

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, August 19, 2024 - 7:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

3. PRESENTATIONS & CITIZENS COMMENTS

- a. Presentations
 - i. Introductions
 - 1. 2023 Audit – Alan Young & Associates
- b. Citizen Comments

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

- a. Approval of Minutes
 - i. August 5, 2024, Regular City Council Meeting
- b. Communications
- c. Council Follow Up List
- d. DPS Activity Report
- e. Special Events
 - i. Harvest Fest
 - ii. Monster Mutt Walk
 - iii. Halloween 2024
 - iv. Photos with Santa

6. PUBLIC HEARINGS

- a. None

7. INTRODUCTION OF ORDINANCES

8. GENERAL BUSINESS DISCUSSION

- a. Establish the September 2, 2024 City Council meeting as the time and place for the public hearing for the 5-year Parks Plan refresh.
- b. BHS Dance Team – *Report on the BHS Dance Team community service project and consideration of a donation to the team.*

- c. Leffler's Property Maintenance Tree Removal at 3rd and Church and the Cemetery.
- d. RESOLUTION #24-028 – Michigan CLASS

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

10. CITY MANAGER COMMENTS

11. CITY COUNCIL MEMBER COMMENTS

12. MAYOR'S COMMENTS

13. CITIZENS COMMENTS

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

**CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
MINUTES
Monday, August 12, 2024 - 7:30 pm**

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Council Member Beebe	Present
Council Member Kissel	Present
Council Member Priest	Present
Mayor Pro-Tem Bates	Present
Mayor Voigt	Present

3. PRESENTATIONS & CITIZENS COMMENTS

- a. Presentations
 - i. None.
- b. Citizen Comments
 - i. None

4. APPROVAL OF AGENDA

MOTION: Motion by Kissel, supported by Bates to approve the agenda as presented, with the addition of item “I”, award of bid for new fence in Victory Park.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

- a. Approval of Minutes
 - i. July 15, 2024, Regular City Council Meeting
- b. Communications

- i. MI Attorney General - Belleville Charter Amendments Review
- c. Council Follow Up List
- d. DPS Activity Report
- e. Special Events
 - i. BACA – City Wide Yard Sale
 - ii. Margaritas in the Ville

MOTION: Motion by Priest, supported by Beebe approving the consent agenda as presented.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

6. PUBLIC HEARINGS

- a. None.

7. INTRODUCTION OF ORDINANCES

- a. None.

8. GENERAL BUSINESS DISCUSSION

- a. BHS Dance Team – *Report on the BHS Dance Team community service project and consideration of a donation to the team.*
 - i. After discussion, Council chose to defer a decision on a donation amount until further information can be obtained about the number of hydrants that were painted.
- b. Van Buren Dispatch and Lockup Interlocal Government Agreement

MOTION: Motion by Kissel, supported by Beebe to approve the Van Buren Dispatch and Lockup Interlocal Government Agreement, as presented.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

- c. Leffler’s Property Maintenance Tree Removal at 3rd and Church and the Cemetery.

- i. After discussing whether or not the agreement will include stump removal and grinding, Council chose to defer this item to the next regularly scheduled Council meeting.

- d. Purchase of 1991 Vac-Con Sewer Cleaner from Best Equipment.

MOTION: Motion by Priest, supported by Kissel to approve the purchase of a 1991 Vac-Con Sewer Cleaner from Best Equipment.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

- e. Televising and Cleaning of North Section of the City.

- i. After discussion, Council chose to defer this item to the next regularly scheduled Council meeting.

- f. Michigan Class Investment

- i. After discussion, Council asked for next steps in the investment process. City Manager Smith and Clerk Hootman informed Council that they would be presenting a resolution at the next regularly scheduled meeting.

- g. RESOLUTION #24-027 – Designation of 100 Liberty as a Pocket Park

MOTION: Motion by Bates, supported by Beebe to approve Resolution #24-027, designating 100 N. Liberty as a Pocket Park.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

- h. BS&A Proposal – Beacon Meter Reading Consultation

MOTION: Motion by Bates, supported by Kissel to approve a proposal from BS&A for 3rd party meter reading consulting for Beacon.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye

Mayor Pro-Tem Bates	Aye
Mayor Voigt	Aye

Motion Carried.

- i. Bid Award – Victory Park Fence

MOTION: Motion by Priest, supported by Kissel to award the bid for fence replacement at Victory Park to Nationwide Construction Group.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- a. B&N Heavy Equipment
- b. Batteries Plus (2)
- c. Cradlepoint Netcloud
- d. Crawford Door Sales
- e. CRG Electric
- f. MacQueen
- g. Pioneer Landscape
- h. R&R Fire Truck Repair
- i. Through County Grant
- j. Westshore Fire

MOTION: Motion by Bates, supported by Kissel to approve accounts payable and departmental expenditures over \$500, with the exception of Item E for a Fire Department generator from CRG Electric, which will be going out for bid.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

10. CITY MANAGER COMMENTS

- a. The Harbour Pointe road-repair project is slated to begin in September.
- b. Swapping of old Priority Waste bins for new bins from Stevens Disposal will take place toward the end of the first week in September.

- c. New water meters from SLC Meter have arrived, and the city will be scheduling the installations soon with residents.
- d. The road safety audit kicks off on September 9th.
- e. Thank you to Clerk Hootman and her team for an awesome job on the August State Primary election.
- f. The proposed Charter amendments have been approved by Governor Whitmer's office and were sent to the Wayne County Clerk's office today.
- g. DPW Director Tony Bollini is no longer with the city. Direction for the department will come from the City Manager in the interim.

11. CITY COUNCIL MEMBER COMMENTS

Beebe

- Attended a tour of Grand Central Station with City Manager Smith; recommends citizens to attend a tour if able to.
- Would like to have mowing and landscaping maintenance of Hillside Cemetery kept in house as opposed to contracting it out.

Priest

- Pleased with the items accomplished on the Council Follow Up/Wish List.

Kissel

- Would like to see expenditures over \$500 reviewed ahead of time to determine what needs to be bid out.
- Attended the DWIHN Youth Conference on August 2nd with Assistant City Manager Jones and the summer youth workers.
- Thanked Clerk Hootman for her work on the August State Primary election.

Bates

- Noticed broken swings at Victory Park.
- Would like to see a list of trees & sidewalks that need to be replaced/repaired.
- Saw power washing taking place at the front of the Victoria Commons subdivision and would like to see the fencing around the subdivision's ponds power washed as well.

12. MAYOR'S COMMENTS

- a. **None**

13. CITIZENS COMMENTS

- Ray Martin
 - Fencing around the ponds in Victoria Commons is broken, when will they be replaced?
 - What is the status of no parking/standing/stopping signs in front of homes in Victoria Commons near Owen Intermediate school?
 - The Belleville Fire Department Open House will take place on Aug 24th from noon to 3 p.m.

- Juriga
 - Magic Bus performed last week at Music Lakeside, and it was a great turnout with over 600 people in attendance.
- Loranger
 - The Fire Department has hired three new Firefighters; their names are Ray, Isabella and Evan.

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- a. None.

15. ADJOURNMENT

MOTION: Motion by Bates, supported by Beebe to adjourn at 8:35 PM.

No objections were noted.

Motion Carried.

Submitted respectfully by Briana Hootman, City Clerk/Treasurer

Belleville City Council Meeting Follow-up List

	Issue Name / Description	Date Opened	Opened by	Proposed Action	Assigned to	Status Date	Due Date	Date Closed	Updated by Team Member	Details
1	<i>Street Repairs - Harbor Pointe, Church, Charles, and others</i>	4/19/21	Voigt		Rick	8/9/2024			Jason	Construction begins second week of September.
2	<i>Recodification of Ordinances</i>	7/18/16	Council		Steve	3/28/2024			Jason	Municode has asked for a digital copy of the entire ordinance for an accurate quote.
3	<i>Charter Revisions</i>	8/3/20	Jesse Marcotte		Jason/Bri	8/9/2024			Jason	Ballot Language sent to the county.
4	<i>New City Hall</i>	11/13/23	Jason/Council		Jason	3/14/2024			Jason	Next step is discussing with engineering on potential costs. Also, request for funding has been submitted to House and Senate electeds.
6	<i>IT Infrastructure</i>	11/13/23	Steve		Steve/Jason	8/9/2024			Jason	Quotes and timelines for server upgrades is pending.
7	<i>Water Meters</i>	4/1/24	Jason		Jason	8/9/2024			Jason	Meters have arrived, project roll out in October

Belleville City Council Meeting Follow-up List

8	<i>Refuse and Recycling</i>	4/1/24	Jason		Jason	8/9/2024		8/1/2024	Jason	Stevens has begun pickup
9	<i>CityWorks</i>	4/15/24	Jason		Jason	8/9/2024			Jason	App is live and operating. CityWorks to meet with Jason 8/12 for reporting tool
10	<i>SEMCOG Road Safety Grant</i>	4/1/24	Jason		Jason	8/9/2024			Jason	Project kickoff 9/9, findings to be delivered 9/16
11	<i>Wabash/Davis Alley Repair</i>	3/14/24	Council		Jason	8/9/2024			Jason	Crew to begin work next week.
12	<i>Victory Park Renovation</i>	7/2/14	Steve		Steve	8/9/2024			Jason	Bids opened, DDA to select contractor
13	<i>Outdoor Warning Siren</i>	7/1/24	Jason		Jason	8/9/2024			Jason	WestShore to be on-site soon to mark out location.
14	<i>100 Davis St Sale</i>	7/1/24	Jason		Jason	8/9/2024			Jason	Closing Date 8/21
15	<i>5th and Liberty Parking Lot</i>	7/10/24	Steve/DDA		Steve	8/9/2024			Jason	Bids opened, DDA to select contractor.
16	<i>5-year Parks Plan Refresh</i>	2/1/24	Jason		Jason	8/9/2024			Jason	9/2 Public Hearing for Plan

Belleville Special Event Application



Name/Type of Event	Harvest Fest
Organization Name of Event Sponsor	Belleville Area District Library/CBC/BAM
Type of sponsoring organization	Non-Profits
Organization Website Address	www.belleville.lib.mi.us
Complete Address of Organization <i>(PO Box is not acceptable)</i>	167 4th Street, Belleville, MI 48111
Responsible Individual	Mary Jo Suchy, Library Director
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	Janet Millard
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	Saturday, October 12, 2024
Actual operational dates and hours of event	11am-3pm
Beginning Time of Event (including Set-Up time)	9:00 am
Ending Time of Event (including Tear-Down time)	4 pm
Location(s) of Event	At the library, Museum and 4th Street Place
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Old fashioned harvest fest involving library, CBC, the Museum, Art Factory, and multiple community groups.
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Crafts and activities, i.e. harvest games, quilt crafts, corn shelling, scavenger hunt, nickel dig, sidewalk chalk drawing, pumpkin painting, etc. Harvest Mkt. & food vendors. Tractor Parade at 11 am.

Belleville Special Event Application	
Funding	
How will this event be funded?	Friends of the Library/sponsors/Vendors/ CBC/Museum
Who will be compensated for goods or services that support this event?	DJ, special music, NJROTC
Will the City be reimbursed for services rendered?	_____ YES No NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_____ X _____ YES NO
Public Safety / Public Services	
Approximate number of participants expected.	300 to 500
What is the plan for parking?	Library/Public parking lot, street parking on Charles St.
How will this event be staffed / supervised?	Library staff, Friends of the Library, community organizations, volunteers
Will event require Police, Fire, EMS services?	_____ YES X NO
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	N/A
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	N/A
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Yes, close 4 th Street Place and Main Street for the 11am tractor Parade. The tractors will stay on Main Street until around 1pm.
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	_____ YES NO The barricades on Place will still be there for the Farmers Market that ends the following Monday.
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	Signs to be put up no more than two weeks before the event. They will be taken down within 2 days after the event. 2' canvas signs and yard signs.
Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs	

Describe the plan for rubbish collection and removal. (Attach additional documentation if necessary)	Would like city's assistance with cardboard garbage cans.
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Belleville Special Event Application

Public Safety / Public Services (continued)	
<u>Will food be available / sold at event?</u> <u>If yes, describe by whom.</u>	Yes, Amazing Dawgs: Hot dogs/walking tacos Vera's Kuntry Kitchen – Polish Dinners/pasties Crafters with bakery and maybe tacos
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	_____ YES X NO
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	Registered vendor with Wayne County.
**Please Note: Special permission and permit is required	
List Attachments:	
1CBC Insurance Policy	
2	
3	
4	
5	
Applicant must be present at the City Council Meeting when this application is presented	
Action	Signature / date
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
1	
2	
3	
4	
5	
Action	Signature / date
FINAL APPROVAL	

Belleville Special Event App

Name/Type of Event	Co
Organization Name of Event Sponsor	Be
Type of sponsoring organization	No
Organization Website Address	W
Complete Address of Organization <i>(PO Box is not acceptable)</i>	15
Responsible Individual	Ja
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Date(s) of Event (including Set-Up and Tear-Down)	
Actual operational dates and hours of event	
Beginning Time of Event (including Set-Up time)	
Ending Time of Event (including Tear-Down time)	
Location(s) of Event	
**Please Note: Ex	
Describe the purpose of this event	Be
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Th
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event App

How will this event be funded?	Sp
Who will be compensated for goods or services that support this event?	No
Will the City be reimbursed for services rendered?	No
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	Y
Approximate number of participants expected.	50
What is the plan for parking?	Pa
How will this event be staffed / supervised?	Vo
Will event require Police, Fire, EMS services?	No
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	No
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	W
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Y
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	Y
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	S
Refer to Sign Ordinance	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	Th

Belleville Special Event App

Pu	
Will food be available / sold at event? If yes, describe by whom.	N
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	N
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. <i>(Attach additional documentation if necessary)</i>	N,
**	
1 Insurance Policy	
2	
3	
4	
5	
Action	
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
1	
2	
3	
4	
5	
Action	
FINAL APPROVAL	

Application



Costumed Monster Mutt Walk

Belleville Central Business Community

Non-Profit

www.bellevillecentralbusinesscommunity.com

52 Main Street, Suite 2, Belleville, MI 48111

Robert Millard

Schedule & Location

October 19, 11am to 2pm

October 19, Noon to 2pm

11am

2:30pm

4th Street Place

Emergency lanes for public safety access must be available at all times.

Event Description

Belleville Event: Monster Mutt Walk. Costume judging & short parade on the sidewalks.

All dogs will parade on the sidewalks.

0

Application



Funding

Sponsors & fees

One

0

YES

Public Safety / Public Services

People plus dogs

Parking Lot & street parking

Volunteers

0

/A

Whatever is required by this date.

es, 4th Street Place

es, 4th Street Place

Sponsor Yard Sign. Put up a couple of weeks prior to the event. Down the day of the event.

for details regarding allowable type(s) and permissible location(s) of signs

There will be nothing left.

lication



Public Safety / Public Services (continued)

lo

lo

/A

Please Note: Special permission and permit is required

List Attachments:

Signature / date

Amendments to application if any

Signature / date

Belleville Special Event App

Name/Type of Event	H
Organization Name of Event Sponsor	B
Type of sponsoring organization	N
Organization Website Address	w
Complete Address of Organization <i>(PO Box is not acceptable)</i>	15
Responsible Individual	Ja
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
S	
Date(s) of Event (including Set-Up and Tear-Down)	
Actual operational dates and hours of event	
Beginning Time of Event (including Set-Up time)	
Ending Time of Event (including Tear-Down time)	
Location(s) of Event	
**Please Note: Emergency lan	
Describe the purpose of this event	Tr
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Co
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event App	
How will this event be funded?	Sp
Who will be compensated for goods or services that support this event?	No
Will the City be reimbursed for services rendered?	No
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	YE
Public	
Approximate number of participants expected.	1,
What is the plan for parking?	Pa
How will this event be staffed / supervised?	Vo
Will event require Police, Fire, EMS services?	Ho
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	No
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	W
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Ye
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	No
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	2
Refer to Sign Ordinance for details re	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	It

Belleville Special Event App

Public Safety	
Will food be available / sold at event? If yes, describe by whom.	YES
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	NO
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. <i>(Attach additional documentation if necessary)</i>	
**Please Note:	
Action	
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amen	
Action	
FINAL APPROVAL	

Application



alloween Downtown

Belleville Central Business Community

Non-Profit

www.bellevillecentralbusinesscommunity.com

52 Main Street, suite 2, Belleville, MI 48111

Net Millard

Schedule & Location

October 31 - 3:30pm-7:30pm

October 31 - 5pm-7pm

3:30 PM

7:30 PM

4th Street Place & Square

es for public safety access must be available at all times.

Event Description

Treats for Children

Costume Contest with prizes, Food Trucks on 4th Street Place

0

Application



Funding

Sponsors

0

0

ES

Public Safety / Public Services

000 to 2,000

Parking Lot & Street Parking

Volunteers

Open not

/A

Whatever is expected at the time.

es, 4th Street Place

0

signs for sponsors & times. Yard signs up a couple of weeks prior to event

Regarding allowable type(s) and permissible location(s) of signs

just disappears! Assume DPW

Application



City / Public Services (continued)

ES - They haven't been scheduled yet - The last two years we have had 2-3.

not at the event but it a Dora District

Special permission and permit is required

List Attachments:

Signature / date

Attachments to application if any

Signature / date

Belleville Special Event A

Name/Type of Event
Organization Name of Event Sponsor
Type of sponsoring organization
Organization Website Address
Complete Address of Organization <i>(PO Box is not acceptable)</i>
Responsible Individual
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>
24-hour emergency telephone number
Cellular Phone Number
Email Address
Driver's License Number and Date of Birth
Alternate Responsible Individual
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>
Telephone Number
Cellular Phone Number
Email Address
Driver's License Number and Date of Birth
Date(s) of Event (including Set-Up and Tear-Down)
Actual operational dates and hours of event
Beginning Time of Event (including Set-Up time)
Ending Time of Event (including Tear-Down time)
Location(s) of Event
<i>**Please Note:</i>
Describe the purpose of this event
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?

Belleville Special Event A

How will this event be funded?
Who will be compensated for goods or services that support this event?
Will the City be reimbursed for services rendered?
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>
Approximate number of participants expected.
What is the plan for parking?
How will this event be staffed / supervised?
Will event require Police, Fire, EMS services?
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>
<i>Refer to Sign Ordinances</i>
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>

Belleville Special Event A

Will food be available / sold at event? If yes, describe by whom.
Will alcoholic beverages be available / sold at event? If yes, describe by whom.
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. <i>(Attach additional documentation if necessary)</i>
Insurance Policy
2
3
4
5
Action
Preliminary Approval from City Manager
Preliminary Approval from DPS Director
Preliminary Approval from Police Chief
Preliminary Approval from Fire Chief
Presented to City Council
1
2
3
4
5
Action
FINAL APPROVAL

Application



Photos with Santa

Belleville Central Business Community

Non-Profit

www.bellevillecentralbusinesscommunity.com

152 Main Street, suite 2, Belleville, MI 48111

Janet Millard

Schedule & Location

December 14 & 21, 2024

December 14 & 21 - 11:30-4pm

10:00 AM

4:30 PM

Belleville Area Museum

Emergency lanes for public safety access must be available at all times.

Event Description

Pictures with Santa

None

No

Application



Funding

Sponsors/CBC

Photographer & Girl Scouts

NO

YES

Public Safety / Public Services

300 to 400 over 2 days

Parking Lot & Street Parking

Volunteers

NO

In the building under lock & key

Whatever is expected at the time.

NO

NO

A-Frame, sponsor Yard Sign

Place for details regarding allowable type(s) and permissible location(s) of signs

NA

Application



Public Safety / Public Services (continued)

NO

NO

*****Please Note: Special permission and permit is required***

List Attachments:

Signature / date

Amendments to application if any

Signature / date







City of Belleville

6 Main Street ♦ Belleville, MI 48111-2788

Jason Smith, MPA, City Manager

jsmith@belleville.mi.us

734-252-4307 ♦ Fax 734-697-6837 ♦

www.bellevilleonthelake.com



To: Belleville City Council
From: Jason Smith, MPA – City Manager
Date: 8/14/2024
Re: Leffler Property Maintenance

RECOMMENDATION: *Motion to approve the Proposal from Leffler Property Maintenance to remove trees at Church and Third Streets, Edgemont, and Denton Cemetery.*

As part of our continuing effort to improve the landscaping and appearance of the city, we have asked for a proposal from Leffler to remove trees in various areas of the city. The total cost for all three projects would be \$6,600. This cost would be split among Major and Local Streets (\$3,800) and Cemetery (\$2,800)

Your consideration and concurrence are appreciated.

Leffler's Property Maintenance LLC

22000 Sumpter Rd.

Belleville, Mi 48111

PH: 734-787-6601

July 23rd, 2024

City of Belleville

Attn: Tony Bollini

Phone: 734-754-1787

Email: abollini@belleville.mi.us

Please see the list below regarding the request for tree removal within the City of Belleville.

Removal of 1 tree located at corner of Church and 3rd: \$2000.00

Part of roads project

Remove tree

Clean up and haul off debris

Removal of 3 trees located on Edgemont: \$1800

Part of Roads Project

Removal of 3 trees

Clean up and haul off debris

Removal of 4 trees at Denton Cemetery \$2800

Removal of 4 trees

Clean up and haul off debris

Total cost for above services listed:

Roads Project: \$3,800 (Three thousand eight hundred dollars)

Denton Cemetery: \$2,800 (Two thousand eight hundred dollars)

Quote is valid for 30 days.

Thank you for considering us for your property maintenance needs.

Sincerely,

Roy Leffler



August 13, 2024

Ms. Briana Hootman
City Clerk/Treasurer
City of Belleville
6 Main St
Belleville, MI 48111

Re: Acknowledgement of Receipt of Investment Policy and Agreement to Comply

Dear Ms. Hootman:

Thank you for your interest in the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) program. As is required by law, this letter is to acknowledge that the Michigan CLASS staff has received, read and fully understands Act 20 of PA 1943, Section 129.91, as amended, and the Investment Policy for the City of Belleville.

Any investment advice or recommendation given by the program investment advisor (Public Trust Advisors, LLC) to the Michigan CLASS program and its Participants shall comply with the requirements of Act 20 of PA 1943, Section 129.91, as amended, and the Investment Policy of the above-named entity.

Any existing investment not conforming to the statute or the policy will be disclosed promptly.

Sincerely,

Stephen J Dixon
Director, Business Operations

CITY OF BELLEVILLE
RESOLUTION NO. 24-028

**RESOLUTION TO APPROVE THE ADDITION OF MICHIGAN COOPERATIVE
LIQUID ASSETS SECURITIES SYSTEM AS AN APPROVED INVESTMENT
OPTION**

WHEREAS, the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is compliant with Public Act 20, and;

WHEREAS, the Michigan CLASS Board of Trustees oversees the pool and directs the pool administrator, Public Trust Advisors, to emphasize safety, liquidity, and convenience while providing diversification of investments and the advantage of a competitive return, and;

WHEREAS, Michigan CLASS investments are fully compliant with all appropriate Michigan investment laws, and;

WHEREAS, Michigan CLASS has over 800 funded participants ranging from the very large to the very small, with nearly \$4.6 billion in shares outstanding, and;

WHEREAS, this investment has no restrictions regarding withdrawals or contributions, affording the city the ability to use Michigan CLASS as it best suits our individual needs.

NOW THEREFORE BE IT HEREBY RESOLVED that the City of Belleville approves the Michigan Class Investment Pool as an authorized Investment institution, authorizes the Treasurer to complete the necessary paperwork to enroll in the pool, and approves the addition of Michigan Class to the Investment Policy.

MOTION	SECOND

AYES	NAYS	ABSENT	VOTE

Briana Hootman
City Clerk/Treasurer

Kenneth R. Voigt
Mayor

Agenda Date: August 19, 2024