
RULE OF THE CHAMBER

Any person wishing to address City Council shall step up to the lectern, state their name and address in an audible tone of voice for the record, and unless further time is granted by the presiding officer, shall limit their address to **three (3) minutes**. A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Council.

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

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

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

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

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon one week's notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9138. The City of Monroe website address is www.monroemi.gov.

**AGENDA - CITY COUNCIL REGULAR MEETING
MONDAY, NOVEMBER 19, 2012
7:30 P.M.**

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

IV. PRESENTATION.

Presentation of Certificates of Appreciation by Mayor Robert E. Clark and James Johnson, Historic District Commission Chairman.

V. PUBLIC HEARINGS.

231 Public hearing for the purpose of reviewing and receiving comments on Proposed Ordinance No. 12-008, an ordinance to amend Part Two of the Monroe Code, Chapter 720, Zoning, Section 720-23, Zoning Map, in order to rezone property identified by the City Assessor's Office and commonly referred to as 501 Stewart Road. There are no comments on file in writing in the Clerk-Treasurer's Office.

VI. COUNCIL ACTION.

231 Proposed Ordinance No. 12-008, an ordinance to amend Part Two of the Monroe Code, Chapter 720, Zoning, Section 720-23, Zoning Map, in order to rezone property identified by the City Assessor's Office and commonly referred to as 501 Stewart Road, up for its final reading.

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

A. Approval of the Minutes of the City Council Work Session held on November 5, 2012 and the Minutes of the Regular City Council Meeting held on November 5, 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.

- 244 Proposed Stewart Road Corridor Amendment to the City of Monroe Comprehensive Plan Resolution.
1. Communication from the Director of Economic & Community Development, submitting a resolution approving the proposed Stewart Road Corridor Amendment to the City of Monroe Comprehensive Plan, and recommending that Council adopt the resolution approving the Stewart Road Corridor amendment to the City of Monroe's Comprehensive Plan, in accordance with the recommendation of the Citizens Planning Commission.
 2. Supporting documents.
 3. Accept, place on file and the resolution be adopted.
- 245 2012 Healthcare Contributions.
1. Communication from the Finance Director, submitting proposed healthcare contribution sheet per current contract provisions and the proposed contribution sheet per group, and recommending that Council approve the appropriate healthcare contribution sheets that are attached and marked as proposed, under the terms that this is a one-time adjustment for the 2013 calendar year, that it is non-precedent setting, and that the rates for 2014 will revert back to those set by the current contracts and policies in place, and further recommending that these adjustments be made for all covered non-union employees and for only those covered union-represented employees whose associated union representatives have provided written concurrence and acceptance of the adjustments proposed no later than November 30, 2012 otherwise the rates would stay at those provided for in the current contracts and policies.
 2. Supporting documents.
 3. Accept, place on file and the recommendation be carried out.
- 246 Wastewater Department Bubbler Line Replacement Project Bid.
1. Communication from the Director of Water & Wastewater Utilities, reporting back on bids received for the Bubbler Line Replacement Project at the Wastewater Treatment Plant and six (6) different pump stations, and recommending that a purchase order in the amount of \$33,900, and a total amount of \$39,000 be encumbered to include a 15% contingency, be awarded to Erie Welding & Mechanical Contractors, Inc out of Erie, MI for the Bubbler Line Replacement Project at the Wastewater Treatment Plant and six (6) different pump stations as part of an approved FY 2012-2013 CIP project in accordance with the bid specifications.
 2. Supporting documents.
 3. Accept, place on file and the recommendation be carried out.
- 247 Monroe County Chamber of Commerce Banner Request.
1. Communication from the City Manager's Office, submitting a request from the Monroe County Chamber of Commerce for permission to display a banner across Monroe Street from February 11 – March 4, 2013, announcing the annual Home Builders & Remodelers Show, and recommending approval of the request.
 2. Supporting documents.
 3. Accept, place on file and the recommendation be carried out.

248 United Way of Monroe County Banner Request.

1. Communication from the City Manager's Office, submitting a request from the United Way of Monroe County to display a banner across Monroe Street from October 1 – 31, 2013, announcing their annual campaign, and recommending approval of the request.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

249 Appointments Resolution.

1. Communication from the Mayor's Office, submitting a proposed resolution for an appointment to the Recreation Advisory Commission whose terms have expired and/or where there is a vacancy, and recommending the resolution be adopted.
2. Supporting documents.
3. Accept, place on file and the resolution be adopted.

250 Resolution Setting Minimum Staffing Levels in the Fire Department.

1. Communication from the Fire Chief, submitting a resolution setting minimum staffing levels in the Fire Department, and recommending that minimum staffing levels in the Fire Department be set at three (3) fire fighters per day for the remainder of calendar year 2012 and calendar year 2013.
2. Supporting documents.
3. Accept, place on file and the resolution be carried out.

VIII. MAYOR'S COMMENTS.

IX. COUNCIL COMMENTS.

X. CITY MANAGER COMMUNICATION.

XI. CITIZEN COMMENTS

XII. ADJOURNMENT.



CITY COUNCIL AGENDA FACT SHEET

UPDATED
Public Hearing

RELATING TO: Ordinance 12-008, an ordinance to amend Part II of the Monroe Code, Chapter 720, Zoning, Section 720-23, Zoning Map, in order to rezone 72.67 acres from Single Family Residential (R-1B) to Commercial Office (C-O), and 22.80 acres from Single Family Residential (R-1B) to Public Recreation and Open Space (PROS) of the Sisters, Servants of the Immaculate Heart of Mary property located south of Stewart Road and north of the Ives Drain, commonly referred to as 501 Stewart Road.

DISCUSSION: The applicants, La-Z-Boy Incorporated and the Sisters, Servant of the Immaculate Heart of Mary (SSIHM), are requesting approval of a rezoning and amendment to the City Zoning Map from R-1B, Single Family Residential, to C-O, Commercial Office for 72.67 acres of land; and from R-1B, Single Family Residential, to PROS, Public Recreation and Open Space for 22.80 acres of land. Generally, the request is to rezone portions of the property located at 501 Stewart Road (South of Stewart Road, north of the Ives Drain, between Lavender Street and Borgess Avenue) to develop the proposed La-Z-Boy world headquarters building and corporate campus, and designate the previously identified *Oak Savannah* habitat on the property as PROS.

Article XV, Amendments, of the City Zoning Code outlines the procedures and requirements for an amendment to the City Zoning Map. Procedurally, the Citizens Planning Commission (CPC) is to review the request, conduct a public hearing and provide a recommendation to the City Council for consideration. In order to rezone, the City Zoning Code requires the CPC to provide a finding of facts based upon the criteria described in Section 720-199 B. 1 – 4.

1. Whether the requested zoning change is justified by a change in conditions since the original ordinance was adopted or by an error in the original ordinance.
2. The precedents and the possible effects of such precedents, which might likely result from approval or denial of the petition.
3. The ability of the city or other government agencies to provide any services, facilities, and/or programs that might be required if the amendment petition were approved.
4. Effect of approval of the amendment petition on the adopted developmental policies of the City and other governmental units.

It is the opinion of the Planning Office that approval of the proposed rezoning request from R-1B to C-O and from R-1B to PROS for portions of the property located 501 Stewart Road is appropriate for the following reasons:

1. The proposed rezoning meets the goals called out in the Comprehensive Plan regarding development of the site. (*Chapter 5, Page 33 and the Economic Development Areas Map*) It also provides protection for the oak savannah, as noted on the *Future Land Use Map. (Chapter 5)*
2. Changes in conditions along the Stewart Road corridor warrant a rezoning of the subject parcel, as well as review of the entire corridor extending from Telegraph Road east to Monroe Street. The Comprehensive Plan update currently under review recommends a future land use designator of *Corporate/Research Park*.
3. Rezoning would allow development of a previously underutilized parcel.
4. The rezoning will not adversely impact the general health, safety and welfare of the residents within the City and, in fact, has the potential provide substantial benefits to the larger, overall community.

The Citizens Planning Commission (CPC) reviewed this rezoning request and held a public hearing on the request at its October 8, 2012 regular meeting. In reviewing the request, the significance of the proposed project and the recommendation made by the CPC was immediately apparent. The SSIHM order and the property it holds as an undeveloped campus has been in the community for almost 100 years. During that time, the SSIHM organization has educated many of our residents; the property has provided areas for recreation and contemplation; and its campus stands as a landmark in the community.

The neighborhoods, which were established adjacent to the SSIHM properties, developed with the thought that the SSIHM campus would remain unchanged for the foreseeable future. It is recognized that the homes adjacent to the subject property have long had the benefit of enjoying these open vistas, but there were never any guarantees that these benefits were in perpetuity. While the applicant has proposed rezoning the *Oak Savannah* portion of the property to PROS, it is not reasonable to restrict the use of the balance of the SSIHM private property to exclusively recreation and open space.

The SSIHM, as property owner, has certain rights, one of which is the disposition of property owned by the order. The SSIHM has determined at this point in time that conveying ownership of the subject parcel is in their best interest and possibly the interest of the community. It has received an offer to purchase the property from La-Z-Boy Incorporated. La-Z-Boy has made it known that it would like to build a new world headquarters. La-Z-Boy indicated that it would like to remain in Monroe, and it will remain in Monroe if a site that meets the company's requirements is found. As previously noted, the subject parcel is currently zoned R-1B, Single-Family Residential and a zoning change will be required prior to development of the proposed world headquarters project.

The CPC weighed the responses to the key questions framed in the City Zoning Code as to the appropriateness of the rezoning request; changes in site and area conditions; the current Comprehensive Plan designations and anticipated amendments to the Plan, and benefit to the community. Following consideration of comments received at the public hearing; the CPC recommended that City Council approve the requested rezoning. The CPC also cited the findings in the October 2, 2012 staff report as the basis for its recommendation. To address the concerns raised by the CPC relative to what happens if for some reason the La-Z-Boy project does not proceed and the desire by all parties for permanent protection of the unique *Oak Savannah* habitat found on the property, the applicants have agreed to enter into a rezoning with conditions agreement that establishes a timeline for the project and provides a permanent protection mechanism for the *Oak Savannah*, above and beyond the requested PROS rezoning.

IT IS RECOMMENDED that City Council approve the **second reading for adoption** of ordinance 12-008; an ordinance to rezone 72.67 acres from Single Family Residential (R-1B) to Commercial Office (C-O), and 22.80 acres from R-1B (Single Family Residential) to Public Recreation and Open Space (PROS) of the Sisters, Servants of the Immaculate Heart of Mary property located south of Stewart Road, north of the Ives Drain, between Lavender Street and Borgess Avenue, and commonly referred to as 501 Stewart Road; and

IT IS FURTHER RECOMMENDED that City Council authorize the Mayor and Clerk-Treasurer to execute a Conditional Rezoning Agreement as provided for under the Michigan Zoning Enabling Act (PA 110 of 2006), and voluntarily offered by the Sisters, Servants of the Immaculate Heart of Mary and La-Z-Boy Incorporated; subject to final review and approval by the City Attorney; and

IT IS FURTHER RECOMMENDED that City Council affirm the findings by the Citizens Planning Commission that: 1) The proposed rezoning meets the goals called out in Chapter 5 of the Comprehensive Plan regarding development of the site, 2) Changes in conditions along the Stewart Road corridor warrant a rezoning of the subject parcel, as well as review of the entire corridor extending from Telegraph Road east to Monroe Street, 3) The Comprehensive Plan update currently under review recommends a future land use designator of Corporate/Research Park, 4) Rezoning would allow development of a previously underutilized parcel, and 5) The rezoning will not adversely impact the general health, safety and welfare of the residents within the City and, in fact, has the potential provide substantial benefits to the larger, overall community.

CITY MANAGER RECOMMENDATION:

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



APPROVAL DEADLINE: November 19, 2012

REASON FOR DEADLINE: Limited due diligence period for the proposed La-Z-Boy project

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N.A.

INITIATED BY: Sisters, Servants of the Immaculate Heart of Mary and La-Z-Boy Incorporated

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	\$ 333,955.00*

* Estimated real property tax revenues based on projected investment, **AFTER** the proposed property tax incentives expire (2022).

<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: Dan Swallow, Director of Economic and Community Development **DATE:** 11/13/12

REVIEWED BY: George Brown, City Manager



DATE:

COUNCIL MEETING DATE: November 19, 2012

ORDINANCE 12-008

1 An Ordinance to amend Part Two of the Monroe Code, Chapter
2 720, Zoning, Section 720-23, Zoning Map, in order to rezone property
3 identified by the City Assessor's Office and commonly referred to as 501
4 Stewart Road.

5 THE CITY OF MONROE ORDAINS:

6 **SECTION 1: ORDINANCE AMENDMENT; PROPERTY DESCRIPTION – PARCEL A**

7 The following described property located at 501 Stewart
8 Road (Parcel #69-01501-000) is hereby rezoned from R-1B, Single-Family
9 Residential, to C-O, Commercial Office:

10 **Parcel #69-01501-000 (portion thereof)**

11 **Parcel A:** A part of Private Claims 46, 63, and 65 City of Monroe,
12 Monroe County, Michigan, being described as:

13 Beginning at the intersection of the east line of said Private Claim 63 and
14 the west line of said Private Claim 46 with the centerline of Stewart Road
15 (66 Feet Wide):

16 Thence along the centerline of said Stewart Road South 66° 07'36" East
17 80.17 feet;

18 Thence South 20° 07' 10" West 336.25 feet to the centerline of Mason Run
19 Drain;

20 Thence along the centerline of Mason Run Drain the following three (3)
21 courses:

22 (1) South 25° 15' 45" East 30.74 feet,

23 And (2) South 51° 41' 56" East 398.77 feet,
24 And (3) South 71° 25' 09" East 300.54 feet;
25 Thence North 20° 20' 24" East 15.01 feet;
26 Then South 72° 55' 36" East 409.32 feet to the westerly line of St. Mary's
27 Manor Plat as recorded in Liber 7, Page 39 Monroe County Records,
28 monumented by a found capped iron PS #41915;
29 Thence along said westerly line of St. Mary's Manor Plat South 20° 17' 24"
30 West 1353.68 feet;
31 Thence North 68° 42' 49" West 249.84 feet;
32 Thence South 20° 05' 42" West 941.29 feet;
33 Thence North 69° 58' 56" West 361.85 feet to the common line of adjacent
34 plats;
35 Thence along said common line of adjacent plats South 20° 04' 10" West
36 534.86 feet to the centerline of Ives Drain, said centerline being North 20°
37 04' 10" East 13.00 feet from reference point "C";
38 Thence northwesterly along the centerline of said Ives Drain to a point
39 being North 20° 00' 00" East 25.00 feet from Reference Point "D", said
40 Reference Point "D" being the following eight (8) courses from
41 aforementioned Reference Point "C":
42 (1) North 81° 02' 57" West 247.33 feet,
43 And (2) North 45° 49' 07" West 245.56 feet,
44 And (3) North 43° 18' 26" West 195.22 feet,

45 And (4) North 35° 05' 16" West 175.92 feet,
46 And (5) North 42° 27' 38" West 119.39 feet,
47 And (6) North 79° 03' 20" West 168.03 feet,
48 And (7) North 85° 42' 43" West 252.76 feet,
49 And (8) North 79° 24' 04" West 191.92 feet,
50 Thence from said centerline of St. Ives Drain North 20° 00' 00" East 12.77
51 feet;
52 Thence South 69° 58' 34" East 5.03 feet to the common line of adjacent
53 plats;
54 Thence along said common line of adjacent plats North 20° 17' 24" East
55 374.34 feet;
56 Thence North 73° 03' 56" East 630.86 feet;
57 Thence North 65° 37' 12" East 255.78 feet;
58 Thence North 20° 26' 52" East 1093.80 feet to the City of Monroe
59 Corporation Line;
60 Thence along said Corporation Line, South 65° 57' 06" East, 17.83 feet to a
61 point on the east line of Private Claim 63 and west line of Private Claim 46;
62 Thence along said east line of Private Claim 63 and west line of Private
63 Claim 46, North 20° 07' 10" East, 1592.95 feet to the POINT OF BEGINNING.
64 Containing 72.67 acres of land, more or less.

65 **SECTION 2: ORDINANCE AMENDMENT; PROPERTY DESCRIPTION – PARCEL B**

66 The following described property located at 501 Stewart
67 Road (Parcel #69-01501-000) is hereby rezoned from R-1B, Single-Family

68 Residential, to PROS, Public Recreation Open Space:

69 **Parcel #69-01501-000 (portion thereof)**

70 **Parcel B:** A part of Private Claim 63, City of Monroe, Monroe

71 County, Michigan, being described as:

72 COMMENCING at the intersection of the east line of said Private Claim 63

73 and the west line of said Private Claim 46 with the centerline of Stewart

74 Road (66 Feet Wide);

75 Thence along the east line of Private Claim 63 and west line of Private

76 Claim 46, South 20° 07' 10" West 1592.95 feet to the northerly Corporation

77 line of the City of Monroe;

78 Thence along said Corporation Line, North 65° 57' 06" West, 17.83 feet to

79 the westerly edge of a paved drive and the POINT OF BEGINNING;

80 Thence along said westerly edge of paved drive, South 20° 26' 52" West

81 1093.80 feet;

82 Thence North 65° 37' 12" West 255.78 feet;

83 Thence North 73° 03' 56" West 630.86 feet to the common line of adjacent

84 plats;

85 Thence along said common line of adjacent plats North 20° 17' 24" East

86 1170.80 feet to the City of Monroe Corporation Line;

87 Thence along said Corporation Line, South 65° 57' 06" East, 889.83 feet to

88 the POINT OF BEGINNING. Containing 22.80 acres of land, more or less.

89 **SECTION 3: SEVERABILITY**

90 If any section, subsection, sentence, clause or phrase of this
91 Ordinance is for any reason declared to be invalid or unconstitutional
92 by a court of competent jurisdiction, such decision shall not affect the
93 validity of the remaining portion of this Ordinance.

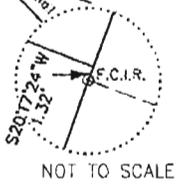
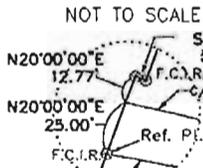
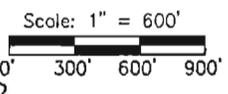
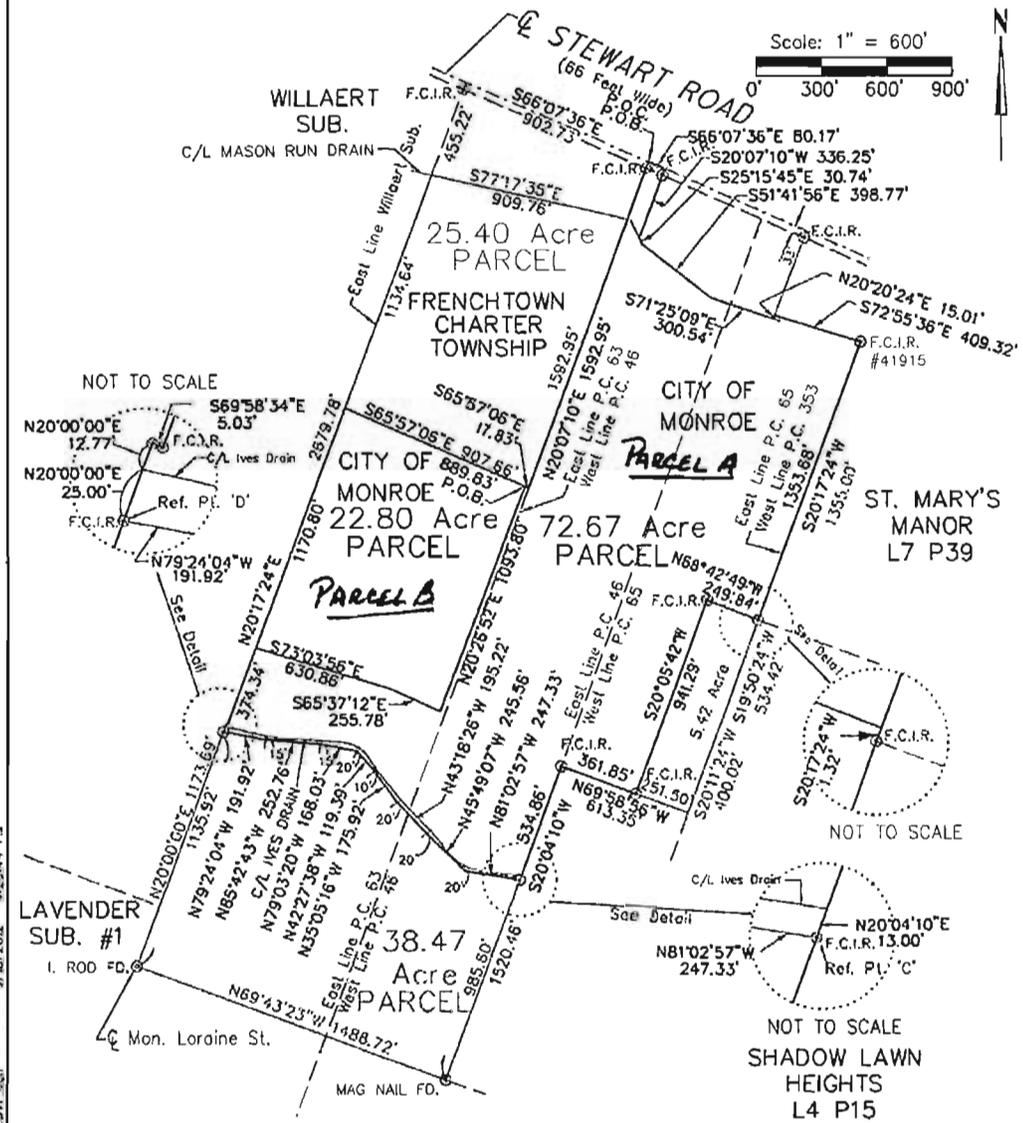
94 **SECTION 4: EFFECTIVE DATE**

95 This Ordinance shall be in full force and effect twenty (20) days after
96 final passage and publication.

CERTIFIED BOUNDARY SURVEY
OF

A Part Of Private Claims 46, 63, And 65
City Of Monroe, Monroe County, Michigan
FOR

Sisters, Servants Of The Immaculate Heart Of Mary



I Hereby Certify That I Have Surveyed And Mapped The Land Above Platted And Or Described In May of 2012 And The Ratio Of Closure Is Less Than 1/5000 And That All Of The Requirements Of P.A. 132 Of 1970 Have Been Met.

LEGEND:

- Set Capped 3/8" Iron Rebor
- ⊙ Fd. Monumentation, As Indicated
- ⊙ F.C.I.R. Fd. Capped Iron Rod
- P.O.C. Point Of Commencement
- P.O.B. Point Of Beginning

Basis Of Bearing: Lavender Plat, L.1 Of Plats, Page 55, Monroe County Records

KARL F. BRANDYS P.S.
LICENSED PROFESSIONAL SURVEYOR
MICHIGAN LICENSE NO. 53491
DATE: SEPTEMBER 14, 2012
JOB NUMBER: S2200001

NOTE: Reference Projects F1710001, S220B6A & D89A4A

The Mannik & Smith
Civil Engineering, Surveying and Environmental Consulting

711 N. Dixie Highway
Monroe, Michigan 48162

Group, Inc.
Tel (734) 289-2200
Fax (734) 289-2245

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**CERTIFIED BOUNDARY SURVEY
OF**

PAGE 2 OF 3

**A Part Of Private Claims 46, 63, And 65
City Of Monroe, Monroe County, Michigan
FOR**

Sisters, Servants Of The Immaculate Heart Of Mary

Parcel A

A part of Private Claims 46, 63, and 65 City of Monroe, Monroe County, Michigan, being described as:

BEGINNING at the intersection of the east line of said Private Claim 63 and the west line of said Private Claim 46 with the centerline of Stewart Road (66 Feet Wide);
Thence along the centerline of said Stewart Road South 66°07'36" East 80.17 feet;
Thence South 20°07'10" West 336.25 feet to the centerline of Mason Run Drain;
Thence along the centerline of Mason Run Drain the following three (3) courses:
(1) South 25°15'45" East 30.74 feet,
And (2) South 51°41'56" East 398.77 feet,
And (3) South 71°25'09" East 300.54 feet;
Thence North 20°20'24" East 15.01 feet;
Thence South 72°55'36" East 409.32 feet to the westerly line of St. Mary's Manor Plot as recorded in Liber 7, Page 39 Monroe County Records, monumented by a found copped iron PS #41915;
Thence along said westerly line of St. Mary's Manor Plot South 20°17'24" West 1353.68 Feet;
Thence North 68°42'49" West 249.84 feet;
Thence South 20°05'42" West 941.29 feet;
Thence North 69°58'56" West 361.85 feet to the common line of adjacent plots;
Thence along said common line of adjacent plats South 20°04'10" West 534.86 feet to the centerline of Ives Drain, said centerline being North 20°04'10" East 13.00 feet from reference point "C";
Thence northwesterly along the centerline of said Ives Drain to a point being North 20°00'00" East 25.00 feet from Reference Point "D", said Reference Point "D" being the following eight (8) courses from aforementioned Reference Point "C":
(1) North 81°02'57" West 247.33 feet,
And (2) North 45°49'07" West 245.56 feet,
And (3) North 43°18'26" West 195.22 feet,
And (4) North 35°05'16" West 175.92 feet,
And (5) North 42°27'38" West 119.39 feet,
And (6) North 79°03'20" West 168.03 feet,
And (7) North 85°42'43" West 252.75 feet,
And (8) North 79°24'04" West 191.92 feet,
Thence from said centerline of St. Ives Drain North 20°00'00" East 12.77 feet;
Thence South 69°58'34" East 5.03 feet to the common line of adjacent plats;
Thence along said common line of adjacent plats North 20°17'24" East 374.34 feet;
Thence North 73°03'56" East 630.86 feet;
Thence North 65°37'12" East 255.78 feet;
Thence North 20°26'52" East 1093.80 feet to the City of Monroe Corporation Line;
Thence along said Corporation Line, South 65°57'08" East, 17.83 feet to a point on the east line of Private Claim 63 and west line of Private Claim 46;
Thence, along said east line of Private Claim 63 and west line of Private Claim 46, North 20°07'10" East, 1592.95 feet to the POINT OF BEGINNING. Containing 72.67 acres of land, more or less. Being subject to the rights of the public over the northerly 33.00 feet thereof, as occupied by Stewart Road (66 feet wide). Also subject to any other easements and restrictions of record, if any.

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CERTIFIED BOUNDARY SURVEY

OF

**A Part Of Private Claims 46, 63, And 65
City Of Monroe, Monroe County, Michigan**

FOR

Sisters, Servants Of The Immaculate Heart Of Mary

PARCEL B

A part of Private Claim 63, City of Monroe, Monroe County, Michigan, being described as:

COMMENCING at the intersection of the east line of said Private Claim 63 and the west line of said Private Claim 46 with the centerline of Stewart Road (66 Feet Wide);
Thence along the east line of Private Claim 63 and west line of Private Claim 46, South 20°07'10" West 1592.95 feet to the northerly Corporation line of the City of Monroe;
Thence along said Corporation Line, North 65°57'06" West, 17.83 feet to the westerly edge of a paved drive and the POINT OF BEGINNING;
Thence along said westerly edge of paved drive, South 20°26'52" West 1093.80 feet;
Thence North 65°37'12" West 255.78 feet;
Thence North 73°03'56" West 630.86 feet to the common line of adjacent plats;
Thence along said common line of adjacent plats North 20°17'24" East 1170.80 feet to the City of Monroe Corporation Line;
Thence along said Corporation Line, South 65°57'06" East, 889.83 feet to the POINT OF BEGINNING. Containing 22.80 acres of land, more or less. Subject to any easements and restrictions of record, if any.

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draftminutes

Citizens Planning Commission

Regular Meeting

Monday , October 8, 2012 (new meeting day)

7:00 p.m.

City Council Chambers

1. Roll Call (Meeting called to order at 7 p.m.)

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

Excused: Commissioner Robinson

Staff: Jeffrey Green, AICP, City Planner / Historic Preservation Officer; Dan
Swallow, Director of Economic & Community Development;
Kristopher Kleinsmith, Planning Assistant

Public: Frances Mlocef, Eric Hulsemann, John Sieb, Michael Bosanac, Janet
Ryan, Helen Ingles, Sharon Holland, Chuck Burnard, Trevor Kessell,
Richard Micka, Catherine Miller, Sue Vanisacker, Dan Tabor, Ryan
Bannister, Dale Ziemer, John Healy, Sandra Montrevil, Dan Harman,
Jane Herb, Sue Sattler, Danielle Conroyd, Steven Schwartz, Dennis
McAndrew, Paul Livernois, and James KansierJames

2. Pledge of Allegiance

3. Consent Agenda

A. Approval of Agenda

Motion by Vice Chairman Robrts "To approve the Consent Agenda, as
presented." Second by Commissioner Caldwell.

Motion passed unanimously (8-0, Robinson absent).

4. Case Reviews

- Case:** #RZ 12-003
Applicant: La-Z-Boy Incorporated
Property Address: 501 Stewart Road
Request: Rezoning
Property ID: 69-01501-000
Zoning: R-1B, Single-Family Residential

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

Chairman Smith then asked Mr. Green if there was a staff report.

Staff Report

Mr. Green provided the staff report, which discussed the two zonings being requested for the site; whether the Comprehensive (Master) Plan, the Future Land Use Map, and the Development Map supported the request; updating the Comprehensive Plan to accurately reflect changes that have taken place along the Stewart Road corridor; and the findings of the Planning staff, which recommended support of the request by the CPC.

With no further comments by Mr. Green or questions from the Commission, Chairman Smith asked if the applicant would like to comment?

Applicant Comments

Sue Vanisacker representing La-Z-Boy (LZB) Incorporated briefly addressed the commission. She also introduced several of the project team members who were there to answer questions from the Commission and the public. They included: Dan Tabor with the Collaborative Group; John Healy, RL Properties; Barry Buschmann, the Mannik & Smith Group; Ryan Bannister with Rudolph Libbe; and Dennis McAndrew with Silverlode.

Public Hearing

With no questions from the Commission or further comments from the applicant, Chairman Smith opened the Public Hearing.

Public Hearing

A number of comments and concerns were brought up by residents living in the vicinity of the subject property. These included: The future plans for the oak

savannah and natural areas on the site; how potential water run-off on the site will be addressed; union/non-union employment; protecting homes on Sylvan, Stockton, Stanford, Standish, and Stedman Drives from sewer back-ups and flooding basements due to changes on the IHM property; the amount of traffic coming onto the site; buffers between the subject parcel and adjacent properties; water control mechanisms to direct excess water flow toward Mason Run; dates for the site plan review; proposed activities for the site, e.g., R & D; emergency access and access location(s); the type of emergency would trigger the use of an emergency entrance or exit; whether rezoning is consistent with the Comprehensive Plan; preservation of historic structures; and the effect the proposed development will have on property taxes and appraised values of properties within the area.

The following persons addressed the Commission during the Public Hearing:

Dan Harmon
Dale Ziemer
Charles Bernard
Katherine Miller
Bill Guenther
John Sieb
Sandra Montri

With no one wishing to comment further, Chairman Smith closed the public hearing portion of the meeting and indicated that he would entertain further discussion or action by the Commission.

Discussion / Commission Action

Commissioner Buick thanked those who provided comments and shared concerns regarding the requested rezoning and the proposed project. He noted that the CPC will be making a recommendation to the City Council, but the Commission will transmit the concerns to the City Council expressed here tonight.

Commissioner Mielnik asked why the request by the applicant proposed rezoning the entire site versus simply rezoning the area on which the building will be located. The Commissioner also asked what happens if LZB decides to sell the southern half of the property?

Dennis McAndrew, with Silverlode, stated the request to rezone is based upon the building's design, which accommodates the number of people currently working at La-Z-Boy. As such, any growth within the company may require expansion of the facility, hence the request to rezone the entire parcel. He also noted that future development may be done in conjunction with the Academy Preserve in order to preserve and protect the site.

Mr. McAndrew stated that LZB has no plans to sell any portion of the property.

Chairman Smith addressed the issue of a single ingress/egress on Stewart Road stating that he had no issues with that if La-Z-Boy will be the only occupant on the site.

Mr. Swallow stated that staff has had discussions with LZB regarding conditional zoning, which would include a reversion to the prior zoning classification should the project not go through.

Commissioner Myers stated that he had asked that same question during at the last meeting and was told that "automatic reversion" was not possible; rather the site could go through rezoning again.

Chairman Smith asked what La-Z-Boy's viewpoint or position was concerning the "zoning reversion?"

Mr. McAndrew indicated that the company is open to the idea of zoning conditions, as La-Z-Boy is committed to protecting the natural features on the site.

Vice Chairman Miller made a motion regarding Case #RZ 12-003, 501 Stewart Road, Property ID #69-01501-000, "To recommend to City Council approval of the requested rezoning of approximately 72.67 Acres from R-1B, Single Family Residential, to C-O Commercial Office; and 22.8 acres from R-1B, Single Family Residential, to PROS, Public Recreational and Open Space, as indicated on the aerial map. He also referenced the following criteria cited in the staff report dated October 2, as the basis for the recommendation:

1. The proposed rezoning meets the goals called out in Chapter 5 of the Comprehensive Plan regarding development of the site.
2. Changes in conditions along the Stewart Road corridor warrant a rezoning of the subject parcel, as well as review of the entire corridor extending from Telegraph Road east to Monroe Street. The Comprehensive Plan update currently under review recommend a future land use designator of *Corporate/Research Park*.
3. Rezoning would allow development of a previously underutilized parcel.
4. The rezoning will not adversely impact the general health, safety and welfare of the residents within the City and, in fact, has the potential provide substantial benefits to the larger, overall community.

Second by Secretary Caldwell.

Motion passed (8-0, Robinson absent).

5. New Business

1. Master Plan Update

- a. Notice of Intent to Plan
- b. Draft
- c. Outline of next steps

Mr. Swallow provided an update on the proposed Master Plan Sub Area, noting that we are in the middle of the comment period. At present, staff has received no comments from surrounding communities as of this date. Formal action on the Master Plan update will be at the November meeting.

Mr. Swallow then addressed several questions from the Commission regarding next steps, how changes to the Master Plan could affect the IHM/La-Z-Boy property, etc. He stated that changes to the Future Land Use Map, as an example, would stand on their own if the amendment is approved.

6. Old Business

- Update: Sign Code Revision
 - Staff is continuing to revise the sign code per direction of the Commission and City Council.
- Update: NEZ Subcommittee
 - No update at this time.
- Update: Dixie Highway Corridor Plan
 - The Traffic Committee has approved changes that would reduce Dixie Highway down to three (3) lanes thereby incorporating bicycle lanes; staff is now beginning to assess roadway surroundings.
- Update: Master Plan Amendment
 - Staff has met with a representative from LIAA regarding a grant/assistance program to update the City's Master Plan. The program could provide up to \$120,000 in in-kind services over three years. The program requires a \$20,000 match from the local community or communities.

7. Communications

None

8. Commissioner Comments

Commissioners welcomed Commissioner Hall to the board. A motion was made by Secretary Caldwell to "Designate Commissioner Hall as the CPC's representative on the Zoning Board of Appeals." Second by Vice Chairman Miller.

Motion passed unanimously.

9. Staff Comments

None

10. Public Comment

None

11. Planning-Related Articles

None

12. Adjournment

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

Motion passed unanimously.

ilq/10.25.12



staff report

Department of Economic & Community Development Planning Office

DATE: September 30, 2012

CASE: Case #RZ 12-003

REQUEST: Rezone Subject Parcel from R-1B, Single-Family Residential to C-O, Commercial Office, and PROS, Public Recreation and Open Space

LOCATION: 501 Stewart Road (as identified by the City Assessor's Office) / Tax ID #69-01501-000

ZONING: R-1B, Single-Family Residential

APPLICANT: La-Z-Boy Incorporated

OWNER: Sisters, Servants of the Immaculate Heart of Mary
610 W. Elm Avenue
Monroe, Michigan 48162



Figure 1 – The area in the heavy black outline represents the entire subject property. (Proposed zoning changes are shown in Figure 2)

REQUEST

The application dated September 19, 2012, is requesting an amendment to the City Zoning Map. More specifically, the request is to rezone the subject property at 501 Stewart Road from R-1B, Single-Family Residential, to C-O, Commercial Office, and PROS, Public Recreation and Open Space, as shown in Figure 2 below. The site is located between Stewart Road to the north and Ives Drain to the south.



Figure 2 – The proposed rezoning of portions of 501 Stewart Road would create two zoning districts (C-O and PROS) on a single parcel. The affected site is located between Stewart Road on the north and Ives Drain on the south. Property south of Ives Drain would remain in possession of the SSIHM and zoned R-1B.

A. PROCESS

Chapter 720, Section 720-197 of the Monroe Zoning Code outlines the procedures and requirements for an amendment to the City Zoning Map. Procedurally, the Planning Commission is to review the request, conduct a public hearing and provide a recommendation to the City Council for consideration.

B. REVIEW

The request has been reviewed in accordance with the standards called out in Section 720-199 of the Monroe Zoning Code as follows:

(1) Whether the requested zoning change is justified by a change in conditions since the original ordinance was adopted or by an error in the original ordinance.

In January 2003, the Monroe City Council approved *The City of Monroe Comprehensive Plan*; and with that approval, adoption of the *Existing Land Use Map* (ELU) and the *Future Land Use Map* (FLU) found in the plan.

The *Existing Land Use Map* identifies groupings of properties and reflects their “uses” at the time a plan is adopted; e.g., property might be used as residential, commercial, office, etc. The map then assigns these various parcel “groupings” use designators, that is either a color or pattern to delineate the different uses on the map.

The *Future Land Use Map* is very similar to the *Existing Land Use Map* except that it assigns “future” uses, i.e., those uses anticipated or encouraged for specific areas at some point in the future (e.g., 5, 10, or 20 years from the date of adoption). Parcel groupings may differ in configuration from those found in the *Existing Land Use Map* and designators may have different names, colors or patterns. Essentially, the purpose of the *Future Land Use Map*, as noted above, is to provide a glimpse or a “snapshot” of potential future uses based upon information and policies established at the time of plan adoption.

Both the ELU and FLU are small scale maps depicting relatively large areas. As such, boundaries typically occur along easily recognizable or definable landmarks, so parcel groupings and designators are only approximate.

In 2003, the subject parcel (Stewart Road to Ives Drain) along with property south of Ives Drain was identified as *Vacant* on the *Existing Land Use Map*, with the property south of Lorain Street, which comprises the SSIHM buildings and campus, shown as *Institutional*. The *Future Land Use Map* identified the same parcel, Stewart Road to W. Elm Avenue, as “Public/Institutional” with the portion approximating the location of the oak savannah as “Parks/Open Space/Natural Preserves.”

LSL Planning [Consultants] has been contracted by the City to begin evaluating a sub-area of the Comprehensive (Master) Plan, which extends from Stewart Road south

approximately 2,500 feet (or approximately the distance from Stewart Road south to Lorain Street); and from Telegraph Road on the west to Monroe Street on the east. This includes the subject parcel proposed for rezoning. The purpose of this review is intended not only for the Sisters, Servants of the Immaculate Heart of Mary/La-Z-Boy (IHM/LZB) project, but also to evaluate the changing conditions found within this larger area, especially along the Stewart Road corridor. This area has been trending toward commercial development in recent years with the addition Walgreen's and the medical office complex near the intersection of Stewart Road and Monroe Street; and more recently the Monroe Cancer Treatment Center in Frenchtown Township, which sits almost directly across from the subject parcel. The evaluations and recommendations developed by LSL will provide the basis for action related to the Comprehensive Plan amendment.

LSL Planning developed an initial Comprehensive Plan Amendment, which is currently in the 42-day review period. This proposed amendment notes that "[t]he current Comprehensive Plan designates the vacant land north of the Sisters, Servants of the Immaculate Heart of Mary (IHM) campus and south of Stewart Road as a 'development area...'" They also note that when the plan was adopted in 2003, "...there was no particular type of development envisioned..." As such, the "Public/Institutional" designator appears to have been a "holding" classification reflecting "...the use at that time, and still today." Chapter 5 of the Comprehensive Plan further identifies the SSIHM property (north of Lorain Street) as one of two "development areas" within the city.

It is evident when reviewing the Comprehensive Plan in its entirety that the subject property in 2003 was intended for development of some type at some point in the future. When that development would occur and in what form was unknown and hence the use of what LSL characterized as a placeholder classification for the subject property. Until such time that a suitable development proposal (that is one that meets the recommendations of the Comprehensive Plan) came along the zoning has remained essentially the same and consistent with the surrounding areas - R-1B, Single-Family Residential.

If driving along the Stewart Road corridor from Monroe Street to Telegraph Road today, it is quite evident that changes have taken place since adoption of the Comprehensive Plan in 2003 and the Monroe Zoning Code a short time later. Given these changes, the Planning Office projects that development will only increase in both the city and the adjacent township as evidenced by the development of Walgreen's, the medical complex, the Cancer Treatment Center, and now the proposed La-Z-Boy World Headquarters. It is therefore the opinion of the Planning Office that the proposed rezonings are warranted based upon the finding that conditions have changed within this area since adoption of the Comprehensive Plan and the Monroe Zoning Code.

(2) The precedents, and the possible effects of such precedents, which might likely result from approval or denial of the petition.

The potential for the requested rezoning to establish a precedent is limited given the unique characteristics of the site. As noted above, there were only two areas identified

in the Comprehensive Plan for possible large-scale development. In addition to the subject parcel, the other area was the Ternes/Homrich area located in the city's northeast quadrant. The focus of this latter area is on industrial development.

The IHM/LZB rezoning and subsequent site development may prove to be a catalyst for additional development in this area. More specifically, this might encourage development that would cater to La-Z-Boy or La-Z-Boy employees. By amending the Comprehensive Plan now and reviewing potential changes to our Zoning Code, we are better able to guide growth and development within this area. The applicant has also indicated its interest in preserving the oak savannah, which is evident in the proposed rezoning of a portion of the site as PROS, Public Recreation and Open Space.

(3) The ability of the city or other government agencies to provide any services, facilities, and/or programs that might be required if the amendment petition were approved.

Public utilities are currently available in this area, however any improvements necessary to facilitate the proposed development on the subject parcel will be either financed privately or through state and federal funding.

(4) Effect of approval of the amendment petition on the adopted developmental policies of the City and other governmental units.

One of the primary considerations for rezoning requests is whether a proposed change is compatible with the Comprehensive [Master] Plan, which is the City's most important and thorough set of land use development policies. However, as noted above, there have been changes in the Stewart Road corridor that in light of the current request now warrant not only review of both the Comprehensive Plan and the Zoning Code, but have prompted the city to begin developing amendments to both.

Regarding an amendment to the Comprehensive Plan, LSL Planning notes in their initial proposal:

One reason to amend the Comprehensive Plan in response to changing conditions and significant development proposals is to ensure overall Plan goals and recommendations are respected. A Plan amendment should acknowledge the changes since the last plan adoption and address those changes. For example, the trend toward more commercial development along Stewart Road, such as the Walgreens and medical office complex. Now large areas along the Stewart Road corridor, including the IHM site, are being marketed for development. Therefore there is a need to look in more detail at this area to determine how it could be developed consistent with the City's adopted Plan goals and objectives. This Plan amendment will provide specific guidance for this area, potential changes to zoning, and capital improvements (streets, utilities). In addition, the plan amendment process needs to address the future land use for the existing site and nearby land uses along Stewart Road.

It also allows the city to better plan for and guide development rather than simply reacting to it. Amending the Comprehensive Plan will also bring the adjacent township

into the planning process allowing us to approach the “corridor” with a more holistic and inclusive approach.

(5) All findings of fact shall be made a part of the public records of the meetings of the Citizens Planning Commission and City council. An amendment shall not be approved unless these and other indentified facts be affirmatively resolved in terms of the general health, safety, welfare, comfort and convenience of the citizens of the City, or of other divisions, where applicable.

Much of the subject parcel was farmed in connection with the schools operated by the Sisters, Servants of the Immaculate Heart of Mary. However, farming, as it related to those uses, was terminated many years ago when the schools closed. More recently, portions of the site have been rented to local farmers or used as demonstration sites for green initiatives under the auspices of the SSIHM, while the structures near the north entrance to the property provided meeting space for religious and social events or were use as residences. There were also efforts by a local, non-profit group to purchase the land in order to protect fragile ecosystems found on the site and to retain it as open space for use by the public; however, the group has been unable to secure the funding necessary to complete the transaction. The SSIHM and La-Z-Boy have evidently been in discussions of late that have led to the current offer to purchase the site and the application to rezone the subject parcel now before the Citizens Planning Commission.

If looking at the use of the property over the past 5, 10, or even 20 years, it is readily apparent that the northern portion of the SSIHM site has been underutilized. This underutilization is presumably what prompted the City to adopt the 2003 Comprehensive Plan, which identifies this future space for development, while maintaining the *Public/Institutional* and *Parks/Open Space/Natural Preserves* designation – what LSL Planning characterized as a “placeholder” classification.

Granting the request will allow development to take place on the site in keeping with the Comprehensive [Master] Plan (Chapter 5). It will encourage and guide development that is compatible with the surrounding residential neighborhoods and is complimentary to the SSIHM campus. It will protect the oak savannah – a remnant of our indigenous ecosystem. It will also examine and update the Comprehensive Plan as it relates to the Stewart Road corridor. Finally, it will provide the opportunity for the owners to realize a use for the property that is consistent with their plans, as well as having the potential to benefit the entire community for many years to come.

The applicant is currently considering conditions that could be made part of the rezoning application and determination. These conditions would restrict potential uses on the subject parcel and offer further protections to the natural areas found there. However, in order for the CPC to approve the request to rezone, the ordinance requires that the facts of the case be “...affirmatively resolved in terms of the general health, safety, welfare, comfort and convenience of the citizens of the City....”

It is the opinion of the Planning Office that the facts related to this request have been resolved in the affirmative and that a decision to approve the request will not have an adverse effect on the community.

C. SUMMARY

In reviewing the request to rezone the property, the gravity of this review and the decision made by the Citizens Planning Commission it is immediately apparent. On one hand we have an organization that has been in the community for almost 100 years. During that time, it has helped educate many of our residents; it has provided areas for recreation and contemplation; and it stands as a landmark in our community. On the other side of the equation are the neighborhoods, which have developed adjacent to the IHM properties as the community has grown and expanded. Certainly, in a perfect world we would be able to retain open and natural spaces adjacent to everyone's residences, but unfortunately that simply isn't possible. While homes adjacent to the subject property have long had the benefit of enjoying these open vistas, there were never any guarantees that these benefits were in perpetuity.

The SSIHM, as property owner, has certain rights, one of which is the disposition of property owned by the order. The IHM has determined at this point in time that conveying ownership of the subject parcel is in their best interest and possibly the interest of the community. It has received an offer to purchase the property from La-Z-Boy Incorporated.

La-Z-Boy has made it known that it would like to build a new world headquarters. It has also indicated that it would like to remain in Monroe. And it will remain in Monroe if a site that meets the company's requirements is found. The potential site is, of course, the northern portion of the property owned by the IHM, bounded by Stewart Road on the north and the Ives Drain on the south. As previously noted, the subject parcel is zoned R-1B, Single-Family Residential. The applicants are requesting to rezone the single parcel to C-O, Commercial Office, and to PROS, Public Recreation and Open Space.

The Citizens Planning Commission must weigh the responses to several key questions framed in the Zoning Ordinance as to the appropriateness of the request; changes in site conditions; and, benefit to the community.

In reviewing this request, the Planning Office is cognizant that there are a myriad of issues that must be addressed before a world headquarters is sited at this location – but the first step in this project is whether the request for rezoning is appropriate.

In order to rezone, the City Zoning Code requires the CPC to provide a finding of facts based upon the criteria described above in Section B (1) – (5)). It is the opinion of the Planning Office that granting the rezoning request from R-1B to C-O and PROS is appropriate for the following reasons:

1. The proposed rezoning meets the goals called out in the Comprehensive Plan regarding development of the site. (*Chapter 5, Page 33 and the Economic Development Areas Map*) It also provides protection for the oak savannah, as noted on the *Future Land Use Map. (Chapter 5)*

2. Changes in conditions along the Stewart Road corridor warrant a rezoning of the subject parcel, as well as review of the entire corridor extending from Telegraph Road east to Monroe Street. The Comprehensive Plan update currently under review recommend a future land use designator of *Corporate/Research Park*.
3. Rezoning would allow development of a previously underutilized parcel.
4. The rezoning will not adversely impact the general health, safety and welfare of the residents within the City and, in fact, has the potential provide substantial benefits to the larger, overall community.

Submitted:

Jeffrey Green, AICP
City Planner / Historic Preservation Officer

2 October 2012



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Consider Adoption of the Resolution, Approving the Proposed Stewart Road Corridor Amendment to the City of Monroe Comprehensive Plan

DISCUSSION: The Michigan Planning Enabling Act (Public Act 33 of 2008) provides the legislative body, City Council, the authority to act on Master Plan (a.k.a. Comprehensive Plan) amendments and updates. The City Council previously authorized distribution of a draft plan at its September 17, 2012 meeting for a minimum 42- day comment period. The CPC then continued to review the proposed plan amendment during the comment period, and received comments from the Monroe County Planning Department. At its November 5, 2012 meeting, City Council adopted resolution 12-0##, asserting its authority to approve the proposed Stewart Road Corridor amendment to the City of Monroe Comprehensive Plan that was under development by the Citizens Planning Commission.

The City of Monroe Citizens Planning Commission (CPC) completed its review and conducted the required public hearing on the proposed Comprehensive Plan update, at its November 12, 2012 meeting. Minor edits and clarifications to the plan that were incorporated into the draft include 1)Traffic and Circulation: Clarification of the location of the recommended east-west connector south of the Ives Drain, and 2) Implementation: Recommendation that the City may want to consider updates to the Commercial-Office District and/or a new zoning classification to incorporate the recommendation in the Plan.

Now that large areas along the Stewart Road corridor, including the IHM site, are being marketed for development and there is a clear intent from La-Z-Boy Inc. to develop its new world headquarters in this area, it was in the best interest of the City to look at its planning and zoning documents and regulations. One of the primary reasons to amend the Comprehensive Plan in response to changing conditions and significant development proposals is to ensure overall Plan goals and recommendations are respected. This Plan amendment acknowledges the changes since the last plan adoption and attempts to address those changes. For example, there is a strong trend toward more commercial development along Stewart Road, such as the Walgreens and medical office complex. Therefore, there was a need to look in more detail at this area to determine how it could be developed consistent with the City's adopted Plan goals and objectives.

This Plan amendment provides specific guidance for the Stewart Road corridor, potential changes to zoning, and capital improvements (streets, utilities). In addition, the plan amendment addresses the future land use for the existing La-Z-Boy site, which is expected to transition from and office to retail commercial, and nearby land uses along Stewart and Telegraph Roads.

IT IS RECOMMENDED that City Council adopt the resolution approving the Stewart Road Corridor amendment to the City of Monroe's Comprehensive Plan, in accordance with the recommendation of the Citizens Planning Commission.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: November 19, 2012

REASON FOR DEADLINE: Expiration of the 42-day comment period

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N.A.

INITIATED BY: Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Citizens Planning Commission, Department of Economic and Community Development, and Property owners within the propose plan amendment area.

FINANCES

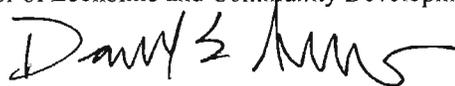
COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 0
	Cost of This Project Approval	\$ 0
	Related Annual Operating Cost	\$ 0
	Increased Revenue Expected/Year	\$ 0

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

Budget Approval: _____

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development **DATE:** 11/13/12

REVIEWED BY: George Brown, City Manager



DATE:

COUNCIL MEETING DATE: November 19, 2012

**City of Monroe
Resolution**

Stewart Road Corridor Amendment to the Comprehensive Plan

1 WHEREAS, in September of 2012 the Monroe Citizens Planning Commission
2 initiated a project to amend and update the City of Monroe's Comprehensive [Master]
3 Plan, which was adopted in January 2003; and

4 WHEREAS, the Monroe Citizens Planning Commission has acted in accordance
5 with the requirements of the Michigan Planning Enabling Act, Public Act 33 of 2008,
6 regarding amending the Comprehensive Plan; and
7

8 WHEREAS, the City Council of the City of Monroe authorized distribution of the
9 draft Comprehensive Plan amendment at its September 17, 2012 regular meeting; and

10 WHEREAS, the Monroe Citizens Planning Commission conducted a public
11 hearing to gain citizen input on the proposed amendment to the Comprehensive Plan
12 for the sub-area located along the Stewart Road Corridor (between N. Telegraph Road
13 on the west and N. Monroe Street on the east); and

14 WHEREAS, the goals and objectives, map amendments and recommendations
15 for the future use of land within the identified sub-area, which is within the City of
16 Monroe corporate boundaries, were developed from review of past, current, and future
17 trends, changes, and needs found within the sub-area; review of past and current
18 planning documents; and citizen input; and

19 WHEREAS, the amendment to the City of Monroe Comprehensive Plan
20 presents goals and objectives for the purpose of guiding and accomplishing
21 development of the municipality and its environs that includes, among other things
22 promotion of or adequate provision for one or more of the following:

- 23 1) A system of transportation to lessen congestion on streets;
24 2) Safety from fire and other dangers;
25 3) Light and air;
26 4) Healthful and convenient distribution of population;
27 5) Good civic design and arrangement and wise and efficient expenditure of
28 public funds;
29 6) Public utilities such as sewage disposal and water supply and other public
30 improvements;
31 7) Recreation; and
32 8) The use of resources in accordance with their character and adaptability;
33 and,

34 WHEREAS, the Monroe County Planning Commission took action on October 10,
35 2012, to endorse the sub-area amendment to the City of Monroe Comprehensive Plan;
36 and

37 WHEREAS, the Monroe Citizens Planning Commission reviewed the additional
38 public input received during the forty-two (42) day review and comment period, as well
39 as a public hearing conducted on Tuesday, November 13, 2012; and

40 WHEREAS, the Monroe Citizens Planning Commission found that the Stewart Road
41 Corridor amendment of the City of Monroe's Comprehensive Plan was prepared in
42 accordance with statutory authority, and recommended adoption of the proposed
43 amendment at its November 13, 2012 regular meeting.
44

45 NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Monroe
46 hereby approves this resolution adopting the attached Stewart Road Corridor
47 Amendment to the City of Monroe Comprehensive Plan, in accordance with plan
48 preparation and adoption procedures set forth in Michigan Public Act 33 of 2008, as
49 amended.
50 .

51 Attachment 1: Proposed Comprehensive Plan Amendment
52

53 Motion:

54 Seconded By:

55

56 Ayes:

57 Nays:

58 Absent:

59

60 **RESOLUTION DECLARED ADOPTED**
61

62 I, Charles D. Evans, City Clerk-Treasurer of the City of Monroe, County of Monroe,
63 State of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution
64 adopted by the City Council of said City, at a regular meeting thereof held on the 19th
65 day of November 2012.
66
67
68
69

70

71

Charles D. Evans
City Clerk-Treasurer

Proposed Comprehensive Plan Amendment

BACKGROUND

The current Comprehensive Plan designates the vacant land north of the Sisters Servants of the Immaculate Heart of Mary (IHM) campus and south of Stewart Road as a “redevelopment” area (see current plan page 33 and Map 7). At the time the Plan was adopted (2003) there was no particular type of development envisioned; however, the Plan notes any future development should preserve natural features and be compatible with the adjacent neighborhoods. The Future Land Use plan (Map 2) designates this site as “Public/Institutional;” which was a “holding” classification to reflect the use at that time, and still today. The approach was to wait on a more specific future land use designation until there was a better understanding of the type of development that was expected. This process, to prepare a Plan amendment for a large site such as this one when conditions change or opportunities arise, is quite common.

An amendment to the Comprehensive Plan in response to changing conditions such as in this case should ensure overall Plan goals and recommendations are respected. A Plan amendment should also acknowledge the changes since the last plan adoption and describe the change as a reason to support the amendment. The trend toward more commercial development along Stewart Road, such as the Walgreens and medical office complex, is one of the reasons for this plan amendment.

Another reason to consider an amendment is that large areas along the Stewart Road corridor, including the IHM site, are being marketed for development. Therefore there is a need to look in more detail at this area to determine how it could be developed consistent with the City’s adopted Plan goals and objectives. This Plan amendment will provide specific guidance for the Redevelopment Area, potential changes to zoning, and capital improvements (streets, utilities).

The plan amendment also includes recommended changes along the Stewart Road corridor to ensure the Plan amendment is not made in a vacuum or focused exclusively on the Redevelopment Area.

The potential redevelopment of this site and the Stewart Road corridor is consistent with the Comprehensive Plan goals, particularly those related to economic development and redevelopment. The changes are shown on the proposed amended future land use map. Given the specific conditions on the site, we recommend a new classification on the future land use map “Corporate/Research Park” rather than just “Office”. The description of that new category is listed in section A below and is followed by a description of the additional changes along the Stewart Road corridor (see section B).

A. NEW CORPORATE/RESEARCH PARK DESIGNATION AND KEY ELEMENTS

Purpose in General: To create a corporate and research park in a campus-like setting that is compatible with the adjacent neighborhoods, preserves key natural features on the site, and provides flexibility to respond to the rapidly changing factors in the global marketplace.

Land Use: This new land use category is intended primarily for corporate office and research technology uses (minor assembly creation or testing of “prototype” goods may be allowed). These primary uses could be supported by related uses such as business services, including compatible professional offices, copy centers, or small meeting facilities.

In addition, accessory cafes or services uses intended primarily or exclusively for employees and visitors may be allowed. All such uses should be designed in a “park-like” setting consistent with the design standards below.

Natural Features: Conservation of the large woodlot with possible use as a “nature preserve” with trails and other passive recreation amenities. This could be accomplished through a Development Agreement, a deed restriction, dedication as a park, or other mechanism such as a conservation easement (but not through a zoning designation alone).

Views: Buildings and parking should be located and designed with consideration of views from the adjacent neighborhoods. Taller buildings should be centered to reduce visual impact and yet still provide an impressive presence when viewed from Stewart Road. Landscaping should be used to screen views, especially of parking (headlights) and loading/service areas. Lighting should be lower level and be directed downward.

Site Design: In addition to providing screening for neighborhoods, landscaping should also be used to enhance views from the buildings and the entrance and drives throughout the site. Buildings and the site should be “best practices” for “green conscious” design such as building materials, amount of impervious surface, and low-impact (natural system) storm water elements. Special provisions may be needed to allow unique signature entry signs and wayfinding signs throughout the campus.

Pedestrians and Bikes: The site should be designed to encourage non-motorized travel within the site and to nearby supportive uses like restaurants and the Walgreens store. This could include sidewalks along drives and trails to and through the natural area. Amenities should be provided for a “park-like” setting.

Traffic and Circulation: Given the potential long term build-out of the site, the circulation design should allow future phasing to efficiently serve the entire site. For traffic management and emergency response, there should be two means of access from Stewart Road. The access shall be located to provide sufficient signal spacing to provide good traffic flow (“progression”). The entrance intersections shall be located to minimize conflicts with other access points and provide sufficient left-turn storage. Additional right-of-way should be provided along the north edge to support future widening, if needed. A traffic study should be provided with a process to update based on actual traffic flow for future uses/phases.

There should also be consideration of the City’s Comprehensive Plan recommendation to provide an east-west street connection south of the Ives Drain (see Map 4 – Transportation Issues). Such a street would need to be designed with “traffic calming” measures to improve compatibility with the character of the neighborhoods.

Implementation: The purpose and intent of the Corporate/Research Park category should be implemented by either an amendment to the existing C-O Office District, or the creation of a new zoning district.

B. CHANGES TO FUTURE LAND USE MAP – OUTSIDE THE SUBJECT SITE

Since most of the property to the east and west is developed with stable residential neighborhoods, the key area of influence is the Stewart Road Corridor. One of the development proposals that led to this Amendment is the relocation of the La-Z-Boy headquarters from Telegraph Road to the Stewart Road Redevelopment Area. It is unlikely that a new large office user will occupy the existing Telegraph Road site. Considering the current development in this area along Telegraph Road is predominantly retail commercial, which is supported by the high traffic counts on Telegraph Road, the most likely reuse of the site is for commercial purposes. Specifically, a change in the Future Land Use designation is recommended for the existing La-Z-Boy site. That site is designated as “Office” on the current Future Land Use map and is proposed to be changed to “Community Commercial” which is reflective of the nature of that segment of Telegraph Road.

In addition to the changes to the future land use map shown, we recommend the text be amended to explain the intent for this site, including:

- Commercial use;
- Design and buffering to reduce impacts on residential uses to the south; and
- Driveway location to minimize conflicts with other access points along Telegraph Road.

Additionally, the site housing the current medical office complex fronting Stewart has been rezoned and developed since adoption of the 2003 Comprehensive Plan. The current Plan designates that site as “Public/Institutional”. A change to “Office” is included in this Plan amendment as shown on the map.

City of Monroe Comprehensive Plan Amendment DRAFT

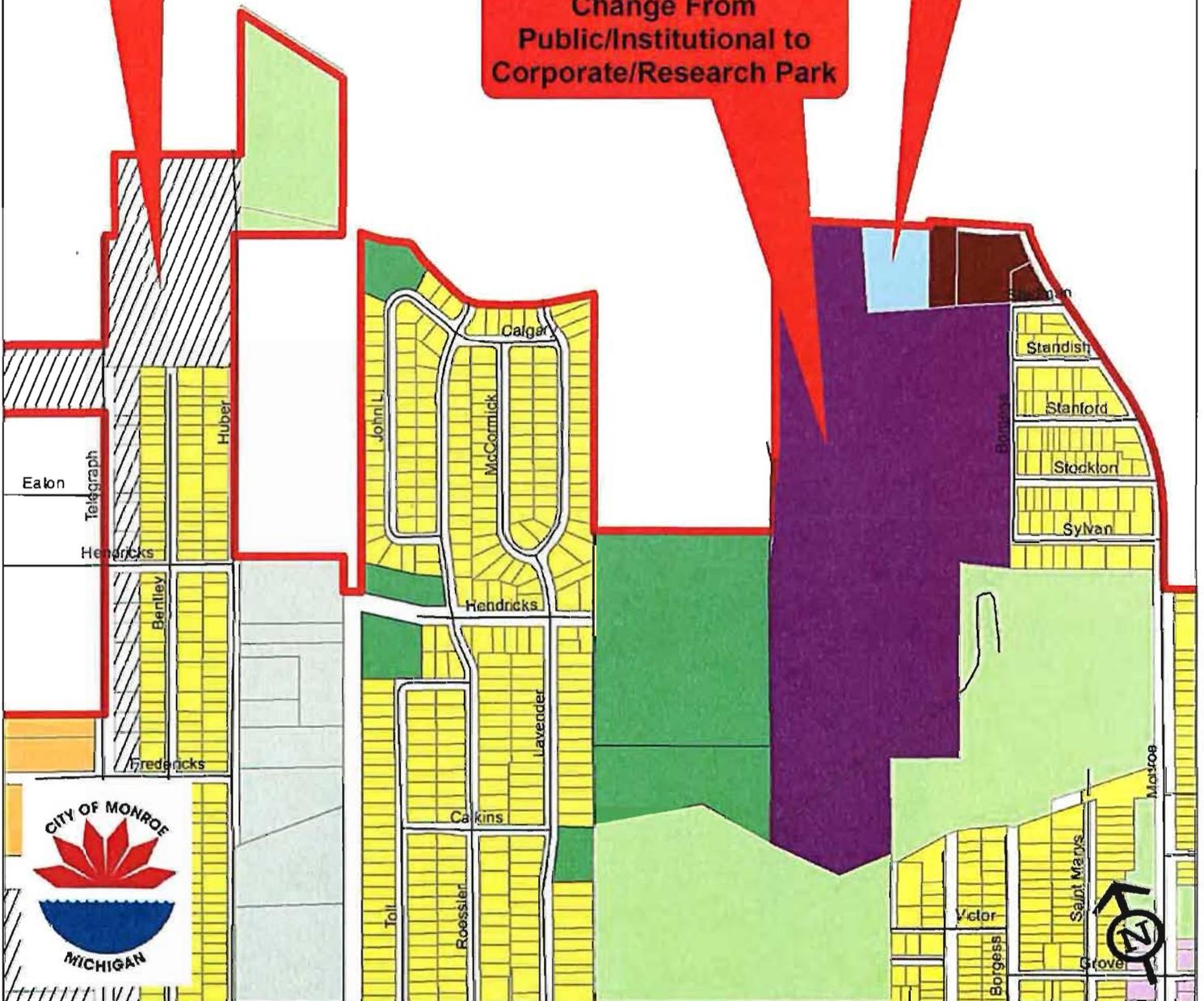
Proposed Amendment	
	Comm Commercial
	Downtown
	Lte-Ind
	Neighborhood
	Office
	Parks
	Public
	Res-High
	Res-Mod
	Research Park

September 2012, Source: LSL Planning Inc., City of Monroe

**Change From
Office to
Community Commercial**

**Change From
Public/Institutional
to Office**

**Change From
Public/Institutional to
Corporate/Research Park**





CITY COUNCIL AGENDA FACT SHEET

RELATING TO: 2013 Healthcare Contributions

DISCUSSION: In 2011, the State of Michigan passed Public Act 152, titled "Publicly Funded Health Insurance Contribution Act". All employees of the City of Monroe receiving employer provided health insurance, except for the police and fire unions, are currently covered by the Act. The police and fire unions are not covered because their current contracts were entered into prior to the effective date of the act. The Act essentially requires public employers to limit the amount it can contribute to an employee's health insurance cost, either by limiting its cost to a set cap amount (the default option), requiring employees to pay 20% of the employers cost (requires council action), or taking official action to exempt itself from the provisions of the act (requires council action). Contract and policy language that has been adopted requires the City to comply with the set cap amount provisions of the Act. The cap amounts are set by the employee coverage selected (single, two person, family). For 2012, the cap amounts were set at \$5,500 for single coverage, \$11,000 for two person coverage, and \$15,000 for family coverage. Those cap amounts increased by 3.5% for the 2013 calendar year.

In applying the cap amounts, they do not need to be applied on a per employee basis. The caps provide a pool of money that can be spent and the funds can be divided in almost any way the employer decides as long as the total spending does not exceed the cap amount. For example, in 2012, if we had 1 employee with single coverage, 1 with two person, and one with family, the total amount we could have spent would be \$31,500 (\$5,500 + \$11,000 + \$15,000). The amount spent on each employee could be greater or less than those cap amounts as long as we stay under the total of \$31,500.

Each year the City must complete this calculation to determine if it is under the cost caps in total. If we aren't under the allowed cost amount, a mechanism is in place to reduce the City's cost until we are under the cap amounts. The City currently offers three plans to employees. One is a high deductible health plan and the City contributes funds to a health savings account for the employee. The other two plans are PPO plans with different deductibles and co-pays and employees pay a bi-weekly amount through payroll deduction towards the cost of those plans. The net cost to the employer is the same for each plan. If we were over the caps, we would reduce the employer contribution to the health savings account and increase employee contributions to the other plans until the net employer cost was under the allowed cap amount. There is no mechanism in place to adjust employer or employee contribution amounts if we are under the allowed cost caps.

Blue Cross Blue Shield of Michigan is our primary health insurance provider and we have prescription drug coverage on the two PPO plans provided through Express Scripts. For 2013, the renewal received from Blue Cross Blue Shield called for a 1.39% decrease in the overall premium cost. The renewal received from Express Scripts called for an approximate 16% increase in prescription coverage cost. When these new premiums were figured into the calculation of the City's cost as it relates to the cost caps in the Act, the City's cost was approximately \$89,000.00, or 8.2%, under the cap amount in total, or \$951.74 per the 94 covered employees. At this point according to our contracts and policies, we were not required to do anything other than inform the employees of the various employer and employee contribution amounts for the next calendar year. Since we were so far under the caps, it was discussed whether we should offer an adjustment to the various contribution amounts to bring employees closer to the cost allowed under the cost caps. This adjustment would come in the form of an increased contribution to employee health savings accounts or a reduction in the bi-weekly employee contribution to the cost of the PPO plans. The net cost for each plan would increase for each plan for the employer, but we would remain under the cost caps and remain under the budgeted amount for fiscal year 2013.

The current contributions to health savings accounts are as follows:

Single	\$ 300.00
Two Person	\$ 800.00
Employee/Children	\$ 800.00
Family	\$1,000.00

The deductible for the high deductible health plan is \$2,000 for single coverage and \$4,000 for the other coverages.

The contributions to the health savings account would be proposed to change to the following for calendar year 2013 only:

Single	\$ 650.00
Two Person	\$1,450.00
Employee/Children	\$1,450.00
Family	\$1,900.00

The difference in the contribution amounts would also be deducted from the employee contribution amounts for the other Blue Cross PPO plans that are offered. I have attached schedules that show each scenario (see Table 1 & 2 attached). With these changes in place, the City would still remain \$28,000 under the cost caps, but to go any further with the adjustments would take us over our budgeted amounts. This is also an estimate based on the current levels of coverage selected by employees. This census data could change as we go through open enrollment, which could change the cost cap calculation. So a buffer is needed to deal with this potential situation.

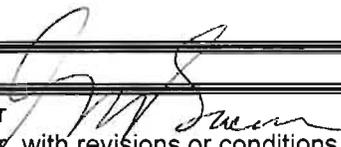
The police and fire unions currently are offered the same plans as the other employees, but the deposits to the health savings accounts are fixed at the current amounts listed previously and they pay either 13% or 5% of the premium of the other two PPO plans. These amounts would remain comparable to or less than the adjusted amounts paid by other employees. For that reason, it will be recommended that the adjustment offered to the Police and Fire plans will be to make the increases in the employer contributions to the health savings accounts.

Finally, new hires (employees hired after certain dates in 2011) do not receive any contribution from the employer to their health savings accounts. It will be recommended that they receive the increase into their health savings accounts if they pick that plan.

I have attached a contribution sheet per current contract provisions and the proposed contribution sheet per group.

It is recommended that the Mayor and City Council approve the appropriate healthcare contribution sheets that are attached and marked as proposed, under the terms that this is a one-time adjustment for the 2013 calendar year, that it is non-precedent setting, and that the rates for 2014 will revert back to those set by the current contracts and policies in place. It is also recommended that these adjustments be made for all covered non-union employees and for only those covered union-represented employees whose associated union representatives have provided written concurrence and acceptance of the adjustments proposed no later than November 30, 2012 otherwise the rates would stay at those provided for in the current contracts and policies.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: 11/19/2012

REASON FOR DEADLINE: Open Enrollment Period

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Edward Sell, Finance Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: All City Full-time employees

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 93,000
Cost of This Project Approval	\$ 93,000
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

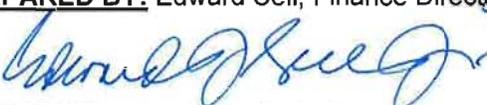
SOURCE OF FUNDS:

<u>City</u>	<u>Account Number</u>	<u>Amount</u>
Various Department Medical and Prescription Insurance Line Items		\$ 93,000
		\$ N/A
<u>Other Funds</u>		\$ N/A
		\$ N/A
		\$ N/A

Budget Approval: 

FACT SHEET PREPARED BY: Edward Sell, Finance Director

DATE: 11/1/12

REVIEWED BY: 

DATE: 11-15-12

COUNCIL MEETING DATE: November 5, 2012

Medical and Prescription Drug Plan Contribution Analysis**COME1, COMEA2, Teamsters and Non-Union Hired prior to 9/26/11**

January 1, 2013 - December 31, 2013 (PER CONTRACT)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60	<i>HSA Contribution 1st Paydate January 2013</i>	<i>Employee Contribution- Annual</i>	<i>Employee Bi-Weekly Total</i>	<i>Employee Bi-Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>
Employee	\$0.00	\$1,018.48	\$39.17	\$37.30	\$1.87
Employee / Spouse	\$0.00	\$3,181.36	\$122.36	\$115.63	\$6.73
Employee / (Child(ren))	\$0.00	\$2,565.04	\$98.66	\$93.44	\$5.22
Family	\$0.00	\$3,608.12	\$138.77	\$131.96	\$6.81
CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60					
Employee	\$0.00	\$502.48	\$19.32	\$17.45	\$1.87
Employee / Spouse	\$0.00	\$1,105.12	\$42.51	\$35.78	\$6.73
Employee / (Child(ren))	\$0.00	\$1,422.40	\$54.71	\$49.49	\$5.22
Family	\$0.00	\$1,975.88	\$75.99	\$69.18	\$6.81
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible					
Employee	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren))	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00

TABLE 2

CITY OF MONROE

Medical and Prescription Drug Plan Contribution Analysis
COME1, COMEA2, Teamsters and Non-Union Hired prior to 9/26/11

January 1, 2013 - December 31, 2013 (PROPOSED)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60	<i>HSA Contribution 1st Paydate January 2013</i>	<i>HSA Contribution 1st Paydate July 2013</i>	<i>Employee Contribution- Annual</i>	<i>Employee Bi- Weekly Total</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>
Employee			\$718.48	\$27.63	\$25.76	\$1.87
Employee / Spouse			\$2,531.36	\$97.36	\$90.63	\$6.73
Employee / (Child(ren))			\$1,915.04	\$73.66	\$68.44	\$5.22
Family			\$2,708.12	\$104.16	\$97.35	\$6.81
CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60						
Employee			\$202.48	\$7.79	\$5.92	\$1.87
Employee / Spouse			\$455.12	\$17.51	\$10.78	\$6.73
Employee / (Child(ren))			\$772.40	\$29.71	\$24.49	\$5.22
Family			\$1,075.88	\$41.38	\$34.57	\$6.81
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible						
Employee	\$550.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$1,250.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren))	\$1,250.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$1,600.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis

COME1, COMEA2, Teamsters and Non-Union Hired after 9/26/11

January 1, 2013 - December 31, 2013 (PER CONTRACT)

CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60	<i>HSA Contribution</i>	<i>Employee Contribution- Annual</i>	<i>Employee Bi- Weekly Total</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi-weekly Prescription</i>
Employee	\$0.00	\$1,024.49	\$39.40	\$32.20	\$7.20
Employee / Spouse	\$0.00	\$2,430.58	\$93.49	\$77.28	\$16.21
Employee / (Child(ren)	\$0.00	\$2,336.02	\$89.85	\$71.32	\$18.53
Family	\$0.00	\$3,297.36	\$126.83	\$101.89	\$24.94
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible					
Employee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis

COME1, COMEA2, Teamsters and Non-Union Hired after 9/26/11

January 1, 2013 - December 31, 2013 (PROPOSAL)

CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60	<i>HSA Contribution 1st Paydate January 2013</i>	<i>HSA Contribution 1st Paydate July 2013</i>	<i>Employee Contribution- Annual</i>	<i>Employee Bi- Weekly Total</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi-weekly Prescription</i>
Employee			\$724.49	\$27.87	\$22.77	\$5.10
Employee / Spouse			\$1,780.58	\$68.48	\$56.61	\$11.87
Employee / (Child(ren)			\$1,686.02	\$64.85	\$51.48	\$13.37
Family			\$2,397.36	\$92.21	\$74.08	\$18.13
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible						
Employee	\$200.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$450.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$450.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$600.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00

TABLE 1

CITY OF MONROE

**Medical and Prescription Drug Plan Contribution Analysis
Firefighter Union Hired prior to August 15, 2011**

January 1, 2013 - December 31, 2013 (PER CONTRACT)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution</i>	<i>Employee Cost- Annual</i>	<i>Employee Total - Bi-weekly</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>	<i>Employee Bi- weekly Dental</i>
Employee	\$0.00	\$767.04	\$29.50	\$23.51	\$4.68	\$1.31
Employee / Spouse	\$0.00	\$1,913.76	\$73.60	\$56.42	\$14.72	\$2.46
Employee / (Child(ren)	\$0.00	\$1,749.72	\$67.29	\$52.07	\$12.04	\$3.18
Family	\$0.00	\$2,483.16	\$95.51	\$74.39	\$16.21	\$4.91
CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60, 5% Employee						
Employee	\$0.00	\$269.16	\$10.35	\$8.05	\$1.80	\$0.50
Employee / Spouse	\$0.00	\$632.28	\$24.32	\$19.32	\$4.05	\$0.95
Employee / (Child(ren)	\$0.00	\$615.84	\$23.68	\$17.83	\$4.63	\$1.22
Family	\$0.00	\$873.48	\$33.60	\$25.47	\$6.24	\$1.89
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible						
Employee	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Medical and Prescription Drug Plan Contribution Analysis
Firefighter Union Hired prior to August 15, 2011**

January 1, 2013 - December 31, 2013 (PROPOSED)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution 1st Paydate January 2013</i>	<i>HSA Contribution 1st Paydate July 2013</i>	<i>Employee Cost- Annual</i>	<i>Employee Total - Bi-weekly</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>	<i>Employee Bi- weekly Dental</i>
Employee			\$767.04	\$29.50	\$23.51	\$4.68	\$1.31
Employee / Spouse			\$1,913.76	\$73.60	\$56.42	\$14.72	\$2.46
Employee / (Child(ren)			\$1,749.72	\$67.29	\$52.07	\$12.04	\$3.18
Family			\$2,483.16	\$95.51	\$74.39	\$16.21	\$4.91
CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60, 5% Employee							
Employee			\$269.16	\$10.35	\$8.05	\$1.80	\$0.50
Employee / Spouse			\$632.28	\$24.32	\$19.32	\$4.05	\$0.95
Employee / (Child(ren)			\$615.84	\$23.68	\$17.83	\$4.63	\$1.22
Family			\$873.48	\$33.60	\$25.47	\$6.24	\$1.89
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible							
Employee	\$550.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$1,250.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$1,250.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$1,600.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis Firefighter Union Hired after August 15, 2011

January 1, 2013 - December 31, 2013 (PER CONTRACT)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution</i>	<i>Employee Total - Bi-weekly</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>	<i>Employee Bi- weekly Dental</i>
Employee	\$0.00	\$45.38	\$36.17	\$7.20	\$2.01
Employee / Spouse	\$0.00	\$113.23	\$86.80	\$22.65	\$3.78
Employee / (Child(ren)	\$0.00	\$103.54	\$80.11	\$18.53	\$4.90
Family	\$0.00	\$146.94	\$114.44	\$24.94	\$7.56
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible					
Employee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis Firefighter Union Hired after August 15, 2011

January 1, 2013 - December 31, 2013 (PROPOSED)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution 1st Paydate January 2013</i>	<i>HSA Contribution 1st Paydate July 2013</i>	<i>Employee Total - Bi-weekly</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>	<i>Employee Bi- weekly Dental</i>
Employee			\$45.38	\$36.17	\$7.20	\$2.01
Employee / Spouse			\$113.23	\$86.80	\$22.65	\$3.78
Employee / (Child(ren)			\$103.54	\$80.11	\$18.53	\$4.90
Family			\$146.94	\$114.44	\$24.94	\$7.56
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible						
Employee	\$200.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$450.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$450.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$600.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis

COAM/POAM Hired prior to August 15, 2011

January 1, 2013 - December 31, 2013 (PER CONTRACT)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution</i>	<i>Employee Bi-weekly Total</i>	<i>Employee Bi-Weekly Medical</i>	<i>Employee Bi-weekly Prescription</i>	<i>Employee Bi-weekly Dental</i>
Employee	\$0.00	\$29.52	\$23.51	\$4.68	\$1.33
Employee / Spouse	\$0.00	\$73.65	\$56.42	\$14.72	\$2.51
Employee / (Child(ren))	\$0.00	\$67.29	\$52.07	\$12.04	\$3.18
Family	\$0.00	\$95.52	\$74.39	\$16.21	\$4.92
CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60, 5% Employee					
Employee	\$0.00	\$10.36	\$8.05	\$1.80	\$0.51
Employee / Spouse	\$0.00	\$24.33	\$19.32	\$4.05	\$0.96
Employee / (Child(ren))	\$0.00	\$23.68	\$17.83	\$4.63	\$1.22
Family	\$0.00	\$33.61	\$25.47	\$6.24	\$1.90
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible					
Employee	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren))	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis

COAM/POAM Hired prior to August 15, 2011

January 1, 2013 - December 31, 2013 (PROPOSED)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution 1st Paydate January 2013</i>	<i>HSA Contribution 1st Paydate July 2013</i>	<i>Employee Bi- weekly Total</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>	<i>Employee Bi- weekly Dental</i>
Employee			\$29.52	\$23.51	\$4.68	\$1.33
Employee / Spouse			\$73.65	\$56.42	\$14.72	\$2.51
Employee / (Child(ren)			\$67.29	\$52.07	\$12.04	\$3.18
Family			\$95.52	\$74.39	\$16.21	\$4.92
CB PPO 6 - \$500/\$1,000-80/20 Rx \$10 / \$60, 5% Employee						
Employee			\$10.36	\$8.05	\$1.80	\$0.51
Employee / Spouse			\$24.33	\$19.32	\$4.05	\$0.96
Employee / (Child(ren)			\$23.68	\$17.83	\$4.63	\$1.22
Family			\$33.61	\$25.47	\$6.24	\$1.90
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible						
Employee	\$550.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$1,250.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$1,250.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$1,600.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis COAM/POAM Hired after August 15, 2011

January 1, 2013 - December 31, 2013 (PER CONTRACT)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution</i>	<i>Employee Bi-weekly Total</i>	<i>Employee Bi-Weekly Medical</i>	<i>Employee Bi-weekly Prescription</i>	<i>Employee Bi-weekly Dental</i>
Employee	\$0.00	\$45.42	\$36.17	\$7.20	\$2.05
Employee / Spouse	\$0.00	\$113.30	\$86.80	\$22.65	\$3.85
Employee / (Child(ren)	\$0.00	\$103.54	\$80.11	\$18.53	\$4.90
Family	\$0.00	\$146.96	\$114.44	\$24.94	\$7.58
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible					
Employee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Medical and Prescription Drug Plan Contribution Analysis COAM/POAM Hired after August 15, 2011

January 1, 2013 - December 31, 2013 (PROPOSED)

CB PPO 6 - \$250/\$500-90/10 Rx \$10 / \$60, 13% Employee	<i>HSA Contribution 1st Paydate January 2013</i>	<i>HSA Contribution 1st Paydate July 2013</i>	<i>Employee Bi- weekly Total</i>	<i>Employee Bi- Weekly Medical</i>	<i>Employee Bi- weekly Prescription</i>	<i>Employee Bi- weekly Dental</i>
Employee			\$45.42	\$36.17	\$7.20	\$2.05
Employee / Spouse			\$113.30	\$86.80	\$22.65	\$3.85
Employee / (Child(ren)			\$103.54	\$80.11	\$18.53	\$4.90
Family			\$146.96	\$114.44	\$24.94	\$7.58
FB PPO 3 HSA - \$2,000/\$4,000 Rx \$10/\$60 after deductible						
Employee	\$200.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / Spouse	\$450.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee / (Child(ren)	\$450.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
Family	\$600.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REPORT BACK ON BIDS RECEIVED FOR THE BUBBLER LINE REPLACEMENT PROJECT - WASTEWATER DEPARTMENT

DISCUSSION: The Wastewater Department received two (2) bids for the Bubbler Line Replacement Project at the Wastewater Treatment Plant and six (6) different pump stations as part an approved fiscal year (FY) 2012-2013 Capital Improvement Program (CIP) project (bid tabulation attached). The low bidder meeting all bid specifications is Erie Welding & Mechanical Contractors, Inc out of Erie, MI for \$33,900.00. The low bidder's bid did not include bid security, however it was supplied on 11-13-12. Note, the bid package is setup to reject any and all bids along with allowing the City to waive any informality with the bids to provide the ability to make an award in the best interest of the City. It is recommended to waive the delay in providing bid security from the low bidder.

The overall project includes replacing the bubbler lines at the Wastewater Treatment Plant and at six (6) pump stations in the collection system. The bubbler lines are used as part of the level control system of the wells where the lines run from the level controller to the wet well. These lines are used to indicate the amount of sewage in the wells so as to turn on and off pumps. The existing bubbler lines are corroded and in poor condition. Numerous repairs to the lines have been completed to regain level controls. The repairs made are short term / temporary repairs were long term reliability will be provided with the replacement project. Adequate funding has been budgeted for this FY 2012-2013 CIP project.

IT IS RECOMMENDED that a purchase order in the amount of \$33,900.00 and a total amount of \$39,000.00 be encumbered to include a 15% contingency, be awarded to Erie Welding & Mechanical Contractors, Inc out of Erie, MI for the Bubbler Line Replacement Project at the Wastewater Treatment Plant and six (6) different pump stations as part of an approved FY 2012-2013 CIP project in accordance with the bid specifications.

CITY MANAGER RECOMMENDATION:

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

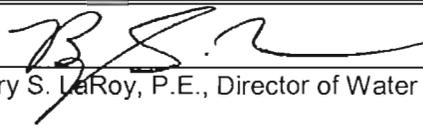
APPROVAL DEADLINE: December 9, 2012

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, Wastewater Customers

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 39,000.00
Cost of This Project Approval	\$ 39,000.00
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>
Wastewater System	590-75.527-973.000 13Z04	\$ 10,000.00
Wastewater System	590-75.530-973.000 13Z04	\$ 29,000.00

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** November 13, 2012

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: November 19, 2012

BIDS RECEIVED LIST FOR BUBBLER LINE REPLACEMENT FOR
THE WASTEWATER DEPARTMENT. BID REQUESTS
DISTRIBUTED 10/23/2012.

BIDS DUE FRIDAY NOVEMBER 9, 2012.

NAME

BID AMOUNT

Erie Welding & Mechanical
Contractors, Inc
9776 South Dixie Highway
Erie, MI 48133

\$33,900.00 ~~_____~~
(no bid check or bond)
* BID BOND PROVIDED 11/13/12

Monroe Plumbing & Heating
506 Cooper Street
Monroe, MI 48161

\$98,980.00
(bid bond)



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MONROE COUNTY CHAMBER OF COMMERCE FOR PERMISSION TO DISPLAY A BANNER ACROSS MONROE STREET FROM FEBRUARY 11 – MARCH 4, 2013

DISCUSSION: The City received a request from the Monroe County Chamber of Commerce for permission to display a banner. Specifically the request is to display a banner across Monroe Street from February 11 – March 4, 2013, announcing the annual Home Builders & Remodelers Show.

The request was reviewed by the administration and there were no objections. After Council approval, advance notification will be sent to MDOT.

The staff therefore, recommends that the request be approved.

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./Engineering, and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project \$

Cost of This Project Approval \$

Related Annual Operating Cost \$

Increased Revenue Expected/Year \$

SOURCE OF FUNDS:

City

Account Number

Amount

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

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 11/13/12

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 11/19/12



CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant Michelle Dugan
 Name of Organization Home Builders + Remodelers Association
 Applicant's Affiliation with Organization Executive Officer
 Applicant's Home Address PO Box 1602 Monroe MI 48161
 Mailing Address (if different) _____
 Day Phone 734-384-3366 Evening Phone 734-777-1514

Type of Banner o Overhead Banner (\$150)

Overhead Banner Locations: (List as 1 for first choice, 2 for second...)

_____ E. Front St. Dates Requested February 11, 2013 - March 4, 2013
 _____ W. First St.
X _____ Monroe St.

Type of Banner o Vertical Pole Banner (\$25/banner)

Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location.) Dates Requested _____

No. of Banners: _____ Monroe St. (42) o Spring (March-May)
 _____ Elm Ave. (8) o Summer (June-Aug.)
 _____ First St. (8) o Fall (Sept.-Nov.)
 _____ Macomb St. (8) o Winter (Dec.-Feb.)

Company Fabricating Banners: _____

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.

Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.

Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy, and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set any conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

Applicant MS Dugan

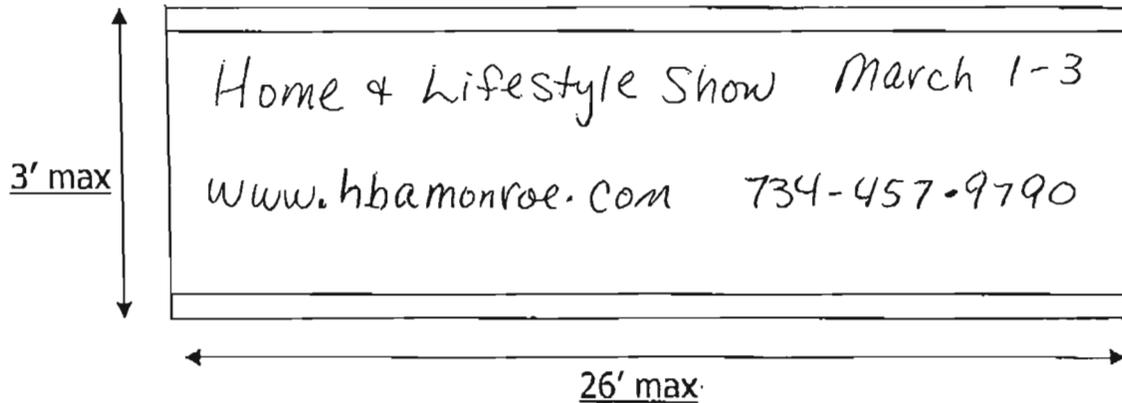
Date 11-1-12

RECEIVED
NOV - 5 2012

Home Builders & Remodeler's Assoc.
Michelle Dugan

Attachment D

CITY OF MONROE
OVERHEAD BANNER SPECIFICATIONS



Banners still have a top and bottom hem with grommets spaced not more than 5' on center. Grommets shall have a minimum 1/2" ID hole.

All unlettered areas shall be of a netting type material

Corners of banners shall be reinforced.

Banners must be lettered on both sides for placement on Monroe St.

Banners shall be delivered to Engineering/DPS, 120 E. First Street three (3) business days prior to scheduled installation date.

Banners must be picked up within one (1) week of being taken down.



CITY COUNCIL AGENDA FACT SHEET

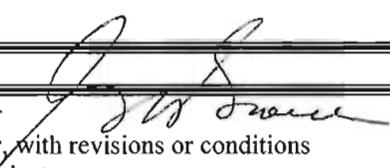
RELATING TO: REQUEST FROM THE UNITED WAY OF MONROE COUNTY FOR PERMISSION TO DISPLAY A BANNER ACROSS MONROE STREET FROM OCTOBER 1 – 31, 2013

DISCUSSION: The City received a request from the United Way of Monroe County for permission to display a banner. Specifically the request is to display a banner across Monroe Street from October 1-31, 2013, announcing their annual campaign.

The request was reviewed by the administration and there were no objections. After Council approval, advance notification will be sent to MDOT.

The staff therefore, recommends that the request be approved.

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./Engineering, and Manager

FINANCES

COST AND REVENUE PROJECTIONS:

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: 11/13/12

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 11/19/12



CITY OF MONROE, MICHIGAN BANNER APPLICATION

Name of Applicant Connie L. Carroll
 Name of Organization United Way of Monroe County
 Applicant's Affiliation with Organization Executive Director
 Applicant's Home Address 2617 Edgewater Blvd. Day Phone 734.242.1331
 Mailing Address (if different) _____ Evening Phone 734.289.4126

Type of Banner Overhead Banner (\$50) Vertical Pole Banner (\$25/banner)
 Overhead Banner Locations: (List as 1 for first choice, 2 for second...)
 3rd E. Front St. Dates Requested October 1-31, 2013
 2nd W. First St. (new location)
 1st Monroe St. near First St.

****4/25/08 – W. Front Street location is broken and no requests will be taken until the pole has been repaired.**

Vertical Pole Banner Locations: (List the total number of banners to be displayed and choice of placement location.)

No. of Banners: asdf Monroe St. (42) Spring (March-May)
 _____ Elm St. (8) Summer (June-Aug.)
 _____ First St. (8) Fall (Sept.-Nov.)
 _____ Macomb St. (8) Winter (Dec.-Feb.)

Company Fabricating Banners: _____

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

On behalf of the organization listed above, I, as applicant, hereby acknowledge receipt of the Banner Policy of the City of Monroe.

Applicant covenants and agrees to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses which may arise out of, result from or be caused by Applicant's banner installation.

Applicant covenants and agrees to strictly comply with all terms and conditions of the Banner Policy, and further understands and agrees that the City Council, in its sole and absolute discretion, may approve, deny or set any

conditions or limitations on any banner(s) which may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

Applicant 

Date 11-5-12

UNITED WAY OF MONROE COUNTY

**ANNUAL
CAMPAIGN**

*Thank You
La-Z-Boy*



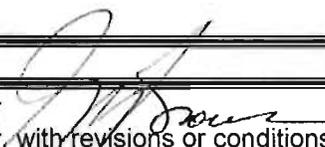
CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Appointments

DISCUSSION: The attached Resolution recommends appointments to the Recreation Advisory Commission whose terms have expired and/or where there is a vacancy.

Therefore, it is recommended, that City Council approve the proposed Resolution making appointments to the Recreation Advisory Commission.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Operations

FINANCES

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

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

Budget Approval: _____

FACT SHEET PREPARED BY: Mayor's Office *per*

DATE: 11/13/12

REVIEWED BY: Robert E. Clark, Mayor

DATE:

COUNCIL MEETING DATE: 11/19/12

RESOLUTION

WHEREAS, there are terms on various Boards, Commissions, and Committees which have vacancies; and

WHEREAS, a diligent effort has been made to fill these appointments;

THEREFORE BE IT RESOLVED that the following people are hereby appointed to the office and the term hereinafter indicated, October 15, 2012:

RECREATION ADVISORY COMMISSION

Gary Knapp	3 year term to June 30, 2015
Jarod Calkins	3 year term to June 30, 2015
Mary Minney	3 year term to June 30, 2015
Cheryl Miller	2 year term to June 30, 2014
Henry Jones	2 year term to June 30, 2014
Lynda Nickelson	1 year term to June 30, 2013
Charles Mike Madison, Sr.	1 year term to June 30, 2013



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Resolution setting minimum staffing levels in the Fire Department

DISCUSSION: It is anticipated that Fire Department staffing for the upcoming year will include twelve (12) fire fighters and the Fire Chief. At this staffing level, four (4) fire fighters will be assigned to each of three (3) shifts. In addition to Fire Department personnel, twenty seven (27) public safety officers, who are members of the Police Department, are Fire Fighter II certified, and are currently assigned to provide supplemental support to the Fire Department, for response to fire and other hazardous incidents. It is anticipated that five (5) additional members of the Police Department will be Firefighter II certified by May, 2013. At that time, the City will have a total of 45 Fire Department and Police Department personnel trained, certified and assigned for response to fire and hazardous incidents. The City is also a party to automatic and mutual aid agreements with Monroe and Frenchtown Townships, which provide for dispatch of fire fighting personnel and equipment to aid each other when needed for significant incidents. At that time, the City will have a total of 45 Fire Department and Police Department personnel trained, certified and considering the above and other factors, the City Manager, Public Safety Division Management and I have completed our annual administrative review of Fire Department staffing levels. As such, it is my recommendation that minimum staffing levels in the Fire Department be set at three (3) fire fighters per day for the remainder of calendar year 2012 and calendar year 2013.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE:
REASON FOR DEADLINE:

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

INITIATED BY: Manuel J. Hoskins, Fire Chief

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Public Safety Division

FINANCES			
COST AND REVENUE PROJECTIONS:			
		Cost of Total Project	\$ N/A
		Cost of This Project Approval	\$ N/A
		Related Annual Operating Cost	\$ N/A
		Increased Revenue Expected/Year	\$ N/A
SOURCE OF FUNDS:	City	Account	Number
	Amount		\$ N/A
			\$ N/A
	Other Funds		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Manuel J. Hoskins, Fire Chief **DATE:** 11/14/12
REVIEWED BY: Thomas C. Moore, III. Director of Public Safety **DATE:** 11/14/12
COUNCIL MEETING DATE: 11/19/12

RESOLUTION

WHEREAS, the Monroe City Council directed the City Manager and Chief of Fire to review the staffing level of the Fire Department and report to the City Council annually; and

WHEREAS, the City Manager, Chief of Fire and Public Safety Division Management have completed the annual review of staffing levels in the Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, that the Monroe City Council sets staffing levels in the Fire Department for the City of Monroe at a minimum of three (3) Fire Department personnel consisting of either three (3) firefighters or two (2) firefighters and the Chief of Fire per day for the remainder of calendar year 2012 and calendar year 2013.

BE IT FURTHER RESOLVED, that the staffing levels noted above will coincide with the overall Public Safety Division staffing levels which are outlined in the attached Public Safety Division overall fire response staffing plan.

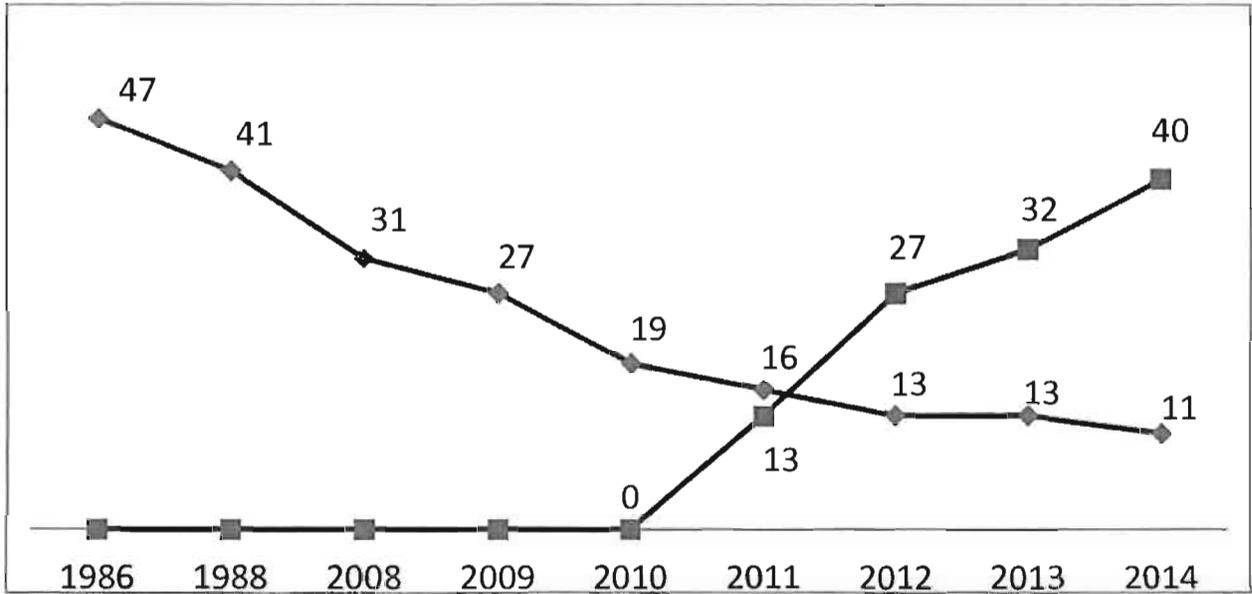
BE IT FURTHER RESOLVED, that the policy of annual administrative review of staffing levels in the Fire Department, by the City Manager, Chief of Fire and Public Safety Division Management be continued until further action of the City Council.



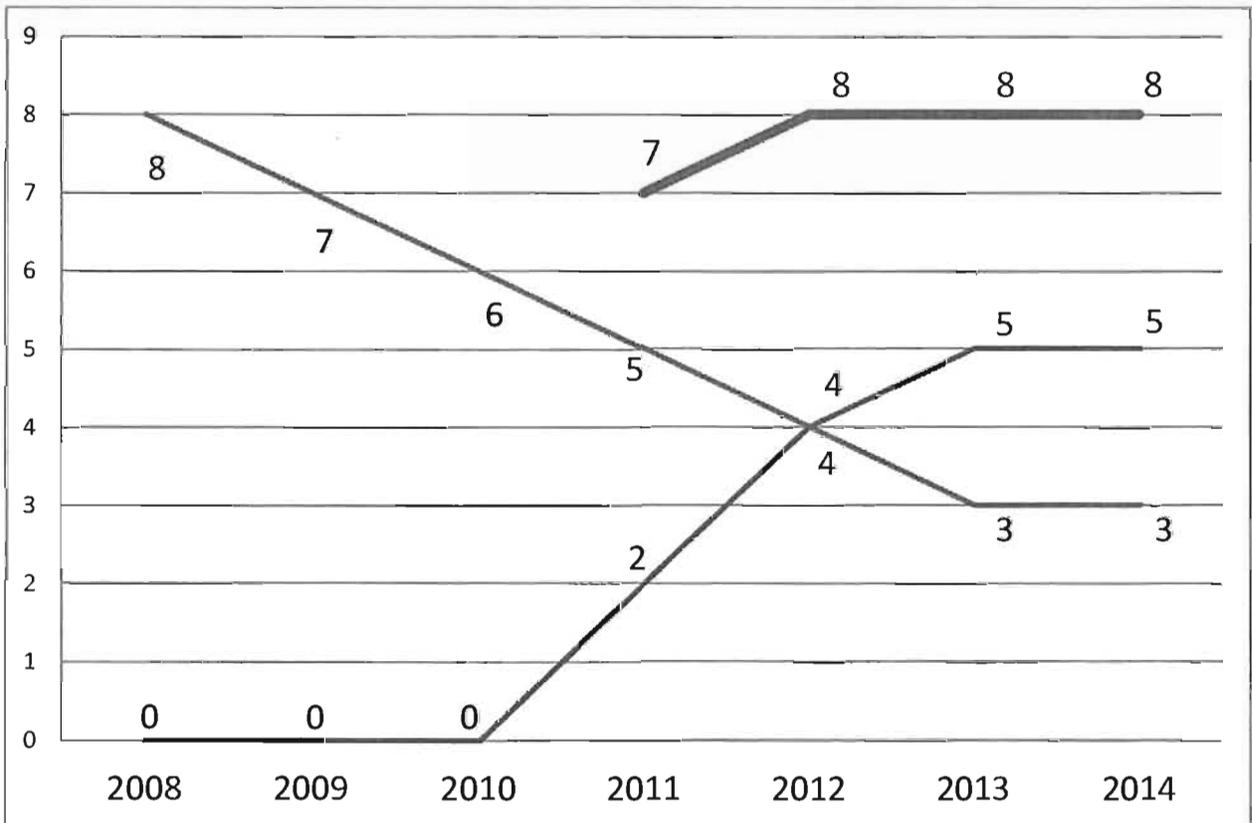
Monroe Division of Public Safety Fire Response Staffing Plan

- An on duty PSO shall respond with the Fire Department to all incidents.
- The Fire Chief may be utilized for minimum staffing during normal business hours, subject to his availability, prior to OT being authorized.
- When OT has been authorized;
 - MFD personnel will be called first when staffing drops below 3 personnel (including the Fire Chief)
 - The intent here is to have at least 3 Fire Department personnel (Firefighters / Fire Chief) on duty at all times.
- In the event no Firefighter's accept the OT;
 - MPD staffing above minimum: an on duty PSO shall be assigned to fill the 3rd position in lieu of OT working out of their patrol car.
 - MPD staffing below minimum:
 - An off duty PSO shall be called in on OT to fill the position working out of their patrol car.
 - In the event no PSO's accept the OT;
 - An on duty PSO shall be held over for 4 additional hours per CBA
 - An incoming PSO shall be ordered in 4 hours early per CBA

Total Firefighter Trained Personnel



On Duty PSO's / Firefighter's

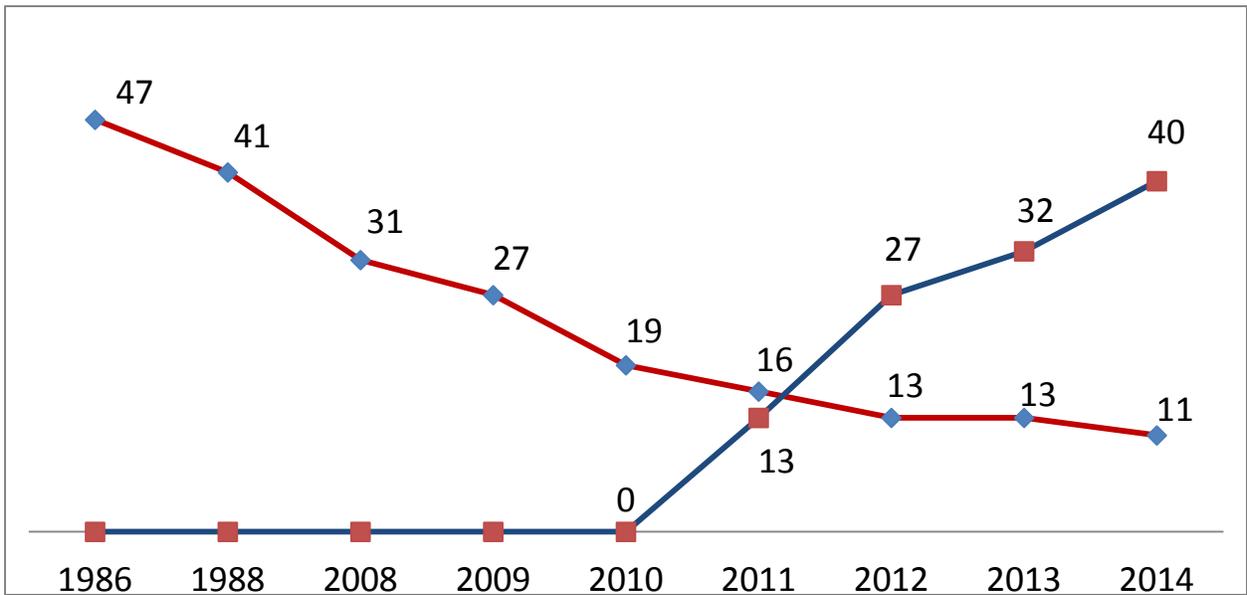




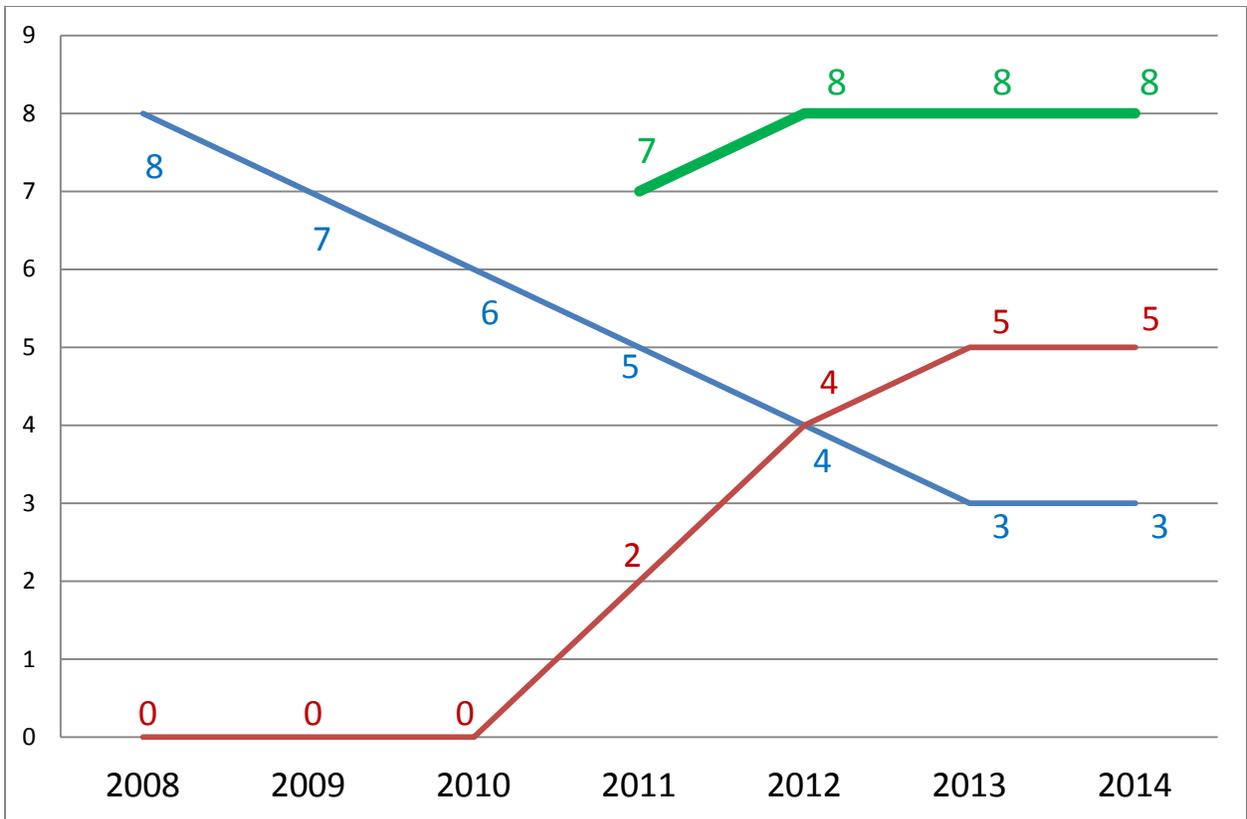
Monroe Division of Public Safety Fire Response Staffing Plan

- An on duty PSO shall respond with the Fire Department to all incidents.
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 - In the event no PSO's accept the OT;
 - An on duty PSO shall be held over for 4 additional hours per CBA
 - An incoming PSO shall be ordered in 4 hours early per CBA

Total Firefighter Trained Personnel



On Duty PSO's / Firefighter's



RESOLUTION

WHEREAS, the Monroe City Council directed the City Manager and Chief of Fire to review the staffing level of the Fire Department and report to the City Council annually; and

WHEREAS, the City Manager, Chief of Fire and Public Safety Division Management have completed the annual review of staffing levels in the Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, that the Monroe City Council sets staffing levels in the Fire Department for the City of Monroe at a minimum of three (3) Fire Department personnel consisting of either three (3) firefighters or two (2) firefighters and the Chief of Fire per day for the remainder of calendar year 2012 and calendar year 2013.

BE IT FURTHER RESOLVED, that the staffing levels noted above will coincide with the overall Public Safety Division staffing levels which are outlined in the attached Public Safety Division overall fire response staffing plan.

BE IT FURTHER RESOLVED, that the policy of annual administrative review of staffing levels in the Fire Department, by the City Manager, Chief of Fire and Public Safety Division Management be continued until further action of the City Council.

RESOLUTION

WHEREAS, there are terms on various Boards, Commissions, and Committees which have vacancies; and

WHEREAS, a diligent effort has been made to fill these appointments;

THEREFORE BE IT RESOLVED that the following people are hereby appointed to the office and the term hereinafter indicated, October 15, 2012:

RECREATION ADVISORY COMMISSION

Gary Knapp	3 year term to June 30, 2015
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