
RULE OF THE CHAMBER

Any person wishing to address City Council shall step up to the lectern, state their name and address in an audible tone of voice for the record, and unless further time is granted by the presiding officer, shall limit their address to three (3) minutes.

A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Council.

Any person who does not wish to address Council from the lectern, may print their name, address and comment/question which he/she would like brought before Council on a card provided by the Clerk/Treasurer and return the card to the Clerk/Treasurer before the meeting begins. The Clerk/Treasurer will address the presiding officer at the start of Citizen Comments on the Agenda, notifying him of the card comment, and read the card into the record for response.

Those who want to use audio and image recording equipment in Council Chambers that requires a monopod, tripod or other auxiliary equipment for the audio and image devices shall notify the City Clerk before the meeting begins. Arrangements will be made to accommodate the request in a manner that minimizes the possibility of disrupting the meeting. No additional illuminating lights may be used in Council Chambers unless a majority of City Council members consent. Additionally, cell phones and pagers should be set to vibrate or silent mode when inside Council Chambers.

Should any person fail or refuse to comply with any Rules of the Chamber, after being informed of such noncompliance by the presiding officer, such a person may be deemed by the presiding officer to have committed a breach of the peace by disrupting the public meeting, and the presiding officer may then order such person excluded from the public meeting under Section 3 (6) of Open Meetings Act, Act 267 of 1976.

You will notice a numbering system under each heading. There is significance to these numbers. Each agenda item is numbered consecutively beginning in January and continues through December of each calendar year.

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon one week's notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9136. The City of Monroe website address is www.monroemi.gov.

**AGENDA - CITY COUNCIL REGULAR MEETING
MONDAY, JULY 7, 2008**

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

IV. PRESENTATIONS.

Presentation by Ed Sell, Finance Director, regarding the CRMS Action Line.

V. PUBLIC HEARINGS.

165 Public hearing to hear public comments on Proposed Ordinance No. 08-009, an Ordinance to amend Chapter 296, Municipal Employees' Retirement System adding the following Sections 296.11(e) and (f). There are no comments on file in writing in the Clerk-Treasurer's Office

166 Public hearing to hear public comments on Proposed Ordinance No. 08-010, an Ordinance to amend Chapter 296, Municipal Employees' Retirement System to revise Section 296.48(b)(2)A, Hybrid Pension retirement window. There are no comments on file in writing in the Clerk-Treasurer's Office.

151 Public hearing to hear public comments regarding the necessity of installing a new public storm sewer relief outlet to alleviate drainage problems between Roessler Street and John L Drive. There is one letter of objection on file in writing in the Clerk-Treasurer's Office.

152 Public hearing to hear public comments regarding the necessity of installing a new public water main on East Eighth Street between Washington and Custer. There are no comments on file in writing in the Clerk-Treasurer's Office.

- 187 Public hearing for the purpose of reviewing and hearing comments on an application for an Industrial Facilities Tax exemption Certificate pursuant to Public Act 198 of 1974, as amended, from Fluid Equipment Development Company for property located at 800 Ternes Drive. There are no comments on file in writing in the Clerk-Treasurer's Office.
- 188 Public hearing for the purpose of reviewing and hearing comments on a request to revoke the Industrial Facilities Tax Exemption Certificate pursuant to Public act 198 of 1974, as amended, issued to Finishers Unlimited for the property located at 455 Detroit Avenue. There are no comments on file in writing in the Clerk-Treasurer's Office.

VI. COUNCIL ACTION.

- 165 Proposed Ordinance No. 08-009, an Ordinance to amend Chapter 296, Municipal Employees' Retirement System adding the following Sections 296.11(e) and (f), up for it's final reading.
- 166 Proposed Ordinance No. 08-010, an Ordinance to amend Chapter 296, Municipal Employees' Retirement System to revise Section 296.48(b)(2)A, Hybrid Pension retirement window, up for it's final reading.
- 170 Communication from the City Manager, submitting Proposed Ordinance No. 08-011, an Ordinance to amend Sections 492.01 and 492.02, Speed on River Raisin, of the Codified Ordinance of Monroe, MI.

Proposed Ordinance No. 08-011, up for its first reading and recommending that the public hearing be set for Monday July 21, 2008.

VII. CONSENT AGENDA. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and will be approved by one motion, unless a Council member or citizen requests that an item be removed and acted on as a separate agenda item)

- A. Approval of the Minutes of the Regular Meeting held on Monday, June 16, 2008.
- B. Approval of payments to vendors in the amount of \$_____.
Action: Bills be allowed and warrants drawn on the various accounts for their payment.

- 171 Old Village Plat Neighborhood Association Block Party.
 - 1. Communication from the City Manager's Office, reporting back on a request from June Coyne on behalf of the Old village Plat Neighborhood Association for permission to hold their annual block party on August 23, 2008 and to close one block of S. Macomb Street between Third and Fourth Streets from 3:00 – 9:00 p.m., and recommending that Council approve the request contingent upon items being met as outlined by the administration, and that the City Manager be granted the authority to alter/amend the event due to health and/or safety reasons.
 - 2. Supporting documents.
 - 3. Action: Accept, place on file and the recommendation be carried out.

172 Human Society Banner Request.

1. Communication from the City Manager's Office, reporting back on a request from the Humane Society of Monroe County for permission to display a banner across West First Street from August 25 – September 13, 2008, announcing their annual "Bark in the Park Walk" at St. Mary's Park, and recommending that the request be approved.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

173 First Presbyterian Church Charity Bed Race.

1. Communication from the City Manager's Office, reporting back on a request from the First Presbyterian Church for permission to hold a charity bed race and to close East First between Monroe and Macomb Streets and Washington Street between Front and Second Streets from 12noon – 6:00 p.m. October 19, 2008, and recommending that Council approve the request contingent upon items being met as outlined by the administration, subject to no additional overtime or other costs to the city, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

174 Arthur Lesow Community Center Back to School Festival.

1. Communication from the City Manager's Office, reporting back on a request from the Arthur Lesow Community Center for permission to hold a Back to School Festival on August 16, 2008 from 10:00 a.m. to 5:00 p.m., use of the City's portable stage, use of the parking lot west of ALCC (connecting Eastchester to Winchester), and that all fees be waived, and recommending that Council approve the request contingent upon items being met as outlined by the administration, subject to no additional overtime or other costs to the city, and that the City Manager be granted the authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

175 Riverside Mini Mart, LLC Transfer Ownership.

1. Communication from the City Manager's Office, reporting back on a request from Riverside Mini Mart to transfer ownership of a 2008 SDM licensed business located at 906 W. Front Street to Beech Market, and recommending that council approve this requested transfer contingent upon payment of delinquent taxes and passage of final building inspection.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

176 Fire and Police Annual Picnic in the Park.

1. Communication from the City Manager's Office reporting back on a request from Firefighter Wolf for permission to close Elm Avenue between Monroe and Borgess Streets, to park their trucks on Elm Avenue and use the fire hydrants, from 11:00 a.m. – 2:00 p.m. on August 2,

2008 for their annual "Picnic in the Park" at St. Mary's Park, and recommending that Council approve the request contingent upon items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

2. Supporting documents.
3. Action: Accept, place on file and that the recommendation be carried out.

177 Jazz Festival Banner Request.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Convention and Tourism Bureau for permission to display banners across East Front and Monroe Streets from July 14 – August 10, 2008, announcing the Jazz Festival on August 9 & 10, 2008, and recommending approval of this request with modified dates for Monroe Street of July 29 – August 10, 2008.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

178 Jazz Festival Services Contract.

1. Communication from the City Manager's Office reporting back on a request from the Monroe County Convention and Tourism Bureau for permission to hold the annual River Raisin Jazz Festival on August 9 & 10, 2008, with assistance from city personnel (DPS, Fire & Police), assist with sponsorship of the event, close Elm Avenue from Borgess to Monroe Street VIP parking spots in St. Mary's parking lot, provide police security in Park, clean-up of city park, install fencing around VIP viewing area, install flags and banners, signage to parking, provide bleachers, porta-potties, and garbage cans, etc., and any other cleanup to make the park area presentable, and recommend that Council approve the request contingent upon items being met as outlined by the administration, subject to no additional overtime or other costs to the city, as well as the signing of this contractual services agreement between the City and Monroe County Convention and Tourism Bureau, and that the City Manager be granted the authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

179 Appointments Resolution.

1. Communication from the Mayor's Office submitting a proposed resolution for appointments to various City Boards and Commissions, and recommending the proposed Resolution be adopted.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

180 Wastewater System Improvements.

1. Communication from Director of Water & Wastewater Utilities, submitting a proposal for additional engineering services to complete the project design on the Wastewater system improvements project, and recommending that a purchase order be awarded to URS Corporation in the amount of \$104,195.00.

2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 181 Installation of New Public Water Main - East Eighth Street.
1. Communication from the Director of Engineering, Public Services, and Planning, submitting Resolution No. 3 in the special assessment process declaring the installation of a new water main on East Eighth Street between Washington and Custer a public necessity, and recommending that the attached Resolution 3 be adopted, and that the Engineering Department be authorized to secure quotes from various contractors for the work.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 182 Resolution No. 3 – St. Mary's Gardens – New Public Storm Sewer.
1. Communication from the Director of Engineering, Public Services, and Planning, submitting Resolution No. 3 in the special assessment process declaring the installation of a new public storm sewer relief outlet to alleviate a drainage system that is failing at the rear of homes located between John L, Calgary, and North Roessler a public necessity, and recommending that Resolution 3 be adopted.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 183 Resolution No. 4 – St. Mary's Gardens – New Public Storm Sewer
1. Communication from the Director of Engineering, Public Services and Planning, submitting Resolution No. 4, setting the public hearing date for Monday August 4, 2008 at 7:30 p.m. to hear comments on the special assessment roll for the installation of a public storm sewer relief outlet to alleviate drainage problems between Roessler & John L Drive, and recommending that the Resolution be adopted.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 184 AT&T Above-Ground Utility Structure – Request for Permit Approval – Location #24.
1. Communication from the Director of Engineering, Public Services, and Planning, submitting a request for approval of AT&T Above Ground Utility Structure Location #24, in the west terrace of Borgess Avenue roughly 100 feet north of Elm Avenue, and recommending that the cabinet at location #24 be approved contingent upon no objections from the reviewing department and that the Engineering Department be authorized to issue a right-of-way permit for the work, subject to minor relocation for any conflicting utilities.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 185 Consultant Award – 2008 Bridge Inspection.
1. Communication from the Director of Engineering, Public Services and Planning, submitting a proposal for the 2008 Bridge Inspection Consultant Selection, and recommending that the

City award a contract for inspection services to the Mannik and Smith Group, in the amount of \$18,560.00 , and that the Director of Engineering be authorized to execute the agreement on behalf of the City, and further recommending that the Finance Director be authorized to make a budget transfer as necessary from either the Engineering Department full-time salaries budget, or unallocated fund balances in the Major Street Fund or General Fund to cover the costs of the inspection activities.

2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

186 2008 Crack and Slurry Seal Program Award.

1. Communication from the Director of Engineering, Public Services and Planning, reporting that D.G. Slurry Seal of Toledo, Ohio, the only bidder for the past three years for the Crack and Slurry Seal Program, has indicated interest in the 2008 Program, and recommending that council award a Change Order to the 2007 Program contract to D. G. Slurry Seal of Toledo in the amount of \$103,120.81 which includes contingencies and further recommending that the Director of Engineering, Public Services, and Planning be authorized to sign the change order on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

187 Fluid Equipment Development Company IFT Application.

1. Communication from the Planning Department, submitting an Application for an Industrial Facilities Exemption Certificate from Fluid Equipment Development Company for leasehold improvements and personal property to their facility located at 800 Ternes Drive and recommending that Council approve the request in accordance with the recommendation of the EDRC in the form of the attached resolution and authorize staff to forward the application to the State Tax Commission for their review and action, following a public hearing, at its July 7, 2008 meeting.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

188 Revocation of Finishers Unlimited of Monroe, Inc. Tax Abatement.

1. Communication from the Assessor's Office, submitting a proposed resolution to revoke Industrial Facilities Exemption Certificate No. 97-754 issued to Finishers Unlimited of Monroe Inc., and recommending the attached Resolution be adopted.
2. Supporting documents.
3. Action: Accept, place on file and the Resolution be adopted.

189 2008 Additional Street Projects.

1. Communication from the Director of Engineering, Public Services, and Planning, submitting a list of five (5) streets for funding and construction during calendar year 2008 as part of the 2008/09 Capital Improvements Program and recommending that the Finance Director be authorized to allocate funding from the unallocated Fiscal Year 2008-009 General Fund Budget for the five (5) projects and it is further recommended that the Engineering

Department be authorized to solicit quotes and/or bids as appropriate for the work herein described, and to present them for award at a future City Council meeting.

2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

190 2008 Sidewalk Replacement Program.

1. Communication from the Director of Engineering, Public Services and Planning submitting a list of property owners who have not repaired the sidewalks adjacent to their property in conjunction with the 2008 Sidewalk Replacement Program, and recommending that if their walks are not repaired within ten (10) days, the City will arrange to make the necessary repairs and bill the cost to them..
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

191 2008 Sidewalk Replacement Program Award.

1. Communication from the Director of Engineer, Public Services, and Planning submitting a quote from Andrews Construction Company, Inc., for the 2008 Sidewalk replacement program, and recommending that Council award a Change Order to Andrews Construction Company, Inc. 2007-2008 ADA Ramp Replacement Program Contractor in the amount of \$65,957.19, and that a total of \$76,000 be encumbered, which includes a 15% contingency for the project, and it is further recommended that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

192 Water Department Neptune Radio Reading Device and Meter Purchase.

1. Communication from the Director of Water & Wastewater Utilities, submitting a request to purchase three hundred (300) Neptune R900 Wall Unit Radio Reading devices, four hundred forty (440) Neptune R900 Pit Unit Radio Reading Devices, three hundred sixty (360) 5/8"x3/4" T-10 E-Coder inside water meters, and two hundred forty (240) 5/8"x3/4" T-10 Auto Detect pit water meters, and recommending that a purchase order in the amount of \$151,374.00 for providing the Water Department Neptune Radio Reading Devices and meters be issued to SLC Meter Services, Inc. (sole source distributor).
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

193 Non-Bargained for Employees.

1. Communication from the Human Resource Director submitting Policy changes in Health Care and Retiree Health Care benefits for non-bargained employees and recommending that Council approve the attached Policies and direct City administration to proceed with implementation.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

194 Little House of Hugs Request for Waived Fees

1. Communication from the City Manager's Office submitting a request from Little House of Hugs to use St. Mary's Park and Bandshell to raise funds for Tommy Brancheau on June 11, 2008 from 6:00 – 9:00 p.m. and that fees are waived, and recommending that Council approve the request to waive the fees contingent upon items being met as outlined by the administration, that all necessary park deposits are paid, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

VIII. MAYOR'S COMMENTS.

IX. CITY MANAGER COMMUNICATION.

X. COUNCIL COMMENTS.

XI. CITIZEN COMMENTS.

XII. ADJOURNMENT.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: ORDINANCE NO. 08-011, AN ORDINANCE TO AMEND SECTIONS 492.01 AND 492.02, SPEED ON RIVER RAISIN, OF THE CODIFIED ORDINANCE OF MONROE, MICHIGAN

DISCUSSION: On May 19, 2008 City Council amended Sections 492.01 and 492.02 regulating the speed of watercraft on the River Raisin. After the amendment was passed, we received word from the Michigan Department of Natural Resources that it would not accept the Ordinance as amended since it did not comply exactly with the proposal which it submitted to the City in January of this year (Proposal is attached).

The attached Ordinance amendment contains no material changes but does tract exactly the proposal from the Michigan Department of Natural Resources. This document has been submitted to the Department of Natural Resources and we have been advised that it complies with their rules and is acceptable.

It is recommended that Ordinance No. 08-011, an Ordinance to amend Sections 492.01 and 492.02, be placed on the floor for its first reading on July 7, 2008, and that the public hearing, second reading and anticipated passage of the Ordinance be scheduled for July 21, 2008.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: City Manager

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Fire Chiefs, Police Chiefs and Deputy Police Chiefs

FINANCES

COST AND REVENUE PROJECTIONS:		
	Cost of Total Project	\$ No additional
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	City	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: George A. Brown, City Manager

DATE: 6/20/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08

ORDINANCE NO. 08-011 RIVER RAISIN SPEED

1 An Ordinance to amend Sections 492.01 and 492.02, Speed On River Raisin, of
2 the Codified Ordinance of Monroe, Michigan.

3 **THE CITY OF MONROE ORDAINS:**

4 **SECTION 1. AMENDMENT OF 492.01.**

5 Section 492.01 is amended as follows:

6 ~~492.01~~ **DEFINITIONS.**

7 ~~RECREATIONAL VESSEL~~ Any vessel manufactured or operated for pleasure that is
8 propelled or controlled by machinery, sails, oars, paddle, poles or another vessel

9 ~~SLOW- NO WAKE SPEED~~ A very slow speed whereby the wake or wash created by
10 the motor boat would be minimal

11 ~~492.0201~~ **SPEED ON RIVER RAISIN.**

12 A. ~~On that portion of the waters of the River Raisin, from Dam No. 6 located bridge,~~
13 ~~downriver to Monroe Harbor buoy green can number 9, Latitude 41-54-01.764N,~~
14 ~~Longitude 083-21-24.408W, within the City of Monroe, County of Monroe, State~~
15 ~~of Michigan, it is unlawful for the operator of a recreational vessel to exceed a~~
16 ~~slow – no wake speed,~~

17 B. ~~The boundaries of the area described above shall be marked with signs and/or~~
18 ~~buoys. All buoys must be placed as described in the permit issued by the~~
19 ~~Department of Natural Resources and be in conformance with the State Uniform~~
20 ~~Waterway Marking System.~~

21 **MICHIGAN DEPARTMENT OF NATURAL RESOURCES**

22 **LAW ENFORCEMENT DIVISION**

23 **SPECIAL LOCAL WATERCRAFT CONTROL**

24 Regulations for Monroe County

25 **WC-58-07-001 – RIVER RAISIN: SLOW -- NO WAKE SPEED**

26 On that portion of the waters of the River Raisin, from Dam No. 6 located easterly
27 of the Canadian National railroad bridge, downriver to Monroe Harbor buoy green can
28 number 9, Latitude 41-54-01.764N, Longitude 083-21-24.408W, within the City of
29 Monroe, County of Monroe, State of Michigan, it is unlawful for the operator of a
30 recreational vessel to exceed a slow – no wake speed,

31 For purposes of this watercraft control, a recreational vessel is defined as any
32 vessel manufactured or operated for pleasure that is propelled or controlled by
33 machinery, sails, oars, paddle, poles or another vessel.

34 Slow--no wake speed means a very slow speed whereby the wake or wash
35 created by the motor boat would be minimal

36 The boundaries of the area described above shall be marked with signs and/or
37 buoys. All buoys must be placed as described in the permit issued by the Department
38 of Natural Resources and be in conformance with the State Uniform Waterway Marking
39 System.

40 **SECTION 2. SEVERABILITY.**

41 The various parts, portions, sections and clauses of this Ordinance are hereby
42 declared to be severable. If any part, sentence, paragraph, section, phrase or clause is
43 adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder
44 of the Ordinance shall not be affected thereby.

45 **SECTION 3. EFFECTIVE DATE.**

46 This Ordinance shall become effective 20 days after its passage and publication.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: OLD VILLAGE PLAT NEIGHBORHOOD ASSOCIATION BLOCK PARTY

DISCUSSION:

The City received a request from June Coyne on behalf of the residents within the Old Village Plat Neighborhood Association for permission to close one block of S. Macomb Street on August 23, 2008 for their annual block party. Specifically the request is to close S. Macomb Street between Third and Fourth Streets from 3:00 – 9:00 p.m.

The request was reviewed by the administrative staff and there were no objections to the request subject to emergency vehicle access being maintained.

The Police Department does not foresee any traffic issues as long as D.P.S. provides barricades to prevent motor vehicle traffic within the requested area. The Afternoon Shift Commanders will be made aware of the event so their shifts can make periodic checks.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Attorney, Engineering, Fire, Finance, Building and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$
\$
\$
\$

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/19/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE HUMANE SOCIETY OF MONROE COUNTY FOR PERMISSION TO DISPLAY A BANNER ACROSS WEST FIRST STREET FROM AUGUST 25 – SEPTEMBER 13, 2008

DISCUSSION: The City received a request from the Humane Society of Monroe County for permission to display a banner across West First Street from August 25 – September 13, 2008 announcing their annual “Bark in the Park Walk” at St. Mary’s Park.

The request was sent to the various departments for their review. The Engineering Department has indicated that the date and location is available and has no objections.

Therefore, the City Manager recommends approval of the request.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$

Other Funds

\$
\$
\$
\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/19/07

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/07



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: FIRST PRESBYTERIAN CHURCH CHARITY BED RACE

DISCUSSION: The City received a request from the First Presbyterian Church for permission to hold a charity bed race and to close the affected streets on October 19, 2008. Specifically the request is to close East First Street between Monroe and Macomb Streets and Washington Street between Front and Second Streets from 12noon – 6:00 p.m.

The request was reviewed by the administrative staff and there were no objections to the request subject to emergency vehicle access being maintained and that all insurance requirements are met.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, **subject to no additional overtime or other costs to the city**, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Fire, DPS, Police, Finance, and Building

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ N/A
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/19/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: ARTHUR LESOW COMMUNITY CENTER BACK TO SCHOOL FESTIVAL

DISCUSSION: The City received a request from the Arthur Lesow Community Center for permission to hold a "Back to School Festival" on August 16, 2008 from 10:00 a.m. – 5:00 p.m. Specifically the request is for permission to use the city's portable stage, use of the parking lot west of ALCC, and closure of Second Street between Eastchester and Winchester and the alley north of ALCC (connecting Eastchester to Winchester), and that all fees are waived.

The request was reviewed by the administrative staff and there were no objections to the request subject to emergency vehicle access being maintained, and that insurance requirements are met.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Fire, DPS, Police, Finance, and Building

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ N/A
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/23/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM RIVERSIDE MINI MART, LLC TO TRANSFER OWNERSHIP OF A 2008 SDM LICENSED BUSINESS LOCATED AT 906 W, FRONT ST., MONROE, MI FROM BEECH MARKET

DISCUSSION: The City received an application from Riverside Mini Mart to transfer ownership of a 2008 SDM licensed business located at 906 W. Front Street, Monroe, MI from Beech Market.

The request was reviewed by the administrative staff and there was an objection from the Clerk-Treasurer due to delinquent personal property taxes owed. Inspections were conducted by the Police and Fire Departments and there were no code violations. The Building Department tentatively approves the transfer contingent upon all inspections for building modifications pass.

Therefore, it is recommended, that City Council approve this requested transfer contingent upon payment of delinquent taxes and passage of final building inspection.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Fire, Clerk, Police, Attorney, Finance, Community Development, Building and City Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$
\$
\$
\$

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/23/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: FIRE AND POLICE DEPARTMENT'S ANNUAL PICNIC IN THE PARK

DISCUSSION:

The City received a request from Firefighter Brian Wolf on behalf of the Fire and Police Departments for permission to close Elm Avenue on August 2, 2008 for their annual "Picnic in the Park" at St. Mary's Park. Specifically the request is to close Elm Avenue between Monroe and Borgess Streets from 11:0 a.m. – 2:00 p.m. so they can park their trucks on Elm Avenue and use the hydrant on the north side of Elm Avenue for activities.

The request was sent to the administrative staff for their review. We do not foresee any problems or objections to the request subject to emergency vehicle access being maintained.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Attorney, Engineering, Fire, Finance, Building and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$
\$
\$
\$

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/23/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY TOURISM BUREAU FOR PERMISSION TO DISPLAY A BANNER ACROSS EAST FRONT AND MONROE STREET ANNOUNCING THE “JAZZ FESTIVAL” ON AUGUST 9 & 10, 2008

DISCUSSION: The City received a request from the Monroe County Convention & Tourism Bureau for permission to display banners across East Front and Monroe Streets from July 14 – August 10, 2008, announcing the Jazz Festival on August 9 & 10, 2008.

The request has been sent to the various departments for their review. The Engineering Department has indicated that E. Front Street is available for the times specified but Monroe Street is only available from July 29 – Aug. 10th. After Council approval, advance notification will be sent to MDOT.

Manager: The City Manager recommends approval of this request with modified dates.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$

Other Funds

\$
\$
\$
\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/24/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: CONTRACT FOR SERVICES FOR THE SEVENTH ANNUAL RIVER RAISIN JAZZ FESTIVAL BETWEEN THE CITY OF MONROE AND MONROE COUNTY CONVENTION AND TOURISM BUREAU

DISCUSSION: The City Council approved the request from the Monroe County Convention & Tourism Bureau for permission to **hold the dates** for the Annual River Raisin Jazz Festival on August 9 & 10, 2008 in the fall of 2007 “.contingent upon the Tourism Bureau’s timely submission of detailed information (special event application and/or park permits) prior to each event and review and approval by pertinent city staff and council.”

Attached please find a list of requests/services from the MCCTB for this year’s Jazz Festival along with their request for the City to help sponsor the event. Specifically the request is to close Elm Avenue from Borgess to Monroe Street, VIP parking spots in St. Mary’s parking lot, police security in Park from Friday – Sunday, clean-up of city park, install fencing around VIP viewing area, install flags and banners, signage to parking, provide bleachers, porta-potties, and garbage cans, etc. and any other touch up or clean up as necessary to make the park area presentable.

The request was reviewed by the administrative staff and there were no objections to the request subject to emergency vehicle access being maintained, that all insurance requirements are met, and that another meeting is held prior to the event with city staff and the Tourism Bureau to finalize details.

The City of Monroe proposes to enter into an agreement with the MCCTB for payment of money for services to be performed for the 2007 River Raisin Jazz Festival. The \$5,000 cash contribution will be made from Community Promotion Account Number 101 05 101 880.000.

The contribution the City makes towards the success of the River Raisin Jazz Festival is actually much larger than \$5,000 cash contribution associated with this contract for services agreement. The City’s considerable donation also includes an array of in-kind support services. An example of just some of the in-kind donations the City of Monroe makes includes but is not limited to: wage overtime expenses for firefighters, police officers, Department of Public Services personnel, and Recreation Department personnel; banners, signs and sign placement throughout area, rental of latrines and hand-washing stations, flowers, rental of canopies, site preparation and cleanup, rental of commercial rubbish receptacles, equipment usage charges, and staff event planning, logistics, and support time. With furnishing of these support services, the City’s total cash and in-kind contribution approaches nearly \$15,000.00.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, as well as the signing of this contractual services agreement between the City and the Monroe County Convention and Tourism Bureau for the production of the 2008 River Raisin Jazz Festival, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Fire, Police, DPS, Recreation, and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$5,000
Cost of This Project Approval	\$5,000
Related Annual Operating Cost	\$N/A
Increased Revenue Expected/Year	\$N/A

SOURCE OF FUNDS:

City

Account Number

Amount

101 05 101 880.000
(Community Promotion Fund)

\$5,000.00

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 6/25/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Appointments

DISCUSSION: The attached Resolution recommends appointments to various City Boards and Commissions whose terms have expired and/or where there is a vacancy.

Therefore, it is recommended, that City Council approve the proposed Resolution making appointments to various City Boards and Commissions.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Operations

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ N/A
Cost of This Project Approval	\$ N/A
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Mayor's Office

DATE: 6/25/08

REVIEWED BY: Mark G. Worrell

DATE:

COUNCIL MEETING DATE: 7/07/08



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: WASTEWATER SYSTEM IMPROVEMENTS – ADDITIONAL ENGINEERING SERVICES

DISCUSSION:

On January 3, 2006, City Council awarded URS Corporation a contract to complete a Wastewater Facilities Plan. URS completed the Facilities Plan where a Project Plan and applications for a State Revolving Fund (SRF) Loan and S2 Grant were then completed. The City of Monroe was awarded an S2 Grant in the amount of \$810,122.00 by the Michigan Department of Environmental Quality (MDEQ) to cover a major portion of the design costs related to the Project Plan scope. On September 18, 2006, Council awarded a contract for engineering services in the amount of \$865,800.00 to URS Corporation to complete the design work per the Project Plan.

During design, additional design services were required to meet the needs of the facility along with having to revise the contract documents twice due to SRF funding level restrictions. Since that time we have become eligible to fund the entire project with the SRF Loan and the project is currently out for bid. Most recently, the MDEQ has required as a special permit condition for the project to provide for electrical reliability and redundancy. This requirement increases the overall project cost and requires additional design costs which will occur during the bidding phase and will prompt an addendum so as to meet the permit condition. As a result of all the above items and as outlined in the attached proposal from URS Corporation, additional costs and services have resulted and will be needed to complete the design of the project. All design costs above the S2 Grant are scheduled be reimbursed by the SRF Loan, however they must first be fronted by the City of Monroe Wastewater Fund. It is recommended to utilize URS Corporation to complete the project design and incorporate all costs into the SRF Loan to take advantage of the 2.5% SRF low interest loan.

IT IS RECOMMENDED that a purchase order be awarded to URS Corporation in the amount of \$104,195.00 for Additional Engineering Services on the Wastewater System Improvements project as outlined in the attached proposal to complete the project design.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: ASAP

REASON FOR DEADLINE: Complete all design services before bid opening scheduled for July 16, 2008.

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:


Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Wastewater Department

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 969,995.00
Cost of This Project Approval	\$ 104,195.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

City	Account Number	Amount
General Contract Services	59075521 818020 07Z03	\$ 104,195.00
Other Funds		

Budget Approval: _____

FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** June 24, 2008

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 7, 2008



June 19, 2008

Mr. Barry Laroy, P.E.
Director of Water & Wastewater Utilities
120 East First Street
Monroe, MI 48161

Re: Additional Engineering Services – Wastewater System Improvements

Dear Mr. Laroy:

As you are aware, the Wastewater System Improvements design is nearing completion. As the design has developed, there have been several changes to the scope of the project that will cause the final cost of the design services to exceed the estimated fee currently authorized by the City. The purpose of this letter is to document those changes or activities that are beyond the original scope of services and request an increase to the currently authorized fee.

Several of the additional services were previously documented in draft correspondence to the City as part of a second S2 Grant application. These services included preparation of the grant application and supporting documentation, and design services for:

- Screenings compactor for the mechanical bar screens
- Building repairs and modifications to the Equipment and Maintenance Buildings
- Structural repairs to various plant structures
- Handrail replacements
- Reconstruction of the grit/sludge dewatering pad
- Piping modifications to the wet weather clarifier feed piping

In addition to the above, other items that have been incorporated into the design at the City's request include:

- Replacement of the fascia on the Administration Building
- Removal and replacement of the masonry facade of the Equipment Building (due to the extent of damage from water intrusion)
- Development of pre-purchasing specifications for the aeration blowers to improve the construction schedule and reduce the overall cost
- Investigation of modifications to prevent recurrence of the power surge that damaged the blower motor starter

Another factor in the increased design fee resulted from the need to revise the Contract Documents twice, first to split out the Contract 1 work (due to SRF funding level restrictions) and then to

URS Corporation
27777 Franklin Road, Suite 2000
Southfield, Michigan 48034
Tel: 248-204-5900
Fax: 248-204-5901



recombine the work upon regaining SRF fundability). This also included revising the bidding documents to account for utilizing Monroe County as the bonding agent.

Following our recent discussions with MDEQ regarding the need to provide electrical reliability and redundancy, we have also included an estimated fee to design electrical modifications to replace the existing switchgear and provide redundant MCCs and power feeds. These modifications will be incorporated into the project by addendum to allow funding under the SRF program.

As a result of these additional services, URS is requesting an increase of \$104,195 to our currently authorized fee of \$865,800, for a total fee of \$969,995. A breakdown of the workhours and fees associated with each task is presented on the attached table.

URS appreciates the opportunity to continue to work with the City and County on this important project. If you should have any questions or desire additional information, please contact me at your convenience.

Sincerely,
URS CORPORATION

A handwritten signature in cursive script, appearing to read "Jan. M. Hauser".

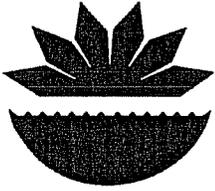
Jan. M. Hauser, P.E.
Water/Wastewater Director

Cc: Mr. Terry Woodward, P.E., URS

City of Monroe
Additional Design Services for
Wastewater Treatment System Improvements
Estimated Work Hours and Fees

	Project Director	Project Manager	Senior Process Engineer	QA/QC	Design Engineer	Site/ Civil Engineer	Facilities Engineer/ Architect	Structural Engineer	Mechanical Engineer	Electrical Engineer	Controls Engineer	Technician	CADD Tech	Clerical	Total Hours	Total Labor
Task 1 - Project Plan Rev. And S2 Grant Application																\$ 7,240
1.1 Project Plan Revisions	2	6	8	2	12	0	0	0	0	0	0	0	0	4	34	\$ 3,730
1.2 S2 Grant Application Development	2	6	0	0	0	0	0	0	0	0	0	0	0	2	10	\$ 1,420
1.3 Public Participation	4	8	0	0	0	0	0	0	0	0	0	0	0	2	14	\$ 2,090
Task 2 - Design Engineering																\$ 23,575
2.1 Screenings Compactor	0	2	8	1	0	0	0	0	4	0	0	0	4	0	19	\$ 2,010
2.2 Equipment Building Fascia	0	2	0	0.5	0	0	8	0	0	0	0	2	16	4	32.5	\$ 2,495
2.3 Maintenance Building Modifications	0	6	0	0.5	0	0	12	0	0	0	0	4	16	4	42.5	\$ 3,615
2.4 Structural Evaluation / Repair Estimate	2	6	0	0.5	0	0	0	48	0	0	0	20	16	4	96.5	\$ 8,645
2.5 Handrail Replacement	0	0	0	0	0	0	6	0	0	0	0	0	12	2	20	\$ 1,430
2.6 Sludge Pad Modifications	0	2	0	0.5	16	12	0	0	0	0	0	0	16	2	48.5	\$ 4,105
2.7 Wet Weather Clarifier Feed Piping Mods.	0	2	0	0.5	6	0	0	0	0	0	0	0	4	2	14.5	\$ 1,275
Task 3 - Additional Services																\$ 69,680
3.1 Admin. Bldg. Fascia	0	2	0	0.5	0	0	8	0	0	0	0	2	16	4	32.5	\$ 2,495
3.2 Masonry Façade Repairs	0	2	0	2	0	0	24	0	0	0	0	0	24	4	56	\$ 4,560
3.3 Blower Pre-Purchase Specs	1	2	4	1	4	0	0	0	0	2	2	0	0	4	20	\$ 2,085
3.4 Power Surge Modifications	2	2	0	0	0	0	0	0	0	8	0	0	0	2	14	\$ 1,660
3.5 SRF Funding Changes	8	24	8	4	16	0	0	8	0	24	8	0	16	4	120	\$ 13,660
3.6 Switchgear and MCC Modifications	4	24	0	8	0	0	0	0	0	280	0	0	120	16	452	\$ 45,220
Total Hours	25	96	28	21	54	12	58	56	4	314	10	28	260	60	1026	\$ 100,495

	Task 1	Task 2	Task 3	Total
Total Project Labor	\$ 7,240	\$ 23,575	\$ 69,680	\$ 100,495
Direct Expenses	\$ 260	\$ 1,900	\$ 1,540	\$ 3,700
Total Estimated Project Fee	\$ 7,500	\$ 25,475	\$ 71,220	\$ 104,195



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: INSTALLATION OF NEW PUBLIC WATER MAIN – EAST EIGHTH STREET BETWEEN WASHINGTON AND CUSTER – SPECIAL ASSESSMENT RESOLUTION NUMBER 3 – DETERMINATION OF PUBLIC NECESSITY

DISCUSSION: As a part of the City's continual analysis of its water system, the Water and Engineering Departments have identified one link in the system where six (6) existing homes, in addition to one developable vacant lot, have access only to an existing 2-inch diameter shared water service. As a line of this size is not capable of providing adequate fire protection, and is not typically capable of providing peak service demands to the adjacent residents, this line has been planned to be replaced with a new 8" water main in conjunction with the reconstruction of the street pavement and the replacement of the existing sanitary sewer main, both of which have been funded in the 2008-09 Capital Improvements Program and therefore at no additional cost to the property owners.

The City Charter provides for the installation of public water mains at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties. Historically, the cost of fire hydrants and one-fifth of the remaining project costs have been borne by the Water Fund, and in this case we have also included an additional amount to cover the cost to loop this new main to Custer Street as well. This mechanism was most recently employed for replacement of a 2" service line on Sackett Avenue with a new 8" main in 2004.

The proposed plans and cost estimate for the water main replacement have been completed, and the public informational meeting was held on Tuesday, June 10, 2008, and was attended by property owners representing four out of the seven properties liable for an assessment. A map of the proposed district has been attached with this fact sheet, as well as the cost estimates presented at the meeting. The proposed district will be assessed on a Residential Equivalent Unit (REU) basis, and this is broken down on the attached estimates as well. It should be noted that following the informational meeting, it was determined that one property actually consists of two REUs instead of one as previously presented. The changes to the per REU assessment have been made on the attached documentation. Resolution 2, which set up the public hearing for the meeting on July 7, was passed unanimously by the City Council on June 16. Prior to June 30, no objections or support in writing had been received by the City.

The next step in this process is Resolution 3, which is a determination of the public necessity of this project, and authorizes the Engineering Department to secure bids for the work. It appears that the most advantageous procurement method for this overall project will be to solicit quotes from the three underground utility contractors currently employed on City projects (Schumaker Brothers, E.R. Zeiler, and Anderzack-Pitzen), and to award the paving work to the 2008 Concrete Paving Program contractor (Dominic Gaglio Construction), thus the bidding process will be decreased in time substantially and we will be certain that we can meet the project time and quality standards. Since this project was not petitioned by the property owners, it is classified as a City-Council initiated project, any action would have to be by 5-2 vote of City Council.

IT IS RECOMMENDED that the attached Resolution 3 be adopted, and that the Engineering Department be authorized to secure quotes from various contractors for the work.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: In order to complete all water main, sanitary sewer, and paving work within 2008, the Special Assessment District needs to be confirmed sometime in August.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, Water Department, Fire Department, adjacent property owners and residents

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$121,512.95*
Cost of This Project Approval	\$N/A
Related Annual Operating Cost	\$N/A
Increased Revenue Expected/Year	\$N/A

*Project cannot be finally approved until Resolution 5 is passed.

SOURCE OF FUNDS:

City

Account Number

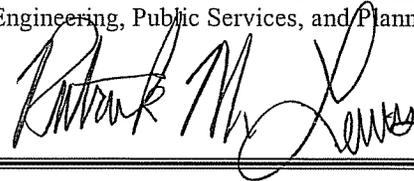
Amount

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 06/30/08

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 7, 2008

RESOLUTION NUMBER 3

WHEREAS, July 7, 2008 was the date set for the hearing and consideration of objections regarding the installation of a water main on East Eighth Street between Washington Street and Custer Street; and

WHEREAS, the Clerk-Treasurer reported no objections on file in writing and comments were considered at the public hearing; therefore, be it

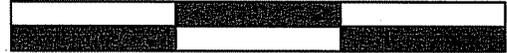
RESOLVED, that there be constructed in the City of Monroe, Michigan, as a necessary public improvement, a water main on East Eighth Street between Washington Street and Custer Street, in accordance with the water main district delineated by this Council, all on file in the City Clerk-Treasurer's Office of this City.

\$41,850.09 shall be paid from the Monroe Water Department Fund, and the remainder of the said cost and expense thereof shall be assessed according to benefits upon the property benefited by the improvement, and included within the special district delimited; and be it further

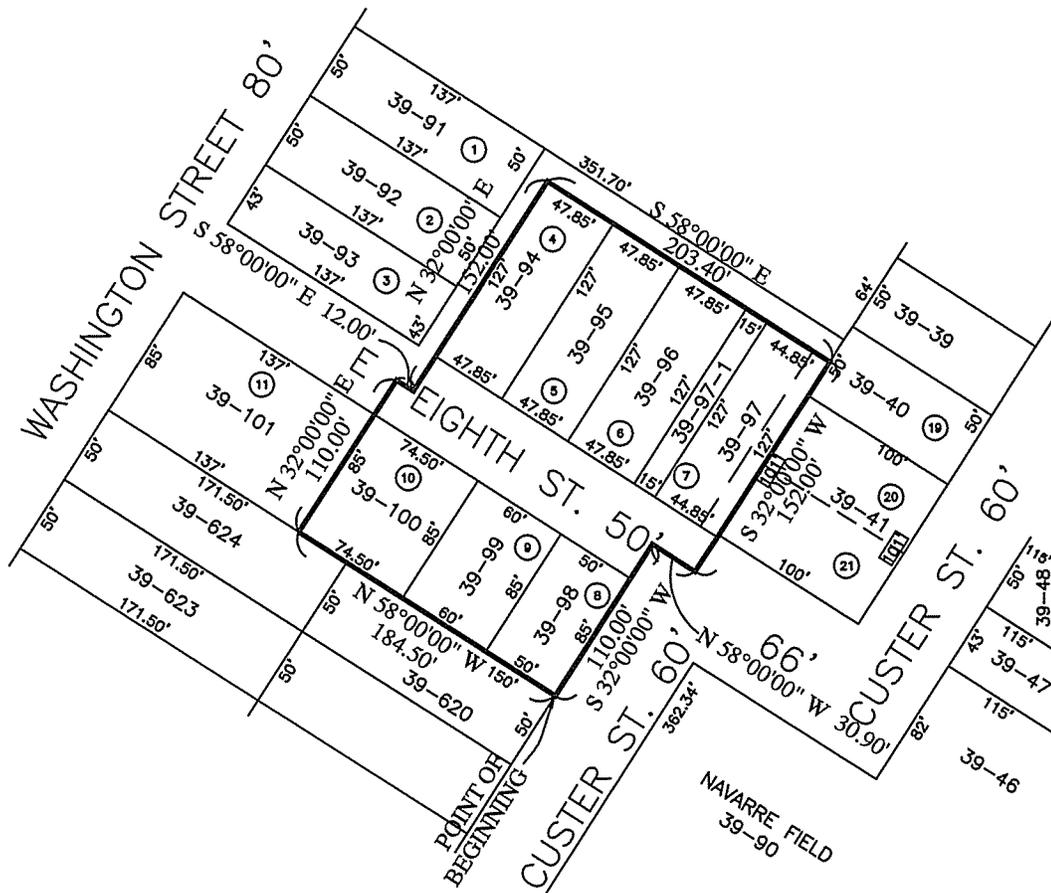
RESOLVED, that the plan, plat, profile, diagram, estimate, and specifications for said improvements now on file, be and hereby is accepted and adopted as Water Main Special Assessment District No. 128; and be it further

RESOLVED, that the City Assessor of the City of Monroe, Michigan be and hereby is instructed and directed to cause a special assessment roll to be prepared for Water Main Special Assessment District No. 128, in which he is instructed to levy upon the property benefited by said improvement, and within this district, the sum of \$79,662.86.

Commencing at the southeast corner of lot 8 of Guettler Plat;
 Thence N 58°00'00" W 184.50 feet;
 Thence N 32°00'00" E 110.0 feet;
 Thence S 58°00'00" E 12.00 feet;
 Thence N 32°00'00" E 152.00 feet;
 Thence S 58°00'00" E 203.40 feet;
 Thence S 32°00' 00" W 152.00 feet;
 Thence N 58°00'00" W 30.90 feet;
 Thence S 32°00'00" W 110.00 feet; to the Point Of Beginning.



SCALE 1" = 100'



REVISIONS		
NO.	DRAWN BY:	DATE:
DWG. OF RECORD		
DATE: _____		

CITY OF MONROE, MICHIGAN
 ENGINEERING DEPARTMENT
 EAST EIGHTH WATERMAIN
 WASHINGTON TO CUSTER ST.
 S.A.D. # 128

SCALE: 1"=100'

FILE NO. A-*

DATE: JUNE, 2008

SHEET NO. 1 OF 1

APPROVED: _____

CITY ENGINEER

2008 WATERMAIN PROGRAM
E. 8TH ST.

E. 8th ST. WATERMAIN TOTAL PROJECT COST

	DESCRIPTION	UNITS	NO. OF UNITS	UNIT PRICE	TOTAL
1	R & D PAVEMENT & APPROACH	SYD	216.1	\$ 13.00	\$ 2,809.30
2	R & D SPOT CURB	LFT	46.0	\$ 12.00	\$ 552.00
3	R & D SIDEWALK	SFT	82.3	\$ 2.00	\$ 164.60
4	R & D EXST'G VALVE BOX	EA	1.0	\$ 500.00	\$ 500.00
5	R & D EXST'G 8" DIA. W.M.	LFT	5.0	\$ 15.00	\$ 75.00
6	R & D EXST'G ROCK	CYD	50.0	\$ 175.00	\$ 8,750.00
6	CUT & CAP EXST'G 2" W.M.	EA	1.0	\$ 500.00	\$ 500.00
7	CUT & CAP EXST'G 8" W.M.	EA	1.0	\$ 500.00	\$ 500.00
8	F & I 8" D.I. CL 52 POLYWRAPPED WATER MAIN	LFT	485.0	\$ 55.00	\$ 26,675.00
9	F & I 8" GATE VALVE & BOX	EA	1.0	\$ 1,500.00	\$ 1,500.00
10	F & I STANDARD SETTING HYD BRANCH, COMPLETE	EA	1.0	\$ 3,000.00	\$ 3,000.00
11	F & I 8"X8"X6" D.I. TEE	EA	1.0	\$ 500.00	\$ 500.00
12	F & I 8"X8"X8" D.I. TEE	EA	1.0	\$ 500.00	\$ 500.00
13	F & I 8" 45° D.I. BEND AND THRUST BLOCK	EA	2.0	\$ 350.00	\$ 700.00
14	F & I 8" D.I. SOLID SLEEVE	EA	1.0	\$ 350.00	\$ 350.00
15	F & I 8" A.C. TO D.I. ADAPTOR	EA	2.0	\$ 500.00	\$ 1,000.00
16	RECONNECT WATER SERVICE SHORT SIDE, COMPLETE	EA	2.0	\$ 600.00	\$ 1,200.00
17	RECONNECT WATER SERVICE LONG SIDE, COMPLETE	EA	4.0	\$ 600.00	\$ 2,400.00
18	REPLACE WATER SERVICE SHORT SIDE, COMPLETE	EA	1.0	\$ 800.00	\$ 800.00
19	F & I 2" TEMP. BLOWOFF	EA	1.0	\$ 600.00	\$ 600.00
20	F & I 1" CHLORINATING TAP	EA	1.0	\$ 600.00	\$ 600.00
21	F & I 6" CONC. PAVE.	SYD	20.8	\$ 32.00	\$ 665.60
22	F & I SPOT CURB	LFT	46.0	\$ 35.00	\$ 1,610.00
23	F & I 36A BIT. HAND PATCH	TONS	12.1	\$ 200.00	\$ 2,420.00
24	F & I CONTROL DENSITY BACKFILL	CYD	320.0	\$ 80.00	\$ 25,600.00
25	MAINTAIN WATERMAIN TRENCH - DIV. A	LS	1.0	\$ 5,000.00	\$ 5,000.00
26	TRAFFIC CONTROL - DIV. A	LS	1.0	\$ 2,000.00	\$ 2,000.00
27	SITE RESTORATION - DIV A	LS	1.0	\$ 2,500.00	\$ 2,500.00
				CONSTRUCTION COST	\$ 93,471.50
				CONSTRUCTION COST	\$ 93,471.50
				CONTINGENCIES (15%)	\$ 14,020.73
				ENGINEERING (15%)	\$ 14,020.73
				PROJECT TOTAL COST	\$ 121,512.95

2008 WATERMAIN PROGRAM
E. 8TH ST.

E. 8th ST. WATERMAIN - CITY NON SAD AREA

	DESCRIPTION	UNITS	NO. OF UNITS	UNIT PRICE	TOTAL
1	R & D PAVEMENT & APPROACH	SYD	18.7	\$ 13.00	\$ 243.10
2	R & D SPOT CURB	LFT	13.0	\$ 12.00	\$ 156.00
3	R & D SIDEWALK	SFT	0.0	\$ 2.00	\$ -
4	R & D EXST'G VALVE BOX	EA	0.0	\$ 500.00	\$ -
5	R & D EXST'G 8" DIA. W.M.	LFT	0.0	\$ 15.00	\$ -
6	R & D EXST'G ROCK	CYD	10.5	\$ 175.00	\$ 1,837.50
6	CUT & CAP EXST'G 2" W.M.	EA	0.0	\$ 500.00	\$ -
7	CUT & CAP EXST'G 8" W.M.	EA	0.0	\$ 500.00	\$ -
8	F & I 8" D.I. CL 52 POLYWRAPPED WATER MAIN	LFT	101.2	\$ 55.00	\$ 5,566.00
9	F & I 8" GATE VALVE & BOX	EA	0.0	\$ 1,500.00	\$ -
10	F & I STANDARD SETTING HYD BRANCH, COMPLETE	EA	1.0	\$ 3,000.00	\$ 3,000.00
11	F & I 8"X8"X6" D.I. TEE	EA	1.0	\$ 500.00	\$ 500.00
12	F & I 8"X8"X8" D.I. TEE	EA	0.0	\$ 500.00	\$ -
13	F & I 8" 45° D.I. BEND AND THRUST BLOCK	EA	0.0	\$ 350.00	\$ -
14	F & I 8" D.I. SOLID SLEEVE	EA	1.0	\$ 350.00	\$ 350.00
15	F & I 8" A.C. TO D.I. ADAPTOR	EA	0.0	\$ 500.00	\$ -
16	RECONNECT WATER SERVICE SHORT SIDE, COMPLETE	EA	0.0	\$ 600.00	\$ -
17	RECONNECT WATER SERVICE LONG SIDE, COMPLETE	EA	0.0	\$ 600.00	\$ -
18	REPLACE WATER SERVICE SHORT SIDE, COMPLETE	EA	0.0	\$ 800.00	\$ -
19	F & I 2" TEMP. BLOWOFF	EA	0.0	\$ 600.00	\$ -
20	F & I 1" CHLORINATING TAP	EA	0.0	\$ 600.00	\$ -
21	F & I 6" CONC. PAVE.	SYD	0.0	\$ 32.00	\$ -
22	F & I SPOT CURB	LFT	0.0	\$ 35.00	\$ -
23	F & I 36A-BIT. HAND PATCH	TONS	3.8	\$ 200.00	\$ 760.00
24	F & I CONTROL DENSITY BACKFILL	CYD	32.0	\$ 80.00	\$ 2,560.00
25	MAINTAIN WATERMAIN TRENCH - DIV. A	LS	0.2	\$ 5,000.00	\$ 1,000.00
26	TRAFFIC CONTROL - DIV. A	LS	0.2	\$ 2,000.00	\$ 400.00
27	SITE RESTORATION - DIV A	LS	0.2	\$ 2,500.00	\$ 500.00
				CONSTRUCTION COST	\$ 16,872.60
				CONTINGENCIES (15%)	\$ 2,530.89
				ENGINEERING (15%)	\$ 2,530.89
				PROJECT TOTAL COST	\$ 21,934.38

2008 WATERMAIN PROGRAM
E. 8TH ST.

E. 8th ST. WATERMAIN - SAD COST

	DESCRIPTION	UNITS	NO. OF UNITS	UNIT PRICE	TOTAL
1	R & D PAVEMENT & APPROACH	SYD	197.4	\$ 13.00	\$ 2,566.20
2	R & D SPOT CURB	LFT	33.0	\$ 12.00	\$ 396.00
3	R & D SIDEWALK	SFT	82.3	\$ 2.00	\$ 164.60
4	R & D EXST'G VALVE BOX	EA	1.0	\$ 500.00	\$ 500.00
5	R & D EXST'G 8" DIA. W.M.	LFT	5.0	\$ 15.00	\$ 75.00
6	R & D EXST'G ROCK	CYD	39.5	\$ 175.00	\$ 6,912.50
6	CUT & CAP EXST'G 2" W.M.	EA	1.0	\$ 500.00	\$ 500.00
7	CUT & CAP EXST'G 8" W.M.	EA	1.0	\$ 500.00	\$ 500.00
8	F & I 8" D.I. CL 52 POLYWRAPPED WATER MAIN	LFT	383.8	\$ 55.00	\$ 21,109.00
9	F & I 8" GATE VALVE & BOX	EA	1.0	\$ 1,500.00	\$ 1,500.00
10	F & I STANDARD SETTING HYD BRANCH, COMPLETE	EA	0.0	\$ 3,000.00	\$ -
11	F & I 8"X8"X6" D.I. TEE	EA	0.0	\$ 500.00	\$ -
12	F & I 8"X8"X8" D.I. TEE	EA	1.0	\$ 500.00	\$ 500.00
13	F & I 8" 45° D.I. BEND AND THRUST BLOCK	EA	2.0	\$ 350.00	\$ 700.00
14	F & I 8" D.I. SOLID SLEEVE	EA	0.0	\$ 350.00	\$ -
15	F & I 8" A.C. TO D.I. ADAPTOR	EA	2.0	\$ 500.00	\$ 1,000.00
16	RECONNECT WATER SERVICE SHORT SIDE, COMPLETE	EA	2.0	\$ 600.00	\$ 1,200.00
17	RECONNECT WATER SERVICE LONG SIDE, COMPLETE	EA	4.0	\$ 600.00	\$ 2,400.00
18	REPLACE WATER SERVICE SHORT SIDE, COMPLETE	EA	1.0	\$ 800.00	\$ 800.00
19	F & I 2" TEMP. BLOWOFF	EA	1.0	\$ 600.00	\$ 600.00
20	F & I 1" CHLORINATING TAP	EA	1.0	\$ 600.00	\$ 600.00
21	F & I 6" CONC. PAVE.	SYD	20.8	\$ 32.00	\$ 665.60
22	F & I SPOT CURB	LFT	46.0	\$ 35.00	\$ 1,610.00
23	F & I 36A BIT. HAND PATCH	TONS	8.3	\$ 200.00	\$ 1,660.00
24	F & I CONTROL DENSITY BACKFILL	CYD	288.0	\$ 80.00	\$ 23,040.00
25	MAINTAIN WATERMAIN TRENCH - DIV. A	LS	0.8	\$ 5,000.00	\$ 4,000.00
26	TRAFFIC CONTROL - DIV. A	LS	0.8	\$ 2,000.00	\$ 1,600.00
27	SITE RESTORATION - DIV A	LS	0.8	\$ 2,500.00	\$ 2,000.00
				CONSTRUCTION COST	\$ 76,598.90
				CONTINGENCIES (15%)	\$ 11,489.84
				ENGINEERING (15%)	\$ 11,489.84
				PROJECT TOTAL COST	\$ 99,578.57
				P.O. CONSTRUCTION COST	\$ 79,662.86
				CITY CONSTRUCTION COST	\$ 19,915.71

WATERMAIN SPEICAL ASSESSMENT DISTRICT
EAST 8th St.

PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER MAILING ADDRESS	ONWER CITY , STATE, ZIP	REU'S	ASSESSMENT
39-94	115 E. 8th St.	BRIAN SEXTON	4753 SOUTHPOINTE PKWY	MONROE, MI 48161	2	\$14,484.16
39-100	116 E. 8th St.	PETER & MARY BEAUVAIS	116 E. 8th St.	MONROE, MI 48161	1	\$7,242.08
39-95	117 E. 8th St.	BRIAN SEXTON	4753 SOUTHPOINTE PKWY	MONROE, MI 48161	4	\$28,968.31
39-96	121 E. 8th St.	DAIVD & MARIE MCLAUGHLIN	121 E. 8th St.	MONROE, MI 48161	1	\$7,242.08
39-99	122 E. 8th St.	VICTOR & JULIANNE SIECH	122 E. 8th St.	MONROE, MI 48161	1	\$7,242.08
39-98	128 E. 8th St.	JOHN MACK & MARIA PELLIKKA	128 E. 8th St.	MONROE, MI 48161	1	\$7,242.08
39-97	131 E. 8th St.	B'NAI ISRAEL TEMPLE C/O REBECCA SACKS	1358 HOLLYWOOD DR.	MONROE, MI 48162	1	\$7,242.08
TOTAL FOR ALL PARCELS					11	\$79,662.86
COST PER RESIDENTIAL EQUIVALENT UNIT (REU) = \$7,242.08						



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: INSTALLATION OF NEW PUBLIC STORM SEWER RELIEF OUTLET – ST. MARY’S GARDENS
SUBDIVISION – SPECIAL ASSESSMENT RESOLUTION NUMBER 3 – DETERMINATION OF PUBLIC NECESSITY

DISCUSSION: The Engineering Department received a petition on November 29, 2007 “to begin the steps necessary to alleviate the drainage problems between Roessler St. and John L Drive.” As you are likely aware from the previous public meetings that have been held, there is a private drainage system that is failing at the rear of homes located in the block bounded by Calgary Drive on the north, North Roessler Street on the east, and John L Drive on the west and south. Various investigations by City Engineering and Public Services staff have been somewhat inconclusive as to the exact point or points along this system that may be causing this failure, however, since the line appears to be only a 6” clay tile, it is apparent that it is also undersized for this purpose, as there are up to 29 homes that may use this for surface drainage and sump pump connections. This line is believed to flow from a location behind 1318 John L and 1323 North Roessler, southward down the rear lot lines in an easement to John L Drive, where it outlets into a 15” storm sewer that eventually connects to Mason Run Drain via a 15” storm sewer on Roessler Street.

During periods of heavy rains, especially during cold weather months when the ground is frozen, the north (dead) end of the private line will back up through the catch basin, and flood adjacent homes, even over 18 inches in depth in some places. It is unclear exactly how far south this ponded water occurs on a regular basis, but property owners at 1318 and 1330 John L, 1368 Calgary, and 1323 North Roessler have all reported problems in the past. It should be noted that if this subdivision were built by today’s standards, there would have been provisions made for public rear yard storm drainage to each property, to alleviate precisely this issue.

At previous meetings in 2007, a few options were presented to solve these issues. Either the entire private system could be replaced, or a relief line could be installed that would eliminate problems at the north end, but would not necessary prevent problems farther south on the line, where there appear to be no problems at present. As a result, persons representing five (5) properties affected have submitted a petition to this effect, which was accepted by the City Council by the passage of Resolution 1, directing the Engineering Department to prepare plans and specifications, on December 17, 2007. Based on the fact that all five properties lie at the site of the present flooding, the intent appears to be the construction of the relief sewer alone. Two (2) of the five (5) properties on the petition form are represented by only one of the persons named on the title. Strictly speaking, this is less than a majority of what is believed to be the seven (7) affected properties, so any action would have to be by 5-2 vote of City Council, but it appears that a majority of property owners do indeed support this project. Also attached for your reference is a map, illustrating the proposed project area.

As is typical within the Special Assessment process, an informational meeting was held with the property owners on June 9, 2008 (sign-in sheet attached). The Engineering Department presented its proposed design for the relief sewer, which will include assessments for the seven (7) properties that are likely affected by, and / or whose back yards are contributing the greatest amount of runoff into the flooded area. Resolution 2 was then passed by the City Council, which set the date of the public hearing for the July 7 Council meeting. The attached Resolution 3, determination of public necessity has been placed for your approval. Typically, Special Assessment projects are not bid until after the passage of Resolution 3, however, since the City already has a qualified sanitary sewer contractor employed on other projects, Schumaker Brothers Construction, a quote was solicited from them for the work. We are pleased to report that the pipe size appears to be able to be reduced to a 12” PVC pipe from the original 15” concrete design, and Schumaker Brothers feels that they can install this pipe on one side of the 12-foot-wide easement without removing the existing fence line. Therefore, the original estimate is able to be reduced somewhat based on the actual submitted quote, and both are attached for your information. It should be noted that the proposed assessments would be distributed equally between the seven properties, at an estimated cost of \$3,101 per property. Thus far, two letters of objection to the project have been submitted, one from 1335 North Roessler, who did not sign the petition, and one from 1368 Calgary who would like to rescind her earlier support of the petition.

Since a quote has already been received that is below the original estimate, it is unlikely cheaper bids could be obtained by advertising this project separately, therefore the Engineering Department recommends that the bidding be waived for this project. Resolution 4, which schedules the public hearing on the assessment roll, is also placed on this agenda for your approval as well.

IT IS RECOMMENDED that the attached Resolution 3 be adopted, and that this project be declared a public necessity.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Is a public, health, safety, and welfare issue to affected home owners, Special Assessment process will take at least six more weeks to proceed to construction.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, Public Services Department, adjacent property owners and residents

FINANCES

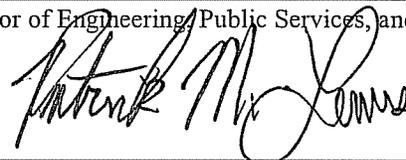
COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$23,946.80
	Cost of This Project Approval	\$N/A
	Related Annual Operating Cost	\$N/A
	Increased Revenue Expected/Year	\$N/A

SOURCE OF FUNDS:	City	Account Number	Amount
	Funding to be allocated at time of district confirmation		
	<u>Other Funds</u>		

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 06/30/08

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 7, 2008

RESOLUTION NUMBER 3

WHEREAS, July 7, 2008 was the date set for the hearing and consideration of objections regarding the installation of a of a storm sewer of adequate size to service the rear yards and sump pump lines of the properties located at 1316 John L Drive, 1318 John L Drive, 1330 John L Drive, 1338 Calgary Drive, 1368 Calgary Drive, 1323 North Roessler Street, and 1335 North Roessler Street, where all affected property owners had the opportunity to comment, and that comments from property owners representing two (2) out of seven (7) properties liable for an assessment were submitted in writing prior to the hearing objecting to the proposed project; therefore be it,

RESOLVED, that the installation of a public storm sewer to service the rear yards and sump pump lines of the above-mentioned properties is a public necessity; that the same be constructed according to the plans and specifications now on file; that the City of Monroe out of its Capital improvement Fund, pay \$3,991.13 of the cost thereof, and the balance of \$19,955.67 be assessed upon the property benefited by such construction and be it further

RESOLVED, that the special assessment district for this project, hereafter known as Storm Sewer Special Assessment District Number 230, be hereby established and confirmed as follows:

The entirety of the properties located at 1316 John L Drive, 1318 John L Drive, 1330 John L Drive, 1338 Calgary Drive, 1368 Calgary Drive, 1323 North Roessler Street, and 1335 North Roessler Street, as they are configured as of June 16, 2008.

Therefore, be it

RESOLVED, that the City Assessor of the City of Monroe, Michigan be and hereby is instructed and directed to cause a special assessment roll to be prepared for Storm Sewer Special Assessment District Number 230, in which he is instructed to levy upon the property benefited by said improvement, and within this district, the sum of \$19,955.67 and report the same to this Council.

ST. MARY'S GARDENS STORM RELIEF

ST. MARY'S GARDENS STORM RELIEF				ENGINEER'S ESTIMATE		SCHUMAKER BROTHERS QUOTE	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST
1	R&D EXST'G. PAVEMENT & APPROACH	20.2	SYD	\$ 13.00	\$ 262.60	\$ 20.00	\$ 404.00
2	R&D CURB & GUTTER	6.0	LFT	\$ 10.00	\$ 60.00	\$ 20.00	\$ 120.00
3	R&D SIDEWALK	4.4	SYD	\$ 12.00	\$ 53.28	\$ 20.00	\$ 88.80
4	F&I 4' DIA. STORM MANHOLE & CASTING	1.0	EA	\$ 2,250.00	\$ 2,250.00	\$ -	\$ -
4B	F & I 2' DIA. STORM MANHOLE & CASTING	1.0	EA	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
5	F&I 15" RCP STORM SEWER	211.0	LFT	\$ 50.00	\$ 10,550.00	\$ -	\$ -
5B	F & I 12" PVC SDR 35 STORM SEWER	211.0	LFT	\$ -	\$ -	\$ 40.00	\$ 8,440.00
6	F&I F-4 CURB & GUTTER	6.0	LFT	\$ 25.00	\$ 150.00	\$ 60.00	\$ 360.00
7	F&I 4" CONCRETE SIDEWALK	40.0	SFT	\$ 3.25	\$ 130.00	\$ 10.00	\$ 400.00
8	F&I CONTROL DENSITY BACKFILL	14.0	CYD	\$ 80.00	\$ 1,120.00	\$ 100.00	\$ 1,400.00
9	F&I 6" CONCRETE BASE PAVEMENT	4.7	SYD	\$ 32.00	\$ 150.40	\$ 70.00	\$ 329.00
10	F&I 6" CONCRETE APPROACH	11.5	SYD	\$ 32.00	\$ 368.00	\$ 70.00	\$ 805.00
11	RE-INSTALL EXISTING FENCE MATERIAL	154.0	LFT	\$ 10.00	\$ 1,540.00	\$ -	\$ -
12	F&I MDOT 13A OR 13C BIT. PAVEMENT PATCH	2.0	TONS	\$ 200.00	\$ 400.00	\$ 300.00	\$ 600.00
13	TRAFFIC CONTROL	1.0	LS	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
14	SITE RESTORATION	1.0	LS	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
				CONSTRUCTION COST	\$ 20,034.28		\$ 17,946.80
				CONSTRUCTION COST	\$ 20,034.28		\$ 17,946.80
				CONTINGENCIES	\$ 3,005.14		\$ 3,000.00
				ENGINEERING (15%)	\$ 3,005.14		\$ 3,000.00
				PROJECT TOTAL	\$ 26,044.56		\$ 23,946.80
*Original estimate assumes 15" concrete, 4' diameter structures, and fence removal, quote assumes 12" PVC, 2' diameter structure, and no fence removal							
**Used fixed contingencies and engineering cost - smaller construction cost does not necessarily mean lower engineering costs on small project.							

ST. MARY'S GARDENS STORM RELIEF SPECIAL ASSESSMENT DISTRICT NO. 230

PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER MAILING ADDRESS	OWNER CITY, STATE, ZIP	REU'S	ASSESSMENT
69-00544-166	1323 N. Roessler St.	Thomas & Susan Rosenberger	1323 N. Roessler St.	Monroe, MI 48162	1	\$2,850.81
69-00544-164	1335 N. Roessler St.	Clarence & Diana Monday	1335 N. Roessler St.	Monroe, MI 48162	1	\$2,850.81
69-00544-165	1368 Calgary Drive	Lillian Raymo	1368 Calgary Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-192	1338 Calgary Drive	James & Loretta Terrasi	1338 Calgary Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-191	1330 John L Drive	Gary & Karen Jenkins	1330 John L Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-190	1318 John L Drive	William & Virginia Pierce	1318 John L Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-189	1316 John L Drive	James & Donna Johnson	1316 John L Drive	Monroe, MI 48162	1	\$2,850.81
TOTAL FOR ALL PARCELS					7	\$19,955.67

COST PER RESIDENTIAL EQUIVALENT UNIT (REU) = \$3,100.54



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: INSTALLATION OF NEW PUBLIC STORM SEWER RELIEF OUTLET – ST. MARY’S GARDENS
SUBDIVISION – SPECIAL ASSESSMENT RESOLUTION NUMBER 4

DISCUSSION: On the agenda for tonight’s meeting is Resolution 3, which establishes the above project as a public necessity (please see discussion on that item for details on the project). If Resolution 3 is approved, since a quote has already been secured for the work, the project will be ready to be advanced to the next public hearing on the distribution of the assessment roll.

Resolution 4 schedules a public hearing on the distribution of the assessment roll, and due to the likelihood that the Contractor cannot begin work on this project until August and the expected absence of the Director of Engineering, Public Services, and Planning at the July 21, 2008 City Council meeting, this hearing is being scheduled for August 4, 2008.

IT IS RECOMMENDED that the attached Resolution 4 be adopted, and that a public hearing on the distribution of the assessment roll be scheduled for Monday, August 4, 2008 at 7:30 P.M. in the City Council Chambers.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Is a public, health, safety, and welfare issue to affected home owners.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, Public Services Department, adjacent property owners and residents

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$23,946.80
Cost of This Project Approval	\$N/A
Related Annual Operating Cost	\$N/A
Increased Revenue Expected/Year	\$N/A

SOURCE OF FUNDS:

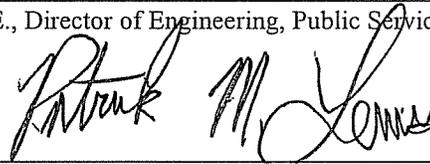
<u>City</u>	Account Number	Amount
Funding to be allocated at time of district confirmation		

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 06/30/08

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 7, 2008

RESOLUTION NUMBER 4

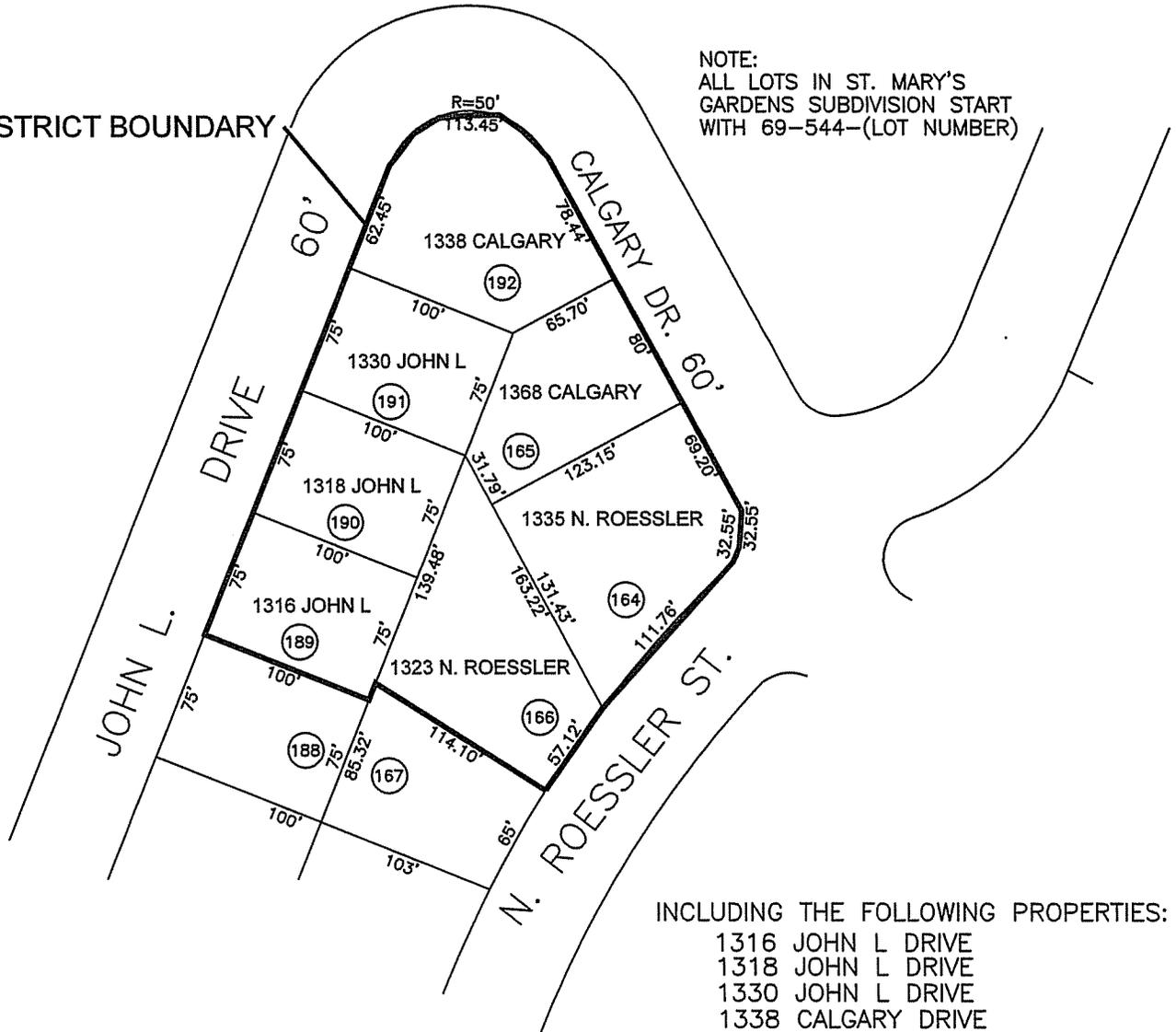
WHEREAS, the City Assessor has reported and filed a special assessment for the installation of a storm sewer of adequate size to service the rear yards and sump pump lines of the properties located at 1316 John L Drive, 1318 John L Drive, 1330 John L Drive, 1338 Calgary Drive, 1368 Calgary Drive, 1323 North Roessler Street, and 1335 North Roessler, known and designated as Storm Sewer Special Assessment District Number 230, therefore be it;

RESOLVED, that the special assessment costs be spread over a period of ten (10) years with equal principal payments and interest charged at a rate of 4.96% on the unpaid balance, therefore be it;

RESOLVED, that on Monday, August 4, 2008, at the Council Chambers in the City of Monroe at 7:30 P.M., the Council will meet to review the special assessments so made; and that the City Clerk-Treasurer is directed to give notice of such review as required by the Charter.

STORM SEWER SPECIAL ASSESSMENT DISTRICT NO. 230

DISTRICT BOUNDARY



NOTE:
ALL LOTS IN ST. MARY'S
GARDENS SUBDIVISION START
WITH 69-544-(LOT NUMBER)

INCLUDING THE FOLLOWING PROPERTIES:

- 1316 JOHN L DRIVE
- 1318 JOHN L DRIVE
- 1330 JOHN L DRIVE
- 1338 CALGARY DRIVE
- 1368 CALGARY DRIVE
- 1323 NORTH ROESSLER STREET
- 1335 NORTH ROESSLER STREET

REVISIONS		
NO.	DRAWN BY:	DATE:
DWG. OF RECORD		
DATE: _____		

CITY OF MONROE, MICHIGAN
ENGINEERING DEPARTMENT
STORM SEWER S.A.D. #230
ST. MARY'S GARDENS SUBDIVISION
NEW PUBLIC STORM SEWER

SCALE: 1"=100'
DATE: JUNE, 2008

FILE NO. A-
SHEET NO. 1 OF 1

APPROVED: _____
CITY ENGINEER

ST. MARY'S GARDENS STORM RELIEF SPECIAL ASSESSMENT DISTRICT NO. 230

PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER MAILING ADDRESS	OWNER CITY , STATE, ZIP	REU'S	ASSESSMENT
69-00544-166	1323 N. Roessler St.	Thomas & Susan Rosenberger	1323 N. Roessler St.	Monroe, MI 48162	1	\$2,850.81
69-00544-164	1335 N. Roessler St.	Clarence & Diana Monday	1335 N. Roessler St.	Monroe, MI 48162	1	\$2,850.81
69-00544-165	1368 Calgary Drive	Lillian Raymo	1368 Calgary Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-192	1338 Calgary Drive	James & Loretta Terrasi	1338 Calgary Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-191	1330 John L Drive	Gary & Karen Jenkins	1330 John L Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-190	1318 John L Drive	William & Virgina Pierce	1318 John L Drive	Monroe, MI 48162	1	\$2,850.81
69-00544-189	1316 John L Drive	James & Donna Johnson	1316 John L Drive	Monroe, MI 48162	1	\$2,850.81
TOTAL FOR ALL PARCELS					7	\$19,955.67

COST PER RESIDENTIAL EQUIVALENT UNIT (REU) = \$3,100.54



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: AT & T Above-Ground Utility Structure – Request for Permit Approval – Location #24

DISCUSSION: As per the City's policy on above-ground utility cabinets, the Engineering and Planning Department has reviewed the location of a proposed above-ground cabinet from AT & T. Location #24 is in the west terrace of Borgess Avenue roughly 100 feet north of Elm Avenue. This site has been reviewed with respect to the location criteria set forth in the City's policy on location of these structures. In accordance with this policy, the proposed drawings have been submitted to the relevant City departments for review, and this review is currently pending. The City's original Utility Placement Policy has been attached for information, and this policy was adopted by the City Council in December 2006. Normally, the City would try to urge AT & T to locate this cabinet in the adjacent public property, St. Mary's Park, however, as this is the City's signature park and the area is often used for large gatherings, it is difficult to locate the cabinet in such a fashion as to not interfere with park activities. Therefore, the proposed location meets the intent of the policy, as it is located in a side yard that is well screened from the adjacent property.

IT IS RECOMMENDED that the cabinet at location #24 be approved contingent on no objections from the reviewing departments, and that the Engineering Department be authorized to issue a right-of-way permit for the work, subject to minor relocation for any conflicting utilities.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Engineering Department permit issuance depends on Council approval of cabinet location.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, adjacent property owners, telecommunications users at large.

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$N/A
	Cost of This Project Approval	\$N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

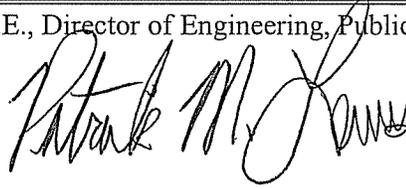
SOURCE OF FUNDS:	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	<u>Other Funds</u>		

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning

DATE: 06/30/08

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 7, 2008

City of Monroe
Utility Cabinet Placement Policy in Public Rights of Way
Approved by City Council - December 18, 2006

Location Criteria:

Whenever possible, ground-mounted cabinets should be placed in commercial or industrial areas prior to consideration in residentially zoned or used districts. Cabinets shall not be placed in commercial or industrial areas in such a fashion as to block visibility of business signs or any other identifying features. Public facilities, including City-owned facilities, should also be considered whenever possible. All above-ground utility cabinets that cannot be placed in commercial and industrial areas must be placed in alleys, rear yards, or side yards. Cabinets may not be placed within the extension of any clear vision zone as defined by the City of Monroe Zoning Ordinance. In all cases, the City of Monroe reserves the right to request that a cabinet be moved a reasonable distance to allow placement in a location that most closely matches the intent of the above criteria. The City of Monroe also shall reserve the right to request alternate locations along streets that the Water Department identifies as a corridor for relocation of an existing main outside of the pavement area, based on the 2006 Fire Flow study.

In no case shall the overall footprint of any cabinet, pad, or associated permanent fixtures occupy more than ten percent (10%) of the available right-of-way width of any particular street, in order to accommodate the needs of all public utilities.

Landscaping and Color Standards:

Cabinets shall be painted a beige, camouflage green, or similar color and / or shall be screened with acceptable landscaping meeting the requirements of the City of Monroe Zoning Ordinance, except for the front access. This landscaping shall be maintained in perpetuity by the requesting agency. Where available, existing City trees may be used to fulfill a portion of the landscaping requirements.

Review Process:

Permit requests should be routed to the City of Monroe Engineering Department, on the typical right-of-way permit form. The following procedure will then be implemented:

1. The Engineering Department will review permit to ensure that the placement of the cabinet itself and any associated hardware is consistent with the location criteria listed above.
2. The Engineering Department will then forward the plans to the Planning Department, who will follow the procedures of an administrative site plan review as set forth in the City of Monroe Zoning Code. The plans will be routed to, at a minimum, the Water, Wastewater, Police, Fire, and Building Departments, as well as the Historic Preservation Office for sites that may be adjacent to a designated historic district. This process may take up to three (3) weeks.
3. Upon review, the comments will be forwarded to the City Council for approval at the next available meeting. Regular City Council meetings are held on the First and Third Monday of each month. The City Council reserves the right to forward it to any other review bodies they deem necessary prior to approval.
4. Once approved by the City Council, the Engineering Department shall review the permit for utility conflicts and technical requirements. Once acceptable, the permit shall be approved by the City Engineer. If the City Council determines that the permit shall be denied, reasons for denial shall be stated, and will be conveyed to the requesting party by the City Engineer.

60' WD.

BORGESS AVE.
60' WD.

ELM AVE. 60' WD.

PL(1) PC 4C HDPE
+(1) IPP 1 1/4" U
DIRECTIONAL BORE
MINIMUM DEPTH 48"

82' WALL-VRAD
PL(1) IPP 1 1/4" U
DIRECTIONAL BORE
MINIMUM DEPTH 48"

204 W ELM
#6901491000

10'X5'X2' STAGING AREA
(SEE CONST. NOTE 'A,C&D')

105 BORGESS VRAD
PL(1) 59"X36" EARTH ANCHOR
FOR A ALP-248E CABINET
& POWER PEDESTAL
(SEE EARTH ANCHOR DETAIL)

79' XBOX-VRAD
PL(1) PC 4C HDPE
DIRECTIONAL BORE
MINIMUM DEPTH 48"

XB #204
(ON CONC. PAD)

27' XBOX-WALL
PL(1) PC 4C HDPE
DIRECTIONAL BORE
MINIMUM DEPTH 48"

438' SPLAY-WALL
PL(1) PC 4C HDPE
DIRECTIONAL BORE
MINIMUM DEPTH 48"

108 W ELM
#6900544000

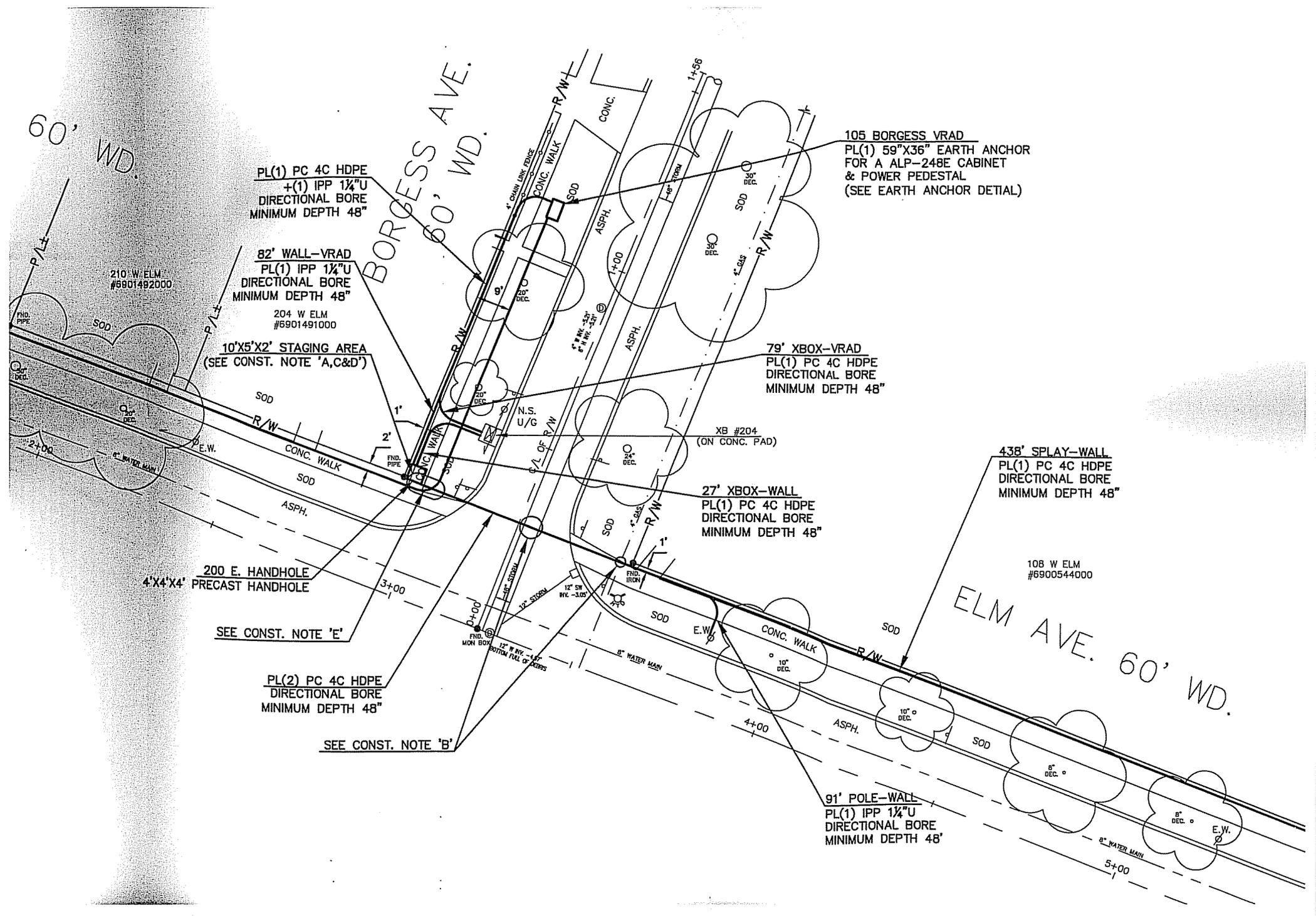
200 E. HANDHOLE
4'X4'X4' PRECAST HANDHOLE

SEE CONST. NOTE 'E'

PL(2) PC 4C HDPE
DIRECTIONAL BORE
MINIMUM DEPTH 48"

SEE CONST. NOTE 'B'

91' POLE-WALL
PL(1) IPP 1 1/4" U
DIRECTIONAL BORE
MINIMUM DEPTH 48"





CITY COUNCIL AGENDA FACT SHEET

RELATING TO: CITY OF MONROE 2008 BRIDGE INSPECTIONS – CONSULTANT SELECTION

DISCUSSION: Every even-numbered year, the City of Monroe is mandated through the State of Michigan to inspect all bridges with a span length of more than 20 feet. Currently this includes three bridges over the River Raisin (Roessler Street, Macomb Street, and Winchester Street), the Kentucky Avenue bridge over Plum Creek, the East Elm Avenue bridge over Mason Run Drain, and the railroad underpass structure at North Dixie Highway. These inspections must include all elements that can be accessed, including, but not limited to, the deck surface, underside of the deck, any beam ends, abutments, piers, sidewalks, railings, roadway approaches, and slope protection. In 2000, 2002, 2004, and 2006, these required inspections were performed by the Engineering Department. However, the certification of the Director has now expired, and the Project Engineer that performed the inspections in 2006 has left employment with the City. In order to become re-certified, the Director must under-go a 10-day refresher course, which will allow a 5-year renewal term, but this course is not being offered by the Federal Highway Administration during 2008 in the Midwest region. As is clear from the current organizational structure of the City, it would be infeasible for the Director of Engineering, Public Services, and Planning to dedicate both the training time and inspection time of roughly four weeks to perform these internally in any event. As a result, the Engineering Department has solicited a proposal (attached) from the Mannik and Smith Group of Frenchtown Township to perform these inspection activities on behalf of the City during Summer and Fall 2008. Five of the locations should be fairly routine, but the Engineering Department has requested a more in-depth inspection of the Macomb Street bridge for the purpose of determining near-term maintenance recommendations, as this bridge is more than 50 years old and is clearly in need of a new deck surface overlay. Mannik and Smith is currently employed by the City for preparation of a replacement bridge for Michigan Avenue over the Mason Run Drain, and is the only Monroe County firm that is Michigan Department of Transportation (MDOT) pre-qualified for in-service bridge inspections, therefore, they were the only firm from which a proposal was solicited.

Funding has not been specifically provided for in the Engineering Department budget, since at the time the budget was prepared, the Project Engineer that was certified to perform these inspections was still employed by the City. As a result, no funding has been specifically set aside within the Engineering Department. However, since there are currently two authorized vacancies within the Engineering Department that are not likely to be filled for the next few months, the Engineering Department full-time salaries budget should support this expense this year. The proposal includes the base costs for required inspection activities, traffic control (which could theoretically be performed by Public Services crews if desired), and additional inspections that would require a "snooper" truck that could view the intermediate beam ends and provide additional information on the underside of deck surface. Currently the State of Michigan has a program to pay the costs for the truck, so billable costs would be limited to the labor only for this activity. It is recommended that all activities delineated in the proposal be undertaken, since it has been more than 10 years since a snooper truck was used to thoroughly examine all portions of the deck and beam ends on several of the bridges.

IT IS RECOMMENDED that the City award a contract for inspection services to the Mannik and Smith Group, in the amount of \$18,560.00, and that the Director of Engineering, Public Services, and Planning be authorized to execute the agreement on behalf of the City. **IT IS FURTHER RECOMMENDED** that the Finance Director be authorized to make a budget transfer as necessary from either the Engineering Department full-time salaries budget, or unallocated fund balances in the Major Street Fund or General Fund to cover the costs of the inspection activities.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Inspections must be completed by November 2008.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, traveling public

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$18,560.00
Cost of This Project Approval	\$18,560.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

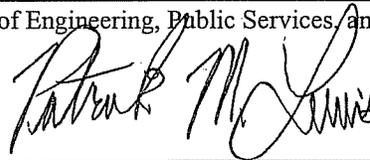
<u>City</u>	<u>Account Number</u>	<u>Amount</u>
To be determined by Finance Director as delineated on fact sheet		\$18,560.00

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 07/02/08

REVIEWED BY:

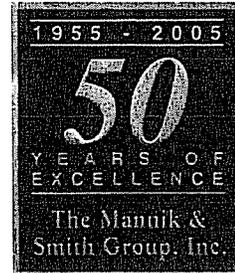


DATE:

COUNCIL MEETING DATE: July 7, 2008

July 1, 2008

Mr. Patrick Lewis, PE
City Engineer
City of Monroe
120 East First Street
Monroe, Michigan 48161



**RE: REQUEST FOR PROPOSAL
CITY WIDE BRIDGE INSPECTIONS AND RECOMMENDATIONS**

Dear Mr. Lewis:

The Mannik & Smith Group, Inc. (MSG) is pleased to submit a proposal to perform city wide bridge inspection of six bridges located within the City of Monroe. Our proposal is based on information contained within your RFP provided on June 6, 2008.

Our understanding of this project is that the City of Monroe desires six bridges located within the city to be inspected in conformance with the current National Bridge Inspection Standards (NBIS), and all associated forms need to be completed. Information from the inspections will be used to update MDOT's Michigan Bridge Inspection System (MBIS). In addition, the city would like a report developed for each bridge providing our findings and recommendations for potential repair, rehabilitation or preventative maintenance.

The six structures to be inspected are as follows:

1. Macomb Street Bridge over the River Raisin
2. Winchester Street Bridge over the River Raisin
3. Roessler Street Bridge over the River Raisin
4. Kentucky Avenue Bridge over Plum Creek
5. East Elm Avenue Bridge over Mason Run Drain (east of I-75)
6. Norfolk Southern / Canadian National Railroad Bridge over North Dixie Highway

Our staff at MSG, and also those who will be performing the inspections, has completed the NHI Course No. 130055A "Safety Inspection of In-Service Bridges". In addition, MSG bridge engineers routinely perform bridge safety inspections and bridge design for MDOT, various local municipalities and other agencies.

Following Notice to Proceed, MSG will obtain all information available from the City's bridge file for each bridge. The information obtained will be reviewed by our inspection team prior to performing the field work. MSG will review the information in the file along with all other known concerns with you. The purpose of this review is to immediately identify all areas of known concern so that they can be addressed during the field inspections. A field inspection of each bridge will be performed. The inspection will include a cursory review of the superstructure, substructures, wearing surface, approaches, appurtenances, and channel adjacent and thru the bridges. The inspection work will be performed from the ground or water using binoculars, waders, a boat, and/or ladders. It is not our intent to perform an in-depth inspection for this proposal. Concrete areas will be sounded in representative samples throughout each bridge. All areas of concern that are visually identified during the inspection will be scrutinized to determine extent of deterioration.

We understand that the existing deck on the Macomb Street Bridge has been rehabilitated in 1980. The condition of the deck surface is known to be less than favorable. As part of this proposal MSG will sound the entire deck surface and mark all areas of unsound concrete. A sketch showing the results of the sounding will be provided to the city. In order to sound the deck, traffic will need to be detoured and the bridge will need to be closed. We anticipate that the bridge will be closed during off-peak traffic hours for 2 to 4 hours. MSG will notify the city of the closure prior to performing the work. MSG will provide cones and signs for the closure. The closure will allow our inspectors to sound the deck surface uninterrupted and re-open the bridge to traffic in short order. As stated above, the remaining bridge decks will have representative sample areas sounded.

A boat will be used to access the deck underside and superstructure at East Elm Avenue. A visual inspection of the deck underside and superstructure will be performed from the boat.

Inspection of the southeast end of the Norfolk Southern / Canadian National RR Bridge will require a single lane closure of North Dixie Highway. The lane closure will be in conformance with the latest MUTCD requirements. We anticipate that the lane will be closed for 1 to 2 hours maximum.

MDOT owns and operates several snoopers which can be utilized by municipalities at no cost as long as we schedule the vehicle correctly. MSG is proposing to perform a visual inspection of the deck underside and beams from the ground using binoculars. However, if during our inspection we find evidence that a more in-depth investigation utilizing a snooper vehicle will be required to determine extent of deterioration MSG will schedule a time with MDOT to use the snooper vehicle. This proposal includes a separate cost for a snooper truck inspection of the Winchester Street Bridge, Macomb Street Bridge and Roessler Street Bridge, with traffic control. We are assuming that the snooper truck will be available from MDOT and that the bridges can be closed during our inspection. Any additional inspection time will be approved by the city prior to commencing with the work.

As part of the bridge inspection a bridge safety inspection form will be completed for each structure. This information will be used to update the Structure Inventory and Appraisal form on MDOT's MBIS system.

In addition to filling out the standard inspection forms, MSG will also obtain pictures to document existing condition of bridge and surrounding elements.

Following the field inspection and MBIS updating for each bridge, a bridge inspection report will be developed. The report will include the results of our inspection, copies of or inspection notes, pictures, and updated SI&A forms. The report will be submitted to the city for their bridge files.

Proposal Fees

Our fees (Cost Not to Exceed) for the proposed work outlined above are as follows:

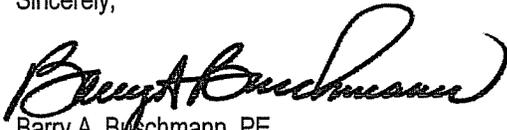
Base Inspection Price:	\$ 12,462.00
6-Bridge Inspections, record updating, and inspection report	
Sounding of Macomb Street Deck	
Traffic Control:	\$ 2,098.00
North Dixie single Lane Closure & Macomb Street Bridge closing	
Snooper Truck Inspection:	\$ 4,000.00
Superstructure and Deck underside inspection of Winchester Street Bridge, Macomb Street Bridge and Roessler Street Bridge including Traffic Control	

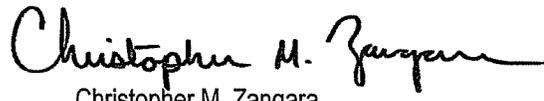
Assumptions for this Proposal

1. All bridge elements are accessible from the ground or water using step ladders, extension ladders or binoculars.
2. Water surface elevation at bridges along the River Raisin will allow the use of ladders to access substructure and superstructure elements.
3. Representative concrete area sounding will be performed in lieu of sounding all concrete areas.
4. All superstructure elements not accessible by ladder will be visually inspected from land or a boat using binoculars as necessary.
5. Macomb Street Bridge will be closed to traffic during deck sounding.
6. The cost for snoopers, man-lift, platform or any other lift equipment is not included with this proposal. If this type of equipment is necessary the City of Monroe will be notified and the cost will be the responsibility of the city.

We appreciate the opportunity to submit a proposal for this work and look forward to working with the City of Monroe on this project.

Sincerely,


Barry A. Buschmann, PE
Senior Vice-President


Christopher M. Zangara
Bridge Design Engineer / Project Manager

AGREEMENT FOR SERVICES

By execution of this Agreement, the Client authorizes The Mannik & Smith Group, Inc. to provide the services described within the proposal designated below according to the attached Terms and Conditions.

No terms or conditions other than those stated within the attached, and no agreement or understanding oral or written, in any way purporting to modify these terms and conditions whether contained in Client's purchase order or elsewhere, shall be binding on MSG and its subcontractors unless hereafter made in writing and signed by an authorized representative of MSG. All proposals, negotiations, and representations, if any, made prior to, and referenced hereto, are merged herein.

APPROVAL AND ACCEPTANCE

The Mannik & Smith Group, Inc is hereby directed and authorized to proceed with the services for the designated project in accordance with the provisions of this Agreement.

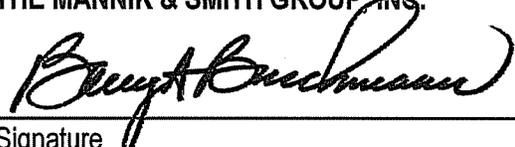
Proposal Date: July 1, 2008

Proposal Number: PR080530

CITY OF MONROE

THE MANNIK & SMITH GROUP, INC.

Signature



Signature

Name (Printed)

Barry A. Buschmann, PE

Name (Printed)

Title

Senior Vice President

Title

Date

July 1, 2008

Date

The Mannik & Smith Group, Inc.
Standard Terms & Conditions

Services The Mannik & Smith Group, Inc. (MSG) will perform services for the Project as set forth in the MSG proposal and in accordance with these Terms & Conditions. MSG has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by MSG in performing their services.

Additional Services The Client and MSG acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, MSG shall notify the Client of the need for additional services and the Client shall pay for such additional services in an amount and manner as the parties may subsequently agree.

Project Requirements The Client shall confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they shall be furnished to MSG at Project inception. MSG will review the Client design standards and may recommend alternate standards considering the standard of care provision.

Period of Service MSG shall perform the services for the Project in a timely manner consistent with sound professional practice. MSG will strive to perform its services according to the Project schedule set forth in the MSG proposal. The services of each task shall be considered complete when deliverables for the task have been presented to the Client. MSG shall be entitled to an extension of time and compensation adjustment for any delay beyond MSG control.

Compensation In consideration of the services performed by MSG, the Client shall pay MSG in the manner set forth in the MSG proposal. The parties acknowledge that terms of compensation are based on an orderly and continuous progress of the Project. Compensation shall be equitably adjusted for delays or extensions of time beyond the control of MSG.

Where total project compensation has been separately identified for various Tasks/Work Orders, MSG may adjust the amounts allocated between Tasks or Work Orders as the work progresses so long as the total compensation amount for the project is not exceeded.

Payment Definitions The following definitions shall apply to methods of payment:

Cost Plus is defined as the individual's base salary plus actual overhead plus professional fee. Overhead shall include customary and statutory benefits, administrative expense, and non-project operating costs.

Lump Sum is defined as a fixed price amount for the scope of services described.

Standard Rates is defined as individual time multiplied by standard billing rates for that individual.

Subcontracted Services are defined as Project related services provided by other parties to MSG.

Reimbursable Expenses are defined as actual expenses incurred in connection with the Project.

Payment Terms MSG shall submit monthly invoices for services performed and Client shall pay the full invoice amount within 30 days of the invoice date. Invoices will be considered correct if not questioned in writing within 10 days of the invoice date. In the event of a disputed or contested billing, only that portion so contested may be withheld from payment, and the undisputed portion will be paid. No interest will accrue on any contested portion of the billing until mutually resolved. Client will exercise reasonableness in contesting any billing or portion thereof. MSG shall be entitled to a 1.5% per month administrative charge in the event of payment delay. Client payment to MSG is not contingent on arrangement of project financing. Invoice payment delayed beyond 60 days shall give MSG the right to suspend services until payments are current. Non-payment beyond 70 days shall be just cause for termination by MSG.

Assignment Neither party shall assign its rights, interests or obligations under the Project without the express written consent of the other party.

Authorized Representatives The officer assigned to the Project by MSG is the only authorized representative to make decisions or commitments on behalf of MSG. The Client shall designate a representative with similar authority.

Buried Utilities Where applicable to the Project, MSG will conduct research and prepare a plan indicating the locations of underground improvements intended for subsurface penetration with respect to assumed locations of underground improvements. Such services by MSG will be performed in manner consistent with ordinary standard of care. Client recognizes that the research may not identify all underground improvements and that the information of which MSG relies may contain errors or may not be complete. The Client agrees to waive all claims and causes of action against MSG for damages to underground improvements resulting from subsurface penetration locations established by MSG, except for damages caused by the sole negligence or willful misconduct of MSG.

Compliance with Laws MSG shall perform its services consistent with sound professional practice and endeavor to incorporate laws, regulations, codes, and standards applicable at the time the work is performed. In the event that standards of practice change during the Project, MSG shall be entitled to additional compensation where additional services are needed to conform to the standard of practice.

Confidentiality MSG will hold in confidence any information about the Client's operations which would normally be considered confidential. Such obligation shall not hold with respect to:

- a. Information which is in the public domain or which enters public domain in the future through no fault of MSG.
- b. Information known to MSG prior to disclosure by the Client or information disclosed to MSG at any time by a third party.
- c. Information which is released from its confidential status by the Client.

- d. Where disclosure is required by court order or governmental directive, provided that prior written notice is given the other party.

The Client agrees that the technical methods, techniques and pricing information contained in any proposal submitted by MSG pertaining to this project or agreement or any addendum thereto, are to be considered confidential and proprietary, and shall not be released or otherwise made available to any third party without the express written consent of MSG.

Consequential Damages Neither the Client nor MSG shall be liable to the other for any consequential damages regardless of the nature or fault.

Cost Opinions MSG shall prepare cost opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and MSG acknowledge that actual costs may vary from the cost opinions prepared and that MSG offers no guarantee related to the Project cost.

Defects in Service The Client shall promptly report to MSG any defects or suspected defects in service. The Client further agrees to impose a similar notification requirement on all contractors in its Client/Contractor agreement and shall require all subcontracts at any level to contain a like provision. Failure by the Client and Client's contractors and subcontractors to notify MSG shall relieve MSG of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

Dispute Resolution In the event of a dispute between MSG and Client arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation.

Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association; provided, however, in the event the parties are unable to reach agreement to arbitrate

under terms reasonably acceptable to both parties, either party may pursue resolution in any court having jurisdiction.

During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

Environmental Matters The Client warrants they have disclosed all potential hazardous materials that may be encountered on the Project. In the event unknown hazardous materials are encountered, MSG shall be entitled to additional compensation for appropriate actions to protect the health and safety of its personnel, and for additional services required to comply with applicable laws. The Client shall indemnify MSG from any claim related to hazardous materials encountered on the Project except for those events caused by negligent acts of MSG.

Governing Law The terms of agreement shall be governed by the laws of the state where the services are performed provided that nothing contained herein shall be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

Indemnification MSG shall indemnify the Client from any reasonable damages caused solely by the negligent act, error, or omission of MSG in the performance of services under the Project. If such damage results in part by the negligence of another party, MSG shall be liable only to the extent of their proportional negligence.

Independent Consultant MSG shall serve as an independent consultant for services provided under this agreement. MSG shall retain control over the means and methods used in performing their services and may retain subconsultants to perform certain services as determined by MSG.

Information from Other Parties The Client and MSG acknowledge that MSG will rely on information furnished by other parties in performing its services under the Project. MSG shall not be liable for any damages that may be incurred by the Client in the use of third party information.

Insurance MSG will maintain the following insurance and coverage limits during the period of service. Upon

request, the Client will be named as an additional insured on the Commercial General Liability and Automobile Liability policies.

- Worker's Compensation	As required by applicable state statute
- Commercial General Liability	\$1,000,000 per occurrence (bodily injury including death & property damage) \$2,000,000 aggregate
- Automobile Liability	\$2,000,000 combined single limit for bodily injury and property damage
- Professional Liability	\$2,000,000 each claim and in the aggregate

The Client shall make arrangements for Builder's Risk, Protective Liability, Pollution Prevention, and other specific insurance coverage warranted for the Project in amounts appropriate to the Project value and risks. MSG shall be a named insured on those policies where MSG may be at risk. The Client shall obtain the counsel of others in setting insurance limits for construction contracts.

Legal Expense In the event that either party takes legal action against the other that is not prosecuted, is dismissed, or if the decision is rendered for the other party, the party taking legal action agrees to pay the other their attorney fees, court costs, and defense expenses within 30 days of the court action.

Lien Rights MSG may file a lien against the Client's property in the event that the Client does not make payment within the time prescribed in this agreement. The Client agrees that services by MSG are considered property improvements and the Client waives the right to any legal defense to the contrary.

Limitation of Liability In recognition of the relative risks and benefits of the project to both the Client and MSG, the Client agrees to the fullest extent permitted by law, to limit the liability of MSG for any and all damages or claim expenses arising out of this agreement, from any and all causes, to \$50,000 or the fee realized by MSG for the Project, whichever is greater.

Ownership of Documents Documents prepared by MSG for the Project are instruments of services and

shall remain the property of MSG. Record documents of service shall be based on the printed copy. If specified in the MSG proposal, MSG will furnish documents electronically; however, the client releases MSG from any liability that may result from documents used in this form. MSG shall be defended and indemnified for reuse of documents for any purpose other than those intended under the Project.

Permits and Approvals MSG will assist the Client in preparing applications and supporting documents for the Client to secure permits and approvals from agencies having jurisdiction over the Project. The Client agrees to pay all application and review fees.

Safety MSG shall be responsible solely for the safety precautions or programs of its employees and no other party. In no event will MSG be responsible for construction methods, means, techniques or sequences of construction, which are solely the responsibility of the Contractor.

Site Access The Client shall obtain all necessary approvals for MSG to access the Project site(s).

Severability Any provision of these terms later held to violate any law shall be deemed void and all remaining provisions shall continue in force. In such event, the Client and MSG will work in good faith to replace an invalid provision with one that is valid with as close to the original meaning as possible.

Standard of Care Services provided by MSG will be performed with the care and skill ordinarily exercised by members of the same profession practicing under similar circumstances. The standard of care shall exclusively be judged as of the time the services are rendered and not according to later standards.

Survival All provisions of these terms that allocate responsibility or liability between the Client and MSG shall survive the completion or termination of services for the Project.

Suspension of Work The Client may suspend services performed by MSG with cause upon fourteen (14) days written notice. MSG shall submit an invoice for services performed up to the effective date of the work suspension and the Client shall pay MSG all outstanding invoices within fourteen (14) days. MSG

shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

Termination The Client or MSG may terminate services on the Project upon seven (7) days written notice in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. MSG shall submit an invoice for services performed up to the effective date of termination and the Client shall pay MSG all outstanding invoices within fourteen (14) days.

Third Party Claims The Client will compensate MSG for services performed in defense of any third party claim unless the claim resulted from the negligent act, error or omission of MSG.

Waiver of Rights The failure of either party to enforce any provision of these terms and conditions shall not constitute a waiver of such provision nor diminish the right of either party to the remedies of such provision.

Revised January 2007

Revised January 2007

Civil Engineering, Surveying and Environmental Consulting



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: 2008 SLURRY AND CRACK SEALING AND BITUMINOUS PATCHING AWARD

DISCUSSION: As you know, each year the Engineering Department manages a program for routine maintenance on bituminous (asphalt) streets, including crack sealing and slurry sealing, both of which are designed to lengthen the service life of these pavements. This program typically includes streets that have been targeted for maintenance activities that can extend their surface life for five years or more, and for permanent pavement patching in areas where the Water Department has had main breaks within the past year. While we are still tabulating the list of patches, the Water Department has indicated that their budget will support \$20,000 in costs for bituminous patches. This is the second year in which the Engineering Department is attempting to begin a bona fide pavement management program, where we target streets for crack sealing based on the age of the pavement alone, to attempt to keep all streets resurfaced during a certain time frame in good shape. In such a fashion, this year we are completing crack sealing nearly all streets that were last resurfaced between 1992 and 2003 that have not yet been crack sealed or slurry sealed, even those that do not exhibit excessive cracking yet. This year, we will finish crack sealing, and begin slurry sealing streets that are nearly 15 years old, and this may require an increased level of maintenance dollars in order to stay on this schedule in the future.

Over the past three (3) years, we have bid this program and only one bidder has submitted a bid, D.G. Slurry Seal of Toledo, Ohio. They have performed satisfactorily, and have indicated their interest in this year's program as well. Last year it was reported to the City Council as a part of the award that we would consider adding 2008 work as a Change Order, and that is our intention this year, primarily to save Engineering staff time in preparing the bidding documents, but also due to the belief that bidding this project would not result in any cost savings, especially given the history of low interest in this program. D.G. Slurry Seal has agreed to modest price increases over the previous year's contract as follows:

<u>Item</u>	<u>Description</u>	<u>Units</u>	<u>2006 Price</u>	<u>2007 Price</u>	<u>2008 Price</u>
1.	Remove and Dispose Pavement (patches)	Square yard	\$35.00	\$36.25	\$38.06
2.	Bituminous Hand Patching	Ton	\$200.00	\$207.00	\$227.00
3.	Furnish and Install Crack Sealant	Pound	\$2.05	\$2.12	\$2.22
4.	Furnish and Install Slurry Seal	Square yard	\$1.90	N/A	\$2.09
5.	Traffic Control (variable)	Lump sum	\$3,500.00	\$2,000.00	\$4,000.00

The 2008 proposed unit prices for removal and disposal of pavement, and the installation of crack sealing and slurry seal represent 5% annual increases from either 2007 or 2006 as appropriate, and the bituminous hand patching item represents a 10% increase from 2008. Given the extremely high upturn in pricing for all petroleum-based products, these figures are more than appropriate, and it is unlikely that we would secure any better pricing by bidding this project. The breakdown of this contract by project type is listed below:

	<u>Local Streets</u>	<u>Major Streets</u>	<u>Water Fund</u>
Crack Sealing (See attached list of streets):	\$ 7,135.08	\$22,399.80	N/A
Kentucky Ave. Slurry Seal – Plum Creek to Sixth St.*	N/A	\$17,777.75	N/A
Michigan Ave. Slurry Seal – Mason Run to Greenwood*	\$31,808.18	N/A	N/A
Water Department Patches	N/A	N/A	\$20,000.00
Traffic Control	\$ 2,000.00	\$ 2,000.00	N/A
Total Costs	\$40,943.26	\$42,177.55	\$20,000.00

*Includes some patching work as well.

Since this contract is for maintenance type work, the typical labor harmony requirements do not apply to this project.

IT IS RECOMMENDED that the City Council award a Change Order to the 2007 Program contract to D.G. Slurry Seal of Toledo in the amount of \$103,120.81, which includes contingencies. **IT IS FURTHER RECOMMENDED** that the Director of Engineering, Public Services, and Planning be authorized to sign the change order on behalf of the City of Monroe.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Ideal time of year for construction is between August and October

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, traveling public, fronting property owners

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$103,120.81
Cost of This Project Approval	\$103,120.81
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

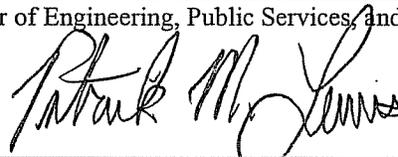
<u>City</u>	<u>Account Number</u>	<u>Amount</u>
Major Str. Surface Maintenance	202-60.464-818.020	\$42,177.55
Local Str. Surface Maintenance	203-60.464-818.020	\$40,943.26
Water Distribution Contractual	591-40.538-818.020	\$20,000.00

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 07/02/08

REVIEWED BY:



DATE:

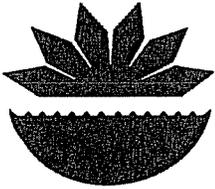
COUNCIL MEETING DATE: July 7, 2008

2008 Crack Sealing and Bituminous Patching Program - Crack Seal Streets

#	Year Res.	Street	Limits	Str. Length	Crack Seal (feet)		Crack Seal (pounds)		Actual	
					Major	Local	Major	Local		
1	1998	Scott	Sixth to Seventh	474	1600		571	571	**	
2	2001	Custer	Seventh to Eighth	458	700		250	250	**	
3	2001	Bacon	Seventh to Eighth	466	500		179	179	**	
4	2001	Half	First to Fourth	1100	700		250	250	**	
5	2002	Riverview	Maywood to Concrete	3492	5000		1786	1786	**	
6	2002	S. Roessler	Fifth to Front	663	1400		500	500	**	
7	2003	W. Elm	CSX to Lavender	881	2010		718	718	**	
8	2003	Winchester	Eighth to Fourth	1678	1500		536	536	**	
9	2003	E. Third	Railroad to Conant	738	2300		821	821	**	
10	2003	Peters	Conant to Norwood	1855	4000		1429	1429	**	
11	2005	W. Elm	Bentley to CSX Railroad	970	2950		1054	1054	**	
12	2006	N. Custer	Cranbrook to Bentley	5581.14	12455		4448	4448	**	
13	2006	W. Eighth	Roessler to Monroe	3120.5	2137.5		763	763	**	
Totals					21476.64	28253	9000	10090	3214	13304

Note: Assumed rate from historical projects of 2.8 LFT per pound of crack seal material.

0



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Fluid Equipment Development Company Application for Industrial Facilities Exemption Certificate

DISCUSSION:

On May 27, 2008, the City Clerk/Treasurer received an Application for an Industrial Facilities Exemption Certificate from Fluid Equipment Development Company for leasehold improvements and personal property to their facility located at 1530 E. Front Street. As indicated on the application, the request is for an Industrial Facilities Exemption Certificate for \$1,750,000.00 in real property improvements and \$575,000.00 in personal property improvements for a period of twelve (12) years. (Please see attached application materials.)

On June 12, 2008 the Economic Development Review Committee (EDRC) met to review and make a recommendation on the application. Following a presentation by the applicant and discussion on the request, the EDRC moved to recommend that City Council consider a twelve year abatement on both the real and personal property as requested. (Please see attached EDRC meeting minutes.)

On June 26, 2008 Planning distributed notice of the Public Hearing to the affected Taxing Jurisdictions, the City Assessor, the City Clerk/Treasurer and the applicant. A general public hearing notice was also published in the June 26, 2008 edition of the *Monroe Evening News*.

It is recommended that the City Council approve the request in accordance with the recommendation of the EDRC in the form of the attached resolution and authorize staff to forward the application to the State Tax Commission for their review and action, following a public hearing, at its July 7, 2008 meeting.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION:

For

Against

REASON AGAINST: N/A

INITIATED BY: Fluid Equipment Development Company - applicant

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Planning, Assessor, EDRC

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ N/A
Cost of This Project Approval	\$ N/A
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

City

Account Number

Amount

\$ N/A

\$ N/A

\$ N/A

\$ N/A

\$ N/A

Other Funds

\$ N/A

\$ N/A

\$ N/A

\$ N/A

Budget Approval: _____

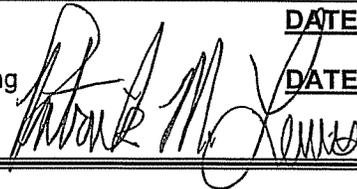
FACT SHEET PREPARED BY: Matt Wallace, City Planner

DATE: 6/30/08

REVIEWED BY: Patrick M. Lewis, P.E., Director of Engineering & Planning

DATE: 6/30/08

COUNCIL MEETING DATE: June 30, 2008



**Economic Development Review Committee
Meeting Minutes
Thursday, June 12, 2008
1st Floor Lounge
Monroe City Hall**

1. Roll Call

Present: Mark Worrell, Mayor
George Brown, City Manager
Tom Ready, City Attorney
Pam Stanley, Director of Economic Development
Sam Guich, City Assessor
Patrick Lewis, Director of Engineering & Planning

Absent: Brian Beneteau, City Councilperson

Staff: Matt Wallace, Planner

Guests: Kevin Stefanko, 1503 and 1509 East Front Street
Lisa Leachman, Fluid Equipment Development Company
Mary Conner, Councilperson

2. Consent Agenda

Mr. Ready moved to accept the consent agenda as presented.

Mr. Lewis seconded the motion.

Motion Carried Unanimously

3. New Business

A. Application for IFT Exemption Certificate at 800 Ternes Drive, Fluid Equipment Company

After a brief discussion of the legislation permitting the City of Monroe to submit a request to the State Tax Commission, Ms. Leachman explained the proposed project at 800 Ternes Drive, discussion of the proposed project took place.

Mr. Lewis moved that, having found the property to have met all the requirements for an Industrial Facilities Tax Exemption, the Committee submit a resolution to City Council in support of the requested twelve (12) year IFT Exemption Certificate for the real and personal property at 800 Ternes Drive, owned by Fluid Equipment Development Company.

Ms. Stanley seconded the motion.

Motion carried unanimously

B. Application for the establishment of an OPR District and consequently, an OPR Exemption Certificate at 1503 and 1509 East Front Street, Mr. Kevin Stefanko

The purpose of the legislation permitting the establishment of Obsolete Property Rehabilitation Districts was discussed. After Mr. Stefanko discussed the proposed project, there was discussion of the ramifications of establishing the requested district as well as the need for general policy on the request for districts from private citizens.

Mr. Lewis moved that, until after a review by the Citizens Planning Commission of a staff report describing the statute provisions and guideline recommendations, the Committee table this issue until the next meeting of the Economic Development Review Committee.

Mr. Guich seconded the motion.

Motion carried unanimously

C. Request by Assessor's Office to cancel IFT Exemption Certificate at 455 Detroit Avenue, Finishers Unlimited

Mr. Guich explained the holders of the certificate have vacated the property and moved elsewhere in the City of Monroe and there is one year remaining on the existing certificate.

Ms. Pam Stanley moved that the certificate be revoked.

Mr. Lewis seconded the motion.

Motion carried unanimously

4. Old Business

5. Adjournment

Mr. Lewis moved to adjourn the meeting.

Mr. Guich seconded the motion.

Motion Carried Unanimously

June 30, 2008/mew

Resolution #08-XXX

1 **WHEREAS**, an Application for Industrial Facilities Exemption Certificate,
2 pursuant to Act No. 198 of the Public Acts of 1974, as amended, was filed by Fluid
3 Equipment Development Company for property located at 800 Ternes Dr, Monroe,
4 Michigan, within a designated Industrial Development District more particularly
5 described in Exhibit A, on May 27, 2008; and

6 **WHEREAS**, the City of Monroe Economic Development Review Committee
7 reviewed the application and recommended approval of the application for real and
8 personal property improvements requested for a period of twelve (12) years; and

9 **WHEREAS**, a Public Hearing was held by City Council on July 7, 2008 for
10 property owners, taxpayers, the City Assessor, the applicant and representatives of the
11 affected taxing units on the granting of an Industrial Facilities Exemption Certificate for
12 Fluid Equipment Development Company and no comments were made supporting and no
13 comments were made objecting to the request.

14 **NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of
15 Monroe hereby approves the application from Fluid Equipment Development Company,
16 dated May 27, 2008 for an Industrial Facilities Exemption Certificate for property located
17 at 800 Ternes Drive, Monroe, Michigan and more particularly described in its
18 Application for Industrial Facilities Exemption Certificate dated May 27, 2008 for real
19 property improvements in the amount of one million seven hundred fifty thousand
20 (\$1,750,000.00) and personal property improvements in the amount of five hundred
21 seventy-five thousand (\$575,000.00) for a period of twelve (12) years and subject to the
22 following conditions which are to be enumerated in a separate Agreement by and
23 between the City of Monroe and Fluid Equipment Development Company to be executed
24 pursuant to Act No. 334 of the Public Acts of 1993, Section 22:

- 25 1. That Fluid Equipment Development Company shall invest a sum not less
26 than two million three hundred twenty-five thousand (\$2,325,000.00) for
27 certain real and personal property improvements located at 800 Ternes
28 Drive, which is more particularly identified in its Application for
29 Industrial Facilities Exemption Certificate dated May 27, 2008;
- 30 2. That Fluid Equipment Development Company shall create not less than
31 twelve (12) new jobs at this site within two years of project completion;
- 32 3. That Fluid Equipment Development Company shall pay their employees a
33 “living wage” as outlined in City of Monroe Ordinance 04-016;
- 34 4. That it is understood by and between the parties that the City of Monroe
35 shall request withdrawal of the abatement by the State Tax Commission if
36

37 Fluid Equipment Development Company fails to complete the
38 improvements at the specified location;

39 5. That it is understood by and between the parties that the abatement be
40 subject to periodic review to assure compliance with the terms of the
41 Agreement to be executed by the parties pursuant to Public Act 334 of
42 1993, Section 22, as authorized by this Resolution of City Council; and

43 6. That it is understood by and between the parties that should a periodic
44 review identify any non-compliance with the terms and conditions of said
45 Agreement, Fluid Equipment Development Company shall be given a
46 period of thirty (30) days to bring itself into compliance or the City of
47 Monroe will request the withdrawal of the abatement by the State Tax
48 Commission.

49 **BE IT FURTHER RESOLVED**, that the City of Monroe hereby states being
50 fully advised that the granting of this Industrial Facilities Exemption Certificate to Fluid
51 Equipment Development Company for the property located at 800 Ternes Drive, Monroe,
52 Michigan, and more particularly described in its Application for Industrial Facilities
53 Exemption Certificate dated May 27, 2008, together with the aggregate amount of
54 certificates previously granted and currently in force under Act No. 198 of the Public
55 Acts of 1974 and Act No. 255 of the Public Acts of 1978 shall not have the effect of
56 substantially impeding the operation of the City of Monroe or impairing the financial
57 soundness of a taxing unit which levies ad valorem taxes in the City of Monroe.

58 **BE IT FURTHER RESOLVED**, that the Mayor and Clerk/Treasurer be
59 authorized to execute an Agreement of the parties pursuant to Public Act 334 of 1993 and
60 that a copy of said Agreement be filed by the Clerk/Treasurer with the Michigan
61 Department of Treasury.

62 **EXHIBIT A**

63 (Please see attached Resolution dated July 22, 1996 establishing the Industrial
64 Development District)

By: Mayor McMullen

R E S O L U T I O N

WHEREAS, the Ternes Land Development Company, has applied for the establishment of an Industrial Development District under Act 198 of 1974 for parcel number 5M1909 located between Detroit Avenue, I-75 and North Dixie Highway; and

WHEREAS, due notice has been given in writing as well as publication, to the applicant, the City Assessor of the City of Monroe, and the citizens; residents and taxpayers of the City of Monroe for a public hearing which was held by the Monroe City Council on November 3, 1986, for the establishment of an Industrial Development District for parcel 5M1909 located between Detroit Avenue, I-75 and North Dixie Highway;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Monroe hereby establish an Industrial Development District for parcel number 5M1909, the description as taken from the City Tax Rolls, as follows:

Land commencing 341.51 ft. N. 75°13'45" East and 371.48 ft. S. 14°46'15" East from the intersection of the South line of Dixie Hwy. with East line Detroit Avenue;

thence, S. 24°53'00" West 1593.81 feet;

thence, N. 65°07'00" West 116.00 feet;

thence, S. 24°53'00" West 1130.64 feet;

thence, S. 65°16'38" East 1591.82 feet to W. line of I-75 Right-Of-Way;

thence, N. 16°45'36" East 2224.03 feet;

thence, N. 14°28'35" East 512.84 feet;

thence, N. 08°21'34" East 466.38 feet;

thence, N. 08°28'19" West 598.80 feet;

thence, S. 75°13'45" West 181.26 feet;

thence, S. 78°31'43" East 191.70 feet;

thence, S. 08°28'19" East 357.61 feet;

thence, S. 75°13'45" West 354.34 feet;

thence, N. 76°05'48" West 45.99 feet;

thence, N. 00°24'45" West 163.21 feet on a chord of a curve with a radius of 330.00 feet; arc length of 164.92 feet and a delta of 28°38'03";

thence, N. 14°43'51" West 260.04 feet;

thence, S. 75°13'45" West 60.00 feet;

thence, S. 14°43'51" East 260.04 feet to southeast corner of Lot 21 Frenchtown Industrial Park;

thence, S. 75°13'45" West 450.00 feet;

thence, S. 14°15'00" East 100.00 feet;

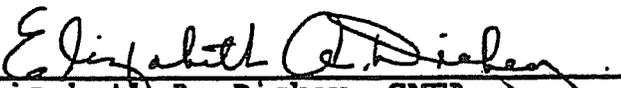
thence, N. 75°13'45" West 150.00 feet;

thence, N. 14°46'15" West 28.52 feet to the point of beginning, being part of Private Claim 80-82 and 87, T6S R9E.

Supported by: Council Member White
Ayes: 6 Nays: 1
RESOLUTION DECLARED ADOPTED

I, Elizabeth A. Dickey, Clerk/Treasurer of the City of Monroe, County of Monroe, State of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution adopted by the City Council of said City, at a regular meeting thereof held on the 3rd day of November, 1986.

(SEAL)



Elizabeth A. Dickey, CMFA
City Clerk/Treasurer

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date received by Local Unit 5-27-08
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Fluid Equipment Development Company	1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 333911	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 800 Ternes Drive, Monroe, MI 48162	1d. City/Township/Village (indicate which) City/Monroe	1e. County Monroe
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))	3a. School District where facility is located Monroe	3b. School Code 58010
4. Amount of years requested for exemption (1-12 Years) 12		
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. 2.5 acre parcel of land connecting to the East property line of existing parcel. 30,000 2/ft. expansion of existing building. Building is to be used for expansion of manufacturing facility which is used to produce and distribute water desalination pumping equipment. Personal Property (New): See attached list.		
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ \$1,750,000.00 Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ \$575,000.00 Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ \$2,325,000.00 Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.		
	<u>Begin Date (M/D/Y)</u> <u>End Date (M/D/Y)</u>	
Real Property Improvements ▶ 6/30/08 10/31/08 ▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased		
Personal Property Improvements ▶ 8/1/08 12/31/09 ▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased		
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
9. No. of existing jobs at this facility that will be retained as a result of this project. 30	10. No. of new jobs at this facility expected to create within 2 years of completion. 12 (6 skilled trades, 2 engineering, 2 general labor, 2 admin)	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.		
a. TV of Real Property (excluding land) _____ b. TV of Personal Property (excluding inventory) _____ c. Total TV _____		
12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District		
12b. Date district was established by local government unit (contact local unit) 11/3/86	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Lisa Leachman	13b. Telephone Number (734) 241-3935	13c. Fax Number (734) 241-5173	13d. E-mail Address lleachman@fedco-usa.com
14a. Name of Contact Person Same as above	14b. Telephone Number	14c. Fax Number	14d. E-mail Address
▶ 15a. Name of Company Officer (No Authorized Agents) Eli Oklejas, Jr.			
15b. Signature of Company Officer (No Authorized Agents) <i>Eli Oklejas Jr.</i>		15c. Fax Number (734) 241-5173	15d. Date 5-27-08
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 800 Ternes Drive, Monroe, MI 48162		15f. Telephone Number (734) 241-3935	15g. E-mail Address eoklejas@fedco-usa.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input checked="" type="checkbox"/> Abatement Approved for <u>12</u> Yrs Real (1-12), <u>12</u> Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

**Fluid Equipment Development Company
Application for Industrial Facilities Tax Exemption**

Personal Property List

Horizontal Boring Mill, Haas EC-16	\$235,000
CNC Lathe, Haas TL-3	\$ 65,000
(2) CNC Mills, Haas VF-4	\$120,000
CNC Lathe, Haas TL-2	\$ 35,000
Total Personal Property Investment	\$575,000



City of Monroe
CivicSight Map

MAP LEGEND:

EDGE OF PAVEMENT

CITY LIMITS

PARCELS

MONROE_20 ORTHO (image)



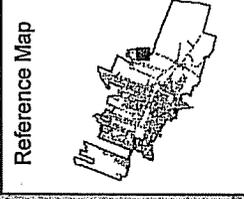
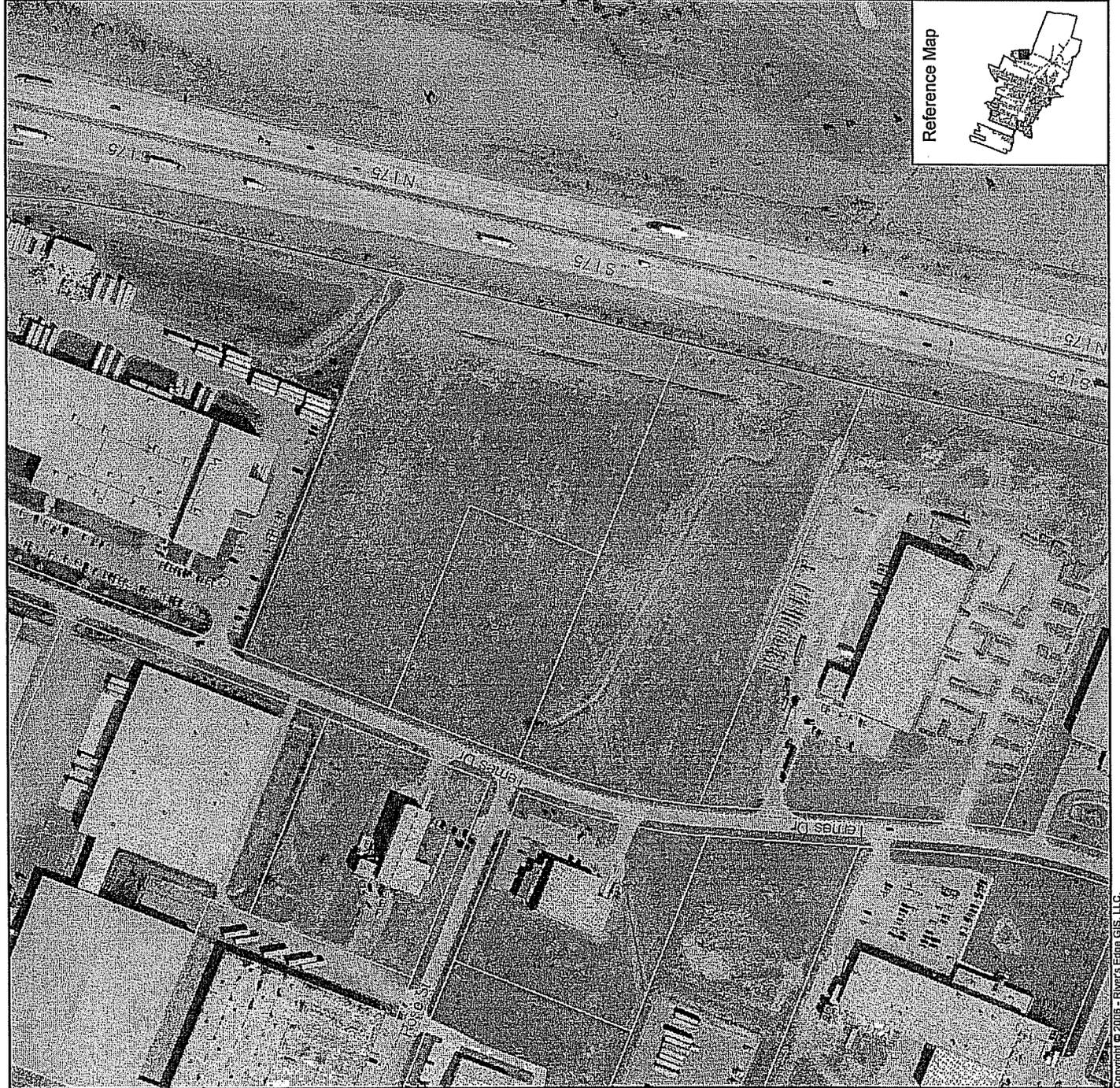
Map Scale: 1 inch = 284 feet

Map Date: 6/11/2008

Data Date: April 10, 2008

Sources: City of Monroe, River's Edge GIS, LLC.

Disclaimer: This map is neither a legally recorded map nor a survey and is not intended to be used as one. The user acknowledges that the user is using the map for informational purposes only and does not intend to rely on the map for any legal or financial purposes. The City of Monroe and its employees or agents, or third parties, disclaims any liability for any damages, including consequential damages, which arise out of the User's access or use of data provided.



**FLUID EQUIPMENT DEVELOPMENT CO.
INDUSTRIAL FACILITIES TAX EXEMPTION REVIEW**

ABOUT FEDCO

Fluid Equipment Development Company (FEDCO) was founded in 1997 by Eli Oklejas, a lifelong Monroe resident. The objective of the business was to develop and design fluid machinery to be used in the process of water desalination.

Over the past 11 years, our efforts have culminated into patented products, designs, and sophisticated manufacturing processes. FEDCO's primary product lines are energy recovery turbines and high pressure feed pumps that can pump up to 4,500 gallons of water per minute at 1200 psi.

FEDCO's products are shipped worldwide with over one thousand units installed on 6 of 7 continents. In 2007 FEDCO directly exported about 70% of its products to 38 countries, resulting in new revenues brought into our local economy from foreign countries.

EXPANSION PLANS

FEDCO has secured the purchase of a 2.5 acre parcel of vacant land bounded East to the current FEDCO property at 800 Ternes, up to I-75. The land will be used for FEDCO's planned building expansion of 31,155 sq. ft (201' x 155'). The addition will allow FEDCO room to add new machinery and expand its manufacturing operations, expand its research and development/prototype assembly and testing areas.

Some of the special features that will be included in the building addition are Geo-Thermal heating and cooling, Geo-Thermal wells, block masonry construction, full block insulation, white vinyl roof, sky lights, and 10-ton overhead crane.

Total investment in the expansion will be about \$2,325,000, with \$350,000 in land, \$1,400,000 in building, and \$575,000 in new machinery.

SUMMARY

FEDCO came before the EDRC in December 2004 for review of its first IFT application, which resulted in a favorable recommendation. FEDCO then built a 20,000 sq. ft. manufacturing facility at 800 Ternes Drive. Since that time, FEDCO has exceeded its investment projections of personal property and met the projected number of new jobs.

We respectfully request that you consider our IFT application and offer a favorable recommendation for this expansion project.

Projected New Jobs Added with Expansion	Qty.	Avg. Hourly Wage	Annual Wages(each)	Total Annual Wage Investment
Skilled Trade	6	\$21	\$43,680	\$262,080
Engineering	2	\$28	\$58,240	\$116,480
General Labor	2	\$14	\$29,120	\$58,240
Administrative	2	\$15	\$31,200	\$62,400
	12			\$499,200

Skilled Trade Jobs 6 journeyman machinist positions to be added. Positions are needed to operate new machinery that will be purchased, as listed on the property list. Employees in these positions typically hold an Associate degree or certificate from a community college or trade school.

Engineering Jobs 2 engineering positions to be added. Positions are needed to support research and development and new product design. Employees in these positions hold a Bachelor of Science degree in mechanical or manufacturing engineering.

General Labor 2 general laborer positions to be added. These positions will assist with shipping/receiving, material handling, and quality control.

Administrative 2 administrative positions to be added. One position will be for a purchasing agent and the other in human resources.

The above represents the minimum number of jobs expected to be added within the next 12 to 18 months, after completion of the expansion. More skilled trade positions may be added depending on production requirements.

FEDCO currently employs 34 people (33 full-time, 1 part-time) and with the expansion the total work force will be 46 employees.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REVOCATION OF FINISHERS UNLIMITED OF MONROE, INC. TAX ABATEMENT

DISCUSSION: FINISHERS UNLIMITED OF MONROE, INC. HAS TERMINATED PRODUCTION AND ELIMINATED THE WORKFORCE AT 455 DETROIT AVENUE, THEREBY CEASING TO FULFILL THE PURPOSES FOR WHICH INDUSTRIAL FACILITIES TAX ABATEMENT 97-754 WAS ISSUED. ADOPTION OF THE ATTACHED RESOLUTION WILL REVOKE SAID TAX ABATEMENT.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: 7-1-08

REASON FOR DEADLINE: INCLUSION IN NEXT COUNCIL MEETING AGENDA

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: ASSESSING

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: ASSESSING, PLANNING

FINANCES

COST AND REVENUE PROJECTIONS:		
	Cost of Total Project	\$ N/A
	Cost of This Project Approval	\$ N/A
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: SAM GUICH, ASSESSOR

DATE: 7-1-08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7-7-08

R E S O L U T I O N

1 WHEREAS, on August 29, 1997, Finishers Unlimited of Monroe,
2 Inc. submitted an Application for Industrial Facilities Exemption
3 Certificate (ref.: Attachment I, which is attached hereto and made
4 a part hereof) to the City of Monroe pursuant to Public Act 198 of
5 1974, as amended, hereinafter referred to as the "Act", in which
6 the project for the requested tax exemption was described as being
7 a "new" facility located at 455 Detroit Avenue, Monroe, Michigan
8 (hereinafter referred to as the "subject facility") consisting of
9 building improvements with an investment cost of \$33,421, and
10 machinery and equipment with an investment cost of \$94,526, to be
11 utilized in applying coating to wood products; and

12 WHEREAS, Finishers Unlimited of Monroe, Inc. further stated
13 in said application that the subject facility would create seven
14 (7) jobs within two (2) years of project completion; and

15 WHEREAS, on October 27, 1997, the City of Monroe adopted
16 Resolution No. R97-088 (ref.: Attachment II, which is attached
17 hereto and made a part hereof) approving said application for a
18 period of twelve (12) years; and

19 WHEREAS, an Agreement between the City of Monroe and
20 Finishers Unlimited of Monroe, Inc. was executed on October 30,
21 1997 (ref.: Attachment III, which is attached hereto and made a
22 part hereof, and hereinafter referred to as the "Agreement") which
23 provided, in part, that Finishers Unlimited of Monroe, Inc. shall
24 establish at minimum seven (7) full-time positions within two (2)
25 years of the project completion, and that it shall maintain the
26 positions established for the remainder of the abatement period;

27 and

28 WHEREAS, on December 30, 1997, the Michigan State Tax
29 Commission certified that the subject facility identified in said
30 Application was designed and acquired primarily for the purpose of
31 construction of new industrial property and otherwise complied
32 with Section 9 and with other provisions of the Act and thus
33 issued an Industrial Facilities Exemption Certificate for said
34 facility, being certificate number 97-754 (ref.: Attachment IV,
35 which is attached hereto and made a part hereof); and

36 WHEREAS, as of April, 2007, Finishers Unlimited of Monroe,
37 Inc. has terminated production and eliminated the workforce at the
38 subject facility, thereby ceasing to fulfill the purposes for
39 which said certificate was issued; and

40 WHEREAS, the subject facility is therefore not being used in
41 a manner consistent with the Act; and

42 WHEREAS, the City of Monroe Economic Development Review
43 Committee conducted a meeting on June 12, 2008 and voted
44 unanimously to recommend revocation of certificate number 97-754;
45 and

46 WHEREAS, Finishers Unlimited of Monroe, Inc. signed a WAIVER
47 OF HEARING (ref.: Attachment V, which is attached hereto and made
48 a part hereof) for the hearing which would have been held during
49 the compliance period provided for in Paragraph 4 of the
50 Agreement; and

51 WHEREAS, Section 15 of the Act authorizes the legislative
52 body of a local governmental unit to request that the Michigan

53 State Tax Commission revoke the industrial facilities exemption
54 certificate if the purposes for which the certificate was issued
55 are not being fulfilled in the manner consistent with the purposes
56 of the Act;

57 NOW THEREFORE BE IT RESOLVED, that the City of Monroe hereby
58 requests that the Michigan State Tax Commission revoke Industrial
59 Facilities Exemption Certificate No. 97-754 issued to Finishers
60 Unlimited of Monroe Inc. on the grounds that the subject facility
61 located within said Industrial Development District is no longer
62 being used in a manner consistent with purposes of the Act;

63 BE IT FURTHER RESOLVED, that a certified copy of this
64 Resolution shall be served on the Michigan State Tax Commission
65 for initiation of revocation proceedings pursuant to Section 15
66 of the Act.

67

68 Dated: July 7, 2008

Attachment I
P. 1. OF 3

APPLICATION FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE

This form is issued as provided by P.A. 198 of 1974, as amended. Section references on this form are to specific sections of the act that explain or require the data. Filing of this form is voluntary. The application should be filed after the district is established and no later than (within) six months after the commencement of the project. This project will not receive tax benefits until approved by the State Tax Commission.

INSTRUCTIONS: Read the instructions on page 4 before completing this application. File the original and three copies of this form and the required attachments (four complete sets) with the clerk of the local government unit.

TO BE COMPLETED BY CLERK OF LOCAL GOVERNMENT UNIT Clerk must also complete sections 17, 18 and 19, page 3.		THIS SECTION FOR USE BY THE OFFICE OF THE STATE TAX COMMISSION	
Signature <i>E. Elizabeth R. Dickey</i>	Application No. 97-254	Date Received 8-29-97	Date Received 10/31/97

Applicant, do not write above this line. Begin entries at 1 below.

1a. Applicant (Company) Name (Applicant must be the occupant/operator of the facility) <u>Finishers Unlimited of Monroe, Inc.</u>		b. Standard Industrial Classification Code (Sec. 2(10)) 2431	
c. Company Mailing Address (No. and Street, P.O. Box, City, State, ZIP) <u>455 Detroit Avenue</u>			
d. Location of Facility (No. and Street, City, State, ZIP) <u>455 Detroit Avenue</u>		e. City/Twp./Village <u>Monroe</u>	f. County <u>Monroe</u>
2. Type of Approval Requested <input checked="" type="checkbox"/> NEW FACILITY (SEC. 2(4)) <input type="checkbox"/> REHABILITATION (SEC. 3(1))		3. School District Where Facility is Located <u>Monroe</u>	a. School Code <u>58010</u>
<input type="checkbox"/> SPECULATIVE BUILDING (SEC. 3(8)) <input type="checkbox"/> TRANSFER (of existing certificate) <input type="checkbox"/> RESEARCH and DEVELOPMENT (SEC. 2(9))		4. How Many Years of Exemption Requested? <u>12</u>	

5. Explain Applicant's Principal Type of Business

Applying coating to wood products.

6a. Rehabilitation Applicants Only: General Description and Use of Existing Facility (Number of buildings, type, size, use, products manufactured, type of research or development.)

STATE TAX COMMISSION
RECEIVED

b. Explain Degree and Type of Obsolescence Affecting Existing Facility.

OCT 31 1997

REFERRED TO

7. Describe Project for Which Exemption is Sought (Type of Improvements to Land, Building; Size of Addition; Personal Property Acquired - Explain New - Used, Transferred from Out-of-State, etc.) and Proposed Use of Facility

The purchase of equipment and building improvements

8. Cost of land improvements EXCLUDING cost of land (Sec. 2(6)a)	\$	_____
Cost of building improvements. (List major types on attachment.)		33,421.12
Cost of machinery and equipment. (Itemize: month, day & year on attachment; see instructions on page 4, item 2)		94,525.50
Cost of furniture and fixtures. (Itemize: month, day & year on attachment; see instructions on page 4, item 2)		_____
TOTAL PROJECT COST	\$	127,946.62
	<input checked="" type="checkbox"/> ACTUAL	<input type="checkbox"/> ESTIMATED

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.571, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

18a. Type Name of Company Officer James D. Mackin, Jr.	b. Signature <i>James D. Mackin, Jr.</i>
c. Title CEO	d. Date 8/29/97

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting application to the State Tax Commission

19. Action Taken

ABATEMENT APPROVED FOR 12 Years DISAPPROVED

Ending December 30, 2010
(not to exceed 12 years after project completion)

20. Name of Local Government Body <u>City of Monroe</u>	Date of Action on This Application <u>10-29-97</u>
--	---

Attached hereto is a copy of the resolution covering the action of the above named local government body on this application. The resolution contains the finding required under Section 9(1) of P.A. 198, of 1974, as amended (financial impact on taxings units). Attach form T-1044A and/or form T-1044 if the abated SEV exceeds 5% of the total SEV of the local unit.

Also attached are copies of the notices required under Section 4(3) (public hearing for district) and Section 5(2) (hearing for applicant, assessor and taxing units prior to approval of the application) of P.A. 198 of 1974, as amended. When applicable, attached are resolutions approving the speculative building as required by Section 3(8) and certified statements that the building has not been occupied since completion of construction as required by Section 9(4) of P.A. 198 of 1974, as amended.

21. Signature of Clerk <i>Elizabeth A. Dickey</i>	Date <u>10-29-97</u>	Phone <u>313-2430700</u>
Clerk's Mailing Address	City	ZIP Code

MAILING INSTRUCTIONS

REMINDER: A complete filing (including documents from page 4, Instructions) of an Application for Industrial Facilities Exemption Certificate under P.A. 198 of 1974, as amended, should include the original and 3 copies of the following:

1. Notice to the public prior to hearing to establish district.
2. Resolution establishing district.
3. Application plus attachments.
4. Notice to taxing authorities prior to hearing to approve application.
5. List of taxing authorities notified.
6. Resolution approving application.
7. Completed applications received before Oct. 31 will be processed according to Rule 57, Administrative Rules of State Tax Commission.

Mail completed application and all attachments to:

Michigan Department of Treasury
State Tax Commission
Treasury Building
Lansing, Michigan 48922

NEW EQUIPMENT LIST

<u>Type</u>	<u>Model #</u>	<u>Date</u>	<u>Cost</u>
1. Panasonic Phone System	KX - 61610	4/24/97	\$ 2,407.47
2. JBI Spray Booth #1 (Ser. #20475)	IDB - 188 - S - F	4/01/97	13,800.24
3. JBI Spray Booth #2 (Ser. # 20858)	IDB - 107 - F	4/29/97	6,513.17
4. Quick Wood Door Sander (Mach. # 3142)	D2 1300	8/15/97	↓
Murphy Rogers Dust Collector	MRT 9A	8/15/97	39,030.00
5. Powermatic Air Make-up Unit	GA - 222	5/21/97	19,591.81
6. Airline System (Randy Howe)		4/01/97	4,547.50
7. Drying Racks (Salembien Welding & Lakewood Machine)		4/28/97 & 5/30/97	<u>8,635.31</u>
		Total Equipment	\$94,525.50

BUILDING IMPROVEMENTS

1. Sprinkler System	<u>\$33,421.12</u>
Total Building Improvements	\$33,421.12

Total Project \$127,946.62

RESOLUTION

R97-088

WHEREAS, a request for the establishment of an Industrial Facilities Exemption Certificate, pursuant to Act No. 198 of the Public Acts of 1974, was filed by Finishers Unlimited of Monroe, Inc., for property located at 455 Detroit Avenue, Monroe, Michigan, within a designated Industrial Development District on 29 September 1997; and

WHEREAS, the application was reviewed and recommended for approval by the City Economic Development Review Committee, a Public Hearing was set and held by Monroe City Council on 27 October 1997 for property owners, taxpayers, the City Assessor, the applicant, and representatives of the affected taxing units on the granting of an Industrial Facilities Exemption Certificate for 455 Detroit Avenue, Monroe, Michigan, with no objections being filed; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Monroe hereby approves the application of Finishers Unlimited of Monroe, Inc., dated 29 September 1997, for an Industrial Facilities Exemption Certificate for property located at 455 Detroit Avenue, Monroe, Michigan and more particularly described in Exhibit A, which is attached hereto and made a part hereof, for the sum of One-Hundred, Twenty-Seven Thousand, Nine-Hundred, Forty-Six Dollars, Sixty-Two Cents, (\$127,946.62) for a period of twelve (12) years and subject to the following conditions which are to be enumerated in a separate Agreement by and between the City of Monroe and Finishers Unlimited of Monroe, Inc., to be executed pursuant to Act No. 334 of the Public Acts of 1993, Section 22:

1. That Finishers Unlimited of Monroe, Inc. shall invest a sum not less than One-Hundred, Twenty-Seven Thousand, Nine-Hundred, Forty-Six Dollars, Sixty-Two Cents, (\$127,946.62) for the construction of a building and installation of certain personal property to be located at 455 Detroit Avenue which is more particularly identified in its Industrial Facilities Exemption Certificate Application dated 29 September 1997;
2. That it is understood by and between the parties that the City of Monroe shall withdraw the abatement if Finishers Unlimited of Monroe, Inc. fails to complete the identified construction and obtain and install the personal property hereabove mentioned at the specified location;
3. That it is understood by and between the parties that the abatement be subject to periodic review to assure compliance with the terms of the Agreement to be executed by the parties pursuant to Public Act 334 of 1993, Section 22, as authorized by this Resolution of City Council;
4. That it is understood by and between the parties that should a periodic review identify any non-compliance with the terms and conditions of said Agreement, then Delta USA Corporation shall be given a period of thirty (30) days to bring itself into compliance or

stipulate to the withdrawal of the abatement by the City of Monroe.

BE IT FURTHER RESOLVED, that the City of Monroe hereby states being fully advised that the granting of this Industrial Facilities Exemption Certificate to Finishers Unlimited of Monroe, Inc. for the property located at 455 Detroit Avenue, Monroe, Michigan, and more particularly described in Exhibit A, together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978 shall not have the effect of substantially impeding the operation of the City of Monroe or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Monroe.

BE IT FURTHER RESOLVED, that the Mayor and Clerk/Treasurer be authorized to execute the Agreement of the parties pursuant to Public Act 334 of 1993 and that a copy of said Agreement be filed by the Clerk/Treasurer with the Michigan Department of Treasury.

EXHIBIT A

PARCEL NO. 059-00421-001

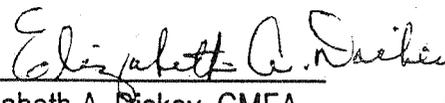
HARBORVIEW SUBDIVISION LOTS 70, 71, 72, 105, 106 AND 107

Supported by: Councilwoman Hall

Ayes: 7 Nays: 0

RESOLUTION DECLARED ADOPTED

I, Elizabeth A. Dickey, City Clerk-Treasurer of the City of Monroe, County of Monroe, State of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution adopted by the City Council of said City, at a regular meeting thereof held on the 27th Day of October, 1997.



Elizabeth A. Dickey, CMFA
City Clerk-Treasurer



INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE AGREEMENT

City of Monroe, Michigan – Finishers Unlimited of Monroe, Inc.

This agreement between the City of Monroe, Michigan, Monroe County, a Michigan municipal corporation whose address is 120 East First Street, Monroe, Michigan, 48161, and Finishers Unlimited of Monroe, Inc., whose address is 455 Detroit Avenue, Monroe, Michigan, 48162, is entered into by and between the parties to comply with the provisions of Act No. 334 of the Public Acts of 1993.

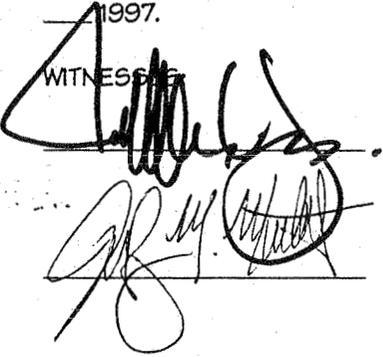
The City Council of the City of Monroe by resolution adopted 27 October 1997, approves the granting of a twelve (12) year tax abatement to Finishers Unlimited of Monroe, Inc.. for building improvements and the installation of certain personal property to be located at the Detroit Avenue site which is identified with particularity in Finishers Unlimited of Monroe, Inc. Industrial Facilities Exemption Certificate Application dated 29 August 1997, and incorporated by reference, subject to the terms and conditions hereinafter stated. In accepting the Tax Abatement Finishers Unlimited of Monroe, Inc. agrees to the following terms and conditions:

1. That Finishers Unlimited of Monroe, Inc. shall invest a sum not less than One-Hundred, Twenty-Seven Thousand, Nine-Hundred, Forty-Six Dollars, Sixty-Two Cents, (\$127,946.62) for the installation of certain personal property at the Detroit Avenue site more particularly described in it's Industrial Facilities Exemption Certificate Application dated 29 August 1997;
2. That the City of Monroe shall have the right to and may withdraw the abatement if Finishers Unlimited of Monroe, Inc. fails to construct certain building improvements and install the specified personal property as stated in it's Industrial Facilities Exemption Certificate Application dated 29 August 1997;
3. That Finishers Unlimited of Monroe, Inc. shall establish at minimum, seven (7) full-time positions within two years of project completion, and that Finishers Unlimited of Monroe, Inc. shall maintain the positions established for the remainder of the twelve year abatement period;
4. That the City of Monroe shall have the right to conduct periodic review of the abatement in whole or in part to assure compliance with the terms of this Agreement. Further, that should a periodic review identify any non-compliance with the terms and conditions of said Agreement, then Finishers Unlimited of Monroe, Inc. shall be given a period of thirty (30) days to bring itself into compliance or stipulate to the withdrawal of the abatement by the City of Monroe.

It is agreed by and between the parties that the above conditions shall remain in effect the life of the Tax Abatement.

In witness whereof, the parties have caused this Agreement to be properly executed as of the 30 day of 0-03

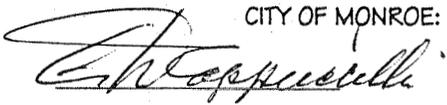
1997.

WITNESSES:


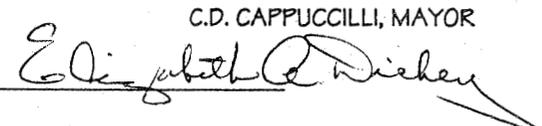
WITNESSES:

Patricia White

CITY OF MONROE:

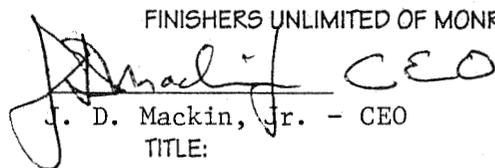
BY: 

C.D. CAPPUCCILLI, MAYOR

BY: 

ELIZABETH DICKEY, CLERK

FINISHERS UNLIMITED OF MONROE, INC.

BY:  CEO

J. D. Mackin, Jr. - CEO

TITLE:

BY: _____

TITLE:

ATTACHMENT IV

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
OFFICE OF THE STATE TAX COMMISSION

P. 1 OF 1

INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE

(Sections 207.551 to 207.571, inclusive, M.C.L.)

Pursuant to the provisions of Sections 207.551 to 207.571, inclusive, the State Tax Commission hereby finds that the industrial facility owned by FINISHERS UNLIMITED OF MONROE INC., and located at 455 DETROIT AVE., CITY OF MONROE, MONROE County, Michigan, within an Industrial Development District which industrial facility is more particularly described in Industrial Facilities Exemption Application No. 97-754, is designed and acquired primarily for the purpose of restoration or replacement of obsolete industrial property or the construction of new industrial property and otherwise complies with Section 9 and with other provisions of the Act.

Therefore, as provided by Sections 207.551 to 207.571, inclusive, M.C.L., the State Tax Commission hereby certifies as an industrial facility the property whose legal description is as follows: (See Attachment).

THIS CERTIFICATE IS ISSUED FOR A NEW FACILITY PROJECT.

THE STATE EDUCATION TAX TO BE LEVIED FOR THIS CERTIFICATE IS 6 MILLS.

This certificate unless revoked as provided by Act 198, P.A. 1974, as amended, shall remain in force for the period stated.

Real property component:

Beginning December 30, 1997 and ending December 30, 2009.

Personal property component:

Beginning December 30, 1997 and ending December 30, 2009.

The state equalized value of the existing obsolete industrial property covered by this certificate is as follows: (applies to a replacement or restoration facility only).

State equalized value of real property (excluding land) isNOT APPLICABLE

State equalized value of personal property (excluding inventory)..NOT APPLICABLE

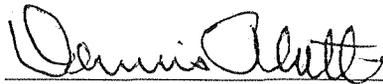
Total state equalized value included in this certificate is.....NOT APPLICABLE

This industrial facilities exemption certificate is issued on the 30th day, of December, 1997.

CERTIFICATE NUMBER 97-754

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE
ORIGINAL CERTIFICATE ISSUED BY THE STATE TAX COMMISSION
AS PROVIDED BY ACT 198, P.A. 1974, AS AMENDED.

THIS CERTIFICATE IS ISSUED SUBJECT TO
STATE TAX COMMISSION RULE #56.


Executive Secretary, State Tax Commission

ATTACHMENT ~~IV~~

p. 1 OF 1

WAIVER OF HEARING

FINISHERS UNLIMITED OF MONROE, INC. hereby waives its right to a hearing during the compliance period provided for in the INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE AGREEMENT between the City of Monroe, Michigan and Finishers Unlimited entered into October 30, 1997.

Dated: 7-1-08

Signed:
Finishers Unlimited of Monroe, Inc.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: 2008 ADDITIONAL STREET PROJECTS

DISCUSSION: The City appropriated funding for five (5) street projects during calendar year 2008 as a part of the 2008-09 Capital Improvements Program. These included East Front Street (Conant to I-75), Harbor Avenue (Rose Street to Dixie Drive), Hollywood Drive (cul-de-sac north of Maywood), East Eighth Street (Washington to Custer) and Campus Place. Due to funding constraints at the time, this was the extent of the street program that could be funded, and represents slightly less than one mile. Since the City of Monroe is responsible for over 82 miles of roadway, it is clear that we are falling far behind schedule in keeping up with deterioration of our system.

Due to cuts made by the City Council in recurring operating costs for the overall Fiscal Year 2008-09 budget, it is expected that the City will have a budget surplus for the 2008-09 Budget Year. In keeping with one of their goals to focus on infrastructure improvements, the Council requested that the Engineering Department prepare an additional list of streets that could be reconstructed or resurfaced in 2008. Due to the extreme water main project loading that is already being undertaken by the Engineering Department during 2008 and the fact that two authorized full-time positions remain vacant, it is imperative that any additional work involve streets that require very little survey and design, such as short concrete reconstructions and milling and resurfacing with minimal curb work. Also, none of the projects could involve any utility replacement work, since there would not be time for the sequential replacement of utilities followed by street work within the next four months.

The Engineering Department presented a list of twelve potential streets to the City Council at a Work Session on June 26. As a result of discussions held at that meeting, the following list of streets is being presented for funding and construction during the 2008 construction season:

1. West Noble Avenue – Telegraph to Bentley – reconstruction in 8" concrete - \$74,000 – 0.06 miles
2. Bentley Drive – Custer to Lorain – milling and resurfacing 3" of bituminous material - \$139,000 – 0.32 miles
3. N. Roessler Street – Elm to Lorain – milling and resurfacing 1-1/2" to 3" of bituminous material - \$155,000 – 0.42 miles
4. Huron Street – ½ block west of Woodville – reconstruction in 8" concrete - \$46,000 – 0.03 miles
5. Lavender Street – Hendricks to McCormick – reconstruction in 8" concrete - \$86,000 – 0.06 miles

Total Costs: \$500,000 for 0.89 miles of additional street resurfacing and reconstruction.

The West Noble Avenue, Huron Street, and Lavender Street projects will be presented to the City Council as a Change Order to the 2007/2008 Concrete Paving Program sometime in August, whereas specifications will be prepared for the 2008 Bituminous Resurfacing Program to be bid by the Engineering Department for the Bentley Drive and North Roessler Street projects, which will also be presented for award to the City Council in August.

IT IS RECOMMENDED that the Finance Director be authorized to allocate funding from the unallocated Fiscal Year 2008-09 General Fund Budget for the five (5) projects listed above. **IT IS FURTHER RECOMMENDED** that the Engineering Department be authorized to solicit quotes and / or bids as appropriate for the work herein described, and to present them for award at a future City Council meeting.

CITY MANAGER RECOMMENDATION:

- For
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE: July 7

REASON FOR DEADLINE: At least one month is needed to prepare specifications for all work, work should commence by Labor Day to ensure completion during 2008.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, adjacent property owners and residents, traveling public at large

FINANCES

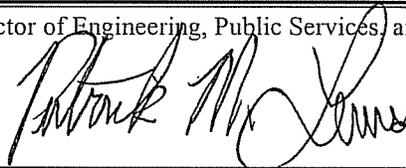
COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$500,000
	Cost of This Project Approval	\$500,000
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	Unallocated General Fund Balance		\$500,000
	<u>Other Funds</u>		

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 06/30/08

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 7, 2008



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: 2008 SIDEWALK PROGRAM – FINAL NOTICE TO AFFECTED PROPERTY OWNERS

DISCUSSION: As you are aware, every year, the City Council selects an area of the City for replacement of sidewalks, and this year's program area is east of Union Street, west of Harrison Street, and south of the River Raisin. This program began in 1978, and we are on the third time around the City. Due to the intensity with which we have been pursuing completion of the terms of our Federal Court Consent decree with respect to more than 900 ADA ramps at intersection corners, the City did not pursue a replacement program in 2007, however, we are wishing to continue the program in 2008 in order to continue to improve the City's sidewalk system and protect the City from excessive liability due to defective sidewalk sections.

An informational letter was sent to all of the residents of this area on April 4, 2008, prior to the inspection of any sidewalks. The sidewalks were then inspected and all potentially hazardous sidewalks were marked with either a "C", "X", or "T". A "C" indicates that the necessary repairs will be made by the City at its expense. If the walk is marked with an "X", the necessary repairs are the responsibility of the property owner. A "T" indicates a utility trench settlement caused by a house water service and the cost is shared equally between the City and the property owner. As have been our typical standards, "potentially hazardous" sidewalks are those that exhibit deterioration or spalling greater than a single crack per square, or are separated from the adjacent square by $\frac{3}{4}$ " or more.

In accordance with the Monroe Codified Ordinances, the property owners affected by this program are required to receive two (2) notices; ones which gives them thirty (30) days to make the necessary repairs, and a final notice which gives them a ten (10) day extension. On June 2, 2008, the first notice was sent to the affected property owners.

Attached please find a list of property owners who have not repaired their walks. These property owners will receive a letter stating that they have a ten (10) day extension in which to make the repairs. Also on this City Council agenda for your approval is a request to award a contract for this work, and the Contractor will be directed not to commence work until this 10-day period has expired.

IT IS RECOMMENDED that the property owners on the attached list be notified that if their walks are not repaired within ten (10) days, the City will arrange to make the necessary repairs and bill the cost to them.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Sidewalk program typically commences in August, Contractor is already working on ADA ramps within the City and will likely be moving into this area in August.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, fronting property owners, pedestrians at large

FINANCES

COST AND REVENUE PROJECTIONS:		
	Cost of Total Project	\$*
	Cost of This Project Approval	\$*
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

*Cost of overall project will be reported with 2008 Sidewalk Program bid award.

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	<u>Other Funds</u>		

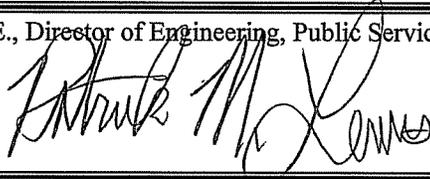
Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 06/30/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 7, 2008



2008 SIDEWALK REPLACEMENT PROGRAM

TAX_NO	NBR STREET	NAME	ADDRESS	CITY	ST	ZIP
19-00326-000	228 ADAMS ST	POUPARD, JOSEPH & TERA	2897 N CUSTER RD	MONROE	MI	48162
29-00404-039	229 ADAMS ST	HERNANDEZ, HECTOR I JR & KAREN D	19330 CHESTNUT ST	SOUTHGATE	MI	48195-3160
19-00334-000	324 ADAMS ST	DUVALL, CHRISTOPHER & KRISTEN	324 ADAMS ST	MONROE	MI	48161
19-00335-000	328 ADAMS ST	WILLETT, GAYLORD T	P O BOX 1126	MONTGOMERY	TX	77356
29-00404-042	711 ADAMS ST	ROBERTS, RENAE	711 ADAMS ST	MONROE	MI	48161
19-00297-000	712 ADAMS ST	WALKER, JOSHUA R & KRISTINE M	712 ADAMS ST	MONROE	MI	48161
19-00301-000	720 ADAMS ST	GERWECK, TERRY & MARY	720 ADAMS ST	MONROE	MI	48161
19-00306-000	730 ADAMS ST	SMITH, JOHN R & CAROLYN	730 ADAMS ST	MONROE	MI	48161
19-00290-000	701 BACON ST	IVERSON, NORMAN R.	701 BACON ST	MONROE	MI	48161
19-00079-000	708 BACON ST	MEEK, RALPH & RUTH	708 BACON ST	MONROE	MI	48161
19-00079-001	712 BACON ST	COSBY, JACK & CAROLE	1201 LASALLE RD	MONROE	MI	48162
19-00081-000	714 BACON ST	TROUTEN, OLIVER & MARIE	714 BACON ST	MONROE	MI	48161
19-00299-000	717 BACON ST	EVOE, RONALD & EVA	717 BACON ST	MONROE	MI	48161
19-00313-000	825 BACON ST	GOETZ, KENNETH R. & KATHLEEN	825 BACON ST	MONROE	MI	48161
29-00338-000	312 HARRISON ST	FIRST UNITED METHODIST	312 HARRISON ST	MONROE	MI	48161
29-00343-000	328 HARRISON ST	PLATH, JOHN C & BERNICE	328 HARRISON ST	MONROE	MI	48161
29-00347-000	410 HARRISON ST	CRAMER, MARJORIE	PO BOX 113	MONROE	MI	48161
29-00350-000	428 HARRISON ST	BONNEAU, RICHARD & PETERS, KATHLEEN	2388 IDA-MAYBEE RD	MONROE	MI	48162
29-00361-000	602 HARRISON ST	ZANGARA, SANTO JR	602 HARRISON ST	MONROE	MI	48161
29-00361-001	604 HARRISON ST	BRADLEY, CHANCE F	PO BOX 59	CARLETON	MI	48117
29-00363-000	618 HARRISON ST	GREEN, MOLLIE (ETAL)	512 W FOURTH ST	MONROE	MI	48161
29-00364-000	620 HARRISON ST	GUYOR, IDA & ALICE STARK	800 E SIGLER RD	CARLETON	MI	48117
29-00022-000	718 HARRISON ST	HAUSER, KARL V & CARI L	718 HARRISON ST	MONROE	MI	48161
29-00020-000	728 HARRISON ST	WOLF, KATHY	728 HARRISON ST	MONROE	MI	48161
29-00019-000	734 HARRISON ST	CANUPP, WILLIAM & BONNIE	5129 EVERGREEN	MONROE	MI	48161
29-00018-000	738 HARRISON ST	HOGAN, DAVID M & SHARON A	4830 BLUEBUSH RD	MONROE	MI	48162
29-00015-000	808 HARRISON ST	PIPIS, ED & RICHARD BONNEAU	910 S TELEGRAPH RD	MONROE	MI	48161
29-00014-000	812 HARRISON ST	MCCULLEY, SHARON	812 HARRISON ST	MONROE	MI	48161
29-00060-010	309 HUBBLE ST	CARTER, MARSHA	311 HUBBLE ST	MONROE	MI	48161
29-00060-022	320 HUBBLE ST	WELLS FARGO BANK, NA	3476 STATE VIEW BLVD	FORT MILL	SC	29715-7200
29-00060-052	510 HUBBLE ST	BUELL, TIMOTHY F	12844 S DIXIE HWY	LASALLE	MI	48145
29-00038-030	716 HUBBLE ST	RICHARDSON, ROY & DEBORAH	716 HUBBLE ST	MONROE	MI	48161
29-00404-063	729 HUBBLE ST	MCDANIEL, DALE E & BUSSELL KELLIE R	729 HUBBLE ST	MONROE	MI	48161
29-00404-062	733 HUBBLE ST	REECE, DENNIS R & RONNIE R	733 HUBBLE ST	MONROE	MI	48161
29-00404-061	737 HUBBLE ST	HOPINGS, MARK & CHRISTINA	737 HUBBLE ST	MONROE	MI	48161
19-00907-000	614 O'BRIEN ST	LAMB, LARRY & DARLENE	614 O'BRIEN ST	MONROE	MI	48161

2008 SIDEWALK REPLACEMENT PROGRAM

19-00909-000	622 O'BRIEN ST	ROBERTS, STEPHEN & DEBORAH	622 O'BRIEN ST	MONROE	MI	48161
19-00910-000	628 O'BRIEN ST	LAKE-STRYCHAR, HEATHER	628 O'BRIEN ST	MONROE	MI	48161
19-00221-000	702 O'BRIEN ST	MATTSON, WILLIAM & ELIZABETH	702 O'BRIEN ST	MONROE	MI	48161
19-00285-000	801 O'BRIEN ST	POUPARD, DONNA	801 O'BRIEN ST	MONROE	MI	48161
19-00286-000	802 O'BRIEN ST	BONNEAU, RICHARD & PETERS, KATHLEEN	2388 IDA-MAYBEE RD	MONROE	MI	48162
19-00284-000	805 O'BRIEN ST	EVANS, DANNY J	805 O'BRIEN ST	MONROE	MI	48161
19-00287-000	806 O'BRIEN ST	STARK, JANETTE	810 O'BRIEN ST	MONROE	MI	48161
19-00288-000	808 O'BRIEN ST	STARK, JANETTE	810 O'BRIEN ST	MONROE	MI	48161
29-00404-029	212 SMITH ST	HOT LINE TO GOD MINISTRIES,INC	PO BOX 482	MONROE	MI	48161
29-00386-000	403 SMITH ST	BRIGGS, KATE L	29500 FRANKLIN RD - APT 111	SOUTHFIELD	MI	48034
29-00384-000	417 SMITH ST	CLARK, EDWARD & LINDA	417 SMITH ST	MONROE	MI	48161
29-00383-000	421 SMITH ST	STANFORD, JAMES & CHRISTINE	421 SMITH ST	MONROE	MI	48161
29-00404-010	510 SMITH ST	BOYLAN, C & KALLENBERG, J	510 SMITH ST	MONROE	MI	48161
29-00404-007	528 SMITH ST	SPICER, RICHARD	5881 PARKSIDE DR	MONROE	MI	48161
29-00372-000	605 SMITH ST	WILLIAMS, JAMES & ANNE	605 SMITH ST	MONROE	MI	48161
29-00404-001	628 SMITH ST	MCDANIEL, JUDSON & JAMES	628 SMITH ST	MONROE	MI	48161
29-00404-051	702 SMITH ST	WOOD, BRUCE & BARBARA	1600 NORTHRIDGE DR	MONROE	MI	48162
29-00027-000	711 SMITH ST	FORTNER, JERRY W & DEBORAH J	276 BATES LANE	MONROE	MI	48162
29-00028-000	715 SMITH ST	MONROE HOUSING COMMISSION	20 N ROESSLER ST	MONROE	MI	48162
29-00404-052	716 SMITH ST	716 SMITH ST, LLC	13980 LAKE DR	MONROE	MI	48161
29-00404-054	720 SMITH ST	OSBORNE, STEVEN D & SHERRY	720 SMITH ST	MONROE	MI	48161
29-00030-000	721 SMITH ST	AMES, KRISTEN & COLE, BRODY	721 SMITH ST	MONROE	MI	48161
29-00404-055	724 SMITH ST	MCCARTY, MICHAEL & LYNDA	724 SMITH ST	MONROE	MI	48161
29-00033-000	801 SMITH ST	ANDREWS, FLOYD & BUTLER, GRIZEL	801 SMITH ST	MONROE	MI	48161
29-00035-000	805 SMITH ST	NECKEL, DAVID R & KELLY	805 SMITH ST	MONROE	MI	48161
29-00038-005	808 SMITH ST	THIBERT, JASON M	5840 NEWPORT HIGHWAY	GREENEVILLE	TN	37743
29-00038-004	814 SMITH ST	JOSEPH, PETER A II & RENEE M	814 SMITH ST	MONROE	MI	48161
29-00037-000	817 SMITH ST	BASS, ANTHONY W & TAORMINA, JENNIFE	817 SMITH ST	MONROE	MI	48161
19-00347-000	409 UNION ST	KEENE, THOMAS D & LISA L	409 UNION ST	MONROE	MI	48161
19-00348-001	429 UNION ST	VICK, JOSEPH P & MORGAN, JENNIFER L	429 UNION ST	MONROE	MI	48161
19-00031-000	501 UNION ST	MONROE HOUSING COMMISSION	501 505 20 N ROESSLER ST	MONROE	MI	48162
19-00063-000	619 UNION ST	WELLIVER, ELIZABETH M	619 UNION ST	MONROE	MI	48161
19-00096-001	715 UNION ST	BOOTH, DANIEL G & DAWN	715 UNION ST	MONROE	MI	48161
29-00038-011	327 W EIGHTH ST	OWENS, NICOLE A & ANGELO, MICHAEL C	327 W EIGHTH ST	MONROE	MI	48161
29-00038-023	406 W EIGHTH ST	STOLL, EDWARD D & LILLIAN	406 W EIGHTH ST	MONROE	MI	48161
29-00038-025	418 W EIGHTH ST	LAROY, JOSHUA J	4327 E STEIN RD	LASALLE	MI	48145
29-00404-046	423 W EIGHTH ST	SISK, WILLIAM & JENNIE	707 W SIXTH ST	MONROE	MI	48161

2008 SIDEWALK REPLACEMENT PROGRAM

29-00038-026	424 W EIGHTH ST	PILAT, BRANDY	424 W EIGHTH ST	MONROE	MI	48161
19-00308-000	501 W EIGHTH ST	MONROE HOUSING COMMISSION	20 N ROESSLER ST	MONROE	MI	48162
19-00309-000	511 W EIGHTH ST	COX, JOHN H & DOLORES	511 W EIGHTH ST	MONROE	MI	48161
19-00304-000	512 W EIGHTH ST	BROOKS, KENNETH & LORRAINE	512 W EIGHTH ST	MONROE	MI	48161
19-00305-000	518 W EIGHTH ST	SOUTHWORTH, CLAYTON & BESSIE	518 W EIGHTH ST	MONROE	MI	48161
19-00310-000	519 W EIGHTH ST	HAMLET, ROBERT W	519 W EIGHTH ST	MONROE	MI	48161
19-00114-000	601 W EIGHTH ST	TRKULA, MILDRED (TR)	3023 W ALBAIN RD	MONROE	MI	48161
19-00120-000	617 W EIGHTH ST	VANEECKHOUTTE, SANDRA M (LC)	617 W EIGHTH ST	MONROE	MI	48161
19-00108-000	618 W EIGHTH ST	MABE, DAVID BARY & CATHY MARIE	5800 CENTRAL AVE PIKE #2905	KNOXVILLE	TN	37912-2638
19-00127-000	709 W EIGHTH ST	PROFFITT, JERRY & KATHY	5820 LEROUX	NEWPORT	MI	48166
19-00129-000	713 W EIGHTH ST	BIJARRO, MANUEL JR	713 W EIGHTH ST	MONROE	MI	48161
19-00130-000	721 W EIGHTH ST	KREGEL, PAUL D	721 W EIGHTH ST	MONROE	MI	48161
19-00131-000	725 W EIGHTH ST	ROBERTY, TRACEY	5710 E DUNBAR	MONROE	MI	48161
29-00352-000	211 W FIFTH ST	DESLOOVER, DEREK & JULIE	516 N MACOMB ST	MONROE	MI	48162
29-00381-000	222 W FIFTH ST	WIESENMAIER, MARGARET	222 W FIFTH ST	MONROE	MI	48161
29-00379-000	227 W FIFTH ST	TREECE, JUNIOR E & W	227 W FIFTH ST	MONROE	MI	48161
29-00060-047	311 W FIFTH ST	JENKINS, DOLORES & CLETUS	311 W FIFTH ST	MONROE	MI	48161
29-00060-046	318 W FIFTH ST	HOWARD, BOBBY & JANIE	318 W FIFTH ST	MONROE	MI	48161
29-00060-049	325 W FIFTH ST	BRAY FAMILY TRUST	1305 MICHIGAN AVE	MONROE	MI	48162
29-00060-051	401 W FIFTH ST	MYERS, MARK P	401 W FIFTH ST	MONROE	MI	48161
29-00060-041	404 W FIFTH ST	KINKEAD, LONNIE (ETAL)	535 CONCETTA DR	MONROE	MI	48161
19-00478-000	501 W FIFTH ST	MICHEL, AMANDA M	501 W FIFTH ST	MONROE	MI	48161
19-00459-000	502 W FIFTH ST	RIGGS, THOMAS & BONNIE JO	502 W FIFTH ST	MONROE	MI	48161
19-00023-000	615 W FIFTH ST	RILEY, MARY E	615 W FIFTH ST	MONROE	MI	48161
19-00024-000	619 W FIFTH ST	DIGGS, PAUL & RACHEL	619 W FIFTH ST	MONROE	MI	48161
19-00027-000	631 W FIFTH ST	HEIDEN, DEBORAH H	13697 DIXON RD	DUNDEE	MI	48131
19-00028-000	707 W FIFTH ST	ROCK, JODY A & CARRIE J	707 W FIFTH ST	MONROE	MI	48161
19-00029-000	711 W FIFTH ST	BOYER, ROBIN K	711 W FIFTH ST	MONROE	MI	48161
29-00345-000	201 W FOURTH ST	GIBSON, CECILIA	201 W FOURTH ST	MONROE	MI	48161
29-00344-000	211 W FOURTH ST	GREEN, MOLLIE R	512 W FOURTH ST	MONROE	MI	48161
29-00060-026	312 W FOURTH ST	GILLESPIE, MELVIN D (TR)	312 W FOURTH ST	MONROE	MI	48161
29-00060-032	401 W FOURTH ST	SMITH, BRIAN A & LISA C	401 W FOURTH ST	MONROE	MI	48161
29-00060-033	407 W FOURTH ST	STEVENS, DEAN & CHRISTINE	407 W FOURTH ST	MONROE	MI	48161
29-00060-018	420 W FOURTH ST	MALOCHE, JOSEPH J (LC)	420 W FOURTH ST	MONROE	MI	48161
29-00060-017	424 W FOURTH ST	CARTWRIGHT, SCOTT	4555 ALLEN COVE	LUNA PIER	MI	48157
19-00341-000	511 W FOURTH ST	SONAK, RICHARD A & AMY L	511 W FOURTH ST	MONROE	MI	48161
19-00336-000	512 W FOURTH ST	GREEN, DANA & MOLLIE	512 W FOURTH ST	MONROE	MI	48161

2008 SIDEWALK REPLACEMENT PROGRAM

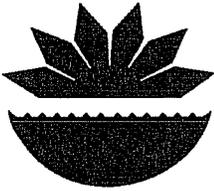
19-00337-000	518 W FOURTH ST	HILKENS, WILLIAM D & SHERRY E	3060 JACKMAN RD	PETERSBURG	MI	49270
19-00146-000	604 W FOURTH ST	MEHLHOSE, THOMAS NORMAN	416 WADSWORTH ST	MONROE	MI	48161
19-00147-000	606 W FOURTH ST	WILLIS, MICHAEL S & LAURA L	606 W FOURTH ST	MONROE	MI	48161
19-00149-000	624 W FOURTH ST	SUNDBERG, LAURIE & STEVE	624 W FOURTH ST	MONROE	MI	48161
19-00008-000	627 W FOURTH ST	OWENS, BERNIE & DOROTHA	12894 S DIXIE HWY	LASALLE	MI	48145
19-00003-000	710 W FOURTH ST	HAMM, SPRING E & RANDY J	710 W FOURTH ST	MONROE	MI	48161
19-00010-001	711 W FOURTH ST	LADA, STUERT	711 W FOURTH ST	MONROE	MI	48161
19-00010-000	715 W FOURTH ST	O'SULLIVAN, JOHN F & CAROL Y	8729 JOANN DR	NEWPORT	MI	48166
19-00006-000	726 W FOURTH ST	CARMON, DELLA MAE	726 W FOURTH ST	MONROE	MI	48161
19-00346-000	727 W FOURTH ST	KNAPP, JENNIFER L (TR)	727 W FOURTH ST	MONROE	MI	48161
29-00328-000	201 W FRONT ST	RAH REAL ESTATE DEVELOPMENT	13542 VENETIAN DR	MONROE	MI	48161
29-00403-000	219 W FRONT ST	219 WEST FRONT ST, LLC	P O BOX 2374	MONROE	MI	48161
29-00404-033	317 W FRONT ST	MB MONROE PROPERTIES, INC	155 FOXHUNT CRESENT	SYOSSET	NY	11791
29-00456-005	326 W FRONT ST	SPAULDING, GERALD & NINA	326 W FRONT ST	MONROE	MI	48162
29-00456-006	408 W FRONT ST	ARCHDIOCESE OF DETROIT MARIAN PLACE	1234 WASHINGTON BLVD	DETROIT	MI	48226
19-00317-000	503 W FRONT ST	ROSS, GUNNER & LISA	503 W FRONT ST	MONROE	MI	48161
19-00319-000	519 W FRONT ST	MITTENDORF, DEREK M & GRAFF, MARISA	519 W FRONT ST	MONROE	MI	48161
19-00320-000	523 W FRONT ST	BANK OF NEW YORK TRUST CO	3451 HAMMOND AVENUE	WATERLOO	IA	50702
19-00738-000	603 W FRONT ST	SPAULDING, GERALD & NINA	326 W FRONT ST	MONROE	MI	48162
19-00237-000	606 W FRONT ST	CLARK, ROBERT & VALERIE	606 W FRONT ST	MONROE	MI	48161
19-00235-000	624 W FRONT ST	HEISING, JEFFREY & KIMBERLY	624 W FRONT ST	MONROE	MI	48161
19-00744-000	629 W FRONT ST	WICKENHEISER, JOHN	P O BOX 1243	MONROE	MI	48161
19-00233-000	702 W FRONT ST	BREDSCHNEIDER FAMILY TRUST	402 E FRONT ST	MONROE	MI	48161
19-00234-000	706 W FRONT ST	WILLIS, ROBERT & BILLIE	706 W FRONT ST	MONROE	MI	48161
19-00750-000	711 W FRONT ST	ATKINSON, JAMES J & CHRSTINE M	40 E. CHESTNUT	PETERSBURG	MI	49270
19-00751-000	715 W FRONT ST	ORD, DAVID H & BONNIE L (TR)	4720 LONG DR	NEWPORT	MI	48166
19-00231-000	716 W FRONT ST	JOHNSON, SPURGEON D	6721 N MONROE ST	MONROE	MI	48162
19-00230-000	724 W FRONT ST	CARROLL, HOWARD FRANKLIN JR	2629 EDGEWATER	MONROE	MI	48161
29-00330-000	204 W SECOND ST	LANGTON, JAMES E & MARGARET ANN	10900 KENNEDY DR	PICKNEY	MI	48169
29-00402-000	226 W SECOND ST	JENKINS, CLETUS	226 W SECOND ST	MONROE	MI	48161
29-00399-000	227 W SECOND ST	STEWART, CHRISTIE M	227 W SECOND ST	MONROE	MI	48161
29-00026-000	221 W SEVENTH ST	BADALAMENTI, ANGELA (TR)	14156 11 MILE RD	WARREN	MI	48089
29-00038-034	405 W SEVENTH ST	WELLIVER, RODNEY L & JODIE R	405 W SEVENTH ST	MONROE	MI	48161
29-00038-035	411 W SEVENTH ST	BOWMAN, KEVIN M	411 W SEVENTH ST	MONROE	MI	48161
29-00038-036	415 W SEVENTH ST	NOVAK, IVOL & LINDA	415 W SEVENTH ST	MONROE	MI	48161
29-00404-040	423 W SEVENTH ST	GARZA, HEATHER	423 W SEVENTH ST	MONROE	MI	48161
19-00512-000	526 W SEVENTH ST	ROGOFF, OMA YEARY (TR)	620 W SEVENTH ST	MONROE	MI	48161

2008 SIDEWALK REPLACEMENT PROGRAM

19-00083-000	611 W SEVENTH ST	SHUKAIT, NOLA & SKEENS, JOHN M	611 W SEVENTH ST	MONROE	MI	48161
19-00073-000	622 W SEVENTH ST	LAMOUR, BETH ANN (TR)	P O BOX 740	MONROE	MI	48161
19-00095-000	719 W SEVENTH ST	WEISBECKER, RODNEY R	342 BRIARWOOD TR	MONROE	MI	48161
19-00096-000	723 W SEVENTH ST	GOODNOUGH, TROY C	6926 STEWART RD	MONROE	MI	48162
29-00358-000	206 W SIXTH ST	HALL JOHN & PAMELA S	206 W SIXTH ST	MONROE	MI	48161
29-00374-000	228 W SIXTH ST	LAVOY, MARTIN D & DEBRA	228 W SIXTH ST	MONROE	MI	48161
29-00060-067	311 W SIXTH ST	BANKS, JIMMIE & MARTHA	P O BOX 359	MONROE	MI	48161
29-00060-064	326 W SIXTH ST	SMITH, ROBERT & IRENE	326 W SIXTH ST	MONROE	MI	48161
29-00060-061	408 W SIXTH ST	RAYMOND, THOMAS & LINDA	408 W SIXTH ST	MONROE	MI	48161
29-00060-074	409 W SIXTH ST	DEUTSCHE BANK NATIONAL TRUST CO	SUITE 100	ORANGE	CA	92868-2927
29-00060-075	415 W SIXTH ST	BARROS, JOSEPH & WENDY J	415 W SIXTH ST	MONROE	MI	48161
29-00060-076	419 W SIXTH ST	ROE, DORISE S JR & DAHN, SIMONE L	419 W SIXTH ST	MONROE	MI	48161
29-00060-078	423 W SIXTH ST	WEST, WANDA	423 W SIXTH ST	MONROE	MI	48161
29-00060-058	424 W SIXTH ST	ROHN, LEONARD I & ANNA V (TR)	424 W SIXTH ST	MONROE	MI	48161
19-00508-000	501 W SIXTH ST	HORCHNER, CAROLE	501 W SIXTH ST	MONROE	MI	48161
19-00486-000	502 W SIXTH ST	VANBRUNT, JASON W	502 W SIXTH ST	MONROE	MI	48161
19-00509-000	505 W SIXTH ST	MARCOFF, KERRY G & ROBERT M	505 W SIXTH ST	MONROE	MI	48161
19-00485-000	506 W SIXTH ST	WEST, GLADYS	506 W SIXTH ST	MONROE	MI	48161
19-00483-000	516 W SIXTH ST	BIEDLINGMAIER, KELLIE M	516 W SIXTH ST	MONROE	MI	48161
19-00511-000	519 W SIXTH ST	BROOKS, STEVEN R & KAREN JEAN	519 W SIXTH ST	MONROE	MI	48161
19-00482-000	522 W SIXTH ST	JONES, HEATHER & DONALD	522 W SIXTH ST	MONROE	MI	48161
19-00046-000	606 W SIXTH ST	GRANT, BERT & LUELLE	606 W SIXTH ST	MONROE	MI	48161
19-00045-000	610 W SIXTH ST	DEPT OF VETERANS AFFAIRS	1240 EAST 9TH ST	CLEVELAND	OH	44199
19-00051-000	615 W SIXTH ST	WELLS FARGO BANK, NA MLMI TRUST SERIE	14523 SW MILLIAKAN WAY	BEAVERTON	OH	97005
19-00052-000	619 W SIXTH ST	CUNNINGHAM, JANET/K SALLIOTTE	619 W SIXTH ST	MONROE	MI	48161
19-00043-000	620 W SIXTH ST	THOMAS, RONALD & GLENDA	1250 UNION ST	MONROE	MI	48161
19-00041-000	626 W SIXTH ST	KOHLER, CHAD E	626 W SIXTH ST	MONROE	MI	48161
19-00039-000	702 W SIXTH ST	ZALUSKI, WILLIAM J & NATALIE L	702 W SIXTH ST	MONROE	MI	48161
19-00058-000	711 W SIXTH ST	THOMAS, DAVID & TARA	711 W SIXTH ST	MONROE	MI	48161
19-00061-000	725 W SIXTH ST	CIACELLI, VICTOR & FREENA	725 W SIXTH ST	MONROE	MI	48161
19-00034-000	726 W SIXTH ST	KELLY, NELLIE & MORGAN, LAYUNA	726 W SIXTH ST	MONROE	MI	48161
29-00337-000	212 W THIRD ST	NEWCOMB, SIGNE M	212 W THIRD ST	MONROE	MI	48161
29-00394-000	217 W THIRD ST	BREDSCHNEIDER, ERIC VON	402 E FRONT ST	MONROE	MI	48161
29-00395-000	220 W THIRD ST	DAVIS, PAMELA J	220 W THIRD ST	MONROE	MI	48161
29-00393-000	229 W THIRD ST	COUNTY OF MONROE	106 E. FIRST ST	MONROE	MI	48161
29-00404-025	301 W THIRD ST	HERNANDEZ, HECTOR I JR & KAREN D	19330 CHESTNUT ST	SOUTHGATE	MI	48195-3160
29-00060-090	315 W THIRD ST	POLHAMUS, DAVID & MARYAN	3110 S GROVE ST-GB	MONROE	MI	48162

2008 SIDEWALK REPLACEMENT PROGRAM

29-00060-012	401 W THIRD ST	LOCHNER, DAVID JOHN	1373 RIVERVIEW	MONROE	MI	48162
19-00329-000	503 W THIRD ST	MCGOWAN, WILLIAM A	503 W THIRD ST	MONROE	MI	48161
19-00325-000	508 W THIRD ST	LASALLE BANK NATIONAL ASSOC	4708 MERCANTILE DRIVE	NORTH FORT WOF TX		76137
19-00324-000	512 W THIRD ST	BARTON, STEVEN & LISA (LC)	512 W THIRD ST	MONROE	MI	48161
19-00143-001	605 W THIRD ST	BENTLEY, PHILLIP S & SHANNON L	605 W THIRD ST	MONROE	MI	48161
19-00143-000	607 W THIRD ST	DEAN, AMANDA JEAN	607 W THIRD ST	MONROE	MI	48161
19-00142-000	611 W THIRD ST	LAGARI, PATRICIA	31313 NORTH WESTERN STE 218	FARMINGTON	MI	48334
19-00139-000	629 W THIRD ST	WATERHOUSE, CHRIS & BETTY	629 W THIRD ST	MONROE	MI	48161
19-00137-000	713 W THIRD ST	GRODI, JENNIFER L	26426 WILLOW CV	TRENTON	MI	48183-4422
19-00136-000	717 W THIRD ST	HUTTING, FRANCIS A & BARBARA J	717 W THIRD ST	MONROE	MI	48161
19-00135-000	721 W THIRD ST	PASCHAL, DOROTHY/NOBLE	721 W THIRD ST	MONROE	MI	48161
19-00134-000	727 W THIRD ST	WICKENHEISER, HERMAN/ELAIN(TR)	2375 LABO ROAD	CARLETON	MI	48117



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: 2008 SIDEWALK REPLACEMENT PROGRAM AWARD

DISCUSSION: As you are aware, every year, the City Council selects an area of the City for replacement of sidewalks, and this year's program area is east of Union Street, west of Harrison Street, and south of the River Raisin. This program began in 1978, and we are on the third time around the City. Due to the intensity with which we have been pursuing completion of the terms of our Federal Court Consent decree with respect to more than 900 ADA ramps at intersection corners, the City did not pursue a replacement program in 2007, however, we are wishing to continue the program in 2008 in order to continue to improve the City's sidewalk system and protect the City from excessive liability due to defective sidewalk sections.

Typically, the Engineering Department will solicit bids for this program; however, the City is in the second year of its intensive ADA ramp replacement program, which is slated to include 200 to 250 ramps this year, including over 50 within this program area alone. To allow one contractor to complete all work within this area, we have solicit a quote from Andrews Construction, the contractor for both the 2007 and 2008 ADA Ramp Replacement Program. They have agreed to hold their unit prices from that contract, which is especially good considering the typically scattered nature of the sidewalk replacement program. We continue to be pleased with their work, and the Plaintiffs in the ADA Lawsuit have indicated that they are pleased with their ability to meet ADA standards as well. Andrews Construction continues to meet the City's Labor Harmony Standards as well.

The tabulation of costs for the sidewalk replacement program is as follows:

<u>Item</u>	<u>Description</u>	<u># Units</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Cost</u>
1.	Remove and Dispose Concrete Flatwork (4" and 6")	17,077.88	Square foot	\$0.85	\$14,516.20
2.	Furnish and Install 4" Concrete	15,070.08	Square foot	\$2.91	\$43,853.93
3.	<u>Furnish and Install 6" Concrete</u>	1,945.40	Square foot	\$3.90	<u>\$ 7,587.06</u>
	Total Costs				\$65,957.19

In addition to the quantities described above, each year there are numerous "extra areas" that are scattered throughout the City where concrete driveway approaches, sidewalks, and street pavements must be replaced due to water main breaks and other utility activities. While this list is still being compiled, the Water Department has estimated that it can support approximately \$10,000 in replacement work from their budgeted funding, and this is being added to this Change Order as well at the unit prices described above.

IT IS RECOMMENDED that the City Council award a Change Order to Andrews Construction Company, Inc. in the amount of \$75,957.19, and that a total amount of \$86,000 be encumbered, which includes a 15% contingency for the sidewalk program portions of the project. **IT IS FURTHER RECOMMENDED** that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Contractor will be ready to start work in the area by early August

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering, Public Services, and Planning

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, fronting property owners, pedestrians at large

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$86,000.00
Cost of This Project Approval	\$86,000.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

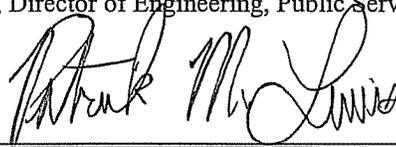
SOURCE OF FUNDS:

<u>City</u>	<u>Account Number</u>	<u>Amount</u>
Sidewalk Replacement Program	401-95.449-818.020 09C05	\$46,000.00
Water Department Contractual	591-40.538-818.020	\$10,000.00
<u>Other Funds</u>		
Property Owner Assessments		\$30,000.00

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering, Public Services, and Planning **DATE:** 07/02/08

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 7, 2008



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: WATER DEPARTMENT NEPTUNE RADIO READING DEVICE AND METER PURCHASE

DISCUSSION: To replenish inventory supplies for part of fiscal year 2008-2009, the Water Department requests to purchase three hundred (300) Neptune R900 Wall Unit Radio Reading Devices, four hundred forty (440) Neptune R900 Pit Unit Radio Reading Devices, three hundred sixty (360) 5/8"x3/4" T-10 E-Coder inside water meters, and two hundred forty (240) 5/8"x3/4" T-10 Auto Detect pit water meters from SLC Meter Services, Inc. Attached are a quote from SLC Meter Services, Inc. for the purchase and a letter from Neptune Technology Group, Inc indicating SLC as being the sole authorized distributor for Neptune Water Meter Products in the State of Michigan. The quoted price from SLC Meter Services, Inc. and letter Neptune Technology Group are current. The Water Department requests that SLC Meter Services, Inc. be considered the sole source distributor for these water meter products and for this purchase be made without bids.

The total cost for the radio reading devices and meters is \$151,374.00 which is estimated to supply approximately 75% of the departments needs. The reading devices and meters will be placed in the Water Department's Inventory and be used for new customer service installations, the water system improvements replacement and rehabilitation projects, and for the Water Meter Conversion Program.

IT IS RECOMMENDED that a purchase order in the amount of \$151,374.00 for providing the Water Department Neptune Radio Reading Devices and meters be issued to SLC Meter Services, Inc.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: ASAP

REASON FOR DEADLINE: Replenish inventory for new services, CIP projects, and meter conversion program.

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:


Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Water Department

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 151,374.00
Cost of This Project Approval	\$ 151,374.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

City	Account Number	Amount
Supply Contra Account	59140540 775090	\$ 151,374.00
Other Funds		

Budget Approval: _____

FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** June 30, 2008

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 7, 2008



June 10, 2008

Kevin Armstrong
Water Dept.
City of Monroe, MI

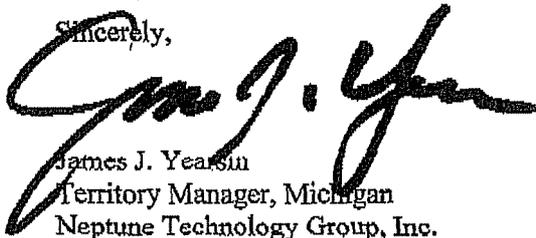
Dear Mr. Armstrong:

SLC is the sole authorized distributor for Neptune Water Meter products in the State of Michigan. We have a long-standing relationship with SLC and they have been our authorized distributor for well over 20 years.

As our sole distributor, SLC represents the sale of our metering and meter reading products for the entire State of Michigan. They maintain a substantial inventory of product and are factory trained and authorized, enabling them to meet the needs of the water community in Michigan.

Thank you for your interest in Neptune.

Sincerely,



James J. Yeargin
Territory Manager, Michigan
Neptune Technology Group, Inc.

.....

S.L.C METERS

E-Mail dgenh@slcmeters.com
Cell, 7343200225,
Fax, 7342848043

facsimile transmittal

To: Kevin Armstrong Fax: _____

From: DENNIS GENDRON Date: _____

Re: meter pricing Pages: 1

CC: _____

- Urgent
- For Review
- Please Comment
- Please Reply
- Please Recycle

5/8x3/4 T-10 meter with E-CODER I register #183.33

5/8x3/4 T-10 with Auto Detect reg #83.33

R-900 wall unit - 82.40

R-900 pit unite 92.40

.....



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: NON BARGAINED FOR EMPLOYEES

DISCUSSION: On June 2, 2008, the City Council approved an outline of certain changes in Health Care and Retiree Health Care benefits for non-bargained for employees. The attached documents provide a more detailed statement of policy for providing health care benefits for all regular full-time, non-union employees and retirees. (Note: The former outline also referenced coverage for spouses and other eligible dependents, in addition to retirees. This was in error. City policy only covers retirees and eligible spouses, not other dependents. The attached policy corrects this error.)

I am recommending that the Mayor and City Council approve the attached Policies and direct City administration to proceed with implementation.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: July 7, 2008

REASON FOR DEADLINE:

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Peggy A. Howard, Human Resources Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ N/A
Cost of This Project Approval	\$ N/A
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Peggy A. Howard, Human Resources Director

DATE: July 1, 2008

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08

Section Name: Human Resources Effective Date: June 2, 2008
Section Number: 400 Date of Revision: July 7, 2008
Policy Number: 001
Page: 1 of 5

Subject: Health Care Benefits

1. Purpose: The purpose of this policy is to provide health care benefits for all regular full-time, non-union employees of the City of Monroe.
2. Statement of Policy:
 - 2.1 Employees are provided the following health care benefits.
 - A. Employees Hired Prior to 7/01/08.
 - (1) Effective 8/01/08, each regular full-time, non-union employee who was hired prior to 7/01/08 shall have his/her choice of coverage under one of the following plans:
 - a. A Blue Cross/Blue Shield of Michigan Community Blue PPO-1 Plan (Current Plan), with \$250 preventative services per member per year and Express Scripts Rx \$5 co-pay, brand name \$12 co-pay, and mail order with Express Scripts Rx \$3 co-pay. Employees shall pay the difference between the illustrated premium cost of the coverage level selected under this Plan (i.e., employee, employee and spouse, employee and child(ren), and family) and the illustrated premium cost for the same coverage level under the Blue Cross/Blue Shield of Michigan Community Blue PPO-6 (Base Plan-Option 2) described in Paragraph c below.
 - b. A Blue Cross/Blue Shield of Michigan Community Blue PPO-1 Plan (Option 1), with \$500 preventative services per member per year and Express Scripts Rx generic mandate \$10 co-pay, brand name preferred formulary \$20 co-pay, brand name non-preferred formulary \$30 co-pay; and mandatory purchase of all maintenance drugs through mail order with Express Scripts Rx generic mandate \$30 co-pay, brand name preferred formulary \$60 co-pay, and brand name non-preferred formulary \$90 co-pay. Employees shall pay the difference between the illustrated premium cost for the coverage level selected under this Plan (i.e., employee, employee and spouse, employee and child(ren), and family) and the illustrated premium

cost for the same coverage level under the Blue Cross/Blue Shield of Michigan Community Blue PPO-6 (Base Plan-Option 2) described in Paragraph c below.

- c. A Blue Cross/Blue Shield of Michigan Community Blue 90/10 PPO-6 Plan (Base Plan-Option 2), with \$500 preventative services per member per year and the Express Scripts Rx generic mandate \$10 co-pay, brand name preferred formulary \$20 co-pay, brand name non-preferred formulary \$30 co-pay; and mandatory purchase of all maintenance drugs through mail order with Express Scripts Rx generic mandate \$30 co-pay, brand name preferred formulary \$60 co-pay, and brand name non-preferred formulary \$90 co-pay. Employees may select coverage for employee, employee and spouse, employee and child(ren), or family. Employees selecting this Plan option shall not be required to contribute to the illustrated premium cost of such coverage.

- (2) Effective 1/01/09, each regular full-time, non-union employee who was hired prior to 7/01/08 shall have the additional choice of coverage under the Flexible Blue PPO-3 High Deductible Health Care Plan (Option 3), with a Health Savings Account. This Plan shall include a \$2,000 individual and a \$4,000 family in-network deductible and a \$4,000 individual, \$8,000 family out-of-network deductible. After payment of the applicable in-network deductible in each calendar year, the Plan shall cover 100% of all eligible in-network expenses for the balance of that calendar year. After payment of the applicable out-of-network deductible in each calendar year, the Plan shall cover 80% of all eligible out-of-network expenses for the balance of that calendar year. The City shall make an annual contribution to the HSA in an amount of \$1,500 for employee coverage, and \$3,000 for employee and spouse, employee and child(ren), and family coverage. Employees may make contributions to the Health Savings Account in accordance with the provisions of the Internal Revenue Code and the related regulations. Employee contributions shall be made on a bi-weekly basis, through automatic payroll withholding, in accordance with the City's administrative procedures.

- (3) The illustrated premium costs of the foregoing plans are subject to adjustment each calendar year (typically in January

of each year). Prior to implementing each such adjustment, the City will inform employees of the adjustment and provide an open enrollment period during which time employees will be permitted to change their coverage selections.

B. Employees Hired On Or After 7/01/08.

During the period 7/01/08 through 12/31/08, the City will provide each regular full-time, non-union employee hired 7/01/08 and after the same choice of health care plans it offers to other regular full-time, non-union employees.

Effective 1/01/09, each regular full-time, non-union employee hired 7/01/08 and after shall no longer have a choice of plans. Those employees who desire health care benefits through the City shall be provided the Flexible Blue PPO-3 High Deductible Health Care Plan (Option 3), with a Health Savings Account, as described in Section 2.1 (A) (2) above.

2.2 Spousal Coverage Limitations. Notwithstanding any other provision of this policy to the contrary, if a regular full-time, non-union employee's spouse works for an employer, other than the City of Monroe, who provides medical coverage, such spouse shall be required to elect employee only medical coverage through his/her employer, so long as the spouse's monthly contribution to the premium does not exceed one-third (1/3) of the total premium cost of employee only coverage. In such circumstance, the City's Plan shall provide secondary coverage. If the spouse's contribution exceeds one-third (1/3) of the total cost of employee only coverage, the spouse will not be required to participate in his/her employer's plan, in which event the City will provide primary coverage.

2.3 Health Care Waiver Incentives.

A. Total Waiver of Health Care Coverage

(1) Regular full-time, non-union employees who have health care benefits provided through a source other than the City of Monroe may waive their rights to health care benefits provided by the City under this policy. An employee who expressly waives, in writing, all rights to any health care benefits provided through the City of Monroe, including health care benefits provided through a spouse employed by the City, will receive a cash payment (not to be added to base salary) of \$1,000 per year, payable in December of each calendar year. Any employee who has waived coverage for a period less than a full calendar year shall receive a prorated amount of such \$1,000 payment.

(2) An employee who has waived coverage as hereinabove provided may have such coverage reinstated, provided he/she demonstrates that he/she can no longer receive such benefits from another source.

B. Waiver of Coverage for Employee's Spouse or Spouse and Dependent Children Only

- (1) Any regular full-time, non-union employee whose spouse and eligible dependent children can secure health care coverage from a source other than the City of Monroe may waive all coverage for said spouse and and/or dependent children.
- (2) An employee who waives all health care coverage for only his/her spouse, will receive a cash payment of \$500 per year, payable in December of each calendar year. Any employee who has waived coverage under this provision less than a full calendar year shall receive a prorated amount of such \$500 payment.
- (3) An employee who has waived all coverage for his/her spouse and all dependent children, will receive a cash payment of \$750 per year, payable in December of each calendar year. Any employee who has waived coverage under this provision less than a full calendar year shall receive a prorated amount of such \$750 payment.
- (4) An employee who has waived health care benefits coverage under the City's plan for his spouse, or spouse and dependent children, may apply to have such benefits reinstated, provided he/she demonstrates that his or her spouse, or spouse and dependent children, can no longer receive such benefits from another source.

2.4 Coverage under the above plans is subject to the terms, conditions, exclusions, limitations, deductibles, illustrated premium co-payments and other provisions of such plans, and all applicable provisions of the Internal Revenue Code and related regulations. Coverage shall commence on a regular full-time, non-union employee's 91st day of continuous employment.

2.5 To be eligible for health care benefits, an employee must document all coverage provided under his/her spouse's medical plan and cooperate in the coordination of coverage to limit the City's expense.

2.6 The City reserves the right to change its third party administrator and/or the carrier(s), plan(s), and/or the manner in which it provides the above benefits.

3. ~~Definitions:~~ None.

4. ~~Application:~~ This policy shall apply to all regular full-time, non-union employees in all departments of the City of Monroe and shall supersede and cancel all prior

~~policies and actions of the City Council related to health care benefits for active employees, their spouses and eligible dependents.~~

5. Responsibility: The Human Resources Director or designee shall have the responsibility of implementing and overseeing the administration of this policy.

6. Administrative Procedure: None

7. Legislative History of Authority for Creation or Revision:

Adopted pursuant to action of the Monroe City Council, dated June 2, 2008.

Revised pursuant to action of the Monroe City Council dated July 7, 2008.

Section Name: Human Resources Effective Date: June 2, 2008
Section Number: 400 Date of Revision: July 7, 2008
Policy Number: 002
Page: 1 of 5

Subject: Retiree Health Care Benefits

1. Purpose: The purpose of this policy is to provide health care benefits to certain Retirees commencing at the time of their retirement, if they are eligible to receive and elect coverage under the policy and also receive monthly benefits under the City of Monroe Employees' Retirement System (the "Retirement System"). This policy also provides health care benefits to the Retiree's current Spouse, as defined in this policy.

2. Statement of Policy:

2.1 Eligibility Requirements. To be eligible to receive health care benefits under this policy, an individual must:

- a) be a Retiree, or the eligible Spouse of a Retiree, who has enrolled for benefits under this policy;
- b) have been employed by the City in a regular full-time non-union capacity on or before June 30, 2008;
- c) timely pay all applicable monthly premiums under this policy; and
- d) enroll and maintain his/her participation in Medicare Part B, upon attainment of Social Security Normal Retirement Age, or have been entitled to Social Security Disability Benefits for two years, or have end-stage renal disease, whichever is earlier. (Note: The Retiree and, where applicable, the Retiree's Spouse, shall be responsible for all associated costs of Medicare Part B enrollment and participation.)

Only a Retiree who retires from the City and immediately commences receiving payments under the Retirement System and simultaneously requests benefits to commence under this policy will be eligible for benefits under this policy. A Retiree who does not elect immediate commencement of benefits under the Retirement System and this policy will not be eligible to commence benefits under this policy at a later date.

2.2 Commencement of Participation. A Participant shall begin receiving benefits under this policy on the first day he or she satisfies the eligibility requirements set forth above, provided the individual has enrolled for coverage on such date.

2.3 Enrollment.

- a) Enrollment Forms. *A Retiree and Spouse may enroll for coverage on a form or forms provided by and filed with the City. In connection with his/her enrollment for coverage, a Retiree and Spouse shall furnish all pertinent information requested by the City, including but not limited to the names, relationships and birth dates of the Retiree's Spouse. The City may rely upon all such forms and information furnished.*
- b) Spouses. *The current Spouse of a Retiree shall be eligible for coverage as provided under the terms of this policy. A Retiree who remarries after the effective date of his or her retirement is not permitted to add a new spouse for coverage under this policy. A Spouse who is enrolled under this policy at the time of the Retiree's death may continue to participate in the health care benefits provided under this policy as long as he or she continues to receive the Retiree's Survivor benefits under the Retirement System. If a deceased Retiree's current Spouse remarries, health care benefits under this policy shall not be available to the new spouse.*

2.4 Termination Events. *Except as provided in this policy, participation in the health care benefits shall terminate in accordance with this policy on the earliest of:*

- a) the termination of this policy;
- b) a Participant's non-payment of any required contributions to the City;
- c) the death of the Participant;
- d) the loss of Spouse Status; or
- e) failure to enroll for Part B Medicare Benefits upon reaching Social Security Normal Retirement Age, if the Participant is eligible for such benefits.

2.5 Scheduled Benefits. *The City shall provide each Employee who retires on or after July 1, 2008, and, if elected, the Employee's eligible Spouse, the same health care benefits in retirement that the City provides its active employees until the Retiree becomes eligible for Medicare.*

If the Retiree or the Retiree's Spouse is not eligible to participate in Medicare, coverage shall continue to be provided at the same health care benefit levels and illustrated premium costs as the City provides for its active employees.

The City hereby expressly and unqualifiedly reserves the right to change such benefits from time to time for the Retiree and his/her Spouse, to reflect the changes in coverage the City provides its active employees.

Retirees and eligible Spouses participating in the Part B Medicare Program shall be permitted to participate in the Blue Cross Supplemental Plan provided by the City, which Plan shall have the same prescription drug benefits the City thereafter provides its active employees. The City hereby expressly and unqualifiedly reserves the right to change such benefits from time to time for the Retiree and his/her Spouse, to reflect the changes in coverage the City provides its active employees. The City will pay the same percentage share of the cost of such Blue Cross Supplemental and prescription drug benefits for eligible Retirees and Spouses as it paid prior to their entitlement to Medicare. Retirees shall pay the remaining portion of such costs, if any, through automatic withholding from their monthly pension benefits.

For each year of service (up to a maximum of 25 years service) as a former employee of the City, the City will pay 4% of the cost of coverage under its Base Health Care Plan for the Retiree and, where applicable, his or her eligible Spouse. Retirees shall pay the remaining portion of all costs, if any, of the plan selected. The Retiree's contributions shall be made through automatic withholding from his or her monthly pension benefits.

Each Retiree shall annually provide the City's Human Resources Department a signed affidavit indicating whether or not he and his Spouse is employed and/or receiving health care benefits through another source. Retirees who fail to report such employment and/or receipt of health care benefits from another source, or falsify such affidavit, shall forfeit all health care benefits under this policy for himself and his Spouse. To receive benefits under this policy, Retirees and Spouses must cooperate in the coordination of coverage to limit the City's expense.

In the event a Retiree obtains employment following his/her retirement from the City and is provided health care benefits equal to or better than those provided to the Retiree by the City through that employment, the City shall not provide coverage while the Retiree is so employed. Upon termination of subsequent employment, the Retiree, after giving notice to the City, shall be eligible to have his health care benefits reinstated.

Notwithstanding the foregoing, if the Retiree is employed long enough to obtain retiree health benefits through another employer and such benefits are equal to or greater than those provided to the Retiree by the City, the City shall have no further obligation to provide health care benefits to the Retiree.

2.6 Coordination of Benefits.

- a) General Rule. The City intends that this policy shall provide each Participant with payments toward eligible health care expenses incurred by the Participant as a Retiree and, if eligible, the Retiree's Spouse. The City does not intend that payments made under this policy and any other health care plan shall exceed the amount of the expenses incurred. For this reason, this policy coordinates benefits with other health care plans in accordance with applicable Michigan law.
- b) Reimbursement. If an expense is paid by the City on behalf of a Retiree or a Retiree's Spouse, and such expense subsequently is paid from any other source, in whole or in part, the Retiree or Spouse shall remit to the City an amount equal to the duplicated benefit. In addition, the City may reimburse any other health care plan, person or entity that has paid an expense on behalf of a Retiree or Spouse that is an expense payable under this policy. In such event, the City shall be relieved of all further responsibility with respect to that expense.

3. Definitions:

- a) "Employee" means a regular full-time, non-union employee of the City of Monroe who was hired on or before June 30, 2008, and is eligible to participate in the Retirement System. All other non-union employees of the City of Monroe are not eligible to receive benefits under this policy.
- b) "Participant" means a Retiree or the Spouse of a Retiree covered by this policy at the time of the Employee's retirement.
- c) "City" means the City of Monroe, Michigan.
- d) "Retiree" means an individual who, on or after July 1, 2008, enrolls for benefits under this policy, satisfies all eligibility requirements for benefits under the policy, has retired from the City, receives monthly retirement benefits from the Retirement System and who, immediately before the individual became an active retirant under the Retirement System, was contributing to the Retirement System as an Employee.
- e) "Spouse" means a Retiree's spouse by legal marriage at the time of the Employee's retirement, and provided that the marriage status exists at the time expenses for medical claims under this policy are incurred. A Retiree who remarries after the effective date of his or her retirement is not eligible to add a new spouse for coverage under this policy. A Spouse who is covered under this policy at the time of a Retiree's death may continue to participate in the benefits provided under this policy as long as the Spouse receives the Retiree's survivor payments under the Retirement System. If the

Spouse of a Retiree remarries after the Retiree's Death, his or her new spouse is not eligible to receive coverage under this policy.

4. Application: This policy shall supersede and cancel all prior policies and actions of the City Council related to health care benefits for Retirees and their eligible Spouses as defined above.
5. Responsibility: The Human Resources Director or designee shall be responsible for implementing and overseeing this policy.
6. Administrative Procedure: None
7. Legislative History of Authority for Creation or Revision:

Adopted pursuant to action of the Monroe City Council, dated June 2, 2008.

Revised pursuant to action of the Monroe City Council, dated July 7, 2008.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM LITTLE HOUSE OF HUGS WAIVE FEES FOR THE TOMMY BRANCHEAU FUNDRAISER ON JUNE 11, 2008.

DISCUSSION: The City received a request from Jayme McElvany, Little House of Hugs, to use St. Mary's Park and bandshell on June 11, 2008, from 6:00 p.m. – 9:00 p.m. and that the fees are waived. Specifically the request is to use the Park and bandshell to hold an event to raise funds for Tommy Brancheau.

The request was reviewed by the administrative staff and there were no objections.

It is recommended that the cleanup deposit and bandshell security key deposit be required even if council waives the facility rental fee. Also, it is recommended that reimbursement for over time costs be provided, if any, to the City. If the park is cleaned up after the event and the band shell key is returned, the deposits would be refunded by check through the mail, generally less than 30 days after the event.

Therefore, it is recommended, that City Council approve the request to waive the fees contingent upon items being met as outlined by the administration, that all necessary park deposits are paid, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

194

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: DPS, Fire, Police, Finance, and Recreation

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ N/A
Cost of This Project Approval	\$ N/A
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

<u>SOURCE OF FUNDS:</u>	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 7/02/08

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/07/08

Little House of Hugs



Dear Mayor Worrell and Board,

The attached flyers will explain the fund raiser that my family is putting on to benefit Tommy Branchaeu. We will be using the St. Mary bandshell for the event. I am writing asking you to consider waiving the fee for the rental of the bandshell. All money raised, after the cost of the event, will go directly to the Tommy Branchaeu Fund. Our family will also be putting in \$500.00 towards the event. Any help would be greatly appreciated. Thank you so much for your time and consideration.

Sincerely,

Jayne McElvany

Jayne McElvany

RECEIVED

JUN 30 2008

CITY MANAGER'S OFFICE

Please help me help Tommy!



Dear Sir or Ma'am,

Hi, my name is Madison McElvany, and I am Tiny Miss Monroe. My 6th birthday is July 11th and I am doing something very special. I'm sure you've heard about a little boy from Monroe named Tommy Brancheau. He is really sick and is in a LOT of pain. He needs a lot of money to go to some doctors that can make him better. I don't know him or his mommy or daddy, but I feel really sad for him and want to help him. So, instead of having a birthday party for me, I am going to have a party for Tommy! I am asking everyone that comes to my party to bring money for Tommy instead of bringing a present for me. I was hoping maybe you could help me get more money for Tommy so he can stop hurting and live longer with his family. Anything you do will make me really happy! Jesus said that the best present ever is the present you give to someone else, so this could be the best birthday I ever have!

Thank You, Madison



To contact Madison's mom, please
call Jayme at 734-777-1566,
or
mail any donations to:
Little House of Hugs Child Care
14495 S. Telegraph Monroe, Mi 48161
make checks payable to:
Tommy Brancheau Fund

You're Invited to
Madison's
6th Birthday Party!

Where: St. Mary's Park Stage
When: Friday, July 11th from 6pm - 8pm
Who's Invited: **EVERYONE!!**

Presenting...

Madison McElvany

AS

Hannah Montana

Madison and others will be performing!
If your daughter would like to sing a song, let me know!



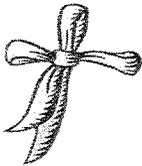
Hot dogs, chips, popcorn, slushies!
Moonwalk, water slide, games,
face painting, tattoos!

NO PRESENTS PLEASE!!

Please bring a donation for
Tommy instead! Thank You!

RSVP 777-1566

Help Tommy get the Medical care that could change his life!



"Mommy, do you think we are going to
have enough money to make me better?"

After eight years of searching for a diagnosis, in early 2008 a genetic test finally revealed that there is a mutation in the neurofilament of his chromosomes.

8 year old Tommy, needs your help.

Tommy Brancheau is 8 years old and suffers from a genetic disease that has caused him a lifetime of pain and illnesses. Despite this, Tommy has a strong faith in God and has brought happiness to every life he has touched. Even after 8 years of searching, the doctors are still puzzled by his illness and Tommy lives in constant pain. Recently he was referred to the Mayo Clinic in Minnesota where the doctors feel they can help him and possibly bring him out of the constant pain that he has been in since birth. At this time it is unknown how long Tommy has left since his lungs are not working properly and his muscles and brain is deteriorating. To stop this progression and to go out and play like the other kids do, is Tommy's dream. Services at the Mayo Clinic are not covered by Tommy's insurance and friends and family are attempting to raise the money but the short time frame we have to raise the funds has brought us to reach out further and ask for the kindness of others to donate what you are able too. Tommy will go to Minnesota in May if we are able to come up with enough money. Your kindness and contribution could be the difference of him going. Thank You!

Family of Tommy: Joshua and Tanya (Moore) Brancheau-Parents, Rodney and Sandy (Nadeau) Moore- Grandparents, Russell and Sue (McMillan) Brancheau-Grandparents, Aunts and Uncles: Tina and Kevin Couch, Cassie and Matt Dalrymple, Russ and Carrie Brancheau, Greg and Stacey Crutchfield, Danny Dalrymple and Jessica Brancheau



Gifts for Madison and Tommy's Party



Level 1 = \$50 - \$100

Receives a "Thank You" in the flyer the day of the party.

Level 2 = \$100 - \$300

Receives a "Thank You" in the flyer the day of the party.

Name on the "Thank You" banner displayed at the party.

Level 3 = \$300 - \$500

Receives a "Thank You" in the flyer the day of the party.

Name on the "Thank You" banner displayed at the party.

Name announced on stage as a sponsor of the party.

Level 4 = \$500 - ?

Receives a "Thank You" in the flyer the day of the party.

Name on the "Thank You" banner displayed at the party.

Name announced on stage as a sponsor of the party.

Individual banner displayed at the party. (must be provided by the company)

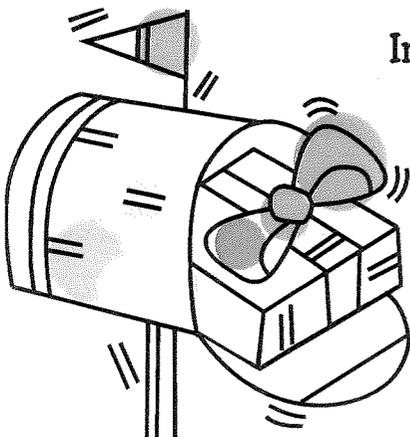
In order to get names on the materials, all gifts must be in by

July 4th!

Hurry, we're almost out of time!

mail to: Little House of Hugs

14495 S. Telegraph Monroe, Mi 48161

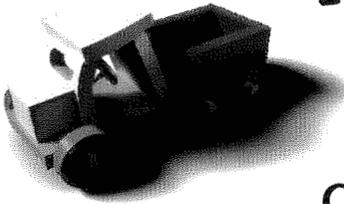


Gifts for Madison and Tommy's Party

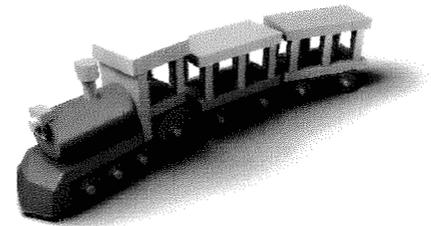


We will also be having a toy raffle.

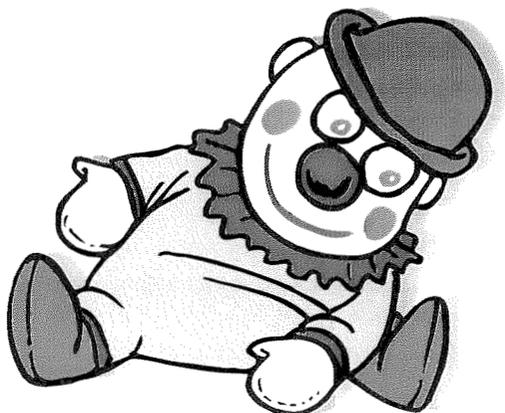
If your company would be willing to
donate any toys, please contact Jayme at
734-777-1566



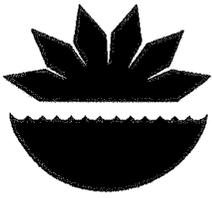
or ship any toys to
Little House of Hugs Child Care
c/o Tommy Benefit
14495 S. Telegraph
Monroe, Mi 48161



Thank you for your kindness and generosity.
May God bless you.



Sincerely,
Madison and Her Family



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: HUMANE SOCIETY OF MONROE COUNTY SOFTBALL TOURNAMENT FUNDRAISER

DISCUSSION: The City received a request from the Humane Society of Monroe County for permission to use Munson Park's ball diamonds for a softball tournament fundraiser. Specifically the request is to use four (4) ball diamonds on August 23 & 24, 2008, from 8:00 a.m. – 7:00 p.m., operate their own concession stand, use of the bathrooms and to waive all fees.

The request was sent to the administrative staff for their review and staff has recommended against the waiver of fees to use the ball diamonds but approves the request to operate their own concession stand.

Therefore, it is recommended, that City Council approve the request to use the ball diamonds, **deny the request to waive the fees at Munson Park** that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons, and recovery of overtime costs to be reimbursed, if any.

CITY MANAGER RECOMMENDATION:

- For
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION:

For

Against

REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Attorney, Engineering, Fire, Finance, Building and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$
Cost of This Project Approval	\$
Related Annual Operating Cost	\$
Increased Revenue Expected/Year	\$

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$
\$
\$
\$

Other Funds

\$
\$
\$
\$

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

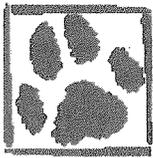
DATE: 7/7/08

REVIEWED BY:



DATE: 7.7.08

COUNCIL MEETING DATE: 7/07/08



Humane
Society
™ of Monroe County

June 20, 2008

Dear Mayor Worrell and Monroe City Council Members,

Our organization has applied for the use of the ball diamonds at Munson Park for a, softball tournament, fundraiser for our non-profit organization for the following dates: Saturday, August 23, 2008 and Sunday, August 24, 2008. We will be providing our own refreshments for this event, and receiving 100% of the profits that this event brings in to assist us in our efforts to help the needy animals of Monroe County.

Since we are a non-profit organization, we are requesting that you please waive the fee for the use of the ball diamonds at Munson Park.

The wonderful animals at our shelter would greatly appreciate anything you could do.

Thank You From the Bottom of Their Furry Hearts,

Robert Hall
2008 Softball Tournament Organizer
(734) 770-2744

Leslie McLaughlin
Assistant Shelter Manager

RECEIVED

JUN 20 2008

MAYOR'S OFFICE

OFFICE USE ONLY

Invoice # _____

Date Paid _____

Initials _____

R _____ NR _____

MONROE PARKS & RECREATION

734-384-9156 www.monroemi.gov

120 East First Street, Monroe, MI 48161

FAX: 734-384-9108 TDD: 734-243-2338

243-8683

FACILITY USE PERMIT



DATE OF APPLICATION: 6-20-08

This application is for use of open space and facilities located within city park boundaries only and may require a Special Event Permit and be subject to approval by the Monroe City Council. Special uses of the parks or other public property (i.e. monument, boulevard, street, alley, parking lot, sidewalk, right of way, historical marker) be requested **in writing** to the Monroe City Council at least two (2) months prior to date of proposed event/activity to allow ample time for review by city staff and the Monroe City Council. Special Event Permits are available through the City of Monroe Planning Department.

THE CITY OF MONROE RESERVES THE RIGHT TO GRANT OR CANCEL PERMITS AT ANYTIME. PLEASE NOTIFY MONROE PARKS AND RECREATION IF YOU NO LONGER WISH TO USE FACILITY RESERVED. GROUPS MUST VACATE THE FACILITY BY THE END OF THE TIME STATED ON PERMIT.

This permit is governed by the Park Use Policy Rules and Regulations (Enforcement: Under City Ordinance #95-017)

PRESS FIRMLY - TYPE OR PRINT CLEARLY

PARK MUNSON Circle: Shelter Bandshell Other: 4 Ball Fields

Purpose Fund Raiser Tournament Number of People _____
MCMS

Date of Activity AUG 23-24 2008 Time: 8:00 (am/pm) to 7:00 am/pm

Person Applying Robert Hall
Home Address 628 Parkwood Ave.
City Monroe State MI Zip 48162
Day Phone 734-770-2744 Eve: same

Organization HUMANE SOCIETY OF MONROE COUNTY
Organization Address 833 N. Telegraph Rd
City Monroe State MI Zip 48162
Day Phone 734-243-3222 Eve: _____

I certify that I am at least 18 years of age and an authorized representative of the agency/group making application for use of park facilities. I accept full responsibility for the orderly conduct of the persons who attend the function and for any damage to park property and assume all responsibilities for damage to persons who are part of the group and hold the City of Monroe harmless in the event any injury claim or judgement is filed against said city.

Fee/Deposit: 100 field/day = 800.00 Print Applicant's Name: Robert Hall

Drivers Lic. # H6400 7415 866 128 Applicant's Signature: [Signature]

- WHITE copy to Applicant
- YELLOW copy to Police Department
- PINK copy to Recreation

Given copy of Park Rules: Yes ___ No ___

Recreation Department Approval _____