

## **COUNCIL PROCEEDINGS**

### **Regular Meeting**

**July 27, 2020**

**CALL TO ORDER:** By Mayor Pro-Tem Armitage on Monday, July 27, 2020 at 7:00 p.m.

**PRESENT:** Mayor Armitage, Mayor Pro-Tem Dyer, Councilmembers McRae, Baker, Weissenborn, Hoogstra, City Clerk Terpstra and City Manager Guetschow

The invocation was offered by City Manager Guetschow followed by the Pledge of Allegiance.

**APPROVAL SPECIAL SESSION MINUTES OF JULY 13, 2020:**  
**Council member Baker moved, supported by Dyer to approve the special session meeting minutes of July 13, 2020 as presented. Carried. 6 Yes. 0 No.**

**APPROVAL REGULAR SESSION MINUTES OF JULY 13, 2020:**  
**Council member Baker moved, supported by Hoogstra to approve the regular session meeting minutes of July 13, 2020 as presented. Carried. 6 Yes. 0 No.**

## **APPROVAL SPECIAL SESSION MINUTES OF JULY 20, 2020:**

**Council member Dyer moved, supported by Weissenborn to approve the special session meeting minutes of July 20, 2020 as presented. Carried. 6 Yes. 0 No.**

**ABSENT:** None.

**PUBLIC HEARINGS:** None.

## **PUBLIC COMMENT:**

**Angela Witwer**, State representative, gave an update on happenings at the State. The governor gave out two tributes last week to Charlotte residents. She mentioned COVID testing is being done at the Sparrow Eaton Hospital in Charlotte Monday – Friday's from 8 AM to 5 PM. She gave an update on SB 690 for agriculture safety and has information on her facebook regarding this topic. She congratulated Mayor Armitage and stated that she will miss the City Manager Guetschow.

**Joe Pray**, 316 W. Seminary, spoke of the items on the agenda for the future planning of Pray Funeral Home and feels that it will benefit the neighbors. He stated that there will be a planning meeting tomorrow night with the neighbors to answer any questions that they may have.

**APPROVAL OF REGULAR AGENDA AND UNANIMOUS  
CONSENT AGENDA:**

Council member McRae moved, supported by Hoogstra to approve the regular agenda as presented. Carried. 6 Yes. 0 No.

Council member Dyer moved, supported by McRae to remove items 11a, 12a, 12b, 13a, 13b, 13d, 13f and 13g from the agenda. Carried. 6 Yes. 0 No.

Council member Weissenborn moved, supported by Baker to approve the consent agenda for all other items. Carried. 6 Yes. 0 No.

**SPECIAL PRESENTATIONS:**

**APPOINTMENT OF COUNCIL MEMBER DISTRICT 1:**

Mayor Pro-Tem Dyer nominated Candidate Nathaniel VanStee to fill the position of Council member District 1.

There were no other nominations.

**Roll Call Vote:**

**Mayor Pro-Tem Dyer - Yes**

**Council member Baker – Yes**

**Council member Weissenborn – Yes**

**Council member Hoogstra – Yes**

**Council member McRae – Yes**

**Mayor Armitage – Yes**

**EXPEDITED RESOLUTIONS AND ORDINANCES**

**A. CONSIDER APPROVAL OF RESOLUTION NO. 2020-88 TO AUTHORIZE ADDING TULLY BROWN DRIVE TO 2020 PAVING PROGRAM:**

**RESOLUTION NO. 2020-88**

**A RESOLUTION TO AUTHORIZE ADDING TULLY BROWN DRIVE TO THE 2020 PAVING PROGRAM**

**WHEREAS**, the City Council previously approved a six year road spending plan that included \$250,000 for rehabilitation projects in FY 19/20 and \$250,000 in FY20/21; and

**WHEREAS**, Maple Hill Cemetery has requested the repaving of Tully Brown Drive; and

**WHEREAS**, the Cemetery Board is willing to forego the petition process and assume the costs associated with the assessments that would be charged to adjacent land owners; and

**WHEREAS**, the Cemetery Board will be paying directly from an invoice instead of over 20 years like other petition projects; and

**WHEREAS**, the project will be added to the 2020 Paving Project that was put out to bids on July 23, 2020 and is slated to be paved during the fall months of 2020; and

**WHEREAS**, Rowe PSC has estimated the engineering and construction cost for the project is \$120,000.00, and

City Council Minutes 07-27-2020

Page 2 of 17

**WHEREAS**, funding for the City's one-third portion of the project will be charged to the Local Street Fund.

**THEREFORE, BE IT RESOLVED** that the City Council authorized the addition of Tully Brown Drive to the 2020 Paving Project and that the city enters into an agreement with Maple Hill Cemetery for sixty-six percent of project costs, prior to awarding a contract for this project.

Council member Weissenborn questioned where the money would come from for the city's portion of this project.

City Manager Guetschow explained that it would come from funds that were not used on another project. He stated that it is rare that someone wants to contribute to the cost of a street project in this way.

**Council member Baker moved, supported by Hoogstra to approve Resolution No. 2020-88 to authorize adding Tully Brown Drive to 2020 paving program as presented. Carried. 5 (Dyer, VanStee, McRae, Hoogstra, Armitage) Yes. 1 No. (Weissenborn) 1 Abstain (Baker)**

**B. CONSIDER APPROVAL OF RESOLUTION NO. 2020-89 REGARDING VOTE FOR MML WORKERS' COMPENSATION FUND:**

**RESOLUTION NO. 2020-89**

**A RESOLUTION AUTHORIZING TO VOTE ON OFFICIAL  
BALLOT FOR  
WORKERS COMPENSATION FUND**

**WHEREAS**, there are two Trustee positions open with four year terms beginning October 1, 2020 for the Michigan Municipal League Workers' Compensation Fund; and

**WHEREAS**, Marlon Brown, Mayor Pro-Tem, City of Mason, appointee and Penny Hill, appointee, Assistant City Manager, City of Traverse City are seeking election; and

**THEREFORE, BE IT RESOLVED** that the City Clerk be authorized, by action of this governing body, to cast and mail a vote for the above persons to serve as trustees for four year terms beginning October 1, 2020 for the Michigan Municipal League Workers' Compensation Fund.

**Council member Weissenborn moved, supported by Baker to approve Resolution No. 2020-89 regarding vote for MML Workers' Compensation Fund as presented. Carried. 7 Yes. 0 No.**

**C. CONSIDER APPROVAL OF RESOLUTION NO. 2020-90 REGARDING PAYMENT OF CLAIMS & ACCOUNTS:**

**RESOLUTION NO. 2020-90**

**A RESOLUTION TO APPROVE EXPENDITURES OF THE  
CITY**

City Council Minutes 07-27-2020

Page 3 of 17

**FOR JULY 27, 2020**

**WHEREAS**, Section 7.7 (B) of the City Charter requires Council approval for the expenditure of city funds; and

**WHEREAS**, the July 17, 2020 payroll totaled \$161,127.06;

**WHEREAS**, the July 27, 2020 claims total in the amount of \$112,306.56; and

**WHEREAS**, the July 13, 2020 insurance claims \$4,065.95 ; and July 20, 2020 insurance claims \$2,265.53; and

**THEREFORE, BE IT RESOLVED** that the City Council approves claims and accounts for July 27, 2020 in the amount of \$279,765.10.

**Council member Weissenborn moved, supported by Baker to approve Resolution 2020-90 regarding payment of claims & accounts as presented. Carried. 7 Yes. 0 No.**

**ACTION ITEMS – RESOLUTIONS AND ORDINANCES:**

**A. CONSIDER APPROVAL OF RESOLUTION NO. 2020-80 FY 20/21 BUDGET ADJUSTMENTS:**

**RESOLUTION NO. 2020-80**

**A RESOLUTION TO AUTHORIZE EXPENDITURES  
PREVIOUSLY SEQUESTERED FOR THE 2020-31 FISCAL  
YEAR**

**WHEREAS**, the City Council has adopted a budget for the fiscal year that began July 1, 2020 and ends June 30, 2021; and

**WHEREAS**, in adopting the resolution for the budget, the Council sequestered certain appropriations so that additional discussion could occur prior to authorizing the expenditure of funds for those purposes; and

**WHEREAS**, the Council has determined that expenditures for certain purposes are appropriate and a prudent use of the City's funds and wishes to authorize expenditures for those purposes;

**NOW THEREFORE, BE IT RESOLVED** that the City Council does hereby authorize expenditures for the following purposes in accordance with the appropriations authorized by the budget resolution:

1. Retiree health care spousal coverage
2. Master Plan update
3. CharlotteRising contribution- \$25,000
4. LEAP Contribution - \$3,000

**Mayor Pro-Tem Dyer moved, supported by Baker to approve Resolution 2020-80 FY 20/21 budget adjustments as presented.**

Discussion was held on items 3 and 4 among council members.

Council members discussed the options for pension funding.

**Council member McRae moved, supported by Baker to approve Resolution No. 2020-80 FY 20/21 budget adjustments to include only items 1)Retiree health care spousal coverage and 2) Master Plan update and to exclude from the resolution items 3)CharlotteRising contribution - \$25,000 and LEAP Contribution -\$3,000.00 as amended. Carried. 7 Yes. 0 No.**

**B. CONSIDER APPROVAL OF RESOLUTION NO. 2020-85 TO PURCHASE SUPPLIES FOR UV SYSTEM AT RESOLUTION NO. 2020-85**

**A RESOLUTION TO AUTHORIZE PURCHASE OF SUPPLIES FOR THE ULTRAVIOLET LIGHT DISINFECTION SYSTEM AT THE WASTEWATER TREATMENT PLANT**

**WHEREAS**, the Ultraviolet Disinfection System (UV) that was installed in 2015 at the Wastewater Treatment Plant (WWTP) is the final treatment before the clean water is discharged; and  
**WHEREAS**, there are two channels that contain banks of UV lamps and sleeves that are reaching the end of their useful life; and  
**WHEREAS**, there are sensors that control the intensity of the lamps that are replaced on an as-needed basis; and  
**WHEREAS**, the WWTP has requested that the UV lamps and sleeves be replaced in one channel as the second part of a two-year replacement program, and  
**WHEREAS**, replacement parts were budgeted in the FY 20/21 Budget in the amount of \$26,000; and

**WHEREAS**, contact was made with other communities that have tried cheaper, off brand bulbs and they found them to not be adequate, and

**WHEREAS**, TrojanUV, the manufacturer of the system and the proposed replacement parts, has submitted a quote to replace the lamps, sleeves, spare sensors, and food grade grease for a cost of \$21,569.94, and

**WHEREAS**, funding for these items be charged to the Water and Sewer Fund.

**WHEREAS**, Section 2-186 of the City Ordinances allows for the waiver of sealed bids for purchases over the amount of \$5,000.

**THEREFORE, BE IT RESOLVED** That the City Council authorizes of the purchase of new UV lamps and wipers in the amount of \$21,569.94from TrojanUV and agrees to waive the sealed bid process.

**Council member Baker moved, supported by Dyer to table Resolution 2020-85 to purchase supplies for UV System at WWTP. Carried. 7 Yes. 0 No.**

**INTRODUCTION OF RESOLUTIONS AND ORDINANCES:**

**A. CONSIDER FIRST READING OF REOLUTION NO. 2020-91 TO FILL OPEN POSITION POLICE DEPARTMENT:**

**RESOLUTION NO. 2020-91**

**A RESOLUTION TO AUTHORIZE FILLING VACANT POSITIONS IN THE POLICE DEPARTMENT**

City Council Minutes 07-27-2020

Page 5 of 17

**WHEREAS**, the City Council implemented a hiring freeze at the council meeting on June 8, 2020; and

**WHEREAS**, the Police Department has one position recently vacated due to a resignation; and

**WHEREAS**, this position has been approved in FY 20/21 budget; and

**WHEREAS**, the Police Department has requested permission to fill this officer position to make the department fully staffed.

**THEREFORE, BE IT RESOLVED** That the City Council approve the hiring of one police officer for the Police Department.

Council member Baker moved, supported by to postpone consideration of Resolution No. 2020-91 to fill open position police department until the meeting of September 28, 2020. 7 Yes. 0 No.

**B. CONSIDER FIRST READING OF RESOLUTION NO. 2020-92 TO AUTHORIZE A CONTRACT WITH AXON FOR BODY CAMERAS, IN-CAR CAMERAS AND AN INTERVIEW ROOM CAMERA:**

**RESOLUTION NO. 2020-92**

**A RESOLUTION TO AUTHORIZE A CONTRACT WITH AXON FOR BODY CAMERAS, IN-CAR CAMERAS AND AN INTERVIEW ROOM CAMERA.**

**WHEREAS**, body cameras, in-car cameras, and an interview room camera are essential pieces of equipment and the current ones are failing and are not reliable; and

**WHEREAS**, these purchases were identified in the budgeting process for FY 20/21 to replace the current Panasonic body cameras, in-car cameras, and interview room camera; and

**WHEREAS**, the Police Department staff researched and identified comparable body, in-car, and interview room cameras that would meet their needs instead of a neutral specification that would require more work on the part of staff and the vendors; and

**WHEREAS**, AXON was determined to be the best choice for the needs of the Police Department after our own experiences and with input of other communities and their experiences; and

**WHEREAS**, AXON the manufacturer of body cameras, in-car cameras, and interview room camera, has submitted a quote to replace the current body cameras, in-car cameras, and interview room camera for a 5-year cost of \$139,999.99; and

**WHEREAS**, the amount of \$139,999.99 would be financed over 5 years as follows: Year 1- \$14,000, Year 2- \$14,000, Year 3- \$37,333.33, Year 4- \$37,333.33, and Year 5- \$37,333.33; and

**WHEREAS**, Section 2-178 of the City Ordinances allows for the waiver of sealed bids.

**THEREFORE, BE IT RESOLVED** that the City Council authorizes the purchase of body cameras, in-car cameras, and an interview room camera from AXON in the amount of \$139,999.99 and agrees to waive the sealed bid process.

City Council Minutes 07-27-2020

Page 6 of 17

Council member Dyer moved, supported by Hoogstra to approve first reading of Resolution No. 2020-92 to authorize a contract with Axon for body cameras, in-car cameras and an interview room camera as presented. 7 Yes. 0 No.

**C. CONSIDER FIRST READING OF RESOLUTION NO. 2020-93 TO AUTHORIZE A SALE OF LEAF VAC AND BOX:**

**RESOLUTION NO. 2020-93**

**A RESOLUTION TO AUTHORIZE A SALE OF LEAF VAC AND BOX**

**WHEREAS**, the Department of Public Works owns a 1991 Big-T leaf vac and the box to which it blows the leaves that is no longer needed in the day to day operations of the Department; and

**WHEREAS**, the Department would like to sell the leaf vac and box through an online auction used by the Department for disposition of equipment with a minimum bid required of \$1,000.00; and

**THEREFORE, BE IT RESOLVED** That the City Council authorizes the sale of the Big-T leaf vac and box through biddergy.com in accordance with City Ordinance 2-185.

Council member Weissenborn moved, supported by Baker to approve first reading of Resolution No. 2020-93 to authorize a sale of leaf vac and box as presented. 7 Yes. 0 No.

**D. CONSIDER FIRST READING OF RESOLUTION NO. 2020-94 TO AUTHORIZE A CONTRACT WITH FEDEWA, INC. FOR THE DIGESTER COVER PAINTING AND CLARIFIER REPAIRS PROJECT:**

**RESOLUTION NO. 2020-94**

**A RESOLUTION TO AUTHORIZE A CONTRACT WITH FEDEWA, INC. FOR THE DIGESTER COVER PAINTING AND CLARIFIER REPAIRS PROJECT**

**WHEREAS**, the digester covers and secondary clarifier #3 both needed maintenance and painting at the wastewater treatment plant; and

**WHEREAS**, sealed bids were received on Tuesday, July 21, 2020; and

**WHEREAS**, Fedewa, Inc. of Hastings submitted the lowest unit price bid in the amount of \$32,900.00 to complete the project; and

**WHEREAS**, Dixon Engineering has verified Fedewa's experience and ability to perform the work satisfactorily; and

**WHEREAS**, funding for these items were budgeted and will be charged to the Water and Sewer Fund.

**THEREFORE, BE IT RESOLVED** that the City enter into a contract with Fedewa, Inc. to provide the digester cover and clarifier #3 maintenance projects and that the Mayor or Clerk be directed to sign said contract on behalf of the City.

Council member Dyer moved, supported by Hoogstra to approve first reading of Resolution No. 2020-94 to authorize a contract with Fedewa, Inc. for the digester cover painting and clarifier repairs project as presented. 7 Yes. 0 No.

**E. CONSIDER FIRST READING OF RESOLUTION NO. 2020-95 TO APPROVE CHANGE ORDER #1 FOR ROWE PSC FOR THE INDEPENDENCE BOULEVARD PROJECT:**

**RESOLUTION NO. 2020-95**

**A RESOLUTION TO APPROVE CHANGE ORDER #1 FOR ROWE PSC FOR THE INDEPENDENCE BOULEVARD PROJECT**

**WHEREAS**, the Independence Boulevard Reconstruction Project engineering contract was awarded to Rowe PSC by City Council on January 13, 2020 in the amount of \$24,000.00 of which \$14,000.00 was allocated for construction engineering; and

**WHEREAS**, the estimate for construction engineering was based on construction activities lasting three weeks; and

**WHEREAS**, the low bid contractor required a great deal of guidance and correction resulting in a construction period lasting over fourteen weeks; and

**WHEREAS**, Rowe PSC has incurred additional costs totaling \$33,000.00 in construction engineering to complete the work necessary while protecting the City's interests; and

**WHEREAS**, it is typical to pay for construction engineering based on actual hours spent on the job, and the overall percentage of the project cost is still within accepted standards; and

**WHEREAS**, these additional costs will be paid for out of the Major Street Fund.

**THEREFORE, BE IT RESOLVED** that the City Council authorizes contract Change Order #1 in the amount of \$33,000.00 for Rowe PSC for additional construction engineering services related to the Independence Boulevard Reconstruction Project.

Council member Baker moved, supported by Dyer to approve first reading of Resolution No. 2020-95 to approve change order #1 for Rowe PSC for the Independence Boulevard project as presented. 7 Yes. 0 No.

**F. CONSIDER FIRST READING OF RESOLUTION NO. 2020-96 TO APPROVE CHANGE ORDER #1 FOR ROWE PSC FOR CONSTRUCTION ENGINEERING ON THE PARKING LOT #1 PROJECT:**

**RESOLUTION NO. 2020-96**

**A RESOLUTION TO APPROVE CHANGE ORDER #1 FOR ROWE PSC FOR CONSTRUCTION ENGINEERING ON THE PARKING LOT #1 PROJECT**



**WHEREAS**, the Parking Lot #1 Project construction engineering contract was awarded to Rowe PSC by City Council on April 13, 2020 in the amount of \$43,000.00; and

**WHEREAS**, the estimate for construction engineering was based on construction activities being complete by June 12, 2020 and minimal unforeseen conditions; and

**WHEREAS**, several unforeseen conditions outlined in Rowe's change order request resulted in additional design and construction engineering fees as well as one more month of construction; and

**WHEREAS**, Rowe PSC has incurred additional costs totaling \$28,000.00 in construction engineering to complete the work necessary for a successful project; and

**WHEREAS**, it is typical to pay for construction engineering based on actual hours spent on the job, and the overall percentage of the project cost is still within accepted standards for projects of this complexity; and

**WHEREAS**, these additional costs will be split accordingly between the Parking Lot Fund, the Water and Sewer Fund and a portion allocated to the cost of removing the Underground Storage Tanks.

**THEREFORE, BE IT RESOLVED** that the City Council authorizes construction engineering contract Change Order #1 in the amount of \$28,000.00 for Rowe PSC for additional work incurred as part of the Parking Lot #1 Reconstruction Project.

Council member Dyer moved, supported by Baker to approve first reading of Resolution No. 2020-96 to approve change order #1 for Rowe PSC for construction engineering on the parking lot #1 project as presented. 7 Yes. 0 No.

**G. CONSIDER FIRST READING OF RESOLUTION NO. 2020-97 TO AUTHORIZE PURCHASE OF VALVE MAINTENANCE EQUIPMENT:**

**RESOLUTION NO. 2020-97**

**A RESOLUTION TO AUTHORIZE PURCHASE OF VALVE MAINTENANCE EQUIPMENT**

**WHEREAS**, the City's water system has approximately 800 valves that require certain maintenance including exercising on a regular basis; and

**WHEREAS**, manual turning of older valves brings a greater risk of breaking that valve, while the turning machine offers a more uniform torque on the valve reducing the risk of breaking and having to replace the valve; and

**WHEREAS**, the City's FY 20/21 Motor Vehicle Pool budget has appropriated \$70,000 for the purchase of a valve turning machine; and

**WHEREAS**, the Public Works staff identified comparable models from three major manufacturers instead of writing a neutral specification that would require more work on the part of staff and the vendors; and

**WHEREAS**, the staff has been researching, demonstrating, and evaluating different models identified as comparable evaluating ease of maintenance, controls, cost and other various features; and

**WHEREAS**, quotes obtained for the equipment ranged from \$49,750 to \$71,075; and

**WHEREAS**, the DPW garage staff is requesting the purchase of one new Wachs VMT with automated valve operator at a cost of \$71,075.00 as quoted by E.H. Wachs and the cost will be billed to the Motor Vehicle Pool; and

**WHEREAS**, Section 2-178 of the City Ordinances allows for the waiver of sealed bids.

**THEREFORE, BE IT RESOLVED** that the City Council authorizes the purchase of one new Wachs VMT with automated valve operator at a cost of \$71,075.00 as quoted by E.H. Wachs of Lincolnshire, IL and agrees to waive the sealed bid process.

**Council member Dyer moved, supported by Baker to approve first reading of Resolution No. 2020-97 to authorize purchase of valve maintenance equipment as presented. 7 Yes. 0 No.**

**H. CONSIDER FIRST READING OF RESOLUTION NO. 2020-98 BUILDING PERMIT FEES:**  
**CITY OF CHARLOTTE**  
**RESOLUTION 2020-98**

**WHEREAS**, fees to be paid for new construction, alteration, removal, demolition or other building operations, along with fences, swimming pools, signs, rezoning, Board of Appeals requests, etc., are to be established by resolution of the City Council; and

**WHEREAS**, fees to be paid for water turn on charges, NSF check, Sewer Cleaning, call out rates, and meter testing, etc. are to be established by resolution of the City Council; and

**WHEREAS**, fees to be paid for gun permits, copies of police reports, breath test, water turn on charges, weed cutting, copies, DVDs, CDs labels and other requests are to be established by resolution of the City Council; and

**WHEREAS**, fees for building and construction permits have not been adjusted for some time and no longer reflect the true costs of providing the services associated with the issuance of those permits;

**NOW THEREFORE BE IT RESOLVED**, that the following fees be established as follows:

**BUILDING/PLANNING/ZONING/FIRE**

Occupancy Permit.....	\$30.00
Fence Permit.....	20.00
Swimming Pool Permit (above or in ground).....	50.00
Demolition Permit (residential or commercial).....	50.00

City Council Minutes 07-27-2020

Page 10 of 17

Moving Permit (residential or commercial).....	200.00
Roof Permit (complete or partial).....	50.00
Insulation Permit (complete building or partial).....	50.00
Siding Permit (complete building or partial).....	50.00
Window Permit (one or more).....	40.00
Sign Permit.....	40.00
Construction Permits:	
Minimum Permit.....	30.00
All other permits will be \$30.00 for the first \$1000 and \$10.00 for each additional \$1000	
Permit Renewal.....	10.00
Act 425 Agreement.....	100.00
Rezoning.....	150.00
Rezone with Master Plan Change.....	200.00
Board of Appeals hearing.....	75.00
Site Plans, including planned development districts.....	100.00
Special Condition Use.....	100.00
Class A Non-Conforming Use.....	100.00
Plan Review:	
Commercial and large buildings.....	75.00

Residential and small buildings.....	25.00
Department of Social Services and other requested inspections.....	25.00
Plus mileage if outside of City	
Re-inspection of the above.....	15.00
Plus mileage if outside of City	
Subdivision Review fess as follows:	
Conventional Subdivision Plats.....	250.00
Plus \$2.00 per lot	
Subdivision Open Spaces Plan.....	250.00
Plus \$2.00 per lot	
Multiple Family Residential Plat.....	250.00
Plus \$2.00 per individual dwelling unit	
Zoning Book.....	.25 per page
Zoning Map.....	2.00
Master Plan with maps.....	40.00
Fire Report.....	5.00
Copies (per page).....	.25

**DEPARTMENT OF PUBLIC WORKS**  
**WATER/SEWER/STREETS/SIDEWALKS**

Water turn on fee (due to repair or snow bird)....	30.00
Water turn on fee (due to non-payment shut off)	40.00

Water turn on fee (after hours – repair/snowbird only)	70.00
NSF check charge.....	30.00
Sewer Clean.....	75.00
After hours sewer clean (call out).....	150.00
Holiday hours sewer clean (call out).....	200.00
Meter test.....	40.00
Weed cutting–(labor, equipment) minimum....	150.00
Water meter rental	
Meter deposit (refundable less any unpaid water charges).....	500.00
Fee: 0 – 5,000 gallons (minimum fee).....	50.00
Over 5,000 gallons (minimum fee).....	100.00
Water billed at usage times rate times 2	
Frozen meter replacements – cost of meter & copperhorn	
Frozen meter in pit – cost of meter varies	
Frozen water service...(labor, material, equipment) varies	
Sprinkler meter – cost of meter, copperhor varies	
Sidewalk Snow Removal (labor, equipment, contractual svcs)-min. rate.	100.00
Brush Cleanup (labor, equipment, contractual svcs)– minimum rate .....	100.00
Trash Cleanup (labor, equipment, contractual svcs)– minimum rate .....	150.00
Copies (per page).....	.25

**POLICE DEPARTMENT**

Gun Permits.....	5.00
Copies – Police reports, Accident reports	
First two pages.....	5.00
Additional pages (per page).....	.25
Court Ordered portable breath testing.....	5.00

**ADMINISTRATION** (fees do not include shipping costs which will be added)

City Code Book, including Charter and Zoning with tabs and cover.....	95.00
City Code Book, including Charter and Zoning without tabs and cover... ..	.25 per page
City Charter.....	13.25
Cable DVD of Meetings.....	5.00
Qualified voter file information	
Per page.....	.25
Burned to CD (each CD) .....	5.00
Labels (each).....	.03
Copies (per page).....	.25

**BE IT FURTHER RESOLVED** that requests submitted under the Freedom of Information Act may be subject to charges in addition to per copy fees in accordance with the City Council policy regarding such requests, and

**BE IT FURTHER RESOLVED** that the effective date will be after second reading on August 10, 2020 if approved.

**Council member Weissenborn moved, supported by Baker to approve first reading of Resolution No. 2020-98 building permit fees as presented. 7 Yes. 0 No.**

**I. CONSIDER FIRST READING OF RESOLUTION NO. 2020-99 TO APPROVE PRELIMINARY PLAN FOR A PLANNED DEVELOPMENT TO BE LOCATED ON MULTIPLE PARCELS LOCATED ON W. SEMINARY, S. SHELDON AND PEARL STREETS AND REFER TO THE PLANNING COMMISSION ON AUGUST 11, 2020:**

**RESOLUTION NO. 2020-99**

**A RESOLUTION TO APPROVE A PRELIMINARY PLAN FOR A PLANNED DEVELOPMENT TO BE LOCATED ON MULTIPLE PARCELS LOCATED ON WEST SEMINARY STREET, SOUTH SHELDON STREET AND PEARL STREET**  
**WHEREAS**, Pursuant to Article XXIII of the City of Charlotte zoning ordinance, the Charlotte City Council has received a

preliminary plan for the redevelopment of properties located on West Seminary Street, South Sheldon Street and Pearl Street; and

**WHEREAS**, these parcels are associated with Pray Funeral Home, and the Planned Development is intended to benefit the further growth and development of that and associated businesses; and

**WHEREAS**, this preliminary plan was considered by the Planning Commission at its meeting held on August 11, 2020 and the Planning Commission has recommended approval of the preliminary plan; and

**WHEREAS**, the Council finds that the preliminary plan meets the general intent and requirements of the future land use plan; and

**THEREFORE, BE IT RESOLVED** that the City Council does hereby approve the preliminary plan for a planned development to be located on multiple parcels on West Seminary Street, South Sheldon Street and Pearl Street.

**Council member Weissenborn moved, supported by Baker to approve first reading of Resolution No. 2020-99 to approve preliminary plan for a Planned Development to be located on multiple parcels located on W. Seminary, S. Sheldon and Pearl Streets and refer to the Planning Commission on August 11, 2020 as presented. 7 Yes. 0 No.**

**J. CONSIDER FIRST READING OF ORDINANCE NO. 2020-06 TO AMEND CHAPTER 82 ZONING BY AMENDING ZONING MAP TO CHANGE CERTAIN DESCRIBED PARCELS FROM RT TO PD AND REFER TO THE PLANNING COMMISSION ON AUGUST 11, 2020:**

**CITY OF CHARLOTTE ORDINANCE NO. 2020-06  
AN ORDINANCE TO AMEND CHAPTER 82 - ZONING, BY  
AMENDING THE ZONING MAP TO CHANGE CERTAIN  
DESCRIBED PARCELS FROM TO RT TO PD.**

THE CITY OF CHARLOTTE ORDAINS:

Section 1. The Zoning District Map of the City of Charlotte, being part of Chapter 82 - Zoning, of the Code of the City of Charlotte, is hereby amended as follows:

That property described as “Pray Funeral Home and Associated Properties,” and more fully described as follows:

**315 West Seminary – 200-042-500-175-00** – W 60 FT. OF N 1/2 OF LOT 17. BROOKS' ADDITION CITY OF CHARLOTTE

**401 West Seminary – 200-042-500-180-00** – LOT 18. BROOKS' ADDITION CITY OF CHARLOTTE

**405 West Seminary – 200-052-500-190-00** – LOT 19. & E 4 1/2 FEET OF LOT 20. BROOKS' ADDITION CITY OF CHARLOTTE

**409 West Seminary – 200-0042-500-200-00** – LOT 20 EXCEPT E 4 1/2 FEET. BROOKS' ADDITION CITY OF CHARLOTTE

**413 West Seminary – 200-042-500-210-00** – LOT 21 EXCEPT W 40 FEET. BROOKS' ADDITION CITY OF CHARLOTTE

**312 South Sheldon – 200-042-500-158-01** – S 1/2 OF LOTS 15, 16, & 17 EXCEPT E 127.5 FT OF THE S 1/2 OF THE S 1/2 OF LOTS 15 & 16. BROOKS' ADDITION CITY OF CHARLOTTE. D 11-21-07 R 11-21-07 (ADJUSTMENT) SPLIT FROM 200-042-500-158-00 & 200-042-500-160-00 FOR 2008.

**318 South Sheldon – 200-042-500-160-01** – E 127.5 FT OF S 1/2 OF S 1/2 OF LOT 15 & 16. BROOKS' ADDITION CITY OF CHARLOTTE. D 11-21-07 R 11-21-07 (ADJUSTMENT) SPLIT FROM 200-042-500-160-00 FOR 2008.

**322 South Sheldon – 200-042-500-281-00** – N 1/2 LOT 28 EXCEPT W 16.5 FT. W 1/2 OF S 1/2 OF LOT 28 EXCEPT E 3.5 RODS. WITH JOINT DRIVEWAY OVER S 4 FT OF E 95 FT, WITH 4 FT ADJOINING ON S. BROOKS' ADDITION, CITY OF CHARLOTTE 1992

**Landlocked parcel, South Sheldon – 200-042-500-335-00** – W 16.5 FT OF LOT 28. COM 168.75 FT E FROM NW COR LOT 34, E TO NE COR OF LOT 33, S 122 FT, W TO W LINE OF E 1 ACRE OF LOT 33, N 6 FT, W 54 FT M/L TO

City Council Minutes 07-27-2020

Page 14 of 17

A PT DIRECTLY S OF BEG., N 116 FT TO BEG. BROOKS' ADDITION, CITY OF CHARLOTTE 1992

Landlocked parcel, Pearl Street – 200-042-500-335-00 – W 16.5 FT OF LOT 28. COM 168.75 FT E FROM NW COR LOT 34, E TO NE COR OF LOT 33, S 122 FT, W TO W LINE OF E 1 ACRE OF LOT 33, N 6 FT, W 54 FT M/L TO A PT DIRECTLY S OF BEG., N 116 FT TO BEG. BROOKS' ADDITION, CITY OF CHARLOTTE 19

is hereby rezoned from RT – Two Family Residential to PD Planned Development District.

Section 2. That the City Clerk is hereby directed to make the necessary corrections evidencing this zoning change.

Section 3. The attached map evidencing this change shall be marked and designated as Ordinance No. 2020-06 and the City Clerk shall enter on the zoning map this ordinance number and the date of the adoption thereof and shall maintain a file containing a copy of this ordinance and a map thereto attached.

Section 4. This ordinance shall become effective upon the date of its publication.

**Council member Weissenborn moved, supported by Baker to approve first reading of Ordinance No. 2020-06 to amend Chapter 82 zoning by amending zoning map to change certain described parcels from RT to PD and refer to the Planning Commission on August 11, 2020 as presented. 7 Yes. 0 No.**

**K. CONSIDER FIRST READING OF ORDINANCE NO. 2020-07 ZONING MAP AMENDMENT 244 S. SHELDON FROM RT TO P1 AND REFER TO THE PLANNING COMMISSION ON AUGUST 11, 2020:**

**CITY OF CHARLOTTE ORDINANCE NO. 2020-07  
AN ORDINANCE TO AMEND CHAPTER 82 - ZONING, BY  
AMENDING THE ZONING MAP TO CHANGE CERTAIN  
DESCRIBED PARCELS FROM TO RT TO P1.**

THE CITY OF CHARLOTTE ORDAINS:

Section 1. The Zoning District Map of the City of Charlotte, being part of Chapter 82 - Zoning, of the Code of the City of Charlotte, is hereby amended as follows:

That property known as 244 South Sheldon Street and more fully described as follows:

**244 South Sheldon Street – 200-000-029-230-00 – LOTS 22 & 23. BLOCK 29 O. P. CITY OF CHARLOTTE**

is hereby rezoned from RT – Two Family Residential to P1 – Vehicular Parking District.

Section 2. That the City Clerk is hereby directed to make the necessary corrections evidencing this zoning change.

Section 3. The attached map evidencing this change shall be marked and designated as Ordinance No. 2020-07 and the City Clerk shall enter on the zoning map this ordinance number and the date of the adoption thereof and shall maintain a file containing a copy of this ordinance and a map thereto attached.

City Council Minutes 07-27-2020

Page 15 of 17

Section 4. This ordinance shall become effective upon the date of its publication

**Council member Weissenborn moved, supported by Baker to approve first reading of Ordinance No. 2020-07 Zoning Map Amendment 244 S. Sheldon from RT to P1 and refer to the Planning Commission on August 11, 2020 as presented. 7 Yes. 0 No.**

**PUBLIC COMMENT:** None.

#### **COMMUNICATIONS AND COMMITTEE REPORTS**

**CITY ATTORNEY REPORT:** City Attorney report included in the packet.

**CITY MANAGER REPORT:** City Manager Guetschow's report was included in packet.

#### **COUNCILMEMBER COMMITTEE REPORTS:**

- Council member Baker attended the airport meeting and approved the replacement of the roof.
- Council member Weissenborn attended the Communications Committee meeting and stated that they discussed a community brand that will be identifiable for all organizations.

- Stated that the Communications committee met via Zoom and focused on other communities and what they are using. They talked about the community brand that will be used for city social media as well as letterhead etc. They are working to have the logo and templates done.

#### **MAYOR AND COUNCIL COMMENTS:**

- Mayor Pro-Tem Dyer congratulated Nate on his appointment to City Council.
- Council member McRae stated that he appreciates everyone who applied for the open council seat and encouraged them to seek other boards in the City.
- Council member Baker echoed other members comments.
- Council member Hoogstra welcomed Nate to council.
- Council member Weissenborn congratulated Nate and welcomed him to council.
- Council member VanStee thanked everyone and stated that he looks forward to working with them.
- Mayor Armitage stated that he would be meeting with the Volunteer Fire Department to hear their concerns.



**Council member Baker moved, seconded by Hoogstra to adjourn  
at 9:31 P.M. Carried. 7 Yes. 0 No**

---

Mayor Armitage

---

Ginger Terpstra, City Clerk, CMMC