



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346

Microsoft Teams Meeting: Join on your computer or mobile app.
Or go to www.teams.microsoft.com and enter the
Meeting ID: 263 167 826 878 and Passcode: dy3Eo9m9

Regular City Council Meeting Agenda – April 14, 2025, 7:00 PM

1. Call to Order:
2. Pledge of Allegiance:
3. Roll Call:
Mayor Wylie, Mayor Pro Tem Rodgers Council Members: Avery, Casey, Forte, Jones, and Quisenberry
4. Approval of Agenda - Motion
5. Public Comments:
Individuals have the opportunity to address the City Council on topics not on the agenda for three minutes. In order to hear all Individuals comments at a reasonable hour, the City Council request that speakers respect the three-minute time limit. Note: this is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council.
6. FYI:
None
7. City Manager's Report
8. Sheriff's Report
9. Consent Agenda:
Final Minutes of the March 10, 2025 Regular Meeting
Draft Minutes of the March 24, 2025 Regular Meeting
Treasurer's Report April 14, 2025

10. **Unfinished Business:**

- a. None

11. **New Business:**

- a. Resolution: Extension of the Contractual City Clerk Agreement through June 30, 2025
- b. Resolution: Canadian Goose Nest/Egg Destruction Program

12. Adjourn Meeting

Only those matters that are on the agenda are to be considered for action.

People with disabilities needing accommodations for effective participation in this meeting should please contact Jonathan Smith, City Manager (248) 625-1559 in advance of the meeting. An attempt will be made to provide reasonable accommodations.

City of the Village of Clarkston
City Manager Report
April 14, 2025

Main Street America Conference Recap

This week I attended the Main Street America annual 3-day NOW Conference in Philadelphia PA. As you are aware, our relatively new **Main Street Clarkston** organization (which successfully completed its 501c3 application last year) partners closely with the Main Street Oakland County and Main Street America to bring the wealth of experience and best practices of those organizations to Clarkston. Similar to the recently attended MML Capital Conference, the Main Street NOW conference included several General Sessions addressing all of the attendees (approx. 2,500) as well as numerous Breakout Workshops covering a myriad of topics ranging from the responsibilities of the local Main Street Board to detailed recommendations for creating a vibrant and successful Main Street business community. I learned of new project funding sources, data sources, and organizational resources that will be very beneficial to our Main Street Clarkston organization. The information gained and connections made at this large, professionally organized conference exceeded my expectations. The organizers promised the attendees that we would leave the conference informed and energized and I definitely did!

Application to the Community Project Funding Program

Last week, as approved by Council on March 24th, I completed and submitted an application for \$1.35M in Community Project Funding through the office of U.S. House of Representative Lisa McClain. The project seeks the substantial funds needed to repair and replace the City's downtown sidewalks, curbs, and driveways to make them walkable, ADA compliant, and pedestrian friendly. I have also reached out to Senator Elissa Slotkin with the goal of also applying for the U.S. Senate's sister program, Congressionally Directed Spending, which has not yet opened.

Increased Traffic

MDOT's recent decision to simultaneously close many of the I-75 exits north of M-15 is driving a huge increase in traffic on M-15 and virtually all of the City's streets. The City was not aware of this decision or consulted about it in advance, but we are working with MDOT to seek alternatives that will lessen the traffic flow.

Building Services 90-Day Termination Notice

Earlier this year, Carlisle-Wortman Associates, the City's Building Services contractor, notified the City of a restructuring of the billing method that would result in more use of fixed-cost retainers which, in turn, would increase the annual cost for Building Services by 83%. I discussed the matter with CWA, asking that the current pricing methods be continued through the current fiscal year, giving the City time to explore other options. Last week I was informed that because we did not accept the new billing proposal, a 90-day Notice of Termination is

being issued. I will soon be meeting with the Independence Township Building Department to discuss the possibility of contracting through them.

Deadline to Submit Nominating Petitions

Individuals interested in running or re-running for a City Council seat in the November 2025 election are reminded that the deadline for submitting signed petitions is coming up quickly: Tuesday, April 22, 2025, at 4:00 PM. See the attached documents for more information. And see Angie Guillen for the petition forms and instructions.

Respectfully submitted, **Jonathan Smith, City Manager, April 10, 2025**



August – November 2025 Election Dates

August 5, 2025 – Primary

November 4, 2025 – General Election

Dates shaded in **gray** are only relevant if conducting early voting, which is optional in local elections.

Tuesday, April 22, 2025	4:00 PM	Nominating petitions and Affidavits of Identity for partisan and nonpartisan candidates due.	168.644f
Friday, April 25, 2025	4:00 PM	Written withdrawal requests for partisan and nonpartisan candidates due.	168.322a
Monday, April 28, 2025		Deadline for city clerk to forwards names and addresses of partisan and nonpartisan candidates to county clerk.	168.321
Tuesday, April 29, 2025		Petitions to place county or local ballot question on the ballot must be filed with the applicable local or county clerk.	168.646a
Friday, May 2, 2025		Deadline for a recall petition to be filed for August election. (Does not apply for local offices.)	168.963
Wednesday, May 7, 2025		Configuration set(s) for tabulator(s) must be selected, if conducting early voting.	168.720j
Wednesday, May 7, 2025		Local board of election commissioners that establishes an Election Day vote center must inform applicable county clerk that vote center will be established in city or township.	168.523b
Tuesday, May 13, 2025	4:00 PM	Deadline for ballot wording of proposals qualified to appear on August ballot certified to local or county clerks.	168.646a
Thursday, May 15, 2025		Deadline for local clerks receiving ballot wording to forward to county clerk.	168.646a
Thursday, May 22, 2025		Beginning of period for regular inspection of AV drop boxes to ensure compliance with requirements.	168.761d
Thursday, May 22, 2025		Beginning of period for required video monitoring of AV drop boxes (for all drop boxes ordered or installed after October 1, 2020).	168.761d



- Deadline for notice of days and hours for voter registration at clerk's office to be published in the newspaper. If considered advisable by the township or city clerk, notice may also be posted in at least two conspicuous places in each precinct. Notice must include offices and proposals that will be on the ballot.
- Deadline for clerk to post and enter into QVF any additional locations and hours that the clerk will be available to issue and receive absent voter ballots, if applicable.
- Deadline for clerk to post and enter into QVF the hours the clerk's office will be open on the Saturday or Sunday (or both) immediately before the election to issue and receive absent voter ballots.

April 8:

- Clerks intending to process or tabulate AV ballots before Election Day must submit written notice to the Secretary of State.

April 15:

- Deadline for notice of temporary change to early voting site, if applicable and if offering nine days of early voting (otherwise, the deadline is 21 days prior to the first day of early voting).
- Deadline for election inspectors for the election to be appointed by local election commission.

April 18:

- Deadline to post notice on website (if available) and in clerk's office of the location, dates, hours, and number of election inspectors for AV counting place if processing and tabulating AV ballots before Election Day.

April 21:

- Deadline to register by mail or online and be eligible to vote for the May election.

April 22:

- In-person registration with local clerk with proof of residency is allowed between this date and Election Day.

April 25:

- Write-in candidates' declaration of intent form due by 4 p.m. to respective filing official.
- Deadline for voters to submit a written request to spoil their absent voter ballot and receive a new absent voter ballot by mail.
- Deadline for voters who have returned their absent voter ballot to submit a written request in person to spoil their absent voter ballot and receive a new absent voter ballot in the clerk's office.

August 5 Primary filing deadlines

Please note that the following filing deadlines are for all partisan and nonpartisan city offices where candidates are nominated through a primary election, even if the city charter contains a different filing deadline. Filing deadlines are controlled by the Michigan Election Law, not individual city charters.

April 22 at 4 p.m. – Nominating petitions and Affidavits of Identity for partisan and nonpartisan candidates are due.

April 25 at 4 p.m. – Written withdrawal requests for partisan and nonpartisan candidates are due.



OAKLAND COUNTY SHERIFF DEPARTMENT

TO: Jonathan Smith, City Manager

FROM: Lieutenant Jeff Buchmann, Substation Commander

SUBJECT: City of the Village of Clarkston Monthly Report

[illegible]



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346

Final Minutes of the March 10, 2025, Regular City Council Meeting

1. Call to Order:

- The regular meeting of the City of the Village of Clarkston City Council was called to order by Mayor Pro Tem Rodgers at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Pro Tem Rodgers led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Laura Rodgers, Mayor Pro Tem, Al Avery, Gary Casey, Amanda Forte, Erica Jones, and Ted Quisenberry.
- Council Members Absent: Sue Wylie, Mayor
- Others Present: Jonathan Smith, City Manager, Angie Guillen, Election Director, Evelyn Bihl, Deputy Clerk, Tom Ryan, City Attorney, Sgt. John Ashley, Oakland County Sheriff's Officer

4. Approval of Agenda:

- Motion by Jones, Support by Quisenberry, to approve the agenda as presented with amendments to the HDC Ordinance changes to allow the first reading tonight.
VOTE: Rodgers, Avery, Casey, Forte, Jones, Quisenberry - All Aye. Nay - None.
MOTION CARRIED 6-0

5. Public Comments:

- Cara Catallo addressed the Council regarding beaver control in Depot Park.

6. FYI:

None

7. City Manager Report:

- Beaver Damage in Depot Park
- Tree Cutting Ordinance
- Finance Committee Meeting
- Shred Day

8. Sheriff's Activity Report for February 2025

9. Motion: Acceptance of Consent Agenda as Presented

- Final Minutes of the February 10, 2025 Regular Meeting
- Draft Minutes of the February 24, 2025 Regular Meeting
- Treasurer's Report March 10, 2025

Motion by Jones, Support by Quisenberry, to approve the Consent Agenda. VOTE: Jones, Forte, Avery, Casey, Rodgers, Quisenberry - All Aye. Nay – None. MOTION CARRIED 6-0

With regards to the City Attorney Search Committee, Ted Quisenberry requested that he be replaced on the committee. Motioned by Avery, Supported by Jones, to replace Quisenberry with Councilmember and attorney Gary Casey. VOTE: Jones, Forte, Avery, Casey, Rodgers, Quisenberry - All Aye. Nay – None. MOTION CARRIED 6-0

10. **Unfinished Business:**

- a. Discussion: T. Quisenberry Request to Follow-Up on Permit Parking Cost
- b. Discussion: Donation of Parking Revenue to SCAMP

11. **New Business:**

- a. Discussion: Pedestrian Safety Downtown
- b. Discussion: HDC Ordinance Changes. Attorney Ryan read aloud changes that need to be included in the amendment of the ordinance change. These include changes to the Definition, 401 Section and 601 Section. This ordinance change discussion is the first reading and introduction.
- c. Discussion: Independence Township Intergovernmental Agreement for Police Services
- d. Resolution: Extension of Contractual Clerk Agreement
Resolved by Forte, Support by Avery, that the City of the Village of Clarkston hereby approves the attached Agreement with Angela Guillen for contractual clerk work and assistance through April 30, 2025. VOTE: Jones, Quisenberry, Rodgers, Forte, Casey and Avery - All Aye. Nay - None. RESOLUTION CARRIED, 6-0.

12. Motion: Adjourn Meeting at 8:31 P.M.

- Motion by Forte, Support by Jones to adjourn. VOTE: All Aye.
MOTION CARRIED 6-0.

Respectfully Submitted by Angie Guillen, Election Director.



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
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Draft Minutes of the March 24, 2025, Regular City Council Meeting

1. Call to Order:

- The regular meeting of the City of the Village of Clarkston City Council was called to order by Mayor Wylie at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Wylie led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Sue Wylie, Mayor, Al Avery, Gary Casey, Amanda Forte, Erica Jones, and Ted Quisenberry.
- Council Members Absent: Laura Rodgers, Mayor Pro Tem
- Others Present: Jonathan Smith, City Manager, Angie Guillen, Election Director, Tom Ryan, City Attorney

4. Approval of Agenda:

- Motion by Avery, Support by Casey, to approve the agenda as presented.
All Aye. Nay - None.
MOTION CARRIED 6-0

5. Public Comments:

- Bruce Handrinos addressed Council regarding the Independence Township Intergovernmental Agreement for Police Services.

6. FYI:

April is "Pinwheels for Prevention" Month

7. City Manager Report:

- MML CapCon Recap
- Application to the Congressionally Directed Spending Program
- City Attorney Search Committee Meeting
- See-Me Flags

8. Motion: Acceptance of Consent Agenda as Presented

- Final Minutes of the February 24, 2025 Regular Meeting
- Draft Minutes of the March 10, 2025 Regular Meeting
- Treasurer's Report March 24, 2025

Motion by Jones, Support by Forte, to approve the Consent Agenda as presented. All Aye.

MOTION CARRIED 6-0

9. **Unfinished Business:**

None

10. **New Business:**

- a. Second Reading of the Historic District Ordinance Amendments
- b. Resolution: Adoption of the Amended Historic District Ordinance No. 118
Resolved by Quisenberry, Support by Jones, that the City Council of the City of the Village of Clarkston hereby formally adopts the amended Historic District Ordinance No.118. VOTE: Forte, Jones, Quisenberry, Wylie, Casey, and Avery - All Aye. Nay - None. RESOLUTION CARRIED, 6-0.
- c. Resolution: Application to the Congressionally Directed Spending Program through U.S. Representative Lisa McClain
Resolved by Jones, Support by Forte, that the City Council of the City of the Village of Clarkston hereby authorizes the City Manager to apply for funding of up to \$1.5M for repairing the City's downtown sidewalks and driveway aprons through the 2026 Congressionally Directed Spending Program and our U.S. Representative Lisa McClain. If approved, funds would be made available in the 2026 calendar year with construction targeted for the 2027 calendar year. If approved, a 20% match from the City would be required. VOTE: Casey, Forte, Jones, Quisenberry, Avery and Wylie – Aye 5. Nay – 1 Avery. RESOLUTION CARRIED, 5-1.

11. Motion: Adjourn Meeting at 8:17 P.M.

- Motion by Jones, Support by Forte to adjourn. VOTE: All Aye. Nay - None
MOTION CARRIED 6-0.

Respectfully Submitted by Angie Guillen, Election Director.

TREASURER'S REPORT FOR CITY COUNCIL MEETING:

4/14/2025

Treasurer's Report:

I. Disbursements from 03/01/2025 - 03/31/2025

101 General Fund	\$	114,748.33
202 Major Streets	\$	1,320.09
203 Local Street	\$	482.69
220 Mill Pond Lake	\$	-
231 Parking Meter Fund	\$	832.18
236 Friends of Depot Park	\$	1,786.95
301 GO Bond Debt	\$	-
401 Capital Projects Fund	\$	2,087.60
590 Sewer Fund	\$	12,850.00
591 Water Fund	\$	-
703 Tax Fund	\$	42,828.16
Total	\$	176,936.00

II. Invoices for review and payment approval

Carlisle Wortman - 2025 Code Enforcement	\$	393.37
Carlisle Wortman - 2025 Building Administration	\$	1,638.73
Carlisle Wortman - Master Plan, Bldg Adm, Planner & Other	\$	-
HRC MS4 Permitting	\$	-
HRC Professional Services April 2025	\$	-
Tom Ryan - Professional Services (Mar 2025 Invoice)	\$	2,728.10
Tom Ryan - Professional Services Court (Mar 2025 Invoice)	\$	190.00
Total	\$	4,950.20

III. Other Checks for Review

	\$	-
	\$	-
	\$	-
	\$	-
Total	\$	-

GRAND TOTAL	\$	181,886.20
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CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 03/01/2025 - 03/31/2025
Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
03/03/2025	GEN	11864	8529 10 141 000505	COMCAST	TELEPHONE	850.000	172	484.44
03/03/2025	GEN	11867	03/21/2025	DTE ENERGY	DETROIT EDISON-VH	920.000	265	26.24
			03/21/2025		DETROIT EDISON-VH	920.000	265	221.60
			03/21/2025		DTE UPPER PARKING LOT	923.000	265	74.90
			03/21/2025		DTE UPPER PARKING LOT	923.000	265	191.99
			03/21/2025		DTE UPPER PARKING LOT	923.000	265	17.65
			03/21/2025		DTE DEPOT PARK	923.001	265	54.91
				CHECK GEN 11867 TOTAL FOR FU				587.29
03/04/2025	GEN	11868	11142	THOMAS J RYAN PC	LEGAL FEES	803.000	266	902.50
			11141		LEGAL FEES	803.000	266	95.00
				CHECK GEN 11868 TOTAL FOR FU				997.50
03/06/2025	GEN	11873	202165804443	CONSUMERS ENERGY	VH - UTILITIES CONSUMERS	921.000	265	453.11
03/06/2025	GEN	11874	75138	CHARTER TOWNSHIP OF INDEPEND	VEHICLES - GAS & OIL	862.000	446	500.76
03/07/2025	GEN	11869	200005727129	DTE ENERGY	DTE STREET LIGHTING	926.000	448	1,814.46
03/07/2025	GEN	11870	373744	VIEW NEWSPAPER GROUP	PUBLICATIONS	901.000	215	426.60
03/07/2025	GEN	11871	03/07/2025	ANGELA GUILLEN	MILEAGE/CONFERENCE	860.000	172	46.90
03/07/2025	GEN	11872	03/07/2025	ANGELA GUILLEN	SALARY - CLERK	703.001	215	2,260.00
03/10/2025	GEN	11875	2177933	CARLISLE/WORTMAN ASSOC INC	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	302	393.36
03/10/2025	GEN	11876	2177932	CARLISLE/WORTMAN ASSOCIATES,	BLDG DEPT PROFESSIONAL FEES	809.000	371	1,638.73
03/11/2025	GEN	11877	126287	MAZZA AUTO PARTS	MATERIAL & OUTSIDE LABOR-PICKUP TR	861.001	446	207.99
03/12/2025	GEN	11879#	02/24/2025	ELAN FINANCIAL SERVICES	SUPPLIES	726.000	172	116.92
			02/24/2025		POSTAGE	727.001	172	233.24
			02/24/2025		TECHNOLOGY/INTERNET EXPENSE	852.000	172	21.19
			02/24/2025		DUES & CONFERENCES	958.000	172	245.38
			02/24/2025		SUPPLIES-VH BUILDING	726.004	265	58.30
			02/24/2025		BUILDING MAINTENANCE-VH	931.000	265	810.93
			02/24/2025		PHYSICAL EXPENSES	713.000	441	281.65
			02/24/2025		DPW SUPPLIES	726.000	441	153.35
			02/24/2025		EQUIPMENT MAINTENANCE	932.001	441	188.97
			02/24/2025		DPW EQUIPMENT	726.000	446	523.94
			02/24/2025		MATERIAL & OUTSIDE LABOR-PICKUP TR	861.001	446	675.83

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CHECK DATE FROM 03/01/2025 - 03/31/2025
Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 101 GENERAL									
			02/24/2025		MATERIAL & OUTSIDE LABOR-LOADER	861.003	446	64.91	
			02/24/2025		MATERIAL & OUTSIDE LABOR-DUMP TRUC	861.007	446	127.53	
<hr/>									
			CHECK GEN 11879 TOTAL FOR FU						3,502.14
03/12/2025	GEN	11880	4672207	MML WORKER'S COMP FUND	WORKMAN'S COMPENSATION	722.000	172	1,436.00	
03/13/2025	GEN	11881	250660028119	BLUE CARE NETWORK	HEALTH INSURANCE	712.000	441	529.97	
03/13/2025	GEN	11882	0005155	MICHIGAN MUNICIPAL LEAGUE	DUES & CONFERENCES	958.000	101	1,002.00	
03/17/2025	GEN	11883	235371417	COMCAST	TELEPHONE	850.000	172	386.08	
03/21/2025	GEN	11885	03/21/2025	ANGELA GUILLEN	MILEAGE/CONFERENCE	860.000	172	34.84	
03/21/2025	GEN	11886	03/21/2025	ANGELA GUILLEN	SALARY - CLERK	703.001	215	2,680.00	
03/24/2025	GEN	11887	CI055486	OAKLAND COUNTY TREASURER	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	1,447.98	
03/24/2025	GEN	11888	109060188	RICOH USA INC	RICOH COPIER LEASE	941.000	172	86.97	
03/24/2025	GEN	11889	403243352	ADT	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	172	411.03	
03/25/2025	GEN	11890	3/31/2025	DOUG WEAVER	SALARY - BLDG INSPECTORS	805.001	371	375.00	
03/25/2025	GEN	11891	03/31/2025	JEFF SHAFER	SALARY - BLDG INSPECTORS	805.001	371	225.00	
03/25/2025	GEN	11892	3/31/2025	KRISTINA WELSH	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	371	375.00	
03/26/2025	GEN	11893	3/27/2025	CHARTER TOWNSHIP OF INDEPEND	CURRENT TAX REVENUES	402.000	000	2,380.11	
<hr/>									
03/31/2025	GEN	11894#	75059	CHARTER TWP OF INDEPENDENCE	LAW ENFORCEMENT	802.000	301	41,278.80	
			75059		FIRE PROTECTION - IND TWP	802.001	336	48,786.27	
<hr/>									
			CHECK GEN 11894 TOTAL FOR FU						90,065.07
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			Total for fund 101 GENERAL						114,748.33

Total for fund 101 GENERAL

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CHECK DATE FROM 03/01/2025 - 03/31/2025
Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET								
03/03/2025	GEN	11865*	105194	ROAD COMM FOR OAKLAND CTY	SALT - WINTER MAINTENANCE	778.001	453	1,020.06
03/03/2025	GEN	11866*	0018931324-001	ROCK BOTTOM STONE SUPPLY	SALT - WINTER SIDEWALK	778.000	453	300.03
Total for fund 202 MAJOR STREET								1,320.09

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET								
03/03/2025	GEN	11865*	105194	ROAD COMM FOR OAKLAND CTY	SALT - WINTER MAINTENANCE	778.001	453	377.28
03/03/2025	GEN	11866*	0018931324-001	ROCK BOTTOM STONE SUPPLY	SALT - WINTER SIDEWALK	778.000	453	105.41
Total for fund 203 LOCAL STREET								482.69

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 231 PARKING METER FUND								
03/03/2025	PARK	1321	071299	TRAFFIC & SAFETY CONTROL SYS	PHONE EQUIPMENT	760.000	172	50.00
03/06/2025	PARK	1322	070877	TRAFFIC & SAFETY CONTROL SYS	PHONE EQUIPMENT	760.000	172	50.00
03/11/2025	PARK	1323	INV-1051785	PASSPORT LABS, INC	MISC EXPENSE	955.000	172	488.01
			INV-1051513		MISC EXPENSE	955.000	172	175.75
				CHECK PARK 1323 TOTAL FOR FU				663.76
03/26/2025	PARK	1324	267033911	T-MOBILE	PHONE EQUIPMENT	760.000	172	68.42
				Total for fund 231 PARKING METER FUND				832.18

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CHECK DATE FROM 03/01/2025 - 03/31/2025

Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 236 FRIENDS OF DEPOT PARK								
03/12/2025	FODP	1048	02/24/2025	ELAN FINANCIAL SERVICES	BENCH MEMORIAL	955.010	172	1,786.95
Total for fund 236 FRIENDS OF DEPOT PARK								1,786.95

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 401 CAPITAL PROJECT FUND								
03/11/2025	GEN	11878	SINV-08551	MIDSTATES RECREATION	FRIENDS OF DEPOT PARK	728.000	265	1,527.60
03/18/2025	GEN	11884	156079	SHRED EXPERTS LLC	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	901	500.00
			156078		PROFESSIONAL & CONTRACTUAL SERVICE	805.001	901	60.00
				CHECK GEN 11884 TOTAL FOR FU				560.00
					Total for fund 401 CAPITAL PROJECT FUND			2,087.60

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 03/01/2025 - 03/31/2025
Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER								
03/12/2025	SEWER	2158	02/24/2025	ELAN FINANCIAL SERVICES	POSTAGE	727.001	536	224.00
03/13/2025	SEWER	2159	74998	CHARTER TOWNSHIP OF INDEPEND	REPAIRS	930.000	536	12,626.00
Total for fund 590 SEWER								12,850.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 703 TAX								
03/05/2025	TAX	962(E)	03/05/2025	CLARKSTON COMMUNITY SCHOOLS	TAX COLLECTIONS	274.000	000	9,538.49
03/05/2025	TAX	963(E)	03/05/2025	OAKLAND COUNTY TREASURER	TAX COLLECTIONS	274.000	000	11,589.66
03/05/2025	TAX	964(E)	03/05/2025	CITY OF CLARKSTON CVT	TAX COLLECTIONS	274.000	000	16,190.73
03/05/2025	TAX	965(E)	03/05/2025	CLARKSTON INDEPENDENCE DISTR	TAX COLLECTIONS	274.000	000	2,861.48
03/05/2025	TAX	966(E)	03/05/2025	MILL POND ASSOCIATION	TAX COLLECTIONS	274.000	000	143.00
03/05/2025	TAX	967(E)	03/05/2025	CITY OF CLARKSTON SEWER-DELO	TAX COLLECTIONS	274.000	000	2,504.80
TOTAL - ALL FUNDS								42,828.16
Total for fund 703 TAX								176,936.00

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Code Enforcement Services Division

TIN# 38-2989393

INVOICE

Jonathan Smith, City Mgr.

City of the Village of Clarkston

375 Depot Street

Clarkston, MI 48346

Invoice No.

2178215

Client No.:

1035

Date:

04/03/25

Period End:

3/31/2025

Code Enforcement

3/6/2025	BB	Code Enforcement - Spoke with Jonathan re: tickets. Drove thru community looking for violations.	3.50 hr. @	\$49.17/hr	\$172.10
3/27/2025	BB	Code Enforcement - Spoke w/ Jonathan re: any open issues. Looked at an address he provided. Was not able to find violation. Drove through community.	4.50 hr. @	\$49.17/hr	\$221.27

SUBTOTAL DUE THIS INVOICE

\$393.37

101-302-805-001



Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Code Enforcement Services Division

TIN# 38-298-9393

INVOICE

Jonathan Smith, City Mgr.
City of the Village of Clarkston
375 Depot Street
Clarkston, MI 48346

Invoice No. 2178214
Client No.: 1035
Date: 04/03/25
Period End: 3/31/2025

Building Administration

3/3/2025 BS Monthly Retainer

2024 Monthly Retainer = \$1,638.73

SUBTOTAL DUE THIS INVOICE

\$1,638.73

101-371-809-000

Thomas J. Ryan, P.C.

2055 Orchard Lake Road
Sylvan Lake, MI 48320

Invoice submitted to:
Jonathan Smith
City Manager
City of the Village of Clarkston
375 Depot Road
Clarkston, MI 48346

April 2, 2025

Invoice #11144

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
3/3/2025 Review proposed Intergovernmental Agreement for Police Services with Independence Township	2.00 95.00/hr	190.00
3/5/2025 Review Appellant's Appeal Brief re: Bisio v City of the Village of Clarkston; Correspondence to Mr. Bisio re: dismissing the appeal or filing an administrative stay of proceedings	1.50 95.00/hr	142.50
Review proposed agenda; Phone calls to City Manager re: miscellaneous city matters; Memorandum to City Council re: proposed Intergovernmental Agreement for Police Services with Independence Township	3.00 95.00/hr	285.00
3/6/2025 Review correspondence from Mr. Bisio re: Circuit Court appeal; Research for Motion for Summary Disposition to dismiss appeal in Circuit Court (24-211358-AA) Bisio v City of the Village of Clarkston	2.50 95.00/hr	237.50
Preparation of drafts of Motion for Summary Disposition and Brief in Support of Motion for Summary Disposition re: Bisio v City of the Village of Clarkston	5.00 95.00/hr	475.00
3/10/2025 Review Council Packet for 3/10/25 council meeting	0.50 95.00/hr	47.50
Finalize Motion for Summary Disposition and Brief in Support of Motion for Summary Disposition; E-filing with Circuit Court re: Bisio v City of the Village of Clarkston	2.00 95.00/hr	190.00
3/11/2025 Correspondence to City Manager re: Appellant's Brief on Appeal and Appellee's Motion for Summary Disposition re: Bisio v Clarkston appeal; Review email from City Manager re: campaign finance appeal	1.00 95.00/hr	95.00
3/17/2025 Correspondence to City Manager re: HDC; Review correspondence from City Manager re: HDC; Phone call to Mr. Kelly re: Law Enforcement Services Agreement	1.00 95.00/hr	95.00

	<u>Hrs/Rate</u>	<u>Amount</u>
3/18/2025 Email to City Manager re: Law Enforcement Services Agreement	0.50 95.00/hr	47.50
3/19/2025 Review Plaintiff/Appellant's Reply Brief; Review Scheduling Order for Oral Argument set for 5/7/25 re: Bisio v Clarkston	2.00 95.00/hr	190.00
3/20/2025 Review correspondence re: Police and Fire contracts; Review correspondence from Mr. Kelly, Independence Township Attorney, re: dates to meet to discuss contract; Correspondence to City Manager	2.00 95.00/hr	190.00
3/21/2025 Correspondence to City Manager re: Bisio v Clarkston appeal and HDC ordinance; Phone call to City Manager re: miscellaneous city matters	1.00 95.00/hr	95.00
3/24/2025 Review Council Meeting packet	0.50 95.00/hr	47.50
Attend City Council Meeting	2.50 95.00/hr	237.50
3/25/2025 Review correspondence from Independence Township Attorney office re: meeting regarding police and fire contract; Correspondence from City Manager re: scheduling meeting	1.00 95.00/hr	95.00
3/27/2025 Zoom conference with City Manager and Independence Township Attorney, Mr. Kelly, re: police and fire agreement	0.50 95.00/hr	47.50
For professional services rendered	28.50	\$2,707.50
Additional Charges :		
3/10/2025 E-filing Fee for Motion for Summary Disposition Re: Bisio v. City of the Village of Clarkston		20.60
Total additional charges		\$20.60
Total amount of this bill		\$2,728.10
Previous balance		\$902.50
Accounts receivable transactions		
3/11/2025 Payment - Thank You No. 11868		(\$902.50)
Total payments and adjustments		(\$902.50)
Balance due		\$2,728.10

Thomas J. Ryan, P.C.
2055 Orchard Lake Road
Sylvan Lake, MI 48320

Invoice submitted to:
Jonathan Smith
City Manager
375 Depot Road
Clarkston, MI 48346

April 2, 2025

In Reference To: Clarkston Court/Prosecution
Invoice #11143

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
3/5/2025 Appear at 52/2 District Court for prosecution docket before Judge Kostin	2.00 95.00/hr	190.00
For professional services rendered	2.00	\$190.00
Previous balance		\$95.00
Accounts receivable transactions		
3/11/2025 Payment - Thank You No. 11868		(\$95.00)
Total payments and adjustments		(\$95.00)
Balance due		\$190.00

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - Extension of the Contractual Clerk Agreement

WHEREAS, Angela Guillen has been working in the City Office as a contractual Clerk since October 2024 while the City Manager pursues the permanent hiring of Angela for the Clarkston City Clerk position, and;

WHEREAS, while the City's Finance Committee evaluates the 25-26 Fiscal Year Budget Proposal and the appropriate salary levels for the staff positions, it is recommended that the contractual agreement be extended, and;

WHEREAS, City Attorney Tom Ryan has reviewed the attached Agreement with Ms. Guillen reflecting an hourly rate of \$40 and a not-to-exceed total of \$10,880 for the period of May 1 through June 30, 2025, and;

WHEREAS, this renewal includes a clause to pay up to \$1,010.00 for Ms. Guillen to attend the Michigan Association of Municipal Clerks Summer Conference and Master Class in June 2025; if Ms. Guillen is not hired as the City's City Clerk effective July 1st, she will be responsible for reimbursing the City for this cost, and;

NOW THEREFORE, BE IT RESOLVED by _____ and supported by _____ that the City of the Village of Clarkston hereby approves the attached Agreement with Angela Guillen for contractual clerk work and assistance through June 30, 2025.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
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- ☐ Resolution is Adopted
- ☐ Resolution is Defeated

Jonathan Smith, City Manager

April 14, 2025
Date

CITY OF THE VILLAGE OF CLARKSTON

**AGREEMENT TO HIRE CONTRACTUAL CLERK ASSISTANT
THROUGH June 30, 2025**

THIS AGREEMENT is made as of this 14th day of April, 2025, between the CITY OF THE VILLAGE OF CLARKSTON, Oakland County, Michigan, by and through its City Council (hereinafter referred to as "Employer") and ANGELA GUILLEN (hereinafter referred to as "Contractor").

The parties recite and declare that:

The Employer is desirous of engaging the services of Contractor under the direction of the City Clerk for the specific period set forth in Section V of this Agreement. The Contractor is desirous of providing City Clerk services to the City of the Village of Clarkston.

The parties hereto agree as follows:

**SECTION I
MUTUAL ASSENT TO EMPLOYMENT**

The Employer hereby employs, engages, and hires the Contractor on a temporary basis to provide City Clerk assistance for the City of the Village of Clarkston, and the Contractor hereby accepts and agrees to such temporary employment.

**SECTION II
GOVERNING LAW**

This Agreement shall be interpreted in accordance with the laws of the State of Michigan.

SECTION III **DUTIES OF CONTRACTOR**

The duties will consist of onsite City Clerk assistance for the period May 1, 2025 through June 30, 2025, the end of the City's 2024/2025 Fiscal Year.

SECTION IV **PLACE OF EMPLOYMENT**

The duties required of the Contractor hereunder shall be rendered at 375 Depot Road, Clarkston, Michigan, and such other place or places as the Employer shall, in good faith, require or as the interests and needs of the Employer shall require.

SECTION V **TERM OF EMPLOYMENT**

The Contractor shall be employed as a contractual clerk assistant for the period of time from May 1, 2025, and shall terminate on June 30, 2025, ("Base Term"), thereafter; this Agreement shall be extended, unless and until terminated pursuant to the provisions of Section X below ("Extension Term"). Any extension of the Base Term must be in writing and must be signed by the parties, and nothing herein shall obligate either party to extend this Agreement beyond the Base Term.

SECTION VI **COMPENSATION**

The Employer shall pay the Contractor, and the Contractor shall accept from the Employer, in full payment for the Contractor's services hereunder, compensation at the rate of Forty (\$40.00) Dollars per hour and not to exceed Ten Thousand Eight Hundred Eighty (\$10,880.00) Dollars for the term of the agreement. The Contractor shall submit periodic invoices to the City Manager. The Contractor will be given a 1099 form for services rendered.

Because ongoing training and education is critical for Municipal Clerks and because the Employer fully intends to hire the Contractor as a city employee effective July 1, 2025 (the start of the 2025/2026 Fiscal Year), it is further stipulated that the Employer shall pay/reimburse the Contractor up to One Thousand Ten (\$1,010.00) Dollars to attend the Michigan Association of Municipal Clerk's Summer Conference and Master Class in Muskegon, Michigan June 2, 2025 through June 6, 2025 (details attached). If for any reason it is not possible to formally hire the Contractor, the Contractor shall reimburse the Employer the full amount paid (up to \$1,010.00).

SECTION VII OTHER EMPLOYMENT

This employment is for specific part-time contract between the Employer and the Contractor. The Contractor shall provide her best efforts to complete all work necessary on behalf of the City of the Village of Clarkston with the actual hours worked to be scheduled in the best interests of the City. The Contractor shall not use City offices, equipment, or services for any activity that is not directly related to her temporary employment with the City, but shall have the right to other employment that does not interfere with her City obligations.

SECTION VIII FACILITIES, SUPPLIES AND ASSISTANCE

The Employer shall furnish the Contractor with supplies, equipment, and material as may be required in the performance of the Contractor's duties.

SECTION IX BENEFITS

It is understood that there are no benefits attended to this Agreement as this is a short-term topic specific agreement.

SECTION X EMPLOYMENT/TERMINATION

The Contractor understands that for the term of this Agreement, she is an at-will Contractor of the City of the Village of Clarkston and this Agreement may be terminated by the elected Council of the City of the Village of Clarkston in accordance with the City Charter.

SECTION XI MODIFICATION

No modification or waiver of this Agreement or of any covenant, condition, or provision herein shall be valid unless in writing and duly executed by the parties to this Agreement.

SECTION XII SEVERABILITY

All agreements and covenants herein are severable, and in the event of any of them, with the exception of those contained in Section I, II, III, IV, and V hereof, shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid agreements or covenants were not contained herein.

SECTION XIII COMPLETE AGREEMENT AND WRITTEN CONTRACT

This written Agreement embodies the entire Agreement between the parties and there are no inducements, promises, terms, conditions, or obligations made or

entered into by either the Employer or the Contractor other than those contained herein.

SECTION XIV
INDEMNIFICATION

The City shall defend, save harmless and indemnify the Contractor against any tort or professional liability claim or demand or other legal action arising out of an alleged act or omission occurring in the performance of the Contractor's duties. The City may compromise and settle any such claim or suit and shall pay the amount of any settlement or judgment rendered.

IN WITNESS WHEREOF, the parties have executed this Agreement at the City of the Village of Clarkston City Hall this **fourteenth day of April, 2025**.

WITNESSES:

CITY OF THE VILLAGE OF CLARKSTON

BY:

Sue Wylie, Mayor
City of the Village of Clarkston
(Employer)

BY:

Jonathan Smith, City Manager

BY:

Angela Guillen, (Contractor)

Approved as to Form:

Thomas J. Ryan, City Attorney



SUMMER CONFERENCE

*25th Anniversary
Sterling Silver Jubilee*

JUNE

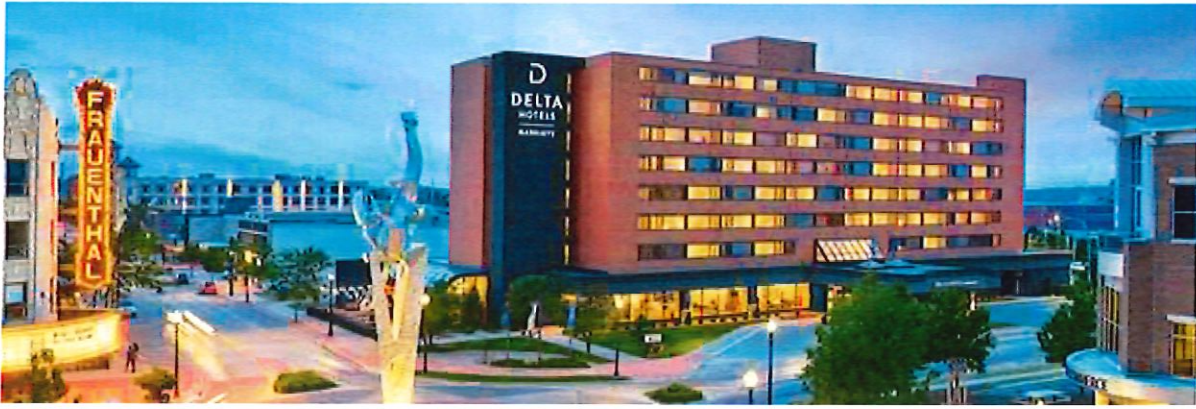
2-6

2025

MUSKEGON DELTA CONVENTION CENTER

2025 Annual Conference

	Price	Qty
Master Class Only (member) - Tuesday	\$175	<input type="text"/>
Clerking 101 Only (member) - Monday-Tuesday	\$300	<input type="text"/>
Master Class and Conference (member) - Tuesday-Friday	\$575	<input type="text" value="1"/>
Clerking 101 and Conference (member) - Monday-Friday	\$700	<input type="text"/>
Conference Only (Member) - Wednesday-Friday	\$400	Registered
Guest Meal Package (\$70-\$350)	-	<input type="text"/>
Total	\$575	



Check-In: Sunday, June 1, 2025 03:00 PM

Check-Out: Friday, June 6, 2025 12:00 PM

Number of rooms 1 Room

Guests per room 1 Adult

Guarantee Method Credit Card Guarantee, Visa

Total for Stay (all rooms) 1,086.75 USD

Room 1

Room Type > 1 King Bed, Guest Room

Guaranteed Requests:

Non-Smoking Room

ALL REQUESTS >

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - Renewal of Agreement to Participate in the Canada Goose Program

WHEREAS, the City of the Village of Clarkston routinely receives complaints from residents and visitors regarding the large population of Canadian Geese in and around the following bodies of water within the City boundaries: Mill Pond, Parke Lake, Deer Lake, Middle Lake, Depot Park Mill Race, and the Village West Pond, and;

WHEREAS, the City of the Village of Clarkston and the Clarkston Mill Pond Association recognize that the Michigan Department of Natural Resources (MDNR) program for Canada Goose Nest/Egg Destruction is an effective means of controlling the goose population, and;

WHEREAS, MDNR permit applicants are responsible for adhering to all requirements of the permit, including notification to all lakefront residents and tenants of any proposed actions, and;

NOW THEREFORE, BE IT RESOLVED by _____ and supported by _____ that the City Council of the City of the Village of Clarkston hereby approves the continued participation in the MDNR's Canada Goose Nest/Egg Destruction Program for the 5-year period from 2025 through 2029 in and around the following bodies of water within the City boundaries: Mill Pond, Parke Lake, Deer Lake, Middle Lake, Depot Park Mill Race, and the Village West Pond.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
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☐ Motion is Adopted

☐ Motion is Defeated

Jonathan Smith, City Manager

April 14, 2025

Date