
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 weeks' 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) 384-9138. The City of Monroe website address is www.monroemi.gov.

**AGENDA - CITY COUNCIL REGULAR MEETING
TUESDAY, SEPTEMBER 4, 2012
7:30 P.M.**

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

IV. PRESENTATION.

Presentation by Dawn Siegel of Geographic Information Services, Inc on the proposed City of Monroe Geographic Information System Upgrades.

V. COUNCIL ACTION.

153 Communication from the Director of Economic & Community Development, submitting the Final Planned Unit Development (PUD) approval for development of a proposed Solar Panel Array at the Sisters Servants of the Immaculate Heart of Mary (IHM) Campus on West Elm Avenue, and recommending that Council approve the Final Planned Unit Development plan for the proposed solar panel array at the Sisters servants of the Immaculate Heart of Mary campus generally located at 610 W. Elm Avenue, incorporating the recommendations and conditions of the Citizen Planning Commission, **including the condition that the proposed landscaping screen be 9 feet in height at planting to ensure full and immediate screening of the solar panels. {Revised}**

VI. 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 Regular City Council Meeting held on August 20, 2012.

B. Approval of payments to vendors in the amount of \$_____.
Action: Bills be allowed and warrants drawn on the various accounts for their payment.

170 Public Safety Equipment Transfer to Frenchtown Charter Township Fire Department.

1. Communication from the Deputy Director of Public Safety, submitting a request to transfer a 2000 Freightliner Ambulance and an enclosed utility trailer to Frenchtown Charter Township Fire Department for use with regional response and responder rehab teams, and recommending that Council approve the transfer of these 2 pieces of surplus equipment to Frenchtown Charter Township for use as described above.

2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 171 Air Cooling Unit Replacements for the Sludge Handling System Bids.
1. Communication from the Director of Water & Wastewater Utilities, reporting back on bids received for Air Cooling Units on the Sludge Handling System at the Wastewater Treatment Plant (WWTP), and recommending that a purchase order in the amount of \$19,600 and a total amount of \$20,000 be encumbered to include a 2% contingency, be awarded to Temperature Services, Inc out of Livonia, MI for the replacement of the Air Cooling Units on the Sludge Handling System at the WWTP as part of the fiscal year 2012-2013 CIP project in accordance with the bid specifications.
 2. Supporting documents.
 3. Accept, place on file and the recommendation be carried out.
- 172 Sidewalk Installation on South Side of North Dixie Highway Between Detroit Avenue and Ternes Drive – Special Assessment Resolution Number 2 – Sidewalk Special Assessment District Number 19.
1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 2 for the sidewalk installation on the south side of North Dixie Highway between Detroit Avenue and Ternes Drive, and recommending that the attached Resolution No. 2 be adopted, and that the public hearing on necessity be scheduled for Monday, September 17, 2012 at 7:30 p.m.
 2. Supporting documents.
 3. Accept, place on file and the resolution be adopted.
- 173 Installation of Public Street Lighting – Mason Run Phase 2 – Special Assessment Resolution Number 2 – Street Lighting Special Assessment District Number 1.
1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 2 for the installation of public street lighting to service properties located in Mason Run Phase 2, and recommending that the attached Resolution No. 2 be adopted, and that the public hearing on necessity be scheduled for Monday, September 17, 2012 at 7:30 p.m.
 2. Supporting documents.
 3. Accept, place on file and the resolution be adopted.
- 174 Traffic Committee Meeting.
1. Communication from the Director of Engineering & Public Services, submitting the minutes of the Traffic Committee Meeting held on August 15, 2012, and recommending that Council accept and place on file the minutes from the August 15, 2012 Mayor's Traffic Committee meeting, and approve Traffic Control Orders 067-005, 167-009, 192-008, 307-003, and 312-003, and further recommending that the public hearing on the lane conversion of North Dixie Highway be scheduled for the next Traffic Committee meeting on Wednesday, September 26, 2012 at 5:00 p.m. in the City Council Chambers, and that direct mail notifications be provided to adjacent property owners along the corridor.
 2. Supporting documents.
 3. Accept, place on file and the recommendation be carried out.
- 175 Suicide Vigil in Loranger Square.
1. Communication from the City Manager's Office, submitting a request from Rusty Davis, United Way of Monroe County, Inc. Program Manager on behalf of the Suicide Prevention Committee for permission to hold their annual Suicide Vigil in Loranger Square on September 18, 2012 and to close East First Street between Monroe and Washington Street from 5:30 p.m. – 6:30 p.m., 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. Accept, place on file and the recommendation be carried out.

176 Geographic Information System Upgrades – Professional Services Award.

1. Communication from the Director of Engineering & Public Services, submitting a proposal for the Geographic Information System (GIS) upgrades, and recommending that a professional services award be made to Geographic Information Services, Inc. for the above work in the amount of \$30,100, and that the Director of Engineering & Public Services be authorized to execute any necessary agreement documents on behalf of the City, and further recommending that an award for a new server be made to ESRI in the amount of \$9,000 per the attached quotation.
2. Supporting documents.
3. Accept, place on file and the recommendation be carried out.

177 Monroe Multi-Sports Complex Compressor Repair.

1. Communication from the Finance Director, submitting a quote for the repair of two compressors at the Monroe Multi-Sports Complex, and recommending that Council approve waiving the bid process and further approve the City Manager to contract with Cimco Refrigeration to repair compressor number one and two at the Monroe Multi-Sports Complex in an amount not to exceed \$20,500, which includes an approximate 5% contingency, and further recommending that if a more cost effective quote can be received from an alternate qualified vendor, the City Manager is approved to contract with that vendor instead.
2. Supporting documents.
3. Accept, place on file and the recommendation be carried out.

178 Brush Cutting Award – 3 Locations.

1. Communication from the Director of Engineering & Public Services, submitting quotes for brush cutting on the north bank of the River Raisin along North Custer Road bicycle path, the south bank of the River Raisin adjacent to Soldiers & Sailors Park and both banks of Mason Run Drain adjacent to the Monroe Multi-Sports complex, and recommending that Council authorize purchase orders for up to \$9,000 to Noel Lawn Service to perform brush removal in the above three (3) locations.
2. Supporting documents.
3. Accept, place on file and the recommendation be carried out.

VII. MAYOR'S COMMENTS.

VIII. CITY MANAGER COMMUNICATION.

IX. COUNCIL COMMENTS.

X. CITIZEN COMMENTS

XI. CLOSED EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION.

XII. ADJOURNMENT.



CITY COUNCIL AGENDA FACT SHEET

UPDATED

153

RELATING TO: Final Planned Unit Development (PUD) Approval for development of a Proposed Solar Panel Array at the Sisters Servants of the Immaculate Heart of Mary (IHM) Campus on West Elm Avenue.

DISCUSSION: The applicants, DTE Energy and the Sisters, Servant of the Immaculate Heart of Mary (IHM), are requesting approval of a Planned Unit Development (PUD) plan to develop a proposed solar panel array to service the IHM Campus and feed solar power to the DTE Energy system in the surrounding area. The intent of the PUD District, as described by the Zoning Code, is to permit flexibility in the regulations for development, which either includes a mix of land uses or is proposed for a site containing unique natural features which the developer and City desire to preserve. The standards in the Zoning Code are intended to encourage innovative design and to create opportunities which may be obtainable through the more rigid standards of other zoning districts. It is the Planning Staff's opinion that the proposed solar array project fits the intent of the PUD District and is an eligible project under the PUD Zoning District.

The attached staff report further details the review criteria in the PUD Section of the City Zoning Code. In summary, the proposed PUD should not adversely impact surrounding properties, as the proposed solar array project will be setback from the rear of adjacent properties located along Lavender Street, north of W. Lorain Street, as well as being screened from these properties. The panels will also use a non-reflective glass, so as to be less intrusive. When looking at the entire property owned by the IHM, the proposed solar array will have a relatively small footprint (9.18 acres of land with approximately 3 acres of solar panels). The proposed alternative energy project will benefit to the owners of the property, the Sisters, Servants of the Immaculate Heart of Mary (IHM); as well as, provide a clean, renewable energy source, helping DTE meet its obligations to develop alternative energy options.

DTE Energy, in partnership with the IHM, developed this project in part to meet the renewable energy targets set forth in the new State legislation that requires utilities to provide a portion of their power from renewable energy. The Clean, Renewable and Efficient Energy Act requires Michigan electric providers to achieve a retail supply portfolio that includes at least ten (10) percent renewable energy by 2015. Providing a source of renewable energy for the campus and the surrounding areas is also consistent with the IHM goals of providing a real world model for sustainable development. The project will serve as a working example of how we as a community and as a nation can reduce our dependence of non-renewable, carbon dioxide producing sources of energy such as gas, oil and coal; and implement renewable energy projects that have a reduced impact on the environment.

The proposed development of a solar array will also have a lesser impact on the natural features and better preserve the current natural state of the IHM property, when compared to potential development under the current zoning R-1B, single family residential. The current R-1B Zoning would allow construction of single family homes on 7,200 square foot, 60 foot wide lots with all the associated infrastructure including roads, sidewalks, sewers, electric service lines, storm water facilities and other necessary services. The impact to the surrounding community from the proposed solar array will be minimal and limited to aesthetic impacts on the viewshed from the adjacent homes on Lavender Street. When compared with the permitted development under the current R-1B zoning, the anticipated visual impact from the solar array is less than what could be expected from the potential development of single family homes. The developer has also proposed significant landscaping that will screen the view of the proposed array from the adjacent properties. The landscape plan was developed in accordance with the Zoning Code requirements for buffering between conflicting land uses.

The review and approval requirements for Planned Unit Developments (PUD) involves a nine step process, with both preliminary and final reviews by both the Citizens Planning Commission and City Council. This proposed action is the final step in the PUD Process, and if approved, will authorize the applicant to proceed to permitting. The Citizens Planning Commission held the public hearing and reviews for this project at its July 11 and August 1, 2012 meetings and recommended final PUD Plan Approval to City Council at its August 22, 2012 meeting. As part of its review, the Citizens Planning Commission recommended additional landscaping; with the condition that the proposed landscaping screen be 9 feet in height at planting to ensure full and immediate screening of the solar panels.

IT IS RECOMMENDED That City Council approve the Final Planned Unit Development plan for the proposed solar panel array at the Sisters Servants of the Immaculate Heart of Mary campus generally located at 610 W. Elm Avenue, incorporating the recommendations and conditions of the Citizen Planning Commission, including the condition that the proposed landscaping screen be 9 feet in height at planting to ensure full and immediate screening of the solar panels.

CITY MANAGER RECOMMENDATION:

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

REVISED
8-25-12

APPROVAL DEADLINE: September 4, 2012
REASON FOR DEADLINE: Developers stated construction schedule.

STAFF RECOMMENDATION: X For Against
REASON AGAINST: N.A.

INITIATED BY: Applicant, Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED:

| FINANCES | | | |
|------------------------------------------------------------|---------------------------------|----------------|---------------|
| COST AND REVENUE PROJECTIONS: | | | |
| | Cost of Total Project | | \$ 0 |
| | Cost of This Project Approval | | \$ 0 |
| | Related Annual Operating Cost | | \$ 0 |
| | Increased Revenue Expected/Year | | \$ 13,000.00* |
| * Estimated annual taxes based on projected taxable value. | | | |
| SOURCE OF FUNDS: | City | Account Number | Amount |
| | Other Funds | | |
| Budget Approval: _____ | | | |

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development **DATE:** 08/28/12
REVIEWED BY: George Brown, City Manager **DATE:**
COUNCIL MEETING DATE: September 4, 2012

draftminutes

Citizens Planning Commission

Special Meeting
Wednesday, August 22, 2012
7 p.m.
City Council Chambers

1. Roll Call

Present: Chairman Smith, Vice Chairman Miller, Secretary Caldwell; Commissioners: Mielnik, Myers and Roberts

Excused/
Absent: None

Staff: Jeffrey Green, AICP, City Planner / Historic Preservation Officer; and Michele Rinne, Department Aide

Public: Steve Schwartz, Jeff Eckhout, Molly L. Coy, Mick Blunden, Darrick Whitaker, Paul Lisecki, and Councilman James Kansier.

2. Pledge of Allegiance

3. Consent Agenda

- Approval of Agenda – August 22, 2012
- Approval of Minutes – August 1, 2012 Regular Meeting

4. Case Reviews

1. **Case:** #PUD 12-001 – *Final Plan*
Applicant: Nova Consultants, Inc. / DTE / SSIHM
Property Address: 610 W. Elm Avenue / SSIHM Campus
Property ID: 69-01501-000
Zoning: R-1B, Single-Family Residential

- Staff Report
- Applicant Comments
- Public Comment
- Discussion
- Commission Action

Staff Report

Chairman Smith asked if staff had a report for Case #PUD 12-001.

Mr. Green began briefly explained that this was theoretically the final review of the PUD Plan for this project. If approved by the Commission this evening, the recommendation would then go on to the City Council for final action.

He recapped action at the August 1 meeting, where the CPC had voted to recommend to the City Council approval of the PUD Plan with the conditions that the applicant 1) provide adequate screening (100%), 2) security fencing for the solar panel field, 3) address the concerns of the Engineering Department, and, 4) address the concerns of the Water, Wastewater, and Utilities Department. That motion was approved and the recommendation sent to the City Council.

Since that meeting the City Council has approved the proposed rezoning, reviewed the preliminary PUD Plan, and held a work session on the IHM/DTE project. Also, since that meeting, NOVA Consultants has revised the plans to provide for 100% screening of the solar panels, with some additional plantings of dogwoods and hydrangeas to provide some variation in the plantings; as well as proposing the installation of fencing around the solar array and the equipment. They also addressed issues broached by both the Engineering Department and the Department of Water, Wastewater & Utilities.

As such, the Planning Office would recommend approval of the proposed project.

Applicant Comments

Jeff Eckhout with NOVA Consultants made a brief presentation regarding the PUD Plan and the changes made based upon comments at the last CPC meeting.

Public Comment

Chairman Smith opened the floor to provide an opportunity for any persons wishing comment on Case #PUD 12-001 to do so. There being no one wishing to comment, Chairman Smith stated he would entertain further discussion or action by the Commission.

Commission Discussion and Action

As there were no further comments on the proposed final PUD Plan, Chairman Smith stated that he would entertain a motion.

Secretary Caldwell made a motion to "Recommend approval of Case #PUD 12-001 as submitted in the final PUD Plan and site plans." Second by Vice Chairman Miller.

Motion passed 5-1 (Roberts dissenting)

5. Old Business

Mr. Green provided brief updates on the following items:

- Update on City Council Work Session - Monday, August 13, 2012
- Update on Case #RZ 12-002, 610 W. Elm Avenue

6. New Business

None

7. Communications

None

8. Commissioner Comments

Commissioners Myers and Miller complimented staff for their work on this complicated project. Both also indicated that it is apparent that the IHM can help educate the public regarding the use of alternative and renewable energies through this and other projects being conducted on their site.

Chairman Smith thanked the NOVA Consultants, DTE, the City Council, and staff for sticking with the project and seeing it through this stage.

9. Staff Comments

10. Public Comment

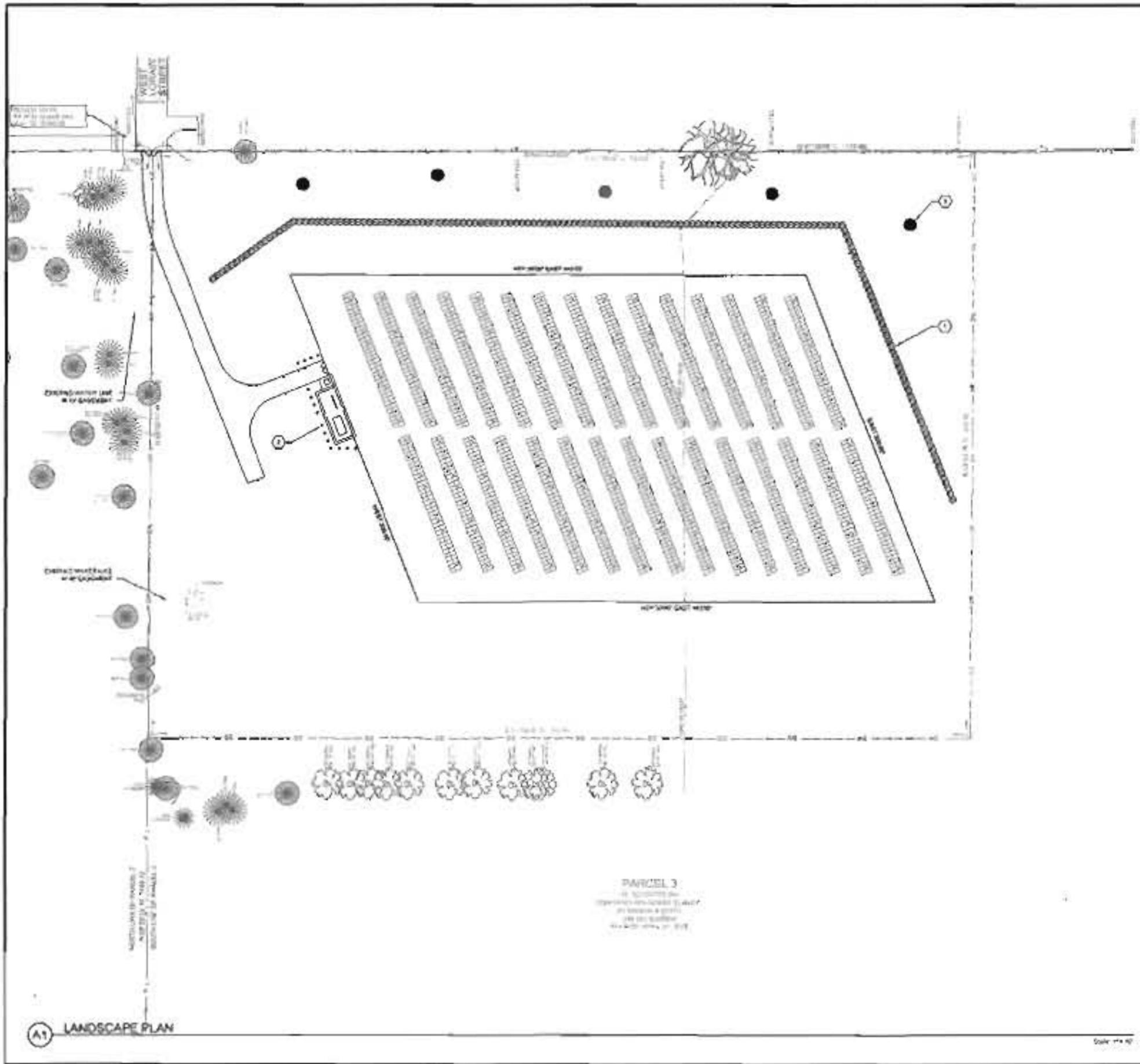
Molly L. Coy addressed the Commission on behalf of DTE Energy. She thanked the Commission for their efforts and work on this project.

11. Adjournment

Motion by Vice Chairman Miller "To adjourn." Second by Commissioner Myers.

The motion passed unanimously.

jlq: 8.28.2012



SHEET GENERAL NOTES

1. WITHIN SOLAR SHADING AREA AND AS OTHER INDICATED AREA PLAN, SOLAR SHADING SHALL BE MAINTAINED AND NOT EXCEED 10% OF THE AREA. (SEE TABLE 7)
2. SHADING OF LANDSCAPE WILL BE PROVIDED FOR THE PROPOSED SOLAR PANELS.

THE DETROIT EDISON COMPANY
 21000 Woodward
 Detroit, MI 48202
 Phone: (313) 347-2542
 Fax: (313) 347-4122
 www.detroitdco.com



| NO. | DATE | DESCRIPTION | BY |
|-----|------------|-------------------|----|
| 1 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 2 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 3 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 4 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 5 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 6 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 7 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 8 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 9 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 10 | 08/14/2013 | ISSUED FOR PERMIT | JL |

SHEET KEY NOTES

1. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE DETROIT EDISON COMPANY'S LANDSCAPE DESIGN GUIDELINES.
2. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE DETROIT EDISON COMPANY'S LANDSCAPE DESIGN GUIDELINES.
3. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE DETROIT EDISON COMPANY'S LANDSCAPE DESIGN GUIDELINES.

THE DETROIT EDISON COMPANY

THE DETROIT EDISON COMPANY
 DETROIT, MI 48202

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|-----|------------|-------------------|----|
| 1 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 2 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 3 | 08/14/2013 | ISSUED FOR PERMIT | JL |
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| 7 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 8 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 9 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 10 | 08/14/2013 | ISSUED FOR PERMIT | JL |

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| 8 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 9 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 10 | 08/14/2013 | ISSUED FOR PERMIT | JL |

DECO OWNED
SolarCurrents
 PILOT PROGRAM

SISTERS, SERVICES OF THE
 MINISTERS OF THE
 DIV. OF ENVIRONMENTAL
 PROTECTION
 DETROIT, MI 48202

LANDSCAPE PLAN

| NO. | DATE | DESCRIPTION | BY |
|-----|------------|-------------------|----|
| 1 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 2 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 3 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 4 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 5 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 6 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 7 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 8 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 9 | 08/14/2013 | ISSUED FOR PERMIT | JL |
| 10 | 08/14/2013 | ISSUED FOR PERMIT | JL |

PROJECT NO: 140100
 SHEET NO: L-0101
 DATE: 08/14/2013





CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Public Safety equipment transfer to Frenchtown Charter Township Fire Department

DISCUSSION: On 2 occasions the City of Monroe has attempted to sell at auction surplus equipment consisting of a 2000 Freightliner Ambulance and an enclosed utility trailer previously utilized by the Fire Department. This equipment has been sitting idle at the Department of Public Services lot for the past 2 years.

Public Safety Administration has been in discussions with the Frenchtown Charter Township Fire Chief who has interest in this equipment for use with regional response and responder rehab teams. The regional teams would consist of CERT (Community Emergency Response Team), a collapse rescue team comprised of various Monroe County Firefighter / PSO personnel and a responder rehab team. The resources listed would be available for use within the City of Monroe and Monroe County and would strengthen the City of Monroe's response capability and interoperability while sharing services & equipment with neighboring communities.

I recommend the Monroe City Council approve the transfer of these 2 pieces of surplus equipment to Frenchtown Charter Township for use as described above.

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: Joseph R. Mominee

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Division of Public Safety

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: Joseph R. Mominee, Deputy Director

DATE: 8/21/12

REVIEWED BY: Joseph R. Mominee, Deputy Director

DATE: 8/21/12

COUNCIL MEETING DATE: September 4, 2012



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REPORT BACK ON BIDS RECEIVED FOR AIR COOLING UNIT REPLACEMENTS FOR THE SLUDGE HANDLING SYSTEM – WASTEWATER DEPARTMENT

DISCUSSION: Five (5) bids were received for the replacement of the Air Cooling Units on the Sludge Handling System at the Wastewater Treatment Plant (WWTP). The Air Cooling Units will replace the existing units as part of an approved fiscal year 2012-2013 Capital Improvement Program (CIP) project. The lowest bidder meeting all bid specifications is from Temperature Services, Inc out of Livonia, MI for \$19,600.00. Attached is bid tabulation for reference.

The Wastewater Department proposes to replace the existing air cooling units for the Sludge Handling System panels located in the centrifuge office. The centrifuge office has two air cooling units that run continuously to keep the equipment in that area cool. The sludge handling system cannot function effectively if these units fail due to the amount of heat produced. This CIP project has adequate funding budgeted for the project.

IT IS RECOMMENDED that a purchase order in the amount of \$19,600.00 and a total amount of \$20,000.00 be encumbered to include a 2% contingency, be awarded to Temperature Services, Inc out of Livonia, MI for the replacement of the Air Cooling Units on the Sludge Handling System at the WWTP as part of the fiscal year 2012-2013 CIP project in accordance with the bid specifications.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: September 19, 2012

REASON FOR DEADLINE: Bid is good for thirty (30) days.

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 | \$ 20,000.00 |
| Cost of This Project Approval | \$ 20,000.00 |
| 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> |
|---------------------|-----------------------|---------------|
| Operating Equipment | 59075527 973000 13Z07 | \$ 20,000.00 |
| <u>Other Funds</u> | | |

Budget Approval: _____

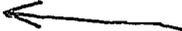
FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** August 27, 2012

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: September 4, 2012

**BIDS RECEIVED LIST FOR AIR COOLING UNIT REPLACEMENT
FOR THE SLUDGE HANDLING SYSTEM FOR THE
WASTEWATER DEPARTMENT. BID REQUESTS MAILED
AUGUST 2, 2012. BIDS DUE MONDAY, AUGUST 20, 2012.**

| | <u>BID AMOUNT</u> | |
|-----------------------------------------------------------------------|--------------------|---------------------------------------------------------------------------------------|
| SIEB PLUMBING & HEATING MONROE, MICHIGAN | \$28,093.00 | |
| PLEUNE SERVICE CO. LANSING, MICHIGAN | \$24,500.00 | |
| MACOMB MECHANICAL, INC. STERLING HEIGHTS, MI | \$35,300.00 | |
| MONROE PLUMBING & HEATING COMPANY MONROE, MICHIGAN | \$31,600.00 | |
| TEMPERATURE SERVICES, INC. LIVONIA, MICHIGAN | \$19,600.00 |  |



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: SIDEWALK INSTALLATION ON SOUTH SIDE OF NORTH DIXIE HIGHWAY BETWEEN DETROIT AVENUE AND TERNES DRIVE – SPECIAL ASSESSMENT RESOLUTION NUMBER 2 – SIDEWALK SPECIAL ASSESSMENT DISTRICT NUMBER 19

DISCUSSION: As a part of the 2012-13 Capital Improvements Program, the Engineering Department proposed, and the City Council approved, the installation of sidewalks along the southerly frontage of North Dixie Highway between Detroit Avenue and Ternes Drive. The four (4) properties fronting this section of roadway are not presently served by any non-motorized facility, though our existing ordinances would require construction of same were these businesses to be constructed or substantially improved today. The River Raisin Heritage Trail completion along Elm Avenue from the National Park to Sterling State Park, combined with the planned construction of a 10-foot-wide dedicated bicycle lane on Detroit Avenue between Elm Avenue and North Dixie Highway when that roadway is reconstructed this summer, provides linkage to this proposed project. In addition, it has been found to be feasible to convert North Dixie Highway from the present four (4) to three (3) lanes with bike shoulders from Elm Avenue to Detroit Avenue, further building momentum for a much more complete non-motorized linkage to this historically under-served area. While this conversion is moving through the public notification / input process and has not yet been given Council approval, should it move forward the southerly bicycle lane would be designed to connect directly to the proposed sidewalk contemplated in this project. Given that these businesses, all of which have a food service component to them, would stand to benefit from additional non-motorized traffic from the City's tourist destinations, this project seems very appropriate.

The City Charter provides for both the installation of public sidewalks at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties, typically on a front foot basis. While there is no specific charter or ordinance requirement for City participation, usually the City has paid the costs for ADA-compliant ramps at adjacent streets (such as the corner ramps at Detroit Avenue and Ternes Drive). Based on the proposed Federal ADA guidelines, we believe that any new sections of sidewalk should now be 5 feet wide, so the project has been designed on that basis. In addition, we have determined that in order to provide ADA ramps at Ternes Drive for future sidewalk extensions, widening of the intersection throat is necessary and desirable due to truck overruns, so this work will be at City cost as well. The breakdown of costs and proportioning of the assessable amount between properties is attached with this Fact Sheet. While this project could be publicly bid as a separate contract if desired by the City Council, it will likely instead be added to our 2012 Sidewalk Replacement Program or 2012 Concrete Paving Program as a Change Order, depending on which contract offers the cheapest pricing, in order to cut a month off the usual Special Assessment confirmation time and allow for completion this season.

Resolution 1, the first step in the assessment process, was approved by the City Council on July 2, 2012. While typically an informational meeting is held prior to the start of the formal public hearings, since there are only four (4) commercial owners, we will instead be mailing informational letters to each owner inviting them to contact the Engineering Department and we will schedule a meeting with each at their convenience if further information is desired prior to the public hearing. Since this is classified as a City-Council initiated project, any action would have to be by a 5-2 vote of City Council. This project, if confirmed, will be known as Sidewalk Special Assessment District 19.

IT IS RECOMMENDED that the attached Resolution 2 be adopted, and that the public hearing on necessity be scheduled for Monday, September 17, 2012 at 7:30 P.M.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE:

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, adjacent property owners, pedestrians and other non-motorized users at large

FINANCES

| | | |
|--------------------------------------|---------------------------------|--------------|
| COST AND REVENUE PROJECTIONS: | Cost of Total Project | \$50,545.30* |
| | Cost of This Project Approval | \$N/A |
| | Related Annual Operating Cost | \$N/A |
| | Increased Revenue Expected/Year | \$N/A |

*Includes present design estimate, 15% contingency and 15% engineering. Funds are not typically allocated until final confirmation of the Special Assessment District.

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

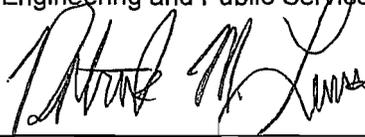
Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 08/29/12

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: September 4, 2012



RESOLUTION NO. 2

WHEREAS, the plat, plan, diagram, grade and specifications to construct public sidewalks to service the properties on the southerly frontage of North Dixie Highway between Detroit Avenue and Ternes Drive, together with a map of the assessment district, therefore, are now on file with City Clerk-Treasurer for public inspection and examination, which district is described as follows:

Commencing at the easterly right-of-way line of Detroit Avenue (60' right-of-way) and the southerly right-of-way line of North Dixie Highway (120' right-of-way);

Thence N. 73° 19' 53" E. 941.51 feet;

Thence S. 16° 40' 07" E., 300.00 feet;

Thence S. 75° 13' 45" W. 450.00 feet;

Thence S. 14° 46' 15" E., 100.00 feet;

Thence, S. 75° 13' 45" W., 150.00 feet;

Thence, N. 14° 46' 15" W., 28.52 feet;

Thence S. 24° 13' 00" W., 121.04 feet;

Thence, N. 67° 00' 19" W., 500.00 feet;

Thence, N. 22° 59' 41" E., 195.95 feet to the Point of Beginning;

Therefore, be it,

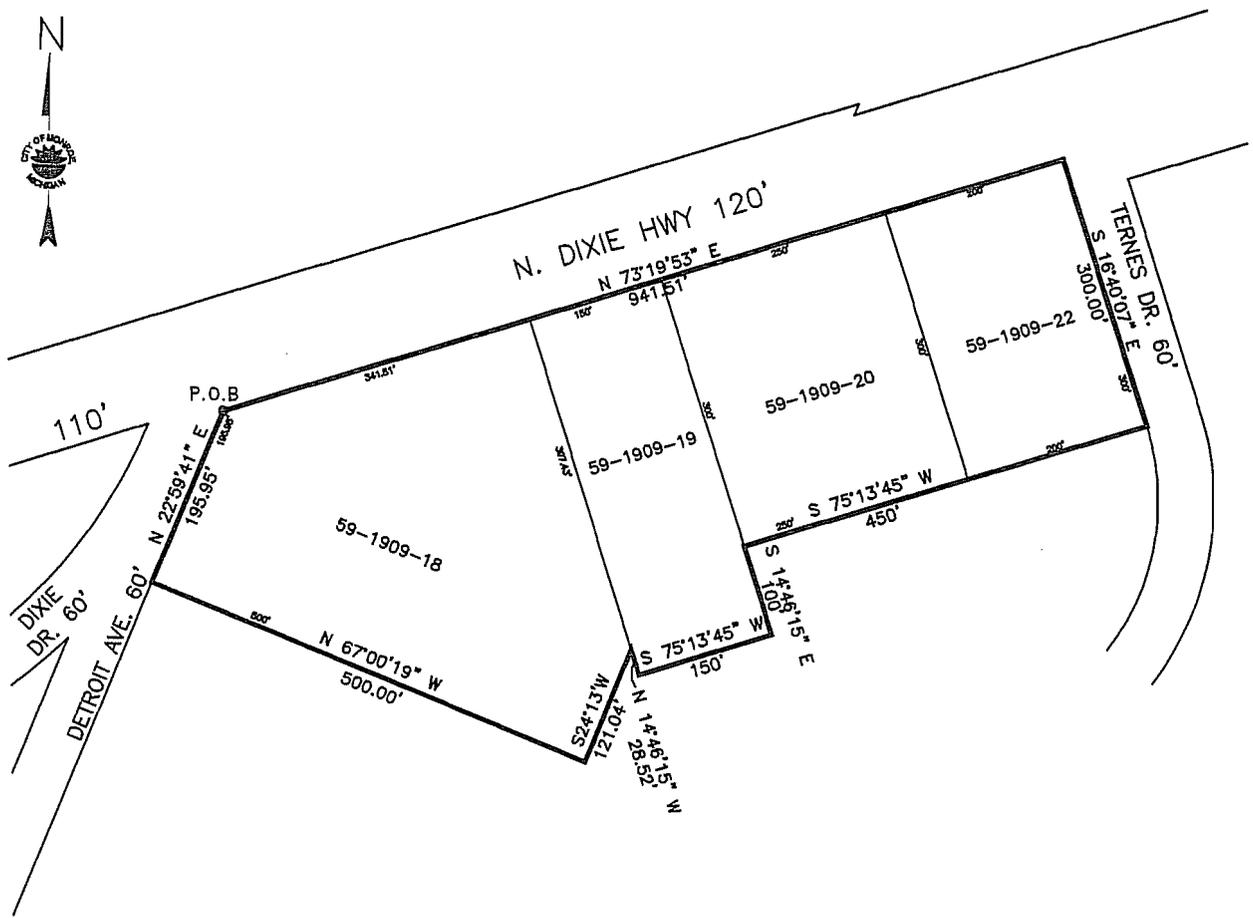
RESOLVED, that the Council accept the estimated cost of such improvement at \$50,545.30 as reported by the City Engineer; that the estimated period of usefulness of the improvement will not be less than fifteen (15) years; and that the City of Monroe out of its Capital Improvement Fund or other fund as later deemed appropriate prior to district confirmation, pay \$12,712.70 of the cost thereof, and be it further

RESOLVED, that on Monday, September 17, 2012 at 7:30 P.M., Local Time, at the Council Chambers of Monroe City Hall, the Council shall hear comments regarding the proposed improvements, plans, specifications, amount to be paid by said City, and also review and hear

comments regarding the special assessment district above delimited; and that the City Clerk-Treasurer is directed to give notice of such hearing in the manner provided by the Charter, and be it further

RESOLVED, that there be raised by special assessment upon the land and premises within the above described district, being Sidewalk Special Assessment District Number 19, the sum of \$37,832.60, and that the City of Monroe, out of its Capital Improvement Fund or other fund as later deemed appropriate, pay \$12,712.70, and be it further

RESOLVED, that upon the adoption of the district and the estimate by this Council, that the City Clerk-Treasurer report the aforesaid special assessment to the City Assessor of said City, who shall make a special assessment roll, and levy as a special assessment therein upon each lot or parcel of land so reported to him, and against the persons chargeable therewith, if known, the whole amount of all charges so directed, as aforesaid, to be levied upon each of such lots or premises respectively, and when complete made and levied according to benefits received, and that he shall assess upon each lot or parcel of land such land relative proportion of the whole sum to be levied, as shall be proportionate to the estimated benefit resulting to such lot or parcel of land from the improvement.



PROPOSED N. DIXIE HWY. SIDEWALK INSTALLATION S.A.D NO. 19

Commencing at the easterly right-of-way line of Detroit Ave. (60' R/W) and the southerly right-of-way line of N. Dixie Hwy. (120' R/W);

- thence N 73°19'53" E 941.51 feet;
- thence S 16°40'07" E 300.00 feet;
- thence S 75°13'45" W 450.00 feet;
- thence S 14°46'15" E 100.00 feet;
- thence S 75°13'45" W 150.00 feet;
- thence N 14°46'15" W 28.52 feet;
- thence S 24°13'00" W 121.04 feet;
- thence N 67°00'19" W 500.00 feet;
- thence N 22°59'41" E 195.95 feet to the point of beginning.

| REVISIONS | | |
|-----------|-----------|-------|
| NO. | DRAWN BY: | DATE: |
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CITY OF MONROE, MICHIGAN
 ENGINEERING DEPARTMENT
 N. DIXIE HWY. SIDEWALK INSTALLATION
 SOUTH SIDE – DETROIT TO TERNES
 SIDEWALK S.A.D. NO. 19

SCALE: 1"=100' FILE NO. A-XXX
 DATE: JULY, 2012 SHEET NO. 1 OF 1

DWG. OF RECORD
 DATE: _____

APPROVED: _____
 CITY ENGINEER

N. Dixie Hwy Sidewalk Installation - Detroit Avenue to Ternes Drive (south side)
Cost Estimate - All Project Costs

| No. | Item | # units | Units | Estimated Costs | |
|-----|-----------------------------------------------|---------|-------|-----------------|------------------|
| | | | | Unit Price | Amt. |
| 1 | Remove & Dispose Conc. Drive Approach | 385.60 | SYD | 10.00 | 3,856.00 |
| 2 | Remove & Dispose Curb & Gutter | 435.00 | LFT | 5.00 | 2,175.00 |
| 3 | Furnish & Install Curb & Gutter | 425.00 | LFT | 15.00 | 6,375.00 |
| 4 | Furnish & Install 4" Concrete Flatwork | 3245.00 | SFT | 3.00 | 9,735.00 |
| 5 | Furnish & Install 6" Concrete ADA Ramps | 647.00 | SFT | 10.00 | 6,470.00 |
| 6 | Furnish & Install 6" Conc. Pav't & Approach | 40.80 | SYD | 30.00 | 1,224.00 |
| 7 | Subgrade Preparation for New Walk | 3892.00 | SFT | 1.00 | 3,892.00 |
| 8 | Furnish & Install 9" Concrete w/Integral Curb | 47.80 | SYD | 40.00 | 1,912.00 |
| 9 | Furnish & Install Bituminous Hand Patching | 5.00 | TON | 150.00 | 750.00 |
| 10 | Furnish & Install 12" RCP Storm Sewer | 8.00 | LFT | 60.00 | 480.00 |
| 11 | Earth Excavation | 10.60 | CYD | 20.00 | 212.00 |
| 12 | Remove & Dispose Structure | 1.00 | EA | 500.00 | 500.00 |
| 13 | Adjust, Clean, and Plaster Structure | 2.00 | EA | 500.00 | 1,000.00 |
| 14 | Adjust Valve Box | 1.00 | EA | 300.00 | 300.00 |
| | Subtotal | | | | 38,881.00 |
| | Engineering (15%) | | | | 5,832.15 |
| | Contingencies (15%) | | | | 5,832.15 |
| | Total | | | | 50,545.30 |

N. Dixie Hwy Sidewalk Installation - Detroit Avenue to Ternes Drive (south side)
Cost Estimate - City Costs

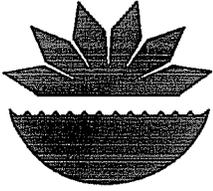
| No. | Item | # units | Units | Estimated Costs | |
|-----|-----------------------------------------------|---------|-------|-----------------|------------------|
| | | | | Unit Price | Amt. |
| 5 | Furnish & Install 6" Concrete ADA Ramps | 647.00 | SFT | 10.00 | 6,470.00 |
| 7 | Subgrade Preparation for New Walk | 647.00 | SFT | 1.00 | 647.00 |
| 8 | Furnish & Install 9" Concrete w/Integral Curb | 47.80 | SYD | 40.00 | 1,912.00 |
| 9 | Furnish & Install Bituminous Hand Patching | 5.00 | TON | 150.00 | 750.00 |
| | Subtotal | | | | 9,779.00 |
| | Engineering (15%) | | | | 1,466.85 |
| | Contingencies (15%) | | | | 1,466.85 |
| | Total | | | | 12,712.70 |

N. Dixie Hwy Sidewalk Installation - Detroit Avenue to Ternes Drive (south side)
Property Owner Costs (Remaining)

| | |
|--------------------------------------|-------------------|
| Total | 37,832.60 |
| Front Footage of adjacent properties | 941.51 |
| Per Front Foot Assessment | \$ 40.1829 |

| PARCEL ID | PROPERTY ADDRESS | OWNER NAME | OWNER MAILING ADDRESS | OWNER CITY, STATE, ZIP | FRONTAGE | ASSESSMENT |
|------------------------------|--------------------------|------------------------|------------------------------------------|------------------------|----------|--------------------|
| 59-1909-18 | 1100 North Dixie Highway | SSA Delaware, LLC | c/o Pilot Travel Centers, P.O. Box 54470 | Lexington, KY 40555 | 341.51 | \$13,722.86 |
| 59-1909-19 | 1180 North Dixie Highway | McDonald's Corporation | c/o Jeffrey Stanton, 572 Chester | Birmingham, MI 48009 | 150.00 | \$6,027.44 |
| 59-1909-20 | 1224 North Dixie Highway | Denny's of Monroe | c/o Rash #200-22-1635, P.O. Box 260888 | Plano, TX 75026-0888 | 250.00 | \$10,045.73 |
| 59-1909-22 | 1240 North Dixie Highway | Dixie Highway Land | 1240 North Dixie Highway | Monroe, MI 48162 | 200.00 | \$8,036.58 |
| TOTAL FOR ALL PARCELS | | | | | | \$37,832.60 |

COST PER FRONT FOOT = \$40.1829



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: INSTALLATION OF PUBLIC STREET LIGHTING – MASON RUN PHASE 2 – SPECIAL ASSESSMENT
RESOLUTION NUMBER 2 – STREET LIGHTING S.A.D. #1

DISCUSSION: The Mason Run Development was begun in the late 1990s as part of a Brownfield Redevelopment project, and in general, this project has been successful in establishing a traditional neighborhood keeping with the historic character of the City of Monroe. Due to its unique characteristics, the Mason Run project was not platted like most subdivisions within the City, but is a site condominium development. For purposes of long-term management, the site has been divided into two (2) condominium phases in that the entire Mason Run project south of Noble Avenue is a part of "Mason Run I" and the area north of Noble is a part of "Mason Run II". The "Mason Run I" association is under resident control, but "Mason Run II" is essentially non-functioning, as the control of the association has never been turned over to the residents as was required by the timelines set forth in the Master Deed.

One other major infrastructure item remains that impacts the public health, safety, and welfare of the residents, and that is the lack of adequate street lighting. The lighting system for both Mason Run I and II was intended to be private, was indeed installed by the developer as a private system, and is functioning as such in Phase I, where a portion of the association dues is used to pay for the monthly lighting bills to DTE Energy. However, since the developer has no longer been supporting Phase II and no functioning association exists for collection of required revenues, the system has been turned off for non-payment, a situation that seems to have existed now for nearly four (4) years. As the City of Monroe is not equipped to maintain an additional private lighting system, after significant discussion with the City Manager, the Engineering Department has solicited a quotation (attached) from DTE to replace the existing private lighting system with a conventional overhead lighting at intersections and mid-block locations on blocks longer than 400 feet. If a public system is installed, the City would perpetually pay the lighting costs as we do in nearly all other City neighborhoods. While ideally DTE would take over the fixtures already in place, since they are non-standard, they have indicated that the City would likely be responsible for perpetually stocking replacements, which does not appear at this point to be more advantageous than simply replacing the system now. If, at some point in the future, the association forms, they could still opt to utilize the existing decorative lighting to supplement the City's system, or remove it at their option if not needed.

As with most localized capital improvements, the City Charter provides for installation by the implementation of a Special Assessment District, and we are recommending that this district be configured in exactly the same way as Paving Special Assessment District 331 was in 2009 (passed to facilitate completion of the final paving and later fully reimbursed by a project bond), which was on a frontage basis. In keeping with past practice, "corner" lots receive a 50% discount on each frontage up to a total frontage of 150 feet. This entire area has been included in the same district, and includes Mason Run Boulevard and Baptiste Avenue north of Noble Avenue, East Lorain Street from Mason Run Drain to Baptiste Avenue, and all of Elliot Street, LaPointe Avenue, and McDougall Street. The City of Monroe will be assuming all frontage costs for the parcel lying north of Elliot Street, between Baptiste Avenue and Mason Run Boulevard, and all of Elliot Park (between Elliot, McDougal, Baptiste, and Lapointe), plus the other 50% share of the corner lots. Resolution 1, the first step in the assessment process, was approved by the City Council on July 2, 2012. Since DTE has returned with their preliminary estimate, we are now ready to proceed with the remainder of the process. While typically an informational meeting is held prior to the start of the formal public hearings, due to the straight-forward nature of this project, we will instead be mailing informational letters to each resident owner inviting them to contact the Engineering Department if further information is desired. The DTE estimate presented is \$31,058.49 for the installation, and a formal proposal will follow shortly, though they did ask that a 10% contingency be programmed into their estimated costs for now. In addition, at this point we are asking that 5% engineering costs be also included to account for staff coordination time, for a total estimated project cost of \$36,000. Since this is classified as a City-Council initiated project, any action would have to be by a 5-2 vote of City Council.

IT IS RECOMMENDED that the attached Resolution 2 be adopted, and that the public hearing on necessity be scheduled for Monday, September 17, 2012 at 7:30 P.M.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: We would like to have any new street lighting put into place by the end of fall 2012, which requires the Special Assessment process to proceed as quickly as possible.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

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

FINANCES

| | | |
|--------------------------------------|---------------------------------|-----------|
| COST AND REVENUE PROJECTIONS: | Cost of Total Project | \$36,000* |
| | Cost of This Project Approval | \$N/A |
| | Related Annual Operating Cost | \$N/A |
| | Increased Revenue Expected/Year | \$N/A |

*Includes DTE present estimate, plus 10% contingencies and 5% engineering costs.

| SOURCE OF FUNDS: | <u>City</u> | <u>Account Number</u> | <u>Amount</u> |
|-------------------------|--------------------|-----------------------|---------------|
| | TBD | TBD | \$TBD |
| | <u>Other Funds</u> | | |

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 08/28/12

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: September 4, 2012

RESOLUTION NO. 2

WHEREAS, the plat, plan, diagram, grade and specifications to install public street lighting to service properties fronting Baptiste Avenue between East Noble Avenue and East Lorain Street, Lapointe Avenue between East Noble Avenue and Elliot Street, McDougal Street between Baptiste Avenue and Mason Run Boulevard, Elliot Street between Baptiste Avenue and Mason Run Boulevard, Mason Run Boulevard between East Noble Avenue and future East Lorain Street, and East Lorain Street between the Mason Run Drain and Baptiste Avenue, together with a map of the assessment district, therefore, are now on file with City Clerk-Treasurer for public inspection and examination, which district is described as follows:

Commencing at the southeast corner of Lot 96, Assessor's Plat of Winkworth Plat, according to the plat thereof, as recorded in Liber 6 of Plats, Page 66, Monroe County Records, thence S. 67° 26' 16" E. 90.00 feet along the northerly right-of-way of East Noble Avenue to the Point of Beginning;

Thence N. 22° 22' 29" E. 1053.99 feet;

Thence S. 67° 41' 39" E., 130.00 feet;

Thence S. 22° 22' 29" W. 223.96 feet;

Thence S. 67° 37' 31" E., 692.91 feet;

Thence, S. 60° 09' 57" E., 80.11 feet;

Thence, S. 32° 07' 06" W., 30.64 feet;

Thence S. 67° 37' 31" E., 136.98 feet;

Thence, S. 32° 07' 06" W., 804.18 feet;

Thence, N. 67° 26' 16" W., 898.05 feet to the Point of Beginning;

Therefore, be it,

RESOLVED, that the Council accept the estimated cost of such improvement at \$36,000.00 as reported by the City Engineer; that the estimated period of usefulness of the improvement will not

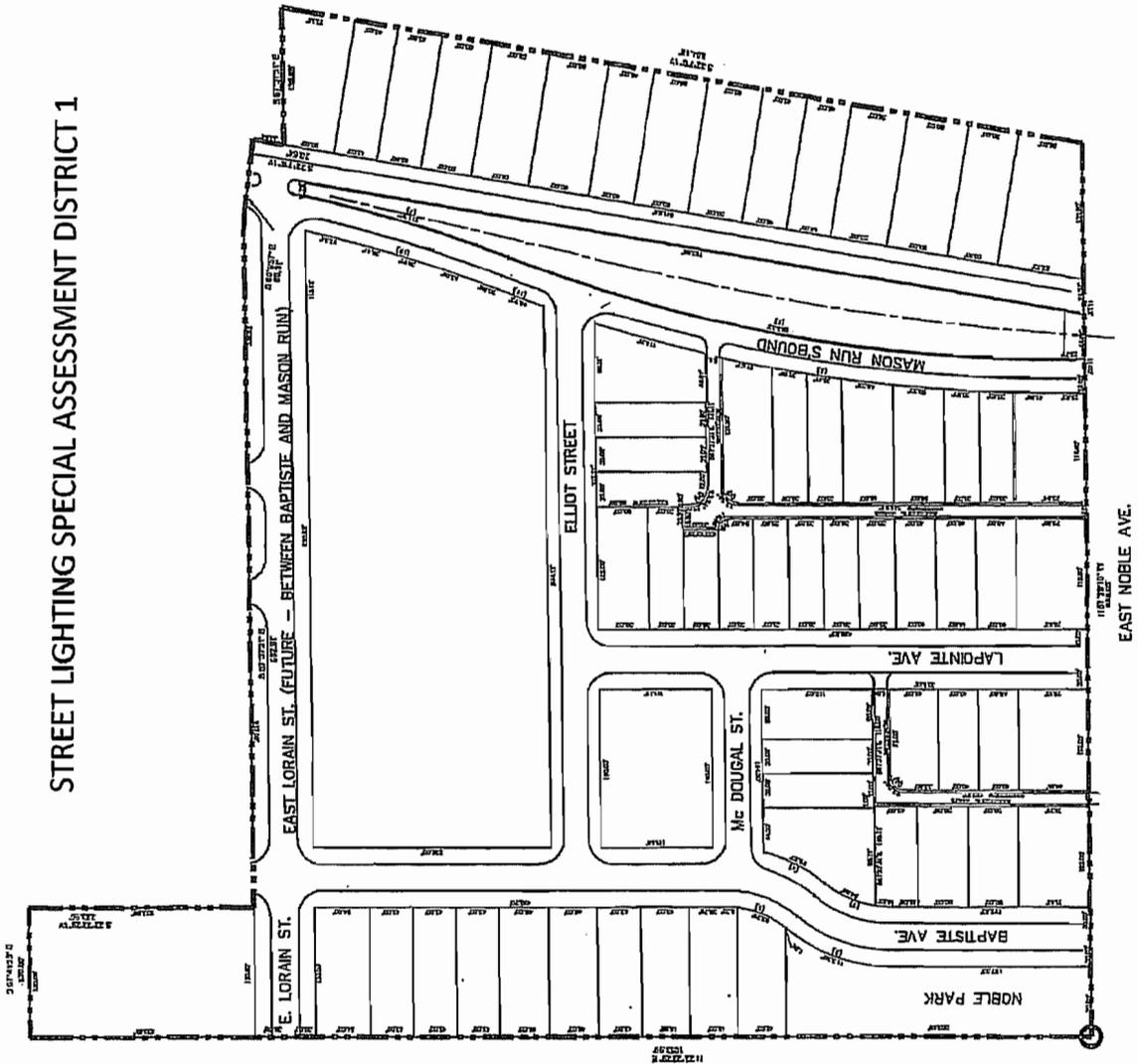
be less than fifteen (15) years; and that the City of Monroe out of its Capital Improvement Fund or other fund as later deemed appropriate prior to district confirmation, pay \$10,140.49 of the cost thereof, and be it further

RESOLVED, that on Monday, September 17, 2012 at 7:30 P.M., Local Time, at the Council Chambers of Monroe City Hall, the Council shall hear comments regarding the proposed improvements, plans, specifications, amount to be paid by said City, and also review and hear comments regarding the special assessment district above delimited; and that the City Clerk-Treasurer is directed to give notice of such hearing in the manner provided by the Charter, and be it further

RESOLVED, that there be raised by special assessment upon the land and premises within the above described street lighting district, being Street Lighting Special Assessment District Number 1, the sum of \$25,859.51, and that the City of Monroe, out of its Capital Improvement Fund or other fund as later deemed appropriate, pay \$10,140.49, and be it further

RESOLVED, that upon the adoption of the district and the estimate by this Council, that the City Clerk-Treasurer report the aforesaid special assessment to the City Assessor of said City, who shall make a special assessment roll, and levy as a special assessment therein upon each lot or parcel of land so reported to him, and against the persons chargeable therewith, if known, the whole amount of all charges so directed, as aforesaid, to be levied upon each of such lots or premises respectively, and when complete made and levied according to benefits received, and that he shall assess upon each lot or parcel of land such land relative proportion of the whole sum to be levied, as shall be proportionate to the estimated benefit resulting to such lot or parcel of land from the improvement.

STREET LIGHTING SPECIAL ASSESSMENT DISTRICT 1



Street Lighting Special Assessment District 1 - Mason Run II Lighting Installation

Proposed assessable costs - based on frontage of all roadways within district

Note: "Corner lots" are entitled to 1/2 discount of each roadway frontage (75 feet maximum discount for each frontage) per City resolution.

Note: Parcels 59-01798-501 (Noble Park) and 59-01798-905 (future development) are general common elements and their frontage must be distributed among 62 parcels (61 condominium units and Elliot Park), not assessed separately

Note: City Parcels do not receive corner lot discount, all frontage listed as P.O. share for these.

Note: Elliot Park not deeded from City to Creative Land Design. Elliot Park identified as public park in Master Deed, not common element.

Note: City Parcels do not receive corner lot discount, all frontage listed as P.O. share for these.

| Parcel ID | Property Address | Owner Name | Owner Property Address | Primary Frontage | Side Yard Frontage | Share of Common* | Total Frontage | City Share Frontage | P.O. Share Frontage | P.O. Projected Assessment |
|--------------|------------------|----------------------------------|--------------------------------------------------|------------------|--------------------|------------------|----------------|---------------------|---------------------|---------------------------|
| 59-01798-XXX | | | | | | | | | | |
| 501 | 401 Baptiste | Creative Land Design, Inc. | 23370 Commerce Dr., Farmington, MI 48335 | 54.35 | 0.00 | 16.76 | 71.11 | 0.00 | 71.11 | \$465.48 |
| 13 | 431 Baptiste | Washington, Allen R | 431 Baptiste Avenue, Monroe, MI 48162 | 48.02 | 0.00 | 16.76 | 64.78 | 0.00 | 64.78 | \$424.04 |
| 14 | 437 Baptiste | Wright, Garland B. | 437 Baptiste Avenue, Monroe, MI 48162 | 48.00 | 0.00 | 16.76 | 64.76 | 0.00 | 64.76 | \$423.91 |
| 15 | 443 Baptiste | Miller, Christian A & Jennifer A | 443 Baptiste Avenue, Monroe, MI 48162 | 43.00 | 0.00 | 16.76 | 59.76 | 0.00 | 59.76 | \$391.18 |
| 16 | 449 Baptiste | Zimmerman, Robert & Renee | 449 Baptiste Avenue, Monroe, MI 48162 | 49.00 | 0.00 | 16.76 | 65.76 | 0.00 | 65.76 | \$430.46 |
| 17 | 455 Baptiste | Willa, James M. & Carey Leigh | 455 Baptiste Avenue, Monroe, MI 48162 | 49.00 | 0.00 | 16.76 | 65.76 | 0.00 | 65.76 | \$430.46 |
| 18 | 459 Baptiste | Zavela, Corey N & Lori L | 459 Baptiste Avenue, Monroe, MI 48162 | 43.00 | 0.00 | 16.76 | 59.76 | 0.00 | 59.76 | \$391.18 |
| 19 | 463 Baptiste | Bux, Dennis M | 463 Baptiste Avenue, Monroe, MI 48162 | 43.00 | 0.00 | 16.76 | 59.76 | 0.00 | 59.76 | \$391.18 |
| 20 | 467 Baptiste | Scott, David & Kathryn | 467 Baptiste Avenue, Monroe, MI 48162 | 43.00 | 0.00 | 16.76 | 59.76 | 0.00 | 59.76 | \$391.18 |
| 21 | 471 Baptiste | St. Bernard, Nicholas M | 471 Baptiste Avenue, Monroe, MI 48162 | 43.00 | 0.00 | 16.76 | 59.76 | 0.00 | 59.76 | \$391.18 |
| 22 | 475 Baptiste | Davis, Terry & Morgan | 475 Baptiste Ave., Monroe, MI 48162 | 54.00 | 130.00 | 16.76 | 200.76 | 92.00 | 108.76 | \$711.93 |
| 11 | 402 Baptiste | Buchanan, Lisa | 402 Baptiste Ave., Monroe, MI 48162 | 71.43 | 0.00 | 16.76 | 88.19 | 35.72 | 52.47 | \$343.46 |
| 12 | 406 Baptiste | Lowenstein, Lisa | 406 Baptiste Avenue, Monroe, MI 48162 | 50.00 | 0.00 | 16.76 | 66.76 | 0.00 | 66.76 | \$437.00 |
| 10 | 410 Baptiste | Smith, Howard E & Theresa A | 410 Baptiste Avenue, Monroe, MI 48162 | 50.00 | 0.00 | 16.76 | 66.76 | 0.00 | 66.76 | \$437.00 |
| 9 | 414 Baptiste | Garner, Marty L & Andrea L | 414 Baptiste Avenue, Monroe, MI 48162 | 42.07 | 0.00 | 16.76 | 58.83 | 0.00 | 58.83 | \$386.09 |
| 500 | 444 Baptiste | City of Monroe - Elliot Park | 120 East First Street, Monroe, MI 48161 | 111.18 | 431.18 | 16.76 | 599.12 | 0.00 | 599.12 | \$3,659.93 |
| 8 | 902 McDougal | Gapuz, Ralph & Angela L | 902 McDougal Street, Monroe, MI 48162 | 123.95 | 44.50 | 16.76 | 185.21 | 84.23 | 100.98 | \$661.00 |
| 7 | 906 McDougal | Aicher, Todd S & Torrie M | 906 McDougal Street, Monroe, MI 48162 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 6 | 910 McDougal | Reaume, Aaron | 910 McDougal Street, Monroe, MI 48162 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 5 | 914 McDougal | Renwick, Thomas L Jr. & Nicole M | 914 McDougal Street, Monroe, MI 48162 | 50.00 | 110.00 | 16.76 | 176.76 | 80.00 | 96.76 | \$635.38 |
| 1 | 401 Lapointe | Krueger, Brian | 401 Lapointe Avenue, Monroe, MI 48162 | 70.15 | 0.00 | 16.76 | 86.91 | 35.08 | 51.83 | \$339.27 |
| 2 | 405 Lapointe | Bunch, Falicia | 405 Lapointe Avenue, Monroe, MI 48162 | 40.00 | 0.00 | 16.76 | 56.76 | 0.00 | 56.76 | \$371.54 |
| 3 | 409 Lapointe | Myers, Chad | 409 Lapointe Avenue, Monroe, MI 48162 | 40.00 | 0.00 | 16.76 | 56.76 | 0.00 | 56.76 | \$371.54 |
| 4 | 413 Lapointe | Schiffler, Eric | 413 Lapointe Avenue, Monroe, MI 48162 | 48.00 | 0.00 | 16.76 | 64.76 | 0.00 | 64.76 | \$423.91 |
| 23 | 402 Lapointe | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 70.52 | 0.00 | 16.76 | 87.28 | 35.26 | 52.02 | \$340.52 |
| 24 | 406 Lapointe | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 40.00 | 0.00 | 16.76 | 56.76 | 0.00 | 56.76 | \$371.54 |
| 25 | 410 Lapointe | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 40.00 | 0.00 | 16.76 | 56.76 | 0.00 | 56.76 | \$371.54 |
| 26 | 414 Lapointe | Umfress, Andrea L | 414 Lapointe Avenue, Monroe, MI 48162 | 40.00 | 0.00 | 16.76 | 56.76 | 0.00 | 56.76 | \$371.54 |
| 27 | 418 Lapointe | Brent Huber | 336 Baptiste Avenue, Monroe, MI 48162 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 28 | 422 Lapointe | Ibershoff, James G & Evelyn J | 422 Lapointe Avenue, Monroe, MI 48162 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 29 | 426 Lapointe | Woolf, Charles F & Debra A | 426 Lapointe Avenue, Monroe, MI 48162 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 30 | 430 Lapointe | Lavanway, Jon L & Anita O | 430 Lapointe Avenue, Monroe, MI 48162 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 31 | 434 Lapointe | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 32 | 438 Lapointe | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 33 | 442 Lapointe | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 34 | 446 Lapointe | Collins, Sabrina | 446 Lapointe Avenue, Monroe, MI 48162 | 50.00 | 122.00 | 16.76 | 188.76 | 86.00 | 102.76 | \$672.65 |
| 35 | 938 Elliot | Medlin, Janel | 938 Elliot Street, Monroe, MI 48162 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 36 | 942 Elliot | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 37 | 946 Elliot | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.00 | 0.00 | 16.76 | 51.76 | 0.00 | 51.76 | \$336.81 |
| 38 | 950 Elliot | Fannie Mae | 14221 Dallas Parkway Ste. 1000, Dallas, TX 75254 | 71.30 | 114.21 | 16.76 | 211.18 | 97.21 | 113.97 | \$746.09 |
| 46 | 401 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 80.21 | 0.00 | 16.76 | 86.06 | 35.65 | 52.41 | \$343.07 |
| 45 | 407 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.03 | 0.00 | 16.76 | 51.79 | 0.00 | 51.79 | \$339.01 |
| 44 | 411 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.07 | 0.00 | 16.76 | 51.83 | 0.00 | 51.83 | \$339.27 |
| 43 | 415 Mason Run | Hall, Willie R & Darleen L | 415 Mason Run Blvd., Monroe, MI 48162 | 50.21 | 0.00 | 16.76 | 66.97 | 0.00 | 66.97 | \$436.38 |
| 42 | 419 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 49.38 | 0.00 | 16.76 | 66.14 | 0.00 | 66.14 | \$432.94 |
| 41 | 425 Mason Run | Palmer, Jeremiah T & Renee M | 425 Mason Run Blvd., Monroe, MI 48162 | 35.41 | 0.00 | 16.76 | 52.17 | 0.00 | 52.17 | \$341.50 |
| 40 | 429 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 35.55 | 0.00 | 16.76 | 52.31 | 0.00 | 52.31 | \$342.42 |
| 39 | 433 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 51.07 | 0.00 | 16.76 | 67.83 | 0.00 | 67.83 | \$444.01 |
| 47 | 402 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 87.73 | 0.00 | 16.76 | 104.49 | 43.87 | 60.62 | \$396.81 |

Street Lighting Special Assessment District 1 - Mason Run II Lighting Installation

Proposed assessable costs - based on frontage of all roadways within district

Note: "Corner lots" are entitled to 1/2 discount of each roadway frontage (75 feet maximum discount for each frontage) per City resolution.

Note: Parcels 59-01788-501 (Noble Park) and 59-01788-905 (future development) are general common elements and their frontage must be distributed among 62 parcels (61 condominium units and Elliot Park), not assessed separately

Note: Elliot Park not deeded from City to Creative Land Design. Elliot Park identified as public park in Master Deed, not common element.

Note: City Parcels do not receive corner lot discount, all frontage listed as P.O. share for these.

| Parcel ID | Property Address | Owner Name | Owner Property Address | Primary Frontage | Side Yard Frontage | Share of Common* | Total Frontage | City Share Frontage | P.O. Share Frontage | P.O. Projected Assessment |
|-----------|-------------------|-------------------------|---------------------------------------------------|------------------|--------------------|------------------|----------------|---------------------|---------------------|---------------------------|
| 48 | 406 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 50.00 | 0.00 | 16.76 | 66.76 | 0.00 | 66.76 | \$437.00 |
| 49 | 414 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 60.00 | 0.00 | 16.76 | 76.76 | 0.00 | 76.76 | \$502.46 |
| 50 | 420 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 55.00 | 0.00 | 16.76 | 71.76 | 0.00 | 71.76 | \$469.73 |
| 51 | 426 Mason Run | Stephanie Gessner | 426 Mason Run Blvd., Monroe, MI 48162 | 45.00 | 0.00 | 16.76 | 61.76 | 0.00 | 61.76 | \$404.27 |
| 52 | 432 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 45.00 | 0.00 | 16.76 | 61.76 | 0.00 | 61.76 | \$404.27 |
| 53 | 436 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 55.00 | 0.00 | 16.76 | 71.76 | 0.00 | 71.76 | \$469.73 |
| 54 | 444 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 55.00 | 0.00 | 16.76 | 71.76 | 0.00 | 71.76 | \$469.73 |
| 55 | 450 Mason Run | Johnson, Christina | 450 Mason Run Blvd., Monroe, MI 48162 | 45.00 | 0.00 | 16.76 | 61.76 | 0.00 | 61.76 | \$404.27 |
| 56 | 456 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 60.00 | 0.00 | 16.76 | 76.76 | 0.00 | 76.76 | \$502.46 |
| 57 | 462 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 58.00 | 0.00 | 16.76 | 74.76 | 0.00 | 74.76 | \$489.37 |
| 58 | 468 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 50.00 | 0.00 | 16.76 | 66.76 | 0.00 | 66.76 | \$437.00 |
| 59 | 474 Mason Run | Monroe County Treasurer | 51 S. Macomb St., Monroe, MI 48161 | 45.00 | 0.00 | 16.76 | 61.76 | 0.00 | 61.76 | \$404.27 |
| 60 | 480 Mason Run | Mason Run II | 10356 Bouldercrest Dr., South Lyon, MI 48178 | 43.00 | 0.00 | 16.76 | 59.76 | 0.00 | 59.76 | \$391.18 |
| 61 | 486 Mason Run | Cicero, Corey | 486 Mason Run, Monroe, MI 48161 | 50.00 | 0.00 | 16.76 | 66.76 | 0.00 | 66.76 | \$437.00 |
| 905 | E. Noble - Vacant | General common element | *Common element, must be divided 1/62 to each lot | | | | | | | |
| 903 | E. Noble - Vacant | City of Monroe | 120 East First Street, Monroe, MI 48161 | 130.00 | 0.00 | 0.00 | 130.00 | 65.00 | 65.00 | \$425.48 |
| | | | Project Totals | 3208.63 | 951.89 | 1039.12 | 5199.64 | 690.02 | 4509.62 | \$29,519.44 |

| | |
|---------------------------------------------------|------------|
| Assessable Frontage less corner lot of common | 5199.64 |
| Corner Lot Share of Common Elements) | 300.00 |
| Total Assessable Frontage | 5499.64 |
| Projected Assessable Cost (Weng. & Contingencies) | \$ 336,000 |
| Assessable Cost per front foot | 6.5459 |

| | |
|---------------------------------------------------|-------------|
| Property Owner Costs (Less Elliot Park) | \$25,859.51 |
| City Costs (Elliot Park) | \$3,659.93 |
| City Costs (Corner Frontage of Condominium Units) | \$4,516.79 |
| City Costs (Corner Frontage of Common Elements) | \$1,963.76 |
| Total Project Costs | \$36,000.00 |

Note: City corner lot share not accounted for in above table (Parcel nos. 59-01788-501 [75 feet] and 59-01788-905 [225 feet])

Lewis, Patrick

From: Timothy C Miller [millert@dteenergy.com]
Sent: Wednesday, August 15, 2012 1:00 PM
To: Lewis, Patrick
Subject: Mason Run

The cost is 43,579.49

CIAC-city out of pocket: 31,058.49

Annual rate: 4,173.67

Three times annual: 12,521.00-CIAC

This an estimate for council. Actual agreement may vary plus-minus 10%

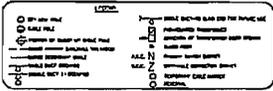
Can have agreement and drawing next week based on council approval.

This price does not include removal of existing system. I recommend Corby who does our installations.

CONFIDENTIAL OR PRIVILEGED COMMUNICATION

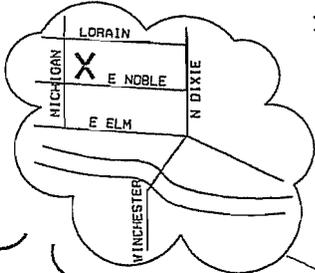
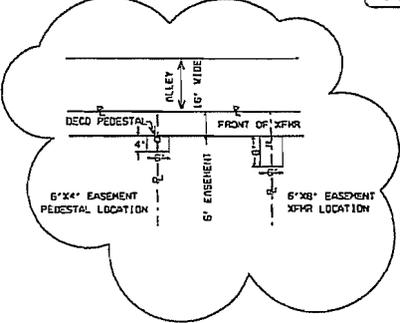
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Thank you.

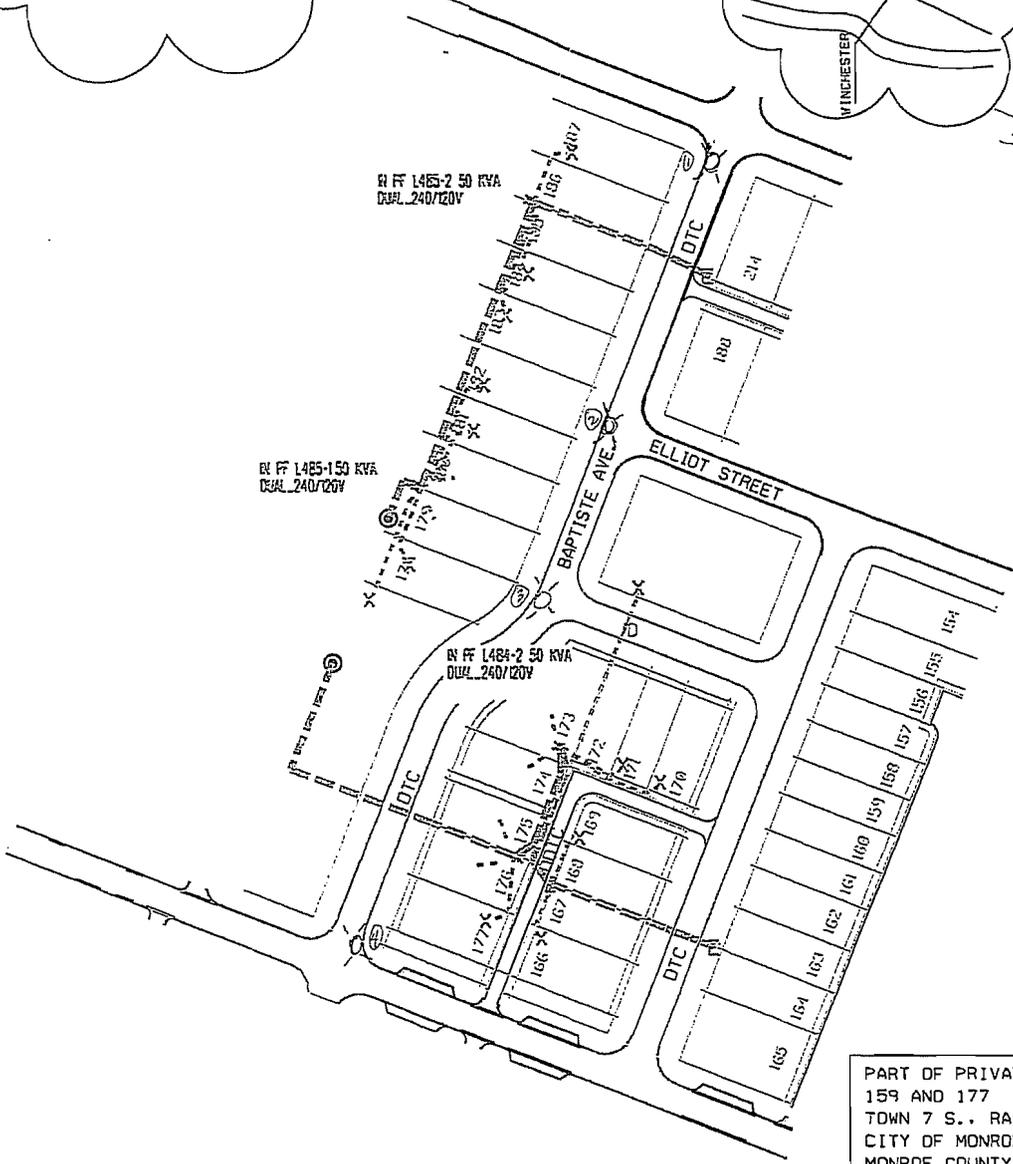


NOTICE:
 LOCATIONS OF UNDERGROUND FACILITIES ON THIS DRAWING ARE ONLY APPROXIMATE. EXACT LOCATIONS MUST BE DETERMINED BY THE UTILITY COMPANIES. FOR EXACT LOCATIONS- TELEPHONE BUREAU ON 1-800-462-7111 AS REQUIRED BY PUBLIC ACT 43 OF 1974 BEFORE DOING ANY OTHER CONSTRUCTION.

DETROIT EDISON
 DAVE PUMPELL (734) 506-8766
 SHARON LEAVITT (734) 523-7500
 JOHN VAN ALST (248) 667-8221 SITE SUPERINTENDENT
 6 FEET



North
 1402
 2017



PART OF PRIVATE CLAIMS
 159 AND 177
 TOWN 7 S., RANGE 9E
 CITY OF MONROE
 MONROE COUNTY
 TAX ID #59-01787-000

NOTE:
 CENTERLINE OF 6' WIDE AS-BUILT DECD EASEMENT FOR UNDERGROUND UTILITIES. ANY AND ALL RELOCATION COSTS ARE THE RESPONSIBILITY OF THE REQUESTING PARTY. TRENCH ROUTE MAY VARY DEPENDING ON FIELD CONDITIONS.

ALL TRENCH IS 3-WAY (DECD, TEL, TV) UNLESS NOTED
 TRANSFORMER SPEC. 1-17-263
 PAD SPEC. 1-56-111
 12 TEMP CABLE MARKERS
 ALL SECONDARY SERVICE IS 2/0 AL
 PRIMARY CABLE IS #2 1X2 XLPEJ 13KV
 STOCK NO. 713-3873

ATTACHMENT "A" AGREEMENT •

| | | | | | |
|-----------|-----------|-------------|---------|-------------|-----------|
| DATE | 1/11/10 | BY | JK | SCALE | AS SHOWN |
| PROJECT | 1402 2017 | DESIGNED BY | JK | CHECKED BY | JK |
| DRAWN BY | JK | DATE | 1/11/10 | PROJECT NO. | 1402 2017 |
| REVISIONS | | DATE | | BY | |



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: TRAFFIC COMMITTEE MINUTES OF AUGUST 15, 2012 MEETING, APPROVAL OF TRAFFIC CONTROL ORDERS 067-005, 167-009, 192-008, 307-003, AND 312-003, AND PUBLIC HEARING FOR NORTH DIXIE HIGHWAY / WINCHESTER STREET LANE CONFIGURATION CHANGE

DISCUSSION: The Mayor's Traffic Committee meeting was held on August 15, 2012, and the minutes are attached for your review and approval. There are five (5) traffic control orders for approval at this time as a result of the meeting.

Traffic Control Orders 067-005, 307-003, and 312-003 are relatively straight-forward, and reflect changes made in the parking regulations for the new Riverfront Parking Lot, including striping changes made to the parking lot at 60 West Front Street. Likewise, Traffic Control Orders 167-009 and 192-008 simply remove school hour prohibitions on East Second and East Third Streets that are no longer needed due to the demolition of Lincoln Elementary School.

The most important item requiring some type of action from the meeting is the proposal to convert North Dixie Highway between Elm Avenue and Detroit Avenue and Winchester Street from Perry Street to Elm Avenue from a four-lane roadway carrying two travel lanes in each direction, to one with a shared center turn lane, one travel lane in each direction, and bike lanes in each direction. This conversion was endorsed by the Traffic Committee by a unanimous vote, though the enabling Traffic Control Order has not yet been attached for City Council approval. Since the time of the Traffic Committee meeting, the Engineering Department has communicated with the Michigan Department of Transportation (MDOT) regarding the procedure for such a conversion in conjunction with the expected 2013 Federal Aid resurfacing of this roadway. A six-page guidance document from MDOT has been attached for your review, as has the original staff analysis from the meeting on this issue. Since the project that will facilitate the conversion of the roadway will not be occurring until 2013, there is substantial time available before a final decision must be made. MDOT recommends that as much public involvement as possible be solicited, as it assists them with signing off on the project without further involvement from the Federal Highway Administration (FHWA). Therefore, the Engineering Department feels that it is appropriate to schedule and formally advertise (through the Monroe Evening News and direct mail to fronting property owners) a public hearing to be held at the regular Traffic Committee meeting on September 26, 2012. Following that meeting, further action as appropriate will be sought from the City Council prior to the project being programmed, and this will likely occur in October.

IT IS RECOMMENDED that the City Council accept and place on file the minutes from the August 15, 2012 Mayor's Traffic Committee meeting, and approve Traffic Control Orders 067-005, 167-009, 192-008, 307-003, and 312-003. **IT IS FURTHER RECOMMENDED** that the public hearing on the lane conversion of North Dixie Highway be scheduled for the next Traffic Committee meeting on Wednesday, September 26, 2012 at 5:00 P.M. in the City Council Chambers, and that direct mail notification be provided to adjacent property owners along the corridor.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: N/A
REASON FOR DEADLINE:

STAFF RECOMMENDATION: X For Against
REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Engineering Department, Department of Public Services, Police Department, traveling public, adjacent residents

| 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 |
| | <u>Other Funds</u> | | |
| Budget Approval: _____ | | | |

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Dir. of Engineering and Public Services **DATE:** 08/28/12
REVIEWED BY:  **DATE:**
COUNCIL MEETING DATE: September 4, 2012

CITY OF MONROE
MAYOR'S TRAFFIC COMMITTEE MINUTES
August 15, 2012

Meeting was called to order by Mayor Clark on Wednesday, August 15, 2012 at 5:00 P.M. in the City Council Chambers.

Members Present: Mayor Clark, Councilman Beneteau, Councilman Hensley, Lt. Greg Morgel, James Crammond, Scott Davidson, Michael Miletti, Dennis Polczynski

Members Excused: Anthony Webb

Clerk / Staff: Patrick Lewis, Director of Engineering and Public Services

Citizens Commenting: George Patrick Barley, 460 Godfroy Avenue
Brenda Blaine, 470 Godfroy Avenue
David Menzies, 466 Godfroy Avenue
Randy Mielnik, Poggemeyer Design Group
Gregory Bieszczad, Poggemeyer Design Group

1. Petition to establish a Residential Parking District on Godfroy Avenue between Campus Place and West Lorain Street.

Motion: It was moved by Councilman Hensley and supported by Michael Miletti to table this issue until the next Traffic Committee meeting.

Action: The motion passed unanimously.

2. Request from the Engineering Department to consider closing the the north-south alley between Riverview Avenue and Arbor Avenue, south of Noble, to traffic in conjunction with a storm sewer / paving project.

Motion: It was moved by Michael Miletti and supported by Lt. Morgel to refer this issue back to the Engineering Department to perform a resident survey.

Action: The motion passed unanimously.

3. Report from the Poggemeyer Design Group on the corridor study of North Dixie Highway lane configuration between the River Raisin and Detroit Avenue.

Motion: It was moved by Michael Miletti and supported by Scott Davidson to convert North Dixie Highway to a 3-lane configuration with bike lanes between Elm Avenue and Detroit Avenue, including Winchester Street between Perry Street and Elm Avenue.

Action: The motion passed unanimously.

4. Request from John Myers to reduce the speed limit on East Elm Avenue east of I-75 to 35 miles per hour from the current 45 miles per hour.

Motion: It was moved by Councilman Hensley and supported by Scott Davidson to take no action on the speed limit change, and to refer this item to the Engineering Department for study on potential options to convert the south half of the boulevard to a non-motorized pathway.

Action: The motion passed unanimously.

5. Request from the Engineering Department to adopt new Traffic Control Orders 067-005, 307-003, and 312-003 to reflect changes made for the Riverfront Parking Lot project.

Motion: It was moved by James Crammond and supported by Dennis Polczyk to approve proposed Traffic Control Orders 067-005, 307-003, and 312-003.

Action: The motion passed unanimously.

6. Request from the Engineering Department to adopt new Traffic Control Orders 167-009 and 192-008 to rescind school hour parking prohibitions adjacent to the former Lincoln Elementary School

Motion: It was moved by Councilman Hensley and supported by Scott Davidson to approve proposed Traffic Control Orders 167-009 and 192-008.

Action: The motion passed unanimously.

7. Motion: It was moved by Michael Milette and supported by Lt. Morgel to adjourn the meeting.

Action: The motion passed unanimously and the meeting was adjourned at 6:35 P.M.



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 067-005 (Proposed)

EFFECTIVE DATE: September 2012

When official traffic control signs conforming to the mandate of this order shall have been erected.

The following regulations shall apply to West Front Street:

Parking

1. **Signed 1-hour parking, with enforcement times of 8:00 A.M. to 5:00 P.M., Monday through Saturday, four (4) motorcycle parking spaces, located immediately east of the driveway to the City-owned parking lot west of 12 West Front Street.**
2. Signed 1-hour parking, with enforcement times of 8:00 A.M. to 5:00 P.M., Monday through Saturday, all remaining spaces from Harrison Street to South Monroe Street, both sides.
3. "No Parking" from South Telegraph Road to Harrison Street, north side.
4. "No Parking" from South Telegraph Road to a location 150 feet east of the east curb line of West Third Street, south side.
5. "No Parking" from a location 60 feet west of the west curb line of Adams Street to a location 30 feet east of Adams Street, south side.
6. "No Parking" from a location 190 feet west of the west curb line of Smith Street to Harrison Street, south side.
7. Permitted parking, with no time limitations, between South Telegraph Road and West First Street, in all other areas, south side.

Intersection Control

8. Traffic signals with pedestrian signals and special left turn phases for all four directions shall be placed at the intersection of South Telegraph Road and West Front Street.
9. Traffic signals with pedestrian signals shall be placed at the intersection of West Front Street and South Roessler Street.
10. Traffic signals with pedestrian signals and a special left turn phase for northbound South Monroe Street traffic shall be placed at the intersection of South Monroe Street and West Front Street.
11. "No Left Turn" for westbound traffic at the intersection of West Front Street and West Third Street / Union Street.

Roadway Geometry

12. West Front Street traffic shall be one-way westbound between South Monroe Street and West First Street, and shall be a two-lane street in this area.
13. West Front Street shall be a three-lane street from South Telegraph Road to 250 feet east of South Roessler Street, with the center lane reserved for left turns only.

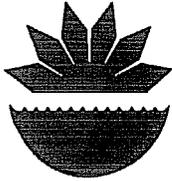
The following Traffic Control Orders shall hereby be rescinded: 067-004

City Traffic Engineer

City Clerk-Treasurer

Date

Date



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 167-009 (Proposed)

EFFECTIVE DATE: September 2012

When official traffic control signs conforming to the mandate of this order shall have been erected.

The following regulations shall apply to East Second Street:

PAGE ONE

Parking

1. "No Parking" from the alley east of South Monroe Street to a location 50 feet east of said alley, north side.
2. Metered 2-hour parking at the rate of \$0.50 per hour, with enforcement times of 8:00 A.M. to 5:00 P.M., Monday through Friday, between South Monroe Street and Washington Street, all other spaces, both sides.
3. "Sheriff Department Parking Only", angle parking, the first two spaces east of Washington Street, south side.
4. "City Police Parking Only", the fifth and sixth angled spaces east of Washington Street, south side.
5. "State Police Parking Only", the third and fourth angled spaces east of Washington Street, south side.
6. 30-minute metered angled parking for "Police Visitors Only" at the rate of \$0.25 per 30 minutes, with enforcement times of 8:00 A.M. to 5:00 P.M., Monday through Friday, the seventh angled space east of Washington Street, south side.
7. Designated "Disabled Parking" angled parking, the eighth space east of Washington Street, south side.
8. Designated "Vehicle Inspection Parking", the second space east of Washington Street, north side.
9. Metered 2-hour angled parking at the rate of \$0.50 per hour, with enforcement times of 8:00 A.M. to 5:00 P.M., Monday through Friday, all remaining spaces between Washington Street and South Macomb Street, both sides
10. Residential Parking District, with enforcement times of 7:00 A.M. to 6:00 P.M., Monday through Friday, from South Macomb Street to Scott Street, both sides.
11. Residential Parking District, with enforcement times of 7:00 A.M. to 6:00 P.M., Monday through Friday, from Scott Street to Wadsworth Street, north side.



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 167-009 (Proposed)

EFFECTIVE DATE: September 2012

When official traffic control signs conforming to the mandate of this order shall have been erected.

The following regulations shall apply to East Second Street:

PAGE TWO

Parking

12. "No Parking" from Scott Street to Half Street, south side.
13. Permitted parking, with no time restrictions, from Half Street to a location 225 feet east of Half Street, **Kentucky Avenue**, south side.
14. "~~No Parking~~" from 7:00 A.M. to 4:00 P.M., School Days, from a location 225 east of Half Street to ~~Kentucky Avenue~~, south side.
15. Permitted parking, with no time restrictions, from Half Street to Eastchester Street, north side.
16. Specifically post "No Parking in Driveway" in front of 917 East Second Street.
17. Permitted parking, with no time restrictions, from Kentucky Ave. to Eastchester St., south side.

Intersection Control

18. Traffic signals with pedestrian signals shall be placed at the intersection of East Second Street and South Monroe Street.
19. "Four-way STOP" at Washington Street.
20. East Second Street shall STOP at South Macomb Street.
21. East Second Street shall STOP at Scott Street.
22. East Second Street shall STOP at Winchester Street.
23. East Second Street shall STOP at Eastchester Street.

The following Traffic Control Orders shall hereby be rescinded: 167-007

City Traffic Engineer

City Clerk-Treasurer

Date

Date



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 192-008 (Proposed)

EFFECTIVE DATE: September 2012

When official traffic control signs conforming to the mandate of this order shall have been erected.

The following regulations shall apply to East Third Street:

PAGE ONE

Parking

1. "No Parking" from South Monroe Street to the alley east of South Monroe Street, south side.
2. "No Parking" from South Monroe Street to 40 feet east of the alley east of South Monroe Street, north side.
3. "No Parking" from the alley east of Washington Street to a location 50 feet east of this alley, north side.
4. "No Parking" from a location 10 feet west of the alley east of Washington Street to the east edge of this alley, south side.
5. "No Parking" from a location 90 feet west of South Macomb Street to South Macomb Street, south side.
6. "Police Vehicles Only" from Washington Street to the alley east of Washington Street, north side.
7. Permitted parking, with no time limitations, all remaining areas from the alley east of South Monroe Street to South Macomb Street, north side.
8. "No Parking" from Wadsworth Street to a location 25 feet west of Wadsworth Street, south side.
9. Residential Parking District, with enforcement times of 7:00 A.M. to 6:00 P.M., Monday through Friday, all remaining areas from South Monroe Street to Wadsworth Street, south side.
10. "No Parking" from South Macomb Street to a location 50 feet east of South Macomb Street, north side.
11. Residential Parking District, with enforcement times of 7:00 A.M. to 6:00 P.M., Monday through Friday, all remaining areas from South Macomb Street to Wadsworth Street, north side.
12. "No Parking" from Half Street to a point 50 feet west of Half Street, north side.
- ~~13. "No Parking from 7:00 A.M. to 4:00 P.M. School Days" from a point 215 feet west of Kentucky Avenue to a point 300 feet west of Kentucky Avenue, north side.~~
14. Signed 1-hour parking, enforceable all days, all hours, from Kentucky Avenue to the alley east of Kentucky Avenue, south side.
15. "No Parking" from the alley east of Kentucky Avenue to Winchester Street, south side.



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 192-008 (Proposed)

EFFECTIVE DATE: September 2012

When official traffic control signs conforming to the mandate of this order shall have been erected.

The following regulations shall apply to East Third Street:

PAGE TWO

Parking

16. Permitted parking, with no time limitations, all remaining areas from Wadsworth Street to Eastchester Street, both sides.
17. "No Stopping, Standing, or Parking" from Eastchester Street to Almyra Avenue, both sides.
18. Permitted parking, with no time limitations, from Almyra Avenue to Conant Avenue, both sides.

Intersection Control

19. Traffic signals with pedestrian signals shall be placed at the intersection of East Third Street and South Monroe Street.
20. "Four-way STOP" at Scott Street.
21. "Four-way STOP" at Winchester Street.
22. East Third Street shall STOP at Conant Avenue.

Roadway Geometry

23. A special "Left Turn Only" lane shall be provided at South Monroe Street.

The following Traffic Control Orders shall hereby be rescinded: 192-007

City Traffic Engineer

City Clerk-Treasurer

Date

Date



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 307-003 Proposed

EFFECTIVE DATE: September 2012
When official traffic control signs conforming to the mandate of this order shall have been erected.

The following parking regulations shall apply to the municipal parking lot commonly referred to as the ~~Lauer Finzel Parking Lot~~ **Riverfront Parking Lot**, portions of which were formerly known as the **Lauer-Finzel Parking Lot**, former **United Way Parking Lot**, and the **Steppingstone** property, located between the **River Raisin** and **West Front Street**, and west of **South Monroe Street**, and including any and all adjacent parcels acquired in 2011 and 2012 as a part of the **Downtown Development Authority** construction project:

1. Designated "Disabled Parking" spaces with no time limitations, ~~eight (8)~~ **five (5)** spaces within the lot.
2. Permitted parking, with no time limitations, all remaining spaces, **including those as may be designated for motorcycle parking.**

The following Traffic Control Orders are hereby rescinded: 307-002

City Traffic Engineer

City Clerk-Treasurer

Date

Date



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 312-003 (Proposed)

EFFECTIVE DATE: September 2012

When official traffic control signs conforming to the mandate of this order shall have been erected.

The following parking regulations shall apply to the City-owned parking lot at 60 West Front Street, commonly known as the West Front Street parking lot or the "Weipert Lot", on the north side of West Front Street, located south of the Lauer-Finzel Riverfront Parking Lot and east of Cass Street extended:

1. Designated "Disabled Parking" spaces with no time restrictions, ~~two (2)~~ **three (3)** parking spaces at the southeast corner of the lot.
2. Two-hour signed parking, with enforcement times of 8:00 A.M. through 5:00 P.M., except holidays, the six southernmost spaces on the west side of the lot.
3. Permitted parking, with no time restrictions, all remaining spaces in the lot.

The following Traffic Control Orders are hereby rescinded: 312-002

City Traffic Engineer

City Clerk-Treasurer

Date

Date



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

November 13, 2009

Mr. John D. Niemela, Director
County Road Association of Michigan
P.O. Box 12067
Lansing, Michigan 48901-2067

Mr. Christopher Hackbarth,
Legislative Associate
208 North Capitol Avenue, 1st Floor
Lansing, Michigan 48933-1354

Dear Mr. Niemela and Mr. Hackbarth:

Conversion of a Roadway to Reduce Capacity

We have recently received direction from the Federal Highway Association (FHWA) addressing capacity reduction projects which reduces the number of through lanes. These projects will no longer be classified as "Categorical Exclusion" projects but will be elevated to higher scrutiny as a "Categorical Exclusion with FHWA Concurrence." In order to obtain concurrence there needs to be evidence of Public Involvement and a corresponding traffic analysis showing the reduction in the level of service for the corridor.

A new policy guide named "4 lanes to 3 lane conversions" has been issued (and is attached). The document is also available on the Local Agency Programs website www.michigan.gov/mdotlap.

Please forward this information on to your members.

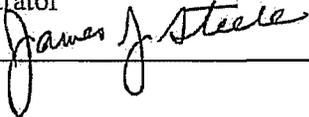
If you have any questions regarding the conversion of a roadway to reduce capacity by reducing the number of through lanes please contact Mr. Gonzalo Puente at (517) 335-0878.

Sincerely,

Rudolph S. Cadena
Local Agency Programs Engineer

Enclosure

cc: M. Harbison
B. Kadzban ✓
M. Harrison

| | |
|---------------------------------|--------------------------------------------------------------------------------------------------------------|
| D-121 | MICHIGAN'S OPERATIONS MANUAL |
| DATE: | July 30, 2009 |
| SUBJECT: | 4-to-3 Lane Conversions |
| AUTHORITY/CFR REFERENCE: | |
| PURPOSE: | Provide Policy and Guidance |
| APPROVED: | Division Administrator  |
| Electronic File: | Subject: 100987 |

Definition:

4-to-3 Lane Conversion is the changing of highway laneage, from a 4-lane undivided roadway section with all four lanes designated for through traffic movement, to a 3-lane cross-section, in which the center lane functions as a shared left turn lane in each direction, and the two outside lanes are designated for through traffic. 4-to-3 lane conversions are often accomplished through re-striping and signing alone, but can also involve reconstruction of pavement and re-establishment of curb lines.

Need for MOM:

The conversion of a corridor from 4 to 3 lanes is becoming a common treatment applied by MDOT and many local agencies in the state of Michigan. However, most corridors in this state get converted without FHWA involvement. When this type of project is proposed for federal-aid funding, there are issues for our office to resolve:

- How well will the proposed cross-section handle the anticipated traffic demand
- What design year is applicable to this type of project
- What are the air quality requirements for lane reduction in EPA non-attainment area
- What type of environmental document is appropriate
- How to respond to a community that decides they want to switch back to 4 lanes

Background

A discussion of issues related to a 4-to-3 lane conversion is included as an appendix to this document. In general, we believe it is appropriate to match project design life with the scope of project. For projected ADT of 15,000 or less, 4-to-3 lane conversions have been found in Michigan and throughout the nation to have a positive effect on crash reduction, with only minor or no effect on quality of traffic flow. Above 15,000 ADT, conversions have been successful, but inconvenience due to congestion increases and the project deserves closer scrutiny in the design phase, including more detailed traffic analysis and public involvement.

Policy

New projects: The conversion of 4-lane undivided corridor to 3-lane cross-section with center lane reserved for left turn is eligible for Federal-aid funding when documentation from the submitting jurisdiction shows positive resolution of the following issues. This documentation is to be submitted to the FHWA Area Engineer on FHWA oversight projects, following review and recommendation by MDOT:

1. Operational analysis shows that the 3-lane cross section will provide reasonable level of service for all traffic movements at major intersections through the design life. Reasonable level of service is generally considered to be LOS C; however, LOS D could be considered reasonable if part of a calculated trade-off to react to other community goals, such as traffic safety and traffic calming. Proposed projects with design year ADT projected to be 15,000 or less will not require operational analysis.
2. Projected ADT for the design life is consistent with the area Long Range Transportation Plan, for projects within an area covered by an MPO.
3. Project design life is determined to be:
 - a. For safety project, supported by a time-of-return (TOR) analysis, project design life can be as chosen for the TOR analysis
 - b. 3 years or longer – if the project consists mostly of signing, striping, and striping removal.
 - c. 10-20 years – if the project consists of significant pavement or curb work.
4. Public involvement has demonstrated sufficient support for the project within the community OR formal agreement has been reached for a trial project that would allow at least one year of operation of the 3-lane section.

Pilot projects: Because 4-to-3 lane conversions are viewed as a safety countermeasure, MDOT and/or local agencies will occasionally offer a low-cost conversion (removal and re-application of pavement markings only, no pavement or curb reconstruction) to communities on a trial basis. This approach by definition includes the possibility of a later reversal back to the 4-lane section if the trial period is deemed unsuccessful. Federal-aid funds are eligible for this type of project approach provided that FHWA agrees in the measures that will be used to evaluate the success of the trial.

Reversal of cross-section: If Federal aid was used to convert a 4-lane section to 3-lane, FHWA will not participate in the reversal of that cross-section back to 4-lane, unless justified by crash analysis, level of service analysis or unanticipated operational issues.

Exception: if a 3-lane corridor was installed on a pilot project as discussed above, and the project is deemed to be unsuccessful according to the agreed-upon evaluation measures, FHWA will participate in the return to 4-lane cross-section.

FHWA Processing

Requests for 4-to-3 lane conversion projects that are to be accomplished with use of Federal-aid highway funds will be processed and approved in the same manner as typical highway projects.

- **STIP –**
 - Safety projects which are documented with a time-of-return analysis that meets the definition of state or local safety project could be covered under one of the local or trunkline safety General Program Accounts (GPA); however, a road agency can choose to list the project in the STIP individually if it so desires.
 - Rural Task Force projects may be lumped under one GPA
 - Projects which are not documented as safety projects or rural task force projects must be listed on the STIP individually

- **Air Quality Analysis –**
 - In EPA designated air quality nonattainment and maintenance areas, proposed 4-to-3 lane conversions should be reviewed through the interagency consultation process to determine if an air quality conformity analysis is needed.
 - For projects that are not located in an EPA non-attainment or maintenance area, no air quality analysis is needed.

- **Environmental Clearance –**
 - Projects can be processed as a categorical exclusion with FHWA approval per 23 CFR 771.117 (b) and (d) pending other proposed project elements and results of MDOT environmental classification process. Consultation with the public is required on all 4-to-3 lane conversions to ensure there is no substantial controversy on environmental grounds.

- **Project Approval**
 - FHWA Oversight projects - FHWA Area Engineer
 - FHWA non-oversight projects – FHWA fiscal clerk
 - On all projects (oversight and non-oversight), FHWA approval document should contain the following statement: “FHWA will not participate in the reversal of cross-section from 3-lane back to 4-lane, unless justified by crash analysis, level of service analysis or unanticipated operational issues, or if the 3-lane cross-section on a pilot project is deemed to be unsuccessful according to the agreed-upon evaluation measures”.

APPENDIX

Project design life: FHWA generally requires agencies using Federal-aid highway funds to follow AASHTO guidelines that suggest that a project should be designed to accommodate the traffic demands that will be experienced throughout the design life of the improvement. For a typical pavement construction or reconstruction, where construction costs are relatively high, 20 years into the future is commonly used as project design life.

For an operational improvement such as the 4-to-3 lane conversion, the typically lower costs and almost universal safety benefits can result in an effective project that can be successfully planned and constructed, even with a much shorter project design life. For corridors in which the pavement will not undergo significant work, project costs will be minimal - re-striping and signing, and removal of old striping. Under this scenario, if the corridor is experiencing crashes that can be corrected by the 3-lane section, the conversion to 3-lane can be investigated to see if the expected crash reduction is great enough to allow the project to be addressed as a safety project; if it is, the project design life need only be as long as the time period calculated in the MDOT time-of-return safety analysis.

If there is not a significant safety problem to be addressed, and a road jurisdiction is proposing a 4-to-3 lane conversion with signing and marking as the major items of work, a project design life of 3-5 years would justify the limited costs.

If a conversion project is proposed in which significant pavement construction or reconstruction will be performed, the project design life will necessarily have to increase as the project cost increases: 10-20 years, depending on the costs.

For projects located within a Metropolitan Planning Area, the projected ADT at the end of the selected project design life should be checked against, and correspond with, the traffic volume projections shown in the Long Range Transportation Plan as maintained by the Metropolitan Planning Organization (MPO) for that area.

Safety and capacity: On corridors with 15,000 ADT or less, 4-to-3 lane conversions across the country and across Michigan have been successfully implemented, recording safety gains with very little sacrifice to traffic flow. Almost universally, converted corridors are documented as being safer, with reported crash reduction between 10% and 50% per corridor. A Michigan study of 8 converted corridors documented an average injury crash reduction of 26%, an average injury crash reduction for older drivers of 37%, and an average pedestrian crash reduction of 37%. The 3-lane section is safer at intersections and driveways, because the monitoring task of looking for traffic gaps is simpler. On the corridor links, the 3-lane cross-section is safer because the center lane acts as a buffer between through traffic lanes.

As ADT climbs from 15,000 to 20,000, users report that special treatment for turning traffic is often necessary at the intersections along the corridor to maintain sufficient

traffic flow. Organizations like Michigan DOT and Iowa DOT, both big users of this cross-section, set guidance limits of about 15,000 to 17,500 ADT as being realistic volumes for such conversions; however, depending on conditions and incentive, a 3-lane cross-section can be investigated at the higher levels.

At any of the ADT ranges mentioned above, left-turning traffic on the undivided 4-lane cross-section has a large and inverse relationship on capacity and safety: as left turning volume increases, capacity is rapidly diminished because the inside lane cannot move through traffic until the individual left turns are completed. The turning conflict itself, as well as the lane changing that results from through traffic switching to the outside lane poses increased safety risks to the road users. The 3-lane section is much better equipped to handle left turning traffic, without suffering as large a reduction in capacity and safety.

Finally, the Michigan Governor's Highway Traffic Safety commission, appointed by the governor for the purpose of setting overall statewide strategy in highway safety and developer of the Michigan Strategic Highway Safety Plan, has twelve subcommittees that pro-actively address issues and set strategy for safety in twelve specific subject areas. Three of these subcommittees – the Intersection Safety Team, the Elderly Mobility Work Group, and the Pedestrian and Bicycle Action Team – promote 4-to-3 lane conversions as a strategy to reduce crashes in their own subject area.

Pedestrian and bicyclist accommodation: A conversion to three lanes from existing 4-lane pavement often offers an opportunity for the constructing jurisdiction to provide bike lanes to the outside of each through lane; often helping communities progress toward a master plan for accommodation of non-motorized travel. For adult bikers, use of a bike lane within the roadway or curb lines places the bicyclist in more direct line of sight to motorists. As a result, turning conflicts are reduced because the motorists are more aware of bicyclists on the road, more alert when it comes time to scan for their turn, and more aware of where to look for bicyclists during their scan.

Community support: In communities where 3-lane cross-sections are uncommon, business owners and community citizens do not always appreciate the potential benefits of the cross-section as readily as the community leaders or agencies that are promoting the cross-section. The business owners, in particular, worry about loss of customer access, and the motoring citizens envision a large drop in capacity, with accompanying congested traffic flow. This can lead to local reluctance to install a 3-lane cross-section in the first place. – or occasionally, backlash after the installation. As of mid-2009, Michigan DOT has installed about 25 corridors using 4-to-3 lane conversion around the state; only one community after installation has objected to the cross-section.

Because of the documented safety benefits of a conversion to 3-lanes, road jurisdictions will sometimes offer trial periods of 1-3 years to the citizens of a community, with a promise to revert back to 4 lanes if the community as a whole does not want to keep the 3-lane section after the trial period. This can be a reasonable approach to take, if the conversion and reversion involve only signing and marking, with little or no pavement reconstruction.

Agenda Item #3: Report from Poggemeyer Design Group on the corridor study of North Dixie Highway lane configuration between the River Raisin and Detroit Avenue

In anticipation of the planned 2013 resurfacing of North Dixie Highway between East Elm Avenue and Spaulding Road using the City's annual allocation of Federal Highway funds, the Engineering and Planning Departments commissioned a study of potential options for this important gateway. While further studies will examine options for landscaping within the corridor, the first study phase was designed to review the existing traffic volumes to determine if reducing the traffic from two lanes in each direction to a single lane in each direction with a shared center turn lane would result in significant traffic delays. The City of Monroe Engineering Department secured peak hour turning movement counts at the intersections of Elm / Dixie and Noble / Dixie, and these were incorporated into the report. The full text of the report is attached with this agenda packet.

The study indicated that very little additional delay would be incurred in converting North Dixie Highway (and by extension, the short segment of Winchester Street to the south that is also currently four lanes) to three lanes. In addition, if three 11-foot wide lanes are used, 6-1/2 feet would be left over that could be used on each side of the roadway for bicycle lanes. Since the City is trying to build a more comprehensive non-motorized system, absent a dedicated off-street path at this time, this represents a good initial step in doing so. In conjunction with the River Raisin Heritage Trail that connects to the State Park east along Elm Avenue, proposed new sidewalk on the south side of Dixie Highway between Detroit Avenue and Ternes Drive, and a new 2-way bicycle lane on Detroit Avenue, new bicycle lanes on North Dixie Highway would represent a "loop" for recreational riders as well as some improvement of safety in this location.

In addition to the Poggemeyer report, an article from Roads and Bridges magazine detailing a study by Michigan State University researchers on the effectiveness of "road diets" in Michigan has been attached, along with some summary pages from the report itself. While this report did not find a significant statistical correlation with crash reduction, their findings did at least hint that lane reduction on a corridor with similar volumes as Dixie Highway can offer the potential for crash reduction in most cases, and promotes a number of other positive attributes for the community.

At this point, the Engineering Department recommends proceeding with the approval for the lane reconfiguration. While the re-striping could be undertaken in conjunction with the 2013 resurfacing, we believe that there may be some advantage to completing the work now, as often times projects funded through the Federal Aid System will require air quality and congestion studies if the lane reduction occurs as a part of the project, instead of beforehand. The Engineering Department will seek to obtain a definitive answer prior to project programming, and will proceed accordingly. One further concept that we would recommend pursuing as a part of the project is the installation of a landscaped median between Elm and Noble Avenue. Since the only driveway cut in this segment is for the Monroe Multi-Sports complex, this appears to be an excellent opportunity to add landscaping to the corridor at the time of construction at relatively lower cost.

IT IS RECOMMENDED that North Dixie Highway be converted to a 3-lane configuration between the River Raisin and Detroit Avenue, including one-way bike lanes in each direction. IT IS FURTHER RECOMMENDED that Winchester Street also be converted to a similar configuration from Perry Street to the River Raisin. If the Engineering Department determines that this change should occur prior to the 2013 resurfacing to avoid further study costs, the work will be forwarded to Council for approval in fall 2012.



City of Monroe
CivicSight Map

MAP LEGEND:

- CITY LIMITS
- PARCELS

2010 ORTHO (Image)

Project Area



Map Scale: 1 inch = 1000 feet

Map Date: 8/09/2012

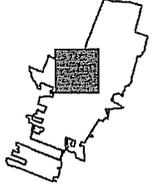
Data Date: June 17, 2011

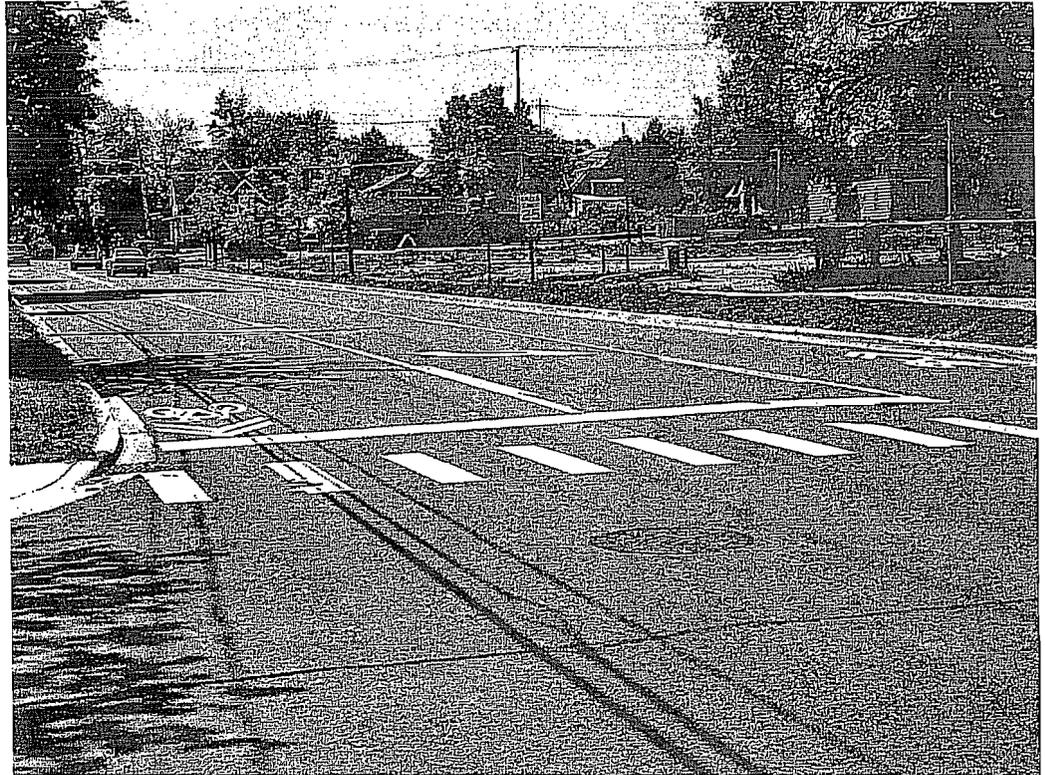
Sources: City of Monroe, River's Edge GIS, LLC.

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 City shall not be liable for any errors or omissions that may appear on this map. The City makes no warranty, express or implied, regarding the accuracy, reliability, or completeness of the information contained herein. The City disclaims all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided.



Reference Map





By Richard W. Lyles, Ph.D., P.E., William C. Taylor, Ph.D., P.E., Tracie Leix, P.E., M. Abrar Siddiqui, Ph.D., Bilal Z. Malik, Gregory Sivi and Tyler Haan
Contributing Authors

Diet exercise

Michigan DOT studies tactic to gauge effectiveness

Priorities for the design of roadways have shifted over the years—from a primary emphasis on increasing capacity to considering the purpose of streets and roads in the context of specific settings (often referred to as context-sensitive design).

A technique that has gained popularity in recent years is the “road diet” where traditionally designed four-lane roads with two lanes in each direction have been converted/reduced to three lanes (often with the addition of bike lanes) with one lane in each direction and a center left-turn-only lane. Such conversions have potential impacts on both travel operations (delay) and safety.

A study was recently done in Michigan where 24 road-diet projects were examined with a focus on travel delay and safety for

typical four- to three-lane conversions. The sites were initially identified by field engineers familiar with the site. To be included in the study, sites needed to have three-year before-and-after crash data available; consequently, road diets completed in the last couple of years were not included. The objectives of the study were:

- Determine the safety-related impacts of the conversions;
- Determine the delay-related impacts of the conversions;
- Develop a statistically sound crash modification factor for conversions; and
- Develop a guideline that addresses/incorporates the results that would be of assistance to various agencies in deciding when it might be desirable to implement such road diets.

The full report is available online at: www.michigan.gov/documents/mdot/MDOT_Research_Report_RC1555_376149_7.pdf and

includes a literature and state-of-practice review, anecdotal observations regarding pedestrian and bicyclist use of road-diet streets and comments regarding the successful implementation of road diets in communities. This article is focused on the operational and safety aspects of road-diet implementation.

One of the most compelling findings of the study was that there is tremendous variation in the results of road-diet implementations. While most sites result in a reduction in crash frequency, for a few there were crash-frequency increases. While road diets are effective in decreasing left-turn crashes by taking the turning movement from the through lanes and putting it in a two-way left-turn lane, right-lane crashes may increase because of the resulting traffic volume increase in that lane. So, whether there were increases or decreases would appear to largely depend on existing conditions at the implementation site.

Give proper credit

While there is a fair amount of experience and some formal literature on the effects of road diets, much of the information is anecdotal rather than the result of formal studies. Notwithstanding the informal nature of the information, as a general statement, crash reductions are experienced with most installations. In the jargon of safety analysis, these reductions can be expressed as crash-modification factors (CMFs), where a number less than one indicates that crashes have been reduced and a number greater than one indicates that crashes have increased. There is, however, significant variation in the magnitude of the reduction. While there appears to be significant "natural variation" in crash-reduction percentage, variation also is introduced because of the differences in the before/after geometry and operating conditions.

Most studies did not result in estimates of CMFs per se. The most reliable estimates of CMFs (for many different safety treatments) are generally thought to be found on the FHWA-funded website Crash Modification Factors Clearinghouse maintained by the University of North Carolina Highway Safety Research

Center (www.cmfclearinghouse.org/). From that source, road diets are estimated to result in the following CMFs for unspecified roadway types in urban areas: all crash types/all severity levels = 0.63; all crash types/all injury crashes = 1.0; all crash types/PDOs only = 0.54; angle crashes/all severity levels = 0.63-0.76; and rear-end crashes/all severity levels = 0.59.

To accurately determine the impact of road diets, there should be an assessment of what is happening in the area even without the road diet. For example, if an area is already experiencing a general year-to-year decrease in motor vehicle crashes, the effect of the road diet (or any other significant change in the street and road system) could be overestimated—that is, a road diet might be credited with crash reductions that might have occurred anyway.

If traffic volumes are decreasing, fewer crashes could be expected in general. The effects of road diets (or any road/street system change) must be adjusted (or controlled) for the background variation in crashes. In most of the studies reviewed, there was not sufficient control for that background variation in crash trends.

While this study was focused on the safety and operations impacts of road

diets from a motor vehicle perspective, numerous sites were visited and anecdotal observations made. While not all sites were explicitly addressed to pedestrian/bicyclist issues, observations included that provisions for pedestrians and bicyclists are important when there are existing pedestrian/bicyclist generators on the site and/or when the road diet is part of a larger plan for an area. If pedestrian/bicyclist provisions are included in the road-diet area, they need to be clearly and consistently marked. While there appears to be a need for additional information/education regarding appropriate use of the road and pedestrian/bicyclist facilities at road-diet sites, supplemental signs indicating crosswalks and bike lanes should be considered for routine inclusion at road-diet sites.

Careful of the traffic

From an operations (level-of-service) perspective, the argument against road diets is that since capacity is reduced through lane reductions, this may result in increased delay. The objective for the operational analysis was to determine if there was a common traffic volume at which a four- to three-lane conversion will be likely to fail from a traffic-operations perspective. Failure was



The rule of thumb in wide circulation is that a road diet should not be implemented when average daily traffic (ADT) exceeds 20,000 vehicles per day.

defined for the study as the level of service dropping to D or below.

The rule of thumb in wide circulation is that a road diet should not be implemented when average daily traffic (ADT) exceeds 20,000 vehicles per day. Since the peak hour is not necessarily always the same fraction of ADT (e.g., in a tourist-oriented area, there may be a more uniform flow over the course of a day), the approach taken for this project was to look at the volume that leads to failure over the course of an hour. Examination of the limits of the traffic volume for which a road diet is appropriate is important, since increased

delay is a concern that typically comes up when road diets are proposed.

Several typical sites were evaluated using standard highway capacity software (i.e., Synchro). The operational analysis of the several sites provide reasonably consistent results and support a guideline that suggests that four- to three-lane road-diet conversions can result in significant increases in delay for ADTs over 10,000, depending on the percentage of traffic experienced during the peak hour.

Much more importantly, four- to three-lane road-diet conversions can lead to increased delay when peak hour

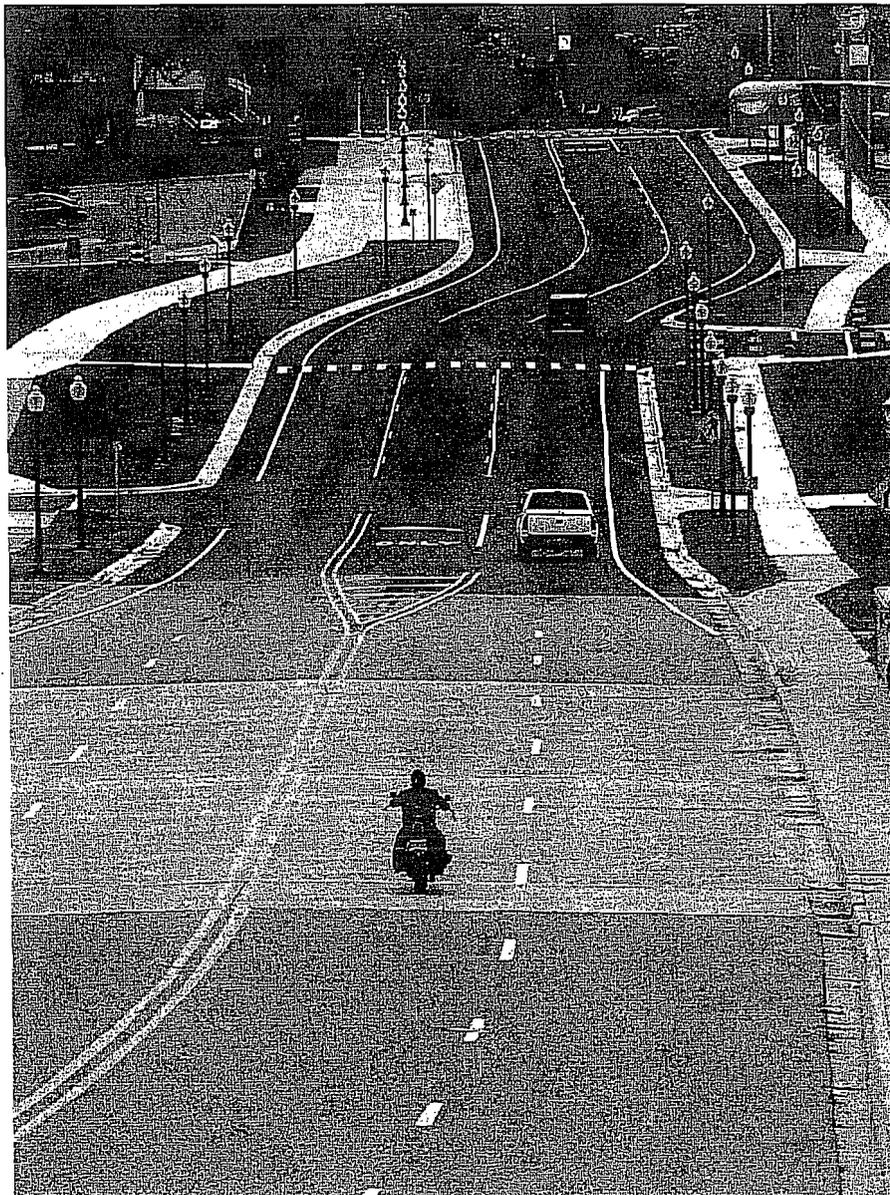
volumes exceed 1,000 vehicles per hour (vph). So, while a general ADT guideline can be used, it is far more important to look at peak-hour volumes. It has been argued that the suggested guideline of 1,000 vph is too low. However, if a general lane capacity can be assumed to be about 1,800 vehicles per hour, for a site with signalized intersections the 1,000-vehicle threshold makes sense—if signals reduce capacity, a nominal split of 55/45 suggests that 1,000 vehicles in the primary direction would be close to capacity.

However, it is clear that local conditions such as varying geometry, significant variation in turning movements and variations in cross-street traffic can have a significant impact on the viability of any proposed road diet. Thus, while an initial culling of potential road-diet sites can be accomplished using the general guidelines above, in all instances a detailed operational analysis of the corridor, including operations at each intersection, for both four- and three-lane sections should be undertaken before the road-diet conversion is seriously considered. Such analyses are straightforward and inexpensive.

Slimming rates

The crash analysis and development of a dependable and defensible CMF was a key part of the study. This was complicated by the fact that there was considerable site-to-site variation in crash frequencies. However, in almost all instances, there was a reduction in the number of crashes. Examination of the background trends (e.g., the city-wide trend over the several years of the analysis period) showed that in all cases there was a trend toward lower crash frequencies over time. That is, while the road-diet implementation sites generally showed reductions in crashes over time, there was already a trend in crash reduction at all sites. Thus, it was important to consider this background trend when assessing the effects of the road diets.

The most appropriate methods for controlling for background trends were a simple control for citywide trends and the consideration of comparison sites. The latter requires the identification of



It is clear that local conditions such as varying geometry, significant variation in turning movements and variations in cross-street traffic can have a significant impact on the viability of any proposed road diet.

comparison sites that are virtually identical to the road-diet sites. These can be used to identify background trends and as examples of what would have happened at the road-diet sites if the road diet had not been implemented. Good/acceptable comparison sites could be identified for only a few of the 24 sites and none of the eventual comparisons gave statistically significant results. What that means is that the calculated CMFs for specific sites were not statistically different from 1.0. A CMF of 1.0 means that the crash frequency does not change between the before-and-after analysis period as a result of implementing some safety measure.

Notwithstanding the difficulty with comparison sites, the average CMFs, adjusted for background citywide trends, were calculated across all 24 sites. The result was that the overall (simple) CMF was estimated as 0.63. The 0.63 figure is the CMF without considering any citywide background trend. However, the CMF is a much more modest 0.91 after adjusting for the background trend. Considering only those crash types expected to be affected by the road diet (not necessarily only reduced), the adjusted CMF was 0.90. Considering only those crash types expected to be reduced by a road diet ("correctable" crashes), the adjusted CMF was 0.59. Use of the latter is problematic since there are typically offsetting changes in crash-type frequencies. Only the CMF for the correctable crashes was statistically different from 1.0. What these numbers show, on average, for the Michigan sites is that there are crash reductions for crashes that road diets would be expected to decrease (for example, mid-block left-turn crashes). However, these reductions are typically offset when all other types of crashes are considered and the overall reduction is adjusted for existing background trends. Thus, the more modest CMF of 0.91 is most realistic. While the best estimate of a usable CMF is 0.91, it should be noted that this is not statistically different from 1.0 and is an average across all sites. Perhaps more importantly, there is a great deal of variation from site to site.

Changes in crash severity due to road diets were examined and the



To accurately determine the impact of road diets, there should be an assessment of what is happening in the area even without the road diet. For example, if an area is already experiencing a general year-to-year decrease in motor vehicle crashes, the effect of the road diet (or any other significant change in the road system) could be overestimated.

distributional shift over all sites was estimated (and then compared to statewide changes). The finding was that although there was a slightly more substantial shift to less severe crashes for the road-diet sites, it did not seem operationally significant. Moreover, the shift could have easily been due to changes in operating speeds or enforcement rather than the road diets themselves.

Results may vary

As a consequence of this study, it is apparent that road diets should not be oversold with respect to expected benefits, especially safety benefits. Actual benefits of a road diet can vary significantly by site. Both the pros and cons associated with road diets need to be presented and thoughtfully discussed with the community. Use of social media to discuss (and resolve) road-diet proposals can be successful as an adjunct to traditional public hearings and other traditional community-involvement techniques.

Road diets are a useful tool in the traffic engineer's arsenal of making streets and roads a more integral part of the community. As a part of broader plans, they can open up traditional

roads to greater use by pedestrians and, especially, bicyclists. In general, safety benefits can be expected but vary greatly from site to site. When corrected for citywide trends, the results here indicate that only a relatively modest CMF (0.91) is appropriate. This indicates that crash/safety benefits are likely to be considerably less than what is suggested by a simple comparison of before and after crash statistics. Similarly, the results reported here also suggest that an operational analysis (e.g., using Synchro) should always be performed early on in the consideration of a road-diet proposal. Moreover, the use of the ADT for consideration of a road is not appropriate. Realistic peak-hour analyses (based on actual counts) are much more useful. For the sites evaluated here, the peak-hour threshold volume is estimated as 1,000 vph, although this could vary with different volumes of cross traffic at intersections. ST

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Safety and Operational Analysis of 4-lane to 3-lane Conversions (Road Diets) in Michigan

Final Report

**ORBP Number: OR09118
MDOT Report Number: RC-1555
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| 16. Abstract Road diets, specifically 4-to-3 lane conversions, implemented in various locations in Michigan were studied to determine the safety- and delay-related impacts, develop crash modification factors (CMFs), and develop guidelines that would be useful in deciding when it might be desirable to implement such road diets. The results of the operational analysis support a guideline that suggests that 4-to-3 lane conversions result in significant delay when average daily traffic (ADT) exceeds 10,000 and, more importantly, when peak hour volumes exceed 1,000. A CMF of 0.91 (after adjustment for background citywide trends) for all crash types is recommended although the factor is not statistically different from 1.0. There was considerable site-to-site variation among the 24 sites studied, and this should always be considered when a road diet is contemplated. A study-by-study literature review and suggestions for implementation strategies are also included. | | | | | |
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EXECUTIVE SUMMARY

Priorities for the design of roadways have shifted over the years—from a primary emphasis of increasing capacity to considering the purpose of streets and roads in the context of specific settings (and often referred to as “context sensitive” design). A technique that has gained popularity in recent years is the so-called “road diet” where traditionally-designed 4-lane roads with two lanes in each direction have been converted/reduced to three lanes (often with the addition of bike lanes) with one lane in each direction and a center left-turn-only lane. Such conversions have potential impacts on both travel delay and safety.

The objectives of the study are straightforward and focused on travel delay and safety for typical 4-to-3-lane conversions in Michigan:

1. Determine the safety-related impacts of the conversions.
2. Determine the delay-related impacts of the conversions.
3. Develop a statistically sound crash modification factor for conversions.
4. Develop a guideline that addresses/incorporates the results from the above that would be of assistance to MDOT and other agencies in deciding when it might be desirable to implement such “road diets.”

While the report includes a literature and state of practice review, anecdotal observations regarding pedestrian and bicyclist use of road diets, and comments regarding the successful implementation of road diets in communities, this summary is focused on the operational and safety aspects of road diet implementation.

From the operational analysis of several Michigan road diet sites—

- The operational analysis of the several sites provide reasonably consistent results and support a guideline that suggests that 4-to-3-lane road diet conversions result in significant increases in delay for **ADTs over 10,000**.
- More importantly, 4-to-3-lane road diet conversions increase delay when **peak hour volumes exceed 1,000**.

- However, it is clear that “local” conditions (e.g., varying geometry, significant variation in turning movements, and variations in cross-street traffic) can have a significant impact on the viability of any proposed road diet. Thus, while an initial culling of potential road diet sites can be accomplished using the general guidelines above, in all instances a detailed operational analysis of the corridor (including operations at each intersection) for both 4- and 3-lane sections should be undertaken before the road diet conversion is implemented.

From the safety analysis of selected 4-to-3 lane road diets in Michigan—

- There is considerable site-to-site variation in the crash-related results although in almost all instances, there was a reduction in the number of crashes.
- Examination of the background (e.g., citywide, countywide) trends showed that in all cases there was a trend toward lower crash frequencies over time.
- The most appropriate methods for controlling for background trends were a simple control for citywide trends and the consideration of comparison sites.
- Average crash modification factors (CMFs), adjusted for citywide trends, were calculated across all 24 sites. The result was that the overall naïve (unadjusted) CMF was estimated as 0.63, and **0.91** after adjustment. Considering only those crash types expected to be affected by the road diet (not necessarily only reduced), the CMF was 0.90. And, finally, considering only those crash types expected to be reduced by a road diet, the adjusted CMF was 0.59. Use of the latter is problematic since there are typically offsetting changes in crash type frequencies. Only the CMF for the “correctable” crashes was statistically different from 1.0.
- While **the best estimate of a usable CMF is 0.91**, it should be noted that this is not statistically different from 1.0 and is an average across all sites. Perhaps more importantly, there is a great deal of variation from site to site.

- Considering effects of other variables on the overall CMF, it was seen that there was not much change due to controlling for other variables except for adjacent land use— residential sites tended to have a lower CMF than mixed-use or commercial sites.
- Changes in crash severity due to road diets were examined and the distributional shift over all sites was estimated (and then compared to statewide changes). The finding was that although there was a slightly more substantial shift to less severe crashes for the road diet sites, it did not seem operationally significant. Moreover, the shift could have easily been due to changes in operating speeds or enforcement rather than the road diets themselves.

Road diets are a useful tool in the traffic engineer's arsenal of making streets and roads a more integral part of the community. As a part of broader plans, they open up "traditional" roads to greater use by pedestrians and, especially, bicyclists. In general, safety benefits can be expected but vary greatly from site to site. When corrected for citywide trends, the results here indicate that only a relatively modest CMF (0.91) is appropriate. This indicates that crash/safety benefits are likely to be considerably less than what is suggested by naïve comparison of before and after crash statistics. Similarly, the results reported here also suggest that operational analyses should always be performed early on in the consideration of a road diet proposal. Moreover, the commonly-quoted threshold ADT of 20,000 for consideration of a road diet should be lower (10,000) and, more importantly, realistic peak-hour analyses (based on actual counts) are much more useful. For the sites evaluated here, the peak-hour threshold volume is estimated as 1,000 vph although this could vary with varying volumes of cross traffic at intersections.

SUMMARY AND CONCLUSIONS

The summary and conclusions from this study of selected road diet conversions in Michigan include the following points.

From the literature and state of practice reviews—

- As a general statement, crash reductions are experienced with most installations and are most typically reported as percentage changes (CMFs would be < 1.0). There is, however, significant variation in the magnitude of the reduction.
- While there appears to be significant “natural variation” in crash reduction percentage (and CMFs), variation is also introduced because of the variance in the before/after geometry and operating conditions at road diet sites.
- Most studies did not result in the estimate of CMFs per se. The most reliable estimates of CMFs are generally thought to be found on the FHWA-funded website “crash modification factors clearinghouse” maintained by the University of North Carolina Highway Safety Research Center [<http://www.cmfclearinghouse.org/>]. From that source, road diets are estimated to result in the following CMFs for unspecified roadway types in urban areas: all crash types/all severity levels = 0.63; all crash types/all injury crashes = 1.0; all crash types/PDOs-only = 0.54; angle crashes/all severity levels = 0.63-0.76; and rear-end crashes/all severity levels = 0.59.
- Many, if not most, studies did not control for background variation in crash trends. In virtually all areas, the general decrease in crashes at road diet locations must be adjusted for overall changes in crashes in the surrounding areas during the study period. Otherwise, too much of the reduction in crashes may be attributed to the road diet.

From the on-site assessment of pedestrian and bicyclist use of road diets—

- Provisions for pedestrian and bicyclist are most important when there are existing pedestrian/bicyclist generators on the site and/or when the road diet is part of a larger plan for an area.

- If pedestrian/bicyclist provisions are included in the road diet area, they need to be clearly and consistently (i.e., always) marked.
- While there appears to be a need for additional information/education regarding appropriate use of the road and pedestrian/bicyclist facilities at road diet sites, supplemental signs indicating crosswalks and bike lanes should be considered for routine inclusion at road diet sites.

From the operational analysis of several Michigan road diet sites—

- The operational analysis of the several sites provide reasonably consistent results and support a guideline that suggests that 4-to-3-lane road diet conversions result in significant increases in delay for **ADTs over 10,000**.
- More importantly, 4-to-3-lane road diet conversions increase delay when **peak hour volumes of exceed 1,000**.
- However, it is clear that “local” conditions (e.g., varying geometry, significant variation in turning movements, and variations in cross-street traffic) can have a significant impact on the viability of any proposed road diet. Thus, while an initial culling of potential road diet sites can be accomplished using the general guidelines above, in all instances a detailed operational analysis of the corridor (including operations at each intersection) for both 4- and 3-lane sections should be undertaken before the road diet conversion is implemented.

From the safety analysis of selected 4-to-3 lane road diets in Michigan—

- There is considerable site-to-site variation in the crash-related results although in almost all instances, there was a reduction in the number of crashes.
- Examination of the background (e.g., citywide, countywide) trends showed that in all cases there was a trend toward lower crash frequencies over time.
- The most appropriate methods for controlling for background trends were a simple control for citywide trends and the consideration of comparison sites.

- Good/acceptable comparison sites could be identified for only a few of the 24 sites and none of the eventual comparisons gave statistically significant results—that is, the calculated CMFs for specific sites were not statistically different from 1.0.
- Average CMFs, adjusted for citywide trends, were calculated across all 24 sites. The result was that the overall naïve (unadjusted) CMF was estimated as 0.63, and **0.91** after adjustment. Considering only those crash types expected to be affected by the road diet (not necessarily only reduced), the CMF was 0.90. And, finally, considering only those crash types expected to be reduced by a road diet, the adjusted CMF was 0.59. Use of the latter is problematic since there are typically offsetting changes in crash type frequencies. Only the CMF for the “correctable” crashes was statistically different from 1.0.
- While **the best estimate of a usable CMF is 0.91**, it should be noted that this is not statistically different from 1.0 and is an average across all sites. Perhaps more importantly, there is a great deal of variation from site to site.
- Considering effects of other variables on the overall CMF, it was seen that there was not much change due to controlling for other variables except for adjacent land use—residential sites tended to have a lower CMF than mixed-use or commercial sites.
- Changes in crash severity due to road diets were examined and the distributional shift over all sites was estimated (and then compared to statewide changes). The finding was that although there was a slightly more substantial shift to less severe crashes for the road diet sites, it did not seem operationally significant. Moreover, the shift could have easily been due to changes in operating speeds or enforcement rather than the road diets themselves.

From the implementation of road diets—

- Road diets should not be “oversold” with respect to expected benefits, especially safety benefits. Actual benefits of a road diet can vary significantly by site.

- Both the pros and cons associated with road diets need to be presented and thoughtfully discussed with the community.
- Use of social media to discuss (and resolve) road diet proposals can be successful as an adjunct to traditional public hearings and other traditional community-involvement techniques.

Road diets are a useful tool in the traffic engineer's arsenal of making streets and roads a more integral part of the community. As a part of broader plans, they open up "traditional" roads to greater use by pedestrians and, especially, bicyclists. In general, safety benefits can be expected but vary greatly from site to site. When corrected for citywide trends, the results here indicate that only a relatively modest CMF (0.91) is appropriate. This indicates that crash/safety benefits are likely to be considerably less than what is suggested by naïve comparison of before and after crash statistics. Similarly, the results reported here also suggest that operational analyses (e.g., using Synchro) should always be performed early on in the consideration of a road diet proposal. Moreover, the commonly-quoted threshold ADT of 20,000 for consideration of a road diet should be lower (10,000) and, more importantly, realistic peak-hour analyses (based on actual counts) are much more useful. For the sites evaluated here, the peak-hour threshold volume is estimated as 1,000 vph although this could vary with varying volumes of cross traffic at intersections.

RECOMMENDATIONS FOR IMPLEMENTATION OF RESEARCH FINDINGS

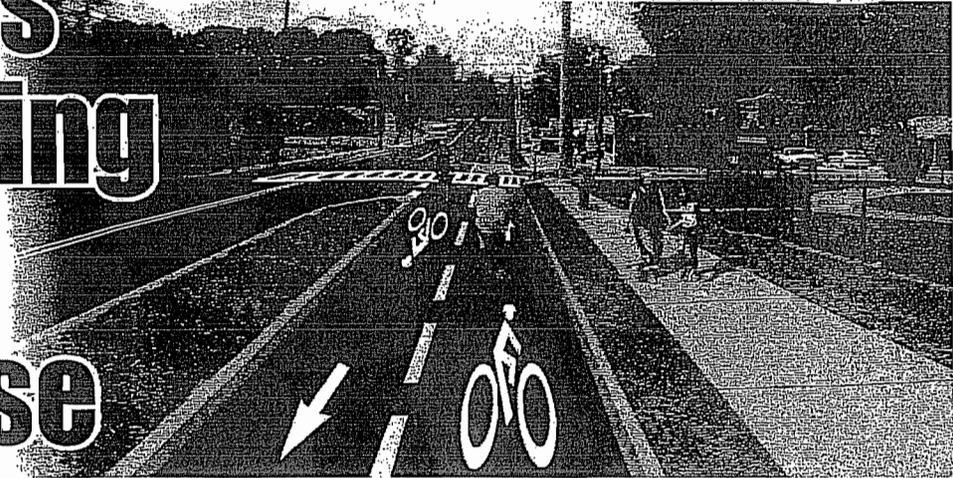
The recommendations for implementation of the research findings are presented below as “action items” for MDOT and based on the discussion in each section of the report.

- The results of the literature review and the article-by-article review in Appendix A should be made available to MDOT and local-agency engineers and planners who are interested in and/or dealing with road diet projects.
- When pedestrian/bicyclist provisions are included in a road diet, they need to be clearly and consistently (i.e., always) marked.
- MDOT should share the following quantitative, operations-related findings of this research with the FHWA and suggest changes to the appropriate section of the **Michigan Operations Manual** which is addressed to “4-to-3 Lane Conversions.”
 - The ADT threshold for considering such road diets should be changed to $\leq 10,000$.
 - More importantly, detailed operational analysis should be done when ADTs are 10,000 or more **OR** when peak hour volumes exceed 1,000.
 - Finally, because of the variation in intersection geometry, turning volumes, and signal timing from site to site, detailed operations analysis **always** be done.
- Results of the safety analysis and development of crash modification factors (CMFs) related to 4-to-3 lane road diets should also be shared with the FHWA (as above).
 - When studies of the effects (or effectiveness) of road diets are done, there must always be control for background trends with citywide trends generally being the most appropriate to consider.
 - The overall naïve (unadjusted) estimated CMF is 0.63 and **0.91** after adjusting for citywide trends. Considering only those crash types expected to be affected by the road diet (not necessarily only reduced), the estimated CMF is 0.90. If only those crash types expected to be reduced by a road diet are considered, the adjusted CMF is 0.59. Use of the latter is problematic since there are typically offsetting changes in crash type frequencies. Only the CMF for the “correctable” crashes was statistically different from 1.0.

- Operations- and safety-related results should be incorporated into any presentation material developed by MDOT and local agencies regarding the planning and implementation of road diets.
- Road diets should not be “oversold” with respect to expected benefits, especially safety benefits. Actual benefits of a road diet can vary significantly by site.
- Both the pros and cons associated with road diets need to be presented and thoughtfully discussed with the community.
- Use of social media to discuss (and resolve) road diet proposals can be successful as an adjunct to traditional public hearings and other traditional community-involvement techniques.

Cities tackle challenges of competing demands for road use

Concept art of the proposed Overton-Broad Connector, showing what the finished green lane may look like. Nationwide engineers and designers are beginning to really figure out what works as far as mapping out route markings and how to use signals. Roskowski states the Green Lane Project's cities will be further advancing this craft.



By SARAH WRIGHT
The Municipal

In recent years, U.S. cities have begun work to make their streets safer for bicycles. The reasoning for this varies from city to city but the commonalities include safety concerns, decreasing budget sizes, the realization that they cannot endlessly add to the existing asphalt, increasing attractiveness for young people and high-tech companies, increasing public health and to create an identity. In recent years bicycles have moved up on everyone's radar, according to Martha Roskowski, Green Lane Project director.

This past May, the national, nonprofit Bikes Belong Foundation, a division of the Bikes Belong organization, launched the Green Lane Project with the goal of increasing bicycle ridership nationwide through promoting the use of green lanes or cycle tracks. Unlike regular bike lanes, green lanes increase bicyclers' safety by adding a layer of protection between them and the vehicular traffic. The practice places a variety of items between them, from new curbs and landscapes to plastic poles and parked cars.

"It is a new tool in the U.S. toolbox," said Roskowski, noting that Europe has been using green lanes for 40 years.

Engineers and designers across the nation are challenging themselves to come up with efficient, functional and safe designs to fill the needs of bicyclists, pedestrians and drivers. For many it's uncharted territory, but resources like the National Association of City Transportation Officials' "Urban Bikeway Design Guide,"

which uses the best cycling cities in the world as references, and the experiences of other U.S. cities provide some guidance. However, engineers and cities must use their own engineering judgment and tailored plans to fit the individual situation.

Green Lane Projects fit into different categories, which include resurfacing or operational improvements, that do not require a lot of public process and can be quickly installed; improvements to existing bike lanes from adding room to installing larger buffers or plastic poles; new lanes as part of a major reconstruction project, which can be quite expensive and take time to complete; and simply changing the way transportation moves like removing a lane, which can spark intense public reaction and takes time as well.

To encourage collaboration, promoters of the Green Lane Project selected six cities out of 43 applicants to represent its goals. The cities wishing to participate had to have certain characteristics: they needed strong political support, their transportation staff and head needed to be on board, they needed to already have a plan in place, some of their projects needed to already be started, and the community needed to show support. In the end, Austin, Texas, Chicago, Ill., Portland, Ore., Memphis, Tenn., San Francisco, Calif., and Washington D.C., were chosen. According to Roskowski, all six cities offer a variety of geographic locations and are in various stages.

That variety is represented easily by Chicago and Memphis, which are projects that Roskowski describes as being "really exciting."

Chicago

Chicago Mayor Rahm Emanuel led the call for bicycle-friendly roadways by stating his desire to build 100 miles of protected bicycle lanes during his four-year term — goal supported by the Chicago Department of Transportation.

The city's first protected bike lane was completed last year along Kinzie Street. According to a C-DOT survey, 41 percent of the local population said Kinzie had not previously been a part of their normal route but now is. Throughout 2011 Chicago has installed 17 new bike lanes, nine re-stripe bike lanes, one new buffered bike lane, two protected bike lanes, nine marked shared lanes and one re-striped marked shared lane, for a total of 39 miles of altered roadway.

Chicago's challenges include narrow streets whose premium space is already spoken for. That situation means that either parking or lanes have to be eliminated, which can spark controversy. Buffered



Bicyclists take to the Kinzie Street green lane in Chicago, which is protected by a wide buffer and plastic poles. Currently, there are 60 protected lanes in the U.S.

bike lanes, that were first installed in 2011, have been a useful solution since they can be installed on streets that are too narrow for protected bike lanes. They still provide bicyclists with additional comfort and protection by applying a striped buffer on one or both sides of the bike lane.

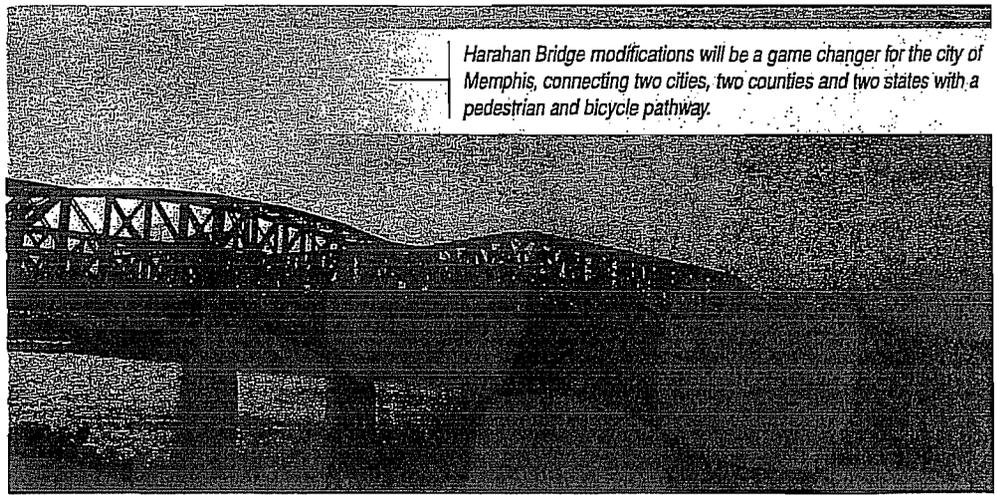
During May and June, C-DOT's monthly bicycle counts showed increases in ridership at six locations during the morning and evening hours. According to C-DOT's 2011 Year in Review report, 49 percent of bicyclists also felt that motorists' behaviors had improved. There is potential for 19.4 more Green Lane miles to be added by the end of 2012.

Memphis

In 2008, Memphis received a wake-up call when it was named one of the worst cities for riding by *Bicycling* magazine. After receiving that distinction, Mayor A.C. Wharton launched a turnaround and installed 35 miles of bike lanes in 2010 and 2011. Currently, Memphis boasts a total of 149 miles of bicycle and pedestrian facilities, including bike lanes, shared lanes, shared use paths and walking paths. Focus is being given by the city on completing more new bike facilities.

"The city is really excited about being a part of the Green Lane Project," said Kyle Wagenschutz, who notes that Memphis has begun to recognize the growing need for separation by bicyclists.

It has partnered with the nonprofit organization Livable Memphis to bring about the changes. The project that's the furthest along is the Overturn-Broad Connector. Sarah Newstok, program manager for Livable Memphis, stated that LM decided to pick up the project since it was important to the community and it was essential that it be done right the first time. Newstok expects the implementation of the connector to begin in the spring of 2013.



Harahan Bridge modifications will be a game changer for the city of Memphis, connecting two cities, two counties and two states with a pedestrian and bicycle pathway.

When it's complete, it will provide bicyclists with safe travels from Shelby Farms Park to Overton Park. Bicyclists will also be able to travel along Broad Avenue, where there is an art district.

Another major upcoming project for Memphis is the modification of the currently unused Harahan Bridge into a 12-foot-wide bike and pedestrian pathway that connects downtown Memphis to downtown West Memphis. The modified bridge, which crosses the Mississippi, would connect two cities, two counties and two states. In June the city received a federal grant that will pay for half the project. Construction is expected to take three years and will start in 2013.

Wagenschutz describes Memphis as the odd man out among the six Green Lane Project cities since it is one of the smallest. "Memphis is a newcomer, and we have lots to learn," he said, adding that the Green Lane Project has been good for guidance. "It has allowed us to learn and has set us up to be an example."

For its efforts, Memphis was recently named the most-improved city for biking in the U.S. Newstok noted that the opportunity has been brought about by an increase in bicycling culture and the willingness of the

city and the new administration to bring about change.

"We definitely have no plans to be stopping any time soon," Wagenschutz said.

Program conclusion

The Green Lane Project is a two-year project that will end in December 2013. By then, Roskowski and her colleagues expect to see at least 50 projects completed by the six cities, along with a significant increase in bike ridership. Several studies will also be conducted in the participating cities that detail changes in traffic and ridership as well as safety concerns. The design plans of successful green lanes will also be posted online.

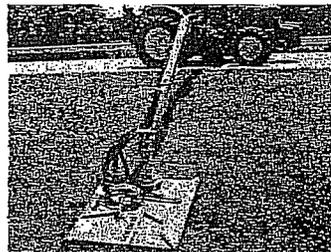
"There will be a significant increase in the knowledge base and resources available for other cities to get their own projects on the ground," Roskowski said. "These six cities work together, collaborate and solve problems. We will take what these cities learn and share with everyone else."

For more information visit the Green Lane Project's website, greenlaneproject.org. ■

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Dixie Highway Complete Streets Study

Prepared for the City of Monroe, Michigan

August 6, 2012





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BACKGROUND & INTRODUCTION

The Dixie Highway Corridor is slated for resurfacing in the near future as part of the City of Monroe's road maintenance program. Discussions about this project led local officials to question a "business as usual approach" to resurfacing the road as it currently exists, and to consider alternatives. The reasons to consider alternatives relate to a number of issues, which include:

1. The suspicion that existing traffic flows may not require four lanes.
2. The observation that the Dixie / Elm Ave. intersection is experiencing more bike and pedestrian traffic given the recent opening of the River Raisin Heritage Trail.
3. The fact that The River Raisin National Battlefield Park Visitor Center became a part of the National Park system in October 2010.
4. Adoption of a Resolution of Support for Complete Streets Initiatives in the City of Monroe by the Monroe City Council on May 2, 2011.

The purpose of this study was to address three key issues.

1. Can the existing four-lane road configuration be changed to three lanes (two travel lanes and center turn lane) without negatively impacting traffic flow and diminishing the level of service?
2. Would it be feasible and desirable to use the extra pavement width for non-motorized transportation, and if so, what alternatives and benefits exist?
3. Are there long-term considerations that could enhance efforts to reimagine the Dixie Highway Corridor?

Geographic Study Boundaries

The Dixie Highway Corridor extends through much of Monroe County in both urban and rural settings. The study area, however, begins at Elm Ave. next to the Winchester Street Bridge and ends at the Rail Road Bridge grade separation.

The Dixie Highway

Dixie Highway in the City of Monroe is actually part of a nationally-significant roadway that was planned and built in the early 1900s. It was originally conceived as a means to connect the upper Midwest with southern states, not unlike the Lincoln Highway, which was conceived as a means to connect the U.S. from east to west coasts. The construction of the Dixie Highway was overseen by the Dixie Highway Association, and it was initially funded by a group of individuals, businesses, local governments, and states. Later, segments of Dixie Highway became part of the U.S. Route system (U.S. 25). Ultimately, Dixie Highway became somewhat obsolete as a nationally significant connector when the interstate highway system was built in the 1950s and 1960s. Interstate 75 is roughly parallel with Dixie Highway, connecting Sault Ste. Marie, Michigan with Miami, Florida.



DIXIE HIGHWAY COMPLETE STREETS STUDY

Complete Streets Concept

At the national level, there has been growing momentum and support for the concept that streets are an important part of community livability, and that they should be designed to for people of all ages, regardless of the mode of transportation. Most streets are designed for motorized vehicles exclusively and often ignore the needs of the bicyclist, pedestrian, wheelchair user or transit rider. In our earlier history, most streets were designed to be walkable and bikeable. However in recent decades, streets have been designed with the singular goal of smooth vehicular traffic flow, and they became wider and more dangerous for other users of the public right-of-way.

The National Complete Streets Coalition is a broad collection of advocates and transportation professionals working to enact Complete Streets policies across the country. Working at the local, state and national levels, the National Complete Streets Coalition provides resources, sample policies, best practices, advocacy, workshops and other efforts to support the development of complete streets. The National Complete Streets Coalition is also supported by a wide range of recreational, government, design and health-related organizations. For example, in 2009, the American Association of Retired Persons (AARP) prepared a report titled: *Planning Complete Streets for an Aging America*. This report addressed mobility for aging Americans and relationships to complete streets design principles. Similarly, the Center for Disease Control and National Institute of Health recommend fighting rising levels of obesity by encouraging construction of sidewalks, bikeways, and other places for physical activity.

In Michigan, the Michigan Complete Streets Coalition advocates for complete streets initiatives with many partners such as the Michigan Environmental Council, American Heart Association, Michigan Municipal League, Michigan Department of Community Health, and Michigan Chapter of the American Planning Association. In 2010, Michigan approved Complete Streets legislation. Public Act 135 requires the Michigan Department of Transportation to develop and adopt a Complete Streets policy, and establish a Complete Streets Advisory Council, with representatives from many stakeholder groups, to educate, oversee, and report on implementation of policies in the DOT and across the state. Further, Public Act 135 requires local governments to consider Complete Streets principles in local Master Plans.

At the local level, about 16 local governments have adopted Complete Streets ordinances, and nearly 60 have adopted complete streets resolutions. As noted, the City of Monroe adopted a Resolution of Support of Complete Streets in May 2011.

In essence, Complete Streets principles center on the idea that streets should work for everyone--all ages and abilities, regardless of how they travel. Complete Streets principles fundamentally redefine what a street should do and break down the traditional separation of "motorized travel" vs. "non-motorized travel and "transit." They focus on desired outcomes that support safe use of the roadway for everyone, regardless of how people travel.

Public Attitudes

There is growing evidence of public support for non-motorized mobility in American communities. In 2007, the Growth and Transportation Survey, sponsored by the National Association of Realtors® and Smart Growth America, provided insights into what Americans think about development and mobility. Nearly 90 percent of those polled believe that new communities should be designed so that people can walk more and drive less, and that public transit should be improved and accessible. More recently, the 2011 Community Preference Survey, conducted for the National Association of Realtors, found that factors such as high quality public schools (75% very or somewhat important) and sidewalks and places to take walks (77%) are among the top community characteristics that people consider important when deciding where to live.

Related Principles – Road Diets

The concept of a “road diet” closely parallels Complete Streets principles. It simply involves removing a vehicular travel lane and utilizing this space for other uses and travel modes. Such measures can benefit users of all modes of transportation, including transit riders, bicyclists, pedestrians and motorists. Road diets can be low cost, and commonly involve converting an undivided four-lane roadway into three lanes-- two through lanes and a center two-way left-turn lane. The reduction of lanes allows the roadway to be reallocated for other uses such as bike lanes, pedestrian crossing islands, and/or parking.

Related Principles - Context Sensitive Solutions (CSS)

According to the Federal Highway Administration, the goal of the CSS approach is to deliver a program of transportation projects that is responsive to the unique character of the community it serves. The CSS approach assumes that all projects have a context that should inform the development of design solutions, and that the planning process should build consensus among all stakeholders in a collaborative and interdisciplinary way. Often an outcome of the CSS approach is development of designs that improve mobility for cyclists, pedestrians and transit riders.

Related Principles – Traffic Calming

Traffic calming is a system of design and management strategies that aim to balance traffic on streets with other uses. It is based on the idea that streets should help create and preserve a sense of place, and should be more than just a conduit for vehicles passing through at the greatest possible speed. Traffic calming techniques lessen the impact of motor vehicle traffic by slowing them down, and can include a range of techniques such as on-street parking, widened sidewalks, roundabouts, raised medians and pavement surface treatments.



DIXIE CORRIDOR CHARACTERISTICS

Community-Wide Context

Dixie Highway is among four vehicular gateways into the City of Monroe from Interstate 75. It is the northern most exit on I-75 leading directly into the City, which means that it is the first exit that south-bound traffic (from the Detroit area) encounters if traveling south. This interchange area is developed with typical “franchise-type” land uses that include fast food, gas stations and sit-down restaurants. Further south, the I-75 interchange with Elm Ave. connects to Dixie Highway on the north side of the Raisin River. On the other side of the River, the Front Street interchange provides access to the City.

South of the intersection between Dixie Highway and Elm Ave. is the Winchester Street Bridge. This bridge crosses the Raisin River and leads to the east side of Monroe. This neighborhood is generally referred to “Orchard East” because during the early settlement of the Monroe area by the French, this area had an abundance of apple, cherry and pear trees. The Winchester Street Bridge was recently improved. It has four lanes and a raised sidewalk along the west side.

Active rail lines are found along both sides of Dixie Highway and lead north and south. There are two active railroad bridges on the east side of the Winchester Bridge and one on the west. The rail lines on the east side of Dixie Highway cross over Dixie Highway on a railroad bridge.

East of Dixie Highway and I-75 are major recreational and tourism areas. The Raisin River Golf Club is a large golf course along I-75, and Sterling State Park is Michigan’s only State Park on Lake Erie. It provides camping, a beach, boat launch, fishing and walking trails. Most recently it was reported that Sterling State Park attracted more than one million visitors in 2011, making it the fifth most visited state park in Michigan (Monroe Evening News, April 29, 2012).

Signals

There are two signals along the Dixie Corridor within the study area. There is a signal at the Dixie Highway/E. Elm Ave. intersection. There are also nearby signals for the railroad crossings on Elm Ave. that activate with train traffic. A second signal is located at the Dixie Highway / E. Noble Ave. intersection. Outside of the study area there are signals along Dixie Highway near I-75 to help control heavy traffic flow near the I-75 interchange.

Existing Pedestrian and Bike Use

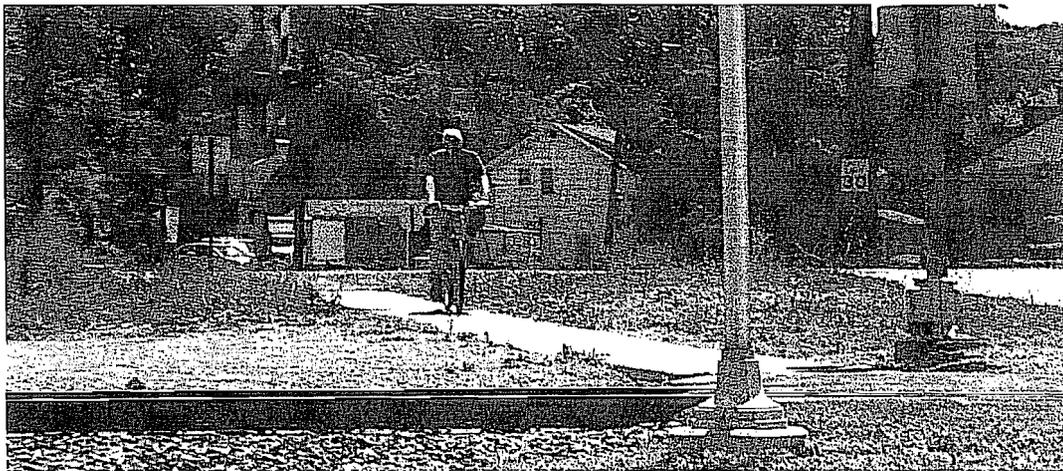
Dixie Highway is presently used by both bike and pedestrians to some degree. By far, the most significant non-motorized path of travel is east and west along Elm Ave. To a more limited degree, bicyclists and pedestrians are found traveling along Dixie and use the existing sidewalk next to the Multi-Sports Complex, or are forced to use the road shoulder or road pavement itself and mix with vehicular traffic. Non-motorized travel is also observed on the Winchester Bridge.

Some representative imagery of existing bike and pedestrian use is show below.

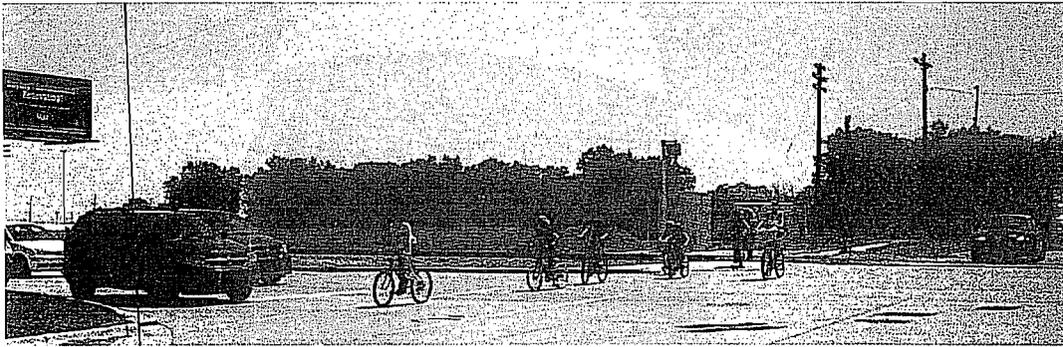
Bike Travel on Dixie Highway



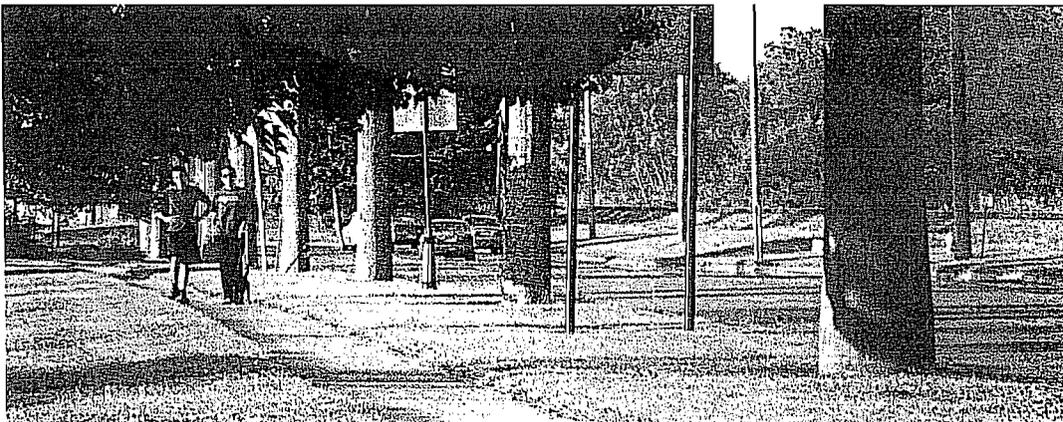
Bike Travel on Elm Ave.



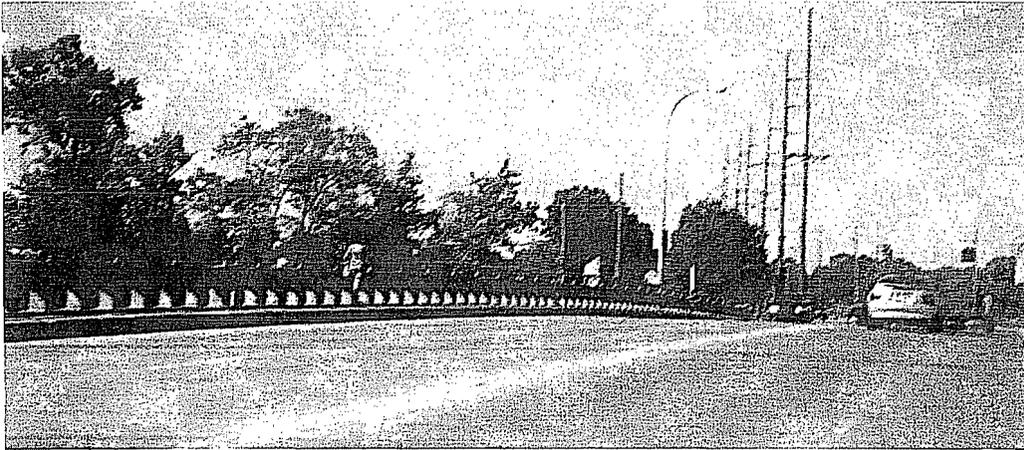
Bike Travel on Elm Ave.



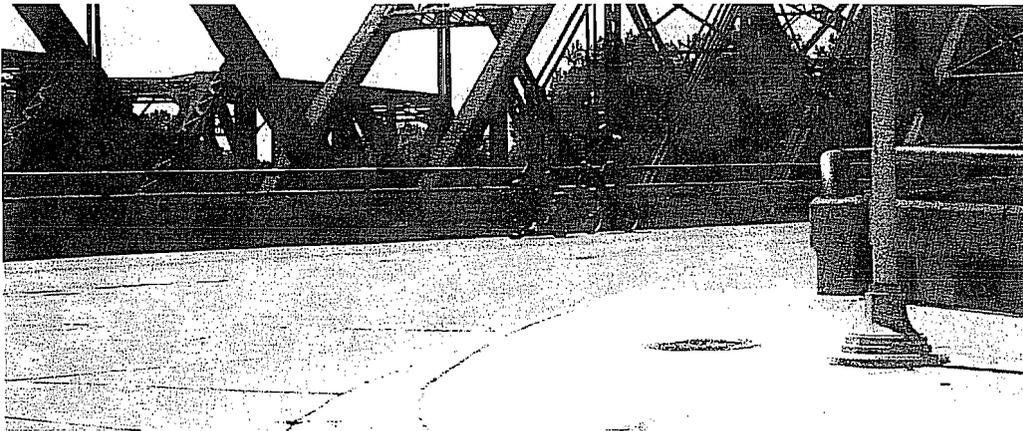
Pedestrians on Dixie Highway



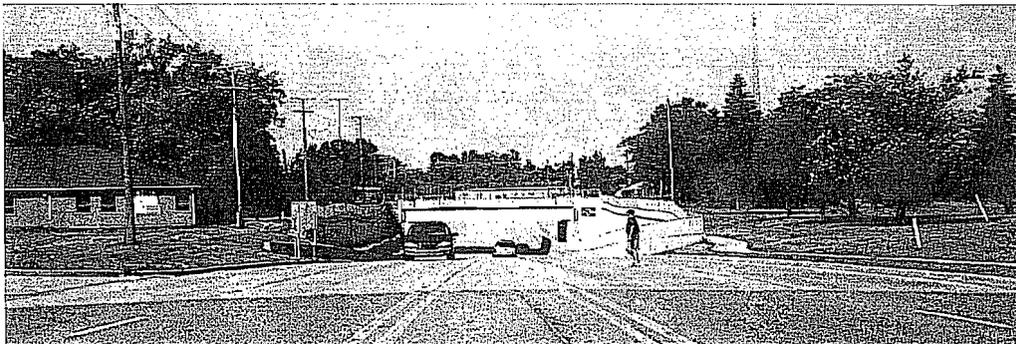
Pedestrian on Winchester Bridge

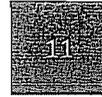


Bike Travel on Winchester Bridge



Pedestrians near Heck Park





Access

Because most of the uses along Dixie Highway are not high generators of traffic volumes, driveways along Dixie Highway are numerous, but generally low volume, and individually not a major impedance to through traffic.

Pedestrian Facilities

Sidewalks along the Dixie Corridor are largely absent. The only segment with sidewalks is on the west side of Dixie between E. Noble Ave. and Elm Ave.

Zoning

Three zoning districts apply to land along Dixie Highway. South of E. Noble Ave., property is zoned PUD "Planned Unit Development." North of E. Noble Ave., land is zoned I-1, with the exception of Ace Hardware property near the railroad overpass. This property is zoned C-2. The PUD district is designed to permit regulatory flexibility, which either includes, a mix of land uses or is a site containing unique natural features which should be preserved. The PUD district is intended to encourage innovative design and to create opportunities which may not be obtainable through the more rigid standards of the other zoning districts.

The I-1 "Light Industrial District" is intended to provide areas suitable for wholesale, warehousing, light manufacturing, and certain heavy commercial business development. Uses in the I-1 District are intended to serve as transitional uses between heavier industrial uses and nonindustrial uses.

The C-2 "General Commercial District" is intended to provide the widest variety of commercial businesses. Uses permitted in the C-2 District are generally characterized by higher traffic generation, larger parking areas, and larger building sizes than commercial uses permitted in the C-O, C-1 or CBD District.

Land Use and Character

For the most part, the Dixie Highway Corridor is developed with light industrial and general industrial-type uses. At the far northern end of the study area, a large Ace Hardware Store (Zoned C-2) and Carter Lumber Store provide a retail dimension to the corridor, but both businesses include large outdoor storage areas with building materials and rental equipment.

There is some truck traffic generation along the corridor from uses such as the concrete plant. This same industrial land use character is found to the east, past the railroad tracks where various industrial uses line Detroit Ave., Temes Drive and Harbor Ave. West of Dixie Highway, and beyond the railroad tracks, are residential areas, including the Mason Run development. The Mason Run development site was once an industrial site that was reclaimed to make way for a residential subdivision mirrored after older residential areas to the west.

There are three major land use elements that contrast with the predominantly industrial land uses present in the area.

1. West of Dixie Highway between Elm Avenue and E. Noble Ave. is a large property that houses the Monroe Multi-Sports Complex. This facility offers ice-related activities and a field house for soccer, flag football and dodge ball. On the north side of the building there is an outdoor skate park. Motorized and non-motorized access to this major facility is provided by Elm Ave. and E. Noble Ave.

2. East of Dixie Highway and north of Elm Ave. is the new River Raisin National Battlefield site. This site includes publically-controlled parcels north of Elm Avenue between Detroit Avenue to the east and the railroad tracks to the west. Recent designation of the River Raisin Battlefield as a National Park raises the stature of this historic area significantly and helps draw tourists to this general area.
3. Finally, at the north end of the study area is Heck Park. This park facility was once jointly owned and operated by the City of Monroe and Monroe County, but is now under the sole ownership of Monroe County. A Vietnam Veterans Memorial has been developed at the site, which is managed by a special Heck Park Committee. This facility includes amenities such as parking, restrooms, a pavilion seating approximately 30 adults, trails, playground, basketball court, sledding hill and cooking grills.



Building Design & Orientation

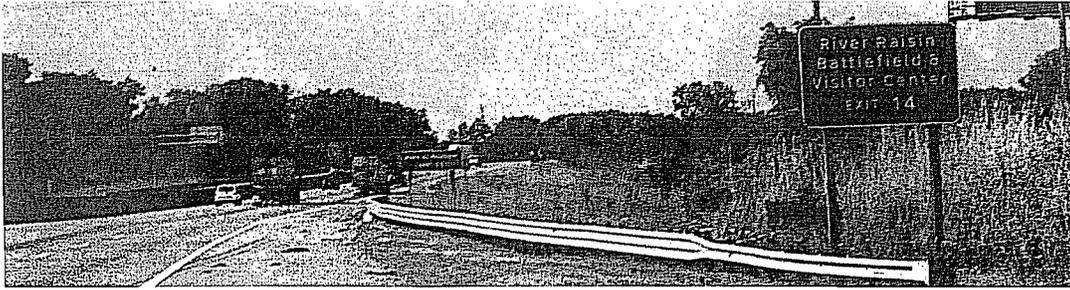
Most buildings along the Dixie Corridor are larger industrial-type buildings with few distinctive architectural qualities. Buildings range in size from a few thousand square feet to larger buildings that reach toward the 100,000 square foot range. There is some outdoor storage of materials. Many buildings are close to the road right-of-way with side and/or rear yard parking areas. In some instances, the railroad tracks on both sides of Dixie Highway create lots without significant depth.

ISSUES AND OPPORTUNITIES

Tourism Support & Development

The City of Monroe is poised to attract more visitors as a result of the establishment of the new River Raisin National Battlefield site. Long-term plans are still under development, but it is reasonable to assume that visitor traffic will grow with facility enhancements and ancillary development. Presently, the four exits for the City of Monroe along I-75 have existing signage which directs visitors to the Battlefield to the Elm Ave. Exit (Exit 14). This interchange is very close to the Battlefield site, but offers other challenges with respect to road geometry and other considerations.

Battlefield Sign Facing South-bound Traffic on I-75



Battlefield Sign Facing North-bound Traffic on I-75





DIXIE HIGHWAY COMPLETE STREETS STUDY

Current planning efforts suggest that a preferred route may be to direct visitors to the Battlefield from the Dixie Highway exit off I-75 (Exit 15). This may be true for both north-bound (from the Toledo area) and south-bound (from the Detroit area) traffic. Consequently, the Dixie Highway/ I-75 interchange and the Dixie Highway Corridor itself may assume a more significant role as a City gateway in the future. Existing signage now identifies Dixie Highway as the route to downtown Monroe (see image below).

As a gateway, it becomes increasingly important that Dixie Highway convey a positive sense of arrival for visitors who are forming a first impression of Monroe. Future enhancements to Dixie Highway that help calm traffic, support non-motorized travel, and improve public and private spaces along the corridor, could help define a more appealing and inviting “community front door.”

Dixie Highway Exit Sign on I-75 for South-bound Traffic



Traditional motorized transportation system upgrade

Existing Dixie Highway is a four lane city street, two lanes in each direction without a median divider or turn lanes. The pavement and curbs are in fair condition, and are being programmed for resurfacing in the next year or two. Four lane highways work well where access is tightly controlled and both lanes are available for through traffic, but have fallen out of favor in recent decades for areas where access is an important function of the street or highway.

Access requires frequent turns. Left turns must wait for opposing traffic to clear, so the inside lanes are often blocked and useless to through traffic. Worse, stopped left turn vehicles on each side can block the view of oncoming traffic and make safe left turns even more difficult. A single left turn lane marked either for particular left movements or as a two-way left turn lane can often provide better operation and save the cost of one lane of pavement.

In the case of Dixie Highway, a reduction from three to four lanes should be desirable, but the operation of the two traffic signals will need to be checked. The capacity of a signal is much more complicated than a free flowing street, primarily because each traffic movement is given the right-of-way for a fraction of the time, and additional time is lost to yellow and red clearance intervals.

The new streets module of Highway Capacity Software (HCS) 2010 is a nationally recognized method for calculating the amount of delay caused by the various movements. Small delays are termed good service, and an "A" thru "F" rating system is used to summarize the level of service (LOS). LOS "A" corresponds to free flowing, down to LOS "F," indicating near gridlock. A level of service of "C" is usually considered acceptable in urban areas.

Morning (7:00 – 9:00 AM) and afternoon (3:00 – 5:00 PM) peak hour manual turning movement counts were taken in April, 2012 by the city. The 7:00 AM and 4:00 PM hours were generally higher, although this varied by approach. The 2012 counts were much the same as those recorded in 2003. The highest hour totals vary by approach and year. The hourly volumes and general travel patterns seem about the same, with no consistent growth, but no significant decline either. Given that no clear trend is evident in the available data, the analysis will assume near term steady traffic based on the highest hour of the recent counts.

The highest hour from the new counts was then analyzed using the HCS 2010 software. Input included the peak hour traffic volumes, the existing phasing, timing and lane arrangements. A second trial was identical except it used the alternative three lane "road diet" on Dixie Highway.

The results for all approaches at both intersections is very good (LOS "A" and "B") for both the current four lane arrangement and for the three lane "road diet" alternative. The differences between the three and four lane results vary depending on the approach, but are of little practical concern because they vary by only a few seconds of delay. The generally good results mean that there is available capacity to handle anticipated traffic growth in the near future. We conclude that the operation of the two signals is not an obstacle to implementing the three lane "road diet" alternative.

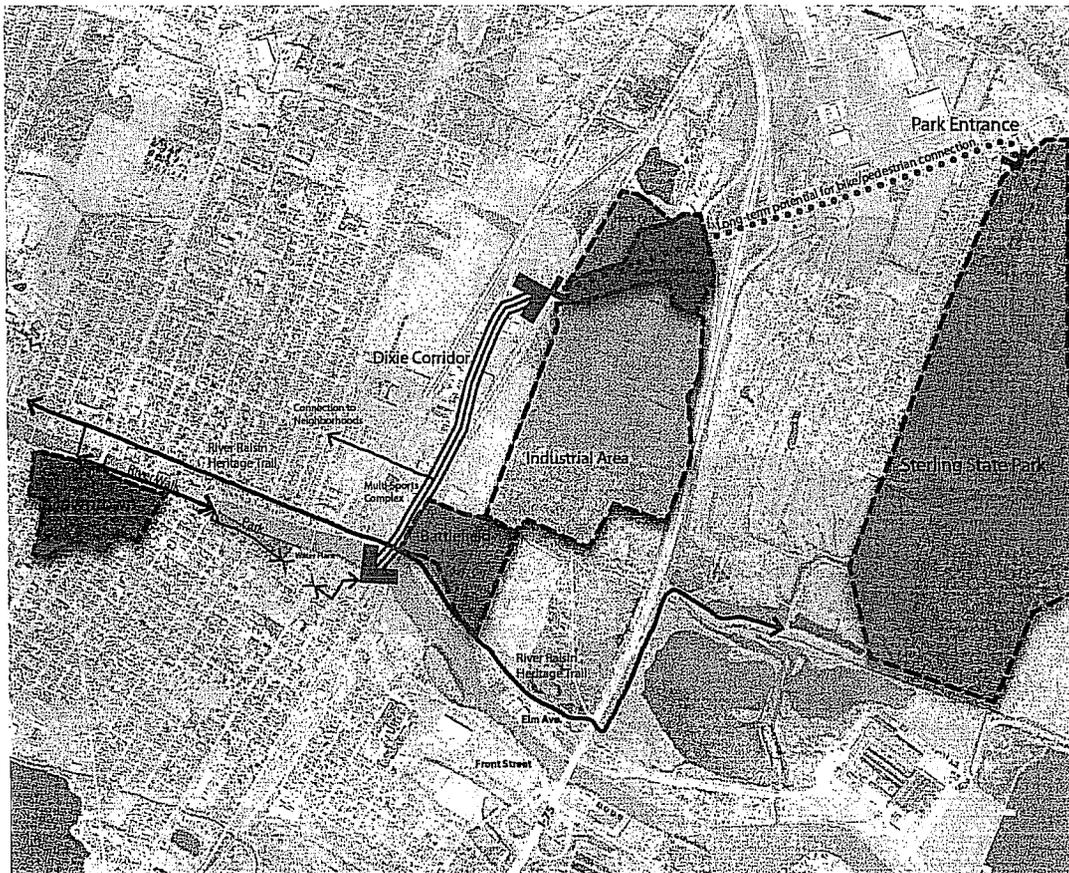
The existing pavement has four eleven-foot lanes plus a one-foot curb offset, for a total of 46 feet, face to face of curb. A three lane section would require only a 33 foot width. Removing the excess pavement would provide a small savings in the resurfacing cost, but would also add the cost of the removal itself, new curb, drainage relocations, earthwork fill and reseeding that more than exceed any savings. The most economical and beneficial solution is to resurface the entire 46 foot width, marked with three eleven-foot lanes for vehicular traffic, and use the remaining thirteen feet for a six and a half foot wide directional bike lane on each side.

The "road diet" three lane section is recommended because it provides new lanes for the bicycle mode at essentially no marginal cost. How these new bicycle lanes can fit into a broader complete streets concept is discussed in the next section.

Non-motorized transportation system development

Transforming Dixie Highway to more of a "complete street" supports the development of the non-motorized transportation system in the area. Considerably more planning is needed to fully explore options and choices, but as illustrated on the following page, there are many opportunities to develop a more complete non-motorized transportation network.

One important linkage to be developed is the connection between the Battlefield area, Downtown Monroe and the existing River Walk. This linkage would make it possible for people to walk or bike between downtown and the Battlefield area. This linkage could be enhanced in multiple ways to create a more unique experience for visitors and help draw people toward museums and other features in downtown Monroe. Enhancements could include interesting historical information expressed in signage and kiosks, unique pavement design, scenic overlooks and similar features. Long-term potential for a bike/pedestrian connection along Dixie Highway to the Sterling State Park Entrance is also identified. Existing traffic volumes, the need to cross I-75 and the multi-jurisdictional nature of such an effort are challenges to be overcome. Such a connection would however, create a loop and more completely connect major attractions in the area together.



Potential opportunities to develop a more complete non-motorized transportation network in the area.

LONG-TERM CORRIDOR VISION ELEMENTS

The relatively small size of this planning effort did not afford the opportunity to engage in visioning sessions to fully explore redevelopment opportunities for Dixie Highway. Ideally, at some point in the future, property owners, City leaders and a wide range of other stakeholders, could come together to explore land use, urban design, landscaping and transportation options along the corridor and build a more formal consensus.

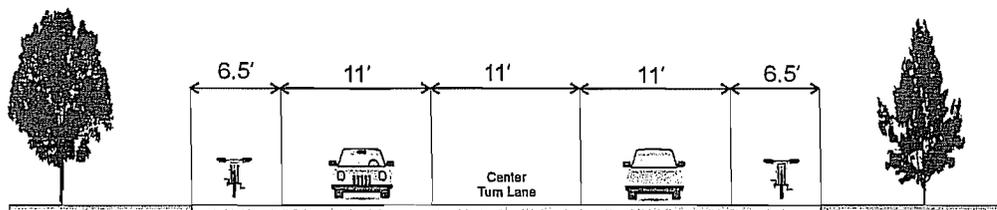
Further, as perhaps a precursor to a more focused and inclusive planning effort, it should be noted that efforts to re-imagine Dixie Highway should include consideration of both land use and transportation issues together in the context of change. Many existing land uses along Dixie Highway do not require exposure to traffic volumes to drive business activity. Some land uses could easily be located elsewhere, and it is possible that over time, Dixie Highway could transition more toward a mixed-use urban corridor. The economics of changing land values would help drive over the long-term with demand for different types of land uses and building character. This would be especially true if the Battlefield area expands with supportive and complimentary public and private uses, and Dixie Highway becomes the principal route to the Battlefield.

RECOMMENDATIONS

To answer the original questions posed at the beginning of this study, it has been found that the existing four-lane road configuration of Dixie Highway can be changed to three lanes (two travel lanes and center turn lane) without negatively impacting traffic flow and diminishing the level of service. It has also been found that it is feasible and desirable to use the extra pavement width for non-motorized transportation. Finally, there are long-term considerations that justify future efforts to reimagine the Dixie Highway Corridor and engage in more substantial long-term planning.

In specific terms, seven recommendations result from this work.

1. Changing Dixie Highway from four vehicular travel lanes to three travel lanes (one center turn lane and two travel lanes) is practical and desirable. Traffic volumes do not require four travel lanes and a three-lane configuration can easily accommodate traffic flow. This proposed configuration is shown below:



2. Utilization of the additional space previously used for vehicular travel can be considered in the context of long- and short-term scenarios. In the short-term, the resulting space gained from one less lane can be used to provide two 6-foot wide bike lanes along both sides of Dixie Highway. This is easily accomplished by re-striping existing pavement. Bicycle lanes are generally located on both sides of the road on two-way streets and one two-way bike lane is generally avoided.
3. Bike lane signage should be installed as prescribed by the Manual on Uniform Traffic Control Devices.
4. There may be other long-term possibilities and potential designs for non-motorized travel along Dixie Highway once the space for vehicular movement is reduced to three lanes. These options are worthy of study, but should be addressed in the larger context of multiple corridor planning issues and the longer-term vision elements described previously. Such work includes coordination with the planning efforts underway related to the Battlefield area.
5. The Winchester Bridge provides four travel lanes, which can similarly be reduced to three to allow for two 6-foot wide bike lanes on both sides. A center turn lane is needed for northbound traffic turning left on to Elm Ave. There is an existing raised sidewalk on the west side of the Winchester Bridge, which can remain and separate pedestrians from bicyclists. Formally defining space for bike and pedestrian travel across the Winchester

Bridge is very important as a way to create a formal non-motorized linkage to downtown Monroe and the existing river walk. There are some gaps in a continuous sidewalk system in front of the municipal water plant, but those gaps can be easily filled in the future.

6. In the near term, pedestrian enhancement should be planned for the Dixie Highway – Elm Ave. intersection. This area experiences the majority of the pedestrian and bicycle traffic as people travel along the River Raisin Heritage Trail System. Families and children on foot and bikes are a common sight in this area, and more effort to formally define pedestrian space is desirable. Enhancement can include various types of pavement markings and perhaps improved pedestrian crossing signals.
7. Existing sidewalks on the west side of Dixie Highway should remain to help separate pedestrian and bicyclist travel.



FUTURE STEPS / IMPLEMENTATION

The implementation of recommendations described in this study is somewhat straightforward. The need for restriping Dixie Highway after it is resurfaced carries virtually no cost and the costs associated with new signage are minimal. Enhancement of the pedestrian crossings at Dixie Highway and Elm Ave. will involve some costs depending on the specific design.

As mentioned, longer-term, there is the need to build a higher level of consensus with community leaders and property owners about the character and function of Dixie Highway. Multiple options exist and it should be recognized that a Corridor Improvement Authority is one vehicle to consider over the long-term. In 2005, Public Act 280 was adopted, authorizing the creation of a Corridor Improvement Authority (CIA). In a manner similar to a Downtown Development Authority (DDA), a CIA is designed to assist economic development and redevelopment in established commercial districts, and allows the use of tax increment financing (TIF). The TIF can capture increased taxes generated by increased private property values to pay for public improvements along arterial or collector streets and roads. Improvements may include improvements to the land, as well as constructing, rehabilitating, preserving, equipping or maintaining buildings within the development district for public or private use. Long-term bonding can also be used. A CIA may be intergovernmental. Dialog with Frenchtown Township may be desirable to expand the conversation beyond just the Monroe City limits.

DIXIE HIGHWAY COMPLETE STREETS STUDY



APPENDIX

| HCS 2010 Signalized Intersection Results Summary | | | | | | | | | | | | | | | | | | | |
|--------------------------------------------------|-------------------|-----------------|-----|---------------|-----------|------|-------|-----------------|---------|---------------------------------|-------|-------|-------|------|-----|-----|--|------|--|
| General Information | | | | | | | | | | Intersection Information | | | | | | | | | |
| Agency | PDG | | | | | | | | | Duration, h | 0.25 | | | | | | | | |
| Analyst | GAB | | | Analysis Date | 6/26/2012 | | | Area Type | Other | | | | | | | | | | |
| Jurisdiction | | | | Time Period | | | | PHF | 0.92 | | | | | | | | | | |
| Intersection | Elm Street | | | Analysis Year | 2012 | | | Analysis Period | 1> 7:00 | | | | | | | | | | |
| File Name | Dixie_PM_2012.xus | | | | | | | | | | | | | | | | | | |
| Project Description | 2012 PM | | | | | | | | | | | | | | | | | | |
| Demand Information | | | | | | | | | | | | | | | | | | | |
| | | | | EB | | | WB | | | NB | | | SB | | | | | | |
| Approach Movement | | | | L | T | R | L | T | R | L | T | R | L | T | R | | | | |
| Demand (v), veh/h | | | | 159 | 91 | 86 | 70 | 86 | 10 | 49 | 135 | 30 | 17 | 234 | 178 | | | | |
| Signal Information | | | | | | | | | | | | | | | | | | | |
| Cycle, s | 60.4 | Reference Phase | 2 | | | | | | | | | | | | | | | | |
| Offset, s | 0 | Reference Point | End | | | | | | | | | | | | | | | | |
| Uncoordinated | Yes | Simult. Gap E/W | On | Green | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | | | | | | | | |
| Force Mode | Fixed | Simult. Gap N/S | On | Yellow | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | | | | | | | | |
| | | | | Red | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | | | | | | | | |
| Timer Results | | | | | | | | | | | | | | | | | | | |
| | | | | EBL | | EBT | | WBL | | WBT | | NBL | | NBT | | SBL | | SBT | |
| Assigned Phase | | | | | | 4 | | | | 8 | | | | 2 | | | | 6 | |
| Case Number | | | | | | 6.0 | | | | 8.0 | | | | 8.0 | | | | 8.0 | |
| Phase Duration, s | | | | | | 35.0 | | | | 35.0 | | | | 25.4 | | | | 25.4 | |
| Change Period, (Y+Rc), s | | | | | | 5.0 | | | | 5.0 | | | | 5.0 | | | | 5.0 | |
| Max Allow Headway (MAH), s | | | | | | 0.0 | | | | 0.0 | | | | 0.0 | | | | 0.0 | |
| Queue Clearance Time (qc), s | | | | | | 0.0 | | | | 0.0 | | | | 0.0 | | | | 0.0 | |
| Green Extension Time (ge), s | | | | | | 0.0 | | | | 0.0 | | | | 0.0 | | | | 0.0 | |
| Phase Call Probability | | | | | | 0.00 | | | | 0.00 | | | | 0.00 | | | | 0.00 | |
| Max Out Probability | | | | | | 0.00 | | | | 0.00 | | | | 0.00 | | | | 0.00 | |
| Movement Group Results | | | | | | | | | | | | | | | | | | | |
| | | | | EB | | | WB | | | NB | | | SB | | | | | | |
| Approach Movement | | | | L | T | R | L | T | R | L | T | R | L | T | R | | | | |
| Assigned Movement | | | | 7 | 4 | 14 | 3 | 8 | 18 | 5 | 2 | 12 | 1 | 6 | 16 | | | | |
| Adjusted Flow Rate (v), veh/h | | | | 0 | 0 | | 0 | | | 0 | 0 | 0 | 0 | | | | | | |
| Adjusted Saturation Flow Rate (s), veh/h/ln | | | | 0 | 0 | | 0 | | | 0 | 0 | 0 | 0 | | | | | | |
| Queue Service Time (qs), s | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | 0.0 | 0.0 | | | | | | |
| Cycle Queue Clearance Time (qc), s | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | 0.0 | 0.0 | | | | | | |
| Capacity (c), veh/h | | | | 642 | 862 | | 652 | | | 128 | 559 | 465 | 500 | | | | | | |
| Volume-to-Capacity Ratio (X) | | | | 0.269 | 0.223 | | 0.277 | | | 0.417 | 0.321 | 0.393 | 0.478 | | | | | | |
| Available Capacity (ca), veh/h | | | | 0 | 0 | | 0 | | | 0 | 0 | 0 | 0 | | | | | | |
| Back of Queue (Q), veh/ln (50th percentile) | | | | 1.3 | 1.2 | | 1.1 | | | 0.8 | 1.6 | 1.6 | 2.3 | | | | | | |
| Overflow Queue (Qo), veh/ln | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | 0.0 | 0.0 | | | | | | |
| Queue Storage Ratio (RQ) (50th percentile) | | | | 0.33 | 0.29 | | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 | | | | | | |
| Uniform Delay (dt), s/veh | | | | 11.5 | 8.5 | | 8.5 | | | 30.1 | 14.9 | 15.2 | 15.8 | | | | | | |
| Incremental Delay (di), s/veh | | | | 0.1 | 0.0 | | 0.1 | | | 0.8 | 0.1 | 0.1 | 0.2 | | | | | | |
| Initial Queue Delay (d1), s/veh | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | 0.0 | 0.0 | | | | | | |
| Control Delay (cd), s/veh | | | | 11.6 | 8.6 | | 8.6 | | | 30.9 | 15.0 | 15.3 | 16.0 | | | | | | |
| Level of Service (LOS) | | | | B | A | | A | | | C | B | B | B | | | | | | |
| Approach Delay, s/veh / LOS | | | | 10.0 | B | | 8.6 | A | | 18.6 | B | | 15.7 | B | | | | | |
| Intersection Delay, s/veh / LOS | | | | 13.5 | | | | B | | | | | | | | | | | |
| Multimodal Results | | | | | | | | | | | | | | | | | | | |
| | | | | EB | | | WB | | | NB | | | SB | | | | | | |
| Pedestrian LOS Score / LOS | | | | 2.7 | B | | 2.7 | B | | 2.1 | B | | 2.3 | B | | | | | |
| Bicycle LOS Score / LOS | | | | 1.1 | A | | 0.8 | A | | 0.7 | A | | 0.9 | A | | | | | |

DIXIE HIGHWAY COMPLETE STREETS STUDY

| HCS 2010 Signalized Intersection Results Summary | | | | | | | | | | | | | | | |
|--------------------------------------------------|-------------------------|--|--|-----------------|-----------|-----|---------------------------------|-----------------|---------|-------|-------|-----|-------|-------|-----|
| General Information | | | | | | | Intersection Information | | | | | | | | |
| Agency | PDG | | | | | | Duration, h | 0.25 | | | | | | | |
| Analyst | GAB | | | Analysis Date | 6/26/2012 | | | Area Type | Other | | | | | | |
| Jurisdiction | | | | | | | Time Period | PHF | | | | | | | |
| Intersection | Elm Street | | | Analysis Year | 2012 | | | Analysis Period | 1> 7:00 | | | | | | |
| File Name | Dixie_PM_3lane_2012.xus | | | | | | | | | | | | | | |
| Project Description | 2012 PM | | | | | | | | | | | | | | |
| Demand Information | | | | | | | | | | | | | | | |
| | | | | EB | | | WB | | | NB | | | SB | | |
| Approach Movement | | | | L | T | R | L | T | R | L | T | R | L | T | R |
| Demand (v), veh/h | | | | 159 | 91 | 86 | 70 | 86 | 10 | 49 | 135 | 30 | 17 | 234 | 178 |
| Signal Information | | | | | | | | | | | | | | | |
| Cycle, s | 58.6 | | | Reference Phase | 2 | | | | | | | | | | |
| Offset, s | 0 | | | Reference Point | End | | | | | | | | | | |
| Uncoordinated | Yes | | | Simult. Gap E/W | On | | | | | | | | | | |
| Force Mode | Fixed | | | Simult. Gap N/S | On | | | | | | | | | | |
| | | | | Green | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | |
| | | | | Yellow | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | |
| | | | | Red | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | |
| Timer Results | | | | | | | | | | | | | | | |
| | | | | EBL | EBT | WBL | WBT | NBL | NBT | SBL | SBT | | | | |
| Assigned Phase | | | | | 4 | | 8 | | 2 | | 6 | | | | |
| Case Number | | | | | 6.0 | | 8.0 | | 6.0 | | 6.0 | | | | |
| Phase Duration, s | | | | | 35.0 | | 35.0 | | 23.6 | | 23.6 | | | | |
| Change Period, (Y+Rc), s | | | | | 5.0 | | 5.0 | | 5.0 | | 5.0 | | | | |
| Max Allow Headway (MAH), s | | | | | 0.0 | | 0.0 | | 0.0 | | 0.0 | | | | |
| Queue Clearance Time (gc), s | | | | | 0.0 | | 0.0 | | 0.0 | | 0.0 | | | | |
| Green Extension Time (ge), s | | | | | 0.0 | | 0.0 | | 0.0 | | 0.0 | | | | |
| Phase Call Probability | | | | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | | | |
| Max Out Probability | | | | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | | | |
| Movement Group Results | | | | | | | | | | | | | | | |
| | | | | EB | | | WB | | | NB | | | SB | | |
| Approach Movement | | | | L | T | R | L | T | R | L | T | R | L | T | R |
| Assigned Movement | | | | 7 | 4 | 14 | 3 | 8 | 18 | 5 | 2 | 12 | 1 | 6 | 16 |
| Adjusted Flow Rate (v), veh/h | | | | 0 | 0 | | 0 | | | 0 | 0 | | 0 | 0 | |
| Adjusted Saturation Flow Rate (s), veh/h/ln | | | | 0 | 0 | | 0 | | | 0 | 0 | | 0 | 0 | |
| Queue Service Time (gs), s | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | | 0.0 | 0.0 | |
| Cycle Queue Clearance Time (gc), s | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | | 0.0 | 0.0 | |
| Capacity (c), veh/h | | | | 657 | 881 | | 671 | | | 232 | 579 | | 420 | 550 | |
| Volume-to-Capacity Ratio (X) | | | | 0.263 | 0.218 | | 0.269 | | | 0.230 | 0.310 | | 0.040 | 0.736 | |
| Available Capacity (ca), veh/h | | | | 0 | 0 | | 0 | | | 0 | 0 | | 0 | 0 | |
| Back of Queue (Q), veh/ln (50th percentile) | | | | 1.2 | 1.1 | | 1.0 | | | 0.7 | 1.6 | | 0.2 | 4.3 | |
| Overflow Queue (Qo), veh/ln | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | | 0.0 | 0.0 | |
| Queue Storage Ratio (RQ) (50th percentile) | | | | 0.00 | 0.00 | | 0.00 | | | 0.00 | 0.00 | | 0.00 | 0.00 | |
| Uniform Delay (di), s/veh | | | | 10.8 | 7.9 | | 7.8 | | | 24.6 | 15.1 | | 17.0 | 17.8 | |
| Incremental Delay (di), s/veh | | | | 0.1 | 0.0 | | 0.1 | | | 0.2 | 0.1 | | 0.0 | 0.4 | |
| Initial Queue Delay (di), s/veh | | | | 0.0 | 0.0 | | 0.0 | | | 0.0 | 0.0 | | 0.0 | 0.0 | |
| Control Delay (d), s/veh | | | | 10.9 | 7.9 | | 7.9 | | | 24.7 | 15.3 | | 17.0 | 18.2 | |
| Level of Service (LOS) | | | | B | A | | A | | | C | B | | B | B | |
| Approach Delay, s/veh / LOS | | | | 9.3 | A | | 7.9 | A | | 17.4 | B | | 18.2 | B | |
| Intersection Delay, s/veh / LOS | | | | 13.8 | | | | | | B | | | | | |
| Multimodal Results | | | | | | | | | | | | | | | |
| | | | | EB | | | WB | | | NB | | | SB | | |
| Pedestrian LOS Score / LOS | | | | 2.2 | B | | 2.2 | B | | 2.1 | B | | 2.3 | B | |
| Bicycle LOS Score / LOS | | | | 1.1 | A | | 0.8 | A | | 0.9 | A | | 1.3 | A | |



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: SUICIDE VIGIL IN LORANGER SQUARE

DISCUSSION: The City received a request from Rusty Davis, United Way of Monroe County, Inc. Program Manager, on behalf of the Suicide Prevention Committee, for permission to close East First Street on September 18, 2012. Specifically the request is to close East First Street between Monroe and Washington Street from 5:30 p.m. – 6:30 p.m. for their annual vigil.

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

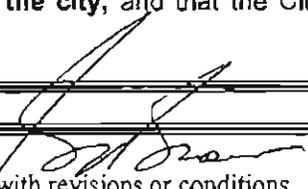
DPS personnel will place and pick up barricades on normal hours, residents can place in street.

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.

It is also suggested that the United Way of Monroe County contact the County Purchasing Department to reserve the pavilion.

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:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: City Manager's Office

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

FINANCES

| | | |
|---------------------------------------------|---------------------------------|----|
| <u>COST AND REVENUE PROJECTIONS:</u> | Cost of Total Project | \$ |
| | Cost of This Project Approval | \$ |
| | Related Annual Operating Cost | \$ |
| | Increased Revenue Expected/Year | \$ |

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

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 8/28/12

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 9/04/12

216 North Monroe Street
Monroe, MI 48162

www.monroeuw.org

(734) 242-1331 Phone
(734) 242-3378 Fax

LIVE UNITED



**United Way
of Monroe County**

Executive Director
Connie L. Carroll

Board President
Linda McCormick

1st Vice President
Patricia Poupard

2nd Vice President
Molly Luempert-Coy

3rd Vice President
Bob Pinkston

Treasurer
Dustin Leach

John Adamski
Paul F. Assenmacher
Michael Baker
Dr. Martin Drozdowicz

Cindy Flynn
Gerald Hesson
Diane Kamprath
Laura Keehn

Patricia Kosanovich
Dawn Kurtz

Michelle LaVoy
Charlie Mahoney

John Manor
Scott Viciano

2012 Campaign Chair
Susan Vanisacker

8-27-2012

George Brown, City Manager
120 E. First Street,
Monroe, MI 48161

Dear George,

I am writing on behalf of the Suicide Prevention Committee, a sub-committee of the Human Services Collaborative Network.

We are planning a Suicide Vigil in Loranger Square for September 18th from 5:30 pm until 6:30 pm. Suicide is a bigger problem in our community than most know and this is the eighth year we have conducted this vigil. It is a very sobering commemoration. Surviving family members, support staff and other supportive community members attend.

We usually have an opening musical presentation, two or three presentations by families of suicide, information about services and available help in the community followed by a closing musical piece and candle lighting. Our attendance is usually around 100 people.

We are requesting the closure of First Street between Monroe Street and Washington Street during our Vigil.

Please let us know if you have any questions. Your favorable consideration is appreciated. If you have questions, I can be reached at 734-242-1331.

Rusty Davis


Program Manager
United Way of Monroe County
Phone: 734-242-1331
Fax: 734-242-3378

RECEIVED

AUG 28 2012

CITY MANAGER'S OFFICE





CITY COUNCIL AGENDA FACT SHEET

RELATING TO: GEOGRAPHIC INFORMATION SYSTEM UPGRADES – PROFESSIONAL SERVICES AWARD

DISCUSSION: Since 2004, the Engineering Department has been maintaining the City's Geographic Information System (GIS) for the benefit of nearly every City department. This system integrates property data, utility data, aerial photos, flood hazard maps, and other layers into a common mapping tool that has resulted in a significant increase in efficiency for City staff. At present however, this system is only available to City staff through a viewer called CivicSight, though City staff does utilize the nearly ubiquitous ArcGIS platform by ESRI Corp. for data editing. CivicSight, created by River's Edge GIS LLC, has met our needs quite well over the years, but will very shortly become completely obsolete. Since the company is very small and has no plans to upgrade its software for compatibility with the next release of Microsoft Windows, the City has only a limited window with which to seek a replacement for this viewer. In addition, since expanding our GIS offering to allow for public usage through a revamped City web page has been a long-term goal for many years, this appears to be the ideal window to upgrade our system to provide much increased usability and interaction for citizens and City staff by moving to a completely web-based system, which can be accessed in essentially real time from any location with an internet connection. While for security reasons the public viewer will not include utility data, nevertheless, conversion will allow citizens to access additional data at their convenience, including during off hours.

The Engineering Department has been reviewing GIS systems utilized by other counties and cities for the past year or so. Through the course of various meetings and presentations, we have become very familiar with Dawn Siegel, who is presently the State and Local Government General Manager for Geographic Information Services, Inc. (GISi). Prior to her position with GISi, she was the GIS manager for Oakland County, and in her present position, she and her company have recently launched comprehensive GIS sites for the cities of Novi and Southfield that have essentially the same features we are looking to implement with our upgrade. As such, for the past few months we have been working with her firm to develop the most cost effective option for our desired activities. Since at present the County of Monroe Information Technologies Department provides support for our GIS activities, they have been a vital part of our discussions with GISi, and we have solicited options using both a county-hosted system and one hosted by the City with only minimal reliance on county IT staff. While a full technical discussion of all of the issues involved is beyond the scope of this Fact Sheet, it has been determined by both City and County IT staff that for various reasons, mostly involving cost and security with other County functions by making some of our data publicly available, that a City-maintained Cloud-hosted approach is the best option for all parties. The breakdown of costs includes the configuration of the required Silverlight web viewer program with our data (\$12,000), configuration of our data within a Cloud server (\$11,100), the required ESRI server (\$9,000) which must be secured directly from them, and an additional cost to integrate the City's LaserFiche document retrieval software with our GIS (\$7,000), for a total up-front cost of \$39,100. In addition, we will be required to pay \$3,500 in annual licensing / maintenance fees for Cloud storage, and \$2,500 in annual licensing for the ESRI server. We may wish to budget a small amount (\$2,000 or so) in future years for professional consulting assistance for hosting and support in order to continually improve the functionality of our system. While this award to some degree consists of software and server purchases, the configuration of all of these multiple elements with the City's existing data would place this comprehensive award under the classification of a professional services selection. Obviously, there could be a multitude of potential end products for a GIS project of this nature, but this makes scoping and comparison of proposals for such a project particularly difficult. After reviewing the recent past projects undertaken by GISi, we believe they are highly qualified to perform our work, and that their pricing is reasonable for the end product being offered. Ms. Siegel also plans to attend this Council meeting to provide brief examples of past projects for your information. As such, we are recommending a professional services award to GISi as a sole source, and recommending that the formal professional services selection process be waived by the City Council.

IT IS RECOMMENDED that a professional services award be made to Geographic Information Services, Inc. for the above work in the amount of \$30,100, and that the Director of Engineering and Public Services be authorized to execute any necessary agreement documents on behalf of the City. **IT IS FURTHER RECOMMENDED** that an award for a new server be made to ESRI in the amount of \$9,000 per the attached quotation.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE:

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: All City Departments, all City residents that choose to utilize future online services, County Information Technologies Department

FINANCES

| | | |
|--------------------------------------|---------------------------------|-----------|
| COST AND REVENUE PROJECTIONS: | Cost of Total Project | \$39,100* |
| | Cost of This Project Approval | \$39,100* |
| | Related Annual Operating Cost | \$6,000** |
| | Increased Revenue Expected/Year | \$N/A |

*Includes \$12,000 for Silverlight viewer (configuration and license fees), \$7,000 for consultant work to integrate LaserFiche document retrieval system, \$11,100 Cloud configuration for ArcGIS 10.1, and \$9,000 for purchase and integration of new ESRI ArcGIS server.

**Includes annual Cloud hosting fee of \$3,500 and annual license fee for ESRI ArcGIS server of \$2,500.

| | | | |
|-------------------------|-------------|--------------------------|---------------|
| SOURCE OF FUNDS: | <u>City</u> | <u>Account Number</u> | <u>Amount</u> |
| | GIS Upgrade | 636-30.915-977.000 13C19 | \$39,100* |

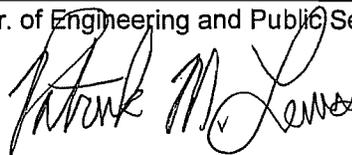
*\$28,606 is presently available in a previously-approved CIP allocation from FY 06-07 in project code 07C12. The balance of the funding will be transferred from the IT fund to complete the funding package.

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Dir. of Engineering and Public Services **DATE:** 08/29/12

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: September 4, 2012

August 29, 2012

Patrick Lewis
City Of Monroe
120 E. First Street
Monroe MI. 48161

Dear Patrick,

GISi is pleased to submit this quote to support the City of Monroe, MI with the development and implementation of an interactive mapping web data viewer. We have provided an introduction, staff qualifications, company qualifications, project approach, and schedule to support the City of Monroe on this project.

Why GISi?

- **Relevant Experience:** We have a proven record of providing all services requested by City of Monroe, including over 100 ArcGIS Server development & implementations.
- **Project Team:** Our project team has worked with many organizations and brings knowledge and best practices of developing and implementing ArcGIS Server interactive mapping – web data viewers. If selected, our team will use processes, and technology designed to make sure City of Mornoe receives outstanding value.
- **Recognized Leader:** We are an award-winning professional services firm specializing in Esri Enterprise GIS architecture, design, development, implementation and administration. Even more importantly, our clients win awards.

Thank you again for your interest. We look forward to working with you and the City of Monroe team.

Sincerely,

Dawn Siegel
General Manager – State and Local Government
Geographic Information Services, Inc.
38345 Ten Mile Road Suite 160
Farmington Hills MI 48335
Phone: 205.941.0442 ext.131
Cell: 248.343.1024
Email: dsiegel@gisinc.com

01 – Introduction

Corporate Headquarters – Office that will manage and produce the project

38345 West Ten Mile Road
Farmington Hills, MI 48332
Phone: 205.941.0441 x131
Email: dsiegel@gisinc.com

Home Page: www.gisinc.com

Blog: <http://blog.gisinc.com/>

Showcase: <http://showcase.gisinc.com>

Years in Business: 21

of Employees: 110

- We currently have 120 employees and are growing
- We have staff in 26 states
- We were founded in 1991
- We are a C-corporation that includes a board of directors with an independent director
- We have been profitable every year since 1998
- We have zero debt
- The business operates on a cash flow positive basis
- Each year we have a financial review performed by our independent accounting firm

GISi is a professional services GIS consulting firm established in 1991. Our professionals are known for thought leadership and mission critical thinking in the fields of geography, planning, and information technology. GISi is an industry leader with a reputation of enabling customer success. We help organizations turn data into insight by leveraging spatial technology merged with tabular data for visualization and analytical capabilities. Additionally, GISi helps organizations derive maximum value from their Esri investment. Our sole focus is helping people get the most out of their Esri investment through implementation, management, application development, data and training services.

Our viability as a business is directly related to our reputation and ability to deliver on our performance commitments. As a 21 year old successful small business, we take this responsibility seriously and accordingly, have invested in developing superior technical expertise and solid management approaches to ensure maximum value for our customers.

GISi has been providing GIS services as an Esri Business Partner since our founding in 1991. Our reputation as a firm that places customer success in front of our own has resulted in long term relationships with our clients. During the last two years, results from our post-project surveys show that 96% of our clients were satisfied with the value they received from us and 97.4% would consider using GISi again for their next project. In the information technology field, that level of success is rare.

GISi is proud to announce its selection into the platinum tier of the Esri partner network. GISi qualified to be in the Platinum Tier of the new partner program based on our long-term commitment to Esri and our thought-leadership in the GIS community. GISi has a long and trusted relationship with Esri. Our founder is a former Esri employee and we work closely with their regional offices and their headquarters in Redlands, CA. As a platinum partner we have formalized our already close relationships with staff in their product development, account management, and professional services functions. Our clients benefit from this level of engagement as it enables us to match your goals and requirements with the right technology while positioning you for the future. Today, *GISi is one of eight platinum partners worldwide.*

02 – Staff Qualifications

Project Team: GISi's City of Monroe project team is comprised of a Technical Architect, Senior and Staff GIS Developers, and a Solution Engineer. All team members have extensive experience with the development, implementation, and management of ArcGIS Server, interactive mapping/data viewer application projects.

03 – Company Qualifications

In addition to the project team highlighted in the previous section, GISi has the relevant experience and is a recognized leader within the Esri GIS community and the clear choice to support City of Monroe with the development and implementation of an interactive mapping – web data viewer application.

Relevant Experience: In the last three (3) years GISi has participated in over 60 ArcGIS Server configuration, development, and implementation projects. Our team of ArcGIS Server developers has experience with developing custom solutions in all of the ArcGIS Server development frameworks including Silverlight, JavaScript, and Flex. Our unmatched experience with Esri's ArcGIS Server Silverlight API and skilled development staff will be a major asset to City of Monroe for this project. For a glimpse into GISi's recent ArcGIS Server projects, please visit our [showcase](#).

Recognized Leader: We are an award-winning professional services firm and have been providing best-in-class solutions to North American and global clients for over 21 years. We are one of the best GIS consulting firms in the world, and have the awards to back it up:

- [Esri 2011 Enterprise System Integration Award Recipient](#) for our work on integrating GIS with SCADA for a large pipeline company. [Click here](#) to read more details about this project.
- Esri 2008 Foundation Partner of the Year Award Winner
- Esri Inaugural Charlotte Region Foundation Business Partner Award Winner (1999)
- 2002 Charlotte Region Esri Business Partner of the Year Award Winner
- Esri MVP Programmer Award 7 years in a row, **including 2012**, for our expertise with ArcObjects and desktop development
- U.S. Army Corps of Engineers 2005 Research Product Development Team Award for the RMTK Noise Tool for Range Managers
- Department of Navy Chief Information Officer IT Excellence Award

Even more importantly, our clients win awards. We've included a list of our clients that have recently been recognized for their achievements with GIS in the Esri community:

- City of Novi, MI: 2012 Special Achievement in GIS (SAG) award winner
- City of Marietta, GA: 2011 Special Achievement in GIS (SAG) award winner
- Delhi Charter Township, MI: 2011 SAG award winner
- City of Appleton, WI: 2011 SAG award winner
- Coastal Georgia Regional Commission: 2010 SAG award winner
- US Marine Corps Training and Education Command (TECOM): 2009 SAG award winner
- Louisiana National Guard: 2009 SAG award winner
- Health InfoTechnics: 2009 ESRI Vision Award

As a leader in the GIS industry, GISi is proud to announce our selection into the platinum tier of the Esri partner network and is one of seven platinum partners worldwide. GISi qualified to be in the Platinum Tier of the new partner program based on our long-term commitment to Esri and our thought-leadership in the GIS community. GISi has a long and trusted relationship with Esri. Our founder is a former Esri employee and we work closely with their regional offices and their headquarters in Redlands, CA. As a platinum partner we have formalized our already close relationships with staff in their product development, account management, and professional services functions. Our clients benefit from this level of engagement as it enables us to match your goals and requirements with the right technology while positioning you for the future. An example of this includes our team currently going through the Esri best practices approach to system design, architecture and sizing. This knowledge and subsequent tools will be very valuable resources for City of Monroe on this project.

04 – Project Approach

GISi understands that City of Monroe would like to maximize the use of its GIS and increase its accessibility to a larger audience that includes city personnel and its citizens. The development and implementation of an interactive mapping/web data viewer will certainly support this goal and will provide “anywhere/anytime” access to the city’s GIS layers without requiring city network authentication.

GISi’s approach will deliver on the city’s goals for this project as well as the four objectives (tasks) listed below:

- **Task 1:** Implement an Interactive Mapping/Data Viewer application
- **Task 2:** Create an integration to your Laserfiche application
- **Optional :** Install and configure ArcGIS Server 10.1 Licensing in the Amazon Cloud

GISi is proposing to implement our Silverlight Viewer application for City of Monroe’s interactive mapping/data viewer (Task 1). [Click here](#) for a live site of our Silverlight Viewer, implemented for the City of Southfield, MI. GISi envisions one viewer to meet the requirements of the city’s internal and external online usage. GISi will accomplish this with a security control on the Silverlight Viewer. Our Silverlight Viewer includes a login control that provides access to data and tools by login. The default view will be tailored for public consumption and city personnel will have logins that turn on access to more data and/or functionality in the viewer.

To meet the city’s requirements for Task 2, GISi is proposing the creation of a web service that will be called from an existing server on the county/city network through an open port (80 or 443). This solution can be further discussed during a technical kick-off to ensure the county/city supports this approach to retrieving the laserfiche images.

Our project approach is organized into five proven phases; Planning & Analysis, Design, Development, Testing & QA, and Implementation.

Planning & Analysis

GISi is committed to project success and places an emphasis on open communication during all phases of project execution. GISi has several project coordination and quality controls aimed to facilitate communication with the client starting with the initial project kickoff meeting all the way through project closeout with the client satisfaction survey. Our key activities for Planning & Analysis have been provided below:

- **Kickoff Meeting**

The GISi Team will schedule a kickoff meeting with City of Monroe staff to identify project tasks, billing procedures, and establish a communication plan for coordinating the activities of the project as well as status reporting. GISi will also identify a single point of contact, Project Manager, for the project. At the kick-off meeting we would like to schedule a bi-weekly project meeting to identify project tasks to be completed, and for the overall project. GISi also has internal project controls to manage the project budget and schedule.

- **Bi-Weekly Project Reviews**

At the kickoff meeting we will schedule a bi-weekly project meeting to identify project tasks to be completed, and for the overall project. The specific day of the week for bi-weekly project meetings will be determined by City of Monroe staff. Prior to each project review meeting, GISi will send the city the current status report document that includes detailed information on schedule and budget progress, tasks completed, upcoming milestones and more. We will use the project review meeting to discuss the status report and upcoming project issues.

| Task Name | Start Date | End Date | Status | Priority |
|-----------|------------|-----------|-------------|----------|
| Task 1 | 1/1/2020 | 1/31/2020 | Complete | High |
| Task 2 | 2/1/2020 | 2/28/2020 | In Progress | Medium |
| Task 3 | 3/1/2020 | 3/31/2020 | Not Started | Low |

| Task Name | Budgeted Hours | Actual Hours | Variance |
|-----------|----------------|--------------|----------|
| Task 1 | 100 | 100 | 0 |
| Task 2 | 200 | 150 | 50 |
| Task 3 | 100 | 0 | 100 |

- **Budget & Schedule**

GISi builds-out a detailed schedule in upon start of work. Each task is assigned a number of hours, budget and date to complete. Project information is then synchronized with GISi's financial package: Unanet. Unanet is used throughout the project to document hours used by each staff member by task and adjust as appropriate. GISi invoices monthly. For lump sum projects, we will bill as a percentage complete, based on the tasks completed as input into Unanet.

- **Closure Letter & Satisfaction Survey**

Upon completion of work, GISi will send an email to the City of Monroe Project Manager asking for documentation that the city considers the project complete and is satisfied with the deliverables. GISi does not consider a project closed until this confirmation is received.

Shortly after project completion, GISi will ask City of Monroe staff to complete a short satisfaction survey. During the last two years, results from our post-project surveys show that 97% of our clients were satisfied with the value they received from us and would consider using GISi again for their next project. In the information technology field, that level of success is rare.

Design

This is where the application's "look and feel" will be designed and laid out, a critical step before moving on to the development process. While most of the application design is already complete on our data viewer, GISi will work with the city to identify any color or logo changes they wish to make to these applications.

Development

GISi will use an agile approach, ensuring the city can see the progress being made and provide feedback throughout the development cycle. This phase will result in the implementation of a fully-functional version of the interactive mapping/data viewer application and maps and apps gallery that has undergone rigorous test and QA.

Testing & QA

GISi will complete test plans for the application. Each application tool will be tested and all errors will be documented to include its severity. Application updates and bug fixes identified via the testing process will be addressed, and the tests will be repeated to verify that the issue is resolved. This cycle will continue until all application functionality and design is working properly and the city has officially approved the application for delivery into production. GISi will look to the city of Monroe to assist in testing the application, particularly the laserfiche integration.

Implementation

Upon successful completion of testing and QA/QC processes, GISi will begin the implementation process. GISi will work onsite, at City of Monroe, performing implementation, configuration, and training services. Anticipated tasks include:

- Implement the Interactive Mapping/Data Viewer application in a production environment
 - 30-day warranty period to resolve any bugs or technical issues
- Provide knowledge transfer to city personnel responsible for maintaining the application:
 - Using, configuring and administering the application
 - Best Practices (map services, map cache, replication, etc.)

05 – Project Fees

| City Hosted in Amazon Cloud | Initial Cost | Annual Estimated Cost |
|-----------------------------------------------------------------------------------------|-----------------|-----------------------|
| Silverlight Viewer 10.1 | \$12,000 | NA |
| Laserfiche Integration | \$7,000 | NA |
| Optional Cloud Configuration and ArcGIS 10.1 installation (with On-going cloud support) | \$11,100 | \$3,500 |
| Esri ArcGIS Server Workgroup* | \$9,000 | \$2,500 |
| GIS Web Data Viewer Fee | \$39,100 | \$6,000 |

*City of Monroe is responsible for purchasing the Esri ArcGIS licensing and annual maintenance directly from Esri.

You may indicate your acceptance of the above proposal with a signature from authorized personnel at City of Monroe.

City of Monroe

Signature: _____

Name: _____

Title: _____

Date: _____

Quotation Terms and Conditions

This confidential quotation is valid for thirty (30) days unless otherwise stated and does not include shipping or tax unless otherwise stated. This quotation information is proprietary and may not be copied or released other than for the express purpose of system and service selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Geographic Information Services, Inc. (GISi).



Quotation # 20411481

Date: August 24, 2012

ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
880 Blue Gentian Rd, Ste 200
St. Paul, MN 55121-1596
Phone: (651) 454-0600 Fax: (651) 454-0705
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

Customer # 311879 Contract # 2011MPA7115

CITY OF MONROE
ENGINEERING DEPT
120 E 1ST ST
MONROE, MI 48161

ATTENTION: Gerald Roberts
PHONE: (734) 243-0700
FAX: 734-384-9108

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 08/24/2012 To: 11/22/2012

| Material | Qty | Description | Unit Price | Total |
|----------|-----|------------------------------------------------------------------|-------------------------------------------------|-------------------|
| 109897 | 1 | ArcGIS for Server Workgroup Standard Up to Two Cores License | 4,500.00 | 4,500.00 |
| 109044 | 2 | ArcGIS for Server Workgroup Standard One Core Additional License | 2,250.00 | 4,500.00 |
| | | | Item Total: | 9,000.00 |
| | | | Subtotal: | 9,000.00 |
| | | | Sales Tax: | 0.00 |
| | | | Estimated Shipping & Handling(2 Day Delivery) : | 0.00 |
| | | | Contract Pricing Adjust: | 0.00 |
| | | | Total: | \$9,000.00 |

The terms and conditions in this quotation are per the State of Michigan Master Purchase Agreement (MPA) #2011MPA7115.

Please review the attached "Terms and Conditions" guidelines prior to submitting your order. To place an order for the items referenced in this quote, please follow the instructions provided below:

PURCHASE ORDER: Send your digital, faxed, or original signed purchase order to Esri Customer Service for processing. Faxes may be sent toll-free to (800) 330-7053.

CREDIT CARD: If you would like to purchase the items on the quotation via credit card, please call (800) 447-9778 and reference this quotation.

CHECK/MONEY ORDER: Please mail a copy of your quotation and payment to Esri, File No. 54630, Los Angeles, CA 90074-4630.

If you have any questions regarding this quotation, please feel free to contact me. You will find my contact information at the bottom of the page. If you have questions following placement of your order such as order confirmation, ship date, etc., please contact Customer Service toll free at (888) 377-4575.

Once your order is processed, you will receive an email with your software authorization number(s) along with instructions on how to download any necessary software from <http://customers.esri.com>.

* Please Indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether Esri is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------|
| For questions contact: Sam Klimoski | Email: sklimoski@esri.com | Phone: (651) 454-0600 x8365 |
| <p>Acceptance of this quotation is limited to the Esri License Agreement and the Quotation Terms and Conditions This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.</p> <p>If sending remittance, please address to: Esri, File No. 54630, Los Angeles, Ca 90074-4630</p> | | |



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Multi-Sports Complex Compressor Repair

DISCUSSION: Approval has previously been received from the City Council for the repair of the heat exchanger at the Multi-Sports Complex and funding was included for the repair of one compressor in the 2012 CIP budget in the amount of \$15,000. The heat exchanger prevents frost under the rink from rising which would cause floor heaving and the compressors are needed to run the refrigeration part of the ice rink and keep the ice from melting. Cimco Refrigeration started working on the heat exchanger repair for the compressor system on August 29, 2012. As they were getting started, Cimco realized that compressor number one was shut down and in need of repair due to an apparent power surge that had occurred in the facility recently. Compressor number two is the one that was budgeted for repair and it has been out of operation for some time due to mechanical failure. This left the facility with one operating compressor, which, according to Cimco, was working too hard on its own and will most likely need a repair in the future.

Cimco Refrigeration provides preventative maintenance services to the facility under a service agreement. They have provided a quote to repair both compressor one and two in the estimated amount of \$19,526.00. Due to the somewhat emergency nature of this repair, the formal bid process was not followed. There are other vendors that could provide this service and at the time of the preparation of this fact sheet we are soliciting other quotes. For this reason, it will be recommended that the Mayor and City Council authorize the City Manager to award the repair service to another vendor if a qualified one can be found to do the work at a lower price.

It is recommended that the Mayor and City Council approve waiving the bid process and further approve the City Manager to contract with Cimco Refrigeration to repair compressor number one and two at the Monroe Multi-Sports Complex in an amount not to exceed \$20,500, which includes an approximate 5% contingency. If a more cost effective quote can be received from an alternate qualified vendor, the City Manager is approved to contract with that vendor instead.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: 9/4/2012

REASON FOR DEADLINE: Continued ice operation

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Edward Sell, Finance Director; Louis Lombardo, General Manager, MMSC

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Multi-Sports Complex

FINANCES

COST AND REVENUE PROJECTIONS:

| | |
|---------------------------------|-----------|
| Cost of Total Project | \$ 20,500 |
| Cost of This Project Approval | \$ 20,500 |
| 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> |
|------------------------------|--------------------------|---------------|
| Capital Project | 401-95.757-818.020-13C15 | \$ 15,000 |
| Capital Project Fund Balance | | \$ 5,500 |
| | | \$ N/A |
| | | \$ N/A |
| | | \$ N/A |
| <u>Other Funds</u> | | \$ N/A |
| | | \$ N/A |
| | | \$ N/A |
| | | \$ N/A |

Budget Approval: 

FACT SHEET PREPARED BY: Edward Sell, Finance Director 

DATE: 8/30/2012

REVIEWED BY: 

DATE: 8-30-12

COUNCIL MEETING DATE: September 4, 2012



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: BRUSH CUTTING AND VEGETATION REMOVAL AWARD – 3 LOCATIONS

DISCUSSION: Prior to the mid-2000s, the City addressed some of its peak-seasonal and intermittent property maintenance activities by supplementing its full-time workforce with seasonal employees and with a special arrangement to use County jail inmates. Brush and vegetation trimming and removal on the riverbanks of City properties adjacent to the river and in parts of the Mason Run County Drain were among those activities. Since then, the resources necessary to hire the historically-higher number of seasonal employees have been reduced and the special arrangement for using County jail inmates to occasionally remove brush and other vegetation from the County Drain is no longer available. In order to adjust to some of those changes, the City has allowed brush and vegetation on parts of the riverbanks to develop and grow to a more natural state.

Brush and other vegetation growth in three (3) locations have been brought to our attention as particular concerns from adjacent residents, and others as well. They are the north bank of the River Raisin along the North Custer Road bicycle path, the south bank of the River Raisin adjacent to Soldiers and Sailors Park, and in the Mason Run County Drain. In the locations along the River, though a strong argument can be made that some amount of "natural" riparian vegetation is appropriate and healthy for the environment, we generally feel that the need to present a good maintenance condition to the public in our parks outweighs the desire for a completely natural riverbank in our most heavily-used and visited locations. Since the responsibility for drain maintenance along county drains is generally considered by the Drain Commissioner's office to fall to the adjacent property owners, we are recommending that the City continue to contract each year for vegetation removal for a segment of the County Drain, where it is located on City-owned property. Vegetation removal for the segment adjacent to the Monroe Multi-Sports complex is part of this recommendation. It should also be noted that we are still exploring a workable long-term solution to the issue of brush removal within the channel of other sections of Mason Run Drain adjacent to the residential neighborhoods in the City. Hopefully, we will be reporting back sometime soon with options to complete this work without excessive cost to the City.

In order to effectuate completion of this work, the Department requested quotations from three (3) different vendors that are already involved in one way or another with our lawn maintenance and ordinance mowing contracts. These quotations are attached with this Fact Sheet. For all three (3) locations, the low quotation received was from Noel Lawn Service of Monroe. Using Public Services personnel for hauling and dumping of debris, the total cost for all locations is \$9,000. While the cost for all locations separately is under \$5,000 for each, in aggregate this amount does exceed the normal bidding threshold, so approval should be sought from the City Council. Given that multiple quotations were solicited and that typically fixed costs associated with formal bids would result in higher prices were that mechanism employed, we are requesting that the formal bid process be waived for this work, and that the award be made based on the submitted quotations. We have already directed some work to begin to take advantage of contractor availability, with the understanding that no more than \$5,000 can be expended without Council approval.

IT IS RECOMMENDED that City Council authorize purchase orders for up to \$9,000 to Noel Lawn Service to perform brush removal in the above three (3) locations.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Contractor has already begun some work activities

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Adjacent residents, park users, and visitors to the community

FINANCES

| COST AND REVENUE PROJECTIONS: | | |
|--------------------------------------|---------------------------------|------------|
| | Cost of Total Project | \$9,000.00 |
| | Cost of This Project Approval | \$9,000.00 |
| | Related Annual Operating Cost | \$ N/A |
| | Increased Revenue Expected/Year | \$ N/A |

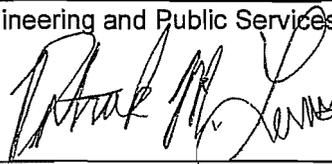
| SOURCE OF FUNDS: | City | Account Number | Amount |
|-------------------------|--------------------------|--------------------|------------|
| | DPS Contractual Services | 101-60.441-818.020 | \$9,000.00 |

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Dir. of Engineering and Public Services **DATE:** 08/30/12

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: September 4, 2012

Noel Lawn Service

831 Cole Road

Monroe, MI 48162

(734) 777-1576 FAX (734) 457-3893

* Insured * Dependable *

* 30 Years Experience *

JULY 25, 2012

BID TO: CITY OF MONROE

120 E. FIRST ST.

MONROE, MI. 48161

- | | |
|----------------------------------------------------------|------------|
| 1. CUT MASON RUN DITCH WITH HAUL & DUMP | \$4,400.00 |
| WITHOUT HAUL & DUMP | \$4,000.00 |
| 2. CUT SOLDIERS AND SAILORS BANKMENT WITH HAUL & DUMP | \$2,900.00 |
| WITH OUT HAUL & DUMP | \$2,500.00 |
| 3. CUT BANKMENT AT NORTH CUSTER WITH HAUL AND DUMP | \$2,900.00 |
| WITHOUT HAUL & DUMP | \$2,500.00 |

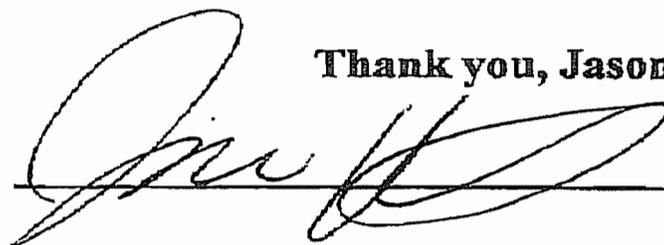
HUNTER LAWN SERVICE
And SNOW REMOVAL
303 OAKWOOD
Monroe, MI 48162
Office (734) 243-5612
Cell: (734) 320-4808

Dependable: Insured: 20 years' experience

BID SHEET
City of Monroe
120 E. First St.
Monroe, MI 48161

| | |
|----------------------------------------------------------------|------------------|
| 1. Clear Mason Run ditch leave debris | \$4900.00 |
| 1a. Haul debris away | \$5300.00 |
| 2. Clear Soldiers & Sailors river bank leave debris | \$3300.00 |
| 2a. Haul debris away | \$3800.00 |
| 3. Clear river bank along N. Custer leave debris | \$3300.00 |
| 3a. Haul debris away | \$4000.00 |

Thank you, Jason Hunter





15550 Garden Stone Drive Monroe, Michigan 48161
 (734) 243-3382 Fax (734) 243-3370
 www.jackslawnservice.com

July 30, 2012

Attn Bill Walters
 City of Monroe
 222 Jones Ave.
 Monroe, MI 48161
 734-777-6623

Job Site: N. Custer – East of Ruff Dr.
 **Willow tree west to 1st house

◆ Bid for 2012:

Cut down weeds and brush on river bank (edge only)

| | |
|-------------------|-------------------|
| Total cost | \$3,690.00 |
|-------------------|-------------------|

◆ Terms of proposal:

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Jack's Lawn Service, Inc. is authorized to do the work as specified.

Our terms are net 15 days. Two-percent late charges apply after 15 days.

A fuel surcharge may apply on inflated gas prices

Reports of damages must be reported to the contractor within 24 hours.

The customer may cancel this contract within 30 days with a written notice to Jack's Lawn Service, Inc.

◆ Signature:

Accepted: Date: _____/_____/_____

Rejected: Date: _____/_____/_____

Signature: _____

Please return one signed copy for our records.



15550 Garden Stone Drive Monroe, Michigan 48161

(734) 243-3382 Fax (734) 243-3370

www.jackslawnservice.com

July 30, 2012

Attn Bill Walters
City of Monroe
222 Jones Ave.
Monroe, MI 48161
734-777-6623

Job Site: Ice Arena

✦ Bid for 2012:

Cut down weeds and brush on river bank (edge only)

Total cost \$4,150.00

Cut down and leave cattails in ditch

\$1,200.00 - IF DITCH IS DRY

Fence line at Noble Ave. remove vines off of fence

\$180.00

*Will try to remove the most we can.

80% +/-

✦ Terms of proposal:

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Jack's Lawn Service, Inc. is authorized to do the work as specified.

Our terms are net 15 days. Two- percent late charges apply after 15 days.

A fuel surcharge may apply on inflated gas prices

Reports of damages must be reported to the contractor within 24 hours.

The customer may cancel this contract within 30 days with a written notice to Jack's Lawn Service, Inc.

✦ Signature:

Accepted: Date: ____/____/____

Rejected: Date: ____/____/____

Signature: _____

Please return one signed copy for our records.



15550 Garden Stone Drive Monroe, Michigan 48161
 (734) 243-3382 Fax (734) 243-3370
 www.jackslawnservice.com

July 30, 2012

Attn Bill Walters
 City of Monroe
 222 Jones Ave.
 Monroe, MI 48161
 734-777-6623

Job Site: Soldier and Sailors Park

✦ Bid for 2012:

Cut down weeds and brush on river bank (edge only) and pile brush on top of ground.

Total cost \$2,985.00

Haul away brush (from the above bid).

Total cost \$1,200.00

✦ Terms of proposal:

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Jack's Lawn Service, Inc. is authorized to do the work as specified.

Our terms are net 15 days. Two- percent late charges apply after 15 days.

A fuel surcharge may apply on inflated gas prices

Reports of damages must be reported to the contractor within 24 hours.

The customer may cancel this contract within 30 days with a written notice to Jack's Lawn Service, Inc.

✦ Signature:

Accepted: Date: _____/_____/_____

Rejected: Date: _____/_____/_____

Signature: _____

Please return one signed copy for our records.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: SIDEWALK INSTALLATION ON SOUTH SIDE OF NORTH DIXIE HIGHWAY BETWEEN DETROIT AVENUE AND TERNES DRIVE – SPECIAL ASSESSMENT RESOLUTION NUMBER 2 – SIDEWALK SPECIAL ASSESSMENT DISTRICT NUMBER 19

DISCUSSION: As a part of the 2012-13 Capital Improvements Program, the Engineering Department proposed, and the City Council approved, the installation of sidewalks along the southerly frontage of North Dixie Highway between Detroit Avenue and Ternes Drive. The four (4) properties fronting this section of roadway are not presently served by any non-motorized facility, though our existing ordinances would require construction of same were these businesses to be constructed or substantially improved today. The River Raisin Heritage Trail completion along Elm Avenue from the National Park to Sterling State Park, combined with the planned construction of a 10-foot-wide dedicated bicycle lane on Detroit Avenue between Elm Avenue and North Dixie Highway when that roadway is reconstructed this summer, provides linkage to this proposed project. In addition, it has been found to be feasible to convert North Dixie Highway from the present four (4) to three (3) lanes with bike shoulders from Elm Avenue to Detroit Avenue, further building momentum for a much more complete non-motorized linkage to this historically under-served area. While this conversion is moving through the public notification / input process and has not yet been given Council approval, should it move forward the southerly bicycle lane would be designed to connect directly to the proposed sidewalk contemplated in this project. Given that these businesses, all of which have a food service component to them, would stand to benefit from additional non-motorized traffic from the City's tourist destinations, this project seems very appropriate.

The City Charter provides for both the installation of public sidewalks at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties, typically on a front foot basis. While there is no specific charter or ordinance requirement for City participation, usually the City has paid the costs for ADA-compliant ramps at adjacent streets (such as the corner ramps at Detroit Avenue and Ternes Drive). Based on the proposed Federal ADA guidelines, we believe that any new sections of sidewalk should now be 5 feet wide, so the project has been designed on that basis. In addition, we have determined that in order to provide ADA ramps at Ternes Drive for future sidewalk extensions, widening of the intersection throat is necessary and desirable due to truck overruns, so this work will be at City cost as well. The breakdown of costs and proportioning of the assessable amount between properties is attached with this Fact Sheet. While this project could be publicly bid as a separate contract if desired by the City Council, it will likely instead be added to our 2012 Sidewalk Replacement Program or 2012 Concrete Paving Program as a Change Order, depending on which contract offers the cheapest pricing, in order to cut a month off the usual Special Assessment confirmation time and allow for completion this season.

Resolution 1, the first step in the assessment process, was approved by the City Council on July 2, 2012. While typically an informational meeting is held prior to the start of the formal public hearings, since there are only four (4) commercial owners, we will instead be mailing informational letters to each owner inviting them to contact the Engineering Department and we will schedule a meeting with each at their convenience if further information is desired prior to the public hearing. Since this is classified as a City-Council initiated project, any action would have to be by a 5-2 vote of City Council. This project, if confirmed, will be known as Sidewalk Special Assessment District 19.

IT IS RECOMMENDED that the attached Resolution 2 be adopted, and that the public hearing on necessity be scheduled for Monday, September 17, 2012 at 7:30 P.M.

CITY MANAGER RECOMMENDATION:

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

RESOLUTION NO. 2

WHEREAS, the plat, plan, diagram, grade and specifications to construct public sidewalks to service the properties on the southerly frontage of North Dixie Highway between Detroit Avenue and Ternes Drive, together with a map of the assessment district, therefore, are now on file with City Clerk-Treasurer for public inspection and examination, which district is described as follows:

Commencing at the easterly right-of-way line of Detroit Avenue (60' right-of-way) and the southerly right-of-way line of North Dixie Highway (120' right-of-way);

Thence N. 73° 19' 53" E. 941.51 feet;

Thence S. 16° 40' 07" E., 300.00 feet;

Thence S. 75° 13' 45" W. 450.00 feet;

Thence S. 14° 46' 15" E., 100.00 feet;

Thence, S. 75° 13' 45" W., 150.00 feet;

Thence, N. 14° 46' 15" W., 28.52 feet;

Thence S. 24° 13' 00" W., 121.04 feet;

Thence, N. 67° 00' 19" W., 500.00 feet;

Thence, N. 22° 59' 41" E., 195.95 feet to the Point of Beginning;

Therefore, be it,

RESOLVED, that the Council accept the estimated cost of such improvement at \$50,545.30 as reported by the City Engineer; that the estimated period of usefulness of the improvement will not be less than fifteen (15) years; and that the City of Monroe out of its Capital Improvement Fund or other fund as later deemed appropriate prior to district confirmation, pay \$12,712.70 of the cost thereof, and be it further

RESOLVED, that on Monday, September 17, 2012 at 7:30 P.M., Local Time, at the Council Chambers of Monroe City Hall, the Council shall hear comments regarding the proposed improvements, plans, specifications, amount to be paid by said City, and also review and hear

comments regarding the special assessment district above delimited; and that the City Clerk-Treasurer is directed to give notice of such hearing in the manner provided by the Charter, and be it further

RESOLVED, that there be raised by special assessment upon the land and premises within the above described district, being Sidewalk Special Assessment District Number 19, the sum of \$37,832.60, and that the City of Monroe, out of its Capital Improvement Fund or other fund as later deemed appropriate, pay \$12,712.70, and be it further

RESOLVED, that upon the adoption of the district and the estimate by this Council, that the City Clerk-Treasurer report the aforesaid special assessment to the City Assessor of said City, who shall make a special assessment roll, and levy as a special assessment therein upon each lot or parcel of land so reported to him, and against the persons chargeable therewith, if known, the whole amount of all charges so directed, as aforesaid, to be levied upon each of such lots or premises respectively, and when complete made and levied according to benefits received, and that he shall assess upon each lot or parcel of land such land relative proportion of the whole sum to be levied, as shall be proportionate to the estimated benefit resulting to such lot or parcel of land from the improvement.