The meeting was called to order at 7:00 p.m.

ROLL CALL
Present: Mayor Tomkowiak, Council Members Juip, Parthum, Stempfle, Thomas, Walsh, Williams
All Council Members indicated their physical location as: Grosse Pointe, Michigan.

In Attendance: City Manager Dame, Attorney Kennedy, City Clerk Arthurs, Finance Director Kleinow, Public Safety Director Poloni, Deputy Chief Alcorn, Public Service Director Randazzo, Parks and Recreation Director Hardenbrook and City Engineer Pangori.

CONSENT AGENDA
Motion by Council Member Stempfle, second by Council Member Williams, to approve the Consent Agenda consisting of the following:

1. Minutes from the regular Council Meeting held on November 16, 2020.
2. Invoices
   a) Anderson, Eckstein & Westrick, Inc.
      - Loraine Sewer & Paving, 9/28/20 – 10/25/20, $16,640
      - Resurface Neff park Parking Lot, 9/28/20 – 10/25/20, $5,796.32
      - 2020 Street Improvement Program, 9/28/20 – 10/25/20, $11,523.48
      - Loraine Sewer & Paving, 10/26/20 – 11/22/20, $23,510.79
   b) State of Michigan
      - Marina Bottom Lands Rental, December 2020, $16,180
   c) Fildew Hinks - Legal Costs, October 2020, $6,871.26
   d) Florence Cement Company - 2020 Street Improvement, Estimate #4, $238,513.45
   e) GFL - Recycling, December 2020, $10,070
   f) Morrison Industrial Equipment Co. - Forklift, November 2020, $28,806
   g) Great Lakes Water Authority - Sewer Charges, November 2020, $74,500
   h) Traffic & Safety Control Systems, Inc.
      - Luke II Equipment and Tiba Equipment, 2nd payment, $90,639.50
   i) Plante Moran - Annual Audit, Progress Bill #1, $36,000
   j) Oakland County - Clemis, 7/1/20 – 9/30/20, $5,219.25
   k) Business Communication System
      - Telecom Equipment, November 2020, $11,196.85
   l) ISCG - Furniture, December 2020, $23,147
3. Adoption of Resolution establishing Council Meeting dates for 2021.

ROLL CALL VOTE
Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays: None.

MOTION CARRIES.

The City Council convened as the Planning Commission.

PUBLIC HEARING – SPECIAL USE REQUEST – 17220 MACK AVENUE

Mayor Tomkowiak indicated that this was the time set for a public hearing on a special use request submitted by William Thomas, on behalf of Feeling Good Feeling Great, LLC, for a Pilates studio at 17200 Mack Avenue.
City Planner Connochie made the following report:

The building is a one-story brick building, with a side yard parking lot and alley access behind the building. The proposed use is a Pilates studio (the Corner Studio), featuring four classrooms, one for small-group classes and three studios for Private/Duet Pilates. It was noted that the maximum number of clients for group classes is five, and the maximum number for Private/Duet Pilates is 2, though private training is more typical. The maximum number of clients at a peak time is 11, with a maximum of five employees. The main floor of the building is split-level, with two studios, a reception area, and restroom on the main level, and two smaller studios on the lower level. The total building square footage is 2,473 square feet. The size and intensity of the use is compatible with adjacent uses and the existing commercial zoning in the RO-1 district. The applicant is not expanding the existing square footage of the building, and class sizes will be small. The proposed use is not only consistent with the intent of the RO-1 district, but will uniquely benefit and strengthen the character of the district through well-designed improvements that will modernize both the interior and exterior of the building. The use is also small in scope and not anticipated to create significant traffic or parking impacts. The building has six available parking spaces on-site, and access to approximately 10 on-street spots on the south side of Mack Avenue between Lorraine and Notre Dame. The City Planner reviewed the parking recommendations noted in the report, and noted that a shared parking strategy, using existing on- and off-street facilities, is appropriate for this use. It was noted that the use could be adequately served by on-site and shared on-street parking and a modification from the required spaces is appropriate.

Mayor Tomkowiak opened public comment. After hearing no comments, the Mayor closed public comment. It was noted that one written comment supporting the special use request was received from an adjacent neighbor and was submitted for the record.

Motion by Council Member Stempfle, second by Council Member Walsh, to approve the Special Land Use Request for 17200 Mack Avenue, subject to the condition listed in the City Planner’s report dated December 11, 2020, and approve the proposed special use permit drafted by the City Attorney.

ROLL CALL VOTE
Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays: None.

MOTION CARRIES.

SITE PLAN REVIEW – 17200 MACK AVENUE – PILATES STUDIO

City Planner Connochie made the following report:

Proposed improvements to the site are limited to building façade improvements, and minor improvements to the parking lot. Fitness center uses are permitted in the RO-1 district as a special land use. This use is also consistent with the recommendations in the Mack Avenue Corridor Improvement Plan, which encouraged broadening the number of permitted uses on Mack in RO-1 areas. Aside from façade improvements, no modifications will be made to the existing building. The building is one-story (approx. 19 feet) in height, setback 7.5 feet from the front property line and at least 10 feet on the west side and rear. Architectural features, building materials and colors and the roof were discussed. The natural brick on the façade is proposed to be painted white in effort to maintain the branding established by their other studio locations. While painting brick and white façades are not expressly prohibited, it was noted that the existing brick is more in keeping with the intent of the ordinance/design guidelines and is the preferred façade treatment. Parking requirements, parking space dimensions, lot dimensions and screening were discussed. It was noted that the applicant is proposing to mill, cap, and reconfigure the existing parking lot, but not alter the size of the parking area. The existing lot has five parking spaces on the side of the building and one behind in the vacated alley. The applicant is proposing to reconfigure the five spaces on the side of the building. The actual driveway width (curb-cut) on Lorraine is narrower than the provided drive aisle; we recommend the applicant widen the access drive as well as resurface the driveway/apron to improve site access. There are 12 parking spaces required for this use, though the Planning Commission may modify that
requirement based on surrounding conditions. In addition to the six on-site spaces. As discussed in the Special Land Use review letter, the peak usage times and availability of 8-10 on-street parking spaces on Mack on the block between Lorraine and Notre Dame supports a modification of the parking standards.

Commission discussion took place regarding the parking lot dimensions and the proposed painting of the exterior brick. It was noted that painting the brick would be an improvement to the building and the area on Mack.

Motion by Council Member Thomas, second by Council Member Parthum, to approve the site plan for Feeling Good Feeling Great, LLC, 17200 Mack Avenue, subject to the conditions listed in the City Planner’s site plan report dated December 11, 2020, and to allow the brick exterior to be painted white.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays: None.

MOTION CARRIES.

The Planning Commission reconvened as the City Council.

PRESENTATION OF 2019-20 FISCAL YEAR AUDIT

Joe Kowalski, Partner at Plante Moran, presented the 2019-20 audit report. Plante Moran has given the City an unqualified favorable opinion as to the City’s financial accounting.

Spencer Tawa, Partner at Plante Moran, highlighted revenue and expense trends over a four-year period. There was a discussion of the balances in various dedicated reserve and capital funds. Water, sewer and auto parking operations were reviewed. The Pension Plan Funding Status and Total Pension Liability and Plan Assets were presented and discussed. Plante Moran answered various Council questions regarding the audit.

RECEIVE AND FILE.

REDEVELOPMENT READY COMMUNITIES REPORT

City Manager Dame made the following report:

After a presentation from state officials last year, the City Council approved a resolution authorizing City staff to begin the process to become a Michigan Economic Development Corporation (MEDC) Redevelopment Ready Community (RRC). This certification is an indication that a city meets benchmarks MEDC has established for having redevelopment tools and processes that promote economic development. A self-evaluation was conducted by City staff and reviewed by MEDC as the first step of the process.

Mr. Dame introduced Elizabeth King, an RRC planner with MEDC, who shared and reviewed a summary of the review of the City’s submittal. Ms. King explained the process of the assistance program which aims to help communities incorporate best practices in planning, zoning, and economic development to encourage redevelopment and new investments. The baseline report completes a key step in the RRC process. Ms. King noted that the City’s existing practices already align with 32% of the RRC Best Practices and the City is partially aligned with another 50% of the Best Practices. Ms. King presented additional details regarding the report, reaching certification and the next steps, which would include adopting a resolution to proceed with RRC. Ms. King answered Council questions regarding the report.

REDEVELOPMENT READY COMMUNITIES RESOLUTION

Motion by Council Member Williams, second by Council Member Thomas, that the following resolution be adopted:
RESOLUTION TO PROCEED WITH IMPLEMENTATION OF THE REDEVELOPMENT READY COMMUNITIES PROGRAM

WHEREAS, the City of Grosse Pointe wishes to promote future investment and redevelopment of the City, and

WHEREAS, the City of Grosse Pointe includes within its boundaries properties that present opportunity for redevelopment, and

WHEREAS, the City continues to strive for a streamlined and business-friendly planning and development process

WHEREAS, the City of Grosse Pointe City Council has previously approved a resolution initiating the Michigan Economic Development Corporation review process for participating in the Redevelopment Ready Communities (RRC) program, and

WHEREAS, the City of Grosse Pointe desires to achieve RRC certification by implementing best practices and recommended strategies for development, and

WHEREAS, after review of the RRC Report of Findings, the City of Grosse Pointe is willing to complete the outlined tasks,

NOW THEREFORE BE IT RESOLVED, that the City of Grosse Pointe authorized the implementation of the recommendations made by MEDC that are necessary for the City to attain RRC certification.

ROLL CALL VOTE
Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays: None.

MOTION CARRIES.

2021 ROAD IMPROVEMENTS

The proposed rolling year road improvement plan has been updated and extended to a six-year projection. This road improvement plan is made possible by the voter approved 15-year, 2.5 mill road improvement levy. The six-year plan denotes both the fiscal year the work will be charged to and the calendar year the work will be done. The 2021 projects will be the seventh year of the Road Improvement Program. Only the 2021 projects are proposed to be approved for preparing the bid specs at this time.

The projects proposed to be completed in calendar year 2021 are:

Rivard – Kercheval to Waterloo; Rivard Waterloo to 270 ft. north of Waterloo; Rivard – Jefferson to Maumee; Charlevoix – Loraine to Neff (funded by the Highway Fund Major Road account); Loraine – Mack to Waterloo (funded from the Utility Fund as that entire street will undergo a complete sewer replacement).

Motion by Council Member Thomas, second by Council Member Walsh, to approve the 2021 Road Improvement Plan.

ROLL CALL VOTE
Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays: None.

MOTION CARRIES.
APPOINTMENTS TO HISTORIC DISTRICT STUDY COMMITTEE

The City Council authorized a study of whether to create a local historic district in and near the neighborhoods zoned estate residential. Under State law for creating such districts, this review requires the formation of an historic district study committee to review historic district expert reports, take public comment and make a recommendation to City Council for further review and action. After a review of the applications received, the following appointments are made by the Mayor, subject to the consent of the City Council:

Dale Scrace, Chair
George Bailey (representative of Grosse Pointe Historical Society)
Kay Burt-Willson
Brian Connors

Julie Jones
Bob Lucas
Terri Steimer
Anne Eatherly, alternate

It was noted that the committee, along with the historic preservation consultant, would begin meeting monthly in January 2021 with the expectation of completion of their work by May 2021. If one of the people are not able to meet these commitments, Anne Eatherly will be next in line for serving on the Committee.

Motion by Council Member Stempfle, second by Council Member Williams, to confirm the Mayor’s appointments to the Historic District Study Committee.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays: None.

MOTION CARRIES.

PUBLIC COMMENT

Debra Brady, 586 Neff Rd., expressed appreciation for The Village holiday decorations and stated that the effort was much needed this year to brighten resident spirits due to the ongoing pandemic.

STAFF REPORTS

Public Service Director Randazzo reported on the completion of personnel training for the new Hi-Lo equipment. He stated that staff is looking forward to winter in the new facility. City Manager Dame reported on the Mack Avenue Planning Study session to be held on December 15, 2020.

COUNCIL COMMENT

The City Council commented on the following topics:

- Appreciation was expressed to the candidates who volunteered for the Historic District Study Committee.
- Appreciation was expressed to the Finance Director for her work on the annual audit.
- Holiday greetings were expressed to all, and encouragement to shop local.

On Motion, the meeting was adjourned at 8:28 p.m.

Julie E. Arthurs, City Clerk
City of Grosse Pointe