
RULE OF THE CHAMBER

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

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

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

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

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

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

**AGENDA - CITY COUNCIL REGULAR MEETING
MONDAY, JULY 15, 2013
7:30 P.M.**

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

IV. PUBLIC HEARING.

152 Public hearing to receive and review comments on the assessment roll for the installation of a storm sewer in the alley between Riverview and Arbor, south of Noble, Special Assessment District Number 233. There are no comments on file in writing in the Clerk-Treasurer's Office.

160 Public hearing to receive and review comments on an Industrial Facilities Tax Exemption Certificate for 399 Detroit Avenue, Parcel #59-00417-0005. There are no comments on file in writing in the Clerk-Treasurer's Office.

161 Public hearing to receive and review comments on an application for transfer of an Obsolete Property Rehabilitation Act Tax Exemption Certificate from Webber Properties, LLC to WC Slicker Enterprises, LLC for property located at 54 S. Monroe Street, Parcel #29-00171-00. There are no comments on file in writing in the Clerk-Treasurer's Office.

162 Public hearing to receive and review comments on an application for Obsolete Property Rehabilitation Act Tax Exemption Certificate for Property located at 11 Washington Street, Parcel #39-00171-000. There are no comments on file in writing in the Clerk-Treasurer's Office.

V. 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 Work Session held on July 1, 2013 and the Minutes of the Regular City Council Meeting held on July 1, 2013.

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

- 160 Application for Industrial Facilities Tax Exemption Certificate Located at 399 Detroit Avenue.
1. Communication from the Director of Economic & Community Development, submitting an application for an Industrial Facilities Property Tax Exemption for Industrial Inspection Company for its facility located at 399 Detroit Avenue, and recommending that Council grant a 12 year Industrial Facilities Exemption to Industrial Inspection Company for the real and personal property improvements to its facility located at 399 Detroit Avenue in the form of the attached resolution, after considering any comments at the public hearing, and further recommending that Council authorize the Mayor and Clerk-Treasurer to execute an Agreement between the City of Monroe and Industrial Inspection Company that enumerates the proposed conditions in accordance with Public Act 334 of 1993, Section 22; and authorize City staff to submit the application and require documentation to the State Tax Commission for their review and certification.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 161 Application for Transfer of an Obsolete Property Rehabilitation Act Tax Exemption Certificate for Property located at 54 S. Monroe Street, Parcel #29-00171-000.
1. Communication from the Director of Economic & Community Development, submitting a proposed resolution to approve an application for transfer of an Obsolete Property Rehabilitation Act Tax Exemption Certificate to WC Slicker Enterprises, LLC, for its facility located at 54 South Monroe Street, and recommending that Council approve the transfer of the Obsolete Properties Rehabilitation Act Exemption for 54 South Monroe Street (Certificate No. 3-07-0019) from Webber Properties, LLC, to WC Slicker Enterprises, LLC, with an expiration date of December 30, 2019, in the form of the attached resolution after considering any comments at the public hearing; and authorize City staff to forward the application to the State Tax Commission for their review and decision.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 162 Application for Obsolete Property Rehabilitation Act Tax Exemption Certificate, 11 Washington Street, Parcel #39-00170-000.
1. Communication from the Director of Economic & Community Development, submitting a proposed resolution to approve an application for Obsolete Property Rehabilitation Tax Exemption Certificate for Monroe Bank and Trust for its facility located at 11 Washington Street, and recommending that Council grant a 12-year Obsolete Property Rehabilitation Act Exemption Certificate to Monroe Bank and Trust for proposed improvements to its facility located at 11 Washington Street in form of the attached resolution, following consideration of any comments received at the public hearing; and authorize staff to forward the application to the State Tax Commission for their review and action.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 163 2013 Bituminous Pavement Maintenance Program Bids.
1. Communication from the Director of Engineering & Public Services, reporting back on bids received for the 2013 Bituminous Pavement Maintenance Program, and recommending that Council award the above contract to D.G. Slurry Seal of Toledo in the amount of \$81,017.53, and that a total of \$97,200 be encumbered to include a 20% project contingency, and further

recommending that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.

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

164 Leaf Bag Purchase Bids.

1. Communication from the Department of Engineering & Public Services, reporting back on bids received for the purchase of biodegradable paper compost bags for distribution to City residents for fall leaf collection, and recommending that the award for 72,000 bags be awarded to Dano Enterprises, Inc., and that the Director of Engineering and Public Services be authorized to execute a purchase order for the 2013-14 Fiscal Year in the amount of \$23,004.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

165 Mast Arm Installation for Monroe and Elm Traffic Signals – Funding Allocation.

1. Communication from the Director of Engineering & Public Services, submitting a proposed resolution to approve the installation of a Mast Arm for Monroe and Elm Traffic Signals, and recommending that the attached resolution be adopted, and further recommending that up to \$50,000 be appropriated from the Major Street Fund to provide for the upgrade to mast arm-mounted traffic signals at the intersection of Monroe Street (M-125) and Elm Avenue as a part of the 2014 resurfacing of M-125, and that the Director of Engineering & Public Services or his designee be authorized to coordinate with the Michigan Department of Transportation and expend funds as needed on behalf of the City of Monroe as well as any additional funds that may be appropriated by the Downtown Development Authority.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

166 Maybee Elevated Storage Tank Mixing System Purchase – Water Department.

1. Communication from the Director of Water & Wastewater Utilities, submitting a request to purchase one GS-12-120 volt mixer and one GS-12 Control Box with SCADA Monitoring for the Maybee Elevated storage Tank, and recommending that a purchase order in the amount of \$8,950 be issued to Medora Corporation out of Dickinson, ND to provide on GS-12-120 volt mixer and one GS-12 Control Box with SCADA Monitoring in accordance with their quote dated 7-1-13 and that the bid process be waived, and further recommending that the Director of Water & Wastewater or his designee be authorized to sign all necessary documents on behalf of the City of Monroe (if needed).
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

167 Police K-9 Vehicle Purchase – Ford Explorer.

1. Communication from the Director of Engineering & Public Services, submitting a request to purchase a Ford Explorer for use as a Police K-9 Vehicle, and recommending that Council award a contract to purchase one (1) 2014 Utility Interceptor All Wheel Vehicle for a total price of \$27,560. from Signature Ford of Owosso, Michigan, and further recommending that the Director of Engineering & Public Services be authorized to prepare a purchase order for the above amount.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

168 River Raisin Dam Remediation – Phase Two – Bids.

1. Communication from the Director or Engineering & Public Services, reporting back on bids received for the River Raisin Dam Remediation, Phase Two, and recommending that Council award a contract to Lee and Ryan Environmental Consulting, Inc. in the amount of \$1,139,448.60, and that up to \$1,310,000 be encumbered to include a 15% contingency, subject to grant funding limitations, and further recommending that the Mayor and Clerk-Treasurer be authorized to execute the contracts on behalf of the City of Monroe, and further recommending that an increase in the professional services award to Cardno JFNew from City Council on November 7, 2011 of up to \$70,000 be authorized, subject to grant funding limitations, and that the Director of Engineering & Public Services or his designee be authorized to execute any necessary documents on behalf of the City.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

169 Storm Sewer Special Assessment District Number 233 – Alley Between Riverview and Arbor, South of Noble – Resolution Number 5 and District Confirmation.

1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 5, confirming the Storm Sewer Special Assessment District Number 233, and recommending that the attached Resolution 5 be adopted, and that Sewer Special Assessment District 233 be confirmed, and further recommending that a change order to the 2012 Concrete Paving Program be awarded to G.V. Cement Contracting Co. in the amount of \$45,155.90, that a total of \$51,929.29 be encumbered to include a 15% contingency, and that \$6,773.39 be allocated to staff engineering costs, and \$600 to advertising costs.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

170 Water Department – West High Service Pump Station & Boiler Room Roofing Renewal Project Bid.

1. Communication from the Director of Water & Wastewater Utilities, reporting back on bids received for the West High Services Pump Station & Boiler Room Roofing Renewal Project, and recommending that a purchase order in the amount of \$23,523 and a total amount of \$24,700 be encumbered to include a 5% contingency for the West High Service Pump Station and Boiler Room Roofing Renewal Project be issued to M.W. Morss Roofing, Inc out of Romulus, MI in accordance with the bid specifications.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

171 Western Avenue / Huron Street Water Main Replacement and Resurfacing Bid.

1. Communication from the Director of Engineering & Public Services, reporting back on bids received for the Western Avenue / Huron Street Water Main replacement and resurfacing, and recommending that Council award a contract for the Western Avenue / Huron Street Water Main Replacement and Resurfacing project to Salenbien Trucking and Excavating, Inc. in the amount of \$416,231.35, that a total of \$480,000 be encumbered to include a 15% project contingency, and that the Finance Director be authorized to make the necessary transfers, and further recommending that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.

2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 172 Engineering Design Service Proposals – Ozone System Modifications at the Water Treatment Plant – Water Department.
1. Communication from the Director of Water & Wastewater Utilities, reporting back on proposals for Engineering Design Services for the Ozone System Modifications at the Water Treatment Plant, and recommending that the proposal to provide professional consulting services for providing the related Engineering Services to complete the Ozone System Modifications at the Water Treatment Plant be awarded to URS Corporation out of Southfield, MI in the amount of \$170,000 in accordance with their proposal, and further recommending that the Finance Director be authorized to transfer funds from Water Fund Reserves between the necessary accounts to provide for the described services, and further recommending that the Director of Water & Wastewater Utilities or his designee be authorized to sign all necessary documents on behalf of the City of Monroe (if needed).
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 173 Appointments Resolution.
1. Communication from the Mayor's Office, submitting a proposed resolution for appointments to various boards, commissions and committees, and recommending that the resolution be adopted.
 2. Supporting documents.
 3. Action: Accept, place on file and the resolution be adopted.
- 174 Trinity Lutheran Church Neighborhood Picnic.
1. Communication from the City Manager's Office, submitting a request from Valerie Parron on behalf of Trinity Lutheran Church for permission to hold the 3rd annual neighborhood picnic on August 24, 2013, close the affected street from 2:00 p.m. – 8:00 p.m., and use of the City of Monroe employee parking lot, and recommending that Council approve the request contingent upon items being met as outlined by the administration, subject to no additional overtime or other costs to the city, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.
- 175 Miss Monroe County Scholarship Program 5K Walk/Run at Munson Park on July 27, 2013.
1. Communication from the City Manager's Office, submitting a request from KT Maviglia, Miss Monroe County 2012, on behalf of the Miss Monroe County Scholarship Program for permission to hold a 5K Walk/Run at Munson Park on July 27, 2013 from 8:00 a.m. – 12:00 p.m., use of picnic shelter #2 (gazebo), and that all fees be waived, and recommending that Council approve this request contingent upon items being met as outlined by the administration, subject to costs recovery & fee waivers in accordance with City Council adopted policy, **with no reduction in fees to use Munson Park**, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
 2. Supporting documents.
 3. Action: Accept, place on file and the recommendation be carried out.

176 Zion Evangelical Lutheran Church and School Concert at St. Mary's Park.

1. Communication from the City Manager's Office, submitting a request from Robert Krueger on behalf of Zion Evangelical Lutheran Church and School for permission to hold a concert at St. Mary's Park on September 14, 2013 in the afternoon/early evening, use of the bandshell and picnic shelter, electricity, and that all fees for this event be waived, and recommending that Council approve this request contingent upon items being met as outlined by the administration, subject to costs recovery & fee waivers in accordance with City Council adopted policy, **with no reduction in fees to use St. Mary's Park** and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

177 Park Facilities Study & Design – Professional Architectural Services Award.

1. Communication from the Director of Engineering & Public Services, submitting a request for Parks Facilities Study and Design Professional Architectural Services, and recommending that Council authorize the professional services work as described above on a "Not to Exceed" basis as described in the attached documents to John D. Kohler Architect, P.C. in an amount not to exceed \$9,000 for the St. Mary's Park bandshell project and in an amount not to exceed \$17,000 for the Munson Park restroom rehabilitation project, and further recommending that the Director of Engineering & Public Services be authorized to execute any necessary and appropriate agreements on behalf of the City.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

VI. MAYOR'S COMMENTS.

VII. COUNCIL COMMENTS.

VIII. CITY MANAGER COMMUNICATION.

IX. CITIZEN COMMENTS.

X. ADJOURNMENT.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Approval of an Industrial Facilities Property Tax Exemption for Industrial Inspection Company for its facility located 399 Detroit Avenue

DISCUSSION: Industrial Inspection Company (IIC) is in the final planning stages for reconfiguration and upgrades to their light manufacturing and office space at 399 Detroit Avenue. The proposed project will relocate their existing loading docks, install new and improved interior and exterior finishes, provide for new equipment installation, and complete several energy efficient upgrades. This upgraded space is important for the company's continued operations at this location and in order to meet their customer demands for high-quality service sites. The project will also provide for an improved façade and appearance of the building from Detroit Avenue, further upgrading the look and feel of the surrounding industrial park.

The estimated level of investment to complete the project is \$883,867.00, which includes the loading dock reconfiguration, light industrial space upgrades, new equipment, office renovations, and site improvements. The proposed investment is anticipated to lead to the creation of 7 new jobs at the site, and retention of the existing 14 jobs.

The Industrial Facilities Exemption provided for under Public Act 198 of 1974 allows local governmental units to grant a 50% abatement on new real and personal property for a period of 1 to 12 years. The length of the abatement is subject to review and approval of the government body in which the facility is located and final certification by the State Tax Commission. When determining the term of the abatement, the local unit should take into consideration factors such as the following:

- Level and Type of investment (i.e. permanency)
- Number and pay scale of jobs retained and/or created
- Type of business (i.e. high technology vs. service)
- Potential for secondary or spin-off benefits and supporting investments
- Impacts on the community infrastructure and environment
- Likelihood of future investments and/or job creation

Based on the high level of investment, the above average wage rates, the high skill development in the inspection and testing business, the significant potential for secondary benefits, and no change or slight improvement to the impacts on the City's infrastructure, the City of Monroe Economic Development Review Committee (EDRC) recommended granting a 12-year Industrial Facilities Exemption at its June 11, 2013 meeting.

IT IS RECOMMENDED that City Council grant a 12-year Industrial Facilities Exemption to Industrial Inspection Company for the real and personal property improvements to its facility located at 399 Detroit Avenue in the form of the attached resolution, after considering any comments at the public hearing. **IT IS FURTHER RECOMMENDED** that City Council authorize the Mayor and Clerk/Treasurer to execute an Agreement between the City of Monroe and Industrial Inspection Company that enumerates the proposed conditions in accordance with Public Act 334 of 1993, Section 22; and authorize City staff to submit the application and required documentation to the State Tax Commission for their review and certification.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: August 5, 2013

REASON FOR DEADLINE: Facilitate the start of the project and ensure eligibility of other incentives.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N.A.

INITIATED BY: Industrial Inspection Company- Applicant and Owner

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Assessing Department, Clerk/Treasurer's Office, Department of Economic and Community Development, Other Taxing Jurisdictions (LET, Monroe Public Schools, ISD, Library, Monroe County, Community College)

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, Year 1:	\$ (47,610.00)*
	Year 12:	\$ (48,047.00)*
	Total for ALL 12-Years	\$ (550,730.00)*

* **ESTIMATED** difference between projected property tax revenues with and without the abatement. Based on type and value of improvements submitted by the applicant. Real property appreciates and personal property depreciates during the term of the abatement.

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: 07/09/13

REVIEWED BY: George Brown, City Manager



DATE:

COUNCIL MEETING DATE: July 15, 2013

**CITY OF MONROE
RESOLUTION**

1 WHEREAS, an Application for an Industrial Facilities Exemption Certificate,
2 pursuant to Public Act 198 of 1974, as amended, was filed by Industrial Inspection
3 Company on May 24, 2013 with respect to a new facility on its property located at 399
4 Detroit Avenue, Monroe, Michigan; and

5 WHEREAS, pursuant to Public Act 198 of 1974, as amended, after a duly noticed
6 public hearing on July 22, 1996, the Monroe City Council by resolution established an
7 Industrial Development District more particularly described in Exhibit A; and

8
9 WHEREAS, the City of Monroe Economic Development Review Committee
10 reviewed the application and recommended approval of the application for exemption of
11 real and personal property improvements for a period of twelve (12) years; and

12 WHEREAS, before acting on said application, the Monroe City Council held a
13 public hearing at its regular meeting on July 15, 2013 at Monroe City Hall, at which
14 hearing the applicant, the Assessor and representatives of the affected taxing units, after
15 prior written notice, were afforded an opportunity to be heard on the granting of an
16 Industrial Facilities Exemption Certificate for Industrial Inspection Company; and

17
18 WHEREAS, construction of the facility and installation of new machinery and
19 equipment had not begun earlier than six (6) months before May 24, 2013, the date of
20 acceptance of the application for the Industrial Facilities Exemption Certificate; and

21
22 WHEREAS, completion of the facility is calculated to and will, at the time of
23 issuance of the certificate, have the reasonable likelihood to retain, create or prevent
24 loss of employment in the City of Monroe; and

25
26 WHEREAS, the aggregate SEV of real and personal property exempt from ad
27 valorem taxes within the City of Monroe, after granting this certificate, will not exceed 5%
28 of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real
29 property thus exempted.

30 NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Monroe
31 hereby approves the application from Industrial Inspection Company, dated May 24,
32 2013, for an Industrial Facilities Exemption Certificate for property located at 399 Detroit
33 Avenue, Monroe, Michigan for a period of twelve (12) years, subject to the following
34 conditions which are to be enumerated in a separate Agreement by and between the
35 City of Monroe and Industrial Inspection Company to be executed pursuant to Public Act
36 334 of 1993, Section 22:

37 1. That Industrial Inspection Company shall invest a sum not less than eight
38 hundred eighty three thousand eight hundred sixty seven dollars
39 (\$883,867.00) for certain real and personal property improvements
40 located at 399 Detroit Avenue, which is more particularly described in its
41 Application for Industrial Facilities Exemption Certificate dated May 24,
42 2013; and

43 2. That Industrial Inspection Company shall create not less than seven (7)
44 new jobs at this site within two years of project completion; and

45 3. That Industrial Inspection Company shall pay their employees a "living
46 wage" as outlined in City of Monroe Ordinance 04-016; and

47
48 4. That it is understood by and between the parties that the City of Monroe
49 shall request revocation of the exemption by the State Tax Commission if
50 Industrial Inspection Company fails to complete the improvements at the
51 specified location; and

52 5. That it is understood by and between the parties that the abatement be
53 subject to periodic review to assure compliance with the terms of the
54 Agreement to be executed by the parties pursuant to Public Act 334 of
55 1993, Section 22, as authorized by this Resolution of City Council; and

56 6. That it is understood by and between the parties that should a periodic
57 review identify any non-compliance with the terms and conditions of said

58 Agreement, Industrial Inspection Company shall be given a period of
59 thirty (30) days to bring itself into compliance or the City of Monroe will
60 request the revocation of the exemption by the State Tax Commission.

61 BE IT FURTHER RESOLVED, that the City of Monroe hereby finds and determines that
62 the granting of this Industrial Facilities Exemption Certificate to Industrial Inspection
63 Company together with the aggregate amount of certificates previously granted and
64 currently in force under Public Act 198 of 1974, as amended, and Public Act 255 of
65 1978, as amended, shall not have the effect of substantially impeding the operation of
66 the City of Monroe or impairing the financial soundness of a taxing unit which levies ad
67 valorem taxes in the City of Monroe.

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

72
73 Motion:
74 Seconded By:
75
76 Ayes:
77 Nays:
78 Absent:

79
80 **RESOLUTION DECLARED ADOPTED**

81
82 I, Charles D. Evans, City Clerk-Treasurer of the City of Monroe, County of Monroe, State
83 of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution
84 adopted by the City Council of said City, at a regular meeting thereof held on the 15th
85 day of July 2013.
86
87
88

89
90
91

Charles D. Evans
City Clerk-Treasurer

92

EXHIBIT A

93 (Resolution dated July 22, 1996 establishing the Industrial Development District)
94

RESOLUTION

WHEREAS, the Plant Rehabilitation and Industrial Development Act, Act 198 of the Public Acts of 1974, as amended, provides for the establishment of industrial development districts and the exemption from certain ad valorem property taxes for facilities located within such districts for the purpose of assisting industrial enterprises in locating, constructing, and equipping manufacturing facilities within the State of Michigan; and

WHEREAS, the City of Monroe finds and has made a determination that more than 50% of the state equalized valuation of the property proposed for the district is obsolete for industrial development; and

WHEREAS, Echo Associates, on behalf of Howard Temes Packaging Co., has made application for an Industrial Development district in accordance with the provisions of Act 198 which encompasses property located in the Monroe Temes Industrial Park within the City of Monroe; and

WHEREAS, the City's Economic Development Review Committee reviewed the application on July 2, 1996 and recommends to City Council the establishment of an Industrial Development District for said property; and

WHEREAS, there exists a need to consolidate the property proposed under this application with other portions of the Monroe Temes Industrial Park already designated as districts.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe hereby establishes an Industrial Development District encompassing the following property in the Monroe Temes Industrial Park:

Commencing at the northeasterly corner of lot 21, "Frenchtown Industrial Park," as recorded in Liber 13 of Plats, pages 30 & 31, Monroe County Register of Deeds Office;

Proceeding thence: south 15° 31' 30.4" east, 38.29 feet;
 thence: north 75° 20' 22.0" east, 281.32 feet;
 thence: south 78° 25' 06.0" east, 191.70 feet to the westerly line of I-75 freeway;
 thence: south 8° 21' 42.0" east, 357.57 feet;
 thence: south 8° 13' 13.0" west, 999.59 feet;
 thence: south 14° 32' 13.0" west, 126.74 feet;
 thence: south 16° 52' 43.0" west, 2223.69 feet;
 thence: south 53° 04' 28.5" west, 20.64 feet;
 thence: south 24° 51' 41.0" west, 1258.20 feet;
 thence: north 53° 03' 54.0" west, 776.87 feet to a point of curvature;
 thence: on a curve to the right with a radius of 234.63 feet, arc length of 171.59 feet, and central angle of 41° 54' 10.0" feet with a chord bearing and distance of south 46° 04' 46.0" west, 167.80 feet;
 thence: south 25° 07' 41.0" west, 367.83 feet;

thence: north 66° 47' 19.0" west, 221.31 feet to the easterly line of "Ford Motor Company" railroad spur,

thence: north 2° 54' 41.0" east, 320.33 feet to the southerly line of Mill Street extended;

thence: north 65° 07' 43.0" west, 797.48 feet to the easterly line of Detroit Avenue;

thence: north 24° 54' 07.0" east, 4136.74 feet to the southerly line of North Dixie Highway;

thence: north 75° 14' 52.0" east, 941.51 feet to the point of beginning.

Supported by: Councilman Evans

Ayes: 5 Nays: 0

RESOLUTION DECLARED ADOPTED

I, Elizabeth A. Dickey, City Clerk/Treasurer of the City of Monroe, County of Monroe, State of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution adopted by the City Council of said City, at a regular meeting thereof held on the 22nd day of July, 1996.

(SEAL)



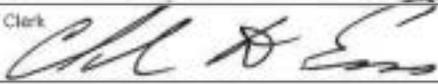
Elizabeth A. Dickey, CMFA
City Clerk-Treasurer

CHARLES O. EVANS

Application for Industrial Facilities Tax Exemption Certificate

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

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-2408.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date received by Local Unit 5-24-13
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) INDUSTRIAL INSPECTION COMPANY	1b. Standard Industrial Classification (SIC) Code- Sec. 2(10) (4 or 6 Digit Code) 347102, 4931	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 399 DETROIT AVE. MONROE, MI 48162	1d. City/Township/Village (indicate which) MONROE CITY	1e. County MONROE
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))	3a. School District where facility is located MONROE	3b. School Code 58010
	4. Amount of years requested for exemption (1-12 Years) 12	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

See attachments.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ <u>\$765,170.00</u> Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ <u>\$118,697.00</u> Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ <u>\$883,867.00</u> Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements	▶ <u>5/15/13</u>	<u>10/15/13</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	▶ <u>5/15/13</u>	<u>10/15/13</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. 14	10. No. of new jobs at this facility expected to create within 2 years of completion. 7
--	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	<u>NA</u>
b. TV of Personal Property (excluding inventory)	<u>NA</u>
c. Total TV	<u>NA</u>

12a. Check the type of District the facility is located in:

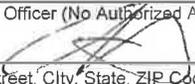
Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) 7/8/96	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---	---

APPLICANT CERTIFICATION - complete all boxes.

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

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

13a. Preparer Name ANDRE SOTTILE	13b. Telephone Number (734) 242-9935	13c. Fax Number (847) 232-9366	13d. E-mail Address ANDRE@iinspection.com
14a. Name of Contact Person andre sottile	14b. Telephone Number (734) 242-9935	14c. Fax Number (847) 232-9366	14d. E-mail Address ANDRE@iinspection.com
▶ 15a. Name of Company Officer (No Authorized Agents) ANDRE SOTTILE			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (847) 232-9366	15d. Date 05/23/2013
▶ 15e. Mailing Address (Street, City, State, ZIP Code) PO BOX 2031, MONROE, MI 48161		15f. Telephone Number (734) 242-9935	15g. E-mail Address ANDRE@iinspection.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

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

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

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 15a are on file at the local unit for inspection at any time.

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

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

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

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

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

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

FORM 1012 Application for Industrial Facilities Tax Exemption Certificate

Industrial Inspection Company

SECTION 5 ATTACHMENT

>Subject property consist of a one story steel building that was constructed in three phases with the first phase being built in 1971, the second phase in 1978 and the third pase in 1995. The building contains a total of 83,650 square feet of area that is used for light manufacturing and storage. The building is situated on a 3.31 acre parcel of land having 450 feet of frontage along Detroit Ave. and 450 feet of frontage on Harbor Ave. with site being a total of 320 feet in depth. The property is commonly known as 399 Detroit Avenue, Monroe, Michigan 48162

>Legal Description: Land situated in the City of Monroe, County of Monroe and State of Michigan, to-wit: Lots 73 through 81 inclusive and lots 94 through 104 inclusive, Harborview Subdivision according to Recorded Plat thereof, in the City of Monroe, County of Monroe, Michigan

> Property identification number: 59-00417-005

>Description restoration, replacement & construction and descriptive list of equipment that will be part of the facility.

1	Clean, prepare metal and paint all structural steel
2	Install Ceiling insulation heavy duty 6"
3	Install eight ambient air cleaners with carbon filters
4	Install floor trench drain and tank
5	Remove approximately 13,331 sf of existing metal siding & fiberglass insulation & install new Butler 2" Therma Wall Panel System with new receiving top/bottom channel
6	Install window one per truss bay in shop area of South building
7	Install nine (9) Infra-Red tube heaters in South Building. Remove eight (8) unit heaters
8	Remodel building office area
9	Install 162 T5 Light fixtures throughout interior of North and South buildings. Install 18 exterior wall paks and/or flood light fixtures
10	Install 11 exterior man doors
11	Install at the West dock three (3) Rite-Hite Air Powered dock-leveler RHA4000 8'x7' w/ 20" Safe-T-Lip barrier & auto-return, six (6) Steel faced bumpers RHV620-11SFP1, Three (3) Frommelt Survivor Impactable dock shelter Model 450S
12	Reconfigure East Loading Docks by moving docks west into building approx. 10', remove concrete docks, floor & building steel and install footings, necessary structural steel, sheet metal, flashing, and new OH dock doors and associated hardware
13	Install 9,750 sf epoxy coating South building
14	Install 50'x90' metal roof on North West section on South building
15	Install two 12'x14' overhead doors at inside dock location
16	Install floor mounted workstation double bridge crane with one 1-Ton & one 2-Ton bridge, festooning & tractor drive including labor to install

FORM 1012 Application for Industrial Facilities Tax Exemption Certificate

Industrial Inspection Company

SECTION 6A ATTACHMENT-List of improvements and associated cost

>List of improvements and associated cost.		
1	Clean, prepare metal and paint all structural steel	\$51,437.00
2	Install Ceiling insulation heavy duty 6"	\$65,790.00
3	Install floor trench drain and tank	\$26,500.00
4	Remove approximately 13,331 sf of existing metal siding & fiberglass insulation & install new Butler 2" Therma Wall Panel System with new receiving top/bottom channel	\$171,879.00
5	Install window one per truss bay in shop area of South building	\$24,780.00
6	Install nine (9) Infra-Red tube heaters in South Building. Remove eight (8) unit heaters	\$39,974.00
7	Remodel building office area	\$150,733.00
8	Install 162 T5 Light fixtures throughout interior of North and South buildings. Install 18 exterior wall paks and/or flood light fixtures	\$70,510.00
9	Install 11 exterior man doors	\$19,733.00
10	Reconfigure East Loading Docks by moving docks west into building approx. 10', remove concrete docks, floor & building steel and install footings, necessary structural steel, sheet metal, flashing, and new OH dock doors and associated hardware	\$128,233.00
11	Install 9,750 sf epoxy coating South building	\$9,750.00
12	Install 50'x90' metal roof on North West section on South building	19858
13	Install two 12'x14' overhead doors at inside dock location	\$5,851.00
	TOTAL	\$765,170.00

SECTION 6B ATTACHMENT-Itemized listing with month, day and year of beginning of installation

1	Install eight ambient air cleaners with carbon filters	\$46,615.92
2	Install at the West dock three (3) Rite-Hite Air Powered dock-leveler RHA4000 8'x7' w/ 20" Safe-T-Lip barrier & auto-return, six (6) Steel faced bumpers RHV620-11SFP1, Three (3) Frommelt Survivor Impactable dock shelter Model 450S	\$34,006.54
3	Install floor mounted workstation double bridge crane with one 1-Ton & one 2-Ton bridge, festooning & tractor drive including labor to install	\$38,075.00
	TOTAL	\$118,697.46



Economic and Community Development Division

120 East First Street
Monroe, MI 48161-2169
(734) 384-9186

PUBLIC HEARING NOTICE APPLICATION FOR INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE

TO: Board of County Commissioners and Treasurer of the County of Monroe
Monroe County Community College Board of Trustees- Treasurer
Monroe Public Schools Board of Education- Treasurer
Monroe County Intermediate School District Board- Treasurer
Monroe County Library System- Treasurer
Lake Erie Transit Corporation
City of Monroe Assessor's Office
City of Monroe Clerk/Treasurer's Office
Michigan State Tax Commission

CC: Industrial Inspection Company

FROM: Dan Swallow
Director of Economic and Community Development

SUBJECT: Notice of a public hearing on an application for an Industrial Facilities Tax Exemption Certificate from Industrial Inspection Company for its facility located at 399 Detroit Avenue, Monroe, Michigan

DATE: June 25, 2013

Enclosed you will find a Public Hearing Notice relating to an application for an Industrial Facilities Tax Exemption Certificate from Industrial Inspection Company for its facility located at 399 Detroit Avenue, Parcel # 59-00417-005. The application requests a 12-year, 50% exemption for real property improvements and new personal property with an estimated value of \$883,867.

The public hearing will be held at the Monday, July 15, 2013 Monroe City Council meeting. The meeting will begin at 7:30 PM and will take place in Council Chambers of Monroe City Hall at 120 East First Street. Written comments received before 12:00 noon on July 15, 2013 will also be considered. Any written comments should be provided to the office of the City Clerk/Treasurer located within Monroe City Hall.

If you should have any questions regarding the upcoming public hearing or the enclosed materials, please feel free to contact the Community and Economic Development Division at (734) 384-9134.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Swallow", is written over a horizontal line.

Daniel E. Swallow
Director of Economic and Community Development

Enclosure

DRAFT

**CITY OF MONROE
ECONOMIC DEVELOPMENT REVIEW COMMITTEE
MEETING MINUTES
TUESDAY, JUNE 11, 2013
FIRST FLOOR CONFERENCE ROOM
MONROE CITY HALL**

1. Roll Call

The Chairman, George Brown, called the meeting to order 9:04 AM.

Present: Robert Clark, Mayor; George Brown, City Manager; Brian Beneteau, City Council; James Kansier, City Council (Alternate); Tom Ready, City Attorney; Sam Guich, City Assessor; Dan Swallow, Director of Economic and Community Development

Absent: None

Others: None

2. Consent Agenda

- A. Approval of the Agenda
- B. Approval of the Minutes from April 19, 2013

A motion was made by Mr. Beneteau, seconded by Mayor Clark, to approve the agenda.

The motion passed unanimously.

A motion was made by Mr. Beneteau, seconded by Mayor Clark, to approve the April 19, 2013 minutes.

The motion passed unanimously.

3. Unfinished Business

- A. Consider Recommendation of a Personal Property Tax Exemption (PPE) Under Public Act 328 of 1998, for Hanwha L&C Alabama, LLC; for Parcel 49-01498-003, Commonly Known as 1530 East Front Street.

Mr. Swallow reminded the Committee that action on this item was postponed at the April 19 meeting due to a question from Mr. Guich related to the eligibility of the City of Monroe to grant a Personal Property Exemption (PPE) in light of what is believed to be

“new” language in the state statute. There is exclusionary language in Section 9.f. of the statute that Mr. Guich believes disallows the City from granting PPE's after December 31, 2012. While there is an inaccurate reference in the statute, if you look at the construction of the language, it does appear to refer to municipalities that participate in intergovernmental agreements and limits their ability to grant PPE's.

Mr. Swallow reported that he has been in correspondence with the State Tax Commission and the Michigan Economic Development Corporation, and they have assured him that the City of Monroe is in fact eligible to grant a PPE in this case. Swallow further referenced an e-mail correspondence from Ms. Heather Cole at the State Tax Commission that supported the position that the City of Monroe could grant a PPE.

Mr. Brown noted that the statute does allow the Assessor of the local unit or any other taxing jurisdiction to present a formal objection at the public hearing for this and other tax abatements. Mayor Clark noted that he feels that City Council would prefer to have this request presented with a “clear path” for approval without the lingering question of eligibility. Mr. Swallow responded that he could go back to Hanwha L&C to ask again if they would be willing to consider a Public Act 198 Industrial Facilities Exemption for a period of 12-years due to the concerns raised about the City's PPE eligibility.

The Committee members concurred that they felt that presenting a “clean” recommendation to City Council without an objection from the City Assessor was the preferred course of action. The Committee further agreed that they had sufficient information to review a PA 198 exemption for Hanwha L&C and to save time, it may be advantageous to take action on a recommendation at this meeting. Mayor Clark noted that he would support a 12-year IFE for Hanwha L&C at this time.

A motion was made by Mayor Clark, seconded by Mr. Guich, to recommend a 12-year PA 198 Industrial Facilities Exemption for Hanwha L&C Alabama.

The motion passed unanimously.

4. New Business

- A. Consider Recommendation for Industrial Facilities Exemption (IFE) Under Public Act 198 of 1974, for Industrial Inspection Company, for Parcel 59-00417-005, Commonly Known as 399 Detroit Avenue.

Mr. Swallow explained that Industrial Inspection Company (IIC) is in the final planning stages for reconfiguration and upgrades to their light manufacturing and office space at 399 Detroit Avenue. The proposed project will relocate their existing loading docks, install new and improved interior and exterior finishes, provide for new equipment installation, and complete several energy efficient upgrades. This upgraded space is important for the company's continued operations at this location and in order to meet

their customer demands for high-quality service sites. The project will also provide for an improved façade and appearance of the building from Detroit Avenue, further upgrading the look and feel of the surrounding industrial park.

The estimated level of investment to complete the project is \$883,867.00, which includes the loading dock reconfiguration, light industrial space upgrades, new equipment, office renovations, and site improvements. The proposed investment is anticipated to lead to the creation of 7 new jobs at the site, and retention of the existing 14 jobs. Based on the high level of investment, the above average wage rates, the high skill development in the inspection and testing business, the significant potential for secondary benefits, and no change or slight improvement to the impacts on the City's infrastructure, Mr. Swallow recommend that the Committee recommend that City Council grant an 8-year Industrial Facilities Exemption to the Industrial Inspection Company (IIC) for the proposed improvements at 399 Detroit Avenue.

Mr. Guich pointed out that the Economic Development Review Committee had consistently granted 12-year IFE abatements in the past, and that lacking a clear policy to the contrary, he would recommend that IIC also receive a 12-year abatement. Mr. Guich also noted that the "SIC" codes listed on the application did not necessarily line-up with the "NAICS" codes that are considered eligible uses under the state statutes. These codes will need to be verified with the company.

A motion was made by Mr. Beneteau, seconded by Mr. Guich, to recommend a 12-year industrial facilities exemption for the Industrial Inspection Company, subject to verification of the SIC code listed on the application.

The motion passed unanimously

5. Communications / Public Comment

Mr. Swallow reported there were no communications for the Committee at this time, and there was no public present.

6. Adjournment

A motion was made by Mr. Ready, seconded by Mayor Clark, to Adjourn.

The motion passed unanimously.

The meeting adjourned at approximately 10:30 AM.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Transfer of an Obsolete Property Rehabilitation Act Tax Exemption Certificate to WC Slicker Enterprises, LLC, for its facility located at 54 South Monroe Street

DISCUSSION: In 2007 Webber Properties, LLC was granted a 12-year Obsolete Property Rehabilitation Act (OPRA) property tax exemption under Public Act 146 of 2000 for property located at 54 S. Monroe Street; which will expire on December 30, 2019. The building has now been purchased by WC Slicker Enterprises, LLC; which has applied for a transfer of the existing OPRA. The application details significant rehabilitation and renovation of the mixed use building to create retail or food service space on the 1st floor, offices on the 2nd floor and an apartment on the 3rd floor. The proposed investment and work plan submitted is with the transfer application is very similar to the previous proposal from Webber Properties, LLC.

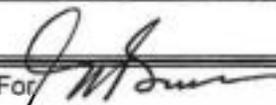
The proposed investment in the building is a minimum of \$200,000 and will involve renovation of the exterior to improve the curb appeal through replacement and repair of the brick façade and installation of new windows and doors. The plan will create improved retail space on the first floor, which is currently vacant and mostly devoid of interior finishes. Subsequent phases of the project will make significant improvements to the 2nd and 3rd floors. The prominent location of this building on the corner of S. Monroe Street and First Street, will make a noteworthy impact on the downtown area.

The applicant estimates that the proposed investment and creation of the new retail or food service space will create between 3 and 10 jobs, depending on the ultimate tenant. The rehabilitation project will also create numerous temporary construction jobs during rehabilitation.

Section 13 (MCL 125.2793) of the Obsolete Property Rehabilitation Act, allows for transfer to a new owner, after a resolution of the local government unit. Essentially this allows the City transfer the property tax benefits of the prior OPRA from prior owner to the new owner for the existing term. The City previously established the length of the exemption based on the investment and proposed renovations; which remain similar in this application. The City of Monroe Economic Development Review Committee reviewed the transfer application and recommended approval at its April 19, 2013 meeting.

IT IS RECOMMENDED that City Council approve transfer of the Obsolete Properties Rehabilitation Act exemption for 54 S. Monroe Street (Certificate No. 3-07-0019) from Webber Properties, LLC, to WC Slicker Enterprises, LLC, with an expiration date of December 30, 2019, in the form of the attached resolution after considering any comments at the public hearing; and authorize City staff to forward the application to the State Tax Commission for their review and decision.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: July 15, 2013

REASON FOR DEADLINE: Facilitate the start of the project and ensure eligibility for other incentives.

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: WC Slicker Enterprises, LLC – Applicant and Property Owner

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Economic and Community Development, Assessor, EDRC, DDA, Property Owner

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project \$ 0

Cost of This Project Approval \$ 0

Related Annual Operating Cost \$ 0

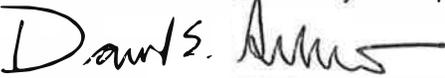
Increased Revenue Expected/Year \$ TBD* / 2019

**Tax increment capture by the DDA will begin after the expiration of the Exemption*

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

Budget Approval: _____

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development **DATE:** 07/09/13

REVIEWED BY: George A. Brown, City Manager  **DATE:**

COUNCIL MEETING DATE: July 15, 2013

**CITY OF MONROE
RESOLUTION**

1
2
3
4
5 WHEREAS, an application for transfer of an Obsolete Property Rehabilitation
6 Exemption Certificate, pursuant to Pubic Act 146 of 2000, as amended, was filed by WC
7 Slicker Enterprises, LLC, on April 15, 2013 for the property located at 54 South Monroe
8 Street, Monroe, Michigan, within a designated Obsolete Property Rehabilitation District;
9 and

10
11 WHEREAS, before acting on said application, the Monroe City Council held a
12 public hearing at its regular meeting on July 15, 2013 at Monroe City Hall, at which
13 hearing the applicant, the Assessor and representatives of the affected taxing units, after
14 prior written notice, were afforded an opportunity to be heard on the transfer of the
15 Obsolete Properties Rehabilitation Act Exemption; and

16
17 WHEREAS, the City of Monroe is a designated Qualified Governmental Unit as
18 listed in Pubic Act 146 of 2000; and

19
20 WHEREAS, the Obsolete Property Rehabilitation District was legally established
21 on March 5, 2001, after a public hearing was conducted on the same date; and

22
23 WHEREAS, the taxable value of the property proposed to be exempt plus the
24 aggregate taxable value of property already exempt under Pubic Act 146 of 2000 and
25 Public Act 198 of 1974 does not exceed 5% of the total taxable value of the unit; and

26
27 WHEREAS, the applicant is not delinquent in any taxes related to the facility; and

28
29 WHEREAS, all of the items described under "Instructions" (a) through (f) of the
30 Application for Obsolete Property Rehabilitation Exemption Certificate have been
31 provided to the City of Monroe by the applicant; and

32
33 WHEREAS, the application is for obsolete property as defined in section 2(h) of
34 Public Act 146 of 2000; and

36 WHEREAS, commencement of rehabilitation of the facility did not occur before
37 the establishment of the Obsolete Property Rehabilitation District; and

38

39 WHEREAS, the application relates to a rehabilitation program that when
40 completed constitutes a rehabilitated facility within the meaning of Public Act 146 of
41 2000 and it is situated within an Obsolete Property Rehabilitation District established in a
42 Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish
43 such a district; and

44

45 WHEREAS, completion of the rehabilitated facility is calculated to, and will at the
46 time of issuance of the certificate have the reasonable likelihood to, increase commercial
47 activity, create employment, revitalize an urban area, and increase the number of
48 residents in the community in which the facility is located; and

49

50 WHEREAS, the rehabilitation includes improvements aggregating 10% or more
51 of the true cash value of the property at commencement of the rehabilitation as provided
52 by section 2(l) of Public Act 146 of 2000.

53

54 NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Monroe
55 hereby approves the transfer of the Obsolete Property Rehabilitation Act Exemption
56 Certificate (Certificate No. 3-07-0019) from Webber Properties, LLC, to WC Slicker
57 Enterprises, LLC, for the real property located at 54 South Monroe Street, Monroe,
58 Michigan and more particularly described in Exhibit A, beginning December 31, 2007,
59 and ending December 30, 2019, pursuant to the provisions of Pubic Act 146 of 2000, as
60 amended, and subject to the following conditions:

61

- 62 1. That WC Slicker Enterprises, LLC, shall invest a sum not less than either two
63 hundred thousand dollars (\$200,000.00) or the actual cost of the materials,
64 supplies and labor for certain property improvements to be located at 54
65 South Monroe Street, which is more particularly described in its Application
66 for Obsolete Property Rehabilitation Exemption Certificate dated April 15,
67 2013; and

68

69 2. That it is understood by and between the parties that the City of Monroe shall
70 revoke the exemption if WC Slicker Enterprises, LLC, fails to complete the
71 improvements at the specified location; and

72

73 3. That WC Slicker Enterprises, LLC, shall complete the rehabilitation work
74 described in the application in an acceptable amount of time, considered by
75 the City of Monroe to be no later than December 31, 2015.

76

77 BE IT FURTHER RESOLVED, that the City of Monroe hereby states being fully advised
78 that the transfer of this Obsolete Property Rehabilitation Exemption Certificate to WC
79 Slicker Enterprises, LLC, for the property located at 54 South Monroe Street shall not
80 have the effect of substantially impeding the operation of the City of Monroe or impairing
81 the financial soundness of a taxing unit which levies ad valorem taxes in the City of
82 Monroe.

83

84 Motion:
85 Seconded By:

86

87 Ayes:
88 Nays:
89 Absent:

90

91 **RESOLUTION DECLARED ADOPTED**

92

93 I, Charles D. Evans, City Clerk-Treasurer of the City of Monroe, County of Monroe, State
94 of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution
95 adopted by the City Council of said City, at a regular meeting thereof held on the 15th
96 day of July 2013.

97

98

99

100

101

102

Charles D. Evans
City Clerk-Treasurer

103

EXHIBIT A

104

LEGAL DESCRIPTION FOR 54 S. MONROE STREET

105

106

OLD VILLAGE PLAT WEST OF MONROE ST S 24 FT OF E 61.25 FT OF LOT 2



Obsolete Property Rehabilitation Exemption Certificate

Certificate No. 3-07-0019

Pursuant to the provisions of Public Act 146 of 2000, as amended, the State Tax Commission hereby issues an Obsolete Property Rehabilitation Exemption Certificate for the commercial property, owned by **Webber Properties, LLC**, and located at **54 South Monroe Street, City of Monroe, County of Monroe, Michigan**.

This certificate provides the authority for the assessor to exempt the commercial property for which this Obsolete Property Rehabilitation Exemption Certificate is in effect, but not the land on which the rehabilitated facility is located or the personal property, from ad valorem taxation. This certificate further provides the authority to levy a specific tax known as the Obsolete Property Rehabilitation tax.

This certificate, unless revoked as provided by Public Act 146 of 2000, as amended, shall remain in force for a period of **12 year(s)**;

Beginning December 31, 2007, and ending December 30, 2019.

The real property investment amount for this obsolete facility is **\$300,000**.

The taxable value of the real property related to this certificate is **\$22,320**.

The State Treasurer **has not** excluded local school operating or state education tax levied from the specific Obsolete Property Rehabilitation.

This Obsolete Property Rehabilitation Exemption Certificate is issued on **October 2, 2007**.



A handwritten signature in cursive script, appearing to read "Kelli Sobel".

Kelli Sobel, *Executive Secretary*
State Tax Commission

A TRUE COPY
ATTEST:

A handwritten signature in cursive script, appearing to read "Nancy L. Armstrong".
Nancy L. Armstrong
Michigan Department of Treasury

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) wcslicker enterprises, llc.		
Company Mailing address (No. and street, P O. Box, City, State, ZIP Code) 145 Chalmette Circle		
Location of obsolete facility (No. and street, City, State, ZIP Code) 54 S. Monroe St., Monroe, MI 48161		
City, Township, Village (indicate which) City		County Monre
Date of Commencement of Rehabilitation (mm/dd/yyyy) 03/01/2013	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 03/01/2014	School District where facility is located (include school code) 01 - Monroe Public Schools
Estimated Cost of Rehabilitation \$200,000.00	Number of years exemption requested 10	Attach Legal description of Obsolete Property on separate sheet
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment _____		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <input type="checkbox"/>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) William C. Slicker	Telephone Number (734) 384-9091	Fax Number
Mailing Address 145 Chalmette Circle, Monroe, MI 48162		Email Address wcslick@yahoo.com
Signature of Company Officer (no authorized agents) 		Title President

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature 	Date application received 4-15-13
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FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
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PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

	Taxable Value	State Equalized Value (SEV)	
Building(s)			
Name of Governmental Unit		Date of Action on application	Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk	Clerk Signature	Date
Clerk's Mailing Address	City	State
	Telephone Number	Fax Number
		ZIP Code
		Email Address

Mail completed application and attachments to: State Tax Commission
 Michigan Department of Treasury
 P.O. Box 30471
 Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-3272.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

Q) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility including cost breakdown by item / phases...

A) (From the previous application by Webber Properties LLC, it is estimated that only Phase I and portions of Phase II have been completed). Note that dependent on finishing Phase I, we feel that that the improved "curb appeal" of the property may solicit increased interest for the first floor space. Therefore, Phase IV may be moved up in priority. Our intent is to begin work in the second quarter of 2013, and to then complete one phase in each ensuing quarter (targeted to finish Renovations by end of March 2014).

- Phase I: Renovation of Exterior. Our first priority is to give the property "curb appeal" which in turn should benefit all properties in the area. This will begin with replacement of all twenty (20) windows and two (2) access doors. Replacement of windows on first floor includes removal of brick on South facing side of building in order to install windows of proper height (brickwork indicates that taller windows were removed at one time and replaced this shorter windows). Also included in this phase is the repair of brickwork along with the purchase and installation of a new awning for the front of the building. Based on quotes for most of this work already in hand, his phase is estimated to cost \$80,000.
- Phase II: Renovation of Second Floor to include an office suite for wcslicker and associates, inc. with bathrooms, kitchenette, high speed wireless internet connection, lounge and conference areas. We also have plans for this space to be rented as an offsite Conference Center for local businesses/corporations. Our vision is to provide a professional offsite "self contained" efficient, private venue for local corporations requiring such for extended project meetings and/or training activities. We also envision local proprietors providing catering and/or dining facilities for these activities. With exterior windows replaced in Phase I, additional cost for this phase is estimated at \$40,000.
- Phase III: Renovation of Third Floor and stairwell access. The location along with this being a corner lot is an excellent venue for a loft style apartment! Our plans are for a one or two bedroom loft, with kitchen, utility room, bathroom, and dining/living space. All new electrical, plumbing, HVAC, flooring and interior walls will be constructed. With exterior windows replaced in Phase I, additional cost for this phase is estimated at \$40,000.
- Phase IV: First Floor Renovation (no changes from Webber Plan). Renovation will consist of new plumbing, electrical heating and cooling unit, walls, and ceiling treatments as required. This Phase is roughly estimated to be \$40,000, but ultimately dependent on requirements of prospective lease/rental clients.

An itemized cost breakdown for each of the above phases can be provided once plans are finalized and adequate bids for the work have been received).

Based on input from Matthew, which included a review of the previous application from Webber Properties LLC, I have anticipated and included the following Q&A's:

Q) The number of jobs to be retained or created as a result of the rehabilitated facility, including expected construction employment.

A) Retention of jobs in the Downtown area can be related to increased traffic of potential customers. Improvements to the property that allow for the opening of any new retail, living or office space in this facility would certainly bring more foot traffic to the downtown area, and with it potential patrons to other existing establishments. We do anticipate that the first floor suite will provide an excellent venue for a new retail or food service opportunity. This should create new jobs for the area which would be based on the type of business and hours of operation. We estimate anywhere from 3 to 10 new jobs dependent on these factors. Of course, during the rehabilitation phases, we expect numerous construction personnel will be working throughout the duration of the project. We also feel that a face-lift to the property will provide increase in the appeal and overall perception of the downtown area and its commitment to renewal.

Q) Legal Description of the Property:

A) "Commencing at the Southwest corner Lot 2 Old Village (now city) Plat to the City of Monroe West of Monroe St;

Thence Easterly along the Northerly line of First Street 88.75 feet;

Thence Northerly along the West line of Custer Hotel 41.25 feet;

Thence Westerly parallel to First Street 89.75 feet;

Thence Southerly along the Easterly line of alley 41.08 feet; to the place of beginning together with a perpetual right-of-way to alley lying Northerly of this parcel and described as follows:

Commencing 41.08 feet Northerly on Easterly line of alley from southwest corner of lot 2;

Thence Easterly parallel to First Street, 89.75 feet;

Thence Northerly 4 feet;

Thence Westerly parallel of the first Street 22.17 feet;

Thence Northerly parallel to alley, 1 foot;

Thence Westerly Parallel the First Street 66.66 feet;

Thence Southerly along Easterly line of alley 5 feet to place of beginning"

Q) "A statement of the economic advantages expected from the exemption."

A) Based on the extent of work required, along with the initial price paid, the exemptions will allow us to put those monies saved back into the building itself. This investment will provide a higher payback in tax revenues by improving the property itself and thereby providing for occupancy of the building – both residential and commercial.

Hopefully I have anticipated all of your questions and answered them to your satisfaction. If not, please contact me and I will provide any additional information accordingly.

Sincerely,

A handwritten signature in black ink, appearing to read 'Wm. C. Slicker', with a long horizontal flourish extending to the right.

Wm. C. Slicker

wcslicker and associates, inc.

wcslicker enterprises llc

wcslick@yahoo.com

Cell: 734-735-7674

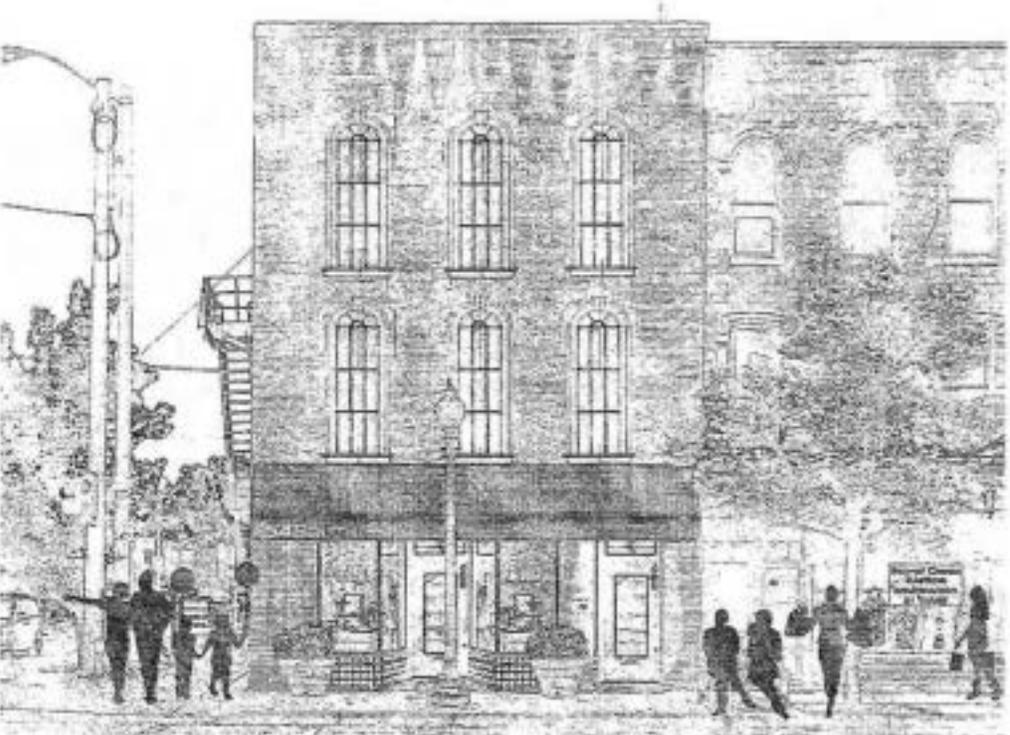
PS – I have included a sketch of the building in its current condition and another sketch showing our proposed changes for Phase I.

Proposed changes for Phase I renovations:

BEFORE:



AFTER:





Economic and Community Development Division

120 East First Street
Monroe, MI 48161-2169
(734) 384-9186

PUBLIC HEARING NOTICE APPLICATION FOR TRANSFER OF AN OBSOLETE PROPERTY REHABILITATION ACT TAX EXEMPTION CERTIFICATE

TO: Board of County Commissioners and Treasurer of the County of Monroe
Monroe County Community College Board of Trustees- Treasurer
Monroe Public Schools Board of Education- Treasurer
Monroe County Intermediate School District Board- Treasurer
Monroe County Library System- Treasurer
Lake Erie Transit Corporation
City of Monroe Assessor's Office
City of Monroe Clerk/Treasurer's Office
Michigan State Tax Commission

CC: WC Slicker Enterprises, LLC

FROM: Dan Swallow
Director of Economic and Community Development

SUBJECT: Notice of public hearing on an application for transfer of an Obsolete Property Rehabilitation Act (OPRA) Tax Exemption Certificate from Webber Properties, LLC to WC Slicker Enterprises, LLC, for property located at 54 S. Monroe Street, Monroe, Michigan

DATE: June 25, 2013

Enclosed you will find a Public Hearing Notice relating to an application for transfer of an Obsolete Property Rehabilitation Act Tax Exemption Certificate from Webber Properties, LLC to WC Slicker Enterprises, LLC for property located at 54 S. Monroe Street, Parcel # 29-00171-000. The application requests transfer of the original 12-year exemption granted in 2007 (6 years remaining) for an estimated \$300,000 in building improvements.

The public hearing will be held at the Monday, July 15, 2013 Monroe City Council meeting. The meeting will begin at 7:30 PM and will take place in Council Chambers of Monroe City Hall at 120 East First Street. Written comments received before 12:00 noon on July 15, 2013 will also be considered. Any written comments should be provided to the office of the City Clerk/Treasurer located within Monroe City Hall.

If you should have any questions regarding the upcoming public hearing or the enclosed materials, please feel free to contact the Community and Economic Development Division at (734) 384-9134.

Sincerely,

Daniel E. Swallow
Director of Economic and Community Development

Enclosure

CITY OF MONROE
ECONOMIC DEVELOPMENT REVIEW COMMITTEE
MEETING MINUTES
FRIDAY, APRIL 19, 2013
FIRST FLOOR CONFERENCE ROOM
MONROE CITY HALL

The meeting was called to order by George Brown, Chairperson at 9:05 AM

1. Roll Call

Present: Robert E. Clark, Mayor; George Brown, City Manager; Sam Guich; City Assessor, Tom Ready, City Attorney; Dan Swallow, Director of Economic and Community Development

Others: Pat Weaver (City of Monroe), Tim Lake (MCBDC), Jim Jacobs, Gibeum (Tony) Kim (Hanwha L&C Alabama)

2. Consent Agenda

A. Approval of the Agenda

A motion was made by Councilman Beneteau, seconded by Mayor Clark, "to approve the consent agenda." The motion passed unanimously.

B. Approval of the Minutes from October 8, 2012

A motion was made by Mr. Ready, seconded by Mr. Guich, "to approve the minutes from the October 8, 2012 meeting as presented." The motion passed unanimously.

3. Unfinished Business

There was no unfinished business to discuss.

4. New Business

Mr. Swallow asked Chairman Brown to reverse the discussion order for items A & B, as Mr. Kim was at the airport and running late.

A. Consider Recommendation of a Personal Property Tax Exemption (PPE) under Public Act 328 of 1998, for Hanwha L& C Alabama, LLC, for parcel 49-0148-003, commonly known as 1530 East Front Street.

Mr. Swallow introduced Mr. Kim to the board. Mr. Kim introduced himself and said his company is eager to establish his business in Michigan.

Director Swallow gave a brief overview of the proposed application. He said Hanwha has purchased the vacant building located at 1530 E. Front Street that was the former home of Prebesto Homes. He said Hanwha is a global manufacturer of glass matt reinforced thermoplastics and expanded polypropylene foam components for the automotive industry. Mr. Swallow said the Front Street facility will be used to expand Hanwha's ability to service their automotive customers in the northern region. He said Hanwha currently maintains a technical center in Fenton, Michigan, their primary manufacturing facility is located in Opelika, Alabama, and they also operate a second manufacturing facility in North Carolina. Hanwha proposed to develop the site on Front Street into a high-tech plastics manufacturing facility. The proposed investment in Monroe will be up to \$12 million, with an original investment of just under \$7.74 million. The original investment will consist of approximately \$900,000 of building (real property) improvements and \$6.84 million in equipment (personal property). Hanwha projects to hire up to 70 people in the first three years of operation at various levels of which a majority will be semi-skilled laborers, with hourly rates around \$15/hr plus benefits. Mr. Swallow noted that these wage rates exceed the benchmarks set by the city in our living wage ordinance. He said that Hanwha was ranked the 8th largest Korean conglomerate in 2011 and collectively generates over \$25 billion in annual revenues.

There was a brief discussion regarding the two types of possible tax breaks that could be given as exemptions, PA 328 or Act 198. Dan said they have contacted the State for an interpretation of PA 328 for this matter.

Mayor Clark asked City Assessor Guich for clarification of the Acts and the differences between them. Mr. Guich explained the differences between the two acts and how they relate to personal and real property for tax breaks. He stated the 211.9f only affords an exemption for personal property and that if we want to abate the real property, the only mechanism to do that is through Act 198. He also said there really isn't a whole lot of difference between the tax breaks and Dan's communication confirms this. He suggested that the board approve the 12 year IFT for both real and personal property.

After a brief discussion by the Committee, Chairman Brown asked the Committee if they wanted to make a recommendation on this issue pending the outcome from the State and send a conditional recommendation to the council. Mr. Swallow said he would prefer to have a signed application to act on before making a recommendation on the request.

The Committee agreed to take no action on this item today so staff can review the laws.

B. Obsolete Properties Rehabilitation Act (OPRA) property tax abatement under Public Act 146 of 2000 for 11 Washington Street (Leski Market)

- a. Consider Revocation of the OPRA property tax exemption for James Moody; for parcel 39-0017-000, commonly known as 11 Washington Street; due to lack of progress and sale of the property to Monroe Bank & Trust.**

Director Swallow gave a brief overview of the proposed application. He said Monroe Bank & Trust has applied for an OPRA property tax exemption under Public Act 146 of 2000 for 11 Washington Street. Mr. Swallow said the application is for major renovations to the building to address significant obsolescence due to outdated mechanical, plumbing and electrical systems, and general deterioration of the structure. Monroe Bank & Trust would like to renovate the building and use the first floor for offices. He said the second and third floors will be framed and dry walled for potential future offices, but will remain unfinished at this time. The total estimated investment for the work is \$800,000. Mr. Swallow said the new office space will result in the movement and retention of 10-15 permanent jobs to the downtown area and the rehabilitation project is anticipated to create 10-15 new jobs too. Also to complete the construction activities, 30-40 temporary jobs will be added. Mr. Swallow said the property previously had an OPRA under Mr. Moody issued in 06-07 but since there was a significant amount of change with the new project, and the fact the old OPRA would soon expire, he felt a new look was warranted. Mr. Swallow said that City Assessor Guich has inspected the building and has confirmed that the application does meet the obsolescent criteria in the statute.

After a brief discussion, a motion was made by Mr. Ready, supported by Councilman Beneteau, "to revoke the current OPRA for 11 Washington Street." Mr. Swallow asked that the motion be amended to include the reason for the revocation. The motion was amended, "to revoke the current OPRA for 11 Washington Street because the project was never undertaken by Mr. Moody." The motion passed unanimously.

- b. Consider Recommendation of an OPRA property tax exemption for Monroe Bank & Trust; for parcel 39-0017-000, commonly known as 11 Washington Street.**

A motion was made by Mr. Guich, supported by Mayor Clark, "to recommend that the City Council grant a 12-year OPRA abatement to

Monroe Bank & Trust for the property located at 11 Washington Street.” The motion passed unanimously.

C. Consider Transfer of an Obsolete Properties Rehabilitation Act (OPRA) property tax abatement under Public Act 146 of 2000 from Webber Properties, LLC TO WC Slicker Enterprises, LLC; for parcel 29-00171-000, commonly known as 54 S. Monroe Street.

Mr. Swallow gave a brief overview on the history of the property and the proposed application. He stated the property in question was purchased by WCSlicker Enterprises and they have applied for a transfer of the existing OPRA. He said the application details significant rehabilitation and renovation of the mixed use building to create retail or food service space on the first floor, offices on the second floor and an apartment on the third floor. Mr. Swallow said the proposed investment in the building is a minimum of \$200,000 and the new retail or food service space will create between 3 and 10 jobs. He further stated the investment and work plan submitted with the application is very similar to the proposal from Webber properties. Mr. Swallow said Section 13 of the Obsolete Property Rehabilitation Act allows for the transfer to a new owner, after a resolution from the local government. He said based on the commitment of WCSlicker Enterprises to implement a similar level of investment in the property, and the potential creation of up to 10 jobs, I’m recommending that the Committee transfer the OPRA exemption for 54 S. Monroe Street from Webber Properties to WCSlicker.

There being no comments from the Committee, a motion was made by Mr. Guich, supported by Mayor Clark: “to recommend that the City Council approve the transfer of the OPRA exemption for 54 S. Monroe Street from Webber Properties, LLC to WCSlicker Enterprises, LLC; with an expiration date of December 30, 2019.” The motion passed unanimously.

D. Consider Revocation of an Obsolete Properties Rehabilitation Act (OPRA) property tax abatement under Public Act 146 of 2000 due to lack of progress, for M Diner, LLC; for parcel 19-00162-000, commonly known as 546 S. Telegraph Road.

Mr. Swallow gave a brief background on the history of the property. He said there has been no activity on the property since 2009 and we have attempted to reach Mr. Saad via telephone and email with no response back from him. Dan said he would like to revoke the OPRA certificate since no work has been done and we could consider a new OPRA, if needed.

Mr. Guich said a letter was sent from the Assessor's Office to Mr. Swallow which stated there has been some work done on the northern portion of the building and its currently not occupied at this time. He said it's his recommendation to not revoke this application and leave it alone, as a potential incentive for a prospected purchaser.

After a brief discussion by the Committee, Chairman Brown asked if anyone wanted to make a motion. The Committee decided to not take any action on this matter.

5. Communications

6. Adjournment

There being no other business, a motion was made by Mr. Guich, supported by Mayor Clark, "to adjourn the meeting." The motion passed unanimously.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Approval of an Obsolete Property Rehabilitation Act Tax Exemption Certificate for Monroe Bank and Trust for its facility located at 11 Washington Street

DISCUSSION: Monroe Bank and Trust has applied for an Obsolete Property Rehabilitation Act (OPRA) property tax exemption under Public Act 146 of 2000 for its property located at 11 Washington Street. This application is for major renovations to the building to address significant obsolescence due to outdated mechanical, plumbing and electrical systems and general deterioration of the structure. Several areas of the building have been subject to water damage and a majority of the building's basement has a dirt floor. Additionally, there are environmental concerns on the property including existing asbestos tiles that must be professionally abated.

Monroe Bank and Trust plans to stabilize the building, remove environmental hazards, replace/repair the roof, pour a concrete basement floor, replace the outdated mechanical, plumbing and electrical systems and renovate the first floor for professional offices. The second and third floors will be framed and dry-walled for potential future offices, but will remain unfinished at this time. The total estimated investment for this work is \$800,000.00. This investment and creation of new office space will result in the retention of 10-15 permanent jobs and creation of 10-15 new middle-income degreed positions. They have estimated the rehabilitation of the building will also create 30-40 temporary construction jobs.

The OPRA exemption allows the City Council to grant an abatement of property taxes on any increased taxable value related to the renovation of a functionally obsolete building for a period of 1-12 years. Essentially, this allows the City to "freeze" the taxable value of the buildings during that time period. The length of the abatement is subject to review and approval of the local unit of government in which the facility is located and final certification by the State Tax Commission. When determining the term of the abatement, the local unit should take into account factors such as the following:

- Level and type of investment (exp. permanency)
- Number and pay scale of jobs retained and/or created
- Type of business (exp. high technology or professional vs. service)
- Potential for secondary or spin-off benefits and supporting investments
- Impact on the community infrastructure and environment
- Likelihood of future investments and/or job creation

Based on the high level of investment, the valuable rehabilitation of a historic downtown building, the retention of jobs and relocation to the downtown, and the economic benefit of the temporary construction jobs; the Director of Economic and Community Development recommended a 12-year OPRA abatement. The City of Monroe Economic Development Review Committee (EDRC) reviewed this application at its meeting on April 19, 2013 and concurred with the recommendation that City Council grant a 12-year OPRA abatement to Monroe Bank and Trust for the proposed improvements to the property located at 11 Washington Street.

IT IS RECOMMENDED that the City Council grant a 12-year Obsolete Property Rehabilitation Act Exemption Certificate to Monroe Bank and Trust for proposed improvements to its facility located at 11 Washington Street in form of the attached resolution, following consideration of any comments received at the public hearing; and authorize staff to forward the application to the State Tax Commission for their review and action.

CITY MANAGER RECOMMENDATION:

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

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APPROVAL DEADLINE: July 15, 2013

REASON FOR DEADLINE: Facilitate the continuation of the project and maximum investment by the applicant

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Monroe Bank and Trust – Applicant and Property Owner

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Economic and Community Development, Assessor, EDRC, DDA, Property Owner

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 \$ TBD* / 2025

**Tax increment capture by the DDA will begin after the expiration of the Exemption*

SOURCE OF FUNDS:

City

Account Number

Amount

\$ N/A

\$ N/A

Other Funds

\$ N/A

\$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development

DATE: 07/09/13

REVIEWED BY: George A. Brown, City Manager



DATE:

COUNCIL MEETING DATE: July 15, 2013

**CITY OF MONROE
RESOLUTION**

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WHEREAS, an application for an Obsolete Property Rehabilitation Exemption Certificate, pursuant to Pubic Act 146 of 2000, as amended, was filed by Monroe Bank and Trust on April 15, 2013 for the property located at 11 Washington Street, Monroe, Michigan, within a designated Obsolete Property Rehabilitation District; and

WHEREAS, before acting on said application, the Monroe City Council held a public hearing at its regular meeting on July 15, 2013 at Monroe City Hall, at which hearing the applicant, the Assessor and representatives of the affected taxing units, after prior written notice, were afforded an opportunity to be heard on the granting of an Obsolete Properties Rehabilitation Act Exemption; and

WHEREAS, the City of Monroe is a designated Qualified Governmental Unit as listed in Pubic Act 146 of 2000; and

WHEREAS, the Obsolete Property Rehabilitation District was legally established on March 5, 2001, after a public hearing was conducted on the same date; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Pubic Act 146 of 2000 and under Public Act 198 of 1974 does not exceed 5% of the total taxable value of the unit; and

WHEREAS, the applicant is not delinquent in any taxes related to the facility; and

WHEREAS, all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the City of Monroe by the applicant; and

WHEREAS, the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000 and as established in the obsolescence statement from the City of Monroe Assessor; and

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WHEREAS, commencement of rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and it is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate have the reasonable likelihood to, increase commercial activity, create employment, revitalize an urban area, and increase the number of residents in the community in which the facility is located; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Monroe hereby approves the granting of an Obsolete Property Rehabilitation Act Exemption Certificate to Monroe Bank and Trust for the real property located at 11 Washington Street, Monroe, Michigan and more particularly described in Exhibit A, for a period of twelve (12) years beginning December 31, 2013, and ending December 30, 2025, pursuant to the provisions of Pubic Act 146 of 2000, as amended, and subject to the following conditions:

1. That Monroe Bank and Trust shall invest a sum not less than either eight hundred thousand dollars (\$800,000.00) or the actual cost of the materials, supplies and labor for certain property improvements to be located at 11 Washington Street, which is more particularly described in its Application for Obsolete Property Rehabilitation Exemption Certificate dated April 15, 2013; and

70 2. That it is understood by and between the parties that the City of Monroe shall
71 revoke the exemption if Monroe Bank and Trust fails to complete the
72 improvements at the specified location; and

73

74 3. That Monroe Bank and Trust shall complete the rehabilitation work described
75 in the application in an acceptable amount of time, considered by the City of
76 Monroe to be no later than December 31, 2015.

77

78 BE IT FURTHER RESOLVED, that the City of Monroe hereby states being fully advised
79 that the granting of this Obsolete Property Rehabilitation Exemption Certificate to
80 Monroe Bank and Trust for the property located at 11 Washington Street shall not have
81 the effect of substantially impeding the operation of the City of Monroe or impairing the
82 financial soundness of a taxing unit which levies ad valorem taxes in the City of Monroe.

83

84 Motion:
85 Seconded By:

86

87 Ayes:
88 Nays:
89 Absent:

90

91 **RESOLUTION DECLARED ADOPTED**

92

93 I, Charles D. Evans, City Clerk-Treasurer of the City of Monroe, County of Monroe, State
94 of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution
95 adopted by the City Council of said City, at a regular meeting thereof held on the 15th
96 day of July 2013.

97

98

99

100

101

Charles D. Evans
City Clerk-Treasurer

102

EXHIBIT A

103

LEGAL DESCRIPTION FOR 11 WASHINGTON STREET

104

105

OLD VILLAGE PLAT EAST OF MONROE ST N 28 FT OF S 29-1/2 FT OF LOT 44 EXCEPT

106

N 1 FT OF E 70 FT OF S 29-1/2 FT OF LOT 44



CITY OF MONROE

Office of City Assessor

OBSOLESCENCE STATEMENT FROM ASSESSOR

(for Obsolete Properties Tax property as required by Michigan State Tax Commission General Rule R 209.91 (3))

Parcel code number: 39-00170-000

Property address: 11 Washington Street

MCL (Michigan Compiled Laws) 125.2782(h)(iii) defines obsolete property as being commercial property or commercial housing property which is functionally obsolete. MCL 125.2782(f), which incorporates by reference MCL 125.2652(r), defines functionally obsolete as meaning the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property.

The 11,231 square feet (exclusive of basement) subject structure, estimated to have been built in the mid to late 1800s and consisting of 2,212 square feet retail space and 1,758 square feet warehouse space on the first floor, 7,261 square feet warehouse space on the second and third floors, 867 square feet retail space on a first/second-floor mezzanine, and 2,240 square feet basement warehouse space, is located in the City of Monroe central business district.. The subject neighborhood may be considered to be entering its revitalization stage based on significant renovations and rehabilitations costing from tens of thousands to hundreds of thousands of dollars on a number of structures until the last five to six years due to difficult economic conditions in Michigan as well as nationwide.

From an appraisal standpoint, the approximately 150 year old subject structure suffers a substantial loss in value due to varying degrees of physical deterioration, functional obsolescence, and locational obsolescence. Relative to MCL 125.2782(f), the mid-structure location of the first/second-floor mezzanine, and deficient plumbing, wiring, and HVAC cause the subject structure to be functionally obsolete in an amount estimated to be \$300,000 market value as of December 31, 2012 based on 2013 assessed value doubled.

Signed: Sam Guich
Sam Guich, Assessor,
City of Monroe

Dated: April 17, 2013



Economic and Community Development Division

120 East First Street
Monroe, MI 48161-2169
(734) 384-9186

PUBLIC HEARING NOTICE APPLICATION FOR OBSOLETE PROPERTY REHABILITATION ACT TAX EXEMPTION CERTIFICATE

TO: Board of County Commissioners and Treasurer of the County of Monroe
Monroe County Community College Board of Trustees- Treasurer
Monroe Public Schools Board of Education- Treasurer
Monroe County Intermediate School District Board- Treasurer
Monroe County Library System- Treasurer
Lake Erie Transit Corporation
City of Monroe Assessor's Office
City of Monroe Clerk/Treasurer's Office
Michigan State Tax Commission

CC: Monroe Bank & Trust

FROM: Dan Swallow
Director of Economic and Community Development

SUBJECT: Notice of public hearing on an application for an Obsolete Property Rehabilitation Act (OPRA) Tax Exemption Certificate submitted by Monroe Bank & Trust for its property located at 11 Washington Street, Monroe, Michigan

DATE: June 25, 2013

Enclosed you will find a Public Hearing Notice relating to an application for an Obsolete Property Rehabilitation Act (OPRA) Tax Exemption Certificate from Monroe Bank & Trust for its property located at 11 Washington Street, Monroe, Michigan, Parcel # 39-00170-000. The application requests a 12-year exemption for an estimated \$800,000 in building improvements.

The public hearing will be held at the Monday, July 15, 2013 Monroe City Council meeting. The meeting will begin at 7:30 PM and will take place in Council Chambers of Monroe City Hall at 120 East First Street. Written comments received before 12:00 noon on July 15, 2013 will also be considered. Any written comments should be provided to the office of the City Clerk/Treasurer located within Monroe City Hall.

If you should have any questions regarding the upcoming public hearing or the enclosed materials, please feel free to contact the Community and Economic Development Division at (734) 384-9134.

Sincerely,

Daniel E. Swallow
Director of Economic and Community Development

Enclosure

James S. Jacobs Architects, PLLC
Monroe, Michigan

**Application for Obsolete Property Re-
habilitation Exemption for:
11 Washington Street
Monroe, Michigan**

RECEIVED

APR 10 2013

BUILDING DEPARTMENT
City of Monroe, Mich



Monroe Bank & Trust

Proposed Interior & Exterior Building
Renovations & Remodeling to
"The Leski Building"

Property Owner: Monroe Bank & Trust
Parcel Identification Number: 59-55-39-00170-000



Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

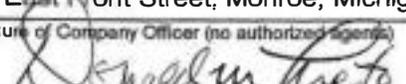
Applicant (Company) Name (applicant must be the OWNER of the facility) Monroe Bank & Trust		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) 102 East Front Street, Monroe, Michigan 48161		
Location of obsolete facility (No. and street, City, State, ZIP Code) 11 Washington Street, Monroe, Michigan 48161		
City, Township, Village (indicate which) City of Monroe		County Monroe
Date of Commencement of Rehabilitation (mm/dd/yyyy) 04/18/2013	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 11/01/2013	School District where facility is located (include school code) Monroe Public Schools - 58010
Estimated Cost of Rehabilitation \$800,000.00	Number of years exemption requested Max allowed - 12 years	Attach Legal description of Obsolete Property on separate sheet
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input checked="" type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input checked="" type="checkbox"/> Prevent a loss of employment	<input type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment <u>75</u>		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion.		
<input checked="" type="checkbox"/>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

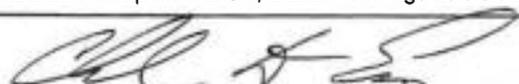
The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) Donald M. Lieto, EVP	Telephone Number (734) 242-2892	Fax Number (734) 242-1822
Mailing Address 102 East Front Street, Monroe, Michigan, 48161		Email Address don.lieto@rmbandt.com
Signature of Company Officer (no authorized agents) 		Title Executive Vice President

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature 	Date application received 4-15-13
--	---

FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
--	---

PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

Taxable Value		State Equalized Value (SEV)	
Building(s)			
Name of Governmental Unit	Date of Action on application	Date of Statement of Obsolescence	

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk	Clerk Signature	Date	
Clerk's Mailing Address	City	State	ZIP Code
	Telephone Number	Fax Number	Email Address

Mail completed application and attachments to: State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-3272.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

ATTACHMENT A
GENERAL DESCRIPTION OF THE OBSOLETE FACILITY(s)

Following are descriptions of the physical appearance and a statement of significance that serve as our basis for the assessment of the structure's qualifying factors and finding of functional obsolescence.

Description of Physical Appearance: (11 Washington Street)

The subject property consists of a three-story brick building with a basement, commonly known today as "The Leski Building" or 11 Washington Street, within a prominent block of one of Downtown Monroe's oldest blocks, fronting on Washington Street and is located within the Old Village Plat. Vehicle access is off Washington Street and the parking lot located across the alley to the east of the building. The subject parcel's size is rectangular and measured at 27 feet by 150 feet. The main entrance to the building is on the west facade from Washington Street.

The building was originally constructed circa 1888. The building is approximately 12,150 square feet overall with 4,050 square feet per floor, which includes approximately 867 square feet of second floor mezzanine area. The basement is approximately 2,240 square feet. The building is constructed of Class C masonry bearing walls with floor structures consisting of slab on grade, wooden planks over dirt, wood floor joists, and sheathing finished with carpet and pad, vinyl tile, softwood and hardwood, and gypsum leveling slurry, and an embossed metal and gypsum board ceiling with some areas of suspended grid ceiling. It is significant both as part of the block's ensemble and on its own merit as one of the earliest commercial structures still existing in the historic fabric within the Central Business District of The City of Monroe.

Currently vacant, the subject property was a mixed-use property with a shared stairwell providing street level access for the second and third floors. There is an internal open stair and mezzanine area for access to the second floor from within the first floor tenancy. The first floor has two means of egress, one via the main street level entrance along Washington Street and the other via an exit to the alley at the east (rear) of the building.

The first floor was last used as an office supply retail commercial business and office equipment repair business. The space is mainly an open floor plan with high ceilings except the area utilized by the repair shop at the rear of the building under the second floor mezzanine. This area also includes a non-functioning and questionably compliant uni-sex single occupancy "accessible" toilet room. The last 25 feet of the building is a storage area containing a non-functioning dilapidated freight/service elevator and a utility room.

The second floor consists of partially enclosed fixed wall offices and one uni-sex toilet for the westerly 80 feet of the floor with an open mezzanine in the middle and enclosed office with a non-functioning private toilet within the easterly 30 feet of the floor.

The third floor is in a state of disrepair from renovations begun, but not completed, from previous ownership. The space is void of all utilities and generally unfit for occupancy in its present state.

LEGAL DESCRIPTION: Premises situated in the City of Monroe, County of Monroe, and State of Michigan, (59-55-39-00170-000) containing .10 acres more or less to wit: The Old Village Plat East of Monroe Street North 28 feet of South 29-1/2 feet of Lot 44 except North 1 feet of East 70 feet of South 29-1/2 feet of Lot 44

Dates of recorded alterations: 2006 – Electrical, Plumbing, Building Alteration first and second floor Alterations,
1999 – Building, Mechanical – South wall infill for building separation and boiler replacement.

Functional Obsolescence

“Functionally obsolete”: The property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or super inadequacies in design, or other similar factors that affect the property itself or the property’s relationship with other surrounding property.

- Layout and Design of structure no longer practical
- Environmental contamination mainly of the basement area must be remediated for occupancy.
- Building has been vacant for over a year and must be compliant with current Codes to occupy
- Electrical, Mechanical and Plumbing systems within the structure are antiquated/outdated, non-functioning, or do not exist and are in need of upgrade
- Continued vacancy of the building will adversely affect the structural integrity of the building and adversely influence the adjacent buildings.

Statement of Significance:

This Urban Architecture, circa 1888 commercial Italianate style building is located on a prominent block within a gateway corridor to the City of Monroe’s Downtown Central Business District. It is significant both as a part of this urban commercial gateway ensemble and on its own merits as an early commercial masonry structure still existent in the fabric of Monroe’s downtown architecture which has remained virtually unchanged since its construction over one hundred and fifty (150) years ago.

This building fronts on Washington Street and is located within the Old Village Historic district. This building occupies 37 feet of the easterly block and creates a visual street presence helping to establish the main street corridor to the Downtown area.

The block that contains this Architecture dates from the original Old Village Plat which was recorded December 1, 1817, Liber D Page One (1). Re-recorded October 2, 1911 and listed in the National Register of Historic Places May 6, 1982.

The detail contained in the exterior façade details, materials as described above, document a quality, and level of construction that has withstood the test of time to this date but without renovations is in danger of being lost to history.

The present owners purchased the building in its present deteriorating state and have plans to restore/renovate the structure, maintaining the urban architectural character of this anchor building of Monroe's Central Business District downtown streetscape.

ATTACHMENT B
GENERAL DESCRIPTION OF THE PROPOSED USE OF THE
REHABILITATED FACILITY

Description of Proposed use: (11 Washington Street)

The Owner, Monroe Bank & Trust, wishes to create commercial retail office space out of all three floors.

The structure will be inspected from top to bottom and made structural sound and weather tight. Current plans include roof removal and replacement, adding insulation, repairing the masonry facades on all sides, removal of the masonry chimney, replacement of boarded or bricked in window openings, structural repairs to all floor structures including reinforcing for today's office loads, adding a concrete floor to the basement, and upgrades to all utilities.

These renovations will be completed in multiple phases. Initially the first floor would be remodeled consisting of approximately 4,150 square feet of commercial retail office including a new street level storefront consistent with the adjacent building to the north also owned by Monroe Bank & Trust. These plans also include remodeling the second and third floors creating "Shell" space for completion and occupancy of approximately 8,300 square feet of space for completion at a future date. The owners expect this to be over a period of five to ten (5-10) years.

Plans also include connectivity between the building to the north and the subject property to provide expanded space for departmental needs and accessibility via existing elevators within the adjacent structure.

Conclusion:

The functional obsolescence of this building and the lack of adequate parking combine to place the risk of rehabilitation at higher-than-normal levels. Thus, the proposed rehabilitation cannot be undertaken without the financial benefit which would accrue from approval and receipt of the requested Obsolete Property Rehabilitation Act certificate from the City of Monroe and State Tax Commission.

ATTACHMENT C
DESCRIPTION OF THE GENERAL NATURE AND EXTENT
OF THE REHABILITATION TO BE UNDERTAKEN
11 Washington Street

Site Development	Amount
Basement repairs, sewer, utilities	\$95,000.00
Replace roof and insulation	\$60,000.00
Remove chimney, repair brick	\$25,000.00
Paint exterior	\$15,000.00
Install windows	\$40,000.00
Rebuild storefront to match adjacent MBT façade	\$65,000.00
Sub Total 1 =	\$300,000.00
10% Contingency	\$30,000.00
Probable Site Development Budget	\$330,000.00

Building Rehabilitation	Amount
Renovation of first floor – 4150 square feet	
Demolition	\$41,500.00
Architectural Build-out	\$311,250.00
HVAC & Plumbing	\$41,500.00
Electrical	\$33,200.00
Second & Third floor “Shell” renovations – 3,200 square feet each	\$64,000.00
Sub Total 2 =	\$491,450.00
10% Contingency	\$49,145.00
Probable Building Rehab Construction Budget	\$540,595.00

Construction Cost Subtotal	Amount
Probable Site Development Budget	\$330,000.00
Probable Building Rehab Construction Budget	\$540,595.00
Total Estimate of Probable Construction Costs =	\$870,595.00

ATTACHMENT D
DESCRIPTIVE LIST OF FIXED BUILDING EQUIPMENT THAT WILL BE PART OF
THE REHABILITATION TO BE UNDERTAKEN

The present structures have some fixed building equipment that will remain as part of the rehabilitation to be undertaken. In general the following fixed building equipment is assumed included in the estimated construction costs noted above as new equipment.

11 Washington Street:

- Heating Ventilation and Cooling systems
- Electrical service and meter improvements
- Electrical distribution system improvements
- Electrical lighting, upgrades & replacement
- Natural Gas service and distribution system modifications
- Plumbing fixtures and improvements/repairs to the distribution system

**ATTACHMENT E
TIME SCHEDULE FOR UNDERTAKING AND COMPLETING
THE REHABILITATION OF THE FACILITY**

Project Commencement:	April 22, 2013
Anticipated Start of Construction:	June 1, 2013
Controlling factors: (April through May 31)	
• Approval of this application	
• City of Monroe Site plan approval	
• Completion of Construction Drawings	
• Issuance of building permits	
11 Washington Street:	
Exterior improvements/repairs	June – Sept., 2013
Interior modifications for finished 1 st floor office space clean up and creation of developable “Shell” space for the 2 nd and 3 rd floors and clean up of the basement for mechanical and storage purposes including HVAC, Plumbing, and Electrical systems for the work defined in the cost estimate.	June - Oct., 2013
Completion of second and third floor “Shell” space	5-10 years
Anticipated Project Completion:	October 31, 2013

ATTACHMENT F
STATEMENT OF THE ECONOMIC ADVANTAGES EXPECTED
FROM THE EXEMPTION

The following benefits will accrue because of granting the requested exemption:

1. Creation of 10-15 new full-time equivalent middle-income degreed positions.
2. Retain employment of 10-15 full-time equivalent middle-income degreed positions.
3. Creation of 30-40 new part-time, skilled trades' temporary construction jobs.
4. Increased household incomes from temporary and permanent job creation.
5. Expansion of economic influence for the Downtown/Central Business district within the Monroe Trade Area.
6. Satisfaction of specific goals and objectives found within the City of Monroe's Master and Downtown plans.
7. Provision of opportunity for increasing disposable income expenditures in the Monroe trade area.
8. Preserve a structure that will continue to generate tax revenue at a higher and better rate at the termination of this exemption.
9. Contributes to help offset the higher than normal renovation costs to redevelop an existing structure as opposed to development on a Greenfield site or newer building.

CITY OF MONROE
ECONOMIC DEVELOPMENT REVIEW COMMITTEE
MEETING MINUTES
FRIDAY, APRIL 19, 2013
FIRST FLOOR CONFERENCE ROOM
MONROE CITY HALL

The meeting was called to order by George Brown, Chairperson at 9:05 AM

1. Roll Call

Present: Robert E. Clark, Mayor; George Brown, City Manager; Sam Guich; City Assessor, Tom Ready, City Attorney; Dan Swallow, Director of Economic and Community Development

Others: Pat Weaver (City of Monroe), Tim Lake (MCBDC), Jim Jacobs, Gibeum (Tony) Kim (Hanwha L&C Alabama)

2. Consent Agenda

A. Approval of the Agenda

A motion was made by Councilman Beneteau, seconded by Mayor Clark, "to approve the consent agenda." The motion passed unanimously.

B. Approval of the Minutes from October 8, 2012

A motion was made by Mr. Ready, seconded by Mr. Guich, "to approve the minutes from the October 8, 2012 meeting as presented." The motion passed unanimously.

3. Unfinished Business

There was no unfinished business to discuss.

4. New Business

Mr. Swallow asked Chairman Brown to reverse the discussion order for items A & B, as Mr. Kim was at the airport and running late.

A. Consider Recommendation of a Personal Property Tax Exemption (PPE) under Public Act 328 of 1998, for Hanwha L& C Alabama, LLC, for parcel 49-0148-003, commonly known as 1530 East Front Street.

Mr. Swallow introduced Mr. Kim to the board. Mr. Kim introduced himself and said his company is eager to establish his business in Michigan.

Director Swallow gave a brief overview of the proposed application. He said Hanwha has purchased the vacant building located at 1530 E. Front Street that was the former home of Prebesto Homes. He said Hanwha is a global manufacturer of glass matt reinforced thermoplastics and expanded polypropylene foam components for the automotive industry. Mr. Swallow said the Front Street facility will be used to expand Hanwha's ability to service their automotive customers in the northern region. He said Hanwha currently maintains a technical center in Fenton, Michigan, their primary manufacturing facility is located in Opelika, Alabama, and they also operate a second manufacturing facility in North Carolina. Hanwha proposed to develop the site on Front Street into a high-tech plastics manufacturing facility. The proposed investment in Monroe will be up to \$12 million, with an original investment of just under \$7.74 million. The original investment will consist of approximately \$900,000 of building (real property) improvements and \$6.84 million in equipment (personal property). Hanwha projects to hire up to 70 people in the first three years of operation at various levels of which a majority will be semi-skilled laborers, with hourly rates around \$15/hr plus benefits. Mr. Swallow noted that these wage rates exceed the benchmarks set by the city in our living wage ordinance. He said that Hanwha was ranked the 8th largest Korean conglomerate in 2011 and collectively generates over \$25 billion in annual revenues.

There was a brief discussion regarding the two types of possible tax breaks that could be given as exemptions, PA 328 or Act 198. Dan said they have contacted the State for an interpretation of PA 328 for this matter.

Mayor Clark asked City Assessor Guich for clarification of the Acts and the differences between them. Mr. Guich explained the differences between the two acts and how they relate to personal and real property for tax breaks. He stated the 211.9f only affords an exemption for personal property and that if we want to abate the real property, the only mechanism to do that is through Act 198. He also said there really isn't a whole lot of difference between the tax breaks and Dan's communication confirms this. He suggested that the board approve the 12 year IFT for both real and personal property.

After a brief discussion by the Committee, Chairman Brown asked the Committee if they wanted to make a recommendation on this issue pending the outcome from the State and send a conditional recommendation to the council. Mr. Swallow said he would prefer to have a signed application to act on before making a recommendation on the request.

The Committee agreed to take no action on this item today so staff can review the laws.

B. Obsolete Properties Rehabilitation Act (OPRA) property tax abatement under Public Act 146 of 2000 for 11 Washington Street (Leski Market)

- a. Consider Revocation of the OPRA property tax exemption for James Moody; for parcel 39-0017-000, commonly known as 11 Washington Street; due to lack of progress and sale of the property to Monroe Bank & Trust.**

Director Swallow gave a brief overview of the proposed application. He said Monroe Bank & Trust has applied for an OPRA property tax exemption under Public Act 146 of 2000 for 11 Washington Street. Mr. Swallow said the application is for major renovations to the building to address significant obsolescence due to outdated mechanical, plumbing and electrical systems, and general deterioration of the structure. Monroe Bank & Trust would like to renovate the building and use the first floor for offices. He said the second and third floors will be framed and dry walled for potential future offices, but will remain unfinished at this time. The total estimated investment for the work is \$800,000. Mr. Swallow said the new office space will result in the movement and retention of 10-15 permanent jobs to the downtown area and the rehabilitation project is anticipated to create 10-15 new jobs too. Also to complete the construction activities, 30-40 temporary jobs will be added. Mr. Swallow said the property previously had an OPRA under Mr. Moody issued in 06-07 but since there was a significant amount of change with the new project, and the fact the old OPRA would soon expire, he felt a new look was warranted. Mr. Swallow said that City Assessor Guich has inspected the building and has confirmed that the application does meet the obsolescent criteria in the statute.

After a brief discussion, a motion was made by Mr. Ready, supported by Councilman Beneteau, "to revoke the current OPRA for 11 Washington Street." Mr. Swallow asked that the motion be amended to include the reason for the revocation. The motion was amended, "to revoke the current OPRA for 11 Washington Street because the project was never undertaken by Mr. Moody." The motion passed unanimously.

- b. Consider Recommendation of an OPRA property tax exemption for Monroe Bank & Trust; for parcel 39-0017-000, commonly known as 11 Washington Street.**

A motion was made by Mr. Guich, supported by Mayor Clark, "to recommend that the City Council grant a 12-year OPRA abatement to

Monroe Bank & Trust for the property located at 11 Washington Street.” The motion passed unanimously.

C. Consider Transfer of an Obsolete Properties Rehabilitation Act (OPRA) property tax abatement under Public Act 146 of 2000 from Webber Properties, LLC TO WC Slicker Enterprises, LLC; for parcel 29-00171-000, commonly known as 54 S. Monroe Street.

Mr. Swallow gave a brief overview on the history of the property and the proposed application. He stated the property in question was purchased by WCSlicker Enterprises and they have applied for a transfer of the existing OPRA. He said the application details significant rehabilitation and renovation of the mixed use building to create retail or food service space on the first floor, offices on the second floor and an apartment on the third floor. Mr. Swallow said the proposed investment in the building is a minimum of \$200,000 and the new retail or food service space will create between 3 and 10 jobs. He further stated the investment and work plan submitted with the application is very similar to the proposal from Webber properties. Mr. Swallow said Section 13 of the Obsolete Property Rehabilitation Act allows for the transfer to a new owner, after a resolution from the local government. He said based on the commitment of WCSlicker Enterprises to implement a similar level of investment in the property, and the potential creation of up to 10 jobs, I'm recommending that the Committee transfer the OPRA exemption for 54 S. Monroe Street from Webber Properties to WCSlicker.

There being no comments from the Committee, a motion was made by Mr. Guich, supported by Mayor Clark: “to recommend that the City Council approve the transfer of the OPRA exemption for 54 S. Monroe Street from Webber Properties, LLC to WCSlicker Enterprises, LLC; with an expiration date of December 30, 2019.” The motion passed unanimously.

D. Consider Revocation of an Obsolete Properties Rehabilitation Act (OPRA) property tax abatement under Public Act 146 of 2000 due to lack of progress, for M Diner, LLC; for parcel 19-00162-000, commonly known as 546 S. Telegraph Road.

Mr. Swallow gave a brief background on the history of the property. He said there has been no activity on the property since 2009 and we have attempted to reach Mr. Saad via telephone and email with no response back from him. Dan said he would like to revoke the OPRA certificate since no work has been done and we could consider a new OPRA, if needed.

Mr. Guich said a letter was sent from the Assessor's Office to Mr. Swallow which stated there has been some work done on the northern portion of the building and its currently not occupied at this time. He said it's his recommendation to not revoke this application and leave it alone, as a potential incentive for a prospected purchaser.

After a brief discussion by the Committee, Chairman Brown asked if anyone wanted to make a motion. The Committee decided to not take any action on this matter.

5. Communications

6. Adjournment

There being no other business, a motion was made by Mr. Guich, supported by Mayor Clark, "to adjourn the meeting." The motion passed unanimously.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: 2013 BITUMINOUS PAVEMENT MAINTENANCE PROGRAM – REPORT ON BIDS RECEIVED

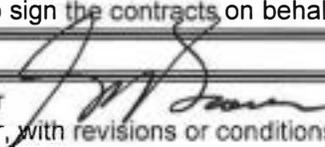
DISCUSSION: The Engineering Department opened bids for the above project on Monday, July 8, 2013. Each year the Engineering Department manages a program for routine maintenance on bituminous (asphalt) streets, including crack sealing and slurry sealing, both of which are designed to lengthen the service life of these pavements. This program typically includes streets that have been targeted for maintenance activities that can extend their surface life for five years or more, and for permanent pavement patching in areas where the Water Department has had main breaks within the past year.

As in previous years, we have identified numerous streets that would benefit from crack sealing based on visual inspection, and also since 2007 have been taking an asset management approach to other asphalt roadways by making sure that every newly-resurfaced roadway receives its first crack sealing treatment within three (3) years of its last resurfacing. This list is contained in the supplemental specifications, and due to its length, has been attached with this fact sheet rather than listed here separately. We also select a few roadways to perform a slurry sealing application, which provides new life to pavement surfaces that are aging but the underlying layers are generally stable, and thus can extend the pavement life significantly without having to perform a full resurfacing, typically at least 5-7 years. These locations are West Second Street from Smith to Monroe, Borgess Avenue from Vine to Noble, and Humphrey Street from Scott to Jerome.

There were two (2) bidders, and a bid tabulation is attached for your review. The low bidder, D.G. Slurry Seal of Toledo, submitted a bid of \$81,017.53, which is 3.3% above the Engineer's Estimate of \$78,465.25. D.G. Slurry Seal was the only bidder for this project in 2005, 2006, 2007, 2009, 2010, and 2011, and were awarded a change order in both 2008 and 2012 to previous contracts since they agreed to hold their unit prices from the previous year. They have performed satisfactorily each year, and we of course recommend awarding this contract to them as well. Since this contract is for maintenance type work, our prevailing wage requirements do not apply to this project. Given the flexible nature of this type of contract, and the fact that often additional maintenance needs (primary new water main breaks) are identified through the contract term, we are again recommending a 20% contingency be allocated from all funding sources instead of the usual 15%.

IT IS RECOMMENDED that the City Council award the above contract to D.G. Slurry Seal of Toledo in the amount of \$81,017.53, and that a total of \$97,200 be encumbered to include a 20% project contingency. **IT IS FURTHER RECOMMENDED** that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Bids are only good for forty-five (45) days.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

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

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$97,200*
	Cost of This Project Approval	\$97,200*
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

*Includes 20% contingency

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	Local Streets – Surface Main.	203-60.464-818.020	\$40,200
	Major Streets – Surface Main.	202-60.464-818.020	\$45,600
	Water Department Contr.	591-40.538-818.020	\$11,400

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/08/13

REVIEWED BY: 

DATE:

COUNCIL MEETING DATE: July 15, 2013

2013 Bituminous Pavement Maintenance Program

BID TABULATION BIDS DUE: Monday, July 8, 2013 Page 1 of 1

No.	Item	# units	Units	0 - Engineer's Estimate		1 - D.G. Slurry Seal of Toledo		2 - Roadway Services, Inc.	
				Unit Price	Amt.	Unit Price	Amt.	Unit Price	Amt.
1	Remove and Dispose Pavement	106.90	SYD	40.00	4,276.00	39.25	4,195.83	95.00	10,155.50
2	Furnish & Install Bit. Hand Patching	32.80	TON	225.00	7,380.00	223.00	7,314.40	325.00	10,660.00
3	Furnish & Install Overband Crack Seal	20000.00	LBS	2.25	45,000.00	2.30	46,000.00	1.85	37,000.00
4	Furnish & Install Emulsified Slurry Seal	9565.00	SYD	2.25	21,521.25	2.42	23,147.30	3.45	32,999.25
5	Furnish & Install 4" White Waterborne P.M.	144.00	LFT	2.00	288.00	2.50	360.00	8.60	1,238.40
Total					78,465.25		81,017.53		92,053.15



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: LEAF BAG PURCHASE – REPORT ON BIDS RECEIVED

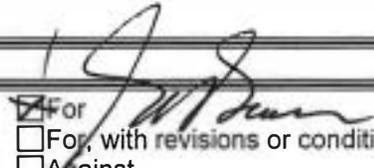
DISCUSSION: The Department of Public Services has solicited bids for the purchase of biodegradable paper compost bags for distribution to City residents for fall leaf collection. As usual, bids were formally let through the Finance Department. Two (2) bids were received this year, and the low bidder is Dano Enterprises, Inc. of Stamford, Connecticut. They bid \$0.3195 per bag, and for a total bid of 72,000 bags, the overall cost is \$23,004.00. Dano was also the low bidder for the years 2006 through 2009, and we are comfortable that they can supply the requested product. Bid information is attached with this fact sheet for your review.

As we have done since 2010, we will plan to distribute these bags at the Engineering and Public Services counter at City Hall beginning probably on October 14 until supplies last, which ranges from 3-1/2 to 5 weeks. We have found in the past few years that now that citizens have become accustomed to longer frequenting the DPS facility for this purpose, the ability to have multiple staff serving peak distribution times has been quite helpful, and we are able to leave the bags on pallets in the hallway rather than breaking them down, which was necessary at the DPS office and quite time-consuming.

While the City's refuse contractor collects yard waste from April through early December in other yard waste bags that can be purchased at other times of the year from most retailers and regular cans labeled with yard waste stickers (available for free at City Hall), offering a free supply of the bags during our peak season does assist in the City's efforts to cut down on illicit activities such as citizens raking leaves into the street, which can be difficult to police if done en masse. As before, these would be funded from the Refuse Fund, which is funded through a general millage assessed against all properties, residential and otherwise.

IT IS RECOMMENDED that the award for 72,000 bags be awarded to Dano Enterprises, Inc., and that the Director of Engineering and Public Services be authorized to execute a purchase order for the 2013-14 Fiscal Year in the amount of \$23,004.00.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: Within the next two Council meetings

REASON FOR DEADLINE: Bids are generally only good for 30 days.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Public Service activities in general, impacts on street sweeping and refuse collection, benefit accrues to all City property owners and residents

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 23,004.00
	Cost of This Project Approval	\$ 23,004.00
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	Refuse Fund Oper. Supplies	226-60.529-750.000	\$ 23,004.00

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/01/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 15, 2013



CITY OF MONROE, MI – 2013 LEAF BAG SPECIFICATIONS

BIDS DUE MONDAY, JULY 1, 2013 AT 10:00 A.M. IN THE CLERK'S OFFICE:

- 1. TYPE: PSOS Paper, self-opening style**
- 2. SIZE: 16"x12"x35", 30-gallon capacity**
- 3. CONSTRUCTION: 2-ply, 50 pound Natural Kraft Wet Strength Paper**
- 4. PACKAGING: 5 bags per double-strapped package, shipped on pallets**
- 5. DELIVERY: Must be delivered to the Department of Public Services, 222 Jones Avenue, Monroe, MI no earlier than August 26, 2013 and no later than September 27, 2013. Bidders should bid per bag for a total of 72,000 bags.**
- 6. Imprint "CITY OF MONROE" on one line with "2013" below in either red, green, blue, or black lettering, minimum 2" letter height, for printing, per bag, 72,000 bags**

BIDS RECEIVED LIST FOR LEAF BAGS FOR THE PUBLIC SERVICES DEPARTMENT. BID REQUESTS DISTRIBUTED 6/13/2013.

BIDS DUE MONDAY, JULY 1, 2013.

<u>NAME</u>	<u>BID AMOUNT</u>
Dano Enterprises, Inc. Stamford, CT	\$.3195 per bag \$23,004 lump sum (Bid Check)
Pabco Industries, LLC Newark, NJ	\$.3480 per bag \$25,056 lump sum (Bid Bond)



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: MAST ARM INSTALLATION FOR MONROE AND ELM TRAFFIC SIGNALS – FUNDING ALLOCATION

DISCUSSION: The Michigan Department of Transportation (MDOT) is planning to resurface Monroe Street (M-125) from Eighth Street to US-24 in 2014. This project includes significant work, including two-course milling and new pavement installation, curb replacement in some areas, and traffic signal upgrades at certain intersections. One of these intersections is Monroe Street at Elm Avenue, where the existing signal configuration of a single diagonal span is due to be replaced with a "box span". This layout is the current standard configuration used by MDOT (see attached information), and is considered to be a safer layout both from a visibility and a maintenance standpoint. The intersection of West Front Street and South Roessler Street was changed to this configuration in 2006 prior to MDOT turning West Front Street back to the City of Monroe.

City staff has long been considering the eventual installation of a more decorative mast arm traffic signal layout at some of our more prominent downtown locations as the opportunity arises. An example of one such installation in Ann Arbor is attached for your review, and such an installation also meets the MDOT signal policy since the signal head positioning from the box span layout is maintained but with mast arm poles instead. The Community and Economic Development Department researched standards in use in some other communities in Michigan, a few of which actually mandate their use at all intersections. City staff feels that such installations, while somewhat more costly and likely not cost-effective city-wide, nonetheless are appropriate for some locations, and has developed the attached resolution of support for adoption.

MDOT has provided us with some cost information for a potential upgrade to mast arm design at the intersection of Monroe Street and Elm Avenue, as the City is responsible for the increase from the wire-mounted box span design. For a standard mast arm layout similar to that shown in the photo with four (4) support poles, the conceptual cost is \$36,000, with an additional cost of \$4,000 for painting, which can be in a neutral color such as black or green in addition to the standard grey finish. While MDOT also offered a price of \$12,000 to install four (4) large backlit street name signs, staff does not feel this is necessary, and is exploring costs for simple non-lit standard road name signs to be mounted on the poles. Also, we are still working with MDOT to determine if decorative pole styles (such as the Washington Post street lights in the downtown area) can be incorporated into the installation. If this is the case, we will ask the City's Downtown Development Authority (DDA) to fund the incremental costs from simple standard mast arm poles to more decorative ones.

At this point, we have identified \$40,000 in costs for standard mast arm poles and painting that will certainly be incurred for this project, though these are subject to the actual bid costs, which will not be known until early 2014. While we are still reviewing options with MDOT for signage and decorative options, they have indicated that they require a commitment in the next few weeks, as the M-125 project is nearing final design. Therefore, at this point we are asking for the authority to commit up to \$50,000 in City funds on this project, which we are planning to appropriate from the Major Street Fund Balance at the time required by MDOT. As soon as the decorative option cost increase (if available) is known, this will be placed in front of the DDA for approval as well.

IT IS RECOMMENDED that the attached resolution be adopted. **IT IS FURTHER RECOMMENDED** that up to \$50,000 be appropriated from the Major Street Fund to provide for the upgrade to mast arm-mounted traffic signals at the intersection of Monroe Street (M-125) and Elm Avenue as a part of the 2014 resurfacing of M-125, and that the Director of Engineering and Public Services or his designee be authorized to coordinate with the Michigan Department of Transportation and expend funds as needed on behalf of the City of Monroe as well as any additional funds that may be appropriated by the Downtown Development Authority.

CITY MANAGER RECOMMENDATION:

- [Signature]*
- For
 - For, with revisions or conditions
 - Against
 - No Action Taken/Recommended

APPROVAL DEADLINE: July 15, 2013

REASON FOR DEADLINE: MDOT is completing design within the next few weeks

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services and Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Engineering and Public Services Department, Community and Economic Development Department, Downtown Development Authority, travelling public

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$50,000.00
	Cost of This Project Approval	\$50,000.00
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

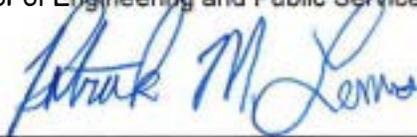
SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	Major Street Fund Balance		\$50,000.00

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/09/13

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 15, 2013

CITY OF MONROE RESOLUTION

RESOLUTION DESIGNATING MAST ARM TRAFFIC SIGNAL SUPPORTS FOR USE ON MONROE STREET AT DOWNTOWN INTERSECTIONS

WHEREAS, the City Council has received research results and cost comparisons on the proposed use of mast arm traffic signal supports for future and replacement traffic signal installations in the Monroe Street corridor within the Downtown area; and

WHEREAS, the City Council recognizes the operation and aesthetic benefits of using mast arm signals in place of traditional diagonal or box span signals; and

WHEREAS, research has show that the implementation of mast arms improves safety by placing traffic signals in-line with road lanes, and provides a cleaner, upgraded appearance at highly visible intersections; and

WHEREAS, it has been determined that mast arm traffic signal supports are appropriate for use within the Monroe Street corridor at designated intersections, including North Monroe Street and Elm Avenue, South Monroe Street and Front Street, and South Monroe Street and First Street.

NOW THEREFORE BE IT RESOLVED that the Monroe City Council hereby designates steel, green or black powder coated, mast arm traffic signal supports as the standard traffic signal support system for all new signal installations and signal replacements at the intersections of North Monroe Street and Elm Avenue, South Monroe Street and Front Street, and South Monroe Street and First Street.

BE IT FURHTER RESOLVED that the Monroe City Council recognizes the need to coordinate various construction activities within the road rights-of-way, and will allow the installation of span wire supported traffic signals for those intersections designated above where construction is planned within 10-years that could impact the placement or design of the traffic signal supports.

Motion:
Seconded By:

Ayes:
Nays:
Absent:

RESOLUTION DECLARED ADOPTED

I, Charles D. Evans, City Clerk-Treasurer of the City of Monroe, County of Monroe, State of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution adopted by the City Council of said City, at a regular meeting thereof held on the ___th day of _____ 2013.

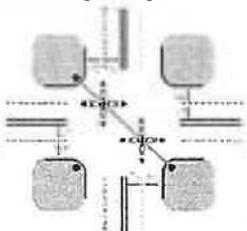
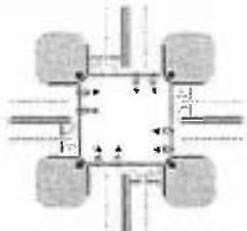
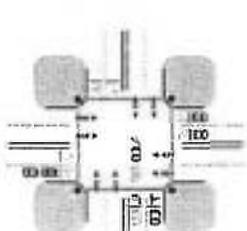
Charles D. Evans
City Clerk-Treasurer



[close print view](#)

Box traffic signal location replaces traditional placement

Box span signals are a new method for positioning traffic signals in an intersection. In the course of projects that require upgrading an intersection and/or signal, MDOT will be replacing the traditional signal configuration with these.

<p>Traditional signal design</p> 	<p>Traditional signal design Two traffic signals are located in the middle of an intersection. They are suspended on wires secured to two poles placed opposite each other in the intersection.</p>
<p>Box span signal configuration</p> 	<p>With the box span design, signals are located at each corner of the intersection (thus, the "box" design).</p> <p>Advantages of this design:</p> <ul style="list-style-type: none"> • Increased safety for maintenance workers, who no longer need to be stationed in the middle of a busy intersection to make repairs. • Signals are easier for drivers to see.
<p>How a box span signal works</p> 	<p>This diagram shows how the new signal configuration works.</p> <ul style="list-style-type: none"> • Motorists would continue to pull up to the stop bar and proceed according to the signal directly opposite them at the far side of the intersection. • Once this signal turns green, a motorist could go straight or turn depending on their lane of travel. • Motorists turning left need to follow through with the left turn regardless of what the other traffic signals show. Drivers should NOT stop in an intersection for any reason.







CITY COUNCIL AGENDA FACT SHEET

RELATING TO: MAYBEE ELEVATED STORAGE TANK MIXING SYSTEM PURCHASE – WATER DEPARTMENT

DISCUSSION: The Water Department requests to purchase one GS-12-120 volt mixer and one GS-12 Control Box with SCADA Monitoring from Medora Corporation out of Dickinson, ND. Attached are a quote from Medora Corporation (dated 7-1-13) and a letter from Medora Corporation (dated 7-3-13), exclusive manufacturer of the equipment and is the sole licensee of the technology. The quoted price and letter from Medora Corporation are current. The Water Department requests that Medora Corporation be considered the sole source provider to sell this product and for this purchase to be made without bids.

The Maybee Elevated Storage Tank is a 250,000 gallon steel, elevated storage tank which is used for balancing system pressures, flows, and provides emergency storage within the high pressure zone of the water system. The tank is taken out of service every 3~5 years for maintenance inspections and recently was taken out of service to complete a FY 2012-13 Capital Improvement Program (CIP) project that included painting and repairs. The last two times the tank has been taken out of service, it was discovered that the tank's cathodic protection system had been severely damaged from ice buildup during the winter months causing expensive repairs along with extending tank downtime. The cathodic protection system is necessary to maintain / extend the service life of the tank since it is made of steel and without it the tank will corrode at an accelerated rate. The GS-12 mixing system is NSF /ANSI Standard 61-G certified and completely mixes the water in the tank in a continuous operation. This results in uniform water temperature to eliminate ice buildup / future tank damage, provides uniform water system age and disinfectant, prevents water stagnation, thermal stratification and short circuiting. These benefits improve the overall system water quality.

It is recommended to purchase one GS-12-120 volt mixer and one GS-12 Control Box with SCADA Monitoring (Option #1) for installation in the tank. We are working with the recent painting and repair contractor to obtain a quote to assist with the mixing system installation and electrical / SCADA wiring with project contingency funds so as to put the system into service. Option #1 of the attached proposal is recommended with the total price with shipping is \$8,950.00. Adequate funding has been budgeted as part of the overall FY 2012-2013 CIP project.

IT IS RECOMMENDED that a purchase order in the amount of \$8,950.00 be issued to Medora Corporation out of Dickinson, ND to provide one GS-12-120 volt mixer and one GS-12 Control Box with SCADA Monitoring in accordance with their quote dated 7-1-13 and that the bid process be waived. **IT IS FURTHER RECOMMENDED** to authorize the Director of Water and Wastewater or his designee to be authorized to sign all necessary documents on behalf of the City of Monroe (if needed).

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: ASAP

REASON FOR DEADLINE: Purchase mixing system for installation to eliminate ice buildup / future tank damage, provide uniform water age and disinfectant, prevent water stagnation, thermal stratification and short circuiting within the tank.

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:



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

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Water Department, Water Customers

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project \$ 97,750.00

Cost of This Project Approval \$ 8,950.00

Related Annual Operating Cost \$ N/A

Increased Revenue Expected/Year \$ N/A

SOURCE OF FUNDS:

City

Water System

Account Number

59140538 972000 13W04

Amount

\$ 8,950.00

Other Funds

Budget Approval:



FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** July 5, 2013

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 15, 2013



Medora Corporation
3225 Highway 22 • Dickinson, ND 58601
Tel: (701) 225-4495 • www.MedoraCo.com



Potable Water Quotation

Date: 07/01/2013

Re: 250,000 Gallon Elevated Storage Tank

Project #: 5535

To: Barry LaRoy
City of Monroe, MI
barry.laroy@monroemi.gov • 734-384-9122

From: Eric Schiebold, Environmental Sales, Inc., Medora Corp. local representative, Southfield, MI
eschiebold@aol.com • 248-569-9393

Mike Christensen, Medora Corporation East U.S. Manager, Wells, MN
mike.c@medoraco.com • 866-553-5590

Derek Oukrop, Medora Corporation Sales Engineering Dept., Dickinson ND
derek.o@medoraco.com • 866-437-8076

Dear City of Monroe,

Thank you for requesting this quotation. We are very pleased to work with your Team to provide high quality potable water circulation equipment at an economical price. This project fits our capabilities well, and we will do everything possible to ensure your project flows smoothly and meets your goals and expectations. Please contact us with any questions. Thank you, SolarBee / GridBee Team

PROJECT DESCRIPTION

1. Tank Name & Location

250,000 Gallon Elevated Storage Tank • Monroe, MI

2. Tank Description

The 250,000 Gallon Tank description: Steel, elevated storage tank, volume 250,000 gallons.

3. Project Objectives

The objective is to provide thorough mixing of the tank to reduce water age, stagnation, stratification, short circuiting, and cold-climate ice buildup. Thorough mixing not only improves water quality, it also allows for representative sampling of the tank water, and disinfectant boosting if ever needed.

4. Medora Co. Recommendation/System Design for this Installation

To meet the above objectives, we recommend the installation of one (1) GS-12-120 volt mixer and one (1) GS-12 Control Box with SCADA Monitoring. The minimum hatch size for this installation is 12" diameter. This unit requires 120 vAC power.

Performance Guaranty: These mixers will completely mix the subject tank. In continuous operation, (1) at least once per 24 hours all water temperatures within the tank shall converge to within 1.0 degrees C, and (2) at least once per 72 hours all chlorine concentrations within the tank shall converge to within 0.2 mg/l.

PRICING

5. Equipment Cost - For Equipment and Option Details, See Attached Documents

GS Series Electric Mixers

Quantity	Equipment Description	Cost Each	Equipment Total
1	GS-12-120v Submersible Electric Mixer:	\$7,800	\$7,800
1	GS-12 Control Box with SCADA Monitoring:	\$950	950
Equipment Subtotal:			\$8,750
Applicable Taxes: To Be Determined			
Project Total: Choose Option 1, 2, or 3 From Below			

Must Choose One (1) of the Following:

Project Total

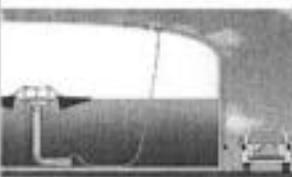
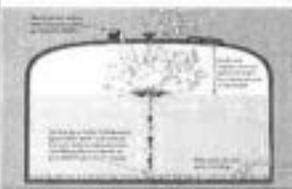
Note: Installation of the GS series electric mixers are well within the scope of work most cities or contractors can perform. An installation manual is provided with all machines.

Option #1: Above Equipment & Shipping Cost Prepaid & Add: \$200	\$8,950
Option #2: Above Equipment & Shipping Cost Prepaid & Add with On-Site Training: \$4,200	\$12,950
Option #3: Above Equipment & Factory Delivery, Installation and Startup: \$12,500	\$21,250

6. Pricing Expiration

This price expires in **90 days** per the terms below. For budgeting purposes, please add **10%** for inflation for orders after that time. Factory price adjustments due to inflation are usually required once or twice per year.

POTABLE WATER OPTIONS

Options for GS Series Electric Mixers		
Chemical Injection Line Kit	75 ft. Long x 1/2" ID injection hose kit, connects to fitting on intake of mixer and to top of tank, shipped loose with machine for customer / contractor installation.	\$300 per mixer
GS-12 Extended Warranty	Optional 7-year factory warranty, in lieu of standard 3-year warranty. This is a full-replacement warranty on the mixer, control box, and wiring.	\$1,200 per mixer
 Portable Disinfectant Boost System	<i>Consider when occasional on-site boosting is desired.</i> Portable Disinfectant Boost System (designed to be installed in the back of a pickup), safe, durable chemical transfer system to boost disinfectant in potable water reservoirs. Boosting rate up to 4 gpm, one system can treat multiple tanks, approximate dimensions: 20" W x 52" L x 20" H. Air compressor (4 cfm @ 60 psi) is required to operate the air-powered diaphragm pump; air compressor not included. Brochure available upon request.	\$7,000
 THM Removal System	Effective and economical spray nozzle system that works in conjunction with a GridBee / SolarBee mixer to strip TTHM from potable water storage tanks and clearwells. For more information on the THM removal system, please contact us or visit MedoraCo.com.	Call for pricing.

TERMS

7. General Provisions

A. Equipment Purchase, Not a Construction Project: This equipment is portable, and can be easily relocated or removed entirely from the premises at any time. It does not become an integral part of any building or other structure, or part of "real estate." Therefore, to purchase it, the City should use the same procedure as for purchasing other portable equipment, such as a forklift, a drill press, or an office desk. Medora reserves the right not to accept an order if the purchase is incorrectly characterized as a "construction" project." Medora has not found any State or other jurisdiction where construction or contractor statutes apply to portable equipment that is sold by a factory, with on-site final assembly and placement performed by factory personnel.

B. Assumptions: This quotation may be based on worksheets, calculations or other information that has been provided by the City. The City should bring to Medora's attention any discrepancies, errors in data, or false assumption that Medora may have made while preparing this quotation.

C. Expiration: This quotation expires in 90 days, or on the date of any new quotation for this project, whichever is sooner.

D. Delivery Time: Delivery time must fit the Medora crew schedule, and usually is 60-150 days.

E. Payment Terms: For a federal, state, or local government purchaser with a good credit rating, full payment is due in US dollars 30 days after invoice date, which is generally the date when the goods leave the Medora factory. For a non-government purchaser, full payment must be made by credit card or cashier's check before the goods leave the Medora factory though, in some cases, based on availability of a payment bonding or a bank Letter of Credit, 30 day credit terms may be extended upon special request by the purchaser. If there are any issues with these payment terms, please do not rely on this quotation until the issues have been resolved with Medora.

F. Add for Taxes and Any Governmental Fees: Except as indicated above, no taxes, tariffs or other governmental fees are included in the quote shown above, nor are there any costs added for special insurance coverage the customer may require. It is the customer's responsibility to pay all local, state, and federal taxes, including, sales and use taxes, business privilege taxes, and fees of all types relating to this sale, whether they are imposed on either Medora or the customer, or whether these taxes and fees are learned about after the customer orders the equipment. The customer's purchase order should indicate any taxes or fees due on equipment and/or services, and whether the customer will pay them directly to the governing body or include the tax payment with the purchase for Medora to submit them to the governing body.

G. Add for Special Insurance Requirements: Medora Corporation maintains adequate liability and workman's compensation insurance to generally comply with its requirements for doing business in all fifty U.S. states, and will provide at no charge certificates of insurance when requested. However, if additional insurance or endorsements beyond the company's standard policy are required by the customer, then the costs of those additional provisions and/or endorsements will be invoiced to the customer after the costs become known.

H. Add for Special Training, Safety, Signage, or Other Requirements: Medora has a very strong safety training program for its employees. If any special training classes for Medora personnel are required by the customer, please notify Medora well in advance. The cost of this training will be added to this quotation or invoiced to the customer separately. The same applies to any other special requirements the customer may have, including providing of project signage or any other requirement.

I. Safe and Accessible Tank Condition Required. This quotation is based on the best information made available to us by the above date. If this equipment is ordered, Medora's engineering and installation team will need detail information and photographs to plan the installation. If the detail information changes the installation scope significantly, Medora reserves the right to withdraw or alter this quotation, even if the equipment has already been ordered. To avoid surprises, the City should supply detailed tank information and photos as soon as possible. To ensure the safety of Medora's installation crews, it is the City's responsibility to make sure that all antennas (radio, cell phone, other) located at or near the tank site are inactivated during the installation and/or service of this equipment.

J. Customer to Follow Medora's Maintenance and Safety Guidelines: The customer agrees to follow proper maintenance, operating, and safety instructions regarding the equipment as contained in the safety manual that accompanies the equipment or is sent to the customer's address.

K. Regulatory Compliance. The customer must comply with all applicable Federal and State governmental regulations. It is the customer's sole responsibility to inquire about governmental regulations and ensure that GridBee and SolarBee equipment is deployed and maintained so as to remain in compliance with these regulations and guidelines, and to hold Medora harmless from any liability caused by non-compliance with these regulations and guidelines.

L. Warranty. Medora Corporation has the best parts and labor warranties that we are aware of in the industry. The details of the Warranty which applies to this project are either attached to this document or are available at: <http://potablewater.medoraco.com/potablewater/product-information>

8. To Accept This Quotation

To order the equipment, please issue a purchase order to Medora Corporation, 3225 Hwy. 22, Dickinson, ND 58601. The purchase order can be mailed to the address above, faxed to 866-662-5052, or emailed to the home office at orderprocessing@medoraco.com. The purchase order should refer to the date of this quotation, and will be assumed to include this entire quotation by reference.

If purchase orders are not utilized, please sign and date below, provide billing information, and fax to 866-662-5052 or email to orderprocessing@medoraco.com.

Signing below acknowledges acceptance of this quotation. Please indicate which one of the following options you have chosen.

Electric Mixer Purchase

Equipment Options _____

Option #1: Shipping Cost Prepaid & Add

Option #2: Shipping Cost Prepaid & Add with On-Site Training

Option #3: Factory Delivery, Installation and Startup

Signature

Date

Printed Name

Title



Main Office and Service Center
Medora Corporation • 3225 Hwy 22 • Dickinson, ND • 58601
+1 (701) 225-4495 • Fax (701) 225-0002 • www.medoraco.com

July 3, 2013 (emailed to barry.laroy@monroemi.gov - original in US Mail)

Barry S. LaRoy, P.E.
Director of Water & Wastewater Utilities
City of Monroe
120 E 1st St
Monroe, MI 48161

Dear Barry,

This letter is to certify that the GridBee GS-12 submersible mixer high-flow, water-mixing equipment, which City of Monroe is considering purchasing is only available through Medora Corporation of Dickinson, ND.

Medora Corporation is the exclusive manufacturer of this equipment, which encompasses patents pending, and is the sole licensee of this technology. In addition, the machine comes with a 3-year machine warranty that covers parts and labor, and optional factory installation crews, trained for at heights, over water and confined spaces are available to install.

The purchase price presented for this equipment is the same price charged to all U.S. agencies and other organizations, after allowing for small differences in delivery and installation charges based on quantity and mileage differences between projects.

Sincerely,

Joel Bleth, President
Medora Corporation

KRISTY HINTZ
NOTARY PUBLIC, STATE OF NORTH DAKOTA
MY COMMISSION EXPIRES JULY 10, 2014

(Notary Seal)

The above individual signed this letter in my presence on July 3, 2013.

Attested to by Kristy Hintz, Notary Public, Stark County, State of North Dakota.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: POLICE K-9 VEHICLE PURCHASE – FORD EXPLORER

DISCUSSION: The City's Stores and Equipment Fund, an Internal Service Fund, is responsible for the maintenance and purchase of most City vehicles, including all in the Building, Engineering, Police, Planning, Assessing, and Public Services Departments, and selected vehicles in the Water, Wastewater, and Fire Department. The Stores and Equipment Fund is managed by the Department of Public Services, and like most City functions, has been attempting to focus on capital replacement of its assets in an appropriate and timely fashion. Fortunately, over the last few years, the fund is beginning to show a positive trend due to right-sizing of the staffing levels and promoting efficiency through incorporation of the Police vehicles to the fleet while maintaining the same staffing levels as before.

In late 2011, the previous Police Command unit, a 2008 Ford Explorer, was rotated for use as the K-9 unit, where it has been in service since that time. It now has approximately 114,600 miles, and as such, it is due for replacement. Funding for the replacement of this vehicle was allocated in the 2013-14 Fiscal Year Stores and Equipment Budget, and we believe it will be the only Police unit that will need to be replaced during this budget year.

The Stores and Equipment Supervisor has investigated various alternatives for purchase of this unit. She has determined, as has been the case in past years for a variety of vehicles, that the pooled bids for the Urban counties and the State of Michigan are by far the greatest advantage due to their massive volume, with the lowest bid again this year being through Macomb County. While we would welcome the opportunity to purchase from the local Ford dealership, they have repeatedly indicated that they cannot come close to the aforementioned bid pricing. A listing of all items included in the base price, as well as all available options and the selected options package has been attached to this Fact Sheet, and the total price is \$27,560.00. It should be noted that this is only an \$862 increase from the similar unit purchased in September 2011 for the command vehicle.

IT IS RECOMMENDED that the City Council award a contract to purchase one (1) 2014 Utility Interceptor All Wheel Vehicle for a total price of \$27,560.00 from Signature Ford of Owosso, Michigan. **IT IS FURTHER RECOMMENDED** that the Director of Engineering and Public Services be authorized to prepare a purchase order for the above amount.

CITY MANAGER RECOMMENDATION:

- For *[Signature]*
- For, with revisions or conditions
- Against
- No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE:

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Police Department, Department of Public Services, traveling public

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$27,560.00
	Cost of This Project Approval	\$27,560.00
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	Vehicles – Stores & Equip.	641-60.521-981.000	\$27,560.00

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/09/13

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 15, 2013

Macomb County Bid Price
(Bid #12-07, MY2013) in the
State of Michigan
2014 Utility Police Interceptor
Major Standard Equipment

MECHANICAL

- Alternator – 220-Amp
- Axle Ratio – 3.65 (AWD), 3.39 (FWD)
- Battery – H.D. maintenance-free 78A/750-CCA
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
- Column Shifter
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.7L V6 Ti-VCT
- Engine Hour Meter
- Engine Oil Cooler
- Fuel Tank – 18.6 gallons
- Suspension – independent front & rear
- Transmission – 6-speed automatic

EXTERIOR

- Antenna, Roof-mounted
- Cladding – Lower bodyside cladding (Black)
- Door Handles – Black (MIC)
- Exhaust True Dual
- Front Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
- Glass – 2nd and 3rd Row Privacy Glass
- Grille – Black
- Headlamps – Halogen Projector (Bi- Functional)
- Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black Caps (MIC), Power Electric Remote, Manual Folding with Integrated Spotter (integrated blind spot mirrors not included when equipped with BLIS®)
- Spare – Full size 18" Tire w/TPMS
- Spoiler – Painted Black
- Tail lamps – LED
- Tailgate Handle – Painted Black
- Tires – 245/55R18 A/S BSW
- Wheel-Lip Molding – Black (MIC)
- Wheels – 18" x 8.0 painted black steel with wheel hub cover
- Windshield – Acoustic Laminated

INTERIOR/COMFORT

- Cargo Hooks
- Climate Control – Single-Zone Manual
- Door-Locks
 - Power
 - Rear-Door Handles and Locks Operable
- Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
- Glove Box – Locking/non-illuminated
- Grab Handles – (1 – Front-passenger side, 2-Rear)
- Lighting
 - Overhead Console with sunglass holder
 - 1st row task lights (driver and passenger)
 - Dome Lamp – 1st row (red/white)
 - 2nd/3rd row overhead map light
- Mirror – Day/night Rear View
- Particulate Air Filter

INTERIOR / COMFORT (continued)

- Power-Adjustable Pedals (Driver Dead Pedal)
- Powerpoints – (2) First Row
- Scuff Plates – Front & Rear
- Seats
 - 1st Row Police Grade Cloth Trim. Dual Front Buckets
 - 1st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way manual lumbar)
 - 1st Row – Passenger 2-way manual track (fore/aft. with manual recline)
 - Built-in steel intrusion plates in both driver/passenger seatbacks
 - 2nd Row Vinyl, 60/40 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
- Speed (Cruise) Control
- Speedometer – Calibrated
- Steering Wheel – Manual / Tilt, Urethane wheel finish w/Silver Painted Bezels) with Speed Controls and Redundant Audio Controls
- Sun visors, color-keyed, non illuminated
- Universal Top Tray – Center of I/P for mounting aftermarket equipment
- Windows, Power, 1-touch Down Driver-Side with disable feature

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™) w/Hydraulic Brake Assist
- Airbags, 2nd generation driver & front-passenger, side seat, Roll Curtain Airbags and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- Belt-Minder® (Front Driver / Passenger)
- Child Safety Locks (capped)
- LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™
- Tire Pressure Monitoring System (TPMS)

FUNCTIONAL

- Easy Fuel® Capless Fuel-Filler
- Front door tether straps (driver/passenger)
- MyFord®
 - AM/FM / CD / MP3 Capable / Clock / 6 speakers
 - 4.2" Color LCD Screen Center-Stack "Smart Display"
 - 5-way Steering Wheel Switches, Redundant Controls
- Power pigtail harness
- Recovery Hooks, Rear Only
- Simple Fleet Key (w/o microchip, easy to replace)
- Two-way radio pre-wire
- Windows – Rear Defroster
- Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper

[X] Interceptor Utility All Wheel Drive Base Price K8A/500A
\$25,283.00

Payment Terms: Net 10 days

VEHICLE BRAND AND MODEL: Ford Utility Police Interceptor

BID PRICE EXPIRES: TBD.

Subject to change without notice by Ford Motor Company

VEHICLE COLOR: Order Code	Interior Trim Color Charcoal Black - 9W -	
Arizona Beige Clearcoat Metallic	[AQ]	[]
Medium Brown Metallic	[BU]	[]
Dark Toreador Red Clearcoat Metallic	[JL]	[]
Dark Blue	[LK]	[]
Norsea Blue Clearcoat Metallic	[KR]	[]
Royal Blue	[LM]	[]
Light Blue Metallic	[LN]	[]
Light Ice Blue Clearcoat Metallic	[LS]	[]
Ultra Blue Clearcoat Metallic	[MM]	[]
Smokestone Clearcoat Metallic	[HG]	[]
Light Gray	[TM]	[]
Silver Grey Metallic	[TN]	[]
Ingot Silver Clearcoat Metallic	[UX]	[]
Black Clearcoat	[UA]	[]
Oxford White Clearcoat	[YZ]	[]
Kodiak Brown Metallic	[J1]	[]
Deep Impact Blue	[J4]	[]
Sterling Grey Metallic	[UJ]	[]
Medium Titanium Clearcoat Metallic	[YG]	[]
Fire Engine Bright Red (Extra Cost Paint \$750)	[12R13]	[]

INTERCEPTOR OPTIONAL FEATURES:

Flooring/Seats

	<u>Code</u>	<u>\$Cost</u>
<input type="checkbox"/> 1st and 2nd row carpet floor covering	16C	125.00
<input type="checkbox"/> 2nd Row Cloth Seats	FW/ 88F	60.00
<input type="checkbox"/> Rear Console Plate (Not available with Interior Upgrade Pkg – 65U)	85R	35.00
<input checked="" type="checkbox"/> <u>Interior Upgrade Package</u>	65U	350.00
• 1st and 2nd Row Carpet Floor Covering		
• Cloth Seats - Rear		
• Center Floor Console less shifter w/unique Police console finish plate – Includes Console Top Plate – Finish 3 (incl. 2 cup holders)		
• Floor Mats, front and rear (Carpeted)		
Note: Not available with (67G), (67H) & (67U)		

Lamps

<input checked="" type="checkbox"/> Dark Car Feature – Courtesy lamp disable when any door is opened	43D	20.00
<input type="checkbox"/> Daytime Running Lamps	942	45.00
<input type="checkbox"/> Side Marker Lights in Skull Caps	63B	225.00
<input type="checkbox"/> Dome Lamp – Red/White in Cargo Area	17T	50.00
<input type="checkbox"/> Pre-wiring for grille lamp, siren, and speaker	60A	50.00
<input type="checkbox"/> Spot Lamp – Driver Only (Incandescent Bulbs)	51Y	215.00
<input checked="" type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs)	51R	395.00
<input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (Incandescent Bulbs)	51Z	350.00
<input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs)	51S	620.00

Body

<input checked="" type="checkbox"/> Glass – Solar Tint 2nd and 3rd Row (Deletes Privacy Glass)	92G	120.00
<input type="checkbox"/> Roof Rack Side Rails – Black	68Z	100.00
<input type="checkbox"/> Deflector Plate	76D	300.00

Wheels

<input type="checkbox"/> Wheel Covers (18" Full Face Wheel Cover)	64B	60.00
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Misc

<input type="checkbox"/> Engine Block Heater	41H	35.00
<input type="checkbox"/> License Plate Bracket – Front	153	N/C
<input checked="" type="checkbox"/> Badge Delete (Police Interceptor Badge Only)	16D	N/C
<input type="checkbox"/> 100 Watt Siren/Speaker (includes bracket and pigtail)	18X	275.00
<input type="checkbox"/> Aux Air Conditioning	17A	548.00
<input type="checkbox"/> Noise Suppression Bonds (Ground Straps)	60R	100.00

Misc Con't.

<input type="checkbox"/> My Speed Fleet Management	43S	60.00
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Audio/Video

<input type="checkbox"/>	Rear View Camera (Req. Electrochromic Rearview Mirror – Video is Displayed in rear view mirror. Requires 53M)	21B/53M	500.00
<input type="checkbox"/>	SYNC® Basic (Voice Activated Communication System)	53M	275.00
<input type="checkbox"/>	Remappable (4) switches on steering wheel (less Voice, not avail. w/SYNC)	61R	139.00
<input type="checkbox"/>	Remappable (4) switches on steering wheel (with Voice, requires SYNC)	61S	155.00
Doors/Windows			
<input type="checkbox"/>	Hidden Door Lock Plunger	52H	140.00
<input type="checkbox"/>	Hidden Door Lock Plunger and Rear Door Handle Inoperable	52P	160.00
<input type="checkbox"/>	Rear Door Handles Inoperable/Locks Operable	68L	35.00
<input checked="" type="checkbox"/>	Rear Door Handles Inoperable/Locks Inoperable	68G	35.00
<input checked="" type="checkbox"/>	Windows-Rear window power delete, operable from front driver side switches	18W	25.00
<input type="checkbox"/>	Lock system; Single Key/All Vehicles Keyed Alike	59_	50.00
	Keyed Alike 1284x= 59B Keyed Alike 1294x= 59C Keyed Alike 0135x= 59D		
	Keyed Alike 1435x= 59E Keyed Alike 0576x= 59F Keyed Alike 0151x= 59G		
	Keyed Alike 1111x= 59J		
Safety & Security			
<input type="checkbox"/>	Ballistic Door Panels – Driver Front Door Only	90D	1585.00
<input type="checkbox"/>	Ballistic Door Panels – Driver & Pass Front Doors	90E	3170.00
<input type="checkbox"/>	BLIS® – Blind Spot Monitoring with Cross Traffic Alert (Inc. 21B&53M)	55B/21B/53M	906.00
<input type="checkbox"/>	Mirrors– Heated, Non BLIS	549	60.00
<input type="checkbox"/>	Lockable Gas Cap for Easy Fuel Capless Fuel-Filler	19L	20.00
<input type="checkbox"/>	Perimeter Anti-Theft Alarm – Activated by Hood, Door, or Decklid	593/595	353.00
<input type="checkbox"/>	Glass – Solar Tint 2nd Row Only (Deletes Privacy Glass)	92R	85.00
<input checked="" type="checkbox"/>	Remote Keyless Entry w/2 Key Fobs (w/o Keypad) (N/A w/Keyed Alike)	595	251.00
<input checked="" type="checkbox"/>	Extra Key \$3.00x <u>3</u> =	Parts	3.00 ea <i>6.00</i>
<input checked="" type="checkbox"/>	Extra Remote Key Fob \$50.00x <u>2</u> =	Parts	50.00 ea <i>100.00</i>
<input checked="" type="checkbox"/>	Remote Starter	Parts	450.00 <i>450.00</i>
<input type="checkbox"/>	Reverse Sensing	76R	264.00
<input type="checkbox"/>	Trailer Hitch and Wiring	OHP	395.00
<input checked="" type="checkbox"/>	Front Headlamp/Police Interceptor Housing Only	86P	125.00
	– Pre-drilled hole for side marker police use, does not include LED installed bulb (eliminates need to drill housing assemblies)		
	– Pre-molded side warning LED holes with standard twist lock sealed capability (does not include LED installed lights).		
	Note: Included with Options (66A) & (67H)		
<input type="checkbox"/>	Front Headlamp Lighting Solution	66A	817.00
	– Includes base projector beam headlamp plus two (2) multi-function Park/Turn/Warn (PTW) bulbs for Wig-wag simulation and two (2) white hemispheric lighthouse LED side warning lights.		
	Note: Included with Option (67H)		
<input type="checkbox"/>	Police Wire Harness Connector Kit – Front	47C	105.00
	• For connectivity to Ford PI Package solutions includes:		
	– (2) Male 4-pin connectors for siren & (5) Female 4-pin connectors for lighting/siren/speaker		
	– (1) 4-pin IP connector for speakers & (1) 4-pin IP connector for siren controller connectivity		
	– (1) 8-pin sealed connector & (1) 14-pin IP connector		
<input type="checkbox"/>	Tail Lamp Lighting Solution	66B	402.00
	– Includes base lamp plus two (2) rear integrated hemispheric lighthouse white LED side warning lights in taillamps		
	Note: Included with Option (67H)		
<input type="checkbox"/>	Police Wire Harness Connector Kit – Rear	51J	130.00
	• For connectivity to Ford PI Package solutions includes:		
	– (1) 2-pin connector for rear lighting		
	– (6) Female 4-pin connectors & (6) Male 4 pin connectors		
	– (1) 10-pin connector		
<input type="checkbox"/>	Rear Lighting Solution	66C	427.00
	– Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red/passenger side blue) mounted to inside liftgate glass)		
	– Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red/Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open)		
	Note: Included with Police Interceptor Package #25 – 67H		
<input type="checkbox"/>	Ultimate Wiring Package	67U	502.00
	• Includes the following:		
	- Rear console mounting plate (85R) – contours through 2nd row, channel for wiring		
	- Pre-wiring for grille lamp, siren and speaker (60A)		
	- Wiring harness IP to rear (overlay)		

- o Two (2) light cables – supports up to six (6) lights (engine compartment)
- o Two (2) grille light cables
- o Two (2) 50-amp battery and ground circuits in RH rear-quarter
- o One (1) 10-amp siren/speaker circuit engine cargo area

Note: Not available with options: 65U, 67G, 67H

<p>[] Police Interceptor 24 – Cargo Wiring Upfit Package</p> <ul style="list-style-type: none"> – Rear console plate – contours through 2nd row; channel for wiring – Wiring overlay harness with lighting and siren interface connections – Vehicle Engine Harness: <ul style="list-style-type: none"> • Two (2) light connectors – supports up to three (3) LED lights each (engine compartment) – Two (2) 50 amp battery ground circuits in right hand rear-quarter power distribution junction block – One (1) 10-amp siren/speaker circuit (engine to cargo area) – Whelen Lighting PCC8R Control Head – Whelen PCC8R Light Relay Center (mounted behind 2nd row seat) – Light Controller / Relay Center Wiring (jumper harness) – Whelen Specific Cable (console to cargo area) Connects PCC8R to Control Head – Pre-wiring for grille LEDs and siren/speaker <p>Note: Included with Police Interceptor Package #25 – 67H</p>	<p>67G</p> <p>1189.00</p>
<p>[] Ready for the Road Package All-in Complete Package</p> <ul style="list-style-type: none"> – Includes Police Interceptor Packages 66A, 66B, 66C plus – Whelen Cencom Sapphire Light Controller Head – Whelen Cencom Sapphire Relay Center / Siren / Amp (mounted behind 2nd row seat) – Light Controller / Relay Cencom Wiring (wiring harness) – Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head – Grille linear LED Lights (Red / Blue) – 100-Watt Siren / Speaker – Hidden Door-Lock Plunger / Rear-Door Handles Inoperable – LESS the following items from Package #67G (Higher level components included): <ul style="list-style-type: none"> • Whelen Lighting PCC8R Control Head • Whelen PCC8R Light Relay Center (mounted behind 2nd row seat) • Light Controller / Relay Center Wiring (jumper harness) <p>Note: Included with the following Police Interceptor Packages: #21 (66A); #22 (66B); #23 (66C); #24 (67G)</p>	<p>67H</p> <p>3002.00</p>

VINYL WRAP OPTIONS

<p>[X] Two-Tone Vinyl Package #1</p> <ul style="list-style-type: none"> • Roof Vin • RH/LH Front Doors Vinyl • RH/LH Rear Doors Vinyl 	<p>91A</p> <p>750.00</p>
<p>[] Two-Tone Vinyl Package #2</p> <ul style="list-style-type: none"> • Roof Vinyl • Hood Vinyl 	<p>91B</p> <p>750.00</p>
<p>[] Two-Tone Vinyl Package #3</p> <ul style="list-style-type: none"> • Roof Vinyl • RH/LH Front Doors Only Vinyl 	<p>91C</p> <p>645.00</p>
<p>[] Two-Tone Vinyl Package #8</p> <ul style="list-style-type: none"> • Roof Vinyl (Vinyl Wrap in Police White (YZ) Only) 	<p>91H</p> <p>440.00</p>
<p>[] Two-Tone Vinyl Package #9</p> <ul style="list-style-type: none"> • RH/LH Front Doors Only Vinyl (Vinyl Wrap in Police White (YZ) Only) 	<p>91J</p> <p>275.00</p>
<p>[] Vinyl Word Wrap</p> <ul style="list-style-type: none"> – "POLICE" located on LH/RH sides of vehicle ("White" lettering) 	<p>91D</p> <p>715.00</p>
<p>[] Reflective Vinyl Word Wrap</p> <ul style="list-style-type: none"> – "POLICE" located on LH/RH sides of vehicle ("Black" lettering) 	<p>91E</p> <p>715.00</p>
<p>[] Reflective Vinyl Word Wrap</p> <ul style="list-style-type: none"> – "POLICE" located on LH/RH sides of vehicle ("White" lettering) 	<p>91F</p> <p>715.00</p>
<p>[] Vinyl Word Wrap</p> <ul style="list-style-type: none"> – "SHERIFF" located on LH/RH sides of vehicle ("White" lettering) 	<p>91G</p> <p>715.00</p>

Maintenance Packages and Extended Warranty Options for Police Interceptor Utility

Limited Maintenance Packages (includes Oil Change, Tire Rotation, and Multipoint inspection)*		
[] 75,000 miles (assumes 5,000 mile intervals = 15 service events)	50A	770.00
[] 75,000 miles (assumes 3,000 mile intervals = 25 service events)	50B	1250.00

<input type="checkbox"/> 100,000 miles (assumes 5,000 mile intervals = 20 service events)	50C	920.00
<input type="checkbox"/> 100,000 miles (assumes 3,000 mile intervals = 33 service events)	50D	1495.00
<input type="checkbox"/> 125,000 miles (assumes 5,000 mile intervals = 25 service events)	50E	1250.00
<input type="checkbox"/> 125,000 miles (assumes 3,000 mile intervals = 41 service events)	50F	1890.00
<input type="checkbox"/> 150,000 miles (assumes 5,000 mile intervals = 30 service events)	50G	1375.00
<input type="checkbox"/> 150,000 miles (assumes 3,000 mile intervals = 50 service events)	50H	2255.00

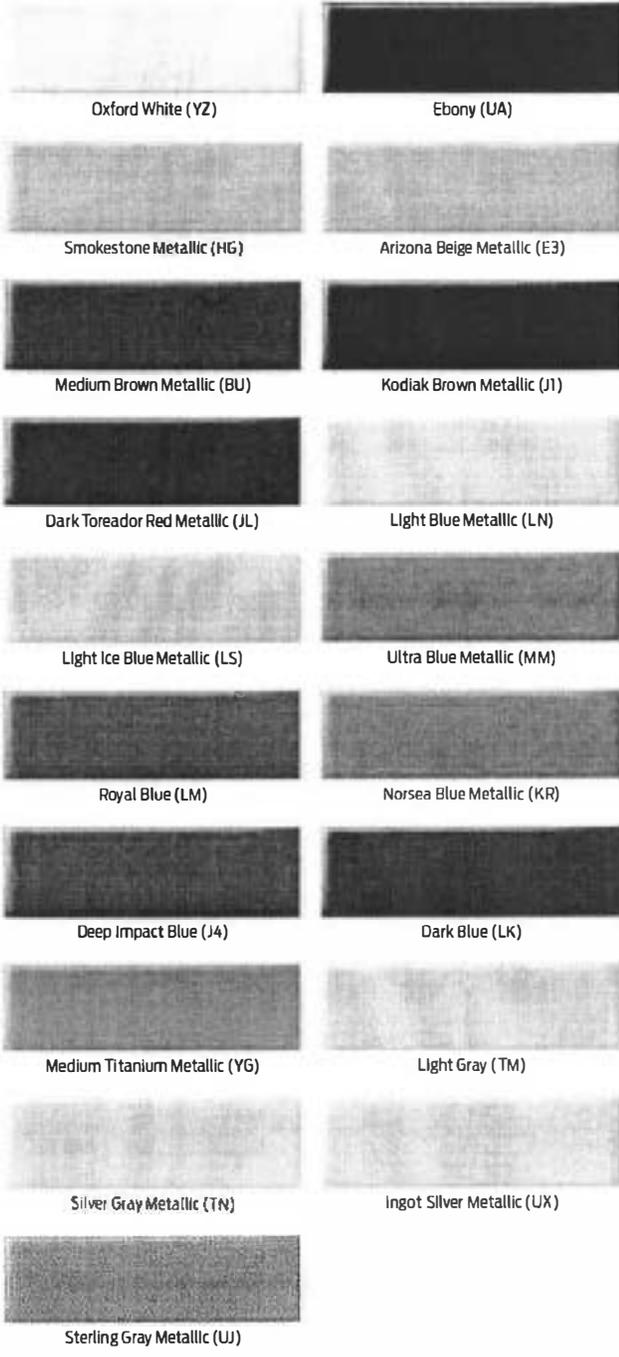
Extended Warranty Option's (\$100.00 Deductible) 100,000 Mile Coverage

<input type="checkbox"/> 5-Year Premium Care Warranty (500 Plus Components Coverage)	2150.00
<input type="checkbox"/> 4-Year Premium Care Warranty (500 Plus Components Coverage)	2110.00
<input type="checkbox"/> 3-Year Premium Care Warranty (500 Plus Components Coverage)	2080.00
<input type="checkbox"/> 5-Year Extra Care Warranty (113 Essential Components Coverage)	1955.00
<input type="checkbox"/> 4-Year Extra Care Warranty (113 Essential Components Coverage)	1925.00
<input type="checkbox"/> 3-Year Extra Care Warranty (113 Essential Components Coverage)	1905.00
<input type="checkbox"/> 5-Year Base Care Warranty (84 Major Components Coverage)	1860.00
<input type="checkbox"/> 4-Year Base Care Warranty (84 Major Components Coverage)	1840.00
<input type="checkbox"/> 3-Year Base Care Warranty (84 Major Components Coverage)	1820.00

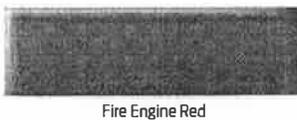
Total Price \$ _____

EXTERIOR & INTERIOR LOOKS

EXTERIOR COLORS



VSO COLORS



TWO-TONE VINYL COLOR TREATMENTS¹

Two-Tone Vinyl Package #1: Vinyl on front doors, rear doors and roof.
(Not available with Two-Tone Vinyl Package 2 or 3, or Vinyl Word Wrap.)



Two-Tone Vinyl Package #2: Vinyl on roof and hood – plus decklid for Sedan only.
(Not available with Two-Tone Vinyl Package 1 or 3, or Vinyl Word Wrap.)



Two-Tone Vinyl Package #3: Vinyl on front doors and roof.
(Not available with Two-Tone Vinyl Package 1 or 2, or Vinyl Word Wrap.)



Two-Tone Vinyl Roof Option: Vinyl on roof only. (Sedan 146/Utility 91D)

Two-Tone Vinyl Front Doors Option: Vinyl on front doors only. (Sedan 149/Utility 91E)

¹Available.

NOTE: Because of occasional variations in printing, consult your Ford Dealer to ensure the true color choice you make is correct. Colors shown are representative only. See your dealer for actual paint/trim options. Visit fleet.ford.com for more information on colors and special paint options.

Color and Trim Availability

Exterior Colors

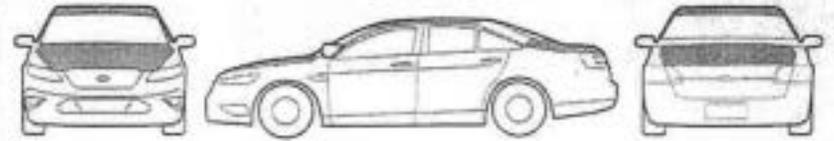
				
Arizona Beige Metallic (AQ)	Dark Blue (LK)	Dark Toreador Red Metallic (JL)	Ebony (UA)	Ingot Silver Metallic (UX)
				
Kodiak Brown Metallic (J1)	Kona Blue Metallic (L6)	Light Blue Metallic (LN)	Light Gray (TM)	Light Ice Blue Metallic (LS)
				
Medium Brown Metallic (BU)	Medium Titanium Metallic (YG)	Norsea Blue Metallic (KR)	Oxford White (YZ)	Royal Blue (LM)
				
Silver Birch Metallic (JP)	Silver Gray Metallic (TN)	Smokestone Metallic (HG)	Sterling Gray Metallic (UJ)	Ultra Blue Metallic (MM)

Color Schemes – Sedan/Utility

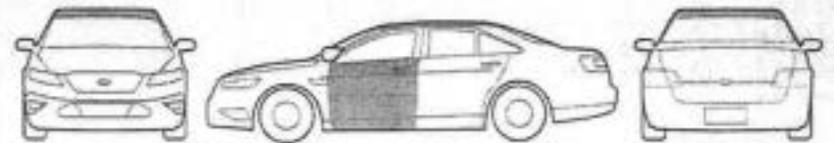
OPTION 1 – Two-tone vinyl wrap on front and rear doors and roof.



OPTION 2 – Two-tone vinyl wrap on hood, roof and trunk lid (trunk lid for Sedan only).



OPTION 3 – Two-tone vinyl wrap on front doors and roof.



City of Monroe, Michigan
Pricing/Option List

2014 Ford Police Interceptor Utility All Wheel Drive K8A/500A \$25,283.00

Include Options as follows:

<u>Description</u>	<u>Option Code</u>	<u>Cost</u>
Dark Car Feature- Courtesy lamp disabled when any door is opened	43D	\$20.00
Spot Lamp, Driver Only (LED bulbs)	51R	\$395.00
Glass-Solar Tint 2nd & 3rd Row (Deletes privacy glass)	92G	\$120.00
Badge Delete (Police Interceptor Badge Only)	16D	N/C
Rear Door Handles Inoperable/Locks Inoperable	68G	\$35.00
Windows-Rear window power delete, operable from front drivr side switches	18W	\$25.00
Remote Keyless Entry w/2 Key Fobs (w/o Keypad) (N/A w/Keyed Alike)	595	\$251.00
Extra Key (\$3.00 x 2)	Parts	\$6.00
Extra Remote Key Fob (\$50.00 x 2)	Parts	\$100.00
Remote Starter	Parts	\$450.00
Front Headlamp/Police Interceptor Housing Only	86P	\$125.00
Two-Tone Vinyl Package #1 (Per attach. Dwg.)	91A	\$750.00
Total Cost with selected options		\$27,560.00



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: RIVER RAISIN DAM REMEDIATION – PHASE TWO – REPORT ON BIDS RECEIVED

DISCUSSION: Over the past three years, Cardno JFNew, a consulting firm on behalf of the City of Monroe, along with substantial assistance and support from the Monroe County Drain Commissioner and citizen members of the Commission on Water Quality and the Environment, has been preparing design plans in accordance with the terms of two different grants through the United States Environmental Protection Agency (EPA) under their Great Lakes Restoration Initiative (GLRI) for improvements in fish passage along the River Raisin. The first phase of this project, substantially completed in fall 2012, included complete removal of Dam #2 (west of the Macomb Street bridge) and Dam #3 (adjacent to St. Mary's Park), and installation of rock arches at Dam #1 (adjacent to Water Filtration plant) and Dam #6 (east of Winchester Street).

Phase Two includes modifications to the remaining low head dams (#4, west of St. Mary's Park and #5, east of Roessler Street) in the River Raisin, along with a bypass channel for the Waterloo Dam and modifications to the mill race at Grape Dam in Raisinville Township, to provide for fish passage and other recreational opportunities into areas where these dams presently represent a substantial impairment. This overall project concept has been specifically listed as a target project in the River Raisin Area of Concern (AOC) report, as it would eliminate a significant Beneficial Use Impairment (BUI), and in conjunction with other area projects, may result in the eventual delisting of the River Raisin as an AOC. Grant funding for Phase Two was originally provided in the amount of \$1,495,000, of which \$335,000 has been allocated for design, construction management, and monitoring costs, leaving \$1,160,000 for construction and contingencies.

Bids were opened for Phase Two of this project on Tuesday, July 2, 2013. There were five (5) bidders, and a bid tabulation is attached, including also a breakdown of the work for each location. The low bidder is Lee and Ryan Environmental Consulting, Inc. from Greenfield, Indiana. Their low bid of \$1,139,448.60 is 15.9% below the Engineer's Estimate of \$1,354,596.86. While we have not worked with them at all in the past, a review of their project references indicates that they are capable of completing the project satisfactorily. A recommendation from Cardno JFNew to award is attached with this Fact Sheet.

It should be noted that the permit from the Michigan Department of Environmental Quality (MDEQ) has been issued for all locations except the Waterloo Dam, which is being held until after August 1 while concerns over the potential migration of sea lamprey, an invasive species, can be reviewed. Therefore, we cannot direct work to begin at this location until sometime after August 1 as directed in the MDEQ permit, and potentially additional modifications could be required as a result of this continuing review. While technically the remaining grant funding of \$1,160,000 would accommodate the award, this would leave only \$20,551.40 for contingencies. In addition, we have been informed that due to extensive permit review and modification, it is likely that the consulting engineering costs will be exceeded before completion of the project, perhaps by as much as \$70,000, though we believe that roughly \$40,000 in consultant costs can be shifted back into the Phase One grant funding as a part of the post-construction monitoring for both phases. Ordinarily, on a relatively complicated project such as this within a river channel, a contingency of 15% of the construction costs should be set aside to guard against unexpected work items, and this seems particularly prudent in this case, given the potential for major modifications to the Waterloo Dam design based on MDEQ review. If a 15% contingency is to be set aside, a total of \$1,310,000 should be allocated, which is \$150,000 over the remaining grant amount. To account for this, we are requesting that the amount of grant be increased by up to \$200,000, to provide for this contingency, overruns in the engineering costs, and some buffer. While our success in this endeavor is not assured, based on the desire of State and Federal agencies to see this project completed and the fact that some funding remains in the Phase One grant, we are encouraged that this increase may be granted so the entire project can be completed.

The City must enter into contracts for all vendors under the terms of this grant, costs are on a reimbursement basis, and other than an expected reimbursement delay of a week or so, no out-of-pocket costs need to be budgeted by the City. As noted above, since it is possible that either major modifications to the plans would be needed at the Waterloo Dam or work at that location could be eliminated entirely, the final amount of the award cannot be determined precisely at this point. However, we are asking for authority to approve up to the total low bid amount plus contingencies, subject to sufficient grant funding availability.

DISCUSSION CONTINUED NEXT PAGE

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(DISCUSSION CONTINUED)

IT IS RECOMMENDED that the City Council award a contract to Lee and Ryan Environmental Consulting, Inc. in an amount of \$1,139,448.60, and that up to \$1,310,000 be encumbered to include a 15% contingency, subject to grant funding limitations. **IT IS FURTHER RECOMMENDED** that the Mayor and Clerk-Treasurer be authorized to execute the contracts on behalf of the City of Monroe. **IT IS FURTHER RECOMMENDED** that an increase in the professional services award to Cardno JFNew from City Council on November 7, 2011 of up to \$70,000 be authorized, subject to grant funding limitations, and that the Director of Engineering and Public Services or his designee be authorized to execute any necessary documents on behalf of the City.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Work should be completed by the end of 2013

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services and Commission on Environment and Water Quality

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering and Public Services Department, Water and Wastewater Utilities Department, various advocacy groups, River Raisin users, various fish species

FINANCES

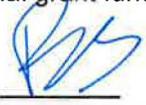
COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$1,695,000*
	Cost of This Project Approval	\$1,380,000**
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

*Includes the original \$1,495,000 plus the requested (but not yet granted) \$200,000 requested additional funds.

**Additional work specifically authorized by this Fact Sheet includes \$1,310,000 in construction and contingencies, plus up to \$70,000 in additional funding for consulting engineering. Roughly \$40,000 of the consulting services may be covered by the Phase One grant if approved by grant agency personnel, so this \$40,000 is not included in the \$1,695,000 total project cost listed above.

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	<u>Other Funds</u>		
	Great Lakes Restoration Initiative (EPA)		\$1,380,000*

*Requires additional grant funding not presently available.

Budget Approval: 

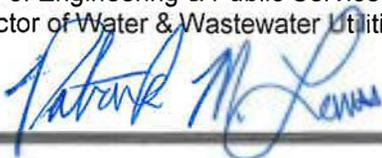
FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Dir. of Engineering & Public Services
Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities

DATE: 07/08/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 8, 2013





July 8, 2013

Mr. Patrick Lewis, P.E.
Director of Engineering and Public Services
City of Monroe
120 East First St
Monroe, MI 48161

Cardno JFNew

605 South Main St, Suite 1
Ann Arbor, Michigan 48104
USA

Phone 734 222 9690
Fax 734 222 9655
www.cardno.com

www.cardnojfnew.com

**Subject: River Raisin Dam Remediation Phase Two
Review of Qualifications**

Dear Mr. Lewis:

Bids were received and opened on July 2, 2013 for the River Raisin Dam Remediation Phase Two project in the City of Monroe. Five contractors submitted bids for the project. The lowest bid was submitted by Lee & Ryan Environmental Consulting, Inc. in the amount of \$1,139,448.60.

After review of the contractor's qualifications and references, Cardno JFNew feels that Lee & Ryan has the ability and experience to perform the work necessary in the contract for the River Raisin Dam Remediation Phase Two project. If you have any questions, please contact me at 734-222-9690.

Sincerely,

A handwritten signature in black ink that reads 'Michelle LaRose'.

Michelle LaRose, P.E.
Senior Project Engineer

cc: Barry LaRoy, PE, Director of Water & Wastewater Utilities
Scott Dierks, PE, Cardno JFNew

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				ENGINEER'S ESTIMATE		1 - LEE & RYAN ENVIRONMENTAL CONSULTING		2 - MARK HAYNES CONSTRUCTION, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
	GENERAL PROJECT ITEMS								
1	AUDIO / VIDEO OF CONSTR. AREA	1.0	LS	\$2,000.00	\$ 2,000.00	\$ 5,303.00	\$ 5,303.00	\$ 1,500.00	\$ 1,500.00
2	TRAFFIC CONTROL	1.0	LS	\$3,000.00	\$ 3,000.00	\$ 3,182.00	\$ 3,182.00	\$ 5,000.00	\$ 5,000.00
	DAM #4 QUANTITIES								
3	DAM 4 MOBILIZATION (MAX. 5% SUB.)	1.0	LS	\$17,221.20	\$ 17,221.20	\$ 16,428.00	\$ 16,428.00	\$ 10,000.00	\$ 10,000.00
4	TEMP. ACC. RAMP OVER DAM 4	1.0	LS	\$10,000.00	\$ 10,000.00	\$ 3,690.00	\$ 3,690.00	\$ 3,000.00	\$ 3,000.00
5	DEWATERING (COFFERDAM)	1.0	LS	\$56,000.00	\$ 56,000.00	\$ 7,625.00	\$ 7,625.00	\$ 1,500.00	\$ 1,500.00
6	STR. DEMOLITION, DAM 4 NOTCH	2.0	CYD	\$5,700.00	\$ 11,400.00	\$ 11,174.00	\$ 22,348.00	\$ 750.00	\$ 1,500.00
7	C. BASIN / STORM MH INLET PROT.	2.0	EA	\$100.00	\$ 200.00	\$ 719.50	\$ 1,439.00	\$ 200.00	\$ 400.00
8	36" X 48" ARMOR STONE	945.0	TON	\$100.00	\$ 94,500.00	\$ 84.50	\$ 79,852.50	\$ 105.00	\$ 99,225.00
9	24" X 36" MDOT SPECIAL RIPRAP	1,135.0	TON	\$75.00	\$ 85,125.00	\$ 77.87	\$ 88,382.45	\$ 90.00	\$ 102,150.00
10	16" X 24" MDOT HEAVY RIPRAP	850.0	TON	\$60.00	\$ 51,000.00	\$ 70.34	\$ 59,789.00	\$ 80.00	\$ 68,000.00
11	8" X 16" MDOT PLAIN RIPRAP	105.0	TON	\$45.00	\$ 4,725.00	\$ 57.13	\$ 5,998.65	\$ 70.00	\$ 7,350.00
12	4" X 8" LIMESTONE	435.0	TON	\$30.00	\$ 13,050.00	\$ 44.18	\$ 19,218.30	\$ 60.00	\$ 26,100.00
13	1" X 3" GRAVEL	315.0	TON	\$20.00	\$ 6,300.00	\$ 42.16	\$ 13,280.40	\$ 50.00	\$ 15,750.00
14	MDOT 26A	478.0	TON	\$25.00	\$ 11,950.00	\$ 27.95	\$ 13,360.10	\$ 25.00	\$ 11,950.00
15	TOPSOIL	5.0	CYD	\$16.00	\$ 80.00	\$ 19.60	\$ 98.00	\$ 30.00	\$ 150.00
16	UPLAND PRAIRIE SEED	220.0	SFT	\$0.20	\$ 44.00	\$ 4.28	\$ 941.60	\$ 0.10	\$ 22.00
17	NAG S-150BN EROS. CONT. BLANKET	25.0	SYD	\$2.00	\$ 50.00	\$ 19.88	\$ 497.00	\$ 5.00	\$ 125.00
	DAM #5 QUANTITIES								
18	DAM 5 MOBILIZATION (MAX. 5% SUB.)	1.0	LS	\$13,224.88	\$ 13,224.88	\$ 13,092.00	\$ 13,092.00	\$ 10,000.00	\$ 10,000.00
19	SILT FENCE	815.0	LFT	\$1.50	\$ 1,222.50	\$ 1.89	\$ 1,540.35	\$ 4.00	\$ 3,260.00
20	TEMPORARY RIVER ACCESS RAMP	1.0	LS	\$10,000.00	\$ 10,000.00	\$ 2,618.00	\$ 2,618.00	\$ 10,000.00	\$ 10,000.00
21	TREE PROTECTION FENCING	925.0	LFT	\$2.00	\$ 1,850.00	\$ 3.24	\$ 2,997.00	\$ 8.00	\$ 7,400.00
22	36" X 48" ARMOR STONE	725.0	TON	\$100.00	\$ 72,500.00	\$ 84.50	\$ 61,262.50	\$ 105.00	\$ 76,125.00
23	24" X 36" MDOT SPECIAL RIPRAP	1,005.0	TON	\$75.00	\$ 75,375.00	\$ 68.31	\$ 68,651.55	\$ 90.00	\$ 90,450.00
24	16" X 24" MDOT HEAVY RIPRAP	790.0	TON	\$60.00	\$ 47,400.00	\$ 56.86	\$ 44,919.40	\$ 80.00	\$ 63,200.00
25	8" X 16" MDOT PLAIN RIPRAP	140.0	TON	\$45.00	\$ 6,300.00	\$ 50.12	\$ 7,016.80	\$ 70.00	\$ 9,800.00
26	4" X 8" LIMESTONE	565.0	TON	\$30.00	\$ 16,950.00	\$ 25.69	\$ 14,514.85	\$ 60.00	\$ 33,900.00
27	1" X 3" GRAVEL	410.0	TON	\$20.00	\$ 8,200.00	\$ 22.61	\$ 9,270.10	\$ 50.00	\$ 20,500.00
28	MDOT 26A	710.0	TON	\$25.00	\$ 17,750.00	\$ 15.44	\$ 10,962.40	\$ 25.00	\$ 17,750.00
29	8 MIL VINYL PLASTIC SHEETING	50.0	LFT	\$2.00	\$ 100.00	\$ 2.28	\$ 114.00	\$ 2.00	\$ 100.00
30	TOPSOIL	82.0	CYD	\$16.00	\$ 1,312.00	\$ 19.24	\$ 1,577.68	\$ 30.00	\$ 2,460.00
31	TURFGRASS	10,430.0	SFT	\$0.10	\$ 1,043.00	\$ 0.38	\$ 3,963.40	\$ 0.10	\$ 1,043.00
32	UPLAND PRAIRIE SEED	200.0	SFT	\$0.20	\$ 40.00	\$ 3.42	\$ 684.00	\$ 0.10	\$ 20.00
33	EMERGENT WETLAND SEED	500.0	SFT	\$0.40	\$ 200.00	\$ 1.46	\$ 730.00	\$ 0.10	\$ 50.00
34	EMERGENT WETLAND PLANTS	500.0	EA	\$3.50	\$ 1,750.00	\$ 6.49	\$ 3,245.00	\$ 5.00	\$ 2,500.00

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				ENGINEER'S ESTIMATE		1 - LEE & RYAN ENVIRONMENTAL CONSULTING		2 - MARK HAYNES CONSTRUCTION, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
35	NAG C-125BN EROS. CONT. BLANKET	60.0	SYD	\$2.25	\$ 135.00	\$ 1.87	\$ 112.20	\$ 2.00	\$ 120.00
36	NAG S-150BN EROS. CONT. BLANKET	1,185.0	SYD	\$2.00	\$ 2,370.00	\$ 1.94	\$ 2,298.90	\$ 2.50	\$ 2,962.50
	WATERLOO DAM QUANTITIES								
37	WATERLOO MOB. (MAX. 5% SUB.)	1.0	LS	\$17,256.95	\$ 17,256.95	\$ 11,000.00	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00
38	SILT FENCE	1,715.0	LFT	\$1.50	\$ 2,572.50	\$ 1.43	\$ 2,452.45	\$ 4.00	\$ 6,860.00
39	DEWATERING (COFFERDAM)	1.0	LS	\$20,000.00	\$ 20,000.00	\$ 9,151.00	\$ 9,151.00	\$ 3,500.00	\$ 3,500.00
40	REMOVE TREE, 28"	1.0	EA	\$600.00	\$ 600.00	\$ 1,218.00	\$ 1,218.00	\$ 250.00	\$ 250.00
41	REMOVE SHRUB	2.0	EA	\$200.00	\$ 400.00	\$ 204.00	\$ 408.00	\$ 100.00	\$ 200.00
42	STUMP REMOVAL, 24"	2.0	EA	\$200.00	\$ 400.00	\$ 609.00	\$ 1,218.00	\$ 150.00	\$ 300.00
43	TREE PROTECTION FENCING	735.0	LFT	\$2.00	\$ 1,470.00	\$ 3.33	\$ 2,447.55	\$ 8.00	\$ 5,880.00
44	C. BASIN / STROM MH INLET PROT.	1.0	EA	\$100.00	\$ 100.00	\$ 366.00	\$ 366.00	\$ 200.00	\$ 200.00
45	REMOVE & RELOCATE BENCHES	1.0	LS	\$500.00	\$ 500.00	\$ 816.00	\$ 816.00	\$ 100.00	\$ 100.00
46	REMOVE & RELOCATE PLANTERS	1.0	LS	\$500.00	\$ 500.00	\$ 408.00	\$ 408.00	\$ 100.00	\$ 100.00
47	REMOVE & RELOCATE SOUND SCULPTURE	1.0	LS	\$1,000.00	\$ 1,000.00	\$ 3,264.00	\$ 3,264.00	\$ 200.00	\$ 200.00
48	REMOVE CURB	50.0	LFT	\$4.00	\$ 200.00	\$ 16.32	\$ 816.00	\$ 10.00	\$ 500.00
49	REMOVE CONCRETE	273.0	SYD	\$8.00	\$ 2,184.00	\$ 2.99	\$ 816.27	\$ 25.00	\$ 6,825.00
50	REMOVE, SLAVAGE, & REINSTALL EXIST. RETAINING WALL	144.0	VSF	\$25.00	\$ 3,600.00	\$ 17.00	\$ 2,448.00	\$ 75.00	\$ 10,800.00
51	EXCAVATION	2,650.0	CYD	\$20.00	\$ 53,000.00	\$ 6.16	\$ 16,324.00	\$ 18.00	\$ 47,700.00
52	EMBANKMENT	115.0	CYD	\$8.00	\$ 920.00	\$ 14.19	\$ 1,631.85	\$ 24.00	\$ 2,760.00
53	PEDESTRIAN BRIDGE	1.0	LS	\$35,000.00	\$ 35,000.00	\$ 46,582.00	\$ 46,582.00	\$ 40,000.00	\$ 40,000.00
54	PEDESTRIAN BRIDGE ABUTMENT & DECKING	1.0	LS	\$36,000.00	\$ 36,000.00	\$ 15,160.00	\$ 15,160.00	\$ 55,000.00	\$ 55,000.00
55	REDI-ROCK RETAINING WALL	798.0	VSF	\$40.00	\$ 31,920.00	\$ 39.45	\$ 31,481.10	\$ 65.00	\$ 51,870.00
56	24" X 36" MDOT SPECIAL RIPRAP	120.0	TON	\$75.00	\$ 9,000.00	\$ 80.38	\$ 9,645.60	\$ 80.00	\$ 9,600.00
57	16" X 24" MDOT HEAVY RIPRAP	550.0	TON	\$60.00	\$ 33,000.00	\$ 42.00	\$ 23,100.00	\$ 70.00	\$ 38,500.00
58	8" X 16" MDOT PLAIN RIPRAP	500.0	TON	\$45.00	\$ 22,500.00	\$ 38.49	\$ 19,245.00	\$ 60.00	\$ 30,000.00
59	4" X 8" LIMESTONE	65.0	TON	\$30.00	\$ 1,950.00	\$ 43.94	\$ 2,856.10	\$ 50.00	\$ 3,250.00
60	1" X 3" GRAVEL	385.0	TON	\$20.00	\$ 7,700.00	\$ 24.33	\$ 9,367.05	\$ 40.00	\$ 15,400.00
61	MDOT 26A	240.0	TON	\$25.00	\$ 6,000.00	\$ 19.18	\$ 4,603.20	\$ 25.00	\$ 6,000.00
62	MDOT CLASS II SAND	154.0	CYD	\$30.00	\$ 4,620.00	\$ 15.12	\$ 2,328.48	\$ 40.00	\$ 6,160.00
63	ORNAMENTAL FENCING	160.0	LFT	\$62.00	\$ 9,920.00	\$ 40.88	\$ 6,540.80	\$ 60.00	\$ 9,600.00
64	CONCRETE SIDEWALK, 4"	346.0	SYD	\$35.00	\$ 12,110.00	\$ 51.00	\$ 17,646.00	\$ 35.00	\$ 12,110.00
65	GRAVEL SIDEWALK	130.0	SYD	\$25.00	\$ 3,250.00	\$ 18.92	\$ 2,459.60	\$ 15.00	\$ 1,950.00
66	TOPSOIL	302.0	CYD	\$16.00	\$ 4,832.00	\$ 20.27	\$ 6,121.54	\$ 30.00	\$ 9,060.00
67	TURFGRASS	7,680.0	SFT	\$0.10	\$ 768.00	\$ 0.34	\$ 2,611.20	\$ 0.10	\$ 768.00
68	UPLAND PRAIRIE SEED	13,450.0	SFT	\$0.20	\$ 2,690.00	\$ 0.34	\$ 4,573.00	\$ 0.10	\$ 1,345.00
69	EMERGENT WETLAND SEED	5,480.0	SFT	\$0.40	\$ 2,192.00	\$ 0.45	\$ 2,466.00	\$ 0.10	\$ 548.00

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				ENGINEER'S ESTIMATE		1 - LEE & RYAN ENVIRONMENTAL CONSULTING		2 - MARK HAYNES CONSTRUCTION, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
70	EMERGENT WETLAND PLANTS	5,480.0	EA	\$3.50	\$ 19,180.00	\$ 4.77	\$ 26,139.60	\$ 5.00	\$ 27,400.00
71	SUNNY BORDER PLANTS	938.0	EA	\$6.00	\$ 5,628.00	\$ 12.38	\$ 11,612.44	\$ 6.00	\$ 5,628.00
72	2-1/2" CALIPER B & B TREE	4.0	EA	\$450.00	\$ 1,800.00	\$ 445.00	\$ 1,780.00	\$ 175.00	\$ 700.00
73	SHREDDED CEDAR MULCH FOR SUNNY BORDER	39.0	CYD	\$40.00	\$ 1,560.00	\$ 63.00	\$ 2,457.00	\$ 65.00	\$ 2,535.00
74	NAG C-125BN EROS. CONT. BLANKET	610.0	SYD	\$2.25	\$ 1,372.50	\$ 1.97	\$ 1,201.70	\$ 2.00	\$ 1,220.00
75	NAG S-150BN EROS. CONT. BLANKET	2,350.0	SYD	\$2.00	\$ 4,700.00	\$ 1.75	\$ 4,112.50	\$ 2.50	\$ 5,875.00
	GRAPE DAM QUANTITIES								
76	GRAPE DAM MOB. (5% MAX. SUB.)	1.0	LS	\$14,896.83	\$ 14,896.83	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
77	SILT FENCE	635.0	LFT	\$1.50	\$ 952.50	\$ 2.33	\$ 1,479.55	\$ 4.00	\$ 2,540.00
78	TURBIDITY CURTAIN	180.0	LFT	\$50.00	\$ 9,000.00	\$ 10.57	\$ 1,902.60	\$ 50.00	\$ 9,000.00
79	DEWATERING (COFFERDAM)	1.0	LS	\$82,000.00	\$ 82,000.00	\$ 5,919.00	\$ 5,919.00	\$ 3,500.00	\$ 3,500.00
80	TREE PROTECTION FENCING	875.0	LFT	\$2.00	\$ 1,750.00	\$ 2.48	\$ 2,170.00	\$ 8.00	\$ 7,000.00
81	CONCRETE STRUCTURE REMOVAL	150.0	CYD	\$250.00	\$ 37,500.00	\$ 135.00	\$ 20,250.00	\$ 28.00	\$ 4,200.00
82	LOG JAM REMOVAL	1.0	LS	\$2,500.00	\$ 2,500.00	\$ 5,919.00	\$ 5,919.00	\$ 5,500.00	\$ 5,500.00
83	REMOVE TREE, 20" X 24"	3.0	EA	\$600.00	\$ 1,800.00	\$ 394.67	\$ 1,184.01	\$ 450.00	\$ 1,350.00
84	REMOVE TREE, 12"	1.0	EA	\$400.00	\$ 400.00	\$ 59.00	\$ 59.00	\$ 250.00	\$ 250.00
85	REMOVE TREE, LESS THAN 12"	5.0	EA	\$250.00	\$ 1,250.00	\$ 11.80	\$ 59.00	\$ 150.00	\$ 750.00
86	EXCAVATION	285.0	CYD	\$20.00	\$ 5,700.00	\$ 20.77	\$ 5,919.45	\$ 25.00	\$ 7,125.00
87	36" X 48" ARMOR STONE	595.0	TON	\$100.00	\$ 59,500.00	\$ 87.50	\$ 52,062.50	\$ 105.00	\$ 62,475.00
88	24" X 36" MDOT SPECIAL RIPRAP	580.0	TON	\$75.00	\$ 43,500.00	\$ 69.63	\$ 40,385.40	\$ 80.00	\$ 46,400.00
89	16" X 24" MDOT HEAVY RIPRAP	285.0	TON	\$60.00	\$ 17,100.00	\$ 59.87	\$ 17,062.95	\$ 70.00	\$ 19,950.00
90	8" X 16" MDOT PLAIN RIPRAP	285.0	TON	\$45.00	\$ 12,825.00	\$ 54.98	\$ 15,669.30	\$ 60.00	\$ 17,100.00
91	4" X 8" LIMESTONE	90.0	TON	\$30.00	\$ 2,700.00	\$ 44.78	\$ 4,030.20	\$ 50.00	\$ 4,500.00
92	1" X 3" GRAVEL	135.0	TON	\$20.00	\$ 2,700.00	\$ 26.00	\$ 3,510.00	\$ 40.00	\$ 5,400.00
93	MDOT 21AA	45.0	TON	\$25.00	\$ 1,125.00	\$ 24.73	\$ 1,112.85	\$ 25.00	\$ 1,125.00
94	MDOT 26A	155.0	TON	\$25.00	\$ 3,875.00	\$ 21.79	\$ 3,377.45	\$ 25.00	\$ 3,875.00
95	CHAIN LINK FENCE, 6-FT HIGH	265.0	LFT	\$18.00	\$ 4,770.00	\$ 21.29	\$ 5,641.85	\$ 22.00	\$ 5,830.00
96	PERMANENT SIGN	1.0	EA	\$1,000.00	\$ 1,000.00	\$ 1,361.00	\$ 1,361.00	\$ 1,500.00	\$ 1,500.00
97	NON-WOVEN GEOTEXTILE FABRIC	270.0	SYD	\$1.50	\$ 405.00	\$ 2.66	\$ 718.20	\$ 4.00	\$ 1,080.00
98	TOPSOIL	40.0	CYD	\$16.00	\$ 640.00	\$ 20.45	\$ 818.00	\$ 30.00	\$ 1,200.00
99	2-1/2" CALIPER B&B RED SUNSET MAPLE TREE	1.0	EA	\$450.00	\$ 450.00	\$ 317.00	\$ 317.00	\$ 175.00	\$ 175.00
100	TURFGRASS	2,335.0	SFT	\$0.10	\$ 233.50	\$ 0.51	\$ 1,190.85	\$ 0.10	\$ 233.50
101	EMERGENT WETLAND SEED	620.0	SFT	\$0.40	\$ 248.00	\$ 1.59	\$ 985.80	\$ 0.10	\$ 62.00
102	EMERGENT WETLAND PLANTS	650.0	EA	\$3.50	\$ 2,275.00	\$ 6.09	\$ 3,958.50	\$ 5.00	\$ 3,250.00
103	UPLAND PRAIRIE SEED	1,980.0	SFT	\$0.20	\$ 396.00	\$ 0.60	\$ 1,188.00	\$ 0.10	\$ 198.00
104	LIVESTAKES	56.0	EA	\$4.00	\$ 224.00	\$ 5.98	\$ 334.88	\$ 12.00	\$ 672.00

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				ENGINEER'S ESTIMATE		1 - LEE & RYAN ENVIRONMENTAL CONSULTING		2 - MARK HAYNES CONSTRUCTION, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
105	NAG C-125BN EROS. CONT. BLANKET	70.0	SYD	\$2.25	\$ 157.50	\$ 1.99	\$ 139.30	\$ 2.00	\$ 140.00
106	NAG S-150BN EROS. CONT. BLANKET	480.0	SYD	\$2.00	\$ 960.00	\$ 1.76	\$ 844.80	\$ 2.50	\$ 1,200.00
	ALLOWANCES - GENERAL PROJECT								
107	POST CONSTRUCTION STR. ADJ.	1.0	LS	\$10,000.00	\$ 10,000.00	\$10,000.00	\$ 10,000.00	\$10,000.00	\$ 10,000.00
108	UNFORESEEN SITE CONDITIONS	1.0	LS	\$25,000.00	\$ 25,000.00	\$25,000.00	\$ 25,000.00	\$25,000.00	\$ 25,000.00
			TOTAL		\$ 1,354,596.86		\$ 1,139,448.60		\$ 1,398,637.00
	SUBTOTALS - PER LOCATION								
	DAM #4 COSTS				\$ 361,645.20		\$ 332,948.00		\$ 347,222.00
	DAM #5 COSTS				\$ 277,722.38		\$ 249,570.13		\$ 351,640.50
	WATERLOO DAM COSTS				\$ 362,395.95		\$ 308,875.03		\$ 430,694.00
	GRAPE DAM COSTS				\$ 312,833.33		\$ 204,570.44		\$ 227,580.50
	GENERAL PROJECT COSTS				\$ 40,000.00		\$ 43,485.00		\$ 41,500.00

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				3 - E.R. ZEILER EXCAVATING, INC.		4 - L. D'AGOSTINI & SONS, INC.		5 - SALENBIEN TRUCKING & EXCAVATING, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
GENERAL PROJECT ITEMS									
1	AUDIO / VIDEO OF CONSTR. AREA	1.0	LS	\$ 4,000.00	\$ 4,000.00	\$ 6,720.00	\$ 6,720.00	\$ 10,000.00	\$ 10,000.00
2	TRAFFIC CONTROL	1.0	LS	\$ 5,000.00	\$ 5,000.00	\$ 11,200.00	\$ 11,200.00	\$ 8,000.00	\$ 8,000.00
DAM #4 QUANTITIES									
3	DAM 4 MOBILIZATION (MAX. 5% SUB.)	1.0	LS	\$ 10,000.00	\$ 10,000.00	\$ 19,400.00	\$ 19,400.00	\$ 10,000.00	\$ 10,000.00
4	TEMP. ACC. RAMP OVER DAM 4	1.0	LS	\$ 7,000.00	\$ 7,000.00	\$ 15,512.44	\$ 15,512.44	\$ 40,000.00	\$ 40,000.00
5	DEWATERING (COFFERDAM)	1.0	LS	\$ 12,000.00	\$ 12,000.00	\$ 18,356.88	\$ 18,356.88	\$150,000.00	\$ 150,000.00
6	STR. DEMOLITION, DAM 4 NOTCH	2.0	CYD	\$ 2,500.00	\$ 5,000.00	\$ 9,781.00	\$ 19,562.00	\$ 5,000.00	\$ 10,000.00
7	C. BASIN / STORM MH INLET PROT.	2.0	EA	\$ 200.00	\$ 400.00	\$ 240.00	\$ 480.00	\$ 500.00	\$ 1,000.00
8	36" X 48" ARMOR STONE	945.0	TON	\$ 100.00	\$ 94,500.00	\$ 124.49	\$ 117,643.05	\$ 84.00	\$ 79,380.00
9	24" X 36" MDOT SPECIAL RIPRAP	1,135.0	TON	\$ 65.00	\$ 73,775.00	\$ 84.27	\$ 95,646.45	\$ 84.00	\$ 95,340.00
10	16" X 24" MDOT HEAVY RIPRAP	850.0	TON	\$ 60.00	\$ 51,000.00	\$ 64.41	\$ 54,748.50	\$ 62.00	\$ 52,700.00
11	8" X 16" MDOT PLAIN RIPRAP	105.0	TON	\$ 55.00	\$ 5,775.00	\$ 54.34	\$ 5,705.70	\$ 50.00	\$ 5,250.00
12	4" X 8" LIMESTONE	435.0	TON	\$ 40.00	\$ 17,400.00	\$ 42.83	\$ 18,631.05	\$ 40.00	\$ 17,400.00
13	1" X 3" GRAVEL	315.0	TON	\$ 30.00	\$ 9,450.00	\$ 35.04	\$ 11,037.60	\$ 32.00	\$ 10,080.00
14	MDOT 26A	478.0	TON	\$ 35.00	\$ 16,730.00	\$ 41.74	\$ 19,951.72	\$ 37.00	\$ 17,686.00
15	TOPSOIL	5.0	CYD	\$ 75.00	\$ 375.00	\$ 48.55	\$ 242.75	\$ 200.00	\$ 1,000.00
16	UPLAND PRAIRIE SEED	220.0	SFT	\$ 2.50	\$ 550.00	\$ 0.54	\$ 118.80	\$ 20.00	\$ 4,400.00
17	NAG S-150BN EROS. CONT. BLANKET	25.0	SYD	\$ 7.25	\$ 181.25	\$ 3.02	\$ 75.50	\$ 20.00	\$ 500.00
DAM #5 QUANTITIES									
18	DAM 5 MOBILIZATION (MAX. 5% SUB.)	1.0	LS	\$ 5,000.00	\$ 5,000.00	\$ 13,600.00	\$ 13,600.00	\$ 10,000.00	\$ 10,000.00
19	SILT FENCE	815.0	LFT	\$ 2.00	\$ 1,630.00	\$ 2.40	\$ 1,956.00	\$ 2.00	\$ 1,630.00
20	TEMPORARY RIVER ACCESS RAMP	1.0	LS	\$ 12,000.00	\$ 12,000.00	\$ 14,377.20	\$ 14,377.20	\$ 20,000.00	\$ 20,000.00
21	TREE PROTECTION FENCING	925.0	LFT	\$ 5.00	\$ 4,625.00	\$ 2.40	\$ 2,220.00	\$ 6.00	\$ 5,550.00
22	36" X 48" ARMOR STONE	725.0	TON	\$ 100.00	\$ 72,500.00	\$ 107.35	\$ 77,828.75	\$ 84.00	\$ 60,900.00
23	24" X 36" MDOT SPECIAL RIPRAP	1,005.0	TON	\$ 65.00	\$ 65,325.00	\$ 68.72	\$ 69,063.60	\$ 84.00	\$ 84,420.00
24	16" X 24" MDOT HEAVY RIPRAP	790.0	TON	\$ 60.00	\$ 47,400.00	\$ 45.10	\$ 35,629.00	\$ 62.00	\$ 48,980.00
25	8" X 16" MDOT PLAIN RIPRAP	140.0	TON	\$ 55.00	\$ 7,700.00	\$ 69.48	\$ 9,727.20	\$ 50.00	\$ 7,000.00
26	4" X 8" LIMESTONE	565.0	TON	\$ 40.00	\$ 22,600.00	\$ 31.08	\$ 17,560.20	\$ 40.00	\$ 22,600.00
27	1" X 3" GRAVEL	410.0	TON	\$ 30.00	\$ 12,300.00	\$ 23.82	\$ 9,766.20	\$ 32.00	\$ 13,120.00
28	MDOT 26A	710.0	TON	\$ 35.00	\$ 24,850.00	\$ 29.45	\$ 20,909.50	\$ 37.00	\$ 26,270.00
29	8 MIL VINYL PLASTIC SHEETING	50.0	LFT	\$ 35.00	\$ 1,750.00	\$ 15.76	\$ 788.00	\$ 20.00	\$ 1,000.00
30	TOPSOIL	82.0	CYD	\$ 75.00	\$ 6,150.00	\$ 36.99	\$ 3,033.18	\$ 50.00	\$ 4,100.00
31	TURFGRASS	10,430.0	SFT	\$ 0.60	\$ 6,258.00	\$ 0.57	\$ 5,945.10	\$ 0.50	\$ 5,215.00
32	UPLAND PRAIRIE SEED	200.0	SFT	\$ 2.50	\$ 500.00	\$ 1.20	\$ 240.00	\$ 3.00	\$ 600.00
33	EMERGENT WETLAND SEED	500.0	SFT	\$ 2.50	\$ 1,250.00	\$ 0.72	\$ 360.00	\$ 5.00	\$ 2,500.00
34	EMERGENT WETLAND PLANTS	500.0	EA	\$ 15.00	\$ 7,500.00	\$ 4.50	\$ 2,250.00	\$ 32.00	\$ 16,000.00

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				3 - E.R. ZEILER EXCAVATING, INC.		4 - L. D'AGOSTINI & SONS, INC.		5 - SALENBIEN TRUCKING & EXCAVATING, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
35	NAG C-125BN EROS. CONT. BLANKET	60.0	SYD	\$ 35.00	\$ 2,100.00	\$ 5.00	\$ 300.00	\$ 4.00	\$ 240.00
36	NAG S-150BN EROS. CONT. BLANKET	1,185.0	SYD	\$ 7.25	\$ 8,591.25	\$ 3.29	\$ 3,898.65	\$ 4.00	\$ 4,740.00
	WATERLOO DAM QUANTITIES								
37	WATERLOO MOB. (MAX. 5% SUB.)	1.0	LS	\$ 10,000.00	\$ 10,000.00	\$ 8,320.00	\$ 8,320.00	\$ 10,000.00	\$ 10,000.00
38	SILT FENCE	1,715.0	LFT	\$ 2.00	\$ 3,430.00	\$ 2.08	\$ 3,567.20	\$ 2.00	\$ 3,430.00
39	DEWATERING (COFFERDAM)	1.0	LS	\$ 13,000.00	\$ 13,000.00	\$ 9,225.84	\$ 9,225.84	\$200,000.00	\$ 200,000.00
40	REMOVE TREE, 28"	1.0	EA	\$ 1,400.00	\$ 1,400.00	\$ 1,248.00	\$ 1,248.00	\$ 2,400.00	\$ 2,400.00
41	REMOVE SHRUB	2.0	EA	\$ 950.00	\$ 1,900.00	\$ 52.00	\$ 104.00	\$ 500.00	\$ 1,000.00
42	STUMP REMOVAL, 24"	2.0	EA	\$ 350.00	\$ 700.00	\$ 156.00	\$ 312.00	\$ 800.00	\$ 1,600.00
43	TREE PROTECTION FENCING	735.0	LFT	\$ 5.00	\$ 3,675.00	\$ 2.08	\$ 1,528.80	\$ 6.00	\$ 4,410.00
44	C. BASIN / STROM MH INLET PROT.	1.0	EA	\$ 200.00	\$ 200.00	\$ 104.00	\$ 104.00	\$ 250.00	\$ 250.00
45	REMOVE & RELOCATE BENCHES	1.0	LS	\$ 2,500.00	\$ 2,500.00	\$ 1,040.00	\$ 1,040.00	\$ 1,500.00	\$ 1,500.00
46	REMOVE & RELOCATE PLANTERS	1.0	LS	\$ 2,500.00	\$ 2,500.00	\$ 1,040.00	\$ 1,040.00	\$ 2,500.00	\$ 2,500.00
47	REMOVE & RELOCATE SOUND SCULPTURE	1.0	LS	\$ 2,500.00	\$ 2,500.00	\$ 624.00	\$ 624.00	\$ 5,000.00	\$ 5,000.00
48	REMOVE CURB	50.0	LFT	\$ 5.00	\$ 250.00	\$ 15.60	\$ 780.00	\$ 6.00	\$ 300.00
49	REMOVE CONCRETE	273.0	SYD	\$ 5.00	\$ 1,365.00	\$ 7.61	\$ 2,077.53	\$ 9.00	\$ 2,457.00
50	REMOVE, SLAVAGE, & REINSTALL EXIST. RETAINING WALL	144.0	VSF	\$ 58.00	\$ 8,352.00	\$ 28.88	\$ 4,158.72	\$ 150.00	\$ 21,600.00
51	EXCAVATION	2,650.0	CYD	\$ 12.00	\$ 31,800.00	\$ 21.91	\$ 58,061.50	\$ 42.00	\$ 111,300.00
52	EMBANKMENT	115.0	CYD	\$ 25.00	\$ 2,875.00	\$ 2.26	\$ 259.90	\$ 42.00	\$ 4,830.00
53	PEDESTRIAN BRIDGE	1.0	LS	\$ 50,000.00	\$ 50,000.00	\$ 47,765.26	\$ 47,765.26	\$ 50,000.00	\$ 50,000.00
54	PEDESTRIAN BRIDGE ABUTMENT & DECKING	1.0	LS	\$ 40,000.00	\$ 40,000.00	\$ 33,104.24	\$ 33,104.24	\$ 65,000.00	\$ 65,000.00
55	REDI-ROCK RETAINING WALL	798.0	VSF	\$ 41.00	\$ 32,718.00	\$ 32.14	\$ 25,647.72	\$ 100.00	\$ 79,800.00
56	24" X 36" MDOT SPECIAL RIPRAP	120.0	TON	\$ 65.00	\$ 7,800.00	\$ 70.88	\$ 8,505.60	\$ 84.00	\$ 10,080.00
57	16" X 24" MDOT HEAVY RIPRAP	550.0	TON	\$ 60.00	\$ 33,000.00	\$ 53.53	\$ 29,441.50	\$ 62.00	\$ 34,100.00
58	8" X 16" MDOT PLAIN RIPRAP	500.0	TON	\$ 55.00	\$ 27,500.00	\$ 42.74	\$ 21,370.00	\$ 50.00	\$ 25,000.00
59	4" X 8" LIMESTONE	65.0	TON	\$ 40.00	\$ 2,600.00	\$ 45.19	\$ 2,937.35	\$ 40.00	\$ 2,600.00
60	1" X 3" GRAVEL	385.0	TON	\$ 30.00	\$ 11,550.00	\$ 24.68	\$ 9,501.80	\$ 32.00	\$ 12,320.00
61	MDOT 26A	240.0	TON	\$ 35.00	\$ 8,400.00	\$ 28.62	\$ 6,868.80	\$ 37.00	\$ 8,880.00
62	MDOT CLASS II SAND	154.0	CYD	\$ 35.00	\$ 5,390.00	\$ 18.71	\$ 2,881.34	\$ 35.00	\$ 5,390.00
63	ORNAMENTAL FENCING	160.0	LFT	\$ 140.00	\$ 22,400.00	\$ 75.08	\$ 12,012.80	\$ 50.00	\$ 8,000.00
64	CONCRETE SIDEWALK, 4"	346.0	SYD	\$ 9.00	\$ 3,114.00	\$ 28.89	\$ 9,995.94	\$ 60.00	\$ 20,760.00
65	GRAVEL SIDEWALK	130.0	SYD	\$ 5.00	\$ 650.00	\$ 38.59	\$ 5,016.70	\$ 12.00	\$ 1,560.00
66	TOPSOIL	302.0	CYD	\$ 75.00	\$ 22,650.00	\$ 31.20	\$ 9,422.40	\$ 32.00	\$ 9,664.00
67	TURFGRASS	7,680.0	SFT	\$ 0.60	\$ 4,608.00	\$ 0.40	\$ 3,072.00	\$ 0.50	\$ 3,840.00
68	UPLAND PRAIRIE SEED	13,450.0	SFT	\$ 2.50	\$ 33,625.00	\$ 0.31	\$ 4,169.50	\$ 1.00	\$ 13,450.00
69	EMERGENT WETLAND SEED	5,480.0	SFT	\$ 2.50	\$ 13,700.00	\$ 0.47	\$ 2,575.60	\$ 2.00	\$ 10,960.00

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				3 - E.R. ZEILER EXCAVATING, INC.		4 - L. D'AGOSTINI & SONS, INC.		5 - SALENBIEN TRUCKING & EXCAVATING, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
70	EMERGENT WETLAND PLANTS	5,480.0	EA	\$ 15.00	\$ 82,200.00	\$ 3.90	\$ 21,372.00	\$ 20.00	\$ 109,600.00
71	SUNNY BORDER PLANTS	938.0	EA	\$ 5.00	\$ 4,690.00	\$ 18.30	\$ 17,165.40	\$ 20.00	\$ 18,760.00
72	2-1/2" CALIPER B & B TREE	4.0	EA	\$ 1,750.00	\$ 7,000.00	\$ 520.00	\$ 2,080.00	\$ 400.00	\$ 1,600.00
73	SHREDDED CEDAR MULCH FOR SUNNY BORDER	39.0	CYD	\$ 25.00	\$ 975.00	\$ 78.00	\$ 3,042.00	\$ 200.00	\$ 7,800.00
74	NAG C-125BN EROS. CONT. BLANKET	610.0	SYD	\$ 35.00	\$ 21,350.00	\$ 2.60	\$ 1,586.00	\$ 4.00	\$ 2,440.00
75	NAG S-150BN EROS. CONT. BLANKET	2,350.0	SYD	\$ 7.25	\$ 17,037.50	\$ 2.60	\$ 6,110.00	\$ 4.00	\$ 9,400.00
	GRAPE DAM QUANTITIES								
76	GRAPE DAM MOB. (5% MAX. SUB.)	1.0	LS	\$ 10,000.00	\$ 10,000.00	\$ 17,600.00	\$ 17,600.00	\$ 25,000.00	\$ 25,000.00
77	SILT FENCE	635.0	LFT	\$ 2.00	\$ 1,270.00	\$ 2.40	\$ 1,524.00	\$ 2.00	\$ 1,270.00
78	TURBIDITY CURTAIN	180.0	LFT	\$ 28.00	\$ 5,040.00	\$ 55.34	\$ 9,961.20	\$ 30.00	\$ 5,400.00
79	DEWATERING (COFFERDAM)	1.0	LS	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$175,000.00	\$ 175,000.00
80	TREE PROTECTION FENCING	875.0	LFT	\$ 5.00	\$ 4,375.00	\$ 2.40	\$ 2,100.00	\$ 4.00	\$ 3,500.00
81	CONCRETE STRUCTURE REMOVAL	150.0	CYD	\$ 100.00	\$ 15,000.00	\$ 202.84	\$ 30,426.00	\$ 500.00	\$ 75,000.00
82	LOG JAM REMOVAL	1.0	LS	\$ 10,000.00	\$ 10,000.00	\$ 38,559.84	\$ 38,559.84	\$ 4,200.00	\$ 4,200.00
83	REMOVE TREE, 20" X 24"	3.0	EA	\$ 1,500.00	\$ 4,500.00	\$ 1,600.00	\$ 4,800.00	\$ 800.00	\$ 2,400.00
84	REMOVE TREE, 12"	1.0	EA	\$ 1,050.00	\$ 1,050.00	\$ 1,200.00	\$ 1,200.00	\$ 350.00	\$ 350.00
85	REMOVE TREE, LESS THAN 12"	5.0	EA	\$ 800.00	\$ 4,000.00	\$ 1,080.00	\$ 5,400.00	\$ 200.00	\$ 1,000.00
86	EXCAVATION	285.0	CYD	\$ 12.00	\$ 3,420.00	\$ 26.51	\$ 7,555.35	\$ 50.00	\$ 14,250.00
87	36" X 48" ARMOR STONE	595.0	TON	\$ 100.00	\$ 59,500.00	\$ 121.71	\$ 72,417.45	\$ 84.00	\$ 49,980.00
88	24" X 36" MDOT SPECIAL RIPRAP	580.0	TON	\$ 65.00	\$ 37,700.00	\$ 97.27	\$ 56,416.60	\$ 84.00	\$ 48,720.00
89	16" X 24" MDOT HEAVY RIPRAP	285.0	TON	\$ 60.00	\$ 17,100.00	\$ 89.70	\$ 25,564.50	\$ 62.00	\$ 17,670.00
90	8" X 16" MDOT PLAIN RIPRAP	285.0	TON	\$ 55.00	\$ 15,675.00	\$ 87.15	\$ 24,837.75	\$ 50.00	\$ 14,250.00
91	4" X 8" LIMESTONE	90.0	TON	\$ 40.00	\$ 3,600.00	\$ 55.50	\$ 4,995.00	\$ 40.00	\$ 3,600.00
92	1" X 3" GRAVEL	135.0	TON	\$ 30.00	\$ 4,050.00	\$ 57.29	\$ 7,734.15	\$ 32.00	\$ 4,320.00
93	MDOT 21AA	45.0	TON	\$ 35.00	\$ 1,575.00	\$ 57.10	\$ 2,569.50	\$ 36.00	\$ 1,620.00
94	MDOT 26A	155.0	TON	\$ 35.00	\$ 5,425.00	\$ 35.97	\$ 5,575.35	\$ 37.00	\$ 5,735.00
95	CHAIN LINK FENCE, 6-FT HIGH	265.0	LFT	\$ 27.00	\$ 7,155.00	\$ 29.43	\$ 7,798.95	\$ 16.00	\$ 4,240.00
96	PERMANENT SIGN	1.0	EA	\$ 1,500.00	\$ 1,500.00	\$ 480.00	\$ 480.00	\$ 800.00	\$ 800.00
97	NON-WOVEN GEOTEXTILE FABRIC	270.0	SYD	\$ 4.75	\$ 1,282.50	\$ 28.71	\$ 7,751.70	\$ 1.00	\$ 270.00
98	TOPSOIL	40.0	CYD	\$ 75.00	\$ 3,000.00	\$ 36.00	\$ 1,440.00	\$ 32.00	\$ 1,280.00
99	2-1/2" CALIPER B&B RED SUNSET MAPLE TREE	1.0	EA	\$ 1,750.00	\$ 1,750.00	\$ 600.00	\$ 600.00	\$ 400.00	\$ 400.00
100	TURFGRASS	2,335.0	SFT	\$ 0.60	\$ 1,401.00	\$ 0.30	\$ 700.50	\$ 3.00	\$ 7,005.00
101	EMERGENT WETLAND SEED	620.0	SFT	\$ 2.50	\$ 1,550.00	\$ 0.54	\$ 334.80	\$ 5.00	\$ 3,100.00
102	EMERGENT WETLAND PLANTS	650.0	EA	\$ 15.00	\$ 9,750.00	\$ 4.61	\$ 2,996.50	\$ 20.00	\$ 13,000.00
103	UPLAND PRAIRIE SEED	1,980.0	SFT	\$ 2.50	\$ 4,950.00	\$ 0.36	\$ 712.80	\$ 5.00	\$ 9,900.00
104	LIVESTAKES	56.0	EA	\$ 35.00	\$ 1,960.00	\$ 18.00	\$ 1,008.00	\$ 5.00	\$ 280.00

RIVER RAISIN DAM REMEDIATION PHASE TWO BID TABULATION				3 - E.R. ZEILER EXCAVATING, INC.		4 - L. D'AGOSTINI & SONS, INC.		5 - SALENBIEN TRUCKING & EXCAVATING, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
105	NAG C-125BN EROS. CONT. BLANKET	70.0	SYD	\$ 35.00	\$ 2,450.00	\$ 3.00	\$ 210.00	\$ 2.50	\$ 175.00
106	NAG S-150BN EROS. CONT. BLANKET	480.0	SYD	\$ 7.25	\$ 3,480.00	\$ 3.00	\$ 1,440.00	\$ 3.00	\$ 1,440.00
	ALLOWANCES - GENERAL PROJECT								
107	POST CONSTRUCTION STR. ADJ.	1.0	LS	\$10,000.00	\$ 10,000.00	\$10,000.00	\$ 10,000.00	\$10,000.00	\$ 10,000.00
108	UNFORESEEN SITE CONDITIONS	1.0	LS	\$25,000.00	\$ 25,000.00	\$25,000.00	\$ 25,000.00	\$25,000.00	\$ 25,000.00
			TOTAL		\$ 1,451,078.50		\$ 1,474,290.40		\$ 2,261,337.00
	SUBTOTALS - PER LOCATION								
	DAM #4 COSTS				\$ 304,136.25		\$ 397,112.44		\$ 494,736.00
	DAM #5 COSTS				\$ 310,029.25		\$ 289,452.58		\$ 334,865.00
	WATERLOO DAM COSTS				\$ 539,404.50		\$ 378,095.44		\$ 883,581.00
	GRAPE DAM COSTS				\$ 253,508.50		\$ 356,709.94		\$ 495,155.00
	GENERAL PROJECT COSTS				\$ 44,000.00		\$ 52,920.00		\$ 53,000.00



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: STORM SEWER SPECIAL ASSESSMENT DISTRICT NUMBER 233 – ALLEY BETWEEN RIVERVIEW AND ARBOR, SOUTH OF NOBLE – RESOLUTION NUMBER 5 AND DISTRICT CONFIRMATION

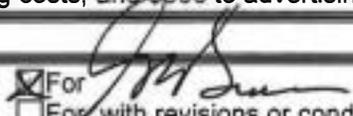
DISCUSSION: For several years, the Engineering Department has been fielding concerns related to the alley between Riverview Avenue and Arbor Avenue, for a distance of about 250 feet south of East Noble Avenue. This residential area was platted in 1906 and, like many older areas of the City, was developed without adequate storm sewer conveyances to serve every lot on the street, though the roadways themselves do have adequate surface drainage. This alley serves nearly the entire block from Noble Avenue to Elm Avenue, terminating at an east-west alley a few hundred feet north of Elm Avenue. While it does serve effectively as a secondary vehicular access to some of the homes, particularly at the extreme ends of the block, it has clearly been built up in elevation over time, in order to keep it passable during the wet seasons. Though it is difficult to determine the exact degree to which this raising of the alley has directly impacted the overall drainage patterns of the entire residential lots, the lack of any positive drainage outlet for many of the properties in the area results in a situation where any water that does become trapped in rear lots cannot be effectively channeled away from the properties, in some cases resulting in damage to the homes themselves. Due to the need to significantly lower the grade of the alley to allow for surface drainage from the adjacent lots, a storm sewer is necessary, and to prevent the accumulation of mud and debris in the catch basins and to prevent portions of it from being impassible, the alley should be paved as well.

The City Charter provides for both the installation of public storm sewers and the paving of alleys at the discretion of the City Council and provides for recovery of most of the cost by a Special Assessment against the benefiting properties. On sanitary sewer projects, by Charter, a minimum of one-sixth of the project costs are borne by the Wastewater Fund, and recently this same percentage has been provided by the City General Fund for storm sewer projects, with the remaining share of the costs divided among the benefiting properties on a per lot basis. It should be noted that due to relatively equal benefit between properties (including the installation of storm leads to each lot in the district for connection to sump pumps, rear yard basins, etc. at the future option of the home-owner), the storm sewer components have been divided evenly between each of the properties in the district with frontage on the storm sewer, while the alley paving component has been divided on a frontage basis, as is typical for paving projects. For the 2012-13 Fiscal Year, the City Council provided what are essentially incentive funds to promote improvements to alleys, so we are proposing this full 50% discount on the entire paving portion of the work as was contemplated previously. At the March 4 City Council meeting, this project was declared a public necessity by a 4-2 vote, and the public hearing on the assessment roll is being held at this meeting.

Based on very favorable bid pricing and performance of the 2012 Concrete Paving Program contractor, G.V. Cement, and their willingness to commence this work very soon, we have carried through last year's pricing for common items, and obtained a quotation for unique items not in the previous contract. Since their quoted prices are reasonable and it is unlikely we could secure significantly better pricing by bidding this project separately, we are recommending award to them as a change order. A copy of the expected costs for the project based on contractor pricing and the breakdown of assessments between properties have been attached for your reference. While the assessable costs have increased by a small amount from the estimated costs listed with Resolution 3 (no more than 7% for any property), the largest assessment to any property is \$3,951.29. This district, if confirmed, would be known as Sewer Special Assessment District 233, and barring any significant objections at the public hearing on the roll, we recommend confirmation.

IT IS RECOMMENDED that the attached Resolution 5 be adopted, and that Sewer Special Assessment District 233 be confirmed. **IT IS FURTHER RECOMMENDED** that a change order to the 2012 Concrete Paving Program be awarded to G.V. Cement Contracting Co. in the amount of \$45,155.90, that a total of \$51,929.29 be encumbered to include a 15% contingency, and that \$6,773.39 be allocated to staff engineering costs, and \$600 to advertising costs.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Contractor will be ready to begin work shortly.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

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

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$59,302.68*
	Cost of This Project Approval	\$N/A
	Related Annual Operating Cost	\$N/A
	Increased Revenue Expected/Year	\$N/A

*Includes all project costs, \$45,155.90 in base construction costs, \$6,773.39 in contingencies, \$6,773.39 in engineering costs, and \$600 in publishing and advertising costs (for previous assessment hearing publication).

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
	Alley Reconstruction	401-95.449-818.020 13C09	\$9,690.14*
	Storm Sewers	401-95.449-818.020 07C10	\$7,153.74**
	<u>Other Funds</u>		
	Property Owner Assessments		\$42,458.80

*City's 50% share of the alley paving portion of this project. Since this account was originally funded assuming 50% assessable share, if funds are transferred out to new project code, property owner assessments budget should be decreased by same amount.

**City's 1/6 share of the storm sewer portion of this project, plus \$600 public hearing publication costs.

***All City share funds to be transferred from previous project allocations and combined with property owner assessments into new project code, 14C14, with a total of \$52,529.29 allocated to 401-95.449-818.020 14C14 for construction costs, contingencies and advertising costs, and \$6,773.39 allocated to 401-95.449-825.005 14C14 for engineering costs.

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/02/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 15, 2013



RESOLUTION NO. 5

WHEREAS, July 15, 2013 was the meeting set for the hearing of objections or suggestions on the assessment roll for the installation of a storm sewer of adequate size and associated alley paving to service some of the properties adjacent to the alley lying between Riverview Avenue and Arbor Avenue; known and designated as Sewer Special Assessment District Number 233, in which there is levied against the benefiting properties, the sum of \$42,458.80; and

WHEREAS, there are no objections to the assessment roll presently on file in the Clerk-Treasurer's Office; and

WHEREAS, the public hearing on the assessment roll is being held July 15, 2013 at 7:30 P.M. in the City Council Chambers, providing an additional opportunity for affected property owners to review the revised assessable costs; therefore, be it

RESOLVED, that said roll be and hereby is confirmed in all aspects, and be it further;

RESOLVED, that said roll be divided into ten (10) equal annual installments, the first installment being due and payable now; the second installment due and payable One (1) year from the date; the third installment due and payable in Two (2) years from the date; the fourth installment due and payable in Three (3) years from the date; the fifth installment due and payable in Four (4) years from the date; the sixth installment due and payable in Five (5) years from the date; the seventh installment due and payable in Six (6) years from the date; the eighth installment due and payable Seven (7) from the date; the ninth installment due and payable Eight (8) years from the date; and the tenth installment due and payable in Nine (9) years from the date together with interest on such installment at the rate of 3.40% per annum, payable therefrom, from the date of confirmation of said special assessment roll, and be it further;

RESOLVED, the City Clerk-Treasurer be and hereby is directed to attach his warrant to said roll, pursuant to the provisions of the Charter, and that the City Clerk-Treasurer be instructed in said warrant to make his return upon each installment within sixty (60) days from the time the same shall be delivered for his collection.



PROPOSED SEWER S.A.D NO. 233
 Commencing at the westerly right-of-way line of Riverview Ave. (60' R/W) and the southerly right-of-way line of East Noble Ave. (60' R/W);
 thence S 68°03'37" E 120.00 feet to the point of beginning;
 thence S 68°03'37" E 196.00 feet;
 thence S 22°14'28" W 249.15 feet;
 thence N 68°03'37" W 136.00 feet;
 thence S 22°14'28" W 32.00 feet;
 thence N 68°03'37" W 120.00 feet;
 thence N 22°14'28" E 241.00 feet;
 thence S 68°03'37" E 60.00 feet;
 thence N 22°14'28" E 40.15 feet to the point of beginning.

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

CITY OF MONROE, MICHIGAN
 ENGINEERING DEPARTMENT
 STORM SEWER INSTALLATION
 ALLEY BETWEEN RIVERVIEW AND ARBOR
 SEWER S.A.D. NO. 233

SCALE: 1"=100' FILE NO. A-XXX
 DATE: FEBRUARY, 2013 SHEET NO. 1 OF 1

APPROVED: _____
 CITY ENGINEER

PROPOSED SEWER SPECIAL ASSESSMENT DISTRICT 233 - PROJECT COST BREAKDOWN

SEWER SPECIAL ASSESSMENT DISTRICT 233 - ALLEY PAVING COMPONENT				ENGINEER'S ESTIMATE	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST
1	R&D CONCRETE PAVEMENT & APPROACH	29.0	SYD	\$ 7.50	\$ 217.50
3	R&D SIDEWALK	71.0	SFT	\$ 1.10	\$ 78.10
11	SUBGRADE MANIPULATION	362.7	SYD	\$ 4.50	\$ 1,632.15
12	F&I 8" CONCRETE PAVEMENT AND APPROACH	358.7	SYD	\$ 30.50	\$ 10,940.35
13	F&I 8" CONCRETE SIDEWALK	71.0	SFT	\$ 3.80	\$ 269.80
16	F&I MDOT 21A STONE	15.0	TON	\$ 18.00	\$ 270.00
17	TRAFFIC CONTROL	1.0	LS	\$ 500.00	\$ 500.00
18	SITE RESTORATION	1.0	LS	\$ 1,000.00	\$ 1,000.00
				CONSTRUCTION COST	\$ 14,907.90
				CONTINGENCIES (15%)	\$ 2,236.19
				ENGINEERING (15%)	\$ 2,236.19
				PROJECT TOTAL COST	\$ 19,380.27
				CITY SHARE (1/2)	\$ 9,690.14
				P.O. SHARE	\$ 9,690.14
				FRONTAGE (LFT)	498.3
				COST PER FOOT	\$ 19.45
SEWER SPECIAL ASSESSMENT DISTRICT 233 - STORM SEWER COMPONENT				ENGINEER'S ESTIMATE	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST
2	R&D SPOT CURB & GUTTER	26.0	LFT	\$ 5.00	\$ 130.00
4	ADJUST. CLEAN, & PLASTER STRUCTURE	1.0	EA	\$ 180.00	\$ 180.00
5	TAP EXISTING STRUCTURE	1.0	EA	\$ 350.00	\$ 350.00
6	F&I #7076 EAST JORDAN IRON WORKS 7076 CASTING	3.0	EA	\$ 480.00	\$ 1,440.00
7	F&I #7065 EAST JORDAN IRON WORKS 7065 CASTING	1.0	EA	\$ 480.00	\$ 480.00
8	F&I 8" PVC SDR 35 STORM SEWER	270.0	LFT	\$ 60.00	\$ 16,200.00
9	F&I 6" PVC SDR 35 STORM SEWER LEAD	75.0	LFT	\$ 40.00	\$ 3,000.00
10	F&I 8"X6" PVC WYE	11.0	EA	\$ 250.00	\$ 2,750.00
14	F&I SPOT CURB & GUTTER	26.0	LFT	\$ 18.00	\$ 468.00
15	F&I 36A BITUMINOUS HAND PATCHING	5.0	TON	\$ 170.00	\$ 850.00
16	F&I 2' DIA. C.B. STRUCTURE	4.0	EA	\$ 1,100.00	\$ 4,400.00
				CONSTRUCTION COST	\$ 30,248.00
				CONTINGENCIES (15%)	\$ 4,537.20
				ENGINEERING (15%)	\$ 4,537.20
				PROJECT TOTAL COST	\$ 39,322.40
				CITY SHARE (1/6)	\$ 6,553.73
				P.O. SHARE	\$ 32,768.67
				NUMBER OF LOTS	11
				COST PER LOT	\$ 2,978.97

PROPOSED SEWER SPECIAL ASSESSMENT DISTRICT 233 - BREAKDOWN OF ASSESSMENTS

STORM SEWER ASSESSMENT COMPONENT

PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER ADDRESS	OWNER CITY	LOTS	ASSESSMENT
59-01302	327 ARBOR AVE.	JEFF MCBEE	2767 N. TELEGRAPH RD	MONROE MI 48162	1	\$2,978.97
59-01301	321 ARBOR AVE.	PATRICK WICKENHEISER	11520 EXETER RD	CARLETON MI 48117	1	\$2,978.97
59-01300	319 ARBOR AVE.	DAVID A. BESEDICH	319 ARBOR AVE.	MONROE MI 48162	1	\$2,978.97
59-01299	317 ARBOR AVE.	BETTY L. BESEDICH	317 ARBOR AVE.	MONROE MI 48162	1	\$2,978.97
59-01298	315 ARBOR AVE.	THOMAS N. VERES	315 ARBOR AVE.	MONROE MI 48162	1	\$2,978.97
59-01297	311 ARBOR AVE.	BERNARD MAURER	311 ARBOR AVE.	MONROE MI 48162	1	\$2,978.97
59-01249	510 E. NOBLE AVE.	BREDSCHNEIDER FAMILY TRUST	402 E. FRONT ST.	MONROE MI 48162	1	\$2,978.97
59-01251	326 RIVERVIEW AVE.	CARRIE RAWSON	326 RIVERVIEW AVE.	MONROE MI 48162	1	\$2,978.97
59-01252	320 RIVERVIEW AVE.	BRIAN DAVID BURNS	1956 N. RAISINVILLE RD.	MONROE MI 48162	1	\$2,978.97
59-01253	316 RIVERVIEW AVE.	GARY G. BARTZ	316 RIVERVIEW AVE.	MONROE MI 48162	1	\$2,978.97
59-01254	310 RIVERVIEW AVE.	JEREMY MOMMERENCY	7178 VENICE	PORTAGE MI 49024	1	\$2,978.97
59-01255	306 RIVERVIEW AVE.	DWIGHT BROWN	306 RIVERVIEW AVE.	MONROE MI 48162	0	\$0.00
TOTAL					11	\$32,768.67

*Note: Parcel 59-01255 is not included at this time, as storm sewer is not planned for extension across frontage of that property, and lot will not be provided with an underground tap

**Note: Total may not match sum of assessments due to rounding.

ALLEY PAVING ASSESSMENT COMPONENT

PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER ADDRESS	OWNER CITY	FRONTAGE	ASSESSMENT
59-01302	327 ARBOR AVE.	JEFF MCBEE	2767 N. TELEGRAPH RD	MONROE MI 48162	44.15	\$858.56
59-01301	321 ARBOR AVE.	PATRICK WICKENHEISER	11520 EXETER RD	CARLETON MI 48117	41	\$797.30
59-01300	319 ARBOR AVE.	DAVID A. BESEDICH	319 ARBOR AVE.	MONROE MI 48162	41	\$797.30
59-01299	317 ARBOR AVE.	BETTY L. BESEDICH	317 ARBOR AVE.	MONROE MI 48162	41	\$797.30
59-01298	315 ARBOR AVE.	THOMAS N. VERES	315 ARBOR AVE.	MONROE MI 48162	41	\$797.30
59-01297	311 ARBOR AVE.	BERNARD MAURER	311 ARBOR AVE.	MONROE MI 48162	41	\$797.30
59-01249	510 E. NOBLE AVE.	BREDSCHNEIDER FAMILY TRUST	402 E. FRONT ST.	MONROE MI 48162	40.15	\$780.77
59-01251	326 RIVERVIEW AVE.	CARRIE RAWSON	326 RIVERVIEW AVE.	MONROE MI 48162	41	\$797.30
59-01252	320 RIVERVIEW AVE.	BRIAN DAVID BURNS	1956 N. RAISINVILLE RD.	MONROE MI 48162	50	\$972.32
59-01253	316 RIVERVIEW AVE.	GARY G. BARTZ	316 RIVERVIEW AVE.	MONROE MI 48162	50	\$972.32
59-01254	310 RIVERVIEW AVE.	JEREMY MOMMERENCY	7178 VENICE	PORTAGE MI 49024	50	\$972.32
59-01255	306 RIVERVIEW AVE.	DWIGHT BROWN	306 RIVERVIEW AVE.	MONROE MI 48162	18	\$350.03
TOTAL					498.3	\$9,690.14

COST PER FOOT \$ 19.45

*Note: Parcel 59-01255 is receiving only a partial assessment for paving, as paving only crosses a portion of the property frontage.

**Note: Total may not match sum of assessments due to rounding.

TOTAL ASSESSMENT - BOTH COMPONENTS

PARCEL ID	PROPERTY ADDRESS	OWNER NAME	OWNER ADDRESS	OWNER CITY	ASSESSMENT
59-01302	327 ARBOR AVE.	JEFF MCBEE	2767 N. TELEGRAPH RD	MONROE MI 48162	\$3,837.53
59-01301	321 ARBOR AVE.	PATRICK WICKENHEISER	11520 EXETER RD	CARLETON MI 48117	\$3,776.27
59-01300	319 ARBOR AVE.	DAVID A. BESEDICH	319 ARBOR AVE.	MONROE MI 48162	\$3,776.27
59-01299	317 ARBOR AVE.	BETTY L. BESEDICH	317 ARBOR AVE.	MONROE MI 48162	\$3,776.27
59-01298	315 ARBOR AVE.	THOMAS N. VERES	315 ARBOR AVE.	MONROE MI 48162	\$3,776.27
59-01297	311 ARBOR AVE.	BERNARD MAURER	311 ARBOR AVE.	MONROE MI 48162	\$3,776.27
59-01249	510 E. NOBLE AVE.	BREDSCHNEIDER FAMILY TRUST	402 E. FRONT ST.	MONROE MI 48162	\$3,759.74
59-01251	326 RIVERVIEW AVE.	CARRIE RAWSON	326 RIVERVIEW AVE.	MONROE MI 48162	\$3,776.27
59-01252	320 RIVERVIEW AVE.	BRIAN DAVID BURNS	1956 N. RAISINVILLE RD.	MONROE MI 48162	\$3,951.29
59-01253	316 RIVERVIEW AVE.	GARY G. BARTZ	316 RIVERVIEW AVE.	MONROE MI 48162	\$3,951.29
59-01254	310 RIVERVIEW AVE.	JEREMY MOMMERENCY	7178 VENICE	PORTAGE MI 49024	\$3,951.29
59-01255	306 RIVERVIEW AVE.	DWIGHT BROWN	306 RIVERVIEW AVE.	MONROE MI 48162	\$350.03
TOTAL					\$42,458.80



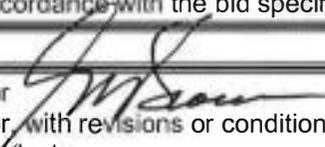
CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REPORT BACK ON BIDS RECEIVED FOR THE WEST HIGH SERVICE PUMP STATION & BOILER ROOM ROOFING RENEWAL PROJECT – WATER DEPARTMENT

DISCUSSION: The Water Department received two (2) bids on July 8, 2013 for the West High Service Pump Station and Boiler Room Roofing Renewal Project at the Water Treatment Plant. The bidder meeting all bid specifications is M.W. Morss Roofing, Inc out of Romulus, MI for \$23,523.00, attached is bid tabulation for reference. The existing roofs scheduled to be renewed are over the West High Service Pump Station (1985) & Boiler Room (1924) at the Water Treatment Plant. The roofs are original, have had several repairs through the years and have reached their expected service life. A fifteen (15) year limited labor and material warranty comes with the newer technology membrane roof system which will be installed over the existing roof. The low bidder has installed similar roofing systems over three other water plant buildings with excellent results such that we are confident they will perform satisfactorily. Adequate funding has been budgeted for this approved FY 2013-2014 Capital Improvement Program project.

IT IS RECOMMENDED that a purchase order in the amount of \$23,523.00 and a total amount of \$24,700.00 be encumbered to include a 5% contingency for the West High Service Pump Station and Boiler Room Roofing Renewal Project be issued to M.W. Morss Roofing, Inc out of Romulus, MI in accordance with the bid specifications.

CITY MANAGER RECOMMENDATION:

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

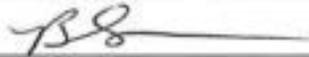
APPROVAL DEADLINE: August 7, 2013

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: Water Department, Water Staff & Customers

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 24,700.00
Cost of This Project Approval	\$ 24,700.00
Related Annual Operating Cost	\$ N/A
Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:

<u>City</u>	Account Number	Amount
Water System	59140537 972000 14W08	\$ 24,700.00
<u>Other Funds</u>		

Budget Approval: 

FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** July 8, 2013

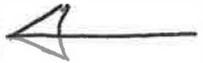
REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 15, 2013

BIDS RECEIVED LIST FOR WEST HIGH SERVICE PUMP STATION & BOILER ROOM ROOF RENEWAL FOR THE WATER DEPARTMENT. BID REQUESTS DISTRIBUTED 6/27/2013.

BIDS DUE MONDAY, JULY 8, 2013.

<u>NAME</u>	<u>BID AMOUNT</u>
M.W. Morss Roofing, Inc. Romulus, MI	\$23,523.00 (Bid Bond) 
LaDuke Roofing Oak Park, MI	\$28,824.00 (Bid Bond)



CITY COUNCIL AGENDA FACT SHEET

**RELATING TO: WESTERN AVENUE / HURON STREET WATER MAIN REPLACEMENT AND RESURFACING –
REPORT ON BIDS RECEIVED**

DISCUSSION: The Engineering Department opened bids for the above project on Monday, July 8, 2013. There were three (3) bidders, and a bid tabulation is attached for your review. This contract consists of water main replacement, 3" deep milling and resurfacing, and curb replacement on the following roadways:

- Western Avenue – Huron to South Custer (water main full length, resurface / replace curbs from Huron to Erie)
- Huron Street – Western to east of Jefferson Court (water main and resurfacing / curb replacement)
- Western Court – full length (resurfacing / curb replacement only)
- Custer court – full length (resurfacing / curb replacement only)

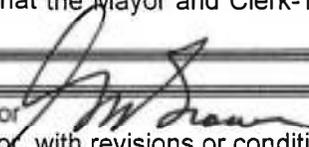
Funding for all of the above locations was allocated through the 2013-14 Capital Improvements Program (CIP), and the completion date for all work is November 1. Rather than providing for water main construction through one contract and resurfacing of the affected roadway segments as a part of the overall 2013 Curb Replacement and Resurfacing Program, it was felt that all work should be grouped together into one contract to minimize the total disruption time for the adjacent residents. On all roadways, all curbs will be replaced prior to resurfacing, along with all associated driveway approaches and sidewalk ramps. Both the water main and roadways are now approximately sixty (60) years old. It should be also noted that the southern section of Western Avenue between Winston Drive / Winston Court and Huron Street has already been surveyed, and both water main replacement and resurfacing is scheduled to occur in 2014 on this segment as well.

The low bidder for the work is Salenbien Trucking and Excavating of Dundee. Their low bid of \$416,231.35 is 13.1% above the Engineer's Estimate of \$368,122.95. Salenbien has completed a variety of underground and general construction projects for the City of Monroe in recent years, including the Drinking Water Revolving Fund Group A project (2009), Woodville Avenue Water Main Replacement (2010), 2010-11 Water Main Replacement Program Group 1 (2010) along with subsequent major change orders, the South Roessler Street Sanitary Sewer (2012), and North Monroe Street Pump Station Rehabilitation (2012). They will also be performing work on the Telegraph Road Water Main Replacement project starting later this month. They are quite capable of completing the project work competently and quickly, and we would recommend award to them without hesitation.

In order to complete the funding package for the water main work, \$48,800 needs to be transferred from previously-allocated funds not used on other projects. The resurfacing / curb replacement work is adequately funded in total, though \$15,000 will need to be transferred from the Huron Street project into the Western Avenue project to properly track costs on each street separately. Even following this transfer, there is \$22,000 remaining in the Huron Street project and \$2,400 left in the Western Court project that could be used for other purposes, such as a two-course milling on Huron Street to the east or portions of Erie Street where the surface has deteriorated but curbs are adequate. Costs will be monitored on this project, and if appropriate, a request to appropriate the remaining balance to other worthy area projects will be made at a later date.

IT IS RECOMMENDED that the City Council award a contract for the Western Avenue / Huron Street Water Main Replacement and Resurfacing project to Salenbien Trucking and Excavating, Inc. in the amount of \$416,231.35, that a total of \$480,000 be encumbered to include a 15% project contingency, and that the Finance Director be authorized to make the necessary transfers. **IT IS FURTHER RECOMMENDED** that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: Contract work can commence as soon as the contracts are finalized.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

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

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$480,000
	Cost of This Project Approval	\$480,000
	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>
	Western Resurfacing	203-60.451-818.020 14L02	\$142,000*
	Huron Resurfacing	203-60.451-818.020 14L04	\$55,000
	Western Court Resurfacing	203-60.451-818.020 14L05	\$25,100
	Custer Court Resurfacing	203-60.451-818.020 14L06	\$29,200
	Western Water Main	591-40.538-972.000 14W01	\$170,000**
	Huron Water Main	591-40.538-972.000 14W02	\$58,700**

*Requires \$15,000 transfer from Huron Resurfacing (14L04) account into Western Avenue Resurfacing account (14L02), both 203-60.451-818.020 project codes.

**Requires transfer from previously-funded water projects (total of \$48,800 between both project accounts), transfer from account 591-40.538-972.000 08W12.

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/09/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 15, 2013



WESTERN AVENUE AND HURON STREET WATER MAIN REPLACEMENT AND RESURFACING - BID TABULATION				ENGINEER'S ESTIMATE		1 - SALENBIEN EXCAVATING		2 - E.R. ZEILER EXCAVATING, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1	R&D CURB & GUTTER	2664.0	LFT	\$10.00	\$ 26,640.00	\$ 6.00	\$ 15,984.00	\$ 3.00	\$ 7,992.00
2	R&D SIDEWALK	1677.9	SFT	\$1.50	\$ 2,516.85	\$ 1.00	\$ 1,677.90	\$ 2.00	\$ 3,355.80
3	R&D PAVEMENT & APPROACH	437.4	SYD	\$10.00	\$ 4,374.00	\$ 9.00	\$ 3,936.60	\$ 10.00	\$ 4,374.00
4	R&D EXISTING 6" WATER MAIN	18.0	LFT	\$25.00	\$ 450.00	\$ 20.00	\$ 360.00	\$ 50.00	\$ 900.00
5	R&D EXISTING 12" WATER MAIN	6.0	LFT	\$25.00	\$ 150.00	\$ 20.00	\$ 120.00	\$ 75.00	\$ 450.00
6	R&D EXISTING VALVE BOX	2.0	EA	\$250.00	\$ 500.00	\$ 250.00	\$ 500.00	\$ 350.00	\$ 700.00
7	R&S EXISTING HYDRANT	4.0	EA	\$500.00	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 400.00	\$ 1,600.00
8	CUT & CAP EXISTING 6" WATER MAIN	4.0	EA	\$250.00	\$ 1,000.00	\$ 800.00	\$ 3,200.00	\$ 1,100.00	\$ 4,400.00
9	R&D ROCK	10.0	CYD	\$15.00	\$ 150.00	\$ 150.00	\$ 1,500.00	\$ 150.00	\$ 1,500.00
10	F&I 8" C-900 PVC WATER MAIN	924.0	LFT	\$50.00	\$ 46,200.00	\$ 54.00	\$ 49,896.00	\$ 55.00	\$ 50,820.00
11	F&I 8" D.I. CL 52 POLYWRAPPED WATER MAIN	364.3	LFT	\$65.00	\$ 23,679.50	\$ 66.00	\$ 24,043.80	\$ 90.00	\$ 32,787.00
12	F&I 12" D.I. CL 52 POLYWRAPPED WATER MAIN	6.0	LFT	\$95.00	\$ 570.00	\$ 225.00	\$ 1,350.00	\$ 300.00	\$ 1,800.00
13	F&I STANDARD SETTING HYD BR, COMPLETE	4.0	EA	\$3,500.00	\$ 14,000.00	\$ 2,800.00	\$ 11,200.00	\$ 4,000.00	\$ 16,000.00
14	F&I 8" X 8" X 6" D.I. TEE	4.0	EA	\$500.00	\$ 2,000.00	\$ 800.00	\$ 3,200.00	\$ 350.00	\$ 1,400.00
15	F&I 8" X 8" X 8" D.I. TEE	2.0	EA	\$500.00	\$ 1,000.00	\$ 800.00	\$ 1,600.00	\$ 400.00	\$ 800.00
16	F&I 12" X 12" X 8" D.I. TEE	1.0	EA	\$500.00	\$ 500.00	\$ 800.00	\$ 800.00	\$ 700.00	\$ 700.00
17	F&I 8" 90-DEG. D.I. BEND & THRUST BLOCK	1.0	EA	\$300.00	\$ 300.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 300.00
18	F&I 8" 45-DEG. D.I. BEND & THRUST BLOCK	24.0	EA	\$300.00	\$ 7,200.00	\$ 400.00	\$ 9,600.00	\$ 300.00	\$ 7,200.00
19	F&I 8" 22-1/2-DEG. D.I. BEND &	1.0	EA	\$300.00	\$ 300.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 300.00
20	F&I 8" 11-1/4-DEG. D.I. BEND	2.0	EA	\$300.00	\$ 600.00	\$ 400.00	\$ 800.00	\$ 300.95	\$ 601.90
21	F&I 8" X 6" D.I. REDUCER	3.0	EA	\$300.00	\$ 900.00	\$ 400.00	\$ 1,200.00	\$ 250.00	\$ 750.00
22	F&I 8" SOLID SLEEVE	4.0	EA	\$300.00	\$ 1,200.00	\$ 400.00	\$ 1,600.00	\$ 300.00	\$ 1,200.00
23	F&I 12" A.C. TO D.I. ADAPTER	2.0	EA	\$300.00	\$ 600.00	\$ 2,400.00	\$ 4,800.00	\$ 650.00	\$ 1,300.00
24	F&I 8" GATE VALVE AND BOX	6.0	EA	\$1,500.00	\$ 9,000.00	\$ 1,400.00	\$ 8,400.00	\$ 1,300.00	\$ 7,800.00
25	RECONNECT WATER SERVICE, SHORT SIDE	10.0	EA	\$750.00	\$ 7,500.00	\$ 1,000.00	\$ 10,000.00	\$ 1,800.00	\$ 18,000.00
26	REPLACE WATER SERVICE, SHORT SIDE	8.0	EA	\$1,000.00	\$ 8,000.00	\$ 1,800.00	\$ 14,400.00	\$ 2,000.00	\$ 16,000.00
27	F&I 2" TEMPORARY BLOWOFF	2.0	EA	\$400.00	\$ 800.00	\$ 500.00	\$ 1,000.00	\$ 300.00	\$ 600.00
28	F&I 1" CHLORINATION TAP	1.0	EA	\$400.00	\$ 400.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00
29	F&I CONTROLLED DENSITY BACKFILL	187.8	CYD	\$80.00	\$ 15,024.00	\$ 80.00	\$ 15,024.00	\$ 80.00	\$ 15,024.00
30	EARTH EXCAVATION	25.0	SYD	\$5.00	\$ 125.00	\$ 25.00	\$ 625.00	\$ 50.00	\$ 1,250.00

WESTERN AVENUE AND HURON STREET WATER MAIN REPLACEMENT AND RESURFACING - BID TABULATION				ENGINEER'S ESTIMATE		1 - SALENBIEN EXCAVATING		2 - E.R. ZEILER EXCAVATING, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
31	SUBGRADE UNDERCUTTING	25.0	CYD	\$25.00	\$ 625.00	\$ 25.00	\$ 625.00	\$ 55.00	\$ 1,375.00
32	COLD MILL PAVEMENT	5067.8	SYD	\$2.00	\$ 10,135.60	\$ 2.25	\$ 11,402.55	\$ 2.50	\$ 12,669.50
33	ADJUST VALVE BOX	1.0	EA	\$300.00	\$ 300.00	\$ 500.00	\$ 500.00	\$ 450.00	\$ 450.00
34	ADJUST, CLEAN, & PLASTER STRUCTURE	23.0	EA	\$500.00	\$ 11,500.00	\$ 650.00	\$ 14,950.00	\$ 650.00	\$ 14,950.00
35	CLEAN & PLASTER STRUCTURE	4.0	EA	\$250.00	\$ 1,000.00	\$ 650.00	\$ 2,600.00	\$ 500.00	\$ 2,000.00
36	RECONSTRUCT STRUCTURE	1.0	EA	\$750.00	\$ 750.00	\$ 1,600.00	\$ 1,600.00	\$ 1,200.00	\$ 1,200.00
37	ABANDON / REMOVE STRUCTURE	1.0	EA	\$500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
38	F&I 2' DIA. STRUCTURE	1.0	EA	\$1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00
39	F&I 4' DIA. STRUCTURE	2.0	EA	\$2,250.00	\$ 4,500.00	\$ 2,400.00	\$ 4,800.00	\$ 2,200.00	\$ 4,400.00
40	F&I #1040 WATERTIGHT EJ CASTING	6.0	EA	\$750.00	\$ 4,500.00	\$ 650.00	\$ 3,900.00	\$ 700.00	\$ 4,200.00
41	F&I #1040 EJ CASTING	7.0	EA	\$750.00	\$ 5,250.00	\$ 650.00	\$ 4,550.00	\$ 675.00	\$ 4,725.00
42	F&I #7045 EJ CASTING	14.0	EA	\$750.00	\$ 10,500.00	\$ 800.00	\$ 11,200.00	\$ 850.00	\$ 11,900.00
43	F&I #7065 EJ CASTING	1.0	EA	\$750.00	\$ 750.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
44	F&I 12" R.C.P. STORM SEWER	10.0	LFT	\$60.00	\$ 600.00	\$ 65.00	\$ 650.00	\$ 100.00	\$ 1,000.00
45	F&I 12" PVC STORM SEWER	10.0	LFT	\$50.00	\$ 500.00	\$ 65.00	\$ 650.00	\$ 100.00	\$ 1,000.00
46	TAP EXISTING STRUCTURE	1.0	EA	\$250.00	\$ 250.00	\$ 500.00	\$ 500.00	\$ 1,300.00	\$ 1,300.00
47	RECONNECT CURB DRAIN	2.0	EA	\$200.00	\$ 400.00	\$ 500.00	\$ 1,000.00	\$ 200.00	\$ 400.00
48	F&I 6" CONCRETE PAVEMENT & APPROACH	175.5	SYD	\$30.00	\$ 5,265.00	\$ 68.00	\$ 11,934.00	\$ 55.00	\$ 9,652.50
49	F&I 6" CONCRETE ADA RAMP	312.3	SFT	\$9.00	\$ 2,810.70	\$ 18.00	\$ 5,621.40	\$ 14.00	\$ 4,372.20
50	F&I 4" CONCRETE SIDEWALK	1722.2	SFT	\$4.00	\$ 6,888.80	\$ 4.00	\$ 6,888.80	\$ 5.00	\$ 8,611.00
51	F&I MDOT 21A STONE	50.0	TON	\$25.00	\$ 1,250.00	\$ 24.00	\$ 1,200.00	\$ 35.00	\$ 1,750.00
52	F&I SPOT CURB & GUTTER	6.0	LFT	\$20.00	\$ 120.00	\$ 50.00	\$ 300.00	\$ 35.00	\$ 210.00
53	F&I MDOT F-4 CURB & GUTTER	2774.0	LFT	\$12.00	\$ 33,288.00	\$ 14.00	\$ 38,836.00	\$ 20.00	\$ 55,480.00
54	F&I HAND PATCH	10.0	TON	\$150.00	\$ 1,500.00	\$ 180.00	\$ 1,800.00	\$ 250.00	\$ 2,500.00
55	F&I MDOT 13A BIT. PAVE. LEVELING	557.5	TON	\$75.00	\$ 41,812.50	\$ 75.00	\$ 41,812.50	\$ 85.00	\$ 47,387.50
56	F&I MDOT 36A BIT. PAVE. WEARING	418.1	TON	\$80.00	\$ 33,448.00	\$ 88.00	\$ 36,792.80	\$ 96.00	\$ 40,137.60
57	MAINTAIN WATER MAIN / SERVICE TRENCH	1.0	LS	\$3,000.00	\$ 3,000.00	\$ 1.00	\$ 1.00	\$ 1,000.00	\$ 1,000.00
58	TRAFFIC CONTROL	1.0	LS	\$2,500.00	\$ 2,500.00	\$ 9,500.00	\$ 9,500.00	\$ 1,500.00	\$ 1,500.00
59	SITE RESTORATION	1.0	LS	\$5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00
			TOTAL		\$ 368,122.95		\$ 416,231.35		\$ 440,175.00

WESTERN AVENUE AND HURON STREET WATER MAIN REPLACEMENT AND RESURFACING - BID TABULATION				3 - PAMAR ENTERPRISES, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST
1	R&D CURB & GUTTER	2664.0	LFT	\$ 4.00	\$ 10,656.00
2	R&D SIDEWALK	1677.9	SFT	\$ 1.00	\$ 1,677.90
3	R&D PAVEMENT & APPROACH	437.4	SYD	\$ 10.00	\$ 4,374.00
4	R&D EXISTING 6" WATER MAIN	18.0	LFT	\$ 30.00	\$ 540.00
5	R&D EXISTING 12" WATER MAIN	6.0	LFT	\$ 40.00	\$ 240.00
6	R&D EXISTING VALVE BOX	2.0	EA	\$ 200.00	\$ 400.00
7	R&S EXISTING HYDRANT	4.0	EA	\$ 350.00	\$ 1,400.00
8	CUT & CAP EXISTING 6" WATER MAIN	4.0	EA	\$ 500.00	\$ 2,000.00
9	R&D ROCK	10.0	CYD	\$ 100.00	\$ 1,000.00
10	F&I 8" C-900 PVC WATER MAIN	924.0	LFT	\$ 90.00	\$ 83,160.00
11	F&I 8" D.I. CL 52 POLYWRAPPED WATER MAIN	364.3	LFT	\$ 135.00	\$ 49,180.50
12	F&I 12" D.I. CL 52 POLYWRAPPED WATER MAIN	6.0	LFT	\$ 300.00	\$ 1,800.00
13	F&I STANDARD SETTING HYD BR, COMPLETE	4.0	EA	\$ 3,500.00	\$ 14,000.00
14	F&I 8" X 8" X 6" D.I. TEE	4.0	EA	\$ 500.00	\$ 2,000.00
15	F&I 8" X 8" X 8" D.I. TEE	2.0	EA	\$ 550.00	\$ 1,100.00
16	F&I 12" X 12" X 8" D.I. TEE	1.0	EA	\$ 700.00	\$ 700.00
17	F&I 8" 90-DEG. D.I. BEND & THRUST BLOCK	1.0	EA	\$ 300.00	\$ 300.00
18	F&I 8" 45-DEG. D.I. BEND & THRUST BLOCK	24.0	EA	\$ 275.00	\$ 6,600.00
19	F&I 8" 22-1/2-DEG. D.I. BEND &	1.0	EA	\$ 275.00	\$ 275.00
20	F&I 8" 11-1/4-DEG. D.I. BEND	2.0	EA	\$ 275.00	\$ 550.00
21	F&I 8" X 6" D.I. REDUCER	3.0	EA	\$ 225.00	\$ 675.00
22	F&I 8" SOLID SLEEVE	4.0	EA	\$ 3,000.00	\$ 12,000.00
23	F&I 12" A.C. TO D.I. ADAPTER	2.0	EA	\$ 7,000.00	\$ 14,000.00
24	F&I 8" GATE VALVE AND BOX	6.0	EA	\$ 1,500.00	\$ 9,000.00
25	RECONNECT WATER SERVICE, SHORT SIDE	10.0	EA	\$ 1,400.00	\$ 14,000.00
26	REPLACE WATER SERVICE, SHORT SIDE	8.0	EA	\$ 2,500.00	\$ 20,000.00
27	F&I 2" TEMPORARY BLOWOFF	2.0	EA	\$ 500.00	\$ 1,000.00
28	F&I 1" CHLORINATION TAP	1.0	EA	\$ 100.00	\$ 100.00
29	F&I CONTROLLED DENSITY BACKFILL	187.8	CYD	\$ 100.00	\$ 18,780.00
30	EARTH EXCAVATION	25.0	SYD	\$ 50.00	\$ 1,250.00

WESTERN AVENUE AND HURON STREET WATER MAIN REPLACEMENT AND RESURFACING - BID TABULATION				3 - PAMAR ENTERPRISES, INC.	
ITEM NO.	DESCRIPTION	NO. OF UNITS	UNITS	UNIT PRICE	COST
31	SUBGRADE UNDERCUTTING	25.0	CYD	\$ 30.00	\$ 750.00
32	COLD MILL PAVEMENT	5067.8	SYD	\$ 6.00	\$ 30,406.80
33	ADJUST VALVE BOX	1.0	EA	\$ 100.00	\$ 100.00
34	ADJUST, CLEAN, & PLASTER STRUCTURE	23.0	EA	\$ 500.00	\$ 11,500.00
35	CLEAN & PLASTER STRUCTURE	4.0	EA	\$ 400.00	\$ 1,600.00
36	RECONSTRUCT STRUCTURE	1.0	EA	\$ 650.00	\$ 650.00
37	ABANDON / REMOVE STRUCTURE	1.0	EA	\$ 500.00	\$ 500.00
38	F&I 2' DIA. STRUCTURE	1.0	EA	\$ 1,950.00	\$ 1,950.00
39	F&I 4' DIA. STRUCTURE	2.0	EA	\$ 3,500.00	\$ 7,000.00
40	F&I #1040 WATERTIGHT EJ CASTING	6.0	EA	\$ 500.00	\$ 3,000.00
41	F&I #1040 EJ CASTING	7.0	EA	\$ 400.00	\$ 2,800.00
42	F&I #7045 EJ CASTING	14.0	EA	\$ 600.00	\$ 8,400.00
43	F&I #7065 EJ CASTING	1.0	EA	\$ 650.00	\$ 650.00
44	F&I 12" R.C.P. STORM SEWER	10.0	LFT	\$ 300.00	\$ 3,000.00
45	F&I 12" PVC STORM SEWER	10.0	LFT	\$ 300.00	\$ 3,000.00
46	TAP EXISTING STRUCTURE	1.0	EA	\$ 1,500.00	\$ 1,500.00
47	RECONNECT CURB DRAIN	2.0	EA	\$ 500.00	\$ 1,000.00
48	F&I 6" CONCRETE PAVEMENT & APPROACH	175.5	SYD	\$ 80.00	\$ 14,040.00
49	F&I 6" CONCRETE ADA RAMP	312.3	SFT	\$ 15.00	\$ 4,684.50
50	F&I 4" CONCRETE SIDEWALK	1722.2	SFT	\$ 5.00	\$ 8,611.00
51	F&I MDOT 21A STONE	50.0	TON	\$ 40.00	\$ 2,000.00
52	F&I SPOT CURB & GUTTER	6.0	LFT	\$ 80.00	\$ 480.00
53	F&I MDOT F-4 CURB & GUTTER	2774.0	LFT	\$ 12.00	\$ 33,288.00
54	F&I HAND PATCH	10.0	TON	\$ 250.00	\$ 2,500.00
55	F&I MDOT 13A BIT. PAVE. LEVELING	557.5	TON	\$ 150.00	\$ 83,625.00
56	F&I MDOT 36A BIT. PAVE. WEARING	418.1	TON	\$ 165.00	\$ 68,986.50
57	MAINTAIN WATER MAIN / SERVICE TRENCH	1.0	LS	\$ 2,000.00	\$ 2,000.00
58	TRAFFIC CONTROL	1.0	LS	\$ 30,000.00	\$ 30,000.00
59	SITE RESTORATION	1.0	LS	\$ 10,000.00	\$ 10,000.00
			TOTAL		\$ 610,780.20



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: ENGINEERING DESIGN SERVICE PROPOSALS - OZONE SYSTEM MODIFICATIONS AT THE WATER TREATMENT PLANT – WATER DEPARTMENT

DISCUSSION: At the Water Treatment Plant, the existing ozone facility is the first treatment process. Ozone is produced onsite and is diffused into the raw water for treatment. Ozone is a powerful oxidant and is primarily used in the treatment process for taste and odor purposes. As part of an approved 2013-2014 Capital Improvement Program, funding (via private bond) has been approved to make the necessary improvements to preserve the integrity of the ozone building structure and provide for a greater efficacy of process control. As you may recall, correspondence (attached) was sent out to Mayor and City Council to provide a summary of the project, current ozone system status, Feasibility Study findings and the selected long-term solution / recommendations are to move forward with completing the project.

As described in the attached summary, an RFP was developed by Water Department staff to solicit proposals from professional engineering consulting firms specializing in ozone (advanced water treatment). The services sought are to perform engineering design services and related tasks, testing, analysis, studies at the Water Treatment Plant to raise the existing ozone contactor and building walls/roof, removing & reinstalling one existing ozone generator, provide one (larger) or two (smaller) new generators and associated equipment as intended in the Water Treatment Plant Ozone System Relocation and Modifications Alternatives Study completed in May 2013. Proposals were due on July 8, 2013 in which five proposals were received. City staff reviewed and scored the proposals (Score of 12 is maximum) received such that the lowest cost effective proposal that meets all RFP requirements is as follows:

Firm	Weighted Score	Fee
-URS Corporation out of Southfield, MI	11.69	\$170,000.00
-Jones & Henry, Ltd out of Toledo, OH	11.47	\$170,116.00
-Tetra Tech out of Ann Arbor, MI	11.30	\$99,500.00
-Arcadis out of Toledo, OH	11.21	\$367,000.00
-Spicer Group out of Belleville, MI	11.11	\$290,000.00

Attached is the proposal from URS Corporation out of Southfield, MI for professional consulting services to provide the related Engineering Services to complete the Ozone System Modifications at the Water Treatment Plant. The project approach coupled with the scope of services meets the overall project needs including the accelerated project schedule. The scope of services includes Preliminary Design, Final Design and Bidding Assistance. The project schedule is accelerated due the MDEQ requirements to complete the project during winter/spring to minimize taste and odor problems within the water system. The project will address the long-term low ozone contact chamber roof / maintenance problems, provide methods to size the needed ozone capacity, offer options to provide long lead-time equipment to meet the accelerated schedule to complete the project.

URS Corporation out of Southfield, MI provides the lowest cost effective proposal and provides for all the necessary support services to complete the work. The cost is representative with past projects and industry standards in which we are confident the consultant will perform satisfactorily again for the City of Monroe. Funding to complete the described services will need to be fronted from Water Fund Reserves such that they will be replenished with the bond proceeds.

IT IS RECOMMENDED that the proposal to provide professional consulting services for providing the related Engineering Services to complete the Ozone System Modifications at the Water Treatment Plant be awarded to URS Corporation out of Southfield, MI in the amount of \$170,000.00 in accordance with their proposal. **IT IS FURTHER RECOMMENDED** to authorize the Director of Finance to transfer funds from Water Fund Reserves between the necessary accounts to provide for the described services. **IT IS FURTHER RECOMMENDED** to authorize the Director of Water & Wastewater or his designee to be authorized to sign all necessary documents on behalf of the City of Monroe (if needed).

CITY MANAGER RECOMMENDATION:

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

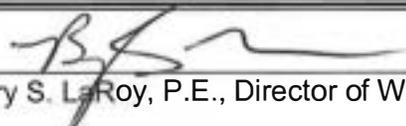
APPROVAL DEADLINE: ASAP

REASON FOR DEADLINE: Complete related Engineering Services to complete overall project.

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:


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

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Water Department, Water Customers

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$4,200,000.00
	Cost of This Project Approval	\$170,000.00*
	Related Annual Operating Cost	\$ 0
	Increased Revenue Expected/Year	\$ 0

*Funds will be fronted from Water Fund Reserves and replenished with bond proceeds.

SOURCE OF FUNDS:	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	General Contract Services	59140537 818020 02W01	\$170,000.00

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** July 9, 2013

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: July 15, 2013

OZONE SYSTEM MODIFICATIONS SUMMARY

CITY OF MONROE WATER TREATMENT PLANT

As you recall modifications to the Monroe Water Treatment Plant (WTP) Ozone System was approved for funding through the fiscal year 2013-2014 Capital Improvement Program. Ozone is used for taste and odor control at the WTP and aids with other treatment processes. The problems that currently exist with the Ozone Building / System include floor cracks developing due to the ozone contact chamber having to be pressurized. Leaks have developed allowing ozone leakage, frequent maintenance repairs to the Ozone building and equipment. This has made it necessary to alter operating procedures to avoid health and safety hazards.

Historically, the contact chamber roof (main building floor) was built too low. The interim solution provided was to pressurize the chamber to keep the water level down. This interim solution was not a long term solution which has resulted in the observed frequent floor cracks and ozone leakage due to its pressurized state. Ozone residual vapors have caused equipment and appurtenance damage. Also, recently one of the two ozone generators went out of service due to a non-functional power supply unit which may be too costly to repair given the age of the generator. This leaves one functional ozone generator in operation limiting treatment capacity and no generator redundancy.

In an effort to provide for a long term solution, an RFP was developed for a Ozone Feasibility Study in June 2012. Proposals were received from qualified consulting firms in which ARCADIS out of Toledo, OH provided the lowest cost effective proposal. The study was awarded to ARCADIS in June 2012. In December 2012, the study scope was expanded to evaluate additional alternatives / options in which ARCADIS was awarded additional study services.

The Ozone System Modification Alternatives Study was completed and received in May 2013. The most cost effective long-term solution is modifying the existing contact chamber which includes raising the contactor floor and building walls/roof, removing and reinstalling one existing generator, providing new generators, and replacing obsolete and damaged associated equipment. The budgetary project cost for this long-term solution is approximately \$3.5 million dollars. This cost includes engineering design, construction administration, inspection services and the construction cost. The design services include taste and odor monitoring / testing resulting in a treatability study to ultimately determine the necessary ozone generator capacity and needed associated facilities (i.e. ozone residual quenching, supplemental oxidation with peroxide) and water quality (i.e. bromate formation). The project cost is scheduled to be funded by a private bond. In an effort to reduce bond costs, this project cost along with the West Dunbar Road water main replacement cost (approximately \$800,000) will be combined so as to close on one bond.

Other study alternatives include:

- Retrofitting the Existing Abandoned Coagulation Basin (without redundant train) - \$8.4 million, (with redundant train)- \$10.4 million dollars *
- Construct a New Ozone Contactor/Building - \$12.2 million dollars*
- Side Stream Injection System - \$2.0 million dollars (alternative uses existing ozone generators /equipment)

*Alternative costs include new ozone generators / equipment

The need for the project has become immediate given the functional loss of one of the generators. The remaining generator is undersized for historical peak taste and odor episodes and there is no redundancy should the one remaining generator fail. The project timing is also critical so as to maintain WTP operations and reduce taste and odor issues for water customers. Project construction is estimated at taking 5~6 months and the MDEQ permit will likely require that resulting existing ozone system shutdown take place during winter months to reduce the chance of taste and odor problems. So, the immediate need for the project and to construct it during the winter results in a very aggressive project schedule with the monitoring / treatability studies and engineering design need to start immediately to start construction in early 2014. Other complexities to the project include:

- Given the fast track nature of the project schedule and limited time available for the treatability study and preliminary design evaluations, assumptions relative to required ozone dose (generator size), resulting ozone residual and bromate formation will be made using best engineering judgment and experience to avoid inefficiencies in design, equipment capital expenditure and system operation.
- Long lead times (4~10 months) for the new ozone generators depending on the manufacturer may delay new generator installations and operational startup dates into the peak taste and odor summer period.
- Risk in the existing ozone generator functionality being reduced or lost when removed and then reinstalled will be evaluated.

Since the WTP is down to one ozone generator coupled with the ineffective historical interim solution, ongoing maintenance repairs & altered operational procedures to avoid health and safety hazards for staff improving the ozone system is a high priority. It is recommended to move forward with the long term solution of modifying the existing contact chamber. This option will allow the Engineering Design Services to be completed this summer / fall, bids to be received in late 2013 and construction to occur in the first 5~6 months of 2014. This should meet the MDEQ permit requirements having at least a portion of (i.e. existing generator) the modified system in operation before the season when taste and odor has historically been problematic. I am willing to meet / present the Ozone Study findings / recommendations at a work session or individually if desired, please advise to schedule accordingly. I will be receiving proposals from engineering firms to complete the necessary Engineering Design Services on July 8, 2013 so as to place on the July 15, 2013 Monroe City Council meeting agenda for your consideration. Thank you.



July 8, 2013

Mr. Barry S. LaRoy, P.E.
Director of Water and Wastewater Utilities
City of Monroe
120 East First Street
Monroe, MI 48161

Re: Proposal for Engineering Services – Ozone System Modifications

Dear Mr. LaRoy:

At your request, URS Corporation has prepared this Proposal for Engineering Services associated with engineering analysis, design and bidding services for modification of the existing Ozone Building and ozone generation system.

Project Understanding

Ozone is produced on-site at the Monroe Water Plant and is injected into the incoming raw water for taste and odor control in the water treatment process. The ozone is produced by passing liquid oxygen through an energy source in an ozone generator. The resulting ozone gas is then bubbled into the raw water in a baffled contact chamber to meet oxidant demand prior to conventional treatment.

The existing ozone contact chamber lies below the ozone equipment building. However, the hydraulic grade through the contact chamber is above the floor level of the building. To maintain functionality, blowers are used to pressurize the chamber and lower the hydraulic grade, creating an air gap between the water surface and the underside of the floor. This air gap exerts pressure on the building floor, causing stress cracking which has resulted in ozone leakage, corrosion of equipment and materials on the upper floor and health and safety concerns.

A recent study completed by the City identified several alternatives to modify or replace the ozone operation. The selected alternative involves modifying the existing Ozone Building by raising the floor approximately five feet, extending the walls and removing/replacing the roof. Ancillary activities would include removal and reinstallation of building systems and equipment, removal and replacement of Motor Control Center "C", piping modifications, and electrical, instrumentation and control improvements.

The required elevation of the new floor is related to the hydraulic grade under peak demand conditions (18 MGD), allowing for some headspace for the ozone destruct



system to pull air. The hydraulic grade line (HGL) at the ozone chamber will need to be verified under the peak demand conditions prior to design of the building modifications.

Scheduling of the modifications is a critical element of this project. The construction must be completed during the winter/spring months when taste and odor concerns are at a minimum. This will require completion of the design and preparation of biddable plans and specifications for submittal to MDEQ in October/November 2013, with bidding and award in late 2013. Due to the estimated lead time for fabrication and delivery of new ozone generation equipment, the City intends to have the existing operable unit reinstalled in the modified building and operational by June 1, 2014. A new, second ozone generator would be purchased, installed and operational by August 2014.

The City does not currently collect taste or odor data on either raw or finished water. Although complaints have been minimal, there have been occurrences when an ozone residual could not be maintained in the contact chamber using the current capacity of the ozone generation equipment. Therefore, the actual ozone capacity requirement, and sizing of a third unit, will need to be determined through a sampling and bench scale testing program. The third unit would be installed at a later date.

An additional component of the project is removal and isolation of an abandoned 30-inch settled water main within the pipe gallery.

Project Approach:

Upon authorization, URS will prepare a Project Execution Plan (PXP), describing the project, identifying activities and milestones, establishing budgets and schedules for team members and identifying quality assurance/quality control responsibilities. The PXP will also include a safe work plan based on expected site hazards that may be encountered during field activities.

Since the schedule for this project is critical to success, URS will work closely with the City staff from the initial kickoff meeting through project completion. The project kickoff meeting will be combined with field verification activities to obtain equipment data, assess the condition of existing equipment, verify dimensions and discuss material and equipment preferences.

A coordination meeting, to be scheduled soon after the kickoff meeting/site visit, will focus on preparing for the hydraulic grade line testing. This testing will require coordination with the plant staff to isolate the existing ozone process and maximize raw water pumping from the intake to the treatment plant. Following the meeting, a written plan will be prepared establishing staffing, schedules and procedures to ensure that complete and correct data is obtained from the testing.



The HGL testing will be supervised by URS personnel in accordance with the developed plan. Results will be compared to manual calculations and plant historical experience as a check.

Following establishment of the HGL at peak demand, a Basis of Design memorandum will be prepared. The Basis of Design memorandum will present the results of the testing and field investigations, establish design criteria and include preliminary plans and sections of the Ozone Building modifications.

Final design will be completed with preparation of plans, specifications and permit applications. Two submittals (50% and 95%) of plans and specifications will be made for City staff review and input. Design review meetings will be held following each submittal.

Upon approval of permits by the MDEQ and other agencies having jurisdiction, bid phase services will be provided.

Presented below is a proposed Scope of Services to complete the project.

Scope of Services:

The goal of the project is to complete the design and bidding of the Ozone Building Modifications on a schedule that allows construction to begin in the spring of 2014. To accomplish this goal, the following services are to be provided:

- Preliminary Design
- Final Design
- Bid Phase Assistance

Task 1 – Preliminary Design

Preliminary design will include verification of the hydraulic grade line to establish the floor elevation for the modified building, field verification of building layouts and dimensions, inventory of systems and equipment requiring removal/reinstallation or replacement, development of a protocol for obtaining taste and odor data, development of a Basis of Design and Design Memorandum and preparation of preliminary plans and sections.

1.1 Kickoff Meeting/Field Reconnaissance

A kickoff meeting will be held to introduce the design team to the City staff, establish lines of communication, verify schedules and budgets and obtain project-specific data. Following the kickoff meeting, the design team will



conduct a review of the Ozone Building to document existing conditions, identify systems and equipment to be impacted by the construction and obtain field measurements to verify or update existing plans. Following the site visit, an inventory of systems and equipment that will need to be removed, replaced or reinstalled will be prepared.

1.2 HGL Testing Coordination Meeting

A coordination meeting will be conducted with the City staff to prepare for testing to establish the hydraulic grade at the ozone chamber. It is envisioned that the testing will involve isolation of the ozone equipment (shutdown of blowers and ozone generators, isolation of ozone destruct media, etc.), pumping at peak capacity (18 MGD) from the raw water pumping station and measuring pressure and or levels at the ozone chamber. This process will need to be fully coordinated with all involved personnel prior to conducting the testing. Schedules and responsibilities will be established and documented in a written procedure.

1.3 Hydraulic Grade Line Testing

The procedure for HGL testing will include both manual calculation of head losses using the downstream weir elevation as the control, as well as a functional test measuring pressure or level at the chamber under peak flow conditions. The established procedure will be reviewed with the water plant staff prior to conducting the test. The testing will be supervised by URS staff and conducted by URS personnel working with the water plant staff. Results of the testing will be documented in a technical memorandum.

1.4 Taste and Odor Testing Protocol

To validate sizing of a future third ozone generator, sampling and testing will need to be performed to characterize the dosage requirements for treatment of taste and odor compounds. URS will develop a sampling and analytical program to collect data on levels, frequency of occurrence and duration at which compounds occur. Based on the results of the analyses, bench-scale testing may be recommended for proper ozone dosages. As the testing program will likely need to occur over a long period of time to establish baseline conditions, it is assumed that the City will perform the sampling and testing based on the developed protocol.

1.5 Basis of Design/Design Memorandum

A Design Memorandum will be prepared to establish the design criteria for the project. The Design Memorandum will include a description of the project,



applicable codes and standards, design criteria for equipment and systems, materials of construction, electrical/mechanical requirements, control descriptions, preliminary cost opinions and equipment cut sheets. A preliminary layout of the modified Ozone Building will also be prepared. The layout will indicate proposed equipment locations, pipeline and utility routing (influent/effluent/emergency bypass connection, power, water, compressed air, etc.). Structural modifications to the existing building, necessary to raise the floor of the building above the hydraulic grade line will be identified through development of plan and sections. The Design Memorandum will be provided to the design team and will be updated during the detailed design phase for submittal to the MDEQ, along with the permit application for construction.

Task 2 – Final Design

Final Design will include preparation of biddable plans and specifications, updating of the opinion of probable cost and preparation of permit applications.

2.1 Plans and Specifications

Upon acceptance of the Design Memorandum, plans and specifications will be developed. The plans will show the general scope, extent and character of the work to be furnished and performed by the contractor. Specifications will be prepared in conformance with the sixteen division format of the Construction Specifications Institute. Two sets of plans and specifications will be submitted for the City's review at the 50% and 95% complete milestones. Design review meetings will be held following the City's review to obtain input from the City and plant staff.

2.2 Permit Applications

URS will prepare permit applications for submittal by the City. Technical criteria, written descriptions and design data developed from the Design Memorandum will be used to complete the applications. URS will also assist the City in consultation with appropriate authorities for permit approvals.

2.3 Opinion of Probable Cost

URS will provide a preliminary opinion of probable cost at the 50% milestone. Adjustments to the Total Project Cost caused by changes in the general scope, extent or character or design requirements based on the plans and specifications will be identified at the 95% milestone.

2.4 Contract Documents

URS Corporation
27777 Franklin Road, Suite 2000
Southfield, Michigan 48034
Tel: 248.204.5900
Fax: 248.204.5901
www.urscorp.com



URS will prepare contract agreement forms, general and supplemental conditions, bid forms, invitations to bid and instructions to bidders for review and approval by the City, its legal counsel and other advisors. These documents, along with the plans and specifications will become the Bidding Documents for bidding purposes.

Task 3 – Bidding Assistance

Upon completion of the Bidding Documents and obtaining permit approvals, URS will assist the City in bidding of the project.

3.1 Bidding Assistance

URS will assist the City in advertising for and obtaining bids for construction and prepurchased equipment (if applicable), maintain a record of prospective bidders to whom Bidding Documents have been issued, attend a Pre-Bid conference and receive and process deposits for Bidding Documents.

3.2 Addenda

URS will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents.

3.3 Substitutions

URS will consult with the City and determine acceptability of substitute materials and equipment (i.e. ozone generation equipment) proposed by the contractor when substitution prior to award of contracts is allowed by the Bidding Documents.

3.4 Bid Review

URS will attend the bid opening, prepare bid tabulation sheets and assist the City in evaluating bids or proposals and in assembling and awarding contracts for construction.

Implementation Schedule and Fee Estimate:

A detailed Project Schedule is attached, and assumes a Notice-to-Proceed on or about July 15, 2013. URS is prepared to begin this project immediately upon written authorization. Based on the scope of services presented above, URS proposes a not-to-exceed fee of **\$170,000**.



We appreciate the opportunity to be of continued assistance to the City of Monroe. If you should have any questions or desire additional information, please contact me.

Sincerely,
URS CORPORATION

A handwritten signature in black ink that reads "Jan. M. Hauser". The signature is fluid and cursive, written over the printed name.

Jan. M. Hauser, P.E.
Vice President
248-204-4140 (direct)
248-705-5797 (cell)
Jan.hauser@urs.com

cc: T. Woodward – URS
R. Shoaf - URS

City of Monroe
Water Treatment Plant - Ozone System Modifications

Preliminary Drawing List

-	Cover Sheet
General	
G-1	Index to Drawings
G-2	Location Plan and General Notes
G-3	Hydraulic Profile
Civil	
C-1	Settled Water Pipeline Demolition
Architectural	
A-1	Symbols, Legends and General Notes
A-2	Demolition Plan
A-3	Building Floor and Roof Plans
A-4	Building Elevations
A-5	Wall Sections and Details
A-6	Misc. Architectural Details
Structural	
S-1	Symbols, Legends and General Notes
S-2	Building Plan
S-3	Building Sections
S-4	Building Details
Process	
P-1	Removals Plan
P-2	Floor Plan
P-3	Sections and Details
P-4	Sections and Details
Mechanical	
M-1	Symbols, Legends and General Notes
M-2	Removals Plan
M-3	HVAC Plan
M-4	HVAC Sections
Electrical	
E-1	Symbols, Legends and General Notes
E-2	Removals Plan
E-3	One Line Diagram
E-4	Power Plan
E-5	Lighting Plan
E-6	MCC Plan and Elevations
E-7	Misc Electrical Details
Instrumentation and Controls	
I-1	Symbols, Legends and Abbreviations

City of Monroe
Water Treatment Plant - Ozone System Modifications

Preliminary Drawing List

I-2	P&ID
I-3	Controls Plan
I-4	Instrumentation Details
I-5	Control Cabinet Details
Total Drawings	34



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Appointments

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

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

CITY MANAGER RECOMMENDATION:

For *[Signature]*
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Operations

FINANCES

COST AND REVENUE PROJECTIONS:

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

<u>SOURCE OF FUNDS:</u>	<u>City</u>	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

DATE: 7/10/13

REVIEWED BY: Robert E. Clark, Mayor 

DATE: 7-10-13

COUNCIL MEETING DATE: 7/15/13

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 person is hereby appointed to the office and the term hereinafter indicated, July 15, 2013

COMMISSION ON THE ENVIRONMENT AND WATER QUALITY

Richard Micka	3 year term to June 30, 2016
Brian Egen	3 year term to June 30, 2016
Isaac Owens, Jr.	3 year term to June 30, 2016
Bonnie Finzel-Doster	3 year term to June 30, 2016

PORT COMMISSION

Thomas Krzyston	3 year term to June 30, 2016
Dale Brose	3 year term to June 30, 2016

DOWNTOWN DEVELOPMENT AUTHORITY

Tom Stewart	fill an unexpired term to June 30, 2016
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CITY COUNCIL AGENDA FACT SHEET

RELATING TO: TRINITY LUTHERAN CHURCH NEIGHBORHOOD PICNIC

DISCUSSION: The City received a request from Valerie Parron on behalf of Trinity Lutheran Church for permission to hold the 3rd annual neighborhood picnic on August 24, 2013. Specifically the request is to close the 300 block of East Fourth Street between Wadsworth and Scott Streets from 2:00 p.m. – 8:00 p.m. for the picnic, as well as the use of the City of Monroe employee parking lot at East First Street and Scott Street for overflow parking.

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

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

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

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

CITY MANAGER RECOMMENDATION:

For *[Signature]*
 For, with revisions or conditions
 Against
 No Action Taken/Recommended

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: City Manager's Office

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

FINANCES

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

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

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 7/9/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/15/13



**Trinity Lutheran
Church & School
LCMS**

Church Office
323 Scott Street
Monroe, MI 48161
734-242-2308
Fax: 734-242-2762

School Office
315 Scott Street
Monroe, MI 48161
734-241-1160
Fax: 734-241-6293

Rev. Jeffrey Heimsoth
Administrative Pastor

Rev. Karl Fuhlbrigge
Visitation Pastor

Cindy Lucas
Principal

City of Monroe
Mr. George Brown, City Manager
120 E. 1st Street
Monroe, MI 48161

June 24, 2013

Mr. Brown

RE: Proposed street closure

My name is Valerie Parron and I am the 6th Vice President of Fellowship at Trinity Lutheran Church in Monroe. In an effort to foster additional community relationships, as we minister to the needs of our neighbors, we are planning our 3rd annual neighborhood picnic.

The neighborhood picnic is scheduled for August 24, 2013. Due to outside activities that may take up a portion of our parking lot, we are seeking other parking alternatives.

We are looking once again, for permission to use of the nearby parking lot at Scott and 1st Street, if needed, and transport people to our church. In addition we would ask that 4th Street between Wadsworth and Scott Streets be closed to traffic so we could utilize this area as handicap parking. We would plan to park cars in this area between 2:00pm and 8:00pm. If this is still an option, please let me know so we can continue with our planning.

Thank you for your consideration in this matter.

Valerie Parron
6th VP of Fellowship
734-242-6843

CC: Patricia Weaver ✓

RECEIVED

JUN 28 2013

CITY MANAGER'S OFFICE

Memorandum

To: Thomas C. Moore III, Chief of Police
From: Lt. Gregory N. Morgel
cc: Patricia Weaver, Executive Secretary to the Mayor/Manager City of Monroe, file
Date: July 1, 2013
Re: **Staff Study – Trinity Lutheran Church Neighborhood Picnic**

I have reviewed the request submitted by Mrs. Valerie Parron, the 6th Vice President of Fellowship at Trinity Lutheran Church, to hold a neighborhood picnic on their church grounds on Saturday, August 24, 2013 from 2:00 pm – 8:00 pm. Mrs. Parron has also requested to have the 300 block of East Fourth Street between Scott Street and Wadsworth Street closed to traffic, as well as the use of the City of Monroe employee parking lot at East First Street and Scott Street for any overflow parking.

This event should not require any direct police supervision. There should not be any traffic issues as long as DPS provides barricades to prevent motor vehicle traffic on East Fourth Street between Scott Street and Wadsworth Street. Any necessary emergency responses should not be significantly impacted by the closure.

I recommend approval of this event, provided the necessary permits are obtained. I will coordinate with DPS to ensure the proper barricades are in place for the event. I will notify the respective Shift Commanders of the event so they can have their squads make periodic checks of the picnic.

As always, I am available for any questions, comments, or concerns you may have.

EVENT CONTACT PERSON: Valerie Parron
323 Scott Street
Monroe, MI 48161
Telephone: 734-242-6843



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE MISS MONROE COUNTY SCHOLARSHIP PROGRAM FOR PERMISSION TO HOLD A 5K WALK/RUN AT MUNSON PARK ON JULY 27, 2013

DISCUSSION: The City received a request from KT Maviglia, Miss Monroe County 2012, on behalf of the Miss Monroe County Scholarship Program for permission to hold a 5K Walk/Run at Munson Park on July 27, 2013 from 8:00 a.m. – 12:00 p.m. Specifically the request is to hold a 5K walk/run fundraiser event within Munson Park to raise money for the KT Maviglia Foundation for Hearing Disabilities, use of picnic shelter #2 (gazebo), and that all fees to use Munson Park be waived.

The Monroe Milers have provided a course outline for the 5K walk/run, will provide the liability insurance coverage for this event, and will forward the Certificate of Insurance under separate cover.

The request was reviewed by the administrative staff. We do not foresee any problems with this request subject to special event application, all insurance requirements are met, **receipt of deposit in full of estimated costs no later than 14 days prior to event.**

The Police Department has no objections to the event and recommends approval as long as all the proper permits are obtained. There is no need for police presence at this event because the race's course is all self-contained to the park property. The Squad Supervisor will be informed of the event so they can make periodic checks of this event. The Department of Engineering and Public Services has no objections to this event.

The Recreation Department has reviewed the request and has no objections to the event. The cost to rent the gazebo would be \$85, less 50% non-profit discount, total would be \$42.50. We do not recommend a fee waiver due to the existing non-profit policy set by Council.

Therefore, it is recommended, that City Council approve this request contingent upon items being met as outlined by the administration, subject to costs recovery & fee waivers in accordance with City Council adopted policy, **with no reduction in fees to use Munson Park**, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE:

REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: City Manager's Office

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

FINANCES

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

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

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office

DATE: 7/10/13

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: 7/15/13



P.O. Box 1922
Monroe, Michigan 48161-1922
Telephone: (734) 242-5663
Email: missmonroecounty@yahoo.com
Web: www.missmonroecounty.com
June 28, 2013

City of Monroe
120 East First Street
Monroe, Michigan 48161

RE: 5K Walk/Run Fundraiser for The KT Maviglia Foundation for Hearing Disabilities
on Saturday, July 27, 2013

To Whom It May Concern,

I am planning my second 5K Walk/Run Fundraiser for my Foundation for Hearing Disabilities on Saturday, July 27, 2013, and am requesting your review of my application that is enclosed.

My 5K Walk/Run Fundraiser will begin with Registration at 8:00AM on Saturday, July 27, 2013. Opening Ceremonies will begin at 9:00AM with the 5K Walk/Run to follow. The closing and award ceremony will finish off the event. All of the event activities will end by NOON on Saturday, July 27, 2013.

Event participants and volunteers will be directed to park in the public parking spaces at Munson Park. Any garbage will be placed in proper waste receptacles. My father, Anthony Maviglia, is in the law enforcement field and will be attending and monitoring the event. Angela Kruzel (Little Miss Monroe County 2012-Kristen Kruzel's Mother), is a trained EEG Technologist and Luna Pier Volunteer Fire Department EMT-B/Firefighter who will also be attending the event and will be available to administer First-Aid if needed. My Mother, Shawn Maviglia, is a Registered Nurse and will be attending the event as well if there is additional First-Aid needed. Dione Oerther, Executive Director of the Miss Monroe County Scholarship Program, will help coordinate and administer the event as well.

The Monroe Milers will be providing the liability insurance coverage for this event and will be forwarding the appropriate Certificate of Insurance under separate cover.

The Monroe Milers has provided a course outline for the 5K Walk/Run. (Please see attached sheet for further detail.)

If there is additional information that is required, please do not hesitate to contact me on my cell phone at: (734)-755-1900. Thank-you in advance for your time and attention in this regard.

Sincerely,

KT Marie Maviglia
Miss Monroe County 2012

Encl.

CC: File



P.O. Box 1922
Monroe, Michigan 48161-1922
Telephone: (734) 242-5663
Email: missmonroecounty@yahoo.com
Web: www.missmonroecounty.com
June 28, 2013

Mayor Robert Clark
City of Monroe
120 East First Street
Monroe, Michigan 48161

RE: 5K Walk/Run Fundraiser for The KT Maviglia Foundation for Hearing Disabilities
on Saturday, July 27, 2013 Request for Waiver of Fees for Use of Munson Park

Dear Mayor Clark,

I am planning my second 5K Walk/Run Fundraiser for my Foundation for Hearing Disabilities on Saturday, July 27, 2013, and am requesting your review of my request for waiver of fees for use of Munson Park on that day. I have submitted my application to the City of Monroe Building Department and have paid the \$150.00 fee for use of Munson Park. I am in hopes that you and the City Council could see your way clear to waive this fee so that I can use this money to provide additional hearing devices for Monroe County children who are unable to get their hearing devices due to financial and insurance shortfalls.

I held my first 5K Walk/Run last October and raised \$2,720.00 for children with hearing disabilities. I was able to award my very first KT Maviglia Foundation Award to a young man from Monroe County to help his family purchase the necessary hearing aid devices.

A few weeks ago I was honored to compete at the Miss Michigan 2013 Pageant that was held in Muskegon, Michigan. I did very well at the State Pageant and won the Kirsten Haglund Thursday night Preliminary Swimsuit Award and placed 1st Runner-Up to Miss Michigan 2013. I am very passionate about my personal platform: "LISTEN UP: Advocating for those with Hearing Disabilities," and have come back home committed to raise more money for those in need of hearing devices. In light of my desire to help more people, I am planning my 2nd 5K Walk/Run Fundraiser on Saturday, July 27, 2013. The Event will begin with Registration at 8:00AM on Saturday, July 27, 2013. Opening Ceremonies will take place at 9:00AM with the 5K Walk/Run to follow. The closing and award ceremony will finish off the event. All of the event activities will end by NOON on Saturday, July 27, 2013. The Monroe Milers are a very integral part of my fundraiser and have been phenomenal help to me to bring this second event to fruition and have tailored a 5K Walk/Run Course for this upcoming fundraiser.

If there is additional information that you would like from me, please do not hesitate to contact me on my cell phone at: (734)-755-1900. Thank-you in advance for your time and attention in this regard.

Sincerely,

KT Marie Maviglia
Miss Monroe County 2012

CC: File

RECEIVED

CITY OF MONROE
TEMPORARY USES, SALES, BUILDINGS;
JUN 28 2013 SEASONAL OR SPECIAL EVENTS

BUILDING DEPARTMENT APPLICATION

City of Monroe, Mich.

Name of Applicant (Organization): Miss Monroe County Scholarship Program

The KT Maviglia Foundation for Hearing Disabilities

Contact Person: KT Maviglia-Miss Monroe County 2012

Address: PO Box 1922, Monroe MI 48161

Phone: (734)-755-1900

Fax: (734)-848-4260

Dates Requested: Saturday, July 27, 2013

Location Requested: City Park Private Property Public Property

PROJECT LOCATION (Address): 2770 North Custer Road, Monroe MI 48162

PROPERTY OWNER INFORMATION

Name: City of Monroe

Address: 120 East First Street, Monroe MI 48161

Phone: (734)-243-0700

Fax: _____

EVENT DESCRIPTION:

5K Walk/Run to raise money for The KT Maviglia Foundation for Hearing Disabilities which provides young people in Monroe County with necessary financial assistance to purchase hearing devices not covered by insurance.

TYPE OF BUSINESS ON SITE: Non-Profit Fundraiser

Application Fee **\$ 150.00**

\$20.00 wk **\$**

Total Fee **\$ 150.00**

SIGNATURES (I/we hereby apply for a temporary use/special event permit in accordance with Section 12.69.25 of the City of Monroe Zoning Ordinance. The information, plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct):

OWNER: _____

DATE: 06/28/2013

RECEIVED

JUN 28 2013

APPLICANT: KT Maviglia

DATE: 06/28/2013

KT Maviglia-Miss Monroe County 2012

CITY MANAGER'S OFFICE

141 4/30/2007

MUNSON PARK 5K

DISTANCE

3.1

miles

RUN

CLIMB

19.69 ft

Munson Park 5K

BEGINS IN: Monroe, MI

CREATED BY: [Monroe Milers](#)

DESCRIPTION: This is a 3.1 mi Run in Monroe, MI. The Run has a *total* ascent of 19.69 ft and has a maximum elevation of *610.24* ft. This route was created by [monroe_milers](#) on 06/26/2013. [View other Runs](#) that [monroe_milers](#) *has done* or [find similar maps](#).

TAGS:

TYPE: Run / Jog

Custer
Airport

Ave De Lafayette

Munson Park
Soccer Fields

Armitage St

Payson Ave

Ave De Lafayette

Munson
Park Pond

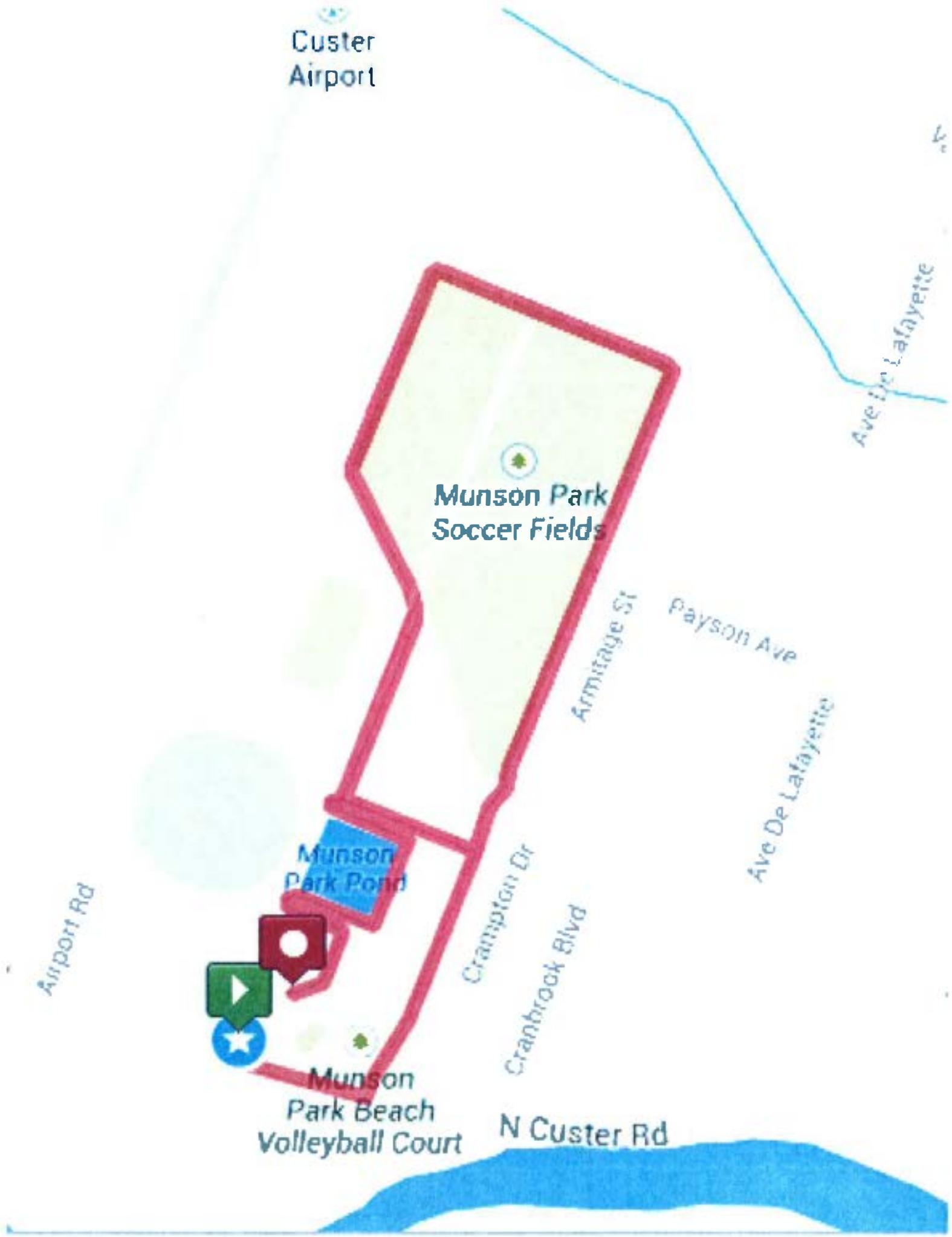
Crampton Dr

Cranbrook Blvd

Airport Rd

Munson
Park Beach
Volleyball Court

N Custer Rd



APPLICATION FOR CHARITABLE SOLICITATIONS PERMIT

Date Approved: _____ Charles D. Evans – Clerk/Treasurer Permit # _____
City Hall, City of Monroe
120 East First Street, Monroe, MI 48161 Issued _____
(734) 243-0700, ext. 2136 or 2138

Date of Application: 06/28/2013

Answer all of the following questions, or state why such information cannot be furnished.

1. Name of Applicant (Organization): Miss Monroe County Scholarship Program
The KT Maviglia Foundation for Hearing Disabilities
Address: PO Box 1922, Monroe MI 48161

Telephone Number: (734)-755-1900-KT Maviglia-Miss Monroe County 2012

2. If the applicant is not an individual, state names and addresses of the applicant's principal officers and manager:

Dione Oerther-Executive Director-2587 North Raisinville Rd., Monroe MI 48162
Jennifer Rimanelli-President-5479 West Dartmoor, Monroe MI 48161
Tracy Oberleiter-Treasurer-418 Ruff Drive, Monroe MI 48162

3. State the purpose of the solicitation and the use or disposition to be made of any receipts therefrom:

Net proceeds raised to provide young people in Monroe County with necessary financial assistance to purchase hearing devices not covered by insurance.

4. State the name(s) of the persons by whom the receipts of the solicitation will be disbursed:

Miss Monroe County Scholarship Program
Tracy Oberleiter-Treasurer

5. State the names and addresses of the person or person who will be in direct charge of coordinating the solicitation:

KT Maviglia-Miss Monroe County 2012-509 Franklin Street, Dundee MI 48131

6. Describe the method or methods to be used in coordinating the solicitation.

Social Network, Newspaper, Personal Connection, Walk-Ins

7. Dates of proposed solicitation:

Beginning: July 27, 2013 Ending: July 27, 2013

8. Times of proposed solicitation:

Beginning: 8:00AM Ending: NOON

9. Will all net proceeds derived from the solicitations be used exclusively for charitable purposes?

YES X NO _____

10. Will any of the gross proceeds derived from the solicitation be divided in any way with the persons who actually make the solicitation?

YES _____ NO X

If yes, (1) _____ is such division of proceeds done as compensation for services, or (2) _____ is such division of proceeds pursuant to an equal division of funds which the applicant regularly distributes to its membership?

11. Will the proceed of the solicitation be divided, or in any manner shared, either directly or indirectly, with any person or organization other than the applicant for the permit or the person or organization for whose benefit the solicitation is made?

YES _____ NO X

12. Will the expenses incidental to the solicitation exceed twenty five percent (25%) of the gross proceeds, or where the solicitation is incidental to the sale of something claimed to be of value, will the expenses incidental to the solicitation exceed twenty five percent (25%) of the difference between the gross proceeds and the cost to the applicant of the things for value?

YES _____ NO X

I swear that the above answers are true and complete. I further state that I am aware that the granting of a permit pursuant to this application is not an endorsement by the City of Monroe or either the purpose of the solicitation or the persons making the solicitation, and that any such representation is subject to the provisions for revocation of the permit and criminal liability. I further state that I am aware of the regulations governing charitable solicitation, as set forth in City of Monroe Ordinance No .81-013.

RT Mancipia

NOTARIZED SIGNATURE OF APPLICANT

Subscribed and sworn to before me, on June 28, 20013.

Laura E. Keck Notary Public

My Commission Expires: August 28, 2018

Monroe County, Michigan

City of Monroe

120 E. First Street
Monroe, MI 48161-2169
(734) 384-9186

Building Department

Invoice For Permit: PBD-13-0827

Date: 06/28/2013

Pay by Account In Full



Pay by Account In Full

\$ 150.00

MISS MONROE COUNTY SCHOLARSHIP PROG

P O BOX 1922

Monroe MI 48161

Invoice Number	Permit Number	Address	Amount Due
00039127	PBD-13-0827	2770 N CUSTER RD	\$ 150.00



Fee Details:	Quantity	Description	Balance
	1.00	Special Event	\$ 150.00

Total Amount Due

\$ 150.00

City of Monroe
Treasurers Office
120 E. First Street
Monroe, MI 48161
Phone : (734) 384-9186

Received From:
MISS MONROE COUNTY SCHOL
P O BOX 1922
Monroe, MI 48161

Date: 06/28/2013
Time: 3:32:50 PM
Receipt#: 407932
Cashier: lun glun
Workstation: BTMC
Drawn by :

ITEM REFERENCE	AMOUNT
PBDNY Building Dept. Inv	
00039127	\$150.00
TOTAL	\$150.00
CHECKS 1597	\$150.00
Total Tendered:	\$150.00
Changes:	\$0.00

Permit Contract

City of Monroe
 120 E First Street
 Monroe, MI 48161
 Phone: (734) 384-9156
 FAX: (734) 243-8683
 Email: Recreation@monroemi.gov

Permit #1325, Approved

Jun 28, 2013 4:19 PM



Company: The KT Maviglia Foundation For Hearing Disabilities
 P.O. Box 1922
 Monroe, MI 48161

Agent: KT Maviglia (Agent)

Customer Type: General
 Prepared By: Michele Rinne

Home: (734) 755-1900

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

RESERVATIONS

Event	Resource	Center	Notes
5 K Walk/Run Fundraiser	Picnic Shelter Munson 2 - Gazebo	Munson Park 2750 N. Custer Rd. Monroe, MI 48162	If a holiday falls during the week, the weekend rate applies for the holiday. If you are a Chaitable/Non-Profit Organization or Civic/Community Groups -Permit fees and rental fees for City Facilities will qualify for a 50% reduction in the customary charges. Proof of status is required and applications must be made in person at the Recreation Department.
Type: General Rental Attend/Qty: 0		--	
Days Requested	Event Begins	Duration	Event Ends
Day: Saturday Date: Jul 27, 2013	8:00 AM	4 hours	Jul 27, 2013 at 12:00 PM
Summary			Notes
Total Number of Dates: 1 Total Time: 4 hours			General Rental

DISCLAIMERS

Permit invalid if maintenance work is necessary on the facility.

CUSTOM QUESTIONS

Question	Answer
Are you aware that any special requests beyond the standard rental will need to be applied for in person?	YES
A convenience fee of approximately 4% will be charged for credit card transactions; please check here if you agree to this fee. (Note that payments of cash and check are accepted with no transaction fee)	YES

WAIVERS

Facility Rental Waiver

Due Date: Jul 27, 2013

This application is for use of open space and facilities located within city park boundaries only and may require a Special Event Permit and be subject to approval by the Monroe City Council. Special uses of the parks or other public property (i.e. monument, boulevard, street, alley, parking lot, sidewalk, right of way, historical marker) be requested in writing to the Monroe City Council at least two (2) months prior to date of proposed event/activity to allow ample time for review by city staff and the Monroe City Council. Application for any Corporate Event, Non-profit Event, Festival or Fundraising event may require permits from other City of Monroe Departments, and inquiry should be made in person at the Monroe Recreation Department.

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

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

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

Waiver Signed

Signature: _____

Memorandum

To: Thomas Moore III, Chief of Police
From: Lt. Gregory N. Morgel
CC: Patricia Weaver, Executive Secretary to the Mayor/Manager City of Monroe, file
Date: July 9, 2013
Re: **Staff Study: *Miss Monroe County Scholarship Program 5K Run/Walk Fundraiser***

KT Maviglia (Miss Monroe County) on behalf of the "Miss Monroe County Scholarship Program" has requested permission to hold a 5K Run/Walk fundraiser at Munson Park on Saturday, July 27, 2013 between the hours of 8:00 am and 12:00 pm.

The event is a fundraiser for Miss Maviglia's platform, the "KT Maviglia Foundation for Hearing Disabilities."

Because the race's course is all self-contained to the park proper, there is no need for any direct police supervision. This event is no different than any of the cross county jamborees that are held annually at Munson Park that do not require any police oversight. In fact, this race will be quite a bit smaller than the usual running events held at Munson Park.

The Police Department should have no objections to this request. I recommend approval of the event, as long as all the proper permits are obtained.

If this event is approved, I will advise the Day Shift shift commander, so his shift will be aware of the event and can make some periodic checks.

As always, I am available for any questions, comments, or concerns you may have.

Event Coordinator: Nancy Wain 734-770-9227



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM ROBERT KRUEGER ON BEHALF OF ZION EVANGELICAL LUTHERAN CHURCH AND SCHOOL FOR PERMISSION TO HOLD A CONCERT AT ST. MARY'S PARK ON SEPTEMBER 14, 2013

DISCUSSION: The City received a request from Robert Krueger on behalf of Zion Evangelical Lutheran Church and School for permission to hold a concert at St. Mary's Park on September 14, 2013 in the afternoon/early evening. Specifically the request is to hold a free concert featuring Christian music, use of the band shell and picnic shelter, electricity, and that all fees for this event be waived.

The Church has a contract in place with a very well known Christian group, Koine, as well as multiple local artists. This should be mainly a family/church oriented event.

The request was reviewed by the administrative staff and there were no objections subject to special event application, all insurance requirements are met, and **receipt of deposit in full of estimated costs no later than 14 days prior to event.**

The Police Department has no objections to the event and there is no need for police presence at this event. The Squads will be informed of the event so they can make periodic checks and walk-throughs of St. Mary's Park.

The Department of Engineering and Public Services has no objections to this event and does not require any assistance from DPS.

The Recreation Department has reviewed the request and has no objections to the event. The fee for the band shell and shelter is as follows: \$365, less 50% non-profit discount, = \$182.50, plus the \$150 refundable key deposit, total cost \$332.50. The applicant should follow guidelines set by the Department for events and has been given a set of the Park Rules and Regulations.

Therefore, it is recommended, that City Council approve this request contingent upon items being met as outlined by the administration, subject to costs recovery & fee waivers in accordance with City Council adopted policy, **with no reduction in fees to use St. Mary's Park** and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE:
REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against
REASON AGAINST:

INITIATED BY: City Manager's Office

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: D.P.S., Police, Attorney, Engineering, Fire, Finance, Planning, 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:	<u>City</u>	Account Number	Amount
			\$
			\$
			\$
			\$
	<u>Other Funds</u>		\$
			\$
			\$
			\$
Budget Approval: _____			

FACT SHEET PREPARED BY: City Manager's Office **DATE:** 7/10/13
REVIEWED BY: **DATE:**
COUNCIL MEETING DATE: 7/15/13

June 17, 2013

The Honorable Robert Clark, Mayor of Monroe
and Members of Monroe City Council
120 E. First St.
Monroe, MI 48161

Dear Mayor Clark and Members of City Council;

I am writing on behalf of Zion Evangelical Lutheran Church and School regarding a concert which is currently being planned for Saturday September 14, 2013 to be held at St. Mary's Park.

In reference to item number nine (9) from the City of Monroe Temporary Uses, Sales, Buildings; Seasonal or Special Events application I am requesting that all fees for this event be waived.

I ask that You and the members of City Council view this as an investment in the city. We have a contract in place with a very well known Christian group, Koine, as well as multiple local artists. We are excited to offer this concert to anyone and everyone at no cost. Let it be known that we have no intention of requiring any fees for anything related to the concert. Zion Lutheran Church and/or donors are underwriting the entire cost of the event.

Thank you for your consideration of this appeal.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robert Krueger".

Robert Krueger
Zion Volunteer

June 17, 2013

The Honorable Robert Clark, Mayor of Monroe
and Members of Monroe City Council
120 E. First St.
Monroe, MI 48161

Dear Mayor Clark and Members of City Council;

I am writing on behalf of Zion Evangelical Lutheran Church and School regarding a concert which is currently being planned for Saturday September 14, 2013 to be held at St. Mary's Park.

In reference to item numbers three (3) and four (4) from the City of Monroe Temporary Uses, Sales, Buildings; Seasonal or Special Events application I will provide the requested information. Item three requests the starting and ending dates. It is our intent that event start and end on Saturday September 14, 2013 and will take place in the late afternoon and early evening. Item four requests a description of the procedures to be used for traffic/parking management, waste disposal, security and similar measures. We are hopeful this will be a well attended event, but realistically speaking, the parking lot of St. Mary's Park will be plenty sufficient. We will have volunteers on hand to help the event run smoothly, some of which can be used to direct parking should it be necessary. We plan to use the trash receptacles provided for waste disposal.

Sincerely,



Robert Krueger
Zion Volunteer

RECEIVED

JUN 28 2013

CITY OF MONROE
BUILDING DEPARTMENT
City of Monroe, Mich
TEMPORARY USES, SALES, BUILDINGS;
SEASONAL OR SPECIAL EVENTS
APPLICATION

Name of Applicant (Organization): ZION LUTHERAN CHURCH + SCHOOL

Contact Person: ROB KRUEGER

Address: 186 COLE RD MONROE MI 48162

Phone: 734-242-1378 Fax: _____

Dates Requested: 9/14/13

Location Requested: City Park Private Property Public Property

PROJECT LOCATION (Address): ST MARY'S PARK

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

Phone: _____ Fax: _____

EVENT DESCRIPTION:

CHRISTIAN CONCERT

TYPE OF BUSINESS ON SITE: _____

Application Fee

\$20.00 wk

Total Fee

SIGNATURES (I/we hereby apply for a temporary use/special event permit in accordance with Section 12.69.25 of the City of Monroe Zoning Ordinance. The Information, plans and materials submitted herewith in support of this application are, to the best of my/our knowledge, true and correct):

OWNER: _____

DATE: _____

APPLICANT: *Rob Krueger*

DATE: 6/17/2013

RECEIVED

JUN 28 2013

CITY MANAGER'S OFFICE

City of Monroe

120 E. First Street

Monroe, MI 48161-2169

(734) 384-9186

Building Department

Invoice For Permit: PBD-13-0826

Date: 06/28/2013

Pay by Account In Full



Pay by Account In Full

\$ 75.00

ZION LUTHERAN CHURCH & SCHOOL

186 COLE ROAD

MONROE MI 48162

Invoice Number	Permit Number	Address	Amount Due
00039126	PBD-13-0826	103 W ELM AVE	\$ 75.00



Fee Details:	Quantity	Description	Balance
	1.00	Special Event	\$ 75.00

Total Amount Due

\$ 75.00

City of Monroe
 Treasury Office
 120 E. First Street
 Monroe, MI 48161
 Phone : (734) 243-0700

Received From:
 RACHEL KRUEGER
 186 COLE ROAD
 MONROE MI 48162

Date: 06/28/2013
 Time: 3:22:15 PM
 Receipt #: 487920
 Cashier: Missolup
 Workstations: CTNE
 Drawer: 1

ITEM REFERENCE	AMOUNT
BDINV Building Dept. Inv	\$75.00
00039126	
TOTAL	\$75.00
CHECKS 2245	\$75.00
Total Tendered:	\$75.00
Change:	\$0.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/27/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Church Mutual Insurance Company 3000 Schuster Lane Merrill WI 54452	CONTACT NAME: Ashley E Bauman PHONE (A/C, No, Ext): 1-800-554-2642 Option 1 FAX (A/C, No): 855-264-2329 E-MAIL: ADDRESS:													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Church Mutual Insurance Company</td> <td>18767</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Church Mutual Insurance Company	18767	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
INSURER(S) AFFORDING COVERAGE	NAIC #													
INSURER A: Church Mutual Insurance Company	18767													
INSURER B:														
INSURER C:														
INSURER D:														
INSURER E:														
INSURER F:														
INSURED ZION EVANGELICAL LUTHERAN CHURCH OF MONROE, MICHIGAN 186 COLE RD MONROE MI 48162-4104														

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	TYPE OF INSURANCE	ADDITIONAL INSURER	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS								
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PER <input type="checkbox"/> LOC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0086709-02-401986	11/25/2011	11/25/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$								
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	<input type="checkbox"/>	<input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$								
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	<input type="checkbox"/>	N/A			<table border="1"> <thead> <tr> <th>WC STATUTORY LIMITS</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>E. L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E. L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E. L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </tbody> </table>	WC STATUTORY LIMITS	OTHER	E. L. EACH ACCIDENT	\$	E. L. DISEASE - EA EMPLOYEE	\$	E. L. DISEASE - POLICY LIMIT	\$
WC STATUTORY LIMITS	OTHER														
E. L. EACH ACCIDENT	\$														
E. L. DISEASE - EA EMPLOYEE	\$														
E. L. DISEASE - POLICY LIMIT	\$														

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Evidence of Liability Insurance for worship event being held September 14, 2013 located at St Mary's Park, 9 N Monroe St, Monroe MI 48162. Commercial General Liability Additional Insured: City of Monroe, subject to the coverage provided by the referenced policy. 558-A220.

CERTIFICATE HOLDER City of Monroe 120 E 1st St Monroe, MI 48161-2288	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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BOARD OF TRUSTEES

Clair V. Ochs, Administrator
414-256-3250, Fax: 414-256-0136
email: usf80@sab.wels.net

February 6, 1997

Group Ex. #1773

To whom it may concern:

This is to certify that Zion Evangelical Lutheran Church of Monroe, Michigan, is a member of the Wisconsin Evangelical Lutheran Synod. This congregation is listed on page 41 in the synod's 1997 Yearbook. Zion's federal employer identification number (EIN) is 38-1505624.

As a member of the WELS, the congregation is a 501(c)(3) tax exempt organization under the synod's umbrella in Group 1773. The attached IRS communication of January 25, 1966 demonstrates that the synod and all of its districts, congregations, educational, charitable and religious organizations are exempt from federal income tax as organizations described in Section 501(c)(3) of the Internal Revenue Code of 1954.

Sincerely,

Clair V. Ochs

nlg
Enclosure



U.S. TREASURY DEPARTMENT
INTERNAL REVENUE SERVICE
WASHINGTON, D.C. 20224

501(c)(3) letter

657.03

Important! Save!

IN REPLY REFER TO
T:RF:EO:R:3
RWB



JAN 25 1966

Wisconsin Evangelical Lutheran
Synod
3512 West North Avenue
Milwaukee, Wisconsin 53208

Gentlemen:

This refers to your request for a group ruling covering certain subordinate units and the information submitted in connection therewith.

In a ruling dated August 28, 1944, addressed to you under your former name, Evangelical Lutheran Joint Synod of Wisconsin and other States it was held that you are exempt from Federal income tax under the provisions of section 101(6) of the Internal Revenue Code of 1939, which corresponds to section 501(c)(3) of the 1954 Code.

Based upon the information presented, it is held that you and your districts, congregations, educational, charitable and religious organizations listed in your 1965 yearbook are exempt from Federal income tax as organizations described in section 501(c)(3) of the Internal Revenue Code of 1954, as it is shown that you and your listed districts, congregations, educational, charitable and religious organizations are organized and operated exclusively for religious, charitable and educational purposes. Any questions concerning excise, employment or other Federal taxes should be submitted to the appropriate District Director.

You and your listed districts, congregations, educational, charitable and religious organizations are not required to file Federal income tax returns so long as they retain a tax exempt status.

It will not be necessary for you and your listed districts, congregations, educational, charitable and religious organizations to file the annual return of information, Form 990-A, generally required of organizations exempt under section 501(c)(3) of the Code, as your listed districts, congregations, educational, charitable and religious organizations come within the specific exceptions contained in section 6033(a) of the Code.

Wisconsin Evangelical Lutheran
Synod

Contributions made to you and your listed districts, congregations, educational, charitable and religious organizations are deductible by donors as provided by section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to or for the use of your listed districts, congregations, educational, charitable and religious organizations are deductible for Federal estate and gift tax purposes as provided in sections 2055, 2106 and 2522 of the Code.

You and your listed districts, congregations, educational, charitable and religious organizations are not liable for the taxes imposed under the Federal Insurance Contributions Act (social security taxes) unless waiver of exemption certificates are, or have been filed as provided in such Act. Inquiries about the waiver of exemption certificates should be addressed to your District Director. Your listed districts, congregations, educational, charitable and religious organizations are not liable for the tax imposed under the Federal Unemployment Tax Act.

Please send us the following information, not later than 45 days after the close of each succeeding annual accounting period:

1. Lists showing the names and mailing addresses of your new districts, congregations, educational, charitable and religious organizations and the names and addresses of any districts, congregations, educational, charitable and religious organizations which have ceased to exist or have changed their names or addresses. The names should be arranged in alphabetical order or, if numerically designated only, in numerical order. In lieu of the lists referred to above you may furnish us with a copy of your published directory. Please send us one copy of the list or directory for this office and one copy for each District Director in which your districts, congregations, educational, charitable and religious organizations are located.
2. A statement signed by one of your principal officers stating whether or not the information upon which your original group ruling was based is applicable in all respects to the new districts, congregations, educational, charitable and religious organizations.

Wisconsin Evangelical Lutheran
Synod

3. A statement if, at the close of the year, there were no changes in your roster.

4. A statement of any changes in the character, purposes or method of operation of your organization or those of your districts, congregations, educational, charitable and religious organizations.

5. Duplicate copies of amendments to charters or bylaws of your organization or those of any of your districts, congregations, educational, charitable and religious organizations.

You should advise each of your listed districts, congregations, educational, charitable and religious organizations of the exemption and the pertinent provisions of this ruling.

This ruling is not applicable to any of your subordinate units organized and operated in a foreign country.

This ruling supersedes the ruling to you dated August 28, 1944. Moreover, this ruling supersedes the individual rulings of exemption in their individual names which were issued to your districts, congregations, educational, charitable and religious organizations. Among these superseded rulings are rulings to the following organizations:

Northwestern College, Watertown, Wisconsin
Winnebago Lutheran Academy Association, Fond du Lac, Wisconsin
Wisconsin Lutheran High School Conference, Milwaukee, Wisconsin

The organizations covered by this ruling should be advised that prior rulings holding them exempt from Federal income tax have been terminated by this ruling.

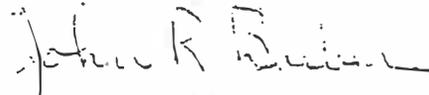
Further, this ruling does not apply to the Wisconsin Evangelical Lutheran Synod Foundation, Inc., 3512 West North Avenue, Milwaukee, Wisconsin 53208. It should file a separate application for exemption, Form 1023, if it wishes a determination of its status.

-4-

Wisconsin Evangelical Lutheran
Synod

The District Directors concerned are being notified.

Very truly yours,



Chief, Rulings Section
Exempt Organizations Branch

N.B. Several years ago, the IRS assigned Group Exemption Number 1773 to the Synod which is also applicable to its subordinate units.

WELS - Fiscal Office

101777



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: PARKS FACILITIES STUDY AND DESIGN – PROFESSIONAL ARCHITECTURAL SERVICES AWARD

DISCUSSION: As a part of the 2013-14 Capital Improvements Program (CIP), funding was set aside for various activities and facilities within City parks. For two (2) of these projects, it is appropriate for the City to engage a professional architect to assist in performing study and design activities. These projects are the rehabilitation of the restroom facilities at the Munson Park Ball Diamonds and the rehabilitation of the band shell at St. Mary's Park. The original narratives prepared by the Department of Community and Economic Development as a part of the CIP have been attached for your reference and review.

For projects of this relatively small size and scope, City staff felt that in lieu of preparing a Request for Proposals (RFP) and distributing to a wider group of potential architects, we would solicit a single proposal from a local architect. John D. Kohler Architect, P.C. has performed various projects for the City in the past, though they have not been awarded a contract for services in the past few years. They have submitted proposals on various recent facility projects, including the ALCC and new public safety facility study and though they were not selected for those projects, they have exhibited very favorable qualifications in a variety of areas. Additionally, they were also the architect on the rehabilitation project for the restrooms at Veterans' Park in 1996, so we have experience with them on similar work. As such, City staff feels that in this particular case, a sole source selection is appropriate in support of our local design professionals. Representatives from the Public Services Department and Recreation Department reviewed the project locations with Kohler on July 9 and their resulting proposal for both locations has been attached for your review. Their "Not to Exceed" fee for the band shell study is \$9,000, and their "Not to Exceed" fee for the restroom project is \$17,000.

The initial funding allocation of \$10,000 for the band shell work appears to be adequate, though the potential work appears to be more extensive than originally thought, so design plan production will likely be included with the proposed 2014-15 funding allocation. As for the Munson Park restroom work, the overall funding provided was \$40,000, though after review of the needed work and proposed architectural fees, we believe that additional funding will need to be provided in order to complete all needed construction. We would like to bid this project in September 2013 for construction in October and November 2013, following the fall ball season. At the time of construction, we will likely be making a request for additional funding from the Capital Projects Fund balance, though none is needed for the present design award.

IT IS RECOMMENDED that the City Council authorize the professional services work as described above on a "Not to Exceed" basis as described in the attached documents to John D. Kohler Architect, P.C. in an amount not to exceed \$9,000 for the St. Mary's Park band shell project and in an amount not to exceed \$17,000 for the Munson Park restroom rehabilitation project. **IT IS FURTHER RECOMMENDED** that the Director of Engineering and Public Services be authorized to execute any necessary and appropriate agreements on behalf of the City.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible

REASON FOR DEADLINE: The Munson Park restroom design should occur during the next 6-8 weeks, so that construction can occur in October and November 2013.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Engineering Department, Recreation Department, Department of Public Services, Department of Economic and Community Development, ball teams and field users, band shell users

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$TBD
Cost of This Project Approval	\$26,000
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>
Munson Ball Diamonds	401-95.756-818.020 14C05	\$17,000
St. Mary's Park Band Shell	401-95.756-818.020 14C08	\$9,000

Other Funds

Budget Approval: _____



FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 07/11/13

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: July 15, 2013



JOHN D. KOHLER
ARCHITECT, P.C.

1118 WEST FRONT STREET, MONROE, MICHIGAN 48161
PHONE (734)242-6880 FAX (734)242-5883
WWW.KOHLERARCHITECT.NET

REGISTERED
ARCHITECT
MICHIGAN
MEMBER
AIA
NATIONAL

City of Monroe
120 E. First Street
Monroe, MI 48161

July 10, 2013

Attention: Mr. Patrick Lewis, P.E.
Director of Engineering & Public Services

Re: Architectural Proposal for
St. Mary's Park Band Shell
Rehabilitation
& Munson Park Ball Diamond
Restroom Rehabilitation
Job #: 1336 & 1337

Dear Mr. Lewis:

We appreciate the opportunity to submit our proposal for architectural services for St. Mary's Park Band Shell Rehabilitation & Munson Park Ball Diamond Restroom Rehabilitation. Based on your request for proposal received June 28, 2013 and our walkthrough / site visit of the (2) projects, we feel we have a good understanding of the project scope and have included all of the services as requested.

The firm of John D. Kohler Architect, P.C., has provided architectural services on many projects similar to this over the last 36 years and feel very comfortable that this project falls well within our capabilities. Should anyone have any concerns, we can submit a resume on our firm's history, past projects and client reference.

You will find in the following pages, the breakdown of our proposed services, fees and schedule. Should there be any questions, or you need additional information, please advise.

Sincerely,

Keith Kohler, AIA

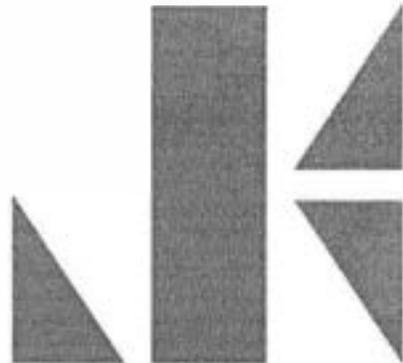
JDK/sr

file: word\proposal\Lewis1-13

Architectural Proposal

for
Munson Park Ball Diamond Restroom Rehab.
for City of Monroe
Monroe, Michigan
#1337

July 10, 2013



john d. kohler architect, p.c.
1118 w. front street, monroe, mi 48161
ph. 734.242.6880 - fax 734.242.6883
www.kohlerarchitect.net



methodology

A. Project Initiation & Information Gathering

- Kick off meeting to finalize terms of agreement / contract. Review project scope, specific needs, budget, schedule, etc.
- Make ADA Barrier Free improvements as required by code.
- Install new plumbing fixtures, with motion sensors, based on new toilet room layout as required by ADA (this will require trenching floor for sanitary) – vandal resistant units specified as an alternate.
- Install new floor finishes, paint exist. interior concrete block walls and ceiling
- Remove existing interior partition walls and install new toilet partitions with doors.
- Update and install new lighting with motion sensor
- Update existing exhaust fan through wall – size accordingly for proper ventilation.
- Remove and replace existing exterior drinking fountain and install new with ADA / dual barrier type. Construct a new plumbing chase on interior side.
- Remove and replace existing toilet room exterior doors, frames and hardware.
- Our office has already obtained the existing building drawings from the City of Monroe. We would field measure / verify the conditions of localized areas of the existing building that affects this work.

B. Design Development

- Prepare preliminary layouts for review with the Owner.
- Review with Owner any related problems – discuss revisions / code analysis / changes / solutions / estimate of probable costs.
- Revise preliminary design and put together estimate of probable cost.
- Review with Owner
- Proceed to next phase.

C. Construction Documents

- Prepare final construction drawings and basic outline bidding specifications. Review with Owner at 75% completion along with a construction estimate.
- Finalize all documents for Owner approval.
- It is assumed that you will handle writing the bid proposal, insurance / bonding requirements and general conditions
- Proceed to next phase

D. Bidding / Contracts

- Architect on standby during this phase to answer Owner's questions.
- Bidding handled by the City's Department of Engineering & Public Services.
- City of Monroe to award project and issue contracts.
- Proceed to next phase

E. Construction

- Start Construction.
- Architect on standby during this phase to answer Owner's / Construction's questions.
- All construction administration tasks by City of Monroe.



cost proposal

A. Basic Architectural Service

The Basic Architectural Services below are defined under the section listed as "Methodology" in this proposal.

- A. Project Initiation & Information Gathering = 2 weeks
- B. Design Development = 2 weeks
- C. Construction Documents = 3 weeks
- D. Bidding / Contracts = *no involvement*
- E. Construction = *no involvement*
= 7 weeks

Total "Not to Exceed" fee for basic Architectural Services = \$17,000.00

B. Additional Architectural Services

In addition to the payments to the Architect for basic services and reimbursable expenses, the Architect will be paid for additional services when authorized by the Owner prior to the Architect commencing the work necessitated by the following:

- Major revisions to the design or specifications as requested by the Owner after acceptance of the design.
- Multiple design studies to arrive at the final preliminary design. Please note that (1) one review of preliminaries are included in the "Not to Exceed" price.
- Special studies or reports not listed in Basic Services.
- As built drawings.
- Standby – If required by Owner, Architect will provide services during bidding / contracts / construction on a T & M or pre-negotiated basis.

C. Reimbursable Expenses

None anticipated – Owner to handle printing costs for Bidding & Construction.

D. Consultant Rates

In addition to the payments to the Architect for basic services and reimbursable

Mechanical & Electrical Consultants - Design Engineers & Consulting Associates

Hourly Rate Schedule

Principal	\$100.00	Senior CAD Operator	\$55.00
Senior Engineer	\$ 95.00	CAD Operator	\$50.00
Project Engineer	\$ 85.00	Clerical	\$45.00
Designer	\$ 75.00		

Structural Consultants - LKL Engineers, Ltd.

Hourly Rate Schedule

Senior Engineer	\$110.00	CAD Operator	\$95.00
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cost proposal

Architectural Proposal

for
St. Mary's Park Band Shell Rehabilitation
for City of Monroe
Monroe, Michigan
#1336

July 10, 2013



john d. kohler architect, p.c.
1118 w. front street, monroe, mi 48161
ph. 734.242.6880 - fax 734.242.6883
www.kohlerarchitect.net



methodology

- A. Project Initiation & Information Gathering**
- Kick off meeting to finalize terms of agreement / contract. Review project scope, specific needs, budget, schedule, etc.
 - Intent of this project is to evaluate the existing St. Mary's Park Band Shell and prepare a report listing the deficiencies with a construction cost estimate to update for today's needs. For comparison, a separate option with cost estimate would be provided to replace the existing band shell with a new type of similar design.
 - Based on our walk-thru with the City of Monroe on 7-10-13, our office was directed to provide architectural fees for a report / study only – No involvement with Construction Documents & Bidding at this time.
 - Some of the initial concerns / deficiencies listed by the Owner were the deteriorating finishes, structural integrity of the roof structure, inadequate storage, and pedestrian circulation.
 - No existing building / structural drawings were provided. We would field measure / verify the existing conditions.
- B. Programing / Preliminary Studies**
- Prepare a structural report of our findings and make recommendations.
 - Review with Owner any related problems – discuss recommendations / code analysis / changes / solutions / estimate of probable costs.
 - Prepare preliminary design and put together estimate of probable cost.
 - Review with Owner
 - Proceed to next phase.
- C. Cost / Recommendations**
- Prepare analysis, evaluating advantages and disadvantages, of repairing existing band shell versus constructing a new band shell.
 - Finalize all documents for Owner approval.
 - Proceed to next phase
- D. Final Study**
- Final Review
 - Submit to City of Monroe (in printed and electronic form)
 - Architect on standby during this phase to answer Owner's questions.
 - Next phase would be to prepare bidding and construction documents.



cost proposal

A. Basic Architectural Services

The Basic Architectural Services below are defined under the section listed as "Methodology" in this proposal.

- A. Project Initiation & Information Gathering = 1 week
- B. Programing / Preliminary Studies = 2 weeks
- C. Cost / Recommendations = 3 weeks
- D. Present Final Study to contact person = 1 week
- Revise & print copies as needed = 7 weeks

Total "Not to Exceed" fee for basic Architectural Services = \$9,000.00
Provide report only - No involvement with Construction Documents & Bidding at this time.

B. Additional Architectural Services

In addition to the payments to the Architect for basic services and reimbursable expenses, the Architect will be paid for additional services when authorized by the Owner prior to the Architect commencing the work necessitated by the following:

- Major revisions to the design or specifications as requested by the Owner after acceptance of the design.
- Multiple design studies to arrive at the final preliminary design. Please note that (1) one review of preliminaries are included in the "Not to Exceed" price.
- Special studies or reports not listed in Basic Services.
- As built drawings.
- Standby - If required by Owner, Architect will provide services during bidding / contracts / construction on a T & M or pre-negotiated basis.

C. Reimbursable Expenses

None anticipated - Owner to handle printing costs for Bidding & Construction.

D. Consultant Rates

In addition to the payments to the Architect extremely for basic services and reimbursable

Mechanical & Electrical Consultants - Design Engineers & Consulting Associates

Hourly Rate Schedule

Principal	\$100.00	Senior CAD Operator	\$55.00
Senior Engineer	\$ 95.00	CAD Operator	\$50.00
Project Engineer	\$ 85.00	Clerical	\$45.00
Designer	\$ 75.00		

Structural Consultants - LKL Engineers, Ltd.

Hourly Rate Schedule

Senior Engineer	\$110.00	CAD Operator	\$95.00
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CAPITAL IMPROVEMENTS PROGRAM BUDGET WORKSHEET
2013 / 2014
Project Information Sheet

This form MUST be completed for each project requested for funding in the 2013-2014 Capital Budget. Use a separate form for each project, and please prioritize each project 1 through X, with 1 representing your highest priority and X the lowest.

Department Name:	Recreation / Department of Public Services- Parks
Priority Ranking:	2
Project Title:	Munson Park Ball Diamonds Restroom Rehabilitation
Quantity (if applicable):	4 Fields
Project Useful Life:	10-15 years
Cost Estimates:	Current FY Project Request: \$40,000 Prior Funding: NA Total Project Cost: \$40,000
Projected Schedule of Purchase:	Spring 2014
Source of Funding:	General Fund
Purpose of Expenditure:	Improve the appearance, function and sanitary conditions of the Munson Park Ball Diamond restroom facilities.
Project Justification:	The Recreation Department is receiving repeated complaints regarding the appearance and sanitary condition of the Munson Park Ball Diamonds restroom facilities. Due to the age of the facility and high volume of users, the restroom facilities at this park have reached the end of their useful life.
Projected Budget Impact:	The Recreation Department is working to improve and expand the Adult Softball and Youth Baseball programs. Facility conditions have been identified as a primary reason why players have chosen not to return or seek out alternate programs.

Check those items that apply:

Type of Project:	Equipment	Vehicle	X Project
Status of Request:	X New Request	Funding Requested in Prior Year	
Status of Item or Project:	X Replacing Existing Equipment, Vehicle, Etc. Equipment, Vehicle, Etc. that is New to the City		

Please answer the following questions related this request.

1. Has this project been requested previously? If so, when? Was funding awarded? If yes, how much?
No.

2. Description and function of new capital item:
Complete remodel of the restroom facilities including installation of new tile surfaces, partitions and fixtures. The new materials and fixtures selected will be a commercial grade designed to withstand a high volume of use and resist potential vandalism.

3. Why is this item needed? Why does the City need to provide this service?
The proposed project will improve the appearance of the Munson Park Ball Diamonds facility. If the City wants to maintain a premier softball and baseball facility, there will need to be a focus on carefully planned sequence of capital improvements

4. Explain new or improved service that will result from new item and impact on your department's performance or services provided:

Remodeled restrooms will improve the appearance and desirability of the Munson Park Ball Diamonds facility. With an improved facility, the City will be able to retain and attract new participants to the Adult Softball and Youth baseball programs. The Ball Diamond facility will also be more attractive for regional tournaments.

5. What will be the operating budget cost or savings? (List costs/savings for personnel, supplies, and other charges separately).

New commercial grade materials and fixtures will make it easier to clean and maintain the restrooms in a sanitary condition. The improvements will make it possible to maintain better conditions with the same level of effort.

6. Does the proposed project comply with the City's Comprehensive Plan?

Yes. The Comprehensive Plan calls for on-going improvements to the recreation facilities at Munson Park. Munson Park is identified as a primary regional park in both the Comprehensive Plan and Recreation Systems Plan.

7. Are there other alternatives to the proposed item or request? (E.g., lease vs. buy, repair rather than replace, share with other governmental jurisdictions, etc.)

No.

8. How is the cost proposed to be funded? Are there alternative sources of funding? (E.g., donations, millages, special assessments, grants, etc.)

The proposed project is anticipated to be funded with City General Fund allocations to the Department of Public Services Parks capital improvements account(s). Local businesses could be solicited with sponsorship requests to help offset this and other capital improvements to the Munson Park Ball Diamonds. The Recreation Department has also researched the process for requesting a larger single donation from a principal business within the City of Monroe that could be recognized with facility naming rights.

9. Are there opportunities to share costs and services with other governmental units within the region?

There is the potential to grow program revenue through hosting of regional events and tournaments. The increased revenues could be allocated to facility capital improvements.

10. Insert a photo/drawing, or cut-sheet of the site or equipment if available.



11. For fixed projects, Include a map of the project location if applicable and/or appropriate.





CAPITAL IMPROVEMENTS PROGRAM BUDGET WORKSHEET
2013 / 2014
Project Information Sheet

This form MUST be completed for each project requested for funding in the 2013-2014 Capital Budget. Use a separate form for each project, and please prioritize each project 1 through X, with 1 representing your highest priority and X the lowest.

Department Name:	Recreation / Department of Public Services- Parks
Priority Ranking:	6
Project Title:	St. Mary's Park Bandshell Rehabilitation- Architectural & Design Services
Quantity (if applicable):	NA
Project Useful Life:	NA
Cost Estimates:	Current FY Project Request: \$10,000 Prior Funding: NA Total Project Cost: \$10,000
Projected Schedule of Purchase:	Late 2013
Source of Funding:	General Fund
Purpose of Expenditure:	Evaluate the current structural integrity of the St. Mary's Park Bandshell, and prepare architectural plans for the rehabilitation or reconstruction of the structure.
Project Justification:	Department of Public Services staff has reported that the roof structure of the bandshell appears to be deteriorating. The Recreation Department and other user groups note that the storage areas in the bandshell are inadequate. The lighting and electrical supply is limiting for larger shows like the Jazz Festival.
Projected Budget Impact:	The bandshell serves as the centerpiece of most events small-large that occur in St. Mary's Park. With improved storage and functionality, the bandshell could be much more flexible for the various events and uses that are centered in this Park.

Check those items that apply:

Type of Project:	Equipment	Vehicle	X Project
Status of Request:	X New Request	Funding Requested in Prior Year	
Status of Item or Project:	X Replacing Existing Equipment, Vehicle, Etc. Equipment, Vehicle, Etc. that is New to the City		

Please answer the following questions related this request.

1. Has this project been requested previously? If so, when? Was funding awarded? If yes, how much?
No.

2. Description and function of new capital item:
Complete a thorough structural analysis of the existing structure and develop architectural plans and specifications for 1) any needed repairs, 2) expansion and/or restoration of the storage areas, and 3) any suggested lighting and electrical upgrades.

3. Why is this item needed? Why does the City need to provide this service?
It is important to identify any potential structural concerns with the bandshell before they become urgent or develop into a safety concern. If potential structural issues are identified early, repairs can be planned for times when the banshell is not scheduled for any events. There is also a desire to expand eh existing storage areas so that items for regular events can be stored on site and save transport time by staff.

4. Explain new or improved service that will result from new item and impact on your department's performance or services provided:

The bandshell structure is the center of many cultural events within the City including the Summer Concerts in the Park series, and the renowned Jazz Festival. Improving this facility so that it can continue to host and provide adequate support for these events is an important function related to Recreation and cultural programming for the City. Improving this facility by providing secure and expanded storage, and improving the lighting and electrical systems, would make supporting events at the bandshell easier and more efficient for City staff.

5. What will be the operating budget cost or savings? (List costs/savings for personnel, supplies, and other charges separately).

Yes. The architectural and design services provided as part of this initial phase of the project will identify what improvements could be made to the bandshell structure. Expanded and secure storage would allow additional gear such as sound equipment to be stored at the site, and it would not have to be transported to the site for each event.

6. Does the proposed project comply with the City's Comprehensive Plan?

Yes. The Comprehensive Plan calls for on-going improvements to the recreation facilities at St. Mary's Park, including cultural events at the bandshell. St. Mary's Park is identified as a premier local park in both the Comprehensive Plan and Recreation Systems Plan.

7. Are there other alternatives to the proposed item or request? (E.g., lease vs. buy, repair rather than replace, share with other governmental jurisdictions, etc.)

Yes. The City could conduct limited in-house inspections of the bandshell and not propose any improvements to the storage areas.

8. How is the cost proposed to be funded? Are there alternative sources of funding? (E.g., donations, millages, special assessments, grants, etc.)

The architectural and design phase of this project is anticipated to be funded with City General Fund allocations to the Department of Public Services Parks capital improvements account(s). The Recreation Department has researched the process for requesting larger donations from individual or businesses within the City of Monroe or region that could be recognized with facility naming rights.

9. Are there opportunities to share costs and services with other governmental units within the region?

No.

10. Insert a photo/drawing, or cut-sheet of the site or equipment if available.



11. For fixed projects, Include a map of the project location if applicable and/or appropriate.

