
RULE OF THE CHAMBER

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

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

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

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

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

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

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon one week's notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, LA 70161, (734) 384-9138. The City of Monroe website address is www.monroemi.gov.

**AGENDA - CITY COUNCIL REGULAR MEETING
MONDAY, NOVEMBER 3, 2014
7:30 P.M.**

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

IV. PROCLAMATION.

212 "Homeless Awareness Week" –November 9 - 15, 2014.

V. COUNCIL ACTION.

213 Communication from the Director of Water & Wastewater Utilities, submitting Proposed Ordinance No. 14-006, an Ordinance to amend Sections 699-01 and 699-32 of Chapter 699, Water, of The Code of the City of Monroe.

Proposed Ordinance No. 14-006, up for its first reading and recommending that the second reading and public hearing be set for Monday, November 17, 2014.

VI. COMMUNICATION.

214 Communication from Garry Knapp, Recreation Advisory Commission Chairman, regarding the Parks & Recreation Master Plan and the six parks slated for individual park master plan.

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

A Approval of the Minutes of the Regular City Council Meeting held on Monday, October 20, 2014.

B Approval of payments to vendors in the amount of \$_____.

Action: Bills be allowed and warrants drawn on the various accounts for their payment.

215 Appointment to the Monroe City Retiree Health Care Board.

1. Communication from the Mayor's Office, submitting a proposed resolution to appoint Brent Newsome to the Monroe City Retiree Health Care Board, and recommending that Council approve the proposed Resolution making appointment to the Monroe Retiree Health Care Board.

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

216 Pranam Globaltech for Housing Rehabilitation Project on Winchester Street Change Order.

1. Communication from the Director of Economic & Community Development, submitting a change order to the Pranam Globaltech Contract for the Housing Rehabilitation Project on Winchester Street, and recommending that Council increase the budget to this contract for a home rehabilitation on Winchester Street to \$24,999 to accommodate the unexpected labor and material costs that have arisen as the project has progressed.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

217 Bond Authorizing Resolution – 2014 Refunding Bond.

1. Communication from the Finance Director, submitting a proposed resolution authorizing issuance of 2014 Refunding Bonds, and recommending that Council approve the attached "RESOLUTION AUTHORIZING ISSUANCE OF 2014 REFUNDING BONDS."
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

218 Annual Commemoration of the Battles of the River Raisin.

1. Communication from the City Manager's Office, submitting a request from the River Raisin National Battlefield Park to hold the annual Commemoration of the Battles of the River Raisin on January 17, 2015, to allow the use of the field on the corner of N. Dixie Highway and E. Elm Avenue for a military tactical demonstration from 8:30 a.m. to 12 noon, as well as the parking lot at the Monroe Multi Sports Complex, to march up to eighty (80) re-enactors, plus spectators, to the Battlefield Visitor Center to the demonstration area near the Monroe Multi Sports Complex, and snow clearance from sidewalks, streets, and parking lots, as may be necessary and within the jurisdiction of the city, and recommending that Council approve the request contingent upon items being met as outlined by the administration, subject to Council adopted policy and communication with Monroe Multi Sports Complex management, insurance requirements being met, 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.

219 Traffic Committee Minutes.

1. Communication from the Director of Engineering & Public Services, submitting the minutes of the Traffic Committee meeting held on October 22, 2014, and recommending that Council place on file the minutes from the October 22, 2014 Mayor's Traffic Committee meeting and approve Traffic Control Orders 108-004 and 127-005.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

220 Vehicle Auction Authorization – Wastewater Grit Truck.

1. Communication from the Director of Engineering & Public Services, submitting a request for vehicle auction authorization for the Wastewater Grit Truck, and recommending that Council authorize the Department of Public Services to place the above item into a public auction hosted by Rollo A.

Juckette Auctioneer and/or Brad Neuhare, Auctioneer, and to allow them to secure a 10% commission on the item as sold to the highest bidder.

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

221 Acceptance of the Vacant Parcel Located at 1027 Humphrey Street from the County Treasurer's Office.

1. Communication from the Director of Economic & Community Development, submitting a request to accept a vacant parcel located at 1027 Humphrey Street from the County Treasurer's Office, and recommending that Council approve acceptance of the vacant parcel of property located at 1027 Humphrey Street (Tax ID #49-01049-000) from the Monroe County Treasurer's Office through the property tax foreclosure process; and object to the other five parcels that were not sold at auction in accordance with the Michigan General Property Tax Act.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

222 Downtown Development Authority Budget Amendment.

1. Communication from the Director of Economic & Community Development submitting a proposed amendment to the Downtown Development Authority Budget, and recommending that Council approve the proposed amendment to the Monroe Downtown Development Authority's budget, increasing total expenditures for Fiscal Year 2014-15 from \$225,271 to \$235,271; with the proposed \$10,000 increase to come from Fund Balance.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

223 West Fourth Street Sanitary Sewer and Paving – Quantity Overrun Authorization Approval.

1. Communication from the Director of Engineering & Public Services, submitting a change order to the West Fourth Street Sanitary Sewer and Paving contract with G.V. Cement Contracting Co., and recommending that Council approve a change order to the West Fourth Street Sanitary Sewer and Paving project in the amount of up to \$25,206.75 for final pay item balancing, and that the Finance Director be authorized to transfer up to \$37,274.30 from the Local Street Fund Balance, and further recommending that the Director of Engineering & Public Services be authorized to sign the change order on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

VI. COUNCIL COMMENTS.

VII. MAYOR'S COMMENTS.

VIII. CLERK-TREASURER'S COMMENTS.

IX. CITY MANAGER COMMUNICATION.

X. CITIZEN COMMENTS

XI. ADJOURNMENT.

**CITY OF MONROE
REGULAR COUNCIL MEETING
MONDAY, OCTOBER 20, 2014**

Regular meeting of the City Council of the City of Monroe, Michigan held on Monday, October 20, 2014 at 7:30 p.m. in the City Hall Council Chambers.

Present: Council Member Molenda, Rafko, Sisk, Hensley, Iacoangeli, Vining and Mayor Clark.

Michelle J. LaVoy, Clerk-Treasurer gave the invocation.

Mayor Clark led the pledge of allegiance to the flag.

Council Action.

198 Postponed at the October 6, 2014 meeting.

The communication from the Director of Engineering & Public Services, submitting a professional services Schematic Design Contract for a new Public Safety Building, and recommending that Council award a professional services contract for a full schematic design for a public safety facility in the amount of \$135,000 to Redstone Architects, Inc., and that the City Manager, Director of Engineering & Public Services, or their designee be authorized to execute any necessary and appropriate agreements on behalf of the City. It was moved by Council Member Iacoangeli and seconded by Council Member Sisk that item 198 be postponed and return with schematic for fire station and block design on build out at the next meeting.

A revised proposal for a new Public Safety Building Schematic Design was presented to Council allocating a required transfer of \$89,000 from the City's budget contingency.

It was moved by Council Member Iacoangeli and seconded by Council Member Sisk that revised item 198 be accepted, placed on file and the recommendation be carried out.

Following discussion, a vote was taken on the motion.

Ayes: 7 Nays: 0

Motion carried.

Consent Agenda.

A. Approval of the Minutes of the Work Session held on Monday, October 6, 2014 and the Minutes of the Regular City Council Meeting held on Monday, October 6, 2014.

B. Approval of payments to vendors in the amount of \$ 947,845.82.
Action: Bills be allowed and warrants drawn on the various accounts for their payment.

206 Addition of 10% Interest on Unpaid Special Assessments.

1. Communication from the Clerk-Treasurer, submitting a proposed resolution authorizing the addition of a 10% interest to all delinquent special assessments and then be reassessed and added onto the winter tax bill, and recommending that the resolution be adopted.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

207 Installation of New Public Storm Sewer – McCormick Drive Between Lavender Street and Calgary Drive – Special Assessment Resolution Number 1.

1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 1 in the special assessment process declaring the installation of a new public storm sewer to service McCormick Drive between Lavender Street and Calgary Drive, and recommending that the attached Resolution No. 1 be adopted, which directs the Engineering Department to prepare plans, specifications, and cost estimates for this project.
2. Supporting documents.
3. Action: Accept, place on file and resolution be adopted.

208 Clarifier Cathodic Protection Removal and Replacement Bid – Water Treatment Plant.

1. Communication from the Director of Water & Wastewater Utilities, reporting back on quotes of costs received for Clarifier Cathodic Protection Removal and Replacement at the Water Treatment Plant, and recommending that a purchase order in the amount of \$19,800 and a total amount of \$20,800 be encumbered to include a 5% contingency, be awarded to Corrpro Companies, Inc for the WTP Clarifier Cathodic Protection Removal and Replacement project as part of the fiscal year 2014-2015 CIP project in accordance with the bid specifications.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

209 Demolition of 635 Winchester – Fire Damaged / Destroyed.

1. Communication from the Building Official, reporting back on quotes received for the demolition of 635 Winchester Street, and recommending that Council allocate \$10,199 for demolition, \$345 for water disconnect, a 10% contingency, minus \$8,426 insurance check for a total cost of \$3,177, and further recommending that Council authorize Ready, Heller and Ready, City Attorney, to pursue all legal avenues for reimbursement for the amount paid out by the City from any and all equitable lien holders in the property.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

210 Home Builders & Remodelers Association Banner Request.

1. Communication from the City Manager's Office, submitting a request from the Home Builders & Remodelers Association for permission to display a banner across Monroe Street from February 9 – March 2, 2015, announcing the annual Home Builders & Remodelers Show, and recommending approval of the request.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

211 Property and Liability Insurance Consultant.

1. Communication from the Finance Director, submitting a proposal to hire a consultant to assist with the RFP program, and recommending that Council approve the proposal submitted by Daly Merritt Insurance, Inc., for Property and Liability Insurance Request for Proposal Consulting and Administration in an amount not to exceed \$20,000.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried.

It was moved by Council Member Molenda and seconded by Council Member Hensley that items 206, 207, 208, 209, 210 and 211 of the Consent Agenda be approved as presented.

Ayes: 7 Nays: 0

Motion carried.

Council Comments.

Council Member Molenda commented on the Farmers Market and Downtown Trick or Treating, Public Safety, the heroin addiction in this area and the potential of reconfiguration of the Park and Recreation Department.

Council Member Rafko commented on the Monroe Bank & Trust family day at the fairgrounds and the MML Conference in Marquette.

Council Member Sisk commented on the number of firefighters and the location of Council Work Sessions.

Council Member Iacoangeli commented on the passing and life of Robert (Bucky) Bert, City of Monroe retiree. He also commented about the MML Conference, Council Goals & Objectives and asked Dan Swallow to indicate when he and the Building Official plan to address Council regarding the status of the Neighborhood Enterprise Zone.

Dan Swallow, Director of Economic & Community Development said that the Planning Commission looked at all of the documentation and has recommended that it be moved forward to Council. He noted that the final review of the ordinance will be the last step and he anticipates bringing a package to Council by the first or second meeting in November.

Council Member Iacoangeli also asked about the Target Market Analysis and if the DDA will participate with the City.

Dan Swallow, Director of Economic & Community Development said that the correspondence from the Mayor went to the DDA to request that they help with the funding through a MSHDA Grant. He noted that at this point they're not ready to allocate funding but are looking into it further.

Council Member Iacoangeli said that he would like to invite the DDA Chairman and the CPC Chairman to the next Council Meeting to give a report of their goals and objectives.

Mayor's Comments.

Mayor Clark recognized the students in attendance and asked them to stand. He announced PFC Brancheau's homecoming is on Saturday at 3:00 p.m., and commented on Council Goals & Objectives. He commented on the discussion at the MML Conference, Public Safety staffing levels and their duties. He recognized that State Representative's Bill LaVoy and Dale Zorn were in attendance and invited them to address Council.

Bill LaVoy, State Representative commented on road funding, the number of days in session remaining in 2014 and urged the public to contact him in Lansing with their thoughts on issues. He reminded everyone to vote in the General Election on November 4. He noted that he is in support of Downtown Development Authorities and will vote in favor of positive matters concerning them. He said that he is not in support of traffic cameras.

Dale Zorn, State Representative commented on a potential change in Downtown Development Authorities and said that he probably would support the change because anything currently in progress could be damaged and he wants to make sure that the city is held harmless for any projects that are currently going. He said that he is not in support of traffic cameras. He said that they have 13 days left in session this year and commented about changes to the funding program for road rehabilitation.

Clerk-Treasurer's Comments.

Michelle LaVoy, Clerk-Treasurer noted that absentee ballot applications and ballots are still available and being issued and accepted at the Clerk's counter. She gave an update about the recent litigation and rules that govern the return of absentee ballot applications and ballots to the Clerk's Office. She noted that she had recently been in Lansing to offer testimony regarding the future of election equipment and to ensure that legislatures understand that we should have a voice in what kind of election equipment that we use at our local level. She urged everyone to take

note of issues at the state level and to contact their state representative or local Clerk regarding concerns that they have.

Citizen's Comments.

George Brown, City Manager also commented on the MML Conference and the information regarding a Recreation Authority that was covered at the meeting.

Citizen's Comments

David Smith, 530 Hollywood Drive asked about the rehabilitation status of the Sawyer House.

Mayor Clark explained that the damage was extensive and that progress is being made. He said that the reconstructive work is complete and that the decorative process is underway. He suggested that the Planning Department can give more detail as to the progress of the rehabilitation.

Lance Sotille, MPACT Program Director commented on the recently acquired radio station and noted that Clerk LaVoy has recorded some Public Services Announcements, PSA's, for the election and encouraged the Mayor and Council to record them for other city related items.

Adjournment.

It was moved by Council Member Iacoangeli and seconded by Council Member Rafko that the meeting adjourn at 8:15 p.m. until the Regular Meeting on Monday, October 20, 2014 at 7:30 p.m.

Ayes: 7 Nays: 0

Motion carried.

Michelle J. LaVoy
City Clerk-Treasurer

Robert E. Clark
Mayor

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
0000006602	ADVANTAGE SIGN & GRAPHICS SOLUTIONS QUO-36260	NEW SIGN PLOTTER PER 9/2/14 CITY COUNCIL	6,960.00		
TOTAL FOR: ADVANTAGE SIGN & GRAPHICS SOLUTIONS			6,960.00		
0000005573	ARROW ENERGY INC 50150	AVIATION FUEL	23,623.19		
TOTAL FOR: ARROW ENERGY INC			23,623.19		
0000000106	B&L OFFICE MACHINES 12574	HP 4000 (2) & HP CP3505 (4) TONERS	497.70		
TOTAL FOR: B&L OFFICE MACHINES			497.70		
0000006365	BELFOR PROPERTY RESTORATION 585744	SAWYER HOUSE RESTORATION PER CONTRACT	97,982.25		
TOTAL FOR: BELFOR PROPERTY RESTORATION			97,982.25		
0000005908	BLUEGLOBES INC TTF-19302	GLOBES AND LAMPS AIRPORT	715.64		
TOTAL FOR: BLUEGLOBES INC			715.64		
0000006320	CARLSON SOFTWARE 118266-IN	SOFTWARE ONE YEAR MAINTENANCE	175.00		
TOTAL FOR: CARLSON SOFTWARE			175.00		
0000000204	CINTAS CORPORATION 306 306230572	SHOP TOWEL FOLDED RED	73.04		
	306230573	BLACK MATS	222.10		
TOTAL FOR: CINTAS CORPORATION 306			295.14		
0000005900	CINTAS FIRST AID & SAFETY #325 5002070030	MEDICAL SUPPLIES	113.79		
TOTAL FOR: CINTAS FIRST AID & SAFETY #325			113.79		
0000005701	COMPLUS DATA INNOVATIONS INC 27040	PARKING TICKET COLLECTION FEES MARCH 2014	1,466.40		
	27237	PARKING TICKET COLLECTION FEES APRIL 2014	2,193.18		
	27448	PARKING TICKET COLLECTION FEES MAY 2014	565.83		
	28054	PARKING TICKET COLLECTION FEE AUGUST 2014	285.80		
	28264	PARKING TICKET COLLECTION FEES SEPTEMBER 2014	324.00		
TOTAL FOR: COMPLUS DATA INNOVATIONS INC			4,835.21		
0000000296	COMPREHENSIVE RISK SERVICES INC 10/29/14	REIMBURSE CRS DISBURSEMENTS # 3691-92	236.12		
TOTAL FOR: COMPREHENSIVE RISK SERVICES INC			236.12		
0000006494	CRYSTAL FLASH				

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
	792392	ASSESSOR VEHICLE FUEL 10/1 - 10/15/14	25.67		
	792393	BUILDING DEPT VEHICLE FUEL 10/1 - 10/15/14	163.69		
	792394	D P S VEHICLE FUEL 10/1 - 10/15/14	2,122.06		
	792395	EDNHGINEERING VEHICLE FUEL 10/1 - 10/15/14	392.62		
	792396	FIRE DEPT VEHICLE FUEL 10/1 - 10/15/14	952.36		
	792397	POLICE VEHICLE FULE 10/1 - 10/15/14	4,267.41		
	792398	WASTEWATER VEHICLE FUEL 10/1 - 10/15/14	762.48		
	792399	WATER DEPT VEHICLE FUEL 10/1 - 10/15/14	1,881.21		
TOTAL FOR: CRYSTAL FLASH			10,567.50		
000006210	DATAMAIL SERVICES 10/24/14	2014 WINTER TAX POSTAGE	2,530.00		
TOTAL FOR: DATAMAIL SERVICES			2,530.00		
000001398	DELL MARKETING LP XJK4FJPX3	Dell Precision M6800 Mobile Workstation+Stand	84.69		
TOTAL FOR: DELL MARKETING LP			84.69		
000000336	DLT SOLUTIONS INC 4393045A 4403142A	2015 AutoCAD subscription / support renewal AutoCAD 2013 Fundamentals Training Course for CAD Operato	2,017.08 1,695.00		
TOTAL FOR: DLT SOLUTIONS INC			3,712.08		
00000359A	DTE ENERGY 7809-7 0914 7834-5 0914	0000-7809-7 STREET & TRAFFICE LIGHTS 9/1 - 9/30/14 0000-7834-5 AIRPORT 9/1 - 9/30/14	35,042.44 69.95		
TOTAL FOR: DTE ENERGY			35,112.39		
000006065	DYKEMA GOSSETT PLLC 1596790	PROFESSIONAL FEES SEPTEMBER 2014	5,002.60		
TOTAL FOR: DYKEMA GOSSETT PLLC			5,002.60		
000000453	ETNA SUPPLY S101160703.001 S101160703.003 S101160703.004	1"Brs Fit,3/4",1"Ball Valve,3/4",1"Copper,U-Branch,CurbBo 1"Brs Fit,3/4",1"Ball Valve,3/4",1"Copper,U-Branch,CurbBo 1"BRS FIT,3/4",1"BALL VALVE,3/4",1"COPPER,U-BRANCH,CURBBO	49,870.75 6,210.10 166.20		
TOTAL FOR: ETNA SUPPLY			56,247.05		
000000484	FRENCHTOWN CHARTER TWP 10/28/14 10/28/14	JULY BILLING OF SEWER CUSTOMERS MAY - JULY FINALS OCT BILLING OF SEWER CUSTOMERS AUG - OCT FINALS	80,004.33 80,208.18		
TOTAL FOR: FRENCHTOWN CHARTER TWP			160,212.51		
000006062	GBS INC GOVERNMENTAL BUSINESS SYS 14-20461	IMPRINTING ABSENTEE VOTER ENVELOPES	260.00		

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
TOTAL FOR: GBS INC GOVERNMENTAL BUSINESS SYS			260.00		
0000006344	GLASCO UV LLC 35202	BALLAST	3,516.00		
TOTAL FOR: GLASCO UV LLC			3,516.00		
MISC	GOINS SR., MARTIN 10/17/14	REFUND MOWING - INCORRECT ADDRESS	61.72		
TOTAL FOR: GOINS SR., MARTIN			61.72		
0000000530	WW GRAINGER INC 9523099415	HOSES FOR PLAYSCAPE AT MUNSON PARK	425.00		
TOTAL FOR: WW GRAINGER INC			425.00		
MISC	GREAT LAKES CARING HOSPICE 10/24/14	MEMORIAL CONTRIBUTION JOHN PAUL MALLINGER	50.00		
TOTAL FOR: GREAT LAKES CARING HOSPICE			50.00		
0000006190	GV CEMENT CONTRACTING CO 10/29/14 EST# 1	2014 SIDEWALK REPLACEMENT PROGRAM PER 7/7/14 CITY COUNCIL	40,394.39		
	10/29/14 EST# 3	WEST FOURTH STREET SANITARY SEWER AND PAVING PER 6/16/14	41,378.52		
	10/29/14 FINAL	2013 SIDEWALK REPLACEMENT PROGRAM	2,266.22		
TOTAL FOR: GV CEMENT CONTRACTING CO			84,039.13		
0000000617	HD SUPPLY WATERWORKS, LTD. C786748	1"MUELLER METER PIT,6",8",10",12"STAINLESS STEEL REPAIR C	11,565.90		
	C786770	1"MUELLER METER PIT,6",8",10",12"STAINLESS STEEL REPAIR C	5,180.90		
	C956523	1"Mueller Meter Pit,6",8",10",12"Stainless Steel Repair C	1,949.75		
TOTAL FOR: HD SUPPLY WATERWORKS, LTD.			18,696.55		
0000005594	TERESE HERRICK 10/24/14	LEADERSHIP TRAINING MEALS	26.47		
TOTAL FOR: TERESE HERRICK			26.47		
0000000611	HOPPERT FARMS INC 3063 3064	12 YARDS SCREENED TOPSOIL 9/17 & 9/25/14	240.00		
TOTAL FOR: HOPPERT FARMS INC			240.00		
0000004600	HYDRODYNAMICS INC. 29191	PUMP KIT	1,559.81		
TOTAL FOR: HYDRODYNAMICS INC.			1,559.81		
0000000683	JACK'S LAWN SERVICE INC 275957	WEIPERT PARK SPRINKLER SYSTEM REAPIRS	107.60		
	275958	ST MARY PARK SPRINKLER HEAD REPAIRS	226.70		
	275962	CUSTER STATUE SPRINKLER HEAD REPAIR	153.47		

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
TOTAL FOR: JACK'S LAWN SERVICE INC			487.77		
0000006185	JAY'S SEPTIC TANK SERVICE 255044	HANDICAP UNIT SAILOR / SOLDIERS PARK OCT 2014	125.00		
TOTAL FOR: JAY'S SEPTIC TANK SERVICE			125.00		
0000000689	CARDNO JFNEW 64958	FISH PASSAGE PHASE 2 CONSULTANT AWARD PER 11/7/11 COUNCIL	13,248.06		
TOTAL FOR: CARDNO JFNEW			13,248.06		
0000006586	LINDE NORTH AMERICA INC 50716108	LIQUID OXYGEN PURCHASE	890.87		
TOTAL FOR: LINDE NORTH AMERICA INC			890.87		
0000000818	SHARON C MALOTKY 10/23/14	MAILING FEE BALLOT TO NETHERLANDS	24.75		
TOTAL FOR: SHARON C MALOTKY			24.75		
0000000627	MERCY MEMORIAL HOSPITAL 2600000019 0914	2600000019 EMPLOYEE PHYSICALS	1,061.00		
TOTAL FOR: MERCY MEMORIAL HOSPITAL			1,061.00		
0000006404	SECMAA 10/28/14	ASSESSOR CONTINUING EDUCATION	50.00		
TOTAL FOR: SECMAA			50.00		
0000000930	MICHIGAN GAS UTILITIES 4506115-7 9/14	4506115-7 GAS ALLOCATION SEPT 2014	2,014.84		
TOTAL FOR: MICHIGAN GAS UTILITIES			2,014.84		
0000001581	MICHIGAN METER TECHNOLOGY GRP INC 92807	METER ADAPTER PAIR 5/8 X 3/4 TO 1"	759.92		
TOTAL FOR: MICHIGAN METER TECHNOLOGY GRP INC			759.92		
0000001159	MIKE'S SEWER SERVICE 10/17/14	SERVICE MUNSON PARK LADIES MAIN OPENED	120.00		
TOTAL FOR: MIKE'S SEWER SERVICE			120.00		
0000000848	MONROE COUNTY DRAIN COMMISSION 10/20/14	WATER QECB BOND INTEREST & FEES	47,400.33	47923	10/21/2014
TOTAL FOR: MONROE COUNTY DRAIN COMMISSION			47,400.33		
0000000838	CITY OF MONROE PBD-14-0675	BUILDING PERMIT CROSS RENOVATION	1,516.80		
TOTAL FOR: CITY OF MONROE			1,516.80		
MISC	MORTGAGE CONNECT, LP				

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
INVOICE ENTRY DATES 10/21/2014 - 11/03/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
PRELIMANRY REPORT

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
	10/28/2014	59-01173-001 / OVERPAYMENT OF 2014 TAXES	61.29		
TOTAL FOR: MORTGAGE CONNECT, LP			<u>61.29</u>		
0000006558	MUTUAL OF OMAHA 349377767	LIFE AND DISABILTY INS NOVEMBER 2014	2,075.79		
TOTAL FOR: MUTUAL OF OMAHA			<u>2,075.79</u>		
0000006294	PLAYWORLD MIDSTATES 14516	MISCELLANEOUS PLAY EQUIPMENT COMPONENTS FOR CITY PARKS	11,153.96		
TOTAL FOR: PLAYWORLD MIDSTATES			<u>11,153.96</u>		
0000001021	POLYDYNE INC 918749	CATONIC POLYMER	4,837.80		
TOTAL FOR: POLYDYNE INC			<u>4,837.80</u>		
0000001123	SIGNATURE FORD LINCOLN MERCURY BQ937	2015 FORD ESCAPE S FOR WATER DISTRIBUTION SUPERINTENDENT	19,427.00		
TOTAL FOR: SIGNATURE FORD LINCOLN MERCURY			<u>19,427.00</u>		
0000001189	SOLOMON DIVING INC 101614	30" INTAKE INVESTIGATION AND REPAIR	29,975.00		
TOTAL FOR: SOLOMON DIVING INC			<u>29,975.00</u>		
0000006504	SPICER GROUP, INC 172254	Preliminary Engineering and Design for Riverwalk Extensio	1,500.00		
TOTAL FOR: SPICER GROUP, INC			<u>1,500.00</u>		
0000001857	CHAD TOLSTEDT 10/21/14	MEALS EMU STAFF COMMAND	9.74		
TOTAL FOR: CHAD TOLSTEDT			<u>9.74</u>		
0000006559	U S LAWNS				
	2451	MOWING VARIOUS PROPERTIES 10/10/14	140.00		
	2452	MOWING 704 N TELEGRAPH 10/10/14	45.00		
	2453	MOWNG VARIOUS PROPERTIES 10/10/14	210.00		
	2471	MOWING 712 CUSTER 10/18/14	35.00		
	2472	MOWING 814 E FOURTH 10/18/14	35.00		
	2474	MOWING VARIOUS PROPERTIES 10/23/14	245.00		
TOTAL FOR: U S LAWNS			<u>710.00</u>		
0000001289	UNITED STATES POSTAL SERVICE P1 401	PERMIT # 401 FIRST CLASS PRESORT	220.00		
TOTAL FOR: UNITED STATES POSTAL SERVICE			<u>220.00</u>		
0000006429	US UTILITY CONTRACTOR CO 805	REPAIRS WATER DAMAGE BASEMENT MCC	475.75		

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MONROE
INVOICE ENTRY DATES 10/21/2014 - 11/03/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
PRELIMANRY REPORT

Vendor Code	Vendor Name Invoice	Description	Amount	Check #	Check Date
TOTAL FOR: US UTILITY CONTRACTOR CO			475.75		
MISC	VALLADE, CYRIL J 10/28/2014	WATER REFUND	19.23		
TOTAL FOR: VALLADE, CYRIL J			19.23		
TOTAL - ALL VENDORS			655,942.44		

Balance Detail Report
City Of Monroe
10/30/2014 08:57

Account: ██████████-Checking - General - **Report On: Previous Day Data**
USD
Start Date: 10/16/2014 00:00 **Transaction Groups: ACH Debit**
End Date: 10/29/2014 23:59 **ZBA Display: Both Credit and Debit**
Sorted By: Account Number, Date, Credit/Debit
Orientation: Portrait

Bank ABA# : Fifth Third Bank (Northwestern Ohio) - ██████████

Account : ██████████-Checking - General - USD

Date	Transaction Type	Customer Ref. #	Bank Ref. #	Credit Amount	Debit Amount
10/17/2014	ACH Debit Received		100104701049		45.00
	Description: BANKSERV - ACH 1190000836 C3APAX RTNS REIMB 368242360 MONROECITYUTILMI 101714				
10/20/2014	ACH Debit Received		100109084064		907.30
	Description: BANKSERV - ACH 1190000836 C3APAX RTNS REIMB 368357158 MONROECITYUTILMI 102014				
10/29/2014	ACH Debit Received		100101366291		6,309.46
	Description: CITYOFMONR 1243 TAX TRANS 3860046383 102914 OFFSET TRANSACTION				
			Credits	Debits	
Total Amount			0.00	7,261.76	
Total Number of Items			0	3	

Confidential

Balance Detail Report
City Of Monroe
10/30/2014 08:59

Account: [REDACTED] **Checking - Payroll - USD** **Report On: Previous Day Data**
Start Date: 10/16/2014 00:00 **Transaction Groups: ACH Debit**
End Date: 10/29/2014 23:59 **ZBA Display: Both Credit and Debit**
Sorted By: Account Number, Date, Credit/Debit
Orientation: Portrait

Bank ABA# : Fifth Third Bank (Northwestern Ohio) - [REDACTED]

Account : [REDACTED] Checking - Payroll - USD

Date	Transaction Type	Customer Ref. #	Bank Ref. #	Credit Amount	Debit Amount
10/23/2014	ACH Debit Received		100100679389		192.31
	Description: FUNDS TRANSFER TO CK: XXXXXX7018 REF # 00635199518				
10/23/2014	ACH Debit Received		100109152156		2,067.36
	Description: CITYOFMONR 9653 CHILD SUPP 3860046380 102314 OFFSET TRANSACTION				
10/23/2014	ACH Debit Received		100109152134		2,384.42
	Description: CITYOFMONR 9653 NWRS 457 3860046380 102314 OFFSET TRANSACTION				
10/23/2014	ACH Debit Received		100109152154		2,504.36
	Description: CITYOFMONR 9653 DUES 3860046380 102314 OFFSET TRANSACTION				
10/23/2014	ACH Debit Received		100109152144		3,794.40
	Description: CITYOFMONR 9653 RHS 3860046380 102314 OFFSET TRANSACTION				
10/23/2014	ACH Debit Received		100109152155		4,995.96
	Description: CITYOFMONR 9653 RHCF 3860046380 102314 OFFSET TRANSACTION				
10/23/2014	ACH Debit Received		100109152142		9,795.73
	Description: CITYOFMONR 9653 ICMA 457 3860046380 102314 OFFSET TRANSACTION				
10/23/2014	ACH Debit Received		100109152143		74,897.33
	Description: CITYOFMONR 9653 PENSION 3860046380 102314 OFFSET TRANSACTION				
10/23/2014	ACH Debit Received		100109152141		245,680.51
	Description: CITYOFMONR 9653 PAYROLL 3860046380 102314 OFFSET TRANSACTION				
10/24/2014	ACH Debit Received		100100181579		81.36
	Description: FIFTH THIRD HSA PRETAX BENEFIT TRANS 5TH3RD HSA 9405386004638 CITY OF MONROE 102414				
10/24/2014	ACH Debit Received		100100181481		6,749.53
	Description: FIFTH THIRD HSA PRETAX BENEFIT TRANS 5TH3RD HSA 9405386004638 CITY OF MONROE 102414				
10/29/2014	ACH Debit Received		100101366212		90,842.46
	Description: CITYOFMONR 9653 TAX PYMT 3860046380 102914 OFFSET TRANSACTION				

	Credits	Debits
Total Amount	0.00	443,985.73
Total Number of Items	0	12

Confidential

PROCLAMATION

- WHEREAS,** the 24th Annual Walk for Warmth will be held on Sunday, November 9, 2014; and
- WHEREAS,** this annual walk raises funds to help people with crisis utility assistance and the walk kick-offs the observance of Homeless Awareness Week; and
- WHEREAS,** every day there are men, women, and children in Monroe County who do not have a place they can call home; and
- WHEREAS,** every year, public and private agencies observe Homeless Awareness Week to increase awareness and focus attention on the needs of homeless individuals and families; and
- WHEREAS,** during this week, we join with the Monroe County Network on Homelessness to raise awareness of homelessness and we encourage all citizens to recognize the importance of ending homelessness and to support efforts towards this cause; and
- WHEREAS,** the City of Monroe supports the vision of the Monroe County Network on Homelessness and the Ten Year Planning Committee to address homelessness and housing needs in our community and we pledge our continued support to seek solutions to eradicate homelessness.

NOW, THEREFORE, I, Robert E. Clark, Mayor of the City of Monroe, with the full support of City Council, do hereby proclaim the week of November 9 - 15 as **“HOMELESS AWARENESS WEEK”** in Monroe, and we encourage all citizens to participate in raising awareness of homelessness. Further, that through awareness, citizens will be called to act and consider making a contribution of time, effort or money to assist in any way possible to lessen the burden of those individuals and families in our community who are impacted from homelessness.

IN WITNESS WHEREOF, We have hereunto set our hands and caused the Seal of the City of Monroe to be affixed this 3rd day of November 2014.

Robert E. Clark, Mayor

Council Members:

Jeffery A. Hensley, Precinct 1

John Iacoangeli, Precinct 2

Kellie M. Vining, Precinct 3

Jeremy J. Molenda, Precinct 4

Gloria Rafko, Precinct 5

William D. Sisk, Precinct 6



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: ORDINANCE 14-006, AN ORDINANCE TO AMEND SECTIONS 699-01 AND 699-32 OF CHAPTER 699, WATER, OF THE MONROE CODE OF MONROE, MICHIGAN

DISCUSSION: The proposed ordinance has been prepared to amend sections 699-01 and 699-32 within chapter 699 of the Monroe Code. This ordinance amends sections covering application of service and water service line routing regarding meter location pursuant to recommendations from the City Attorney and to update standards for water system service and operations.

The ordinance has been reviewed by Tom Ready, City Attorney such that he is familiar with the proposed ordinance.

Ordinance 14-006 is being placed on the Monday, November 3, 2014, agenda for its' first reading; with a second reading, public hearing and anticipated passage on Monday, November 17, 2014.

IT IS RECOMMENDED that City Council place Proposed Ordinance 14-006 up for its first reading at their November 3, 2014 meeting and to conduct a public hearing and second reading at its November 17, 2014 meeting.

CITY MANAGER RECOMMENDATION:

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

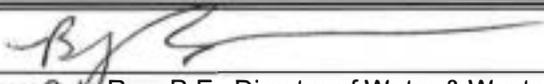
APPROVAL DEADLINE: ASAP

REASON FOR DEADLINE: Enforcement of applicable ordinance sections.

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: City Council, Water Department, Water Customers

FINANCES

COST AND REVENUE PROJECTIONS:

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

SOURCE OF FUNDS:

City

Account Number

Amount

\$
\$
\$

Other Funds

\$

Budget Approval: _____

FACT SHEET PREPARED BY: Barry S. LaRoy, P.E., Director of Water & Wastewater Utilities **DATE:** October 29, 2014

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: November 3, 2014

ORDINANCE 14-006

1 An Ordinance to amend Sections 699-01 and 699-32 of Chapter 699, Water, of the
2 Monroe Code.

3 **THE CITY OF MONROE ORDAINS:**

4 **SECTION 1. AMENDMENT OF SECTIONS 699-01 AND 699-32 OF THE MONROE**
5 **CODE.**

6 A. Section 699-01 of the Monroe Code shall be amended to read as follows:

7 **699-01 APPLICATION FOR SERVICE.**

8 Service connections will be made or water service will be supplied upon application
9 made by the property owner/tenant or their respective authorized representatives. The
10 property owner's name shall also appear on the bill. **Utility Service maybe denied for**
11 **applicants who are in financial default with the City of Monroe.**

12 B. Section 699-32 of the Monroe Code shall be amended to read as follows:

13 **699-32 PIPE ROUTE.**

14 The service pipe shall be installed by the Water Department from the main to the curb
15 stop, and thence to a suitable location for the meter. **All new or renewed water service line**
16 **installations and routings shall place meters in basements or meter pits. Basements**
17 **are a below ground level habitable story of the building. Crawl spaces are not**
18 **acceptable locations for meter installations.**

19 **SECTION 2. Repealer.**

20 This Ordinance repeals and replaces all former ordinances or parts thereof conflicting or
21 inconsistent with the provisions of this Ordinance.

22 **SECTION 3. Savings Clause.**

23 All proceedings pending and all rights and liabilities existing, acquired or incurred under
24 Sections 699-01 and 699-32 of the Monroe Code at the time this Ordinance takes effect are saved
25 and may be consummated according to the law in force when they are/were commenced.

26 **SECTION 4. Severability.**

27 If any section, subsection, sentence, clause or phrase of this Ordinance is declared
28 unconstitutional by a court of competent jurisdiction, such decision or holding shall not affect the
29 validity of the remaining portions of this Ordinance.

30 **SECTION 5. Effective date.**

31 This Ordinance shall be in full force and effect Twenty (20) days after final passage and
32 publication.



City of Monroe

Department of Recreation

October 23, 2014

Honorable Mayor and Council,

According to the Parks and Recreation Master Plan, six parks were slated in 2014 for an individual park master plan; St. Mary's Park, Munson Park, Mill Race Park, Father Cairns Park, Labor Park, and Manor Park.

Currently \$20,000 is budgeted in the CBDG budget to do master plans for Fr. Cairns Park and Labor Park.

The Recreation Advisory Commission would like to recommend that council allocate an additional \$30,000 to finish plans for the other four parks proposed in the Parks and Recreation 5 year Master Plan this year. By bundling them together in one RFP, we feel the plans would have more continuity and might be done more cost effectively.

Sincerely,

A handwritten signature in black ink that reads "Garry Knapp".

Garry Knapp
Chair, Recreation Advisory Commission

Cc: George Brown, City Manager
Dan Swallow, Director of Economic & Community Development
Loretta LaPointe, Recreation Manager

RECEIVED

OCT 27 2014

CITY MANAGER'S OFFICE

**MONROE RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
August 27, 2014
City Hall, Second Floor Conference Room**

The meeting was opened at 5:35 pm by Vice-Chair Lucie Fortin.

Present: Vice-Chair Lucie Fortin, Secretary Cheryl Miller, Commissioners Karen Feldman and Mary Minney.

Excused: Chair Garry Knapp & Commissioner Bob Cebina.

Also present: Loretta LaPointe, Recreation Manager, Tammy Yount, Recreation Office Manager and Councilperson John Iacoangeli.

Approval of Minutes from July 23, 2014

Vice-Chair Lucie Fortin called for approval of the July 23, 2014 meeting minutes.

Motion made by Mary Minney to accept the minutes, supported by Karen Feldman.

Motion carried unanimously.

Recreation Manager's Report

The Commission discussed the items in the Manager's Report.

Old Business

a. Ordinance

Discussion and review of the Proposed Ordinance Amendment changes Councilman Iacoangeli suggested: 1) To remove "Advisory" from their title; 2) Add paragraph "D. It shall assist with the site master planning and programming for current and future park facilities, including, if needed, the selection of consultants and other professionals." and renumber § 22-22.

Motion made by Mary Minney to accept the Proposed Ordinance Amendment subject to the revisions, supported by Cheryl Miller.

Motion carried unanimously.

New Business

a. Proposed Non Smoking Ordinance for Parks

Loretta LaPointe explained that the Commission had been requested to look into the possibility of a non smoking ordinance for the parks. She further explained and present materials regarding

the steps that should be taken to carry out this type of initiative.

Councilman Iacoangeli suggested that the proposed ordinance and the steps to survey and educated be brought to a Council Work Session.

Communications

None

Commissioner Comments

Councilman Iacoangeli discussed with the Commission the following items

- Decommissioning of the parks.
- Development of Hoffman Park
- The Master Plan process for the parks.
- His proposed Parks, Recreation and Cultural Heritage Department.

Motion to adjourn made by Cheryl Miller, supported by Mary Minney.

Motion carried unanimously.

The meeting was adjourned at 6:35 p.m.

**MONROE RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
September 24, 2014
City Hall, Second Floor Conference Room**

The meeting was opened at 6:00 pm by Chair Garry Knapp.

Present: Chair Garry Knapp, Commissioners Bob Cebina, Karen Feldman and Mary Minney.

Excused: Vice-Chair Lucie Fortin & Secretary Cheryl Miller.

Also present: Loretta LaPointe, Recreation Manager, Tammy Yount, Recreation Office Manager and Councilperson John Iacoangeli.

Approval of Minutes from August 27, 2014

Chair Garry Knapp called for approval of the August 27, 2014 meeting minutes.

Motion made by Karen Feldman to accept the minutes, supported by Bob Cebina.

Motion carried unanimously.

Recreation Manager's Report

Loretta LaPointe discussed MRPA membership.

New Business

a. Presentation by the Commission on the Environment (COTE)

Cancelled by COTE.

b. Capital Improvements Budget Review

The Commission reviewed and discussed last year's Capital Improvements Budget reprioritizing and making changes for proposal in next year's budget.

Councilman Iacoangeli suggested that the Commission request additional monies from Council for the completion of the Park Plans.

Commissioner Comments

Councilman Iacoangeli advised the Commission of his correspondence with the City Manager regarding the Work Session scheduled for October 20, 2014 to discuss the proposed Ordinance and the proposed department changes.

Motion to adjourn made by Mary Minney, supported by Bob Cebina.
Motion carried unanimously.

The meeting was adjourned at 7:00 p.m.

**MONROE RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
October 22, 2014
City Hall, Second Floor Conference Room**

The meeting was opened at 5:31 pm by Chair Garry Knapp.

Present: Chair Garry Knapp, Vice-Chair Lucie Fortin, Secretary Cheryl Miller, Bob Cebina and Karen Feldman

Excused: Commissioner Mary Minney

Also present: Loretta LaPointe, Recreation Manager, Tammy Yount, Recreation Office Manager, Councilperson John Iacoangeli, Dan Swallow, Director of Economic and Community Development, Dan Stafanski and Rob Peven

Presentations:

Dan Stafanski of the Commission on the Environment (COTE) discussed COTE's accomplishments with regards to the River Raisin. He stated that COTE would like to incorporate the river with the parks. Specifically, with regards to St. Mary's Park and its retaining wall. COTE is requesting that as the Recreation Advisory Commission develops park plans that they partner with COTE to develop plans and assist in preparing and requesting grants.

Rob Peven, Monroe County Planner, presented the Monroe County Water Trail Plan and discussed the Plan as it pertains to the City of Monroe. He stated that the County would like to work with the City to establish accessible launch sites at Veterans and Hellenberg Parks and develop consistent signage throughout the trails.

Approval of Minutes from September 24, 2014

Chair Garry Knapp called for approval of the September 24, 2014 meeting minutes.

Motion made by Bob Cebina to accept the minutes, supported by Lucy Fortin.

Motion carried unanimously.

Recreation Manager's Report

Loretta LaPointe advised the Commission of the City application for the Levitt Amp Grants.

New Business

B. Hall of Recognition

Loretta LaPointe discussed past recognitions and the changes she proposes for the Hall of Recognition policy. She proposed that the Commission reinstate the Hall to honor those who deserve recognition.

C. Cost Recovery

Loretta LaPointe distributed and discussed the Willamalane Cost Recovery Model as a resource for use in the future as the Commission discusses programming and funding.

Communications

Loretta LaPointe distributed copies of the CIP Budget recommendations that were discussed at the September 24, 2014 meeting.

Commissioner Comments

Dan Swallow, Director of Economic and Community Development introduced City Manager, George Brown's draft of the Option and Analysis for Re-establishment of a Department of Parks and Recreation and the Addition of Coordinator of Communications, Cultural Activities and Special Events.

Councilman Iacoangeli discussed the Option and Analysis and urged the Commission to attend the Council Work Session to be scheduled in November regarding this subject.

Councilman Iacoangeli asked of the status of the MRPA's free programs. Loretta LaPointe advised that she is waiting for the State of Work for the free text message program to be signed before she can move forward with the IT Department.

Motion to adjourn made by Lucy Fortin, supported by Cheryl Miller.

Motion carried unanimously.

The meeting was adjourned at 6:51 p.m.



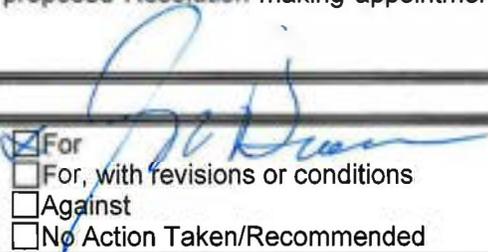
CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Appointment to the Monroe City Retiree Health Care Board

DISCUSSION: The attached Resolution recommends appointment to the Monroe City Retiree Health Care Board where there is a vacancy.

Therefore, it is recommended, that City Council approve the **proposed Resolution** making appointment to the Monroe City Retiree Health Care Board.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Operations

FINANCES

COST AND REVENUE PROJECTIONS:

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

<u>SOURCE OF FUNDS:</u>	<u>City</u>	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: 10/24/14

REVIEWED BY: Robert E. Clark, Mayor *R. Clark*

DATE:

COUNCIL MEETING DATE: 11/3/14

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 on November 3, 2014.

MONROE CITY RETIREE HEALTH CARE BOARD

Brent Newsome



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Change Order to Pranam Globaltech Contract for Housing Rehabilitation Project on Winchester Street

DISCUSSION:

On July 7th, City Council approved a contract with Pranam Globaltech for a home rehabilitation project on Winchester for \$19,100 with a contingency of \$3,820. The original contract involved demolishing the existing porch and re-building a new one, re-roofing the home, repairing the bathroom floor, some mechanical/plumbing upgrades, interior repairs related to the leaky roof, adding insulation, electrical upgrades and addressing lead-based paint concerns.

When the work began, it was discovered that the porch could not be demolished without modifying the siding on the front of the house. Additionally, when the contractor removed the existing flooring in the bathroom, it was discovered that not only was the subfloor rotten, but so was much of the wood in the walls and the joists beneath the subfloor. The contractor was able to address these issues while staying within the existing contingency by removing a few of the non-essential elements of the work. However, when work began on the roof, it was discovered the entire roof would need re-sheeted. The total increase from the original project estimate including the contingency, plus the additional work described, is \$5,880.00 as reflected in the attached Change Order #1 (\$3,820.00 + \$2,060 = \$5,880). To keep a small contingency, staff is recommending increasing the approved amount to the maximum allowed by the program guidelines.

IT IS RECOMMENDED that City Council increase the budget to this contract for a home rehabilitation on Winchester Street to \$24,999 to accommodate the unexpected labor and material costs that have arisen as the project has progressed. This amount is the maximum allowed by the program guidelines.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, City of Monroe, Low-income homeowner

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 24,999
	Cost of This Project Approval	\$ 3,079
	Related Annual Operating Cost	\$ N/A
	Increased Revenue Expected/Year	\$ N/A

SOURCE OF FUNDS:	<u>City</u>	Account Number	Amount
CDBG Housing Rehabilitation		273-65.730-818.027	\$24,999
			\$ N/A
			\$ N/A
			\$ N/A
	<u>Other Funds</u>		\$ N/A
			\$ N/A
			\$ N/A
			\$ N/A

Budget Approval: _____

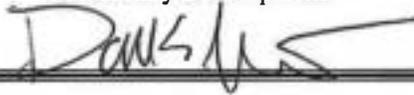
FACT SHEET PREPARED BY: Matt Wallace, CDBG Planner

DATE: 10/27/14

REVIEWED BY: Dan Swallow, Director of Economic and Community Development

DATE: 10/28/14

COUNCIL MEETING DATE: November 3, 2014





City Of Monroe
Contract Change Order
50 Winchester St.

DATE:	10/22/2014	Original Contract Amount:	\$19,100.00
CHANGE ORDER #:	1	Change Order #1:	\$5,880.00
PROJECT #:	14007	Change Order #2:	
CUSTOMER:	City of Monroe	New Contract Amount:	\$24,980.00

REASON FOR CHANGE ORDER & DESCRIPTION	CONTRACTOR'S COST REQUEST
Supply and Install 5" K-Style seamless aluminum gutters with hidden hanger brackets and 2 x 3 downspouts on the house only exclude garage.	\$1,480.00
Plumbing : We hereby propose to furnish the material and perform the labor necessary for the completion of: <ol style="list-style-type: none"> 1. Install all shut off valves where needed in restroom for water closet, lavatory and bathtub. 2. Properly install drain lines and traps with trip waste overflow on bathtub. 3. Install [1] new single handle pressure balance tub shower diverter. 4. Install vanity with faucet, trim and new trap assembly. 5. Assemble new water closet, install a PVC toilet flange and install new toilet. 6. All plumbing fixtures will be properly secured and caulked. 7. We will install all plumbing fixtures. 8. Homeowner will supply all plumbing fixtures. 	\$1,980.00
Bathroom : Built out new bathroom as per the instruction of Inspector	\$2,420.00
TOTAL:	\$ 5,880.00

Remarks:

Pranam GlobalTech, Inc.

Vipul Patel

Vipul Patel
President & CEO



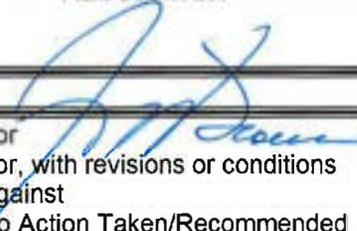
CITY COUNCIL AGENDA FACT SHEET

RELATING TO: BOND AUTHORIZING RESOLUTION-2014 REFUNDING BOND

DISCUSSION: In 2010, the City issued capital improvement bonds under the Recovery Zone Economic Development Bond program. The history and details of the bond issue are described in the attached letter from bond counsel Patrick McGow. Interest rates on bonds declined to a level in mid October that would have made refunding/refinancing the bonds worthwhile. I would like to get approval to refund the bonds if interest rates stay at their lower levels. The primary reason for refunding the bonds is to reduce the City's interest cost, but also to remove the reliance on the federal government interest subsidy that was included in the original bond issue and is described more in the attached documentation. In order for the bonds to be refunded, the Mayor and City Council need to approve the attached bond authorizing resolution. The current bonds are funded through the bridge millage, the water fund, and the general fund.

It is recommended that the Mayor and City Council approve the attached "RESOLUTION AUTHORIZING ISSUANCE OF 2014 REFUNDING BONDS."

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: November 3, 2014

REASON FOR DEADLINE: To complete the refunding issue in 2014

STAFF RECOMMENDATION: For Against

REASON AGAINST: N/A

INITIATED BY: Edward Sell, Finance Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Bridge millage, Water Fund, General Fund

FINANCES

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

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

Budget Approval: _____

FACT SHEET PREPARED BY: Edward Sell, Finance Director

DATE: 10/29/14

REVIEWED BY: 

DATE: 10/29/14

COUNCIL MEETING DATE: November 3, 2014

Founded in 1852
by Sidney Davy Miller

MILLER CANFIELD

PATRICK F. MCGOW
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October 27, 2014

Mr. Edward J. Sell, Jr.
Finance Director
City of Monroe
120 East First Street
Monroe MI 48161-2169

Re: City of Monroe 2014 Refunding Bonds (Limited Tax General Obligation)

Dear Ed:

I have enclosed a Resolution Authorizing Issuance of 2014 Refunding Bonds for consideration for approval by the City Council at its meeting on Monday, November 3rd. This is not the typical refunding bond issues done solely to achieve debt service savings by locking in lower interest rates. Although the proposed refunding bond issue does generate debt service savings to the City, the primary purpose is to pay off the Recovery Zone Bonds due to reductions in the refundable credit paid to the City.

As background, the City issued its 2010 Capital Improvement Bonds (Taxable – Recovery Zone Economic Development Bonds) (the “Prior Bonds”), as Recovery Zone Bonds, which was a new bond program that was part of the 2009 federal stimulus acts. The Prior Bonds were structured as taxable bonds, with maturities over 21 years, with the federal government paying the City a 45% credit on the interest due semiannually. At the time, the federal government assured issuers that the credit was not subject to annual appropriations and risks of Congress deciding later not to pay it. However, in March 2013, the federal sequester took effect that reduced the credit payments by 8.7% for that fiscal year. On September 30, 2013, the federal government announced the sequester would result in a reduction of 7.2% for the credit payments for the federal fiscal year beginning October 1, 2013 to September 30, 2014. Earlier this month, the federal government announced the sequester would result in a reduction of 7.3% for the credit payments for the October 1, 2014 to September 30, 2015 fiscal year. The federal government has said the sequester will continue until 2024 with annual reductions of credit payments.

The concern about the federal government not paying the credit was one of the risk factors we discussed when the Prior Bonds were issued back in 2010. To protect the City, the City’s finance team negotiated a redemption provision that said if the City receives less than 100% of the credit in the future, due to no fault of the City, the Prior Bonds would be able to be

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Edward J. Sell, Jr.

-2-

October 27, 2014

redeemed and paid off at par on 30 days notice. When the City received its credit payment in October 2013, it was reduced by the 8.7% sequester amount, thereby triggering the ability of the City to call in the Prior Bonds.

It should be noted that the assumptions about future savings are based on the credit being paid in full in all future years. If the federal government continues to have budget approval issues and there are future sequesters that reduce the credit payment (which are currently expected at some level through 2024), the savings from doing a refinancing like this increase substantially.

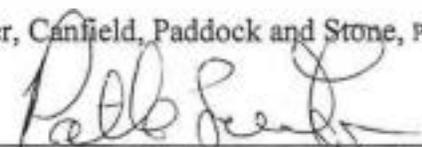
The enclosed Resolution authorizes the issuance of Bonds in an amount not to exceed \$6,800,000 to refund the Prior Bonds, which were originally issued for various capital improvements, including water supply system improvements, bridge improvements and City Hall improvements. The Bonds have the same security as the Prior Bonds, which means they are secured by the City's limited tax full faith and credit pledge as security for payment of the Bonds, although the actual debt service may be paid from a variety of sources.

The Resolution sets forth the terms of the Bonds, the form of Bonds, and provides for a negotiated sale of the Bonds to an underwriter or purchaser to be selected. The Resolution also authorizes various City officials to take the necessary actions to issue, sell and deliver the Bonds. The Resolution authorizes the City Manager and/or Finance Director to finalize the terms of the Bonds upon sale and sign the Sale Order. There are some blanks in the Resolution in the form of the Bond that do not need to be completed at or prior to adoption, but will instead be completed in the final Bond form once the final terms been determined. This Resolution is the only action item required by the City Council relating to the Refunding Bonds.

If you or anyone copied on this letter have any questions, please give me a call.

Very truly yours,

Miller, Canfield, Paddock and Stone, P.L.C.

By: 

Patrick F. McGow

Enclosure

cc: George Brown, City Manager ✓
Kari Blanchett
Ronald Liscombe, Esq.

23146685.1\088888-01672

RECEIVED

OCT 28 2014

CITY MANAGER'S OFFICE

**RESOLUTION AUTHORIZING ISSUANCE OF
2014 REFUNDING BONDS
(LIMITED TAX GENERAL OBLIGATION)**

CITY OF MONROE
County of Monroe, State of Michigan

Minutes of a regular meeting of the City Council of the City of Monroe, County of Monroe, Michigan, held on the 3rd day of November, 2014 at 7:30 o'clock p.m., prevailing Eastern Time.

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, the City of Monroe, County of Monroe, State of Michigan (the "City"), has previously issued its 2010 Capital Improvement Bonds (Taxable – Recovery Zone Economic Development Bonds), in the original principal amount of \$8,235,000 dated as of May 20, 2010, for the purposes of (1) acquiring, constructing, furnishing, equipping and designing certain capital improvements, including (a) water supply system improvements, including rehabilitation and replacement of water mains and looping of water mains, together with all appurtenances and attachments, (b) bridge improvements, including rehabilitation of the Roessler Street, Macomb Street and Winchester Street bridges, together with all appurtenances and improvements and (c) City Hall improvements, including window replacements, together with all related appurtenances and attachments, and (2) paying the expenses relating to the issuance of the bonds (the "Prior Bonds"); and

WHEREAS, the City elected under section 54AA(g) of the Internal Revenue Code of 1986, as amended (the "Code") to receive direct pay interest credits from the United States Department of Treasury of the interest paid on the Prior Bonds pursuant to Section 6431 of the Code (a "Refundable Credit");

WHEREAS, the Prior Bonds provide that if for any reason (other than because of an action taken by or inaction by the City) the Department of Treasury or any agency of the United States of America at any time ceases to remit to the City all or any part of the Refundable Credit, the City has the right at its option to redeem and retire all or any part of the Prior Bonds; and

WHEREAS, in October 2013, the City received its direct pay subsidy refundable credit payment from the Department of Treasury with respect to the interest payable on the Prior Bonds on November 1, 2013, which was reduced by 8.7% pursuant to the requirements of the Balanced Budget and Emergency Deficit Control Act of 1985, as amended; and

WHEREAS, in April 2014, the City received its Refundable Credit payment from the Department of Treasury with respect to the interest payable on the Prior Bonds on May 1, 2014, which

was reduced by 7.2% pursuant to the requirements of the Balanced Budget and Emergency Deficit Control Act of 1985, as amended; and

WHEREAS, in October 2014, the City received its Refundable Credit payment from the Department of Treasury with respect to the interest payable on the Prior Bonds on November 1, 2014, which was reduced by 7.3% pursuant to the requirements of the Balanced Budget and Emergency Deficit Control Act of 1985, as amended; and

WHEREAS, Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), authorizes the City to refund or advance refund all or any part of its outstanding securities; and

WHEREAS, the City desires to exercise its right to call the Prior Bonds for redemption and issue refunding bonds to provide for the refunding of the Prior Bonds to accomplish a net savings of debt service costs; and

WHEREAS, the City desires to issue refunding bonds pursuant to Act 34, in an aggregate principal amount of not to exceed Six Million Eight Hundred Thousand Dollars (\$6,800,000) for the purpose of paying all or part of the cost of refunding the Prior Bonds in order to achieve interest cost savings for the benefit of the City and its taxpayers and ratepayers; and

WHEREAS, the City desires to negotiate the sale of the Bonds to an underwriter to be determined by an Authorized Officer and identified in a Sale Order (the "Underwriter") within the parameters established by this Resolution.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Details. Bonds of the City shall be issued in the aggregate principal amount of not to exceed Six Million Eight Hundred Thousand Dollars (\$6,800,000), as finally determined upon sale thereof, to be designated 2014 REFUNDING BONDS (LIMITED TAX GENERAL OBLIGATION) (the "Bonds"), for the purpose of paying the cost of refunding all or a portion of the Prior Bonds and issuance costs of the Bonds.

The Bonds shall consist of bonds registered as to principal and interest of the denomination of \$5,000 or multiples of \$5,000 not exceeding for each maturity the aggregate principal amount of such maturity, dated as the date of delivery, or such other date as determined by the City Manager or Finance Director (each, an "Authorized Officer"), numbered as determined by the Transfer Agent (hereinafter defined), and maturing or subject to mandatory redemption on May 1st in the years 2015 to 2031, inclusive, or such other dates as shall be determined at the time of sale and in the amounts as determined by an Authorized Officer. The Bonds shall bear interest at a rate or rates to be determined at the time of sale thereof, but in any event not exceeding 6.00% per annum, payable on May 1, 2015 (or such other date as determined at the time of sale thereof), and semi-annually thereafter by check or draft mailed by the Transfer Agent to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. The principal of the Bonds shall be payable at a bank or trust company as a registrar and transfer agent for the Bonds to be selected by an Authorized Officer (the "Transfer Agent"). The Bonds may be subject to optional or mandatory redemption prior to maturity as determined at the time of sale.

2. Execution of Bonds; Book-Entry Only Form. The Bonds shall be signed by the facsimile signatures of the Mayor and the City Clerk and shall have the facsimile seal of the City printed on the Bonds. No Bond shall be valid until authenticated by an authorized representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by it to the purchaser in accordance with instructions from the Finance Director upon payment of the purchase price for the Bonds in accordance with the offer therefor when accepted. Executed blank certificates for registration and issuance to transferees shall simultaneously, and from time to time thereafter as necessary, be delivered to the Transfer Agent for safekeeping.

The Bonds may be issued in book entry only form through the Depository Trust Company in New York, New York ("DTC") and the Authorized Officers are authorized to execute such custodial or other agreements with DTC as may be necessary to accomplish the issuance of the Bonds in book entry only form and to make such change in the Bond Form within the parameters of this Resolution as may be required to accomplish the foregoing.

Unless waived by any registered owner of Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the City. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the redemption date; the redemption price or premium; the place where Bonds called for redemption are to be surrendered for payment; and that interest on Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

4. Limited Tax Pledge; Defeasance of Bonds. The City hereby pledges its limited tax full faith and credit for the prompt payment of the principal and interest on the Bonds. The City shall, each year budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefor, or, if necessary levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in said fiscal year. The City Treasurer is authorized and directed to open a separate fund with a bank or trust company designated by the City Council to be known as the 2014 REFUNDING BONDS (LIMITED TAX GENERAL OBLIGATION) DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used

solely for the purpose of paying principal of and interest on the Bonds as they mature. Into said fund there shall be placed the accrued interest, if any, received at the time of delivery of the Bonds.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay the principal of and interest on the Bonds when due, shall be deposited in trust, this Resolution shall be defeased and the owners of the Bonds shall have no further rights under this Resolution except to receive payment of the principal of and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Issuance Fund: Escrow Account: Proceeds of Bond Sale. The City Treasurer is authorized and directed to open a separate depository account with a bank or trust company or establish a separate account on the books of the City, to be designated 2014 REFUNDING BONDS ISSUANCE FUND (the "Issuance Fund") and deposit into the Issuance Fund a portion of the proceeds of the Bonds sufficient to pay the costs of issuance of the Bonds. The moneys in the Issuance Fund shall be used solely to pay the costs of issuance of the Bonds. Any amounts remaining in the Issuance Fund after payment of issuance expenses shall be transferred to the Debt Retirement Fund for the Bonds.

The balance of the proceeds of the Bonds, together with other available funds of the City, if any, shall be deposited in an escrow fund (the "Escrow Fund") consisting of cash and investments in direct obligations of or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America or other obligations the principal of or interest on which are fully secured by the foregoing not redeemable at the option of the City in amounts fully sufficient to pay the principal of and interest on the Refunded Bonds as set forth in the Sale Order. The Escrow Fund shall be held by an escrow agent (the "Escrow Agent") pursuant to an escrow agreement (the "Escrow Agreement") which shall irrevocably direct the Escrow Agent to take all necessary steps to call for redemption the portions of the Prior Bonds to be refunded (the "Refunded Bonds"), including publication and mailing of redemption notices, on any call date, as specified by the City. The investments held in the Escrow Fund shall be such that the principal and interest payments received thereon will be sufficient, without reinvestment, to pay the principal of, interest and redemption premium, if any, on the Refunded Bonds as they become due pursuant to maturity or the call for redemption required by this paragraph. Following establishment of the Escrow Fund, any amounts remaining in the debt retirement funds for the Prior Bonds shall be transferred to the Debt Retirement Fund for the Bonds. Each of the Authorized Officers is hereby authorized to select and appoint a bank or trust company qualified to serve as Escrow Agent and to negotiate the terms of and execute and deliver an Escrow Agreement on behalf of the City. Each Authorized Officer is authorized and directed to purchase or cause to be purchased, Escrow Securities, including United States Treasury Obligations – State and Local Government Series (SLGS), in an amount sufficient to fund the Escrow Fund.

6. Bond Form. The Bonds shall be in substantially the following form with such changes as may be required to conform to the final terms of the Bonds established by the Sale Order:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF MONROE

CITY OF MONROE

2014 REFUNDING BOND
(LIMITED TAX GENERAL OBLIGATION)

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	May 1, 20__	_____, 2014	

Registered Owner:

Principal Amount: _____ Dollars

The City of Monroe, County of Monroe, State of Michigan (the "City"), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360 day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, at the Interest Rate per annum specified above, payable on May 1, 2015 and semiannually thereafter. Principal of this bond is payable upon presentation and surrender of this bond at the designated corporate trust office of _____, Michigan, or such other transfer agent as the City may hereafter designate (the "Transfer Agent") by notice mailed to the registered owner not less than sixty (60) days prior to an interest payment date. Interest on this bond is payable to the person or entity which is the registered owner of record as of the 15th day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent, by check or draft mailed by the Transfer Agent to the registered owner of record at the registered address.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the City, and the City is required, if necessary, to levy ad valorem taxes on all taxable property in the Issuer for the payment thereof, subject to applicable constitutional, statutory and charter tax rate limitations.

This bond is one of a series of bonds aggregating in the principal sum of \$_____, issued pursuant to Act 34, Public Acts of Michigan, 2001, as amended, and a resolution duly adopted by the City Council of the City for the purpose of paying all or part of the cost of refunding a prior bond issue of the City.

Bonds maturing in the years 2015 to 20____, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 maturing in the year 20__ and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after October 1, 20__, at par and accrued interest to the date fixed for redemption.

In case less than the full amount of an outstanding bond is called for redemption, the Transfer Agent, upon presentation of the bond called for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the Transfer Agent to redeem said bond or portion thereof.

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing. Upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing and upon the payment of the charges, if any, prescribed in the resolution authorizing this bond, a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond. Neither the City nor the Transfer Agent shall be required to transfer or exchange this bond or portion of this bond either during the period of fifteen (15) days immediately preceding the date of the mailing of any notice of redemption or (except as to the unredeemed portion, if any, of this bond) after this bond or any portion of this bond has been selected for redemption.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond and the series of bonds of which this is one, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City of Monroe, County of Monroe, State of Michigan, by its City Council, has caused this bond to be signed in the name of the City by the facsimile signatures of its Mayor and City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF MONROE
County of Monroe
State of Michigan

By: _____
Its Mayor

(SEAL)

By: _____
Its City Clerk

7. Negotiated Sale. The City Council has considered the option of selling the Bonds through a competitive sale and a negotiated sale, and pursuant to the requirements of Act 34, based on the advice of its financial advisor, determines that a negotiated sale of the Bonds will allow more flexibility in accessing the municipal bond market, and to price and sell the Bonds at the time that is expected to best achieve the most advantageous interest rates and costs to the City, and will provide the City with greater flexibility in structuring bond maturities and adjusting terms for the Bonds.

8. Bond Purchase Agreement; Delegation to Authorized Officer; Sale Order. The Authorized Officers are each hereby authorized to negotiate the sale of the Bonds with the Underwriter, negotiate and execute a Bond Purchase Agreement, execute a Sale Order specifying the final terms of the Bonds and take all other necessary actions required to effectuate the sale, issuance and delivery of the Bonds within the parameters authorized in this resolution.

9. Adjustment of Bond Terms. The Authorized Officers are each hereby authorized to adjust the final bond details as set forth herein to the extent necessary or convenient to complete the sale of the Bonds and in pursuance of the forgoing is each authorized to exercise the authority and make the determinations pursuant to Sections 315(1)(d) of Act 34, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, date of issuance, interest payment dates, redemption rights and other matters within the parameters established by this resolution; *provided* that the principal amount of Bonds issued shall not exceed the principal amount authorized in this resolution, the interest rate per annum on the Bonds shall not exceed six percent (6.00%) per annum, the Bonds shall be sold at a price not less than 98.00% of their par value, the underwriter's discount shall not exceed 0.60% of the par amount of the Bonds and the refunding of the Prior Bonds shall result in present value savings to the City.

10. Tax Covenant; Qualified Tax Exempt Obligations. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on each issue of the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditures and investment of Bond proceeds and moneys deemed to be Bond proceeds. The City hereby designates the Bonds as "qualified tax exempt obligations" for purposes of deduction of interest expense by financial institutions pursuant to Section 265(b)(3) of the Code.

11. Continuing Disclosure Undertaking. The City covenants to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and the Authorized Officers are each hereby authorized to execute such undertaking prior to delivery of the Bonds.

12. Bond Counsel. The appointment of the law firm of Miller, Canfield, Paddock and Stone, P.L.C. of Detroit, Michigan, as Bond Counsel for the Bonds is hereby confirmed, notwithstanding the periodic representation by Miller, Canfield, Paddock and Stone, P.L.C., in unrelated matters of the purchaser and other parties and potential parties to the issuance of the Bonds.

13. Financial Advisor. Public Financial Management, Inc., is retained as the registered municipal advisor to the City in connection with the issuance of the Bonds.

14. Authorization of Other Actions. The Authorized Officers are each authorized and directed to (a) approve the circulation of a preliminary official statement describing the Bonds and to deem the preliminary official statement "final" for purposes of Rule 15c2-12 of the SEC; (b) approve the circulation of a final official statement describing the Bonds and to execute the same on behalf of the City; (c) solicit bids for and approve the purchase of a municipal bond insurance policy for the Bonds; and (d) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

15. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

RESOLUTION DECLARED ADOPTED.

YEAS: _____

NAYS: _____

ABSTAIN: _____

Michelle LaVoy
City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Monroe, County of Monroe, State of Michigan, at a regular meeting held on November 3, 2014, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Michelle LaVoy
City Clerk



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: REQUEST FROM THE RIVER RAISIN NATIONAL BATTLEFIELD PARK TO HOLD THE ANNUAL COMMEMORATION OF THE BATTLES OF THE RIVER RAISIN ON JANUARY 17, 2015

DISCUSSION: The City received a request from Mr. Daniel Downing, Chief of Operations of the RRNBP, on behalf of the RRNBP, the Friends of the River Raisin Battlefield, and the Monroe County Historical Museum for permission to hold the annual Commemoration of the Battles of the River Raisin on January 17, 2015. Specifically the request is to: 1. Allow the use of the field on the corner of N. Dixie Highway and E. Elm Avenue for a military tactical demonstration from 8:30 a.m. to 12 noon., as well as the parking lot at the Monroe Multi Sports Complex., 2. March up to eighty (80) re-enactors, plus spectators, to the Battlefield Visitor Center to the demonstration area near the Multi-Sports complex, and 3. Snow clearance from sidewalks, streets, and parking lots, as may be necessary and within the jurisdiction of the city.

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

The Police Department has no objections to this annual request. The Squad Supervisor will be made aware of the event so they can assist the re-enactors in crossing North Dixie Highway at 10:00 a.m. and again at the conclusion of the tactical demonstration, as well as make periodic checks of this event.

The Department of Public Services should be able to provide the requested snow removal services provided that there is not a city-wide snow emergency in place at the time of the event. Parking is allowed on the west side of Detroit Avenue only. If additional parking is needed, the north travel lane of Elm between Detroit and the visitor center may be used, as long as it can be marked clearly.

Therefore, it is recommended, that City Council approve the request contingent upon items being met as outlined by the administration, subject to Council adopted policy and communication with Monroe Multi Sports Complex management, insurance requirements being met, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE:
REASON FOR DEADLINE:

STAFF RECOMMENDATION: For Against
REASON AGAINST:

INITIATED BY: City Manager's Office

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

FINANCES

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

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

Budget Approval: _____

FACT SHEET PREPARED BY: City Manager's Office **DATE:** 10/23/14
REVIEWED BY: **DATE:**
COUNCIL MEETING DATE: 11/3/14



United States Department of the Interior
NATIONAL PARK SERVICE
River Raisin National Battlefield Park
1403 E. Elm Avenue
Monroe, Michigan 48162
(734) 243-7136



In reply to:

K14 (6495)

October 14, 2014

Hon. Robert E. Clark, Mayor
via/ Mr. George Brown, City Manager
120 E. First Street
City of Monroe
Monroe, Michigan 48161

RE: Annual Anniversary of Occurrence of the Battles at the River Raisin

Dear Mr. Brown;

This year is the 202nd anniversary of the Battles of Frenchtown here at the River Raisin National Battlefield Park fought on the banks of the River Raisin, here in Monroe. Representing the largest single day loss of life for Americans during War of 1812, of the nearly 1,000 U.S. troops that fought here, only 33 escaped death or capture. Nearly 300 fell on the fields that now are a part of the River Raisin National Battlefield Park, and about 589 were captured. This represents the largest number of Americans ever taken as POW's by a foreign country on the continental United States. The horrific conclusion of the battles galvanized the United States troops in their pursuit for victory and the battle cry "Remember the Raisin" was born out of the ultimate sacrifices made by some 397 Americans. The devastation of Frenchtown and its occupation by British forces makes the Bicentennial of its liberation a historic event in the War of 1812 that is of national significance.

The River Raisin National Battlefield Park, Friends of the River Raisin Battlefield, and the Monroe County Historical Museum are co-sponsoring the annual Commemoration of the Battles of the River Raisin on Saturday, January 17, 2015. To facilitate this program and accommodate the re-enactors and public who will be attending this event, we are asking the city of Monroe to:

1. Allow the use of the Park and Multi-Sports Complex on the corner of N. Dixie Highway and E. Elm Avenue, as well as the parking lot for participants of tactical demonstrations and parking from 8:30 am to Noon on January 17.
2. Arrange, if necessary, for snow removal and clearing of city sidewalks, streets, parking lots, and pathways on Saturday, January 17, so troops and public can park and proceed on foot between the ice arena and the Battlefield Visitor Center, and such other and further assistance as may be necessary.

This program has been successful in the past in attracting visitors and participants to Monroe and in serving the educational and cultural interests of our community. We thank you for the past support provided by the City of Monroe and hope you will continue to assist us in cooperation with the RRNBP and other local groups and agencies.

TENTATIVE SCHEDULE FOR SATURDAY, JANUARY 17, 2015:

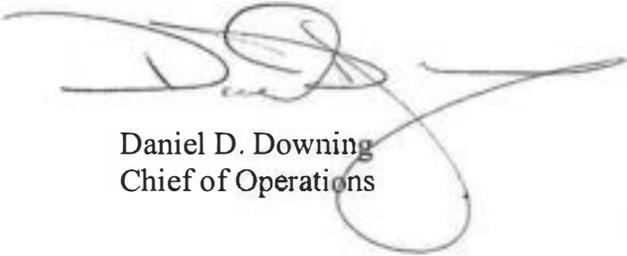
- 9:30 Participant registration & check-in at Monroe Multi Sports Complex, 33 N. Dixie Hwy.
- 11:00 Tactical Demonstration on city property at Dixie & Elm.
- 12:00 Ceremonies at River Raisin National Battlefield Park Visitor Center, 1403 E. Elm Ave.
- 1:00 Re-enactor luncheon at St. Paul's Church/Program at Visitor Center River Raisin NBP
- 2:30 Sandy Antal program at Monroe County Historical Museum, 126 S. Monroe St.

We would ask the City of Monroe to also be a co-sponsor of this annual event, and grant necessary permits, and waive fees and make accommodations

If we can be of any further assistance, please do not hesitate to contact the park at 734-243-7136 or at daniel_downing@nps.gov.

Thank you and the City of Monroe for your continuing support.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Downing', with a large, stylized flourish extending to the right.

Daniel D. Downing
Chief of Operations

RECEIVED

OCT 21 2014

MAYOR'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
Date: October 22, 2014
Re: **Staff Study - Commemoration of the "Battles of the River Raisin"**

I have reviewed the request submitted by the River Raisin National Battlefield Park, Friends of the River Raisin and the Monroe County Historical Museum who are co-sponsoring the Commemoration of the "Battle of the River Raisin" event scheduled for Saturday January 17, 2015 from 10:00 am - 2:00 pm at the Battlefield Visitor Center at 1403 East Elm Avenue, as well as at the battlefield site near the Monroe Multi-Sports Complex. This is an annual event that does not require any direct police supervision. However, the group has requested police involvement in order to assist the re-enactors during a march along East Elm Avenue and across North Dixie Highway.

The event organizer, Daniel Downing (Chief of Operations at the National Park), advised that as part of the ceremony, approximately eighty re-enactors will be marching from the Battlefield Visitor Center to the battlefield site near the Multi-Sports complex and back. The re-enactors will march down the sidewalk to and from the Visitor Center to the battlefield. The police department will assist with traffic control as the re-enactors cross North Dixie Highway.

I will advise the "6a-6p" squad supervisor of this event, so he is aware of it. I will also notify him to have an officer available to assist the re-enactors in crossing North Dixie Highway at approximately 10:00 am and again when they are finished with their battle re-enactment during their return to the Visitor Center. I will also inform the squad supervisor to have his squad make periodic checks of this event.

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

Event Organizer: Daniel E. Downing
River Raisin National Battlefield Park Chief of Operations
Work: 734-243-7136



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: TRAFFIC COMMITTEE MINUTES OF OCTOBER 22, 2014 AND TRAFFIC CONTROL ORDER APPROVAL

DISCUSSION: The Mayor's Traffic Committee meeting was held on October 22, 2014, and the draft minutes are attached for your information. There are two (2) Traffic Control Orders representing regulatory changes recommended by the Committee that are being presented for your approval at this time.

Traffic Control Order 108-004 provides for the installation of a new stop sign for eastbound East Lorain Street at Baptiste Avenue. At present, Lorain Street does not connect across Mason Run Drain to the west, so this sign has not been necessary. However, as a part of the Mason Run Drain cleanout project, this roadway connection is being completed as originally intended in 2005, and this work should be completed this fall. While the intersection of Lorain and Baptiste will only be a 90-degree "L" intersection (since streets are uncompleted to the north and east), it is felt that one of the directions of travel should be required to stop.

Traffic Control Order 127-005 provides for the removal of a "No Right Turn" regulation for eastbound East Noble Avenue at Baptiste Avenue. Originally, due to a DTE Energy vault that could not be lowered, the southwest corner of this intersection operated as a "bump out" and restricted travel significantly. As a part of this year's resurfacing of Noble Avenue, the roadway has been raised to grade and this vault is now flush with the remainder of the intersection, which can now function normally without this turn restriction.

IT IS RECOMMENDED that the City Council place on file the minutes from the October 22, 2014 Mayor's Traffic Committee meeting, and approve Traffic Control Orders 108-004 and 127-005.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE:

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

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

FINANCES

COST AND REVENUE PROJECTIONS:

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

SOURCE OF FUNDS:

City

Account Number

Amount

Other Funds

Budget Approval: _____

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Dir. of Engineering and Public Services **DATE:** 10/23/14

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: November 3, 2014



CITY OF MONROE
MAYOR'S TRAFFIC COMMITTEE MINUTES
October 22, 2014

Meeting was called to order by Mayor Clark on Wednesday, October 22, 2014 at 5:00 P.M. in the City Council Chambers.

Members Present: Mayor Clark, Councilman Hensley, Councilman Sisk, Lt. Greg Morgel, James Crammond, Anthony Webb

Members Excused: Scott Davidson, Michael Miletti

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

Citizens Commenting: Tim Peck, owner of Jim's Towing, 1012 Franklin Street
April Peck, owner of Jim's Towing, 1012 Franklin Street
Earl Crocker, owner of 1009 Franklin Street
Louise McWilliams, on behalf of 1009 Franklin Street
Forrest Peck, Jim's Towing, 1012 Franklin Street
Rachel Kowalczyk, 1017 Franklin Street
Melissa Turner, Director, CSDD, 98 Winchester Street

1. Request from the Engineering Department to add Item #7 (Stop sign for Lorain Street at Baptiste Avenue) to the agenda.

Motion: It was moved by Anthony Webb and supported by Councilman Sisk to amend the agenda to include this additional item.

Action: The motion passed unanimously.

2. Approval of the Traffic Committee minutes from the September 24, 2014 meeting.

Motion: It was moved by James Crammond and supported by Anthony Webb to approve the minutes from the September 24, 2014 meeting.

Action: The motion passed unanimously.

3. Request from the City Administration to prohibit parking on the west dead end of Franklin Street for 50 feet to the east on both sides, and on the north side between the dead end and the east line of 1012 Franklin Street extended across the roadway.

Action: No motion was made regarding this item, and the item dies for lack of action.

4. Request from St. John's Church to allow five (5) on-street disabled parking spaces on East Fifth Street during service times.

Motion: It was moved by Anthony Webb and supported by Councilman Sisk to accept the recommendation of the Engineering Department to take no action on this request until and unless the church prepares a site plan providing for these spaces to be made permanently compliant with the Americans with Disabilities Act.

Action: The motion passed unanimously.

5. Request from the Engineering Department to remove the "No Right Turn" from eastbound Noble Avenue onto southbound Baptiste Avenue.

Motion: It was moved by Councilman Sisk and supported by Anthony Webb to adopt Traffic Control Order 127-005.

Action: The motion passed unanimously.

6. Report from the Engineering Department on the one-year trial period for the North Dixie Highway Lane Reconfiguration.

Action: No action was necessary.

7. Update from staff on the following pending items:
 - a) Lane reconfiguration study of Monroe Street between Third Street and the River Raisin
 - b) Request to prohibit left turns from Telegraph Road onto Custer Drive in both directions.
 - c) Request from citizen Harold Caldwell to establish a set street sweeping schedule to coincide with trash collection

Action: No action was necessary.

8. Request from the Engineering Department to approve a stop sign for eastbound East Lorain Street at Baptiste Avenue.

Motion: It was moved by Councilman Hensley and supported by Councilman Sisk to approve Traffic Control Order 108-004.

Action: The motion passed unanimously.

9. Motion: It was moved by Lt. Morgel and supported by Anthony Webb to adjourn the meeting.

Action: The motion was passed unanimously and the meeting was adjourned at 6:07 P.M.



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 108-004 PROPOSED

EFFECTIVE DATE: November 2014
When official traffic control signs conforming to the mandate of this order shall have been erected.

The following regulations shall apply to East Lorain Street:

Parking

1. "No Parking" from North Monroe Street to Maple Avenue, north side.
2. "No Parking" from the Mason Run Drain to Baptiste Avenue, north side.
3. Permitted parking, with no time limitations, in all other areas, both sides.

Intersection Control

4. East Lorain Street shall STOP at North Monroe Street.
5. East Lorain Street shall STOP at North Macomb Street.
6. East Lorain Street shall STOP at Hollywood Drive.
7. East Lorain Street shall STOP at Riverview Avenue.
8. East Lorain Street shall STOP at Arbor Avenue.
9. Westbound East Lorain Street shall STOP at Maple Boulevard (northbound roadway) and shall Yield at Maple Avenue (southbound roadway). "Divided highway" signs shall be placed under the stop sign.
10. Eastbound East Lorain Street shall STOP at Maple Avenue (southbound roadway) and shall Yield at Maple Boulevard (northbound roadway). "Divided highway" signs shall be placed under the stop sign.
11. East Lorain Street shall STOP at Michigan Avenue.
12. East Lorain Street shall STOP at Baptiste Avenue (eastbound traffic only).

The following Traffic Control Orders shall hereby be rescinded: 108-003

City Traffic Engineer

City Clerk-Treasurer

Date

Date



CITY OF MONROE
TRAFFIC CONTROL ORDER

ORDER NO. 127-005 PROPOSED

EFFECTIVE DATE: November 2014

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

The following regulations shall apply to East Noble Avenue:

Parking

1. "No Parking" from North Monroe Street to North Dixie Highway, both sides.

Intersection Control

2. Traffic signals with pedestrian signals shall be placed at the intersection of East Noble Avenue and North Monroe Street.
3. "All-way STOP" at the intersection of East Noble Avenue and North Macomb Street.
4. Traffic signals shall be placed at the intersection of North Dixie Highway and East Noble Avenue.

Turn Prohibitions

5. ~~"No right turn" for eastbound traffic at Baptiste Avenue.~~

The following Traffic Control Orders shall hereby be rescinded: 127-004

City Traffic Engineer

City Clerk-Treasurer

Date

Date



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: VEHICLE AUCTION AUTHORIZATION – WASTEWATER GRIT TRUCK

DISCUSSION: The City's Stores and Equipment Fund, an Internal Service Fund, is responsible for the maintenance, purchase, and disposition 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 (DPS), which is in turn responsible for the sale and disposal of unused items. In November 2012, the Department held a comprehensive auction to dispose of a large number of items that were past their service life. While this auction was highly successful, we would like to better attempt to stay current in future years by disposing of unneeded items on an annual basis, rather than engaging significant staff time to organize a large-scale auction every few years.

At the October 6, 2014 City Council meeting, the Department received permission to dispose of five (5) vehicles in our possession, through an off-site auction service managed by Rollo Juckette and Brad Neuhart, who have managed our recent auction services following competitive proposals. The auction into which they will be placed is scheduled for Saturday, November 29 at 12544 Carpenter Road in Milan and our items will be included in the advertising material. A ten percent (10%) commission will be charged for each item, which is the same as last year and in 2012 when the auction was held on our site.

The Wastewater Department has subsequently indicated that they wish to also dispose of their grit truck in the same auction if possible. This unit has far outlived its usefulness, and all of its functions have now been replaced with other units. While DPS would propose to assist Wastewater with auction coordination, we will not be replacing this vehicle with a new unit at all. The vehicle is a 1994 Volvo with roughly only 19,500 miles but 5,000 hours of service time. Its value has been estimated at \$7,000, though it must be towed to the auction due to its inoperability at this time. A snow plow is also mounted on the unit, which will be sold "as is."

Monroe Code Section 114-5B requires that sale of any assets of value greater than \$500 must be approved by the City Council, and since they will be auctioned off rather than sold through sealed bids, approval must occur prior to the date of sale. Proceeds from the sale of this unit will accrue to the Wastewater Fund.

IT IS RECOMMENDED that the City Council authorize the Department of Public Services to place the above item into a public auction hosted by Rollo A. Juckette Auctioneer and / or Brad Neuhart, Auctioneer, and to allow them to secure a 10% commission on the item as sold to the highest bidder.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: November 17, 2014

REASON FOR DEADLINE: The desired auction will be held on November 29, though we would prefer to deliver this item sooner if possible.

STAFF RECOMMENDATION: X For Against

REASON AGAINST: N/A

INITIATED BY: Department of Engineering and Public Services

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Council, Department of Public Services, Wastewater Department

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$*
Cost of This Project Approval	\$*
Related Annual Operating Cost	\$N/A
Increased Revenue Expected/Year	\$8,000**

*This award does not in and of itself result in any cost, fees will be taken as commission on sale

**Expected revenue would accrue to Wastewater Fund, account 590-80.400-673.000, less a 10% commission.

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

Budget Approval:



FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 10/29/14

REVIEWED BY:



DATE:

COUNCIL MEETING DATE: November 3, 2014



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Acceptance of the Vacant Parcel Located at 1027 Humphrey Street from the County Treasurer's Office

DISCUSSION: In accordance with the Michigan General Property Tax Act (PA 206 of 1893), the County Treasurer forecloses upon private property, for which property taxes have not been paid. These properties then go through a two-step public auction process (minimum and no-minimum bid) to see if anyone wants to purchase them from the Treasurer's Office. Per Section 78m of the Act (MCL 211.78m), any parcel of property foreclosed upon by the County Treasurer and not sold at the auctions, revert to the local unit on or before December 30. However, if the local unit objects to receipt of the properties, they remain in the Treasurer's ownership.

After reviewing the list of tax reverted properties, there is one property the City should consider accepting due to its inclusion in the River Raisin Heritage Corridor- East Master Plan. The parcel of property located at 1027 Humphrey Street (Tax ID # 49-01049-000) is located within planned green space south of the proposed round-about at the present day intersection of E. First Street and Winchester Street. While the property is not in one of the core redevelopment areas of the Plan, it serves as a landscape buffer between the proposed improvements and the abutting residential areas. Therefore, in City staff's opinion, it still qualifies as a strategic acquisition that will help in the implementation of the Plan.

The other parcels in the list are not included in any redevelopment plan areas, and City staff is recommending objecting to the acceptance of the remaining five parcels.

IT IS RECOMMENDED that City Council approve acceptance of the vacant parcel of property located at 1027 Humphrey Street (Tax ID # 49-01049-000) from the Monroe County Treasurer's Office through the property tax foreclosure process; and object to the other five parcels that were not sold at auction in accordance with the Michigan General Property Tax Act.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: November 17, 2014

REASON FOR DEADLINE: December 30 statutory deadline.

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: Economic and Community Development Division

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Economic and Community Development Division, Department of Public Services

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$ 0
	Cost of This Project Approval	\$ 0
	Related Annual Operating Cost	\$ 400.00
	Increased Revenue Expected/Year	(\$ 50.00)

*

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

Budget Approval: 

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development **DATE:** 10/29/14

REVIEWED BY: George Brown, City Manager



DATE:

COUNCIL MEETING DATE: November 3, 2014

Kay M. Sisung
County Treasurer

Denine Kamprath
Chief Deputy Treasurer



Telephone (734) 240-7365
Fax (734) 240-7374

www.co.monroe.mi.us

Monroe County Treasurer

51 South Macomb Street · Monroe, MI 48161-2168

October 21, 2014

Robert Clark, Mayor
City of Monroe
120 E. First St.
Monroe, MI 48161

Re: 2014 Auction Property

Dear Mr. Clark:

Per MCL211.78m section 6, any parcels of property foreclosed on by the County Treasurer and not sold at the auctions revert to the local unit on or before December 30.

The parcel(s) in your jurisdiction that did not sell at either auction are:

19-00738-001

49-00646-000

49-01049-000 1027 Humphrey

49-01138-000

49-01138-001

49-01140-000

The property will be deeded to City of Monroe on or before December 30, 2014 unless we hear from you in writing stating you do not want the parcels.

Since the parcels did not sell and will remain in the name of either the Township or County Treasurer, they need to be removed from the 2014 tax roll at the December 2014 Board of Review.

If you have any questions, please feel free to contact me at 734-240-7372.

Sincerely,

Debi Toro

Debi Toro
Tax Foreclosure Specialist

Cc: Sam Guich, Assessor

R. Clark
10-22-14

RECEIVED

OCT 22 2014

MAYOR'S OFFICE

October 24, 2014

Ms. Debi Toro
Tax Foreclosure Specialist
Monroe County Treasurer
51 South Macomb Street
Monroe, MI 48161

RE: Refusal of 2014 Auction Property

Dear Ms. Toro:

In accordance with the General Property Tax Act, Section 78m (MCL 211.78m), the City of Monroe hereby **objects** to the receipt of the following parcels of property in the City of Monroe foreclosed on by the County Treasurer and not sold at the 2014 property auction. Therefore, please do **not** deed the following properties to the City of Monroe as noted in your letter dated October 21, 2014.

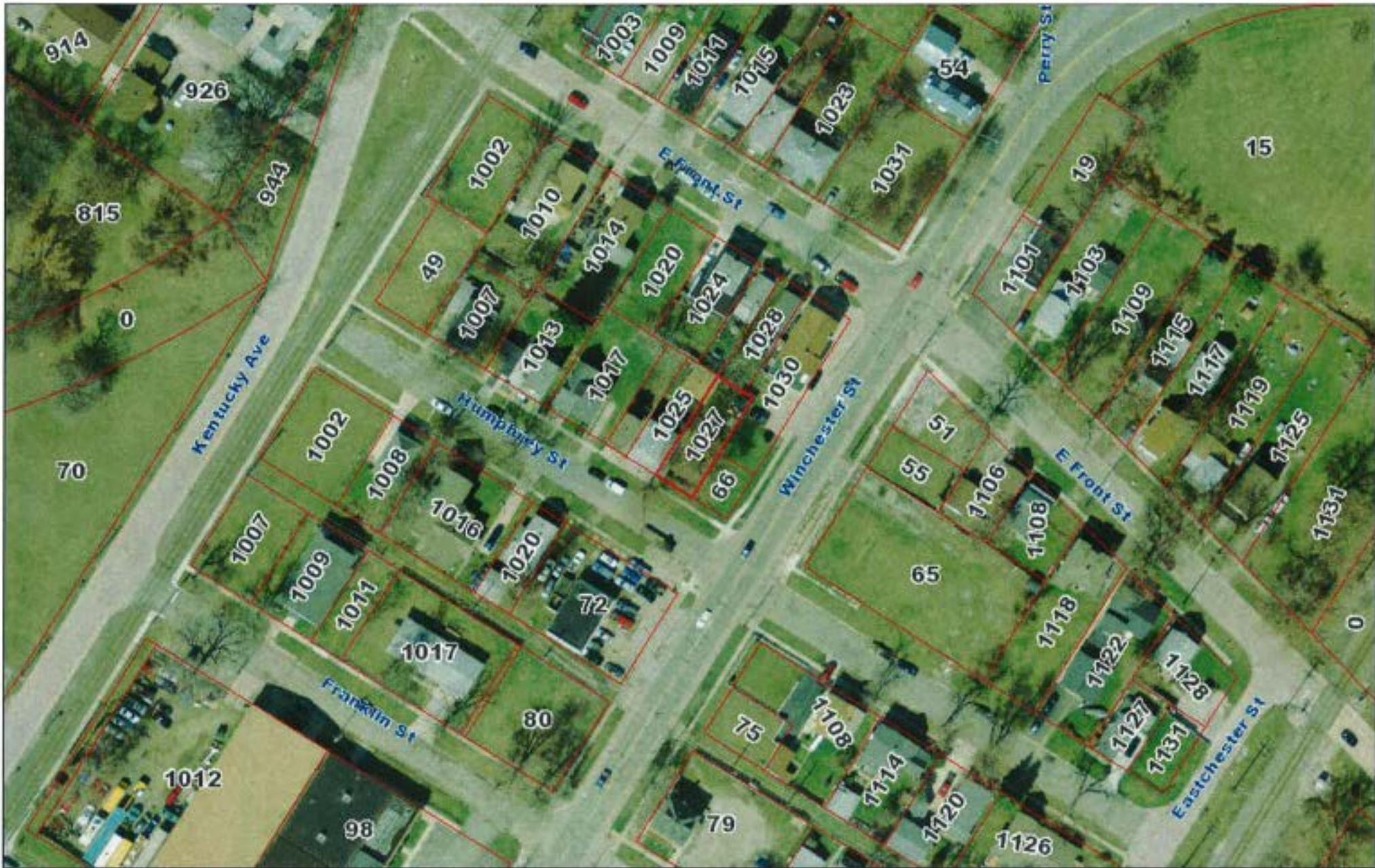
19-00738-001
49-00646-000
49-01138-000
49-01138-001
49-01140-000

The City is not objecting to the receipt of 49-01049-000 (1027 Humphrey St.), and will accept that property through the reversion process.

If you have any questions, please feel free to contact me at (734) 384-9144.

Sincerely,

George A. Brown
City Manager



Geographic Information System (GIS)
Engineering Department

1 inch = 100 feet
October 29, 2014
City of Monroe
1027 Humphrey



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various cities, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City of Monroe does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City of Monroe does not represent that the GIS data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided.



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: Downtown Development Authority Budget Amendment

DISCUSSION: At its September 17, 2014 regular meeting, the Monroe Downtown Development Authority (DDA) Board voted to approve the purchase of holiday decorations (16 lighted snowflakes) which will be attached to the street light poles in the downtown area (See attached minutes). The estimated purchase price for the snowflakes was \$10,000. Because the DDA anticipates exceeding the total expenditures budgeted in the current fiscal year (FY 2014-15), the DDA budget needs to be amended to transfer previously unspent funds out of its Fund Balance. In the immediately preceding year (FY 2013-14), the DDA did not expend their total budget and there were unspent funds remaining in the Promotions Committee and Design Committee budget lines.

In accordance with Public Act 197 of 1975, Section 28, MCL 125.1678 Budget; cost of handling and auditing funds; the City Council has the authority to approve the DDA's budget and subsequent amendments.

IT IS RECOMMENDED that City Council approve the proposed amendment to the Monroe Downtown Development Authority's budget, increasing total expenditures for Fiscal Year 2014-15 from \$225,271 to \$235,271; with the proposed \$10,000 increase to come from Fund Balance.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: November 3, 2014

REASON FOR DEADLINE: Ordering deadline for 2014 Holiday season.

STAFF RECOMMENDATION: For Against

REASON AGAINST:

INITIATED BY: Downtown Development Authority Board

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: Downtown Development Authority Board, Department of Public Services

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	\$ 10,000
Cost of This Project Approval	\$ 10,000
Related Annual Operating Cost	\$ 0
Increased Revenue Expected/Year	\$ 0

*

SOURCE OF FUNDS:

<u>City</u>	<u>Account Number</u>	<u>Amount</u>
Downtown Development Authority Fund- 751	751-65.691-955.035	\$10,000

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development **DATE:** 10/29/14

REVIEWED BY: George Brown, City Manager

DATE:

COUNCIL MEETING DATE: November 3, 2014 

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, September 17, 2014
First Floor Conference Room
Monroe City Hall**

Chairperson Shaun McGowan called the meeting to order at 7:46 a.m.

1. Roll Call

Present: Chairperson Shaun McGowan, Mayor Robert Clark (arrived at 7:47 a.m.), Kimberle Daniels, Scott Goocher, Les Lukacs, Steve Pipis, Jodie Stevens (arrived at 7:49 a.m.), Tom Stewart, Anthony Trujillo, Cheri Weakly
Unexcused: Chris Bica
Staff: Paula Stanifer, Dan Swallow, Michelle LaVoy
Guest: Frank Grzywacki

2. Consent Agenda

- A. Approval of September Agenda
- B. Approval of Minutes of August 20, 2014 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Mr. Pipis, seconded by Ms. Weakly to approve the Consent Agenda.
Motion carried unanimously.

3. 2014-2015 Work Program

A. Committee Project Status Reports

1. Design Committee – Jodie Stevens
Fall decorating will be October 11, 2014. We will meet at the pavilion. Dan will call DPS for the pickup truck.
2. Promotions Committee – Mary Gail Beneteau
Movie Night was cancelled due to high winds.
Tree Lighting is November 22 following the parade.
3. Development Committee – Jim Jacobs
Jim Jacobs is the new chair.
Development is working on a contractor to clear snow on curb line. There is a suggestion to have nighttime parking restrictions from 2-6 a.m. from December to March. The contractor would be available to do individual sidewalks as well as enforcement.
Dan is working on an ordinance change to shorten the compliance time for businesses to clear their sidewalks.

Cheri asked about moving the snow to the center. Dan responded that traffic is too high and not enough roadway.

The last MBAT program will be held October 14, 2014.

4. Façade Grant Committee – Steve Pipis

Paula gave updates on façade status.

54 S. Monroe – new windows are in.

111 E. First – windows and trim have been painted.

36 W. Front – building has been painted. Front still needs attention.

29 E. Front – work will begin the end of September.

12-16 W. Front – Frank presented drawings and described changes that were made to his façade. He stated the façade work would be completed close to September 30, 2014.

Motion by Mr. Pipis, seconded by Ms. Stevens, to approve changes as described by Frank Grzywacki at 12-16 West Front street.

Motion carried unanimously.

B. DDA Office Report

Paula asked the board members to amend the budget to include the purchase of 16 snowflakes for Downtown Monroe for Christmas Decorations. The money was in the budget last year from the Promotions Committee and Design Committee and was not used.

Motion by Ms. Stevens, second by Mayor Clark, to amend the budget to spend up to \$10,000 for snowflakes and new lights for the big tree.

Motion carried unanimously.

4. Other Business

A. Crowdfunding

Dan explained Crowdfunding – online donations for community projects. Eg: Christmas decorations, alleys, microbrewery, art, etc.

It was the consensus of the board that a new committee forms to prioritize Crowdfunding projects. Some suggestions included art in the alley between First/Front behind Book Nook, and behind the RRCA.

Committee members include Jodie, Dan, Tony, Les, and Paula.

Mayor Clark reported that there has been no direct answer yet on the Monroe Street restriping. Dan indicated that MDOT does not want to make a decision yet. Mayor Clark/Dan will send a letter requesting an answer.

5. Communication

6. Adjournment

A motion to adjourn was made by Ms. Stevens, supported by Mr. Pipis at 8:47 a.m.

Motion carried unanimously

10/29/2014

BUDGET REPORT FOR CITY OF MONROE

		2014-15	11/3/2014
GL NUMBER	DESCRIPTION	BUDGET	PROPOSED AMENDMENT
Fund 751 - DOWNTOWN DEVELOPMENT AUTHORITY			
Dept 65.691-DOWNTOWN DEVELOPMENT			
751-65.691-703.000	PART TIME SALARIES & WAGES	\$ 15,000	\$ 15,000
751-65.691-717.000	SOCIAL SECURITY	\$ 930	\$ 930
751-65.691-717.005	MEDICARE	\$ 218	\$ 218
751-65.691-718.010	WORKERS' COMP INSURANCE	\$ 21	\$ 21
751-65.691-718.015	UNEMPLOYMENT	\$ 15	\$ 15
751-65.691-727.000	OFFICE SUPPLIES	\$ 500	\$ 500
751-65.691-728.000	COPIES	\$ 100	\$ 100
751-65.691-730.000	POSTAGE	\$ 500	\$ 500
751-65.691-818.010	AUDIT SERVICES	\$ 1,250	\$ 1,250
751-65.691-818.020	GENERAL CONTRACT SERVICES	\$ 19,790	\$ 19,790
751-65.691-818.080	FACADE IMPROVEMENTS	\$ 40,000	\$ 40,000
751-65.691-853.000	TELEPHONE	\$ 475	\$ 475
751-65.691-905.000	PUBLISHING/ADVERTISING	\$ 200	\$ 200
751-65.691-910.000	INSURANCE PREMIUM	\$ 1,905	\$ 1,905
751-65.691-955.000	MISCELLANEOUS EXPENSE	\$ 800	\$ 800
751-65.691-955.030	DEVELOPMENT COMMITTEE	\$ 2,500	\$ 2,500
751-65.691-955.035	DESIGN COMMITTEE	\$ 8,210	\$ 18,210
751-65.691-955.040	PROMOTION COMMITTEE	\$ 5,000	\$ 5,000
751-65.691-999.301	TRANSFER OUT-DEBT SERVICE	\$ 87,857	\$ 87,857
751-65.691-999.401	TRANSFER OUT-CAPITAL PROJECT	\$ 40,000	\$ 40,000
TOTAL EXPENDITURES		\$ 225,271	\$ 235,271
Dept 80.100-GENERAL REVENUE			
751-80.100-665.005	INTEREST ON INVESTMENTS	\$ 1,000	\$ 1,000
TOTAL REVENUES		\$ 1,000	\$ 1,000
TOTAL APPROPRIATIONS		\$ 225,271	\$ 225,271
BEGINNING FUND BALANCE		\$ 442,616	\$ 520,744
Excess (Deficiency of Revenues) over Expenditures		\$ (26,271)	\$ (36,271)
ENDING FUND BALANCE		\$ 416,345	\$ 484,473



CITY COUNCIL AGENDA FACT SHEET

RELATING TO: WEST FOURTH STREET SANITARY SEWER AND PAVING – QUANTITY OVERRUN
AUTHORIZATION APPROVAL

DISCUSSION: At the June 16, 2014 City Council meeting, a contract was awarded to G.V. Cement Contracting Co. of Brownstown Township in the amount of \$216,034.65 for the installation of a new sanitary sewer and reconstruction of the roadway on West Fourth Street between Hubble Street and Harrison Street. The sanitary sewer installation work was funded through a Special Assessment District with a significant Wastewater Fund contribution, whereas the roadway work was funded through the 2014-15 Capital Improvements Program with a combination of Local Street and General Funds.

This project has proven to be one of our more challenging ones of the 2014 season, due to a variety of factors. Among them is the large number of private sanitary sewer leads with unusual routings that had to be located, excessive vandalism to large portions of freshly-placed concrete, wash-out due to the September 10 large rain event, and storms that toppled two large trees within the work area, damaging additional pavement areas. In addition, the Engineering Department has been recently made aware from a number of contractors that there have been isolated shortages of cement, such that some of our project contractors, including G.V. Cement, have been affected in the form of slower work production on our projects and those in other communities, further affecting project completion. Work has now been completed with the exception of small portions of asphalt hand patching at the ends of the project, and the roadway is opened to traffic. While the contractor did exceed their completion date of September 1, they have presented us with a list of delay items that satisfactorily address the six (6) weeks that they exceeded the contract term.

Unfortunately, during the preparation of the final pay application (less 5% retainage pending final items and installation of asphalt hand patching), a significant error in the 8" concrete pavement installation pay item was discovered, resulting in a large cost overrun on this item in particular. The original plan quantity of 1,186.4 square yards was exceeded by 1,116.5 square yards, which, at \$36.00 per square yard, results in an additional \$40,194.00 in costs over and above those included in the bid documents. While some of this is related to concrete damaged by trees, most is the result of a mathematical error by City staff that was not caught in the plan review process. When all pay items are considered (including an estimate of 25 tons for the asphalt hand patching item still to come), the final net contract amount is expected to be \$241,241.40, \$25,206.75 over the original award. Since \$12,067.55 of the previously-allocated funding still available was allocated for the Wastewater Fund work but will not and cannot be used for the roadway work, in order to complete the funding for the roadway portion of the project, \$37,274.30 actually needs to be allocated from the Local Street Fund or other source. While the Engineering Department has identified some other 2014 construction projects that may have some available funding remaining in their project accounts that could be transferred, for ease in accounting we would recommend that the needed funds for this project be appropriated directly from the Local Street Fund balance, and any surplus funding in those other projects would subsequently be returned to the fund balance once they are fully closed out.

The Engineering Department sincerely apologizes for this error, and respectfully requests appropriation of the needed funds to complete our payment obligation to the contractor.

IT IS RECOMMENDED that the City Council approve a change order to the West Fourth Street Sanitary Sewer and Paving project in the amount of up to \$25,206.75 for final pay item balancing, and that the Finance Director be authorized to transfer up to \$37,274.30 from the Local Street Fund Balance. **IT IS FURTHER RECOMMENDED** that the Director of Engineering and Public Services be authorized to sign the change order on behalf of the City of Monroe.

CITY MANAGER RECOMMENDATION:

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

APPROVAL DEADLINE: As soon as possible.

REASON FOR DEADLINE: Contractor has placed pay quantities already and should be paid for work performed.

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

FINANCES

COST AND REVENUE PROJECTIONS:	Cost of Total Project	\$259,750.07*
	Cost of This Project Approval	\$N/A
	Related Annual Operating Cost	\$N/A
	Increased Revenue Expected/Year	\$N/A

*Includes previously-reported project costs of \$234,543.32 (including engineering and contingency costs), plus this authorization request of net \$25,206.75.

SOURCE OF FUNDS:	<u>City</u>	<u>Account Number</u>	<u>Amount</u>
	Local Street Fund Balance		\$37,274.30*
	Wastewater Fund		(\$12,067.55)**

*Funds would be transferred into account 203-60.451-818.020 15L02 for payment.

**Funds were appropriated with the original award for the sanitary sewer component of the project, including contingencies, but this amount will remain after all quantities are paid. Net increase in Council authorization will be additional costs to the Local Street Fund less remaining funds in the Wastewater Fund / Special Assessment portion of the work.

Other Funds

Budget Approval: 

FACT SHEET PREPARED BY: Patrick M. Lewis, P.E., Director of Engineering and Public Services **DATE:** 10/29/14

REVIEWED BY:

DATE:

COUNCIL MEETING DATE: November 3, 2014

