 10.00 Additional
Replacement Tag2.00
Vicious DogOne Year – 25.00Three Year – Not Available
Kennel Permit Application/ Inspection by ACO20.00
Duplicate Business License (replacing lost, mutilated, etc.)5.00

Fire Extinguisher (Portable Services: (non-transferable)	
Initial registration103.00
Annual renewal fee31.00
Fireworks Sales Permit31.00
Fortunetelling Business31.00
Annual renewal fee31.00
Fortuneteller (each individual)155.00
Annual renewal fee31.00
Going Out of Business Sale52.00
Handbill Distribution (political is exempt)55.00
Home Occupation Fee (includes Building Department inspection)35.00
Annual renewal fee20.00
Hotels and Motels:	
First 10 units31.00
Additional unit3.00
Ice Cream Vendor: (Clerk's-Licensing)	
First vehicle and driver36.00
Each additional driver20.00
Ice Cream Vendor: (Police Department)	
Safety inspection (per vehicle)35.00
Re-inspection (per vehicle)35.00
Kennel:	
License (10 dogs)31.00
Additional per dog (11 to 20)7.00
Additional per dog (21 +)3.00
Martial Arts Weapon Sales: (non-transferable)	
Initial license/investigation310.00
Annual renewal fee31.00

Massage Parlor: (non-transferable)	
Initial license/investigation	310.00
Annual renewal fee	155.00
Mechanical Amusement Devices & Electronic Video:	
***Games (token or coin-operated)	
Distribution Fees:	
Initial license (non-refundable)	206.00
Annual renewal fee	31.00
Arcade: (4 or more devices/EP business obligation)	
Initial license (non-refundable)	650.00
License per device (max = \$500/year)	31.00
Annual renewal fee per device (max = \$500/year)	31.00
Arcade: (3 or less devices/EP business obligation)	
Initial license (non-refundable)	31.00
License per device	31.00
Annual renewal fee per device	31.00
Miscellaneous: (Licensing in general), includes, but not limited to:	
Contracting Business	31.00
Employment Agency	31.00
Garage	31.00
Laundromats	31.00
Manufacturing/Processing	31.00
Recreational (bowling, batting cage, laser tag, etc.)	31.00
Rental Shops (does not include trailers)	31.00
Repair Service	31.00
Retail	31.00
School (Business)	31.00
Wholesale	31.00
Mobile Food Truck	36.00
Mobile Food Truck Police Department Inspection	35.00

Pawnbroker/Secondhand & Junk Dealer (non-transferable)515.00
Peddlers & Vendors:	
Three-day license	
Initial license/investigation (company + 10 employees)55.00
Additional employees - each5.00
Renewal – three days (no sig. changes)30.00
Current Eastpointe business35.00
Expedited processing fee (within 7 days of event)50.00
Ninety-day license	
Initial license/investigation (company + 10 employees)160.00
Additional employees - each5.00
Renewal – ninety days (no sig. changes)30.00
Current Eastpointe business35.00
Expedited processing fee (within 7 days of event)50.00
Precious Metal & Gem Dealer (State Law Fee)50.00
Restaurant31.00
Service Stations & Motor Lubricants:	
Annual license31.00
First pump8.00
Additional pumps (each)4.00
Showmobile175.00/day Must provide proof of liability insurance
Snow Removal	
Annual license20.00
Additional Vehicle5.00 per vehicle
Snow Ban Parking Permit15.00

Tattoo Parlor (non-transferable)	
Initial license/investigation310.00
Annual renewal155.00
Tattooist (non-transferable)	
Initial license/investigation155.00
Annual renewal31.00
Temporary Structure (if approved by ZBA) – per building/structure	
103.00
Theater – Indoor	
55.00
Theater – Adult (see adult Motion picture theater)	
Trailer Rental Agency	
31.00
Transfer of License	
20.00
Tree Trimmer (per vehicle)	
15.00
Used Car Lot/Sales:	
Initial license/investigation155.00
Annual renewal31.00
Vending Device:***	
License application fee	None
Coin-operated children's amusement per device15.00
Coin-operated billiards table (per table)15.00
Coin-operated vending (food, tobacco, beverage) per device10.00
Vendors (see Peddlers & Vendors)	
Voter Information:	
Voter listing on CD/email10.00
Voter listings on labels5.00 + .25 per page
Daily AV report by email1.00
Daily AV report on paper/labels1.00 per page
Precinct Map2.50

Election Results2.50
***Licensing fees are in addition to the general business license fee	
CITY MANAGER	
Freedom of Information requestsAs determined by State law
FINANCE	
Recreate tax bill2.00
Recreate water bill2.00
Monthly water bill – mailed United StatesNo Charge
Monthly water bill - emailedNo Charge
Monthly water bill – mailed non-United States\$.66
Duplicate monthly water bill – mailed\$.75
Duplicate monthly water bill – emailed	No Charge
Duplicate monthly water bill – mailed non-United States1.41
Create final water bill10.00
Returned check charge42.00
Create tax certification10.00
FIRE	
Fire Investigation Fees:	
Audio CD (dispatch recordings)75.00
Basic fire/ambulance report10.00
Investigative fire report (i.e., basic fire report, drawings, field notes, witness statements, anything written)50.00

Mailing fee (certified)10.00
Paper copies1.00 first page, 0.50 additional pages
Photos:	
5"x7" color print10.00
8"x10" color print15.00
Photo CD50.00
Fire Prevention User Fees:	
Annual fire inspectionNo Fee
Commercial plan review100.00
Dry or wet fire suppression plan review25.00
False alarm fees: (within a 12 month period)	
First responseNo Fee
Second response115.00
Third response270.00
Fourth and subsequent Responses550.00
Fire alarm plan review50.00
LLC inspection75.00
New business license (C of O)75.00
Re-inspection:	
First timeNo Fee
Second time125.00
Third time200.00
Fourth time +325.00
Sprinkler plan review, plus witness hydrostatic and flow test:	
1-100 Heads225.00
101-200 Heads250.00
201+ Heads350.00
Witness fire alarm or puff test75.00
LIBRARY	
Fees:	
Any case not returned for AV Material2.50
Lost AV/damaged materialReplacement cost + 10.00 processing fee
Lost/damaged bookReplacement cost + 5.00 processing fee
Lost/damaged magazines3.00
Non-resident card (outside of cooperative)200.00/year
RFID tag removed2.00
Barcode removed1.00

Loan Fines:	
Auto manuals0.50/day
Books/audio cassettes/ Compact discs0.25/day
Videocassettes/Non-Fiction & 7- day loan DVDs1.00/day
DVDs (2- day rental)2.00/day
Maximum fines:	
Books/videocassettes/Compact discs/Non-Fiction & 7-day loan DVDs10.00
DVDs (2-day rental)20.00
Magazines2.00
Auto Manuals30.00
POLICE	
Audio tape25.00
Black &white photographs5.00/page
Color photographs10.00/disc
Compact disc/DVD25.00/disc
False Alarm Fees:	
First timeNo Fee
Second timeNo Fee
Third time25.00
Fourth time50.00
Fifth time100.00
Sixth time+125.00
Fingerprints20.00
Ice Cream Truck Inspection (per vehicle)35.00
Re-inspection (per vehicle)35.00
Impounded Vehicles30.00
Liquor License Fees: (nonrefundable)	
Application for SDM/SDD500.00
Application for Class B, C, Private Club, Tavern1,000.00

Drop/add names (immediate family or shareholder partial transfer)150.00
Temporary liquor license25.00
Permit requiring notarization (duplicate or replacement)10.00
Preliminary Breath Tests:	
Resident10.00
Non-resident20.00
Public vehicle license – original or renewal20.00
Purchase permit notarization10.00
Record check/CCHMSP Form
Release of prisoner property\$10.00
PUBLIC WORKS	
Rubbish	Current labor and benefit rate charged in increments of one hour, per employee used. One hour of supervision time will be charged for each pickup. Equipment – current State Schedule C rental rates.
Solid Waste Collection and Disposal Fee10.86 per month per residential address
Disposal:*	
Less than a pickup truck load30.00
Full pickup truck load60.00
Dump truck load100.00 + dump fees
Signs – Damaged or New	Cost of material, labor, benefits, equipment and ten (10) percent overhead.
Trees – private trees that fall into right-of-way	Cost of material, labor, benefits, equipment and ten (10) percent overhead.

WATER/SEWER	
Water Tap & Meter Fees:	
½" service2,000.00 + concrete replacement
¾" service2,100.00 + concrete replacement
1" service2,800.00 + concrete replacement
1-½" service3,700.00 + concrete replacement
2" service5,200.00 + concrete replacement
4" service9,000.00 + concrete replacement
6" service10,500.00 + concrete replacement
Meter onlyCost & Labor + 10%
Water Tap Disconnection Fee:	
With turn-in of meter and mtu500.00
Without turn-in of meter and mtu500.00 + Cost of Equipment
Without turn-in of meter and mtuIf at main time + material + 10% Adm. Fee
Construction Water Use:	
Hydrant at Water Department125.00
Hydrant anywhere else within City150.00
+ hydrant meter & sign deposit + \$12.00 per unit used1,000.00
Hydrant flow testing150.00
Hydrant flow testing if salt needed225.00
Fire detector meter175.00 each
Frozen Meter Charges (with Service Charge):	
⅝" or ¾"Actual meter cost + 175.00 + 10% Adm. Fee
1"Actual meter cost + 220.00 + 10% Adm. Fee
1-½"Actual meter cost + 475.00 + 10% Adm. Fee
2"	Actual meter cost + current price + 10% Adm. Fee
3"	Actual meter cost + current price + 10% Adm. Fee
4"	Actual meter cost + current price + 10% Adm. Fee
Damage to City Water & Sewer Appurtenances	
Labor & Material + 10%
No Show for Appointment50.00

Overtime Charge for Water Service:	
Monday through Saturday180.00
Sundays and Holidays300.00
Turn Water Stop Box on Without City:	
With meter set correctly200.00
Without meter set correctly + 100 units – City may prosecute + Any costs of damaged equipment500.00
Residential Meter Tampering**	50 units – City may prosecute 100.00 + service call
Commercial Meter Tampering**	100 units – City may prosecute 200.00 + service call
By-pass Violations**	100 units – City may prosecute 500.00 + service call
**Cost of damages to equipment will be added to above costs if needed	
Water Meter Testing:	
Customer requested125.00
City requestedFree
Downsizing of Water Meter:Time & Material + 10%
Sewer Tap and Repair:	
Permit (includes one (1) Inspection) and Surety Bond for \$25,000 (with City as named insured)125.00
Sewer Tap Demolition at MainTime + material + 10% Adm. Fee
Concrete/Street Repair:	
¼ Joint450.00
Full panel800.00

City Order Repair of Sanitary Sewer ServiceContractor's cost + 10% overhead
Water Shut-Off Status Charge125.00

CERTIFICATION

We, Suzanne Pixley, Mayor, and Steve M. Duchane, City Clerk, for the City of Eastpointe, Macomb County, Michigan, do hereby certify that the foregoing Ordinance No. 1142 was duly adopted by the City Council after a second reading thereof, at a regular meeting of said Council held on Tuesday, July 18, 2017, in the Eastpointe City Hall.


 Suzanne Pixley, Mayor


 Steve M. Duchane, City Clerk

DENOTES NEW INFORMATION
 DENOTES INCREASE IN FEE
 DENOTES DECREASE IN FEE
 DENOTES DELETION

CITY OF EASTPOINTE
 MACOMB COUNTY
 STATE OF MICHIGAN

ORDINANCE NO. (1205)

AN ORDINANCE TO AMEND THE CODIFIED ORDINANCES OF THE CITY OF EASTPOINTE BY REPLACING SEC. 2-525 WITH A NEW SEC. 2-525 ENTITLED “CITY FEE SCHEDULE FOR PUBLIC RECORDS AND CITY SERVICES AND PROGRAMS”

THE CITY OF EASTPOINTE ORDAINS:

SECTION 1. The following fee schedule is hereby established for public records, services, and programs provided by the City of Eastpointe.

ADMINISTRATION	FEES
Engineering & Architectural Services:	
Plan Review FeesConsultant Fee + 15% Administrative Fee
Plan Revision Review FeeConsultant Fee + 15% Administrative Fee
Engineering Bid Packet FeeConsultant Fee + 15% Administrative Fee
R.O.W. Permits:	
•Review Fees – Public ImprovementsConsultant Fee + 15% Administrative Fee
•Review Fees – Privately Owned FacilityConsultant Fee + 15% Administrative Fee
•InspectionConsultant Fee + 15% Administrative Fee
Telecommunications R.O.W. Application Fee750.00
Inspection FeesConsultant Fee + 15% Administrative Fee
Easement VacationsAttorney & Consultant Fees + 250.00
Easement EncroachmentsAttorney & Consultant Fees + 275.00
Civil Infraction Tickets250.00
Zoning Compliance Letter50.00
Fee in Lieu of Tree275.00
ASSESSING	
Lot Combinations/Lot Splits75.00 per each new parcel number
Address Assignment10.00
BUILDING & ENFORCEMENT	

Administrative Fee:	
Snow, ice and debris removal	Actual expense plus 125.00 administrative fee
Noxious weeds and refuse	Actual expense plus 125.00 administrative fee
Permit fees for specified work:	
Above-ground Swimming Pool 150.00
Demolition – Residential 200.00
Demolition – Commercial/ Industrial 500.00
Parking Lot:	
• 0 – 5,000 sq. ft. 150.00 + Engineering Review Fee
• 5,001 and over sq. ft. 200.00 + Engineering Review Fee
Zoning:	
• Shed – 200 sq. ft. or less 50.00
• Shed – Over 200 sq. ft.	Require building permits – fee calculated under “Construction and Installation Permit Fees”
• Commercial or Residential Fence (6’ or less in height) 75.00
• Sidewalk/Driveway (not more than 30” above adjacent grade and not over a basement or story below) 75.00
Re-instatement fee	All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. Minimum fee is 100.00.
Plan Review Fees	
Residential Plan Review (new 1- 2 family residential structure) 250.00
Residential Plan Review (home in excess of 3,500 sq. ft.)	300.00 + 20% of valuation of home exceeding \$100,000
Commercial/Industrial Plan Review Fee30% of Building Permit Fee
Special Inspections/Permits	

Special events and activities application	100.00 + 10.00 for each farmers market vendor per week
Chicken Keeping Permit	100.00
Pre-permit Issuance	100.00
Liquor License Inspection	300.00
Coin Operated Machines, each location30.00 + 10.00 for each additional machine
Change of Occupancy	150.00
Progress Inspection	75.00
Property Record Report	25.00
Re-inspection – Building Permit	75.00
Re-inspection – Mechanical, Electrical, and Plumbing	75.00 + Administrative Fee
Temporary Outdoor Sales (other than garage sales)	75.00
Christmas Tree Lots – Bond	300.00
Garage Sales – First sale in calendar year	10.00
Garage Sales – Second sale in calendar year	15.00
Information Inspection (for business license)	150.00
Residential Rental Property	
Single Family (registration and first inspection)	200.00
Late Fee	45.00 per unit (21 day grace period)
Duplex (two-family) Registration and first inspection)	300.00
Late fee	45.00 per unit (21 day grace period)
Multi-Family (registration and first inspection)	150.00 + 150.00 each additional unit in the same building inspected at the same time
Late fee	45.00 per unit (21 day grace period)
Second inspection	75.00 per unit
Lock out per unit	75.00
3 rd of more inspections	125.00
Failure to certify rental property within 120 days of expired certificate (when property is occupied)	300.00
Failure to register property as a rental (when property is occupied)	300.00

Vacant Structures	
Fee to cover cost of record maintenance, initial inspection and final certificate of compliance inspection	300.00
If paid on or before the due date	275.00
Properties vacant in excess of two years, additional fee per year	100.00
If paid on or before the due date	75.00
Filing new owner application	50.00
Bonds	
Demolition of Residential and Accessory Building	500.00
Demolition of Commercial or Industrial Building	1,500.00
One and Two-Family Building	750.00
Alterations, Accessory Structures, In-ground Swimming Pools	300.00
Multi-Family Structures (per unit)	300.00
Commercial or Industrial Building	1,500.00
Projects with a value less than \$5,000	No bond required
Monthly Meeting Fees	
Construction Board of Appeals	400.00
Property Maintenance Board of Appeals	300.00
Planning Commission	
<ul style="list-style-type: none"> Regular or special meeting (plus review fees) 	400.00
<ul style="list-style-type: none"> Special Use Approval 	500.00
<ul style="list-style-type: none"> Rezoning 	1,200.00
<ul style="list-style-type: none"> Application Review 	Actual Engineer, Planner, and Attorney Fees + 15% administrative fee
<ul style="list-style-type: none"> Masonry Wall Review 	100.00
Zoning Board of Appeals:	
<ul style="list-style-type: none"> Regular or special meeting 	500.00
<ul style="list-style-type: none"> Multiple variances 	600.00
<ul style="list-style-type: none"> Application Review 	Actual Engineer, Planner, and Attorney Fees + 15% administrative fee

<u>Contractor License Registration fees</u>	
Journeyman* 5.00
Master Plumber* 10.00
Mechanical* 25.00
Electrical 25.00
Building 25.00
*Required to register and pay a registration fee at the time State of Michigan license expires. License holder must appear in person to register license.	
<u>Construction and Installation Permit Fees</u>	
Application fee (non-refundable) 50.00
Re-instatement fee	All permits remain valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. Minimum fee is 75.00.
Construction cost up to \$1,000* 100.00
Construction cost \$1,001 to \$10,000*	\$125.00 + \$15.00 per \$1,000 in construction cost over \$1,000
Construction cost \$10,001 to \$100,000*	\$200.00 + \$5.00 per \$1,000 in construction cost over \$10,000
Construction cost \$100,001 to \$500,000*	\$500.00 + \$5.00 per \$1,000 in construction cost over \$100,000
Construction cost \$500,001 and over*	\$1,500.00 + \$5.00 per \$1,000 in construction cost over \$500,000
Permit Extension – 6 months 65.00
Fine for work commenced prior to issuance of permit 250.00
RefundsFirst \$75.00 non-refundable
*Construction costs are based on State of Michigan Construction Codes Square Foot Construction Cost Table.	
<u>Electrical Permit Fees</u>	
Administration FeePermit Fee x 15%

Application Fee	75.00
Service through 200 amp	15.00
Service >200 to 600 amp	20.00
Service >600 to 800 amp	25.00
Service >800 to 1200 amp	30.00
Service over 1200 amp GFI only	75.00
Circuits	10.00
Light Fixtures – per 25	10.00
Dishwasher	10.00
Furnace – unit heater	10.00
Electrical Heating Units (baseboard)	5.00
Power Outlets (ranges, dryers, etc.)	10.00
Signs – Unit	15.00
Signs – Letter	20.00
Signs – Neon, each 25 feet	30.00
Feeders – bus ducts, etc. – per 50'	10.00
Units up to 20 K.V.A. or H.P.	10.00
Units 21 to 50 K.V.A. or H.P.	15.00
Units 51 K.V.A. or H.P. or over	15.00
Fire Alarms – up to 10 devices	75.00
Fire Alarms – 11 to 20 devices	125.00
Fire Alarms – over 20	10.00 each
Data/Telecommunications Outlets:	
• 1 – 19 devices	10.00 each
• 20 – 300 devices	125.00
• Over 300 devices	350.00
New House (includes first 25 fixtures, 9 circuits, 100 amp service, smoke detectors, range, dryer, range hood, and furnace connection)	200.00
Air Conditioning:	
• Residential	20.00
• Commercial:	
○ Up to 5 tons	25.00
○ 5 to 40 tons	35.00
○ Over 40 tons	60.00
Stand-By Generator – emergency generator	60.00
Stand-By Generator – over 30 K.W.	150.00
Special/Safety Inspection	100.00
Additional Inspection	75.00

Continuation Inspection	50.00
Final Inspection	75.00
License Registration Fee	25.00
Electrical Plan (Code) Review – commercial/ industrial30% of total electrical permit fees	
Mechanical Permit Fees		
Administrative Fee	15% of total permit fees
Application Fee (non-refundable)	75.00
Residential Heating System (includes duct and pipe – new buildings only)	75.00
Gas/Oil Burning Equipment (new or conversion units)	40.00
Residential Boiler	40.00
Water Heater	10.00
Flue/Vent Damper	10.00
Solid Fuel Equipment (including chimney)	40.00
Solar (set of 3 panels, including piping)	30.00
Gas Piping – each opening, new installation	10.00
Air Conditioning (includes split system)	40.00
Heat Pumps – complete residential	40.00
Bath & Kitchen Exhaust	10.00
Tanks:		
• Above ground	25.00
• Above ground connection	25.00
• Underground	30.00
• Underground connection	30.00
Humidifiers	15.00
Piping – minimum	35.00 or 0.05/foot, whichever is greater
Process Piping	0.05/foot
Duct – minimum	35.00 or 0.10/foot, whichever is greater
Heat Pumps – commercial, pipe not included	25.00
Air Handlers/Heat Wheels:		
• Under 10,000 CFM	25.00
• 10,000 CFM and over	75.00
Commercial Hoods	20.00
Heat Recovery Units	15.00
V.A.V. Boxes	15.00
Unit Ventilators	15.00

Unit Heaters (terminal units)20.00
Fire Suppression/Protection – minimum30.00 or 0.75/head, whichever is greater
Evaporator Coils40.00
Refrigeration (split system)40.00
Chiller40.00
Cooling Tower40.00
Compressor40.00
Additional Inspection75.00
Continuation Inspection50.00
Final Inspection75.00
License Registration Fee25.00
Mechanical Code Review – commercial and industrial30% of total mechanical permit fees
Plumbing Permit Fees	
Administrative Fee15% of total plumbing permit fees
Application Fee (non-refundable)75.00
Mobile Home Park Site10.00 each
Fixture, floor drain, special drain, water-connected appliance10.00 each
Stacks (soil, waste, vent, and conductor)5.00 each
Sewage Ejector or Sump10.00 each
Sub-soil Drain10.00 each
Water Service:	
• Less than 2"10.00
• 2" to 6"35.00
• Over 6"75.00
Connection of Building Drain – Building Sewers10.00
Sewers – sanitary, storm, or combined:	
• Less than 6"10.00
• 6" and over30.00
Manholes and Catch Basins10.00 each
Watering Distribution Pipe (system):	
• ¾" pipe10.00
• 1" pipe15.00
• 1-1/4" pipe20.00
• 1-1/2" pipe25.00
• 2" pipe30.00
• Over 2" pipe35.00
Reduced Pressure Zone	

Backflow Preventer10.00 each
Domestic Water Treatment and Filtering Equipment10.00
Medical Gas System50.00
Additional Inspection75.00
Continuation Inspection50.00
Final Inspection75.00
License Registration Fee – Master Plumber10.00
Plumbing Code Review Fee – commercial and industrial30% of total plumbing permit fees
CITY CLERK	
Adult Book Store:	
Initial license/investigation310.00
Annual renewal fee155.00
Adult Mini Motion Picture Theater: (less than 50 persons)	
Initial license/investigation310.00
Annual renewal fee155.00
Adult Motion Picture Theater: (more than 50 persons)	
Initial license/investigation310.00
Annual renewal fee155.00
Amusement Park/Carnival:	
Less than 2 weeks in any year	
First day35.00
Each additional day7.00
Over 2 weeks in any year	
Annual fee350.00
IRS 501(c)3 PurposeExempt
Auction/Auctioneer72.00
Bar-Tavern72.00
Billiard Rooms:	
Initial license/investigation310.00
Annual renewal fee (incl. first table)36.00
Each additional table7.00

Bike License: (4-year cycle)	
4 year3.00
3 year2.25
2 year1.50
1 year75
Block Party50.00 cash, personal or surety bond
Business Listing Report (printed only)50.00
Cabaret:	
Initial license/investigation310.00
Annual renewal fee155.00
Car Wash35.00
IRS 501(c)3 SolicitorsNo Fee
Copies – miscellaneous single copies1.00 first page0.50 additional pages
Dance Hall: (non-transferable)	
Initial license/investigation310.00
Annual renewal fee35.00
Dog License:	
NeuteredOne Year - 7.00 Three Year – 10.00
One Year - 10.00
Show DogThree Year – Not Available
Non-NeuteredOne Year - 13.00 Three Year – 25.00
One Year – 7.00
PuppyThree Year – Not Available
Late License (after March 1 or after 30 days)One Year – 10.00 AdditionalThree Year – 10.00 Additional
Replacement Tag2.00
One Year – 25.00
Vicious DogThree Year – Not Available
Kennel Permit Application/ Inspection by ACO20.00
Duplicate Business License (replacing lost, mutilated, etc.)5.00

Fire Extinguisher (Portable Services: (non-transferable)	
Initial registration103.00
Annual renewal fee35.00
Fireworks Sales Permit35.00
Fortunetelling Business35.00
Annual renewal fee35.00
Fortuneteller (each individual)155.00
Annual renewal fee35.00
Going Out of Business Sale52.00
Handbill Distribution (political is exempt)55.00
Home Occupation Fee (includes Building Department inspection)35.00
Annual renewal fee20.00
Hotels and Motels:	
First 10 units35.00
Additional unit3.00
Ice Cream Vendor: (Clerk's-Licensing)	
First vehicle and driver36.00
Each additional driver20.00
Ice Cream Vendor: (Police Department)	
Safety inspection (per vehicle)35.00
Re-inspection (per vehicle)35.00
Kennel:	
License (10 dogs)35.00
Additional per dog (11 to 20)7.00
Additional per dog (21 +)3.00
Martial Arts Weapon Sales: (non-transferable)	
Initial license/investigation310.00
Annual renewal fee35.00

Massage Parlor: (non-transferable)	
Initial license/investigation	310.00
Annual renewal fee	155.00
Mechanical Amusement Devices & Electronic Video:	
***Games (token or coin-operated)	
Distribution Fees:	
Initial license (non-refundable)	206.00
Annual renewal fee	35.00
Arcade: (4 or more devices/EP business obligation)	
Initial license (non-refundable)	650.00
License per device (max = \$500/year)	35.00
Annual renewal fee per device (max = \$500/year)	35.00
Arcade: (3 or less devices/EP business obligation)	
Initial license (non-refundable)	35.00
License per device	35.00
Annual renewal fee per device	35.00
Miscellaneous: (Licensing in general), includes, but not limited to:	
Contracting Business	35.00
Employment Agency	35.00
Garage	35.00
Laundromats	35.00
Manufacturing/Processing	35.00
Recreational (bowling, batting cage, laser tag, etc.)	35.00
Rental Shops (does not include trailers)	35.00
Repair Service	35.00
Retail	35.00
School (Business)	35.00
Wholesale	35.00
Mobile Food Truck	36.00
Mobile Food Truck Police Department Inspection	35.00

Pawnbroker/Secondhand & Junk Dealer (non-transferable)515.00
Peddlers & Vendors:	
Three-day license	
Initial license/investigation (company + 10 employees)55.00
Additional employees - each5.00
Renewal – three days (no sig. changes)30.00
Current Eastpointe business35.00
Expedited processing fee (within 7 days of event)50.00
Ninety-day license	
Initial license/investigation (company + 10 employees)160.00
Additional employees - each5.00
Renewal – ninety days (no sig. changes)30.00
Current Eastpointe business35.00
Expedited processing fee (within 7 days of event)50.00
Precious Metal & Gem Dealer (State Law Fee)50.00
Restaurant35.00
Service Stations & Motor Lubricants:	
Annual license35.00
First pump8.00
Additional pumps (each)4.00
Showmobile175.00/day Must provide proof of liability insurance
Snow Removal	
Annual license20.00
Additional Vehicle5.00 per vehicle
Snow Ban Parking Permit15.00

Tattoo Parlor (non-transferable)	
Initial license/investigation310.00
Annual renewal155.00
Tattooist (non-transferable)	
Initial license/investigation155.00
Annual renewal31.00
Temporary Structure (if approved by ZBA) – per building/structure103.00
Theater – Indoor55.00
Theater – Adult (see adult Motion picture theater)	
Trailer Rental Agency35.00
Transfer of License20.00
Tree Trimmer (per vehicle)15.00
Used Car Lot/Sales:	
Initial license/investigation155.00
Annual renewal35.00
Vending Device:***	
License application fee	None
Coin-operated children's amusement per device15.00
Coin-operated billiards table (per table)15.00
Coin-operated vending (food, tobacco, beverage) per device10.00
Vendors (see Peddlers & Vendors)	
Voter Information:	
Voter listing on CD/email10.00
Voter listings on labels5.00 + .25 per page
Weekly AV report by email1.00
Daily AV report on paper/labels1.00 per page
Precinct Map2.50

Election Results2.50
***Licensing fees are in addition to the general business license fee	
CITY MANAGER	
Freedom of Information requestsAs determined by State law
FINANCE	
Recreate tax bill2.00
Recreate water bill2.00
Monthly water bill – mailed United StatesNo Charge
Monthly water bill - emailedNo Charge
Monthly water bill – mailed non-United StatesCurrent USPS Rate \$.66
Duplicate monthly water bill – mailedCurrent USPS Rate + \$.25 \$.75
Duplicate monthly water bill – emailed	No Charge
Duplicate monthly water bill – mailed non-United States1.41
Create final water bill10.00
Returned check charge42.00
Create tax certification10.00
FIRE	
Fire Investigation Fees:	
Audio CD (dispatch recordings)75.00
Basic fire/ambulance report10.00
Investigative fire report (i.e., basic fire report, drawings, field notes, witness statements, anything written)50.00

Mailing fee (certified)10.00
Paper copies1.00 first page, 0.50 additional pages
Photos:	
5"x7" color print10.00
8"x10" color print15.00
Photo CD50.00
Fire Prevention User Fees:	
Annual fire inspectionNo Fee
Commercial plan review100.00
Dry or wet fire suppression plan review25.00
False alarm fees: (within a 12 month period)	
First responseNo Fee
Second response115.00
Third response270.00
Fourth and subsequent Responses550.00
Fire alarm plan review50.00
LLC inspection75.00
New business license (C of O)75.00
Re-inspection:	
First timeNo Fee
Second time125.00
Third time200.00
Fourth time +325.00
Sprinkler plan review, plus witness hydrostatic and flow test:	
1-100 Heads225.00
101-200 Heads250.00
201+ Heads350.00
Witness fire alarm or puff test75.00
<u>LIBRARY</u>	
Fees:	
Any case not returned for AV Material2.50
Lost AV/damaged materialReplacement cost + 10.00 processing fee
Lost/damaged bookReplacement cost + 5.00 processing fee
Lost/damaged magazines3.00
Non-resident card (outside of cooperative)200.00/year
RFID tag removed2.00
Barcode removed1.00

Loan Fines:	
Auto manuals0.50/day
Books/audio cassettes/ Compact discs0.25/day
Videocassettes/Non-Fiction & 7- day loan DVDs1.00/day
DVDs (2- day rental)2.00/day
Maximum fines:	
Books/videocassettes/Compact discs/Non-Fiction & 7-day loan DVDs10.00
DVDs (2-day rental20.00
Magazines2.00
Auto Manuals30.00
POLICE	
Audio tape25.00
Black &white photographs5.00/page
Color photographs10.00/disc
Compact disc/DVD25.00/disc
False Alarm Fees:	
First timeNo Fee
Second timeNo Fee
Third time25.00
Fourth time50.00
Fifth time100.00
Sixth time+125.00
Fingerprints20.00
Ice Cream Truck Inspection (per vehicle)35.00
Re-inspection (per vehicle)35.00
Impounded Vehicles30.00
Liquor License Fees: (nonrefundable)	
Application for SDM/SDD600.00
Application for Class B, C, Private Club, Tavern1,000.00

Drop/add names (immediate family or shareholder partial transfer)150.00
Temporary liquor license50.00
Permit requiring notarization (duplicate or replacement)10.00
Preliminary Breath Tests:	
Resident10.00
Non-resident20.00
Public vehicle license – original or renewal20.00
Purchase permit notarization10.00
Record check/CCHMSP Form
Release of prisoner property\$10.00
<u>PUBLIC WORKS</u>	
Rubbish	Current labor and benefit rate charged in increments of one hour, per employee used. One hour of supervision time will be charged for each pickup + disposal cost. Equipment – current State Schedule C rental rates.
Solid Waste Collection and Disposal Fee10.86 per month per residential address
Disposal:*	
Less than a pickup truck load30.00
Full pickup truck load60.00
Dump truck load100.00 + dump fees
Signs – Damaged or New	Cost of material, labor, benefits, equipment and ten (10) percent overhead.
Sidewalk Assessment Program	25% of the cost of construction to cover walk-through for marking SW to be replaced, document preparation, inspection, mailing notices, and other administrative fees.
Trees – private trees that fall into right-of-way	City Crew (labor, benefits, equipment & 10% admin fee) or contractor's cost + 10% admin fee

WATER/SEWER	
Water Tap & Meter Fees:	
5/8" service	Meter + Concrete replacement cost + Inspection fee + 10% Admin fee
3/4" service	Meter + Concrete replacement cost + Inspection fee + 10% Admin fee
1" service	Meter + Concrete replacement cost + Inspection fee + 10% Admin fee
1-1/2" service	Meter + Concrete replacement cost + Inspection fee + 10% Admin fee
2" service	Meter + Concrete replacement cost + Inspection fee + 10% Admin fee
4" service	Meter + Concrete replacement cost + Inspection fee + 10% Admin fee
6" service	Meter + Concrete replacement cost + Inspection fee + 10% Admin fee
Meter only	Cost + 10% admin fee
Water Disconnection Fee at Stop Box:	
With return of meter and mtu1,816.00
Without return of meter and mtu	1,816.00 + Cost of Meter, Register and MTU
Without turn-in of meter and mtuIf at main time + material + 10% Adm. Fee
Water Disconnection Fee at Main	
With return of meter an MTU	Labor + Material + equipment + 10% Admin fee
Without return of meter and MTU	Labor + material + equipment + cost of Meter and MTU + 10% Admin fee
Construction Water Use:	
Hydrant at Water Department	Up to 3,000 gallons - \$125 Over 3,000 gallons - \$125 + \$15 for each unit
Hydrant anywhere else within City	Up to 3,000 gallons - \$150 Over 3,000 gallons - \$150 + \$15 for each unit Deposit of \$2,000 required for the Hydrant Meter and Backflow Prevention Mechanism.
+ hydrant meter & sign deposit + \$12.00 per unit used1,000.00
Hydrant flow testing, inspection fee150.00
Hydrant flow testing if salt needed225.00

Fire detector meter	Cost of meter + 10% admin fee
Usage of fire hydrant without permit	\$500.00
Frozen Meter Charges (with Service Charge):	
5/8" or 3/4"	Actual meter cost + 181.00
1"	Actual meter cost + 181.00
1-1/2"	Actual meter cost + 181.00
2"	Actual meter cost + 181.00
3"	Actual meter cost + 181.00
4"	Actual meter cost + 181.00
Damage to City Water & Sewer Appurtenances	
	Labor, material, and equipment +10% admin fee
No Show for Appointment	90.00
Overtime Charge for Water & Sewer Service:	
Monday through Saturday	180.00
Sundays and Holidays	300.00
Turn Water Stop Box on Without City Approval:	
With meter set correctly	200.00
Without meter set correctly + 100 units – City may prosecute + Any costs of damaged equipment	500.00 + current charges for 100 units of water + cost of any damaged equipment.
Residential Meter Tampering**	250.00 + 181.00 for Service call + current water rate for units illegally used.
Commercial Meter Tampering**	500.00 + 181.00 for Service call + current water rate for units illegally used.
By-pass Violations**	500.00 + 181.00 for Service call + current water rate for 100 units
**Cost of damages to equipment will be added to above costs if needed	
Water Meter Testing:	
Customer requested	125.00
City requested	Free

Water Meter Size Change:	181.00 + cost of meter + customer to engage a licensed plumber.
Sewer Tap and Repair:	
Permit (includes one (1) Inspection) and Surety Bond for \$25,000 (with City as named insured)125.00
Sewer Tap Disconnection	Contractual cost + 125.00 Inspection fee + 10% Admin fee.
Concrete/Street Repair:	Contractual cost + 125.00 Inspection fee + 10% Admin fee.
Full panel	Contractual cost + 125.00 Inspection fee + 10% Admin fee.
City Order Repair of Sanitary Sewer Service	Contractor's cost + 10% admin fee +125.00 Inspection Fee
Water Shut-Off Policy Charge125.00
Service Line Assurance Program (S.L.A.P)\$6.00 per month

CERTIFICATION

We, Monique Owens, Mayor, and Elke Doom, City Clerk, for the City of Eastpointe, Macomb County, Michigan, do hereby certify that the foregoing Ordinance No. 1205 was duly adopted by the City Council after a second reading thereof, at a regular meeting of said Council held on Tuesday, January 5, 2021, in the Eastpointe City Hall.

Monique Owens, Mayor

Elke Doom, City Clerk



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Introduction and First Reading of Ordinance No. 1206 - Amend Section 2-525 of the Code of Ordinances Regarding Fee Schedules - (Fee Schedule Under Police)

BACKGROUND BRIEF: A copy of the current fee schedule is attached along with a copy of the proposed changes to the fee schedule under Police.

SUMMARY OF PREVIOUS COUNCIL ACTION: 07-2-19 - City Council gives second reading to, and adopts Ordinance No. 1172 - amendment to the fee schedule under Police.

FINANCIAL IMPACT:

CITY MANAGER'S RECOMMENDATION: Introduce, and give first reading to, Ordinance No. 1206 which would amend Section 2-525 of the Code of Ordinances Regarding Fee Schedules - (Fee Schedule Under Police).

RECOMMENDED MOTION: Moved by , seconded by , to introduce, and give first reading to, Ordinance No. 1206 which would amend Section 2-525 of the Code of Ordinances Regarding Fee Schedules - (Fee Schedule Under Police).

CITY OF EASTPOINTE
COUNTY OF MACOMB
STATE OF MICHIGAN

ORDINANCE NO. 1172

AN ORDINANCE TO AMEND SECTION 2-525 OF THE CODE OF ORDINANCES REGARDING FEE SCHEDULES

The City of Eastpointe ordains:

Section 1. Amendments.

A. Section 2-525 of the Code of Ordinances shall be amended to add the following to the fee schedule under Police:

- Gun Purchase Permit - \$10.00 per weapon;
- Defective Equipment - \$5.00 resident; \$10.00 non-resident;
- Drug Kits - \$10.00 single panel (THC); \$10.00 single panel (opioids); \$25.00 multi-panel;
- Animal Control Services Fees:
 - Impound - \$25.00 per day;
 - Humane Euthanasia - \$75.00;
 - Owner Surrender - \$75.00;
 - Disposal (domestic) - \$10.00;
 - Microchip - \$25.00 for every dog that is returned.

B. Section 2-525 of the Code of Ordinances shall be amended to amend the following fees under Police:

- False Alarm Fees:
 - First time – No fee.
 - Second time - \$25.00;
 - Third time - \$50.00;
 - Fourth time - \$100.00;
 - Fifth time - \$125.00;
 - Sixth time+ - \$175.00;
 - Impounded Vehicles - \$50.00;
 - Purchase permit notarization - \$15.00;
 - Release of prisoner property - \$15.00;
-

Section 2. Severability.

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, illegal, or ineffective by any Court of competent jurisdiction, such section, clause, or provision declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

Section 3. Repealer.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Publication.

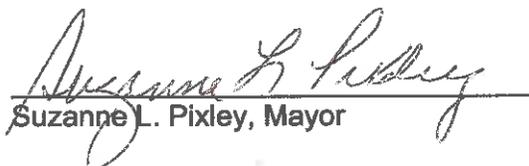
The Clerk shall publish this Ordinance within ten days in a newspaper printed and circulating within the City of general circulation.

Section 5. Effective Date.

This Ordinance shall be effective ten days after date of adoption by the City Council.

CERTIFICATION

We, Suzanne L. Pixley, Mayor, and Joseph M. Sobota, City Clerk for the City of Eastpointe, Macomb County, Michigan, do hereby certify that the foregoing Ordinance 1172 was duly adopted by the City Council after a second reading thereof at a regular meeting of said Council held on Tuesday, July 2, 2019, in the City Hall.


Suzanne L. Pixley, Mayor


Joseph M. Sobota, M.P.A., City Clerk

CITY OF EASTPOINTE
COUNTY OF MACOMB
STATE OF MICHIGAN

ORDINANCE NO. 1206

AN ORDINANCE TO AMEND SECTION 2-525 OF THE CODE OF ORDINANCES REGARDING FEE SCHEDULES

The City of Eastpointe ordains:

Section 1. Amendments.

A. Section 2-525 of the Code of Ordinances shall be amended to add the following to the fee schedule under Police:

- Gun Purchase Permit - \$10.00 per weapon;
- Defective Equipment - \$5.00 resident; \$10.00 non-resident;
- Drug Kits - \$10.00 single panel (THC); \$10.00 single panel (opioids); \$25.00 multi-panel;
- Animal Control Services Fees:
- Impound - \$50.00 per day;
- Humane Euthanasia - \$100.00;
- Owner Surrender - \$100.00;
- Disposal (domestic) - \$20.00;
- Microchip - \$25.00 for every dog that is returned.
- Boarding per day (overnight) - \$30.00

B. Section 2-525 of the Code of Ordinances shall be amended to amend the following fees under Police:

- False Alarm Fees:
 - First time – No fee.
 - Second time - \$25.00;
 - Third time - \$50.00;
 - Fourth time - \$100.00;
 - Fifth time - \$150.00;
 - Sixth time+ - \$250.00;
- Impounded Vehicles - \$60.00;
- Purchase permit notarization - \$15.00;
- Release of prisoner property - \$15.00;

Section 2. Severability.

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, illegal, or ineffective by any Court of competent jurisdiction, such section, clause, or provision declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

Section 3. Repealer.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Publication.

The Clerk shall publish this Ordinance within ten days in a newspaper printed and circulating within the City of general circulation.

Section 5. Effective Date.

This Ordinance shall be effective ten days after date of adoption by the City Council.

CERTIFICATION

We, Monique Owens, Mayor, and Elke Doom, City Clerk for the City of Eastpointe, Macomb County, Michigan, do hereby certify that the foregoing Ordinance 1206 was duly adopted by the City Council after a second reading thereof at a regular meeting of said Council held on Tuesday, January 5, 2021, in the City Hall.

Monique Owens, Mayor

Elke Doom., City Clerk



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Introduction and First Reading of Ordinance No. 1207 - Amend Chapter 38, Streets, Sidewalks, and Other Public Places, Article II, Streets, of the City of Eastpointe Code of Ordinances

BACKGROUND BRIEF: City Administration is requesting the attached ordinance amendment be added to the next City Council agenda for consideration and first reading. The subject ordinance originally became necessary as the Department of Public Works and Services was not able to properly sweep the streets to remove leaves and debris due to parked motor vehicles. The ordinance amendment will also allow the DPW to conduct operations within public rights of way unencumbered by parked motor vehicles. Director Rouhib and Director Abraham are in support of the subject ordinance amendment and they have offered input during the drafting of the ordinance amendment by my office

SUMMARY OF PREVIOUS COUNCIL ACTION: None on this matter.

FINANCIAL IMPACT: None on this matter.

CITY MANAGER'S RECOMMENDATION: Introduce and give first reading to Ordinance No. 1207.

RECOMMENDED MOTION: Moved by , seconded by , to introduce, and give first reading to Ordinance No. 1207, which would amend Chapter 38, Streets, Sidewalks, and Other Public Places, Article II, Streets, of the City of Eastpointe Code of Ordinances

**CITY OF EASTPOINTE
COUNTY OF MACOMB
STATE OF MICHIGAN**

ORDINANCE NO. 1207

AN ORDINANCE TO AMEND CHAPTER 38, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES, ARTICLE II, STREETS, OF THE CITY OF EASTPOINTE CODE OF ORDINANCES

The City of Eastpointe ordains:

Section 1. Street maintenance/other work in public rights-of-way; parking regulations.

Article II, Streets, is hereby amended and a new Section 38-34 shall be enacted to read as follows:

ARTICLE II. STREETS

Sec. 38-34. Street maintenance/other work in public rights-of-way; parking regulation.

(a) The director of public works and service shall have the authority to conduct street maintenance and other related work in public rights-of-way on a daily basis. Temporary “No Parking” signs shall be placed by the department of public works and service in designated areas the day prior to the designated day of maintenance.

(b) No vehicle shall be parked on any residential street in the city between the hours of 7:00 a.m and 4:00 p.m. on the day designated as a street maintenance day to allow for the department of public works to provide services such as street sweeping, catch basin cleaning, sewer/water system repair, and the like.

(c) Any motor vehicle parking in violation of this section may be issued a citation and/or towed away by any authorized agent or employee at the direction of the department of public works and service, police department, building department, or code enforcement officer. Towing and impound fees shall be charged to the owner of the vehicle impounded.

(d) Nothing in this section shall be construed to permit parking at any time or place when prohibited by any other ordinance, resolution, rule or regulation.

(e) Street maintenance signs shall only be removed by authorized agents of employees of the city.

(f) Any violation of this section shall constitute a municipal civil infraction punishable by fines established by city council resolution.

Section 2. Severability.

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, illegal, or ineffective by any Court of competent jurisdiction, such section, clause, or provision

declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

Section 3. Repealer.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Publication.

The Clerk shall publish this Ordinance within ten days in a newspaper printed and circulating within the City of general circulation.

Section 5. Effective Date.

This Ordinance shall become effective ten days after date of adoption by the City Council.

CERTIFICATION

We, Monique Owens, Mayor, and Elke Doom, City Clerk, for the City of Eastpointe, Macomb County, Michigan, do hereby certify that the foregoing Ordinance 1207 was duly adopted by the City Council after a second reading thereof at a regular meeting of said Council held on Tuesday, January 5, 2021, in the City Hall.

Monique Owens, Mayor

Elke Doom, City Clerk



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Approval of Special Land Use for My Party Boutique with Parking Provisions as Discussed by Planning Commission.

BACKGROUND BRIEF: Planning Commission reviewed the Special Land Use approval for 22211 Gratiot for My Party Boutique. The Planning Commission has asked City Council to include the resolution of the parking issues discussed. Please see Motion from Unapproved Meeting Minutes of the Planning Commission meeting December 3, 2020 with language as follows:

Planning Commission
December 3, 2020

Motion by D'Hondt, supported by Lalonde, that the Planning Commission recommends to City Council the approval for Erica Cook, My Party Boutique, who is seeking special land use/site plan approval for 22211 Gratiot, #02-14-31-104-048, Assessors Plat of Nehls Subdivision Lots 3 & 4, under the condition that parking is re-examined and additional handicapped spots and parking spots are included to the approval and satisfaction of city administration.

Yeas: D'Hondt, Lalonde, Brohl, Palazzolo, Ulinski, Lubeck

Nays: None

SUMMARY OF PREVIOUS COUNCIL ACTION: None on this matter.

FINANCIAL IMPACT: None on this matter.

CITY MANAGER'S RECOMMENDATION: Approve the Special Land Use for My Party Boutique with Parking Provisions as discussed by the Planning Commission.

RECOMMENDED MOTION: Moved by , seconded by , to approve the Special Land Use for My Party Boutique with Parking Provisions as discussed by the Planning Commission.



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Resurface Residential Streets with Composite Pavement

BACKGROUND BRIEF: We have completed the Pavement Surface Evaluation and Rating(PASER) of all our streets last month and noticed that some of the residential streets with asphalt pavement (asphalt over concrete or Composite) are in very poor condition. A visual inspection done by us confirmed the rating. As such, we have advised AEW to prepare a cost estimate to resurface certain segments of Ash Ave, Ego Ave, Juliana Ave, Warrington Ave, and Wilmot Ave. In addition, we have noticed that some sections of Juliana Ave, Boulder to Virginia, and Teppert, Stephens to Ten Mile are also in poor condition but a majority of the pavement can give us few more years. Therefore, we propose to skin patch (remove 2" of bad asphalt and replace it with hot mix asphalt) only the poor sections. AEW estimated the total cost at \$1,767,573 which includes construction cost, bid document preparation, Inspection, and a 10% contingency. The list of streets, the limits thereof, and condition rating is attached.

SUMMARY OF PREVIOUS COUNCIL ACTION: None on this matter.

FINANCIAL IMPACT: Funds available in the Local Street Fund (Fund 203) will be reprogrammed to the Local Street Improvement account if a contract is awarded.

CITY MANAGER'S RECOMMENDATION: Authorize the Department of Public Works and Service to have the bid documents prepared and advertise for bids to resurface: Ash Ave- Kelley to Beaconsfield, Ego Ave- Shakespeare to Cushing, Juliana Ave -Boulder to Shakespeare, Warrington Ave-Hauss to Ten Mile, and Wilmot Ave- Semrau to Stephens and skin patch: Juliana Ave-Boulder to Virginia and Teppert Aver- Stephens to Ten Mile.

RECOMMENDED MOTION: Moved by , seconded by , to authorize the Department of Public Works and Service to have the bid documents prepared and advertise for bids to resurface: Ash Ave- Kelley to Beaconsfield, Ego Ave- Shakespeare to Cushing, Juliana Ave -Boulder to Shakespeare, Warrington Ave- Hauss to Ten Mile, and Wilmot Ave- Semrau to Stephens and skin patch:

Juliana Ave-Boulder to Virginia and Teppert Aver- Stephens to Ten Mile.

Resurfacing Residential Streets with Composite Pavement

Resurfacing

Street	Limits	Mile	PASER
Ash Ave	Kelly to Beaconsfield	0.361	1
Ego Ave	Shakespeare to Cushing	0.174	2
Juliana Ave	Bouldder to Shakespeare	0.163	2
Warrington Ave	Hauss to Ten Mile	0.187	2
Wilmot Ave	Semrau to Stephens	0.169	1
Total		1.054	

Skin Patching

Juliana	Boulder to Virginia	0.146	2
Teppert	Stephens to Ten Mile	0.521	3
Total		0.667	



CITY of EASTPOINTE

EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Appointment to Planning Commission

BACKGROUND BRIEF: Due to the vacancy on the Planning Commission created by Councilwoman Moore being elected, please add the possible appointment of Kimle Nailer to our next agenda, filling a position with a term to expire December 31, 2024. Her application to the Planning Commission is dated February 3, 2020, and should be in the city's records. Application is attached for review.

https://library.municode.com/mi/eastpointe/codes/code_of_ordinances?nodeId=PTICH_CHXIIIC IPLZO_S1CIPLCO

Sec. 1. - City planning commission.



The Council shall, by a majority of all of its members, appoint a City Planning Commission of seven citizens chosen because of their interest in and knowledge of City Planning. Of the members first appointed, one shall be appointed for a term of one year, two for a term of two years, and one for a term of three years, two for a term of four years, and one for a term of five years, from and after the first day of January following appointment. Their successors shall be appointed for a term of five years. If a vacancy occurs, otherwise than by expiration of term, it shall be filled by appointment of some suitable person to fill the place for the unexpired term. Any member of the Commission may be removed by the Council after a public hearing, and shall during his term receive no compensation.

(Amended 11-7-1950)

SUMMARY OF PREVIOUS COUNCIL ACTION: None on this matter.

FINANCIAL IMPACT:

CITY MANAGER'S RECOMMENDATION: Confirm the appointment of Kimle Nailer to the Planning Commission due to vacancy, and filling the position with a term to expire December 31, 2024.

RECOMMENDED MOTION: Moved by , seconded by , to confirm the appointment of Kimle Nailer to the Planning Commission due to vacancy, and filling the position with a term to expire December 31, 2024.



City of Eastpointe

Board and Commission Application Form

Name: Kimie Nailor Date: 2-3-20

Address: 16089 Stricker Ave Eastpointe MI Home Phone: (313) 402 4997

Cell Phone: (313) 402-4997 E-Mail: knailor@grail.com

Are you a registered voter of the City? Yes: No:

Have you previously served on a Board or Commission? Yes: No:

If yes, which one? _____

Have you ever been convicted of a crime? Yes: No: If yes, please explain the nature of the offense: _____

Please list any community involvement, employment, education or other expertise that pertains to the Board or Commission you are applying for: Licensed Builder; Mentor; Business Analyst; Community Activist/Volunteer; Block Club Member; Music Director; Planner; Community Beautification Volunteer; J.D. Law Researcher; Mobility Solutions Researcher; Nat'l President of National Assoc of Black Women in Construction; Acknowledged as Community Leader by Cong. Henry Clarke & Cong. Brenda Lawrence

Check the Board or Commission that you would like to serve on (you may check more than one):

- Arts and Cultural Diversity Commission
- Beautification (aesthetic improvements, beautify the City)
- Board of Ethics (guides conduct of City officials)
- Board of Review (assessment appeals)
- Civil Service Commission (system of personnel administration)

- Construction Board of Appeals** (hear appeals on refusal to grant an application for a permit or a modification to the provisions of this Code covering the manner of construction or materials to be used in the erection, alteration or repair of a building or structure or otherwise makes a decision pursuant or related to the Code)
- Downtown Development Authority** (manages right-of-way improvements in DDA corridor)
- Housing Commission** (oversees senior citizen housing)
- Library Commission** (library services)
- Local Officers Compensation Commission** (recommends/sets salaries for elected officials)
- Parks Commission** (makes recommendations to council relative to park programs, projects or facilities).
- Planning Commission** (City planning, land use and zoning)
- Recreational Authority of Roseville and Eastpointe** (recreation services)
- Zoning Board of Appeals** (grants variances to City Codes)

**Please complete and mail to: City Manager's Office
City of Eastpointe
23200 Gratiot Avenue
Eastpointe, MI 48021**



CITY of EASTPOINTE

EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Discussion and Possible Motion on Eastpointe Resolution Calling for the Michigan Legislature to Support Proportional Representation via Ranked-Choice Voting

BACKGROUND BRIEF: The attached Resolution is one started with a template from **More Equitable Democracy** (<https://www.equitabledemocracy.org/>), and then customized to include **Eastpointe** and **Ferndale** (the only City in Michigan I am aware of that has passed a Charter provision to implement Ranked-Choice Voting).

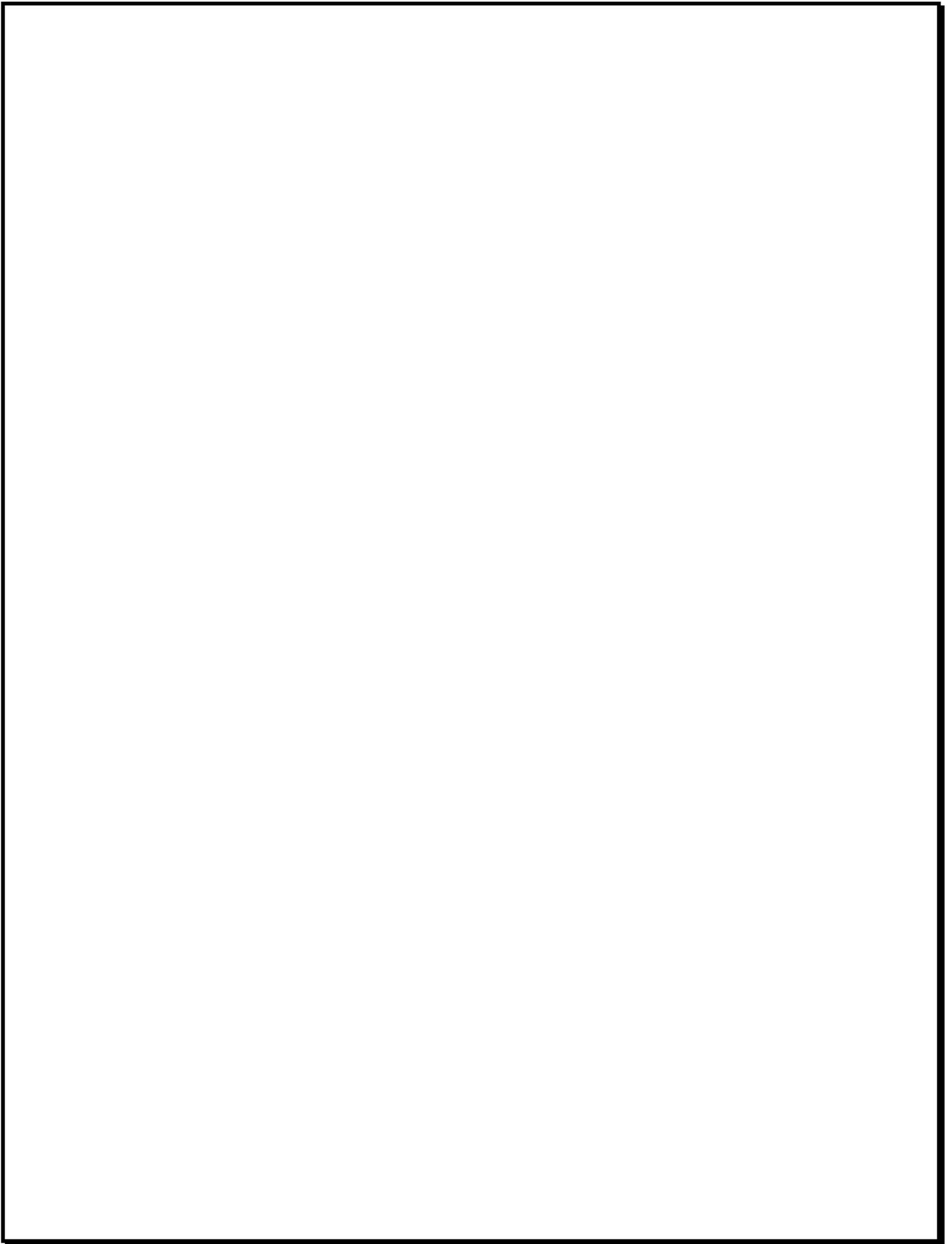
State Representative Rabhi introduced a bill (that now has eight additional sponsors) to allow communities to utilize RCV, **House Bill 5282** (<http://legislature.mi.gov/doc.aspx?2019-HB-5282>). The bill has not left the *Committee on Elections and Ethics*. It will need to be reintroduced once the new Legislature is sworn-in. I hope that the City Council is in support of this bill and would like to urge its introduction and passage during the next Legislative session (it seems highly unlikely at this point that it will pass during lame duck). Also, I suggest that we send the Resolution to our County Commissioner for her support via the **Board of Commissioners**, and that we send it to the Governor-appointed **Black Leadership Advisory Council** (https://www.michigan.gov/whitmer/0,9309,7-387-90501_90626-535756--00.html) so that they consider it and share it with the Governor.

SUMMARY OF PREVIOUS COUNCIL ACTION:

FINANCIAL IMPACT:

CITY MANAGER'S RECOMMENDATION: Approve the introduction and passage of the Eastpointe Resolution Calling for the Michigan Legislature to Support Proportional Representation via Ranked-Choice Voting.

RECOMMENDED MOTION: Moved by , seconded by , to approve the introduction and passage of the Eastpointe Resolution Calling for the Michigan Legislature to Support Proportional Representation via Ranked-Choice Voting.



A RESOLUTION calling for the Michigan Legislature to support proportional representation via ranked-choice voting

WHEREAS a strong democracy encourages public discourse and debate, which is best achieved when elected leaders accurately reflect and represent their electorate;

WHEREAS residents of local communities are best positioned to make decisions that affect their own community;

WHEREAS most elections in the United States, in all levels of government in the United States, are winner-take-all, which does not create a reflective government;

WHEREAS our current voting system is largely inherited from our history as a British colony, and most of the world's former British colonies, including South Africa, Australia, and New Zealand, have abandoned winner-take-all elections in favor of proportional representation in order to strengthen their democracy and provide for equitable representation for all;

WHEREAS the vast majority of democratic nations across the world use some form of proportional representation;

WHEREAS winner-take-all elections often leave large numbers of voters with no representation or voice in government whatsoever;

WHEREAS a legacy of racial oppression and discrimination in the United States combined with winner-take-all elections have led people of color to often be on the losing side of elections, historically excluded from elected office and blocked from winning adequate representation by their elected officials;

WHEREAS, under winner-take-all elections, the primary way to increase representation by and for communities of color is to draw so-called "majority minority" districts which can only be created with severe racial segregation, and even these districts leave the interests of communities from other districts unaddressed;

WHEREAS not all of our communities live in the kinds of highly-segregated neighborhoods necessary to create majority-minority districts, yet they too deserve adequate representation;

WHEREAS in order to adequately address the issue of depressed political representation for voters of color, it is necessary to reform or re-design the elements of our electoral system that perpetuate racial inequality;

WHEREAS proportional representation for local elections reduce structural biases by increasing voter choice and eliminating the need to draw racially segregated districts in order for people of color to form a powerful voting bloc;

WHEREAS, many jurisdictions including Berkeley, San Francisco, San Leandro, and Oakland (CA); Telluride (CO); Amherst, Cambridge, Easthampton, Lowell, and Worcester (MA); Takoma Park (MD); Portland (ME); St. Louis Park, Minneapolis, and St. Paul (MN); Las Cruces and Santa Fe (NM); New York City (NY); Cincinnati and Cleveland (OH); Basalt and Benton County (OR); Payson and Vineyard (UT); and Eastpointe; either currently or in the past used proportional representation for municipal elections for councils or boards which produced politically, geographically, and racially diverse councils;

WHEREAS the residents of the City of Ferndale in 2004 passed a Charter Amendment to use instant run-off voting for municipal elections, but the election method cannot take effect until allowed by State Law;

WHEREAS the City of Eastpointe will be forced to return to winner-take-all elections after the expiration of the four-year consent decree with the United States Department of Justice;

THEREFORE BE IT RESOLVED THAT the City of Eastpointe supports passage and the implementation of proportional representation via ranked-choice voting for local elections throughout the State, at the discretion of each individual community, similar to House Bill 5282 (2019).

THEREFORE BE IT RESOLVED THAT this Resolution be sent to State Representative Hertel, State Senator Wojno, County Commissioner Klinefelt, and the Governor-appointed Black Leadership Advisory Council.

Passed by the City of Eastpointe this _____ day of _____, 2020

Elke Doom
City of Eastpointe
23200 Gratiot
Eastpointe, Michigan 48021
586-445-3661



EASTPOINTE CITY COUNCIL ACTION SUMMARY SHEET

MEETING DATE: December 15, 2020

TOPIC: Discussion on Unused Educational Costs

BACKGROUND BRIEF: Requested by Councilwoman Moore to add to the agenda. Would like to discuss how unused educational funds are handled by council.

SUMMARY OF PREVIOUS COUNCIL ACTION:

FINANCIAL IMPACT:

CITY MANAGER'S RECOMMENDATION:

RECOMMENDED MOTION:

PAYROLLS TO BE APPROVED AT COUNCIL MEETING DECEMBER 15, 2020

<u>DEPARTMENT</u>	<u>GENERAL FUND</u>	<u>OTHER FUNDS</u>	<u>TOTAL</u>
Legislative	\$ -	\$ -	\$ -
Court	\$ 30,677.07	\$ -	\$ 30,677.07
Administration	\$ 31,499.20	\$ -	\$ 31,499.20
Police	\$ 211,008.25	\$ -	\$ 211,008.25
Fire	\$ 107,073.48	\$ -	\$ 107,073.48
Inspection	\$ 21,761.45	\$ -	\$ 21,761.45
Public Works	\$ -	\$ -	\$ -
Parks	\$ 2,275.38	\$ -	\$ 2,275.38
DDA/Econ Devel	\$ 3,080.52	\$ -	\$ 3,080.52
Water/Sewer	\$ -	\$ 36,879.65	\$ 36,879.65
Roads	\$ -	\$ 4,861.99	\$ 4,861.99
Sidewalks	\$ -	\$ 2,035.58	\$ 2,035.58
Rubbish	\$ -	\$ 1,474.47	\$ 1,474.47
Motorpool	\$ -	\$ 5,328.57	\$ 5,328.57
Library	\$ -	\$ 16,888.95	\$ 16,888.95
Total	\$ 407,375.35	\$ 67,469.21	\$ 474,844.56
			\$ 85,083.98
			\$ 559,928.54

City's portion of Social Security, Medicare, 401(a) & MERS
TOTAL PAYROLL EXPENSE

To the best of my knowledge and belief the foregoing payrolls are valid obligations of the City of Eastpointe and are due and payable.

FINANCE DIRECTOR

CITY MANAGER

The foregoing payrolls were duly approved for payment at the regular meeting of the City Council of the City of Eastpointe on December 15, 2020.

MAYOR

SUMMARY OF BILLS TO BE APPROVED AT COUNCIL ON DECEMBER 15, 2020

FUND		BILLS	
728	DEATH BENEFIT	\$	-
731	PENSION	\$	-
737	RETIREE HEALTH CARE	\$	57,131.81
TOTAL ALL PAYABLES		\$	57,131.81

To the best of my knowledge and belief the foregoing bills are valid obligations of the City of Eastpointe.

FINANCE DIRECTOR

CITY MANAGER

The foregoing bills were duly approved for payment at the regular meeting of the City Council of the City of Eastpointe on December 15, 2020

MAYOR

SUMMARY OF BILLS TO BE APPROVED AT COUNCIL ON DECEMBER 15, 2020

FUND	BILLS
101 GENERAL	\$ 541,289.66
202 MAJOR STREETS	\$ 5,203.67
203 LOCAL STREETS	\$ 439,926.82
219 STREET LIGHTING FUND	\$ 27,720.62
248 DOWNTOWN DEVELOPMENT AUTHORITY	\$ 4,022.00
260 INDIGENT DEFENSE FUND	\$ 7,100.00
271 LIBRARY	\$ 21,677.73
401 CAPITAL IMPROVEMENT	\$ 3,640.00
405 TAX REVERSION FUND	\$ 212.06
517 SANITARY LANDFILL	\$ 123,327.92
592 WATER SEWER	\$ 981,952.35
601 MOTOR POOL	\$ 16,877.10
701 GENERAL AGENCY FUND	\$ 200.00
703 CURRENT TAX COLLECTION FUND	\$ 1,896.66
750 IMPREST PAYROLL FUND	\$ 23,325.25
TOTAL ALL PAYABLES	\$ 2,198,371.84

To the best of my knowledge and belief the foregoing bills are valid obligations of the City of Eastpointe.

FINANCE DIRECTOR

CITY MANAGER

The foregoing bills were duly approved for payment at the regular meeting of the City Council of the City of Eastpointe on December 15, 2020.

MAYOR

CITY OF EASTPOINTE

PENSION CHECK REGISTER

DECEMBER 1, 2020 - DECEMBER 15, 2020

CHECK	VENDOR	DESCRIPTION	AMOUNT
EFT	BLUE CROSS BLUE SHIELD OF MI	MONTHLY PREMIUMS	<u>57,131.81</u>
		TOTAL PAYABLES	<u>57,131.81</u>

CITY OF EASTPOINTE

CHECK REGISTER

DECEMBER 1, 2020 - DECEMBER 15, 2020

CHECK	VENDOR	DESCRIPTION	AMOUNT
124839	BULLSEYE TELECOM INC	MONTHLY UTILITIES	1,365.07
124840	COMCAST	MONTHLY UTILITIES - CITY HALL / COUNCIL	5,339.92
124841	COMCAST BUSINESS COMMUNICATIONS	MONTHLY UTILITIES - POLICE	411.51
124842	DTE ENERGY	MONTHLY UTILITIES	19.14
124843	MICHIGAN FENCE OUTLET LLC	REPAIR FENCE - FIRE	3,530.00
124844	P. MILLER CONTRACTING LLC	REPAIR MAIN A/C UNIT ON ROOF - FIRE	1,425.00
124845	SPRINT	MONTHLY UTILITIES	473.49
124846	T-MOBILE	MONTHLY UTILITIES	286.80
124847	WOW BUSINESS	MONTHLY UTILITIES - PATRIOT BUILDING	91.65
124848	HARTFORD LIFE & ACCIDENT INSURANCE	INSURANCE PREMIUMS	4,550.55
124849	AT&T (DBA)	MONTHLY UTILITIES - PARKS	292.43
124850	COMCAST BUSINESS COMMUNICATIONS	MONTHLY UTILITIES - COURT / LIBRARY	778.54
124851	CONSUMERS ENERGY	MONTHLY UTILITIES	207.92
124852	DTE ENERGY	MONTHLY STREET LIGHTING SERVICES	29,601.82
124853	FIS BILL PAY	REFUND WATER OVERPAYMENT	6,541.00
124854	KONICA MINOLTA PREMIER FINANCE	MONTHLY FOLDER/STUFFER LEASE	395.44
124855	T-MOBILE	MONTHLY UTILITIES - POLICE	25.00

124856	WOW BUSINESS	MONTHLY UTILITIES - DOG PARK	75.00
124857	21ST CENTURY MEDIA NEWSPAPER LLC	NOTICE OF PUBLIC HEARING PLANNING COMMISSION, SNOW & ICE REMOVAL, ORDINANCE 1201 & 1202, & NOTICE OF REGISTRATION FOR ELECTION	2,121.75
124858	ACLARA TECHNOLOGIES LLC	WATER MTU ENCODERS - WATER	192.00
124859	ACTION MAT & TOWEL RENTAL LTD	MAT RENTAL - LIBRARY	87.00
124860	ALPHA PSYCHOLOGICAL SERVICES PC	PSYCHOLOGICAL EVALUATION - FIRE	725.00
124861	ANDERSON ECKSTEIN & WESTRICK INC	TEMPORARY WATER SYSTEM OPERATOR, 2019 CONCRETE PAVEMENT REPAIR PROGRAM, 2018 CATCH BASIN REHAB/REPLACEMENT	28,214.35
124862	APOLLO FIRE EQUIPMENT (EQUIPMENT)	50' WHITE SUPREME HOSE WITH STANDARD COUPLINGS	3,190.00
124863	AUTOZONE INC	PARTS & SUPPLIES - DPW	698.32
124864	AXON ENTERPRISE INC	BODY CAMERAS - POLICE	47,502.34
124865	BAKER & TAYLOR ENTERTAINMENT	BOOKS - LIBRARY	3,562.92
124866	BELL EQUIPMENT COMPANY	SWEEPER PARTS	1,834.06
124867	BOMMARITO LAW PLLC	COURT APPOINTED ATTORNEY	800.00
124868	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES - FIRE	1,146.48
124869	BS & A SOFTWARE	ANNUAL DOG LICENSE RENEWAL SUPPORT	963.00
124870	JEFF M BURNS PLC	COURT APPOINTED ATTORNEY	650.00
124871	CADILLAC ASPHALT LLC	2020 ASPHALT RESURFACING PROGRAM	276,455.67
124872	CANFIELD EQUIPMENT SERVICE INC	NEW VEHICLE SET-UP - POLICE	16,138.74
124873	CANU TORRICE LAW PLLC	COURT APPOINTED ATTORNEY	650.00
124874	MATTHEW R CAPONE PLC	COURT APPOINTED ATTORNEY	175.00
124875	CDW GOVERNMENT LLC	PROPERTY ROOM COMPUTER - POLICE	1,648.88
124876	AVIS CHOULAGH LAW PLLC	COURT APPOINTED ATTORNEY	450.00

124877	CITY OF EASTPOINTE	TAX BILL PAID IN ERROR	1,896.66
124878	COLVILLE ELECTRIC CO LLC	ELECTRICAL WORK - FIRE	854.11
124879	CONSUMERS ENERGY	REPAIR OF GAS DAMAGES AT 17352 EGO	1,072.55
124880	CORE & MAIN LP	READY MIX MORTAR - WATER	288.54
124881	COSTAR REALTY INFORMATION INC	SOFTWARE COMMERCIAL REAL ESTATE - ASSESSING	395.00
124882	DELANG FLUID POWER INC	SUCTION HOSE - DPW	661.08
124883	DERONNE HARDWARE INC	HARDWARE SUPPLIES - CITY HALL / LIBRARY / POLICE	183.27
124884	DEWOLF & ASSOCIATES	FIELD TRAINING OFFICER SEMINAR - POLICE	745.00
124885	DIPONIO CONTRACTING INC	DONALD AVENUE WATER MAIN REPLACEMENT	193,410.00
124886	DORNBOS SIGN INC	SIGNS FOR GOETZ PARK - PARKS	135.34
124887	DOXIM	PRINTING & MAILING OF WATER BILLS & WINTER TAX BILLS	7,469.85
124888	EASTPOINTE POSTMASTER	POSTAGE DUE FROM AUGUST ELECTION 2020	68.75
124889	ED'S TWO MEN & A MOWER LAWN SVC LLC	PROPERTY CLEAN-UPS	4,175.00
124890	EJ USA INC	HYDRANTS	4,353.76
124891	EJH CONSTRUCTION INC	ACOUSTICAL CEILING & PAINTING IN WORKOUT ROOM - POLICE	2,950.00
124892	ELECTION SYSTEMS AND SOFTWARE	CODING, THUMB DRIVES MEMORY STICKS & SUPPLIES FOR ELECTION - CLERKS	10,949.02
124893	ELECTIONSOURCE	VOTE HERE SIGNS & BANNERS	3,539.06
124894	FERGUSON ENTERPRISES INC	CLEANING SUPPLIES - LIBRARY	111.28
124895	FIFER INVESTIGATIONS LLC	BACKGROUND INVESTIGATIONS - FIRE / POLICE	2,675.00
124896	FIRESERVICE MANAGEMENT LLC	CLEANING & INSPECTION OF WORK GEAR - FIRE	2,437.50
124897	FITNESS THINGS INC	WEIGHTS FOR WORKOUT ROOM - POLICE	695.00
124898	FJF DOOR SALES CO INC	GARAGE DOOR REPAIR - POLICE	305.00

124899	DANA FREERS	COURT APPOINTED ATTORNEY	100.00
124900	ERIN FREERS-COLE	COURT APPOINTED ATTORNEY	650.00
124901	G2 CONSULTING GROUP LLC	EASTPOINTE SIDEWALK REPLACEMENT, 2020 ASPHALT RESURFACING PROGRAM & 2020 CATCH BASIN & STORM SEWER	13,042.50
124902	GALE	LARGE PRINT BOOKS - LIBRARY	137.95
124903	KATHLEEN G GALEN	COURT APPOINTED ATTORNEY	200.00
124904	GALLS LLC	BOOTS & PANEL SETS - FIRE / POLICE	165.23
124905	GENESIS CHEVROLET	BOLTS, SPACERS & ABSORBERS - DPW	303.86
124906	JOHN E F GERLACH PC	COURT APPOINTED ATTORNEY	200.00
124907	GFL ENVIRONMENTAL USA	GARBAGE PICK UP	122,967.92
124908	GREAT LAKES PEST CONTROL CO INC	PEST CONTROL SERVICES - CITY HALL	230.00
124909	GREAT LAKES WATER AUTHORITY	WATER PURCHASE	127,763.60
124910	TANYA ANNETTE GRILLO	COURT APPOINTED ATTORNEY	250.00
124911	HALLAHAN & ASSOCIATES PC	PROFESSIONAL SERVICES - ASSESSING	813.96
124912	THOMAS W HERNDEN	ELECTRICAL INSPECTIONS	922.31
124913	HOUSE OF FLOORS LLC	REPAIR WEIGHT ROOM CARPET - POLICE	150.00
124914	INTERSTATE SECURITY INC	CITY HALL SECURITY MONITORING	279.00
124915	ITALIA CONSTRUCTION INC	2018/19 CATCH BASIN REPAIR PROJECT	147,403.67
124916	J J MICH INC	PARKS & DDA MAINTENANCE, LATERAL INSPECTIONS & SEWER REPAIRS	36,819.69
124917	JACK DOHENY SUPPLIES INC	VACTOR PARTS	1,097.21
124918	JOHN R SPRING SERVICE INC	FRONT END PARTS - DPW	3,070.36
124919	LAW OFFICE OF JOSH JONES PLLC	COURT APPOINTED ATTORNEY	2,375.00
124920	KEVIN MARTINCIC	NOVEMBER ELECTION INSPECTOR	293.50

124921	KONICA MINOLTA	METER CHARGES & SUPPLIES - CITY HALL / FIRE / POLICE	1,086.18
124922	KUSTOM SIGNALS INC	RADAR UNIT - POLICE	1,742.00
124923	LAWSON PRODUCTS INC.	CLAMPS - DPW	119.16
124924	LITHO PRINTING SERVICE INC	ENVELOPES, BUSINESS CARDS, NOTICE OF VIOLATION BOOKS & AFTER A FIRE BOOKLETS - CITY HALL / DPW / FIRE	1,245.00
124925	MACOMB COMMUNITY COLLEGE (SEMINARS)	FIRE INSPECTOR I CLASS	920.00
124926	MACOMB COUNTY DEPARTMENT OF ROADS	10 MILE FROM KELLY TO 194	158.75
124927	MACOMB COUNTY FINANCE OFFICE	VIDEO ARRAIGNMENT - POLICE	10.00
124928	MANDO CONSTRUCTION INC.	CASH BOND REFUND	200.00
124929	MARINO'S LANDSCAPE	LAWN MAINTENANCE - CITY HALL / DDA / DPW / FIRE / LIBRARY / MEDIANS / POLICE / WATER	1,494.00
124930	MARSHALL BENNETT	BUSINESS LICENSE RENEWAL REFUND	31.00
124931	MCCOY MAINTENANCE INC	JANITORIAL SERVICES - POLICE	4,000.00
124932	MI MUNICIPAL LEAGUE MML	EMPLOYMENT POSTING	83.76
124933	MIDWEST TAPE	MUSIC CD'S - LIBRARY	15.19
124934	CITY OF MOUNT CLEMENS	VECTOR DUMPING	800.00
124935	MR. ROOF HOLDING COMPANY LLC	CASH BOND REFUND	200.00
124936	MUNRO PRINTING COMPANY	RCV INSTRUCTION FLYERS - ELECTIONS	271.00
124937	NATIONAL BAND & TAG CO	DOG TAGS FOR 2021 - CLERKS	923.51
124938	NBC TRUCK EQUIPMENT INC	JOYSTICS, STOBE & FLOOD LIGHT FOR PLOWS	4,083.60
124939	NICHOLS PAPER & SUPPLY	JANITORIAL AND CLEANING SUPPLIES - POLICE	1,465.77
124940	NORTH RIVER TRUCK & TRAILER INC	OIL FILTERS - DPW	59.75
124941	NORTHWESTERN UNIVERSITY	STAFF & COMMAND CLASS - POLICE	4,300.00

124942	OAKLAND COMMUNITY COLLEGE	FAMILIES OF RISK ADVANCE TRAINING, INVESTIGATOR SCHOOL & COMPUTER CRIME INVESTIGATION - POLICE	1,750.00
124943	OAKLAND COUNTY TREASURERS	CLEMIS & FRMS DEPARTMENT FEES - FIRE / POLICE	12,000.75
124944	OFFICE DEPOT BSD	OFFICE SUPPLIES - CITY HALL / DPW / FIRE / LIBRARY / POLICE / WATER	2,125.42
124945	ON DUTY GEAR LLC	BULLET PROOF VEST - POLICE	715.00
124946	PARAGON LABORATORIES	QUARTERLY WATER SAMPLES	219.00
124947	PGC DEVELOPMENT LLC	POLICE & COURT DOOR REPLACEMENTS	8,325.00
124948	PREMIER SAFETY	COMPRESSOR SERVICE - FIRE	600.00
124949	RAFT REGIONAL ALLIANCE FOR FIRE	FIRE INSTRUCTOR 1 COURSE	645.00
124950	RKA PETROLEUM COS INC	GASOLINE & DIESEL	4,571.61
124951	ROGER A PINCH SERVICES	MECHANICAL AND PLUMBING INSPECTIONS	993.55
124952	SAMS CLUB DIRECT	SHOP TOWELS, PRISONER MEALS & SUPPLIES - LIBRARY / POLICE	684.34
124953	SAS SERVICES INC.	CASH BOND REFUND	200.00
124954	SHANLEN WELDING	BALLOT DROP BOX MODIFICATIONS	150.00
124955	HOWARD SHIFMAN	LABOR RELATIONS FEES	4,225.00
124956	SHRED CORP	SHREDDING SERVICES - FINANCE / FIRE / POLICE	206.00
124957	SIRCHIE ACQUISITION COMPANY LLC	EVIDENCE TECH EQUIPMENT & SUPPLIES - POLICE	1,604.28
124958	KEVIN M SMITH	COURT APPOINTED ATTORNEY	600.00
124959	SOUTH MACOMB SANITARY DISTRICT	MONTHLY SEWAGE TREATMENT	566,608.13
124960	SOUTHERN TRUCK EQUIPMENT DBA STE	SERVICE AND PARTS FOR THE SALTERS - DPW	2,886.02
124961	ST THOMAS LUTHERAN CHURCH	POLLING PLACE RENTAL FEE FOR NOVEMBER 3, 2020 ELECTION	200.00
124962	SUBURBAN BOLT & SUPPLY CO INC	STAINLESS STEEL FOR SALT BOX - DPW	8.54
124963	SUBURBAN LIBRARY COOPERATIVE	MASKS - LIBRARY	52.05

124964	SUPERIOR PLUS LLC	MEDICAL SUPPLIES - FIRE	52.45
124965	UNIQUE MANAGEMENT SERVICES INC	MONTHLY DEBT COLLECTION SERVICES - LIBRARY	35.80
124966	VANCE OUTDOORS INC	AMMUNITION - POLICE	1,537.00
124967	WOLVERINE FREIGHTLINER EASTSIDE INC	VEHICLE PARTS - DPW	19.48
EFT	ENTERPRISE FM TRUST	FUEL PURCHASES	51.83
EFT	BLUE CROSS BLUE SHIELD OF MI	MONTHLY PREMIUMS	69,911.19
EFT	HEALTH EQUITY	HSA CONTRIBUTIONS	2,739.13
EFT	MERS	RETIREMENT CONTRIBUTIONS	<u>350,224.28</u>
		TOTAL PAYABLES	<u><u>2,198,371.84</u></u>



CITY of EASTPOINTE

FINANCE DEPARTMENT
(586) 445-3881 • FAX (586) 445-4382

MUNICIPAL OFFICES
23200 GRATIOT AVENUE
EASTPOINTE, MI 48021

MEMORANDUM

To: Honorable Mayor and
Members of City Council

From: Randall Blum 
Finance Director/Treasurer

Date: December 15, 2020

Subject: Approval of Bills and Payrolls

RECOMMENDATION

It is recommended City Council approve the payment of bills and payrolls as follows:

<u>Date</u>	<u>Payrolls</u>	<u>Retirees</u>	<u>Accounts Payable</u>	<u>Total</u>
December 15, 2020	\$ 559,928.54	\$ -	\$ -	\$ 559,928.54
December 15, 2020	\$ -	\$ 57,131.81	\$ -	\$ 57,131.81
December 15, 2020	\$ -	\$ -	\$ 2,198,371.84	\$ 2,198,371.84
City Operations	\$ 559,928.54	\$ 57,131.81	\$ 2,198,371.84	\$ 2,815,432.19

Distribution by fund and or department is provided in the attached documentation.