An electronic meeting through Zoom was held due to MDHHS Epidemic Order limiting meeting size and to decrease the spread of COVID-19.

The meeting was called to order by Mayor Denner and opened with the Pledge of Allegiance to the Flag.

The following were electronically present: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner.

Also electronically present: Nick Sizeland, City Manager, Jane M. Blahut, Finance Director/Clerk, Jake Howlett, City Attorney, Stephen Poloni, Director of Public Safety, Jim Bostock, Public Safety Lieutenant, and Leah Smith, Assistant to the City Manager.

APPROVAL OF CONSENT AGENDA

Mayor Denner presented to Council for consideration the approval of the consent agenda as presented.

The consent agenda included the following items:
- Approval of September 28th Meeting Minutes
- Finance Report
- MERS Resolution

Motion by Councilmember Hodges, supported by Councilmember Fluitt, to approve the consent agenda as presented.

Councilmember Fluitt requested changes to the minutes on page five and eleven.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

APPROVAL OF REGULAR AGENDA

Mayor Denner presented to Council for consideration the approval of the regular agenda as presented.

Motion by Councilmember Hodges, supported by Councilmember Read, to approve the regular agenda as presented.

Amendment to the agenda by Mayor Denner stating that Congresswoman Brenda Lawrence would be unable to join the meeting to make her presentation. Both mover and supporter accepted the amendment.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None
PUBLIC COMMENT (AGENDA ITEMS)

City Manager Sizeland read one written comment submitted by a resident.

2 residents made verbal comments.

MANAGERS REPORT

City Manager Sizeland presented a brief overview of the status of issues since the last meeting:

- 2020 Road Program
- City Master Plan
- Social District
- TIFA and DDA COVID Support Programs
- Water Service Line Verification Appointments
- DTE Update
- Public Works Building
- City Hall Building
- Donation & Gift Policy
- URIF Discussions Update
- Safe Routes to School

Numerous Councilmembers voiced concern over the temporary sidewalk areas in place due to the DTE project and requested that an in-depth safety inspection is completed before Halloween.

Councilmembers Read requested clarification of the agenda setting process in City Council Code of Conduct.

COMMITTEE AND COMMISSION REPORTS

Beautification Commission:
Councilmember Relan stated that the Beautification Commission met on October 7th via Zoom. The Commission held their annual plant exchange virtually and the event was a success. Beautification award winners have been selected and notification will be sent out this week with award signs and certificates delivered at a later date. The Commission would like to include younger residents in the commission and are exploring the idea of having a young resident or family Beautification Commissioner to help further this endeavor.

Michigan Municipal League Conference:
Councilmember Fluitt stated that as the MML Representative, she attended the virtual conference September 29th through October 2nd. The MML did an excellent job of hosting sessions virtually and many sessions lead to meaningful discussions. Councilmember Fluitt encouraged residents who are interested in learning more about municipal government to visit the MML website, www.mml.org.

Sustainability Committee Meeting:
Councilmember Fluitt stated that the Sustainability Committee met on October 21st via Zoom. The agenda included a presentation regarding Electric Vehicle charging stations. The Committee also discussed alternatives to a full sustainability audit, initiatives the City can participate in including the
Michigan Green Community challenge, and building a sustainability section on the City website. The Committee plans on meeting again in early December.

Planning Commission:
Mayor Denner stated that the Planning Commission met on October 8th via Zoom. The only agenda item was the selection of a consultant to complete the Master Plan update. The four firms interviewed included MKSK, McKenna, OHM Advisors, and Beckett & Raeder Inc with the Commission awarding the project to MKSK.

SEMCOG:
Councilmember Read stated that she attended the SEMCOG General Assembly virtual meeting October 15th – 16th. Many region wide issues including transportation issues were discussed. Councilmember Read encouraged residents to visit www.semcog.org for more information.

TIFA:
City Manager Sizeland stated that the TIFA Board met on October 22nd via Zoom. Agenda items included a COVID-19 grant and Social District update, approval of the demolition contractor for the City owned properties on Mack and Wayburn, and discussion of parking study quotes which the Board tabled voting on until a later meeting. The TIFA Board will be holding their annual informational meeting on November 23rd at 7pm.

UNFINISHED BUSINESS:
UPDATE ON CITY COUNCIL VACANCY

City Manager Sizeland stated that as of October 27th, there are ten applications submitted for the City Council vacancy. Administration is recommending a special meeting of the City Council to interview the candidates on November 10th or 12th and meeting earlier in the day due to the number of candidates. There are two options for how to hold the meeting:
- Council and the applicants meet in-person at one meeting. All applicants would provide a brief introduction of themselves and each candidate would be asked the same three questions in random order. This would be an average of approximately twenty minutes per applicant.
- Council and the applicants would still meet in-person with the first meeting being utilized to narrow the field to five applicants. Those five applicants would be invited to a second meeting for a more in-depth interview.

Councilmembers stated that they would like City Administration to work with the League of Women votes to solidify the process and assist with administrating the meeting.

Mayor Denner stated that he would like Council and City Administration to hold both November 10th and 12th at 5pm for potential special meetings.

UNFINISHED BUSINESS:
COUNCIL COMMENT

Councilmember Fluit requested an update on the ongoing meetings with the NAACP.
Chief Poloni stated that they held their last meeting third week of October and he had Lt. Bostock attend with him. Several discussions were continued including race relations. They are investigating options of hosting an in-person meeting following COVID protocols.

Councilmember Fluitt requested that Clerk Blahut restate the absentee ballot process.

Clerk Blahut stated that registered voters can turn in an application for absentee ballot in person or in a City drop box. Staff will process the application and issue an absentee ballot. October 31st will be the last day absentee voters can request a ballot and leave City Hall with it. The City Clerk’s Office will be open Saturday, October 31st from 8am – 4pm for issuing absentee ballots. Starting Monday, November 2nd, absentee ballots can be obtained at the Clerk’s office until 4pm but must be filled out at City Hall. All absentee ballots can be returned in one of the three City drop boxes and must be returned by 8pm on November 3rd to be counted.

Councilmember Relan stated that he would like a copy of the legal opinion from City Attorney Howlett regarding the Schaap Center approval process.

**NEW BUSINESS:**

**ZONING BOARD OF APPEALS**

Mayor Denner stated that the City Council will now convene as the Zoning Board of Appeals per City Charter to discuss and make a ruling on the variance request presented.

City Manager Sizeland stated that Mr. Richard Tepper Jr., owner of 1200 Devonshire, is requesting a variance under Sec. 27-81 Schedule limiting height, bulk, density, and area by zoning district. The applicant wishes to build a 2120 sq. foot addition which will not meet the required rear and side yard setbacks per Article X, Schedule of Regulations Section 27-81.

Chief Building Inspector Supal stated that there will be two additions added to the existing 3005 sq. ft. home. The main residential addition, which will consist of three floors, will only have a rear yard setback of 19 feet and side yard setback of 3 feet and 7’6 5/8”. This does not meet the requirements laid out in the City’s Zoning requirement Article X Schedule of Regulations RA which requires a rear yard setback of 30 feet and a side-yard setback of 10’8”. The plans appear to be creating two residential homes on a single-family residential lot. City Administration recommends denial of the variance request.

The requestor presented his case and responded to City Council questions.

City Manager Sizeland read two written comments submitted by neighbors, one in support and one against.

One neighbor made verbal comments against the variance request.

Motion by Mayor Denner, support by Councilmember Robson, to deny the variance request.

Amendment by Mayor Denner to refund the variance application fee.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner
Mayor Denner closed the Zoning Board of Appeals session, reopening the session of Council.

**NEW BUSINESS:**

**PARKS AND RECREATION COMMISSION BYLAWS**

City Manager Sizeland stated that the draft set of bylaws for the Recreation Commission will help define the Commission’s governing structure including voting members, terms, meetings, committees, etcetera. Historically, the Recreation Commission has had no rules for guidance in the past which has caused issues. Approval of these bylaws will provide clear guidelines for the Commission moving forward.

City Attorney Howlett stated that upon further review of the document, the bylaws are inconsistent with the City ordinance that governs the Recreation Commission and suggested that the approval be contingent on amending the ordinance to create an uneven number in voting members.

Motion by Councilmember Read, supported by Councilmember Fluitt, to approve the Recreation Commission restated bylaws.

Councilmembers Read, and Robson, and Mayor Denner requested changes on pages 1, 3, and 4.

Councilmember Read and Mayor Denner requestedstriking H. Ex Parte Contact under Section III Meetings from the document.

Amendment by Mayor Denner to amend the motion to include the following: inclusive of changes which were recommended by Council during the meeting. The amendment was accepted by the mover and supporter.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

**NEW BUSINESS:**

**COMMISSION AND BOARD APPOINTMENTS**

**Downtown Development Authority:**

Mayor Denner stated that he was recommending Ms. Allene Carlile for reappointment to the Downtown Development Authority. Ms. Carlile has served on the DDA since 2012 and is the only applicant on file who has an interest in property in the District, which is required per statute.

Motion by Mayor Denner, supported by Councilmember Robson, to re-appoint Ms. Allene Carlile to the Downtown Development Authority for a four-year term expiring in 2024.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None
Planning Commission:

Mayor Denner stated that he is recommending the appointment of Jimmy Saros to the Planning Commission. Mr. Saros is currently a real estate broker and lead in operating Saros Real Estate who lives on Balfour and attended Brown University.

Motion by Mayor Denner, supported by Councilmember Robson, to appoint Jimmy Saros to the position on the Planning Commission currently held by Mr. Fikany for a three-year term.

Councilmember Flutt asked the city attorney if there were an issue with an appointment being put forward again after Council had already voted against that same appointment in the previous meeting. The city attorney indicated there was no legal issue.

Councilmember Flutt stated she was still in favor of one of the applicants who is a certified planner being appointed to the Planning Commission.

AYES: Councilmembers Hodges, and Robson, and Mayor Denner

NAYS: Councilmembers Relan, Read, and Flutt

Mayor Denner stated that because the motion failed, Mr. Fikany will continue to serve on the Planning Commission.

Ethics Review Board:

Mayor Denner stated that newly adopted Ethics Ordinance calls for the establishment of a three-member resident Ethics Review Board with the City Attorney serving as an ex officio member. Due to this board being new, the three members being recommended for appointment will have different initial term lengths with terms ending on October 31st and new terms starting on November 1st. The following attributes were considered while reviewing applications:
- Personal and professional qualifications
- Accomplishments over a sustained career

Mayor Denner stated that he was recommending Mr. Lawrence Mann for appointment to the Ethics Review Board. Mr. Mann was employed as a partner at Bowman and Brooke LLP and a Law Professor for Wayne State University Law School before retiring in 2017.

Motion by Mayor Denner, supported by Councilmember Robson, to appoint Mr. Lawrence Mann to the Ethics Review Board for a three-year term ending in 2023.

Councilmember Flutt stated there were well-qualified female candidates for this position and she would like to see more women serving on city commissions. Presently, outside of Beautification and Board of Review, there are 36 men and 7 women in appointed positions.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Flutt, and Mayor Denner

NAYS: None
Mayor Denner stated that he was recommending Mr. David Breen for appointment to the Ethics Review Board. Mr. Breen is a Certified Public Accountant and retired from a leadership position at PricewaterhouseCoopers. He currently serves on both the Compensation Committee and on the Board of Directors, System and Hospitals for the Henry Ford Health System.

Motion by Mayor Denner, supported by Councilmember Hodges, to appointment Mr. David Breen to the Ethics Review Board for a two-year term ending in 2022.

Councilmembers Fluit and Relan stated that they would like see more diverse representation on the City Boards and Commissions.

AYES: Councilmembers Read, Hodges, and Robson, and Mayor Denner
NAYS: Councilmembers Relan and Fluitt

Mayor Denner stated that he was recommending Mr. Rick Pacynski for appointment to the Ethics Review Board. Mr. Pacynski served as in-house counsel for Masco and Unisys corporations and also served as a Law Professor at the University of Michigan – Dearborn. He currently serves as a Board member for the Old Newboys Goodfellows Fund of Detroit.

Motion by Mayor Denner, supported by Councilmember Hodges, to appoint Mr. Rick Pacynski to the Ethics Review Board for a one-year term ending in 2021.

Councilmembers Fluit and Relan stated that they would like see more diverse representation on the City Boards and Commissions.

AYES: Councilmembers Read, Hodges, and Robson, and Mayor Denner
NAYS: Councilmembers Relan and Fluitt.

NEW BUSINESS:
COUNCIL COMMENT

Councilmember Hodges stated that she would like the Council to participate in a team building exercise once the new Councilmember is appointed.

Councilmember Relan stated that he would like to be able to accept resident suggestions regarding sustainability and for the new sustainability page on the City website.

PUBLIC COMMENT (NON-AGENDA ITEMS)

Two residents made verbal comments.

Motion by Mayor Denner, supported by Councilmember Read, to adjourn.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner
NAYS: None

With no further business, the meeting adjourned at 10:30 pm.