

# **NOTICE**

## **PRESENTATION TO THE CITY COUNCIL**

### **2017FY Financial Statement Audit Presentation by Plante Moran, LLP.**

#### **DATE**

**MARCH 26, 2018**

#### **TIME**

**6:00 P.M.**

#### **PLACE**

**COUNCIL CHAMBERS  
CITY HALL, 3<sup>RD</sup> FLOOR  
3200 BIDDLE AVENUE  
WYANDOTTE, MI 48192  
734.324.4560**





# **AGENDA**

## **REGULAR SESSION**

MONDAY, MARCH 26, 2018 7: 00 PM

PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON

CHAIRPERSON OF THE EVENING: THE HONORABLE ROBERT ALDERMAN

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor Peterson, Alderman, Calvin, DeSana, Maiani, Sabuda, Schultz

### **PRESENTATIONS**

### **PRESENTATION OF PETITIONS**

### **APPROVAL OF AGENDA**

### **PUBLIC HEARINGS**

### **CALL TO THE PUBLIC**

**At this time, any persons having matters of immediate importance which they were unable to place in writing prior to the agenda deadline may approach the podium to address Mayor and Council.**

### **CONSENT AGENDA**

**All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Council member so requests, in which event the items will be removed from the Consent Agenda and added to the regular agenda in New Business.**

1. Approval of Council Meeting Minutes – March 19, 2018
2. City Property Use Request – Spring Fling 2018 Sign Placement

### **NEW BUSINESS**

3. Wyandotte Master Plan Contract
4. Deconstruction/Removal of BASF Steam Service Line - WMS
5. Mobile & Portable Radio Purchase – WMS
6. Obsolete Power Plant Equipment Removal Bid – WMS
7. Sale of 664 Orange
8. First Reading of an Ordinance - #1461: Rodentproofing Measures

### **BILLS & ACCOUNTS**

### **REPORTS & MINUTES**

Beautification Commission	February 14 & March 14, 2018
BRDA/TIFA	January 16 & March 20, 2018
Daily Cash Receipts	March 19 & 20, 2018
Retirement Commission	February 16, 2018
Zoning Board of Appeals & Adjustment	March 7, 2018

### **REMARKS OF THE MAYOR, COUNCIL, & ELECTED OFFICIALS**

### **ADJOURNMENT**

**RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED that the following items on the consent agenda be approved:

- 1. Approval of Council Meeting Minutes – March 5, 2018
- 2. City Property Use Request – Spring Fling 2018 Sign Placement

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

**CITY OF WYANDOTTE**  
**REGULAR CITY COUNCIL MEETING**

A Regular Session of the Wyandotte City Council was held in Council Chambers, on Monday, March 19, 2018, and was called to order at 7:00pm with Honorable Mayor Joseph R. Peterson presiding.

The meeting began with the Pledge of Allegiance, followed by roll call.

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Present: Councilpersons Christopher Calvin, Robert DeSana, Megan Maiani, Leonard Sabuda, and Donald Schultz & Mayor Joseph R. Peterson

Absent: Councilperson Robert Alderman

Also Present: Todd Browning, City Treasurer; Theodore Galeski, City Assessor; William Look, City Attorney; Mark Kowalewski, City Engineer; and Lawrence Stec, City Clerk

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**PRESENTATIONS**

- Presentation of Plaque to Michael Taurence on his retirement from the United States Postal Service
- Presentation from Greg Brovont & Jennifer Kovesdi from the Wilson Middle School Robotics Team

**PRESENTATION OF PETITIONS**

**APPROVAL OF AGENDA**

**PUBLIC HEARINGS**

**OLD BUSINESS**

**CALL TO THE PUBLIC**

**CONSENT AGENDA**

**2018-96 CONSENT AGENDA APPROVALS**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED that the following items on the consent agenda be approved:

1. Approval of Council Meeting Minutes – March 5, 2018
2. Wyandotte Museum Rental Agreement Update
3. Wyandotte Museum Mom2Mom Sale Parking Lot Use Request
4. MDOT Annual State Permit
5. St. Vincent Pallotti Parish Parking Lot Use Request
6. Special Event Applications:
  - a. HFWH Wellness Wednesdays
  - b. Delta Community Corp. Roll Along the River

Motion unanimously carried.

**2018-97 MINUTES**

By Councilperson Schultz, supported by Councilperson Maiani

RESOLVED that the minutes of the meeting held under the date of March 5, 2018, be approved as recorded, without objection.

Motion unanimously carried.

**2018-98 WYANDOTTE MUSEUM RENTAL AGREEMENT UPDATE**

By Councilperson Schultz, supported by Councilperson Maiani

RESOLVED by City Council to approve the request from the Museum Director and adopt the updated Log Cabin and General Rental agreements.

Motion unanimously carried.



### **2018-99 WYANDOTTE MUSEUM MOM2MOM SALE PARKING LOT USE**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED that Council concurs with the Museum Director and authorizes Wyandotte Museums to reserve the use of the Yack Arena and City Hall parking lots on Saturday, June 23, 2018 to provide ample parking for the Munchkin Market Mom2Mom Sale.

Motion unanimously carried.

### **2018-100 MDOT ANNUAL STATE PERMIT**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED by this Council that the City Engineer, Police Chief and Municipal Service General Manager are hereby designated as the representatives for the City of Wyandotte and authorized to sign permit applications which allow the City of Wyandotte to perform operations on the portion of State Right-of-Way in the City of Wyandotte during the 2018 calendar year.

Motion unanimously carried.

### **2018-101 ST. VINCENT PALLOTTI PARISH PARKING LOT USE – WSAF 2018**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED that Council concurs with the recommendation of the Special Event Coordinator and grants permission to the St. Vincent Pallotti Parent's Club for use of the City owned parking lot located at First and Chestnut during the Wyandotte Street Art Fair, July 11<sup>th</sup> through the 14<sup>th</sup> 2018.

Below are items requested:

- Permission to use the parking lot minus 20 spaces reserved for the Downriver Council for the Arts, at First and Chestnut Street along with St. Patrick's lot for fundraising during the WSAF.
- No Parking signs to be placed on east side of First Street between Chestnut and Superior Blvd.
- No Parking on Chestnut between Biddle and First Street for Wednesday and Thursday of the fair

BE IT FURTHER RESOLVED that a Hold Harmless Agreement shall be executed as prepared by the Department of Legal Affairs.

Motion unanimously carried.

### **2018-102 HFWH WELLNESS WEDNESDAYS**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special Event Coordinator to approve the use of city sidewalks, streets and property for the events from May to September on Wednesdays from 6:30 to 7:30 pm from Henry Ford Wyandotte Hospital:

Event Details: May – September 2018

- Wednesdays from 6:30 pm – 7:30 pm
- Use of city property
- Use of Arrowhead Pavilion

If there are any costs for any city staff/material/property for said event, Henry Ford Wyandotte Hospital will be responsible for those fees no later than 14 days after said event date. Any tents on the street or sidewalk must be weighted (no stakes are allowed to be used to anchor tents) to prevent collapse. Clean up before/during and after the event must be done by the Henry Ford Wyandotte Hospital. This means any glass, spills; broken items will need to be cleaned during the event. Henry Ford Wyandotte Hospital must add the City of Wyandotte as additional insured to their insurance policy and sign a hold harmless agreement. Any requests made after this letter is reviewed and approved will be evaluated by the Special Events Coordinator and necessary Department Heads for approval/denial.

Motion unanimously carried.

### **2018-103 DELTA COMMUNITY CORP. ROLL ALONG THE RIVER**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special Event Coordinator to approve the use of city sidewalks, streets and property for the event on May 5<sup>th</sup> from 10am to 2 pm for the Downriver Delta Community Development Corporation:

## Event Details:

May 5<sup>th</sup> 2018 – 10 am to 2 pm

- Use of city sidewalks and streets
- Potential use of BASF Park
- Assistance from Wyandotte Police Department to help participants cross side streets and escort riders through the downtown/city.

If there are any costs for any city staff/material/property for said event, Downriver Delta Community Development Corporation will be responsible for those fees no later than 14 days after said event date. Any tents on the street or sidewalk must be weighted (no stakes are allowed to be used to anchor tents) to prevent collapse. Clean up before/during and after the event must be done by the Downriver Delta Community Development Corporation. This means any glass, spills; broken items will need to be cleaned during the event. , Downriver Delta Community Development Corporation must add the City of Wyandotte as additional insured to their insurance policy and sign a hold harmless agreement. Any requests made after this letter is reviewed and approved will be evaluated by the Special Events Coordinator and necessary Department Heads for approval/denial.

Motion unanimously carried.

## **NEW BUSINESS**

### **2018-104 REAPPOINTMENTS TO BEAUTIFICATION COMMISSION**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED that the City Council hereby CONCURS in Mayor Joseph Peterson's recommendation in the following re-appointments to the Beautification Commission, terms to expire April 2021:

Kelly Dodson, 163 Spruce, Wyandotte, MI 48192

Noel Galeski, 1707 Superior, Wyandotte, MI 48192

Andrea Fuller, 2404 23rd, Wyandotte, MI 48192

Stephanie Pizzo, 502 Walnut, Wyandotte, MI 48192

Motion unanimously carried.

### **2018-105 MUNICIPAL SERVICES AUDITED FINANCIAL STATEMENTS FY2017**

By Councilperson Schultz, supported by Councilperson Maiani

RESOLVED that the audited Financial Statements for the Department of Municipal Services for the fiscal year ending September 30, 2017 be received and placed on file.

Motion unanimously carried.

### **2018-106 OUTDOOR CAFÉ LEASE – 2962 BIDDLE**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED That Council concurs with the recommendation of the City Engineer and Department of Legal Affairs regarding the lease of City owned green space south of 2962 Biddle Avenue to Nanna's Kitchen for their Outdoor Café; AND

BE IT FURTHER RESOLVED that the Mayor and City Council be authorized to execute the Lease of said property at presented to the Council on March 19, 2018.

Motion unanimously carried.

### **2018-107 SHOW CAUSE HEARING SCHEDULING – 4500 17<sup>TH</sup>**

By Councilperson Schultz, supported by Councilperson Maiani

WHEREAS, a hearing has been held in the Office of the City Engineer in the Department of Engineering and Building, 3200 Biddle Avenue, Wyandotte, Michigan on November 29, 2017, and the property owner or other interested parties have been given opportunity to show cause, if any they had, why the garage at 4500 17<sup>th</sup> Street, has not been repaired or demolished in accordance with the City's Property Maintenance Ordinance; AND

WHEREAS, the City Engineer has filed a report of his findings with this Council;

NOW, THEREFORE BE IT RESOLVED, that the Council shall hold a public hearing in accordance with Section PM-107.7 in the Council Chambers on the Wyandotte City Hall, 3200 Biddle Avenue, Wyandotte on **Monday, April 9, 2018 at 7:00 p.m.** at which time all interested parties shall cause, if any they have, why the structure has not been demolished or why the City should not have the garage structure demolished and removed at 4500 17<sup>th</sup> Street; AND

BE IT FURTHER RESOLVED that the City Clerk shall give notice of said hearing ten (10) days before the hearing by certified mail, return receipt requested, and first class mail, in accordance with the provision of Section PM-107.4 of the Property Maintenance Ordinance the following interested parties:

NICHOLAS LABATE	ZEA A. LABATE	MARY KIRBY
450017 <sup>TH</sup> STREET	PERSONAL REPRESENTATIVE	333 FOREST STREET
WYANDOTTE, MI 48192	NICHOLAS LABATE DECEASED	WESTLAND, MI 48186
	2959 HAMPIKIAN DRIVE	
	MILFORD, MI 48380	

Motion unanimously carried.

### **2018-108 SALE OF CITY PROPERTY – 360-366 CHERRY**

By Councilperson Schultz, supported by Councilperson Maiani

RESOLVED BY THE MAYOR AND COUNCIL that the communication from the City Engineer and City Assessor regarding the City owned property located at former 360-366 Cherry/3535 4<sup>th</sup> Street is hereby received and placed on file; AND

BE IT FURTHER RESOLVED that the Council concurs with the recommendation to sell the property known as former 360-366 Cherry/3535 4<sup>th</sup> Street to William and Kris Ellington in the amount of \$10,000.00; AND

BE IT FURTHER RESOLVED that if the Purchaser(s), William and Kris Ellington do not undertake development within six (6) months from time of closing and complete construction within one (1) year will result in Seller's right to repurchase property including any improvements for One (\$1.00) Dollar. A condition will be placed on the Deed that will include this contingency;

NOW THEREFORE, BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the Offer to Purchase Real Estate for the property known as former 360-366 Cherry/3535 4<sup>th</sup> Street, between William and Kris Ellington and the City of Wyandotte for \$10,000 as presented to Council.

Motion unanimously carried.

### **2018-109 TIMELESS VINTAGE MARKET – YACK ARENA CONTRACT**

By Councilperson Schultz, supported by Councilperson Maiani

RESOLVED that the Council concurs with the recommendation of the Superintendent of Recreation and hereby APPROVES the Benjamin F. Yack Arena rental contract for the Timeless Vintage Market event in the amount of \$1,300.00 per day including all associated rental costs payable in full upon completion of the event as stipulated in the Contract; event to be held April 29<sup>th</sup>, 2018.

BE IT FURTHER RESOLVED that Council hereby authorizes the Mayor and City Clerk to sign said rental agreement.

Motion unanimously carried.

### **2018-110 WSAF 2018 LORI'S FESTIVE CATERING – LEMONADE STANDS**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED that Council Concurs with the recommendation of the Special Event Coordinator to approve the contract between the City of Wyandotte and Lori's Festive Catering for the Wyandotte Street Art Fair, July 11<sup>th</sup> – 14<sup>th</sup> 2018. Certificate of Insurance and Hold Harmless will be submitted by June 1, 2018, pending approval of this contract.

Motion unanimously carried.

**2018-111 WSAF 2018 – TANGERINE MOON PRODUCTIONS**

By Councilperson Schultz, supported by Councilperson Maiani

BE IT RESOLVED that Council concurs with the recommendation of the Special Event Coordinator to approve the 2018 WSAF entertainment agreement for Tangerine Moon Productions in the amount of \$6,350.00, with funds to come from account # 285.225.925.730.860.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

Motion unanimously carried.

**BILLS & ACCOUNTS****2018-112 BILLS & ACCOUNTS**

By Councilperson Schultz, supported by Councilperson Maiani

RESOLVED that the total bills and accounts of \$1,920,753.69 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

Motion unanimously carried.

**REPORTS & MINUTES**

Daily Cash Receipts	March 9, 2018; March 15, 2018
Fire Commission	February 13, 2018
Police Commission	March 13, 2018
Recreation Commission	February 14, 2018
Municipal Service Commission	March 7, 2018

**REMARKS OF THE MAYOR, COUNCIL, & ELECTED OFFICIALS**

None

**ADJOURNMENT****2017-113 ADJOURNMENT**

By Councilperson Schultz, supported by Councilperson Maiani

RESOLVED, that this regular meeting of the Wyandotte City Council be adjourned at 7:59 p.m.

Motion unanimously carried.



\_\_\_\_\_  
Lawrence S. Stec, City Clerk

**RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED that the minutes of the meeting held under the date of March 19, 2018, be approved as recorded, without objection.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

**YEAS**\_\_\_\_\_  
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\_\_\_\_\_**COUNCIL****Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz****NAYS**\_\_\_\_\_  
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Saint Vincent Pallotti Parish  
St. Joseph's Church- St. Patrick's Church

*13<sup>th</sup> Annual*

# Spring Fling Festival

***Yack Arena*** 3131 3rd St, in Wyandotte      ***May 13 & 14 2016***

Honorary Mayor and Council,

We again seek permission to set up our festival signs 4x4 or Lawn Type from April 20 till May 14 2018 at the city owned locations on Biddle, Goddard, Northline, Oak, Eureka and Grove.

Thank You for all your support!  
Think Spring (Fling)!

Rick Malechuk (734-559-4192)  
155- North Drive  
Wyandotte, MI  
48192

St. Vincent Pallotti Office Krissy Martin  
734-285-9840(ext.100 )

## **RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS the Council has received a request from Rick Malechuck of St. Vincent Pallotti Parish requesting the use of city property on Biddle, Goddard, Northline, Oak, Eureka, and Grove for placement of 4x4 and/or lawn signs for the Spring Fling 2018 event from April 20 through May 14, 2018.

BE IT RESOLVED that Council grants permission to St. Vincent Pallotti Parish and its Spring Fling 2018 organizers to place said signs on the requested city-owned lots for the requested time period, provided that the organization submits a Hold Harmless Agreement to the City Clerk, as prepared by the Department of Legal Affairs.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

### **YEAS**

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### **COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

### **NAYS**

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**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** March 26, 2018

**AGENDA ITEM #** **3**

**ITEM:** City of Wyandotte: Master Plan contract with CIB Planning Inc. and termination of contract with LSL Planning.

**PRESENTER:** Todd A. Drysdale, City Administrator *TDrysdale*

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** Pursuant to Wyandotte's participation in the Michigan Economic Development's (MEDC) Redevelopment Ready Certification (RRC) program, the MEDC and the City of Wyandotte originally contracted with LSL Planning for updates to the City's Master Plan. This contract was originally approved by City Council on April 11, 2017. The MEDC has terminated their contract with LSL Planning due to a staffing change. As a result, the MEDC recommends using CIB Planning, Inc. to fulfill the contract for the City's Master Plan. All work and files generated for the project to date will be transferred to CIB Planning. We have obtained a termination agreement with LSL Planning and a new contract with CIB Planning Inc.

**STRATEGIC PLAN/GOALS:** We are committed to revitalizing the community through economic development, streamlining government and making government more transparent to its citizens.

**ACTION REQUESTED:** Adopt a resolution approving the new contract with CIB Planning, Inc. and adopt a resolution to approve the termination agreement with LSL Planning.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The City's contribution to the Master Plan update will be \$13,200.00 and paid from account number 101-200-825-390 from FY 2018 Budget.

**IMPLEMENTATION PLAN:** Sign the agreement with CIB Planning and the termination agreement with LSL Planning.

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:** Concur

**LEGAL COUNSEL'S RECOMMENDATION:** Approved to form.

**MAYOR'S RECOMMENDATION:** *ADP*



## LIST OF ATTACHMENTS

1. Professional services agreement between the City of Wyandotte, Michigan and CIB Planning, LLC.
2. Termination agreement between the City of Wyandotte, Michigan and LSL Planning.

## MODEL RESOLUTION:

### RESOLUTION

Wyandotte, Michigan  
Date: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS, the MEDC has developed a program for certifying Redevelopment Ready Communities, and the City of Wyandotte desires to achieve that certification by implementing best practices and recommended strategies for redevelopment; and

WHEREAS, the City of Wyandotte has engaged in the MEDC Redevelopment Ready Communities Program, in order receive Redevelopment Ready Communities Certification from the MEDC.

NOW, THEREFORE, BE IT HERBY RESOLVED, by City Council that the Council concurs in the recommendation of the City Administrator to terminate the contract with LSL Planning for the City's Master Plan update and FURTHER, authorizes the City Administrator to sign the agreement on behalf of Mayor and City Clerk.

NOW, THEREFORE, BE IT HERBY RESOLVED, by City Council that the Council concurs in the recommendation of the City Administrator to contract with CIB Planning Inc. for the purposes of updating the City's Master Plan and FURTHER, authorizes the City Administrator to sign the agreement on behalf of Mayor and City Clerk for a not-to-exceed amount of \$13,200.00 to be paid from account number 101-200-825-390.

I move the adoption of the foregoing resolution.

MOTION by  
Councilperson \_\_\_\_\_

Supported by Councilperson \_\_\_\_\_

YEAS

COUNCIL

NAYS

Alderman  
Calvin  
Desana  
Maiani  
Sabuda  
Schultz

**PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE CITY OF WYANDOTTE, MICHIGAN  
AND CIB PLANNING, INC.**

This Professional Services Agreement ("Agreement"), is entered into by and between the City of Wyandotte, Michigan, (the "Client") and CIB Planning, Inc., (the "Consultant").

**RECITALS**

WHEREAS, the Client is seeking a consultant to perform services in connection with the City of Wyandotte, Michigan, listed in Exhibit A – Scope of Services, (the "Services");

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Client and Consultant agree as follows:

**1. CONSULTANT AND SCOPE OF SERVICES**

It is understood that the Consultant was selected through a competitive bid process by the Michigan Economic Development Corporation (MEDC) and acts as its Redevelopment Ready Communities (RRC) Technical Assistance provider. Consultant will provide Services to the Client using qualified professionals, as directed by the Client. Consultant is not obligated to perform services beyond what is contemplated by this agreement. Consultant will perform work at a level of competency in accordance with industry standards.

**2. CHANGES TO SCOPE OF SERVICES**

Any changes to Services that are mutually agreed upon between the Client and Consultant shall be made in writing which shall specifically designate any changes in compensation for the Services and be made as a signed and fully executed amendment to the Agreement.

**3. FEE STRUCTURE**

In consideration of the Consultant providing services, the Client shall pay the Consultant \$13,200 for the services performed including reimbursable expenses in accordance with Exhibit B – Fee Schedule for Services. Reimbursable expenses shall include documented out-of-pocket costs including, but not limited to, travel costs, copying, document reproduction, postage or overnight mail, photography, map reproduction and materials.

This fee is a 35% match toward the project with the remaining 65% (\$25,000) being provided by the MEDC RRC Program. Upon complete billing of the 65% MEDC match, the consultant will begin submitting invoices for the remaining 35% of the fee to the Client.

**4. INVOICE & PAYMENT STRUCTURE**

Consultant will invoice the Client on a monthly basis and provide all supporting documentation. All payments are due to Consultant within 30 days of invoice date.

**5. TERM**

This agreement shall be effective on the latest date on which the Agreement is fully executed by both parties through 60 days after project completion.

**6. TERMINATION**

Either party may terminate this Agreement, or any part of this Agreement upon thirty (30) days written notice, with or without cause. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within 30 days of the termination. Said termination will also require prior approval from MEDC, since RRC funding is involved.



Consultant shall receive a portion of fees and expenses permitted under this Agreement in direct proportion to percentage of work actually completed up to the termination date. Upon receipt of notice of termination, Consultant shall immediately discontinue all services and work in connection with the performance of this Agreement and shall proceed to cancel promptly all existing contracts and orders insofar as they relate to this Agreement.

In the event of termination, Consultant shall promptly deliver to the Client, in electronic and/or other formats requested by the Client, all finished and unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs, and other work product prepared by Consultant under this Agreement. In the event of any termination hereunder, Consultant consents to the Client's selection of another consultant of the Client's choice, in conjunction with MEDC, to assist the Client in any way in completing the Services. Provided that Consultant has been properly paid under this Agreement, Consultant further agrees to cooperate and provide any information requested by the Client in connection with the completion of the Services. Consultant shall not be responsible or liable in any manner for the Client's use of unfinished work product or documents listed above.

7. CLIENT OBLIGATIONS

If requested by the Consultant, Client shall provide the following:

- A. Copies of all ordinances, reports, plans, maps, drawings, aerial photos, data and similar materials relevant to the performance of the scope of services.
- B. The Client shall be responsible for any professional, legal, or accounting services connected with the project.
- C. The Client shall be responsible for scheduling meeting rooms, publication of agendas and notices, and the costs of publication of postings, notices and mailings.
- D. The Client shall devote sufficient time at meetings to adequately discuss any project in order to maintain any agreed upon project schedule, or schedule special meeting devoted exclusively to the project.
- E. The Client shall provide the Consultant with decisions or reviews in a timely manner.
- F. The Client shall assign a primary contact person for any requested project. If the primary Client contact is changed, the Consultant shall be compensated for time spent on orientation of the new Client contact person – if applicable.

8. PERFORMANCE STANDARDS

Consultant shall use the degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to the Client and retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform the Services in accordance with this Agreement.

9. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall be liable for and shall defend, save, indemnify, and hold harmless the Client, its elected and appointed officials, employees and volunteers and others working on behalf of the Client, from and against any and all claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities by reason of personal injury, including bodily injury or death and/or property damage to the extent that any such injury, loss or damage is caused by the negligence or breach of duty of Consultant or any officer, employee, representative, or agent of Consultant. The Client shall be responsible for and shall defend, save, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities by reason of personal injury, including bodily injury or death and/or property damage to the extent that any such injury, loss or damage is caused by the negligence or breach of duty of the Client or any officer, employee, representative, or agent of the Client. If either party becomes aware of any incident likely to give rise to a claim under the above indemnities, it shall notify the other and both parties shall cooperate fully in investigating the incident.



#### 10. ASSIGNMENT

Neither party shall assign all or part of the rights, duties, obligations, responsibilities, nor benefits set forth in this Agreement to another entity without written approval of both parties; consent shall not be unreasonably withheld. Consultant is permitted to subcontract portions of the services to be provided. When subconsultant(s) are utilized the Consultant is the Prime Consultant and remains responsible for any subcontractor's performance. Subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in contracts with all subcontractors to assure quality levels and agreed upon schedules are met.

#### 11. INSURANCE

- A. Consultant agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the Consultant pursuant to this Agreement. Such insurance shall be in addition to any other insurance requirements imposed by law.
- B. At a minimum, the Consultant shall procure and maintain, and shall cause any subcontractor of the Consultant to procure and maintain, the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers acceptable to the Client. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- C. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of one million dollars (\$1,000,000) bodily injury each accident, one million dollars (\$1,000,000) bodily injury by disease – policy limit, and one million dollars (\$1,000,000) bodily injury by disease – each employee. Worker's compensation coverage in "monopolistic" states is administered by the individual state and coverage is not provided by private insurers. Individual states operate a state administered fund of workers compensation insurance which set coverage limits and rates.
- D. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and one million dollars (\$1,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, products, and completed operations. The policy shall contain a severability of interest provision, and shall be endorsed to include the Client and the Client's officers, employees, and consultants as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.
- E. Professional liability insurance with minimum limits of one million dollars (\$1,000,000) each claim and one million dollars (\$1,000,000) general aggregate.
- F. Vehicle liability insurance with minimum combined single limits of one million dollars (\$1,000,000) for bodily injury and property damage.
- G. Upon request, Consultant shall submit certificates of insurance acceptable to the Client.

#### 12. INDEPENDENT CONTRACTOR

The Consultant is an independent contractor, and neither the Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of the Client. As the Consultant is an independent contractor, the Client shall have no liability or responsibility for any direct payment of any salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for the Client under this Agreement. The Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with the Consultant,



as well as all legal costs including attorney's fees incurred in the defense of any conflict or legal action resulting from such employment or related to the corporate amenities of such employment.

**13. THIRD PARTY RELIANCE**

This agreement is intended for the mutual benefit of the parties hereto and no third-party rights are intended or implied.

**14. OWNERSHIP OF DOCUMENTS / CONFIDENTIALITY**

The Client shall retain ownership of all work product and deliverables created by Consultant pursuant to this Agreement. All records, documents, notes, data, drawings, renderings, design documents and other materials prepared for or resulting from the performance of the Services hereunder shall be collectively "Work Products". Consultant shall have the right to utilize these materials for marketing purposes, professional presentations, articles, and for other business development purposes.

The Client and its duly authorized representatives shall have access to any books, documents, papers and records of the Consultant that are related to this Agreement for the purposes of audit or examination, other than the Consultant's financial records, and may make excerpts and transcriptions of the same.

**15. SEVERABILITY**

If any part of this Agreement shall be held to be invalid for any reason, the remainder of this Agreement shall be valid to the fullest extent permitted by law.

**16. DISCRIMINATION / ADA COMPLIANCE**

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of the Equal Opportunity laws.

Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by the Client at any time during the term of this Agreement.

**17. PROHIBITION AGAINST EMPLOYING ILLEGAL ALIENS:**

Consultant shall not knowingly employ or contract with an illegal alien to perform work under this contract and will verify immigration status to confirm employment eligibility. Consultant shall not enter into a contract with a subcontractor that fails to certify to the Consultant that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this contract. Consultant is prohibited from using the program or the Department program procedures to undertake pre-employment screening of job applicants while this contract is being performed. Consultant is registered with and is authorized to use and uses the federal work authorization program commonly known as E-Verify. Consultant's federal work authorization user identification number is 254821; authorization date of September 23, 2009.

**18. SOLICITATION/HIRING OF CONSULTANT'S EMPLOYEES**

During the term of this Agreement and for one year thereafter, Client shall not solicit, recruit or hire, or attempt to solicit, recruit or hire, any employee or former employee of Consultant who provided services to Client pursuant to this Agreement ("Service Providers"), or who interacted with Client in connection with the provision of such services (including but not limited to supervisors or managers of Service Providers, customer relations personnel, accounting personnel, and other support personnel of Consultant). The parties agree



that this provision is reasonable and necessary in order to preserve and protect Consultant's trade secrets and other confidential information, its investment in the training of its employees, the stability of its workforce, and its ability to provide competitive department programs in this market. If any provision of this section is found by a court or arbitrator to be overly broad, unreasonable in scope or otherwise unenforceable, the parties agree that such court or arbitrator shall modify such provision to the minimum extent necessary to render this section enforceable.

**19. CONSULTANT SUBCONTRACTORS**

The Parties recognize and agree that subcontractors, approved by MEDC, may be utilized by Consultant for the performance of certain services hereunder but the engagement or use of subcontractors will not relieve or excuse the Consultant from performance of any obligations in accordance with this Agreement. Subconsultant(s) shall perform services in accordance with terms and conditions of this Agreement.

**20. NOTICES**

Any notice under this Agreement shall be in writing, and shall be deemed sufficient when directly presented or sent pre-paid, first class United States Mail, addressed as follows:

If to the Client:	If to the Consultant:
Todd Drysdale, City Administrator City of Wyandotte 3200 Biddle Avenue Wyandotte, MI 48192	Carmine P. Avantini, AICP, President CIB Planning, Inc 17195 Silver Parkway, #309 Fenton, MI 48430

**21. DISPUTE RESOLUTION**

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation, before resorting to arbitration, litigation, or some other dispute resolution procedure.

**22. GOVERNING LAW**

This Agreement shall be construed under and governed by the laws of the State of Michigan and all services to be provided will be provided in accordance with applicable federal, state and local law. This Agreement constitutes the complete, entire and final agreement of the parties hereto with respect to the subject matter hereof, and shall supersede any and all previous communications, representations, whether oral or written, with respect to the subject matter hereof.

**23. COUNTERPARTS**

This Agreement and any amendments may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the parties hereto with respect to the subject matter hereof, and shall supersede any and all previous communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidity of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.

City of Wyandotte, Michigan

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

CIB Planning, Inc.

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## **EXHIBIT A – LIST OF SERVICES**

### **1. MASTER PLAN UPDATE**

Consultant shall perform specified services connected with the project as described below: City of Wyandotte Master Plan, Redevelopment Ready Communities Scope of Work.

### **2. TIME OF PERFORMANCE**

Consultant will perform Services commencing upon execution of the agreement. The Consultant and Client shall agree to complete all work required and described in the Agreement and Exhibit C – Project Schedule.

### **Wyandotte Master Plan / Redevelopment Ready Communities (RRC) Scope of Work**

The following scope of work is based on a preliminary review of your current Master Plan, an understanding of redevelopment-ready updates required, and specific requests based on our preliminary phone conversation.

#### **Kick Off**

First we would have a coordination call with the city's project managers to review existing plans, data available, and overall process. We will also agree on the agenda for the kickoff day. The kickoff day would include an afternoon meeting with city staff, a tour of key focus areas, and an evening meeting with the planning commission.

At the planning commission meeting, we would review the current plan's goals and determine which are still priorities or need updating. In order to gauge changes for the future land use map, we will conduct a mapping exercise with commissioners. In our PET (Preserve, Enhance, Transform) mapping exercise, participants classify different parts of the city into three groups: 1) Identify the assets in the city to Preserve, 2) areas or features that need to be Enhanced so that they become assets, and 3) areas that need to be Transformed into a new or different use so that they can become assets.

#### **Update Existing Conditions**

We propose providing the latest Census data and American Community Survey estimates to create a demographic profile. We would pull the most relevant, recent data into the new plan and retain the full analysis in the appendix. We will map existing conditions based on data requested from the city, county, and state, as applicable to create existing land use, community resources, and transportation maps.

#### **Public Open House**

Our Visioning Open House will include a review the existing conditions and opportunities as well as a focus on some "best practices" that could be integrated into the plan. We will also have a hands-on PET mapping exercise for people to describe what they most cherish in the city and what they would like to see changed.

#### **Stakeholder interviews**

In order to delve deeper into issues relating to the specific parts of the plan update, we propose a days of stakeholder interviews. These could be held with elected officials, planning commissioners, city staff, agencies, business leaders, developers and others agreed upon by the project team and city staff.

#### **Future Land Use Update**

The future land use plan is the cornerstone of the Master Plan. We anticipate taking the current land use plan and invigorating it with a stronger relation to the character of different neighborhood areas and districts in the city. Our process to update the future land use plan will consider several factors:



- Existing uses
- Current building and design form or site characteristics
- Availability and capacity of utilities and streets
- The current land use plan map and categories
- Input from the planning commission's PET exercise

We will prepare a preliminary draft future land use map. This map will highlight certain areas where there are choices in terms of land uses, their density and their design character. We will attend a planning commission meeting to review the draft map and solicit any changes.

#### **Fort Street Corridor and Redevelopment Sites**

As mentioned on our preliminary phone call, the Fort Street Corridor needs special attention in terms of land use and redevelopment strategies. We will schedule a day for our economic development planners to join us for interviews with key stakeholders and a site tour to brainstorm strategies for the corridor.

After the work day, we will create an implementation strategy for the corridor featured as a subarea in the Master Plan. In addition, this day will help us identify Redevelopment Sites in preparation for creating Redevelopment Ready Sites<sup>\*</sup> to satisfy RRC criteria. These sites may be identified during our Fort Street Corridor analysis or PET session conducted with the Planning Commission. We will provide preliminary recommendations to poise each site for further packaging after the master plan is adopted.

#### **Economic Development Strategy**

Redevelopment Ready Communities have a clear strategy that describes how they intend to attract investment, build tax base and create jobs. These strategies are rooted in local planning documents and describe specific measures to encourage investment and eliminate redevelopment obstacles.

This consulting team will help the City of Wyandotte create such a strategy and meet this important RRC threshold. Our approach is framed with the following themes:

- Build on the prior efforts to identify key redevelopment sites in Wyandotte
- Define how the capital improvements plan, other planning documents and regional economic development partnerships support redevelopment in Wyandotte
- Articulate specific strategies, action steps that will help drive progress toward goals.
- Create performance benchmarks.
- Identify ways to better connect business and real estate development interests with local redevelopment sites.

Working with community leaders, the planning team will help consolidate information to provide a factual and succinct picture of local economic challenges and opportunities. We will also help organize redevelopment projects in a manner that helps illustrate relationships to other community planning efforts, opportunities, and challenges.

Fundamentally, the Economic Development Strategy should help answer the question of "why invest in Wyandotte." It should express an optimistic tone and positive expectations for the future. The Economic Development Strategy should also identify metrics to measure progress over time. These should include a description of why certain measurements matter and should be oriented toward data and information that is easily obtained and tracked.

### **Graphic, Concise Plan**

Master plans need to meet the varying needs of different audiences:

- For the public and various groups in the city – an attractive plan that they will want to read, with a clear vision on where the city is heading and that they want to be part of its future
- For potential investors – awareness of what is planned, the rationale behind it, and incentives to develop or redevelop
- For city officials – a consensus-based policy document that allows current and future leaders to focus on implementation
- For state and county agencies and organizations - understanding of the plan's concepts and their role in working with the city to make it happen
- For city staff – the information needed to make recommendations in staff reports, support changes to ordinances and procedures, and to determine priorities and design expectations for capital projects

Meeting those varied needs in one document means this plan needs to be more concise than previous plans - get to the point, less analysis and more vision, highlighting goals with clear instructions on the steps to achieve them. Where more detail is needed, that could be provided through a separate technical appendix featuring the supporting data and survey input from your previous plan. In the end, you will have an exciting plan that beckons to be read, is graphically rich, and allows the reader to quickly understand the key opportunities.

### **Implementation Plan**

The implementation plan is critical. We pride ourselves on our usable action tables that give specific tasks for various city departments and community groups to have yearly checklists for implementation. In addition to recommendations for capital investments to stimulate desired change, revisions to the city's zoning and other codes, we also look for opportunities for collaborative efforts with organizations, agencies, institutions and the private sector. We will evaluate what is still relevant from the current plan, actions that need to be added, and attend a planning commission meeting to review actions and establish priorities.

### **Draft Plan and Adoption**

After compiling the revised goals, future land use, demographics, and implementation plan into a more concise, easy to read document, we will attend another planning commission meeting to work through any edits needed. Then we will make a set of revisions to prepare the plan for distribution. Following the 63-day review period, we will make any final edits and share the revised plan at a public hearing for planning commission adoption.



## EXHIBIT B – FEE SCHEDULE FOR SERVICES

		K. Duffy	J. Penn	R. Mielnik	C. Avantini		Phase
Hourly Rates:		\$115	\$92	\$170	\$128	Subtotals	Subtotal
Kick Off							\$2,870
Staff	Kick Off call with staff	1	2			\$299	
	Review Background Information/kick off mtg prep	4	8	2		\$1,536	
	Tour with staff (same day as PC kick off)	2	2			\$414	
PC #1	Kick Off Meeting: Review Goals/PET Exercise	3	3			\$621	
Update Existing Conditions							\$4,084
	Update Demographics/create infographics	2	20	4		\$2,750	
	Base Mapping	2	12			\$1,334	
Draft Plan							\$17,814
	FLU analysis	4	4			\$828	
PC #2	FLU work session	3	3			\$621	
	Fort St. Corridor work day/interviews/strategy session	6	6	6	10	\$3,542	
	Redevelopment sites strategies	4	4	4	4	\$2,020	
	Update FLU map/descriptions	2	8			\$966	
	New plan Template/Outline	2	4			\$598	
PC #3	Implementation Plan work session	3	3			\$621	
	Draft Plan	12	30	24	2	\$8,476	
PC #4	Planning Commission Draft Meeting		5	3		\$970	
	Draft Plan Revisions	1	10	1		\$1,205	
	Distribute Plan for 63-day Agency Review		2			\$184	
Final Draft							\$943
	Final Revisions	1	4			\$483	
PC #5	Public Hearing		5			\$460	
Public Involvement							\$5,776
	Public Open House (visioning session at beginning of proces	8	20			\$2,760	
	Focus groups/stakeholder meetings	8	8	8		\$3,016	
Project Management							\$3,496
	Coordination	4	8	2	2	\$1,792	
	Mapping Coordination	1	8			\$851	
	Printing expenses (estimated)					\$503	
	Other expenses including mileage, meals (6 trips estimated)					\$350	
	Contingency meeting or additional set of revisions					\$1,000	
		73	164	52	18	\$38,200	
		\$8,395	\$15,088	\$8,840	\$2,304		

25000 MEDC  
\$13,200 City of Wyandotte

Additional meetings may be added above the budgeted amount at a fee of \$400 per meeting

If additional issues arise that need more focused plan updates, we can estimate a budget based on the scope of revisions, stakeholder meetings, or analysis needed



March 12, 2018

City of Wyandotte  
3200 Biddle Avenue  
Wyandotte, MI 48192

RE: Cancellation of Agreement and Waiving of Agreement Termination Notification Requirements for the Professional Services Agreement executed on April 27, 2017, between the City of Wyandotte, Michigan and LSL Planning, LLC.

Scope: City of Wyandotte Master Plan, Redevelopment Ready Communities

The City of Wyandotte and LSL Planning, LLC each agree to cancel Agreement and waive the termination notification requirements stated in the service Agreement.

Agreement cancellation shall be effective March 12, 2018.

LSL Planning, LLC

A handwritten signature in blue ink, appearing to read "TPW", written over a horizontal line.

Thomas P. Wilkas, CFO  
March 12, 2018

City of Wyandotte, Michigan

\_\_\_\_\_  
Signature

## **RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS, the MEDC has developed a program for certifying Redevelopment Ready Communities, and the City of Wyandotte desires to achieve that certification by implementing best practices and recommended strategies for redevelopment; and

WHEREAS, the City of Wyandotte has engaged in the MEDC Redevelopment Ready Communities Program, in order receive Redevelopment Ready Communities Certification from the MEDC.

NOW, THEREFORE, BE IT HERBY RESOLVED, by City Council that the Council concurs in the recommendation of the City Administrator to terminate the contract with LSL Planning for the City's Master Plan update and FURTHER, authorizes the City Administrator to sign the agreement on behalf of Mayor and City Clerk.

NOW, THEREFORE, BE IT HERBY RESOLVED, by City Council that the Council concurs in the recommendation of the City Administrator to contract with CIB Planning Inc. for the purposes of updating the City's Master Plan and FURTHER, authorizes the City Administrator to sign the agreement on behalf of Mayor and City Clerk for a not-to-exceed amount of \$13,200.00 to be paid from account number 101-200-825-390.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

### **YEAS**

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### **COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

### **NAYS**

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**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** March 26, 2018

**AGENDA ITEM #** **4**

**ITEM: Concur with Municipal Services Commission - Deconstruction/Removal of BASF Line over DeSana Drive**

**PRESENTER:** Charlene Hudson, Director of Power Supply and Distribution

**INDIVIDUALS CONSULTED:** Chris Brohl, Power Plant Superintendent, Paul LaManes – Interim General Manager

**BACKGROUND:** Wyandotte Municipal Services Power Plant provided BASF Corporation steam service through a 14-inch line through execution of an easement for the construction and use of this line. By mutual agreement, steam service provided by WMS was terminated in December 2016. As part of the granted easement agreement, WMS is required to remove said right-of-way and easement along with properly abandoning in place the existing line as noted below:

“Upon termination, abandonment or expiration of this grant in whole or in part, for any cause, Grantee shall execute and deliver to Grantor a written instrument in proper form under the laws of Michigan sufficient to remove said right-of-way and easement, in whole or in part, as applicable. Upon termination, Grantee may elect to abandon the Pipeline and appurtenances in place, provided the lines have been cleaned, flushed and plugged in accordance with all applicable federal, state and local laws, regulation, rules and ordinances.”

Due to concerns with this line over the street, WMS has is requesting that the abandon steam line be removed from the overhead stanchions. We will need access to BASF facilities and will utilize the approved BASF/WMS contractor to complete this activity. Seaway Mechanical Contractors, Inc. will remove approximately 300 feet of the overhead portion of the abandoned steam line at and near DeSana Drive and approximately 210 feet onto the BASF property as agreed upon. This removal of the overhead line will mitigate any safety and maintenance issues that may arise from the abandon line. The project will cap both ends of the steam line whereby the remaining portion of the line on the BASF property will be abandoned in place and the remaining line at ground level just east of the hospital will be removed at a future date. The contractor will provide all of the necessary equipment, rigging, traffic control to remove and haul away this portion of the overhead steam line.

**STRATEGIC PLAN/GOALS:** To provide services in an efficient, reliable and economical manner

**ACTION REQUESTED:** To concur with the Municipal Services Commission authorizing the Interim General Manager to utilize Seaway Mechanical Contractors, Inc., a sole source due to BASF Avetta (PICS) contractor requirements to remove and cap the abandoned BASF steam line for an amount not to exceed \$74,956. In addition, to initiate, execute and deliver to Grantor (BASF) a written instrument in proper form under the laws of Michigan sufficient to remove said right-of-way and easement, in whole or in part, as applicable. Both actions are recommended by WMS management.

**BUDGET IMPLICATIONS:** Budget included in the 591-000-970-000-1010PP Power Plant Bond as site upgrades.

**IMPLEMENTATION PLAN:** Subsequent to Council concurrence contract with Seaway Mechanical Contractor, Inc. for the removal of the overhead portion of abandon BASF Steam line.

MAYOR'S RECOMMENDATION – *ALP.*

CITY ADMINISTRATOR'S RECOMMENDATION – *Shrysdale*

LEGAL COUNSEL'S RECOMMENDATION - N/A

LIST OF ATTACHMENTS –

- Seaway Mechanical Proposal

**RESOLUTION**

BE IT RESOLVED by the Wyandotte City Council, a majority thereto concurring with the Wyandotte Municipal Services Commission in the following resolution,

A resolution authorizing to contract with Seaway Mechanical Contractors, Inc., a sole source, to remove, dispose of and cap the abandoned BASF steam line for an amount not to exceed \$74,956 and to execute the removal of the right-of-way and easements on the BASF site related to the abandon steam service line. Both actions are recommended by WMS management.

I move for the adoption of the foregoing resolution.

MOTION by Council Member \_\_\_\_\_

Supported by Council Member \_\_\_\_\_

YEAS

COUNCIL MEMBER

NAYS

Alderman  
Calvin  
DeSana  
Maiani  
Sabuda  
Schultz



# Seaway Mechanical Contractors, Inc.

650 West Jefferson, P.O. Box 476...Trenton...MI..48183...(734) 282-8300

## Proposal

Date: March 14, 2018  
To: Chris Brohl – City of Wyandotte  
From: Kevin Webb  
RE: Revised quote – Demo Existing 14" steam line approx. 300' behind Henry Ford Hospital and approx. 210' on BASF Wyandotte property

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Price #1:	\$52,210.00
Price #2:	<u>\$22,746.00</u>
Total:	\$74,956.00

Price #1 – Our Lump Sum Price to demo approx. 300' of 14" steam main and support steel at East side of Hospital .....\$52,210.00.

### Work to include:

- Mobilize/demobilize, Daily work permits as required, fire watch, groundman as required
- Supervision, truck, burning/cutting outfits, weld equipment
- Rigging, boom truck/operator, manlift.
- Proposal includes barricading/taping off of areas as needed for our work, coordinate with hospital and City of Wyandotte as required.
- Proposal based upon a single mobilization with work on BASF property.
- Proposal is based upon being able to set roll off boxes and dumpster at project site for duration needed.
- Proposal includes dumpster(s) to collect and dispose of removed pipe insulation and project debris.
- Proposal includes providing roll off boxes and credit for recycling of removed pipe, removed support steel, and removed aluminum jacket.
- Temporary brace piping if needed to do initial cut on main.
- Proposal based upon working a five man crew working normal working hours 7:00am to 3:30pm Monday thru Friday for work. Estimated work can be completed in ~10 working days.
- Make one 14" cut before elbow at south end of lower elbow and install plastic cap onto remaining end of 14" pipe.
- Make one 14" cut at North end (BASF side) on north side of lower elbow. Coordinate work with BASF on their end.
- Make all necessary cuts and rig and lower existing 14" piping to ground. Remove existing trap piping. Remove existing aluminum jacketing and place in roll off box for recycle. Remove all insulation and place in dumpster for disposal. Cut up existing piping as needed to place into roll off boxes. All pipe to be recycled.
- Remove existing trap, French drain, and dispose of. Fill in French drain and regrade existing stone over area.

- Rig, unbolt and remove existing steel pipe supports, lower to ground, cut up as needed to place into roll off boxes. All steel to be recycled.
- Place existing nuts off anchor bolts and tack weld in place.
- Cut/remove as needed existing grounding wires to just below grade for support steel and pipe.
- Proposal based upon systems being made safe for line breaking prior to Seaway starting work.
- Proposal price is good for 30 days

Price #1 does not include: shutting down/isolating/draining of existing steam system if required, capping off of remaining piping except as noted, electrical except as noted, premium time, painting or labels, abatement, delays due to traffic conditions, delays due to hospital schedules/traffic, any work not mentioned above, and Michigan Sales Tax.

**Price #2 – Our Lump Sum Price to demo approx. 210' of existing 14" steam main and support saddles on BASF property.....\$22,746.00**

Work to include:

- BASF Site orientation as needed, mobilization and demobilization, LO/TO, BASF daily work/hot permits, supervision, truck, weld equipment, cutting equipment, rigging, fire watch as required.
- Proposal based upon mobilization with demo work behind hospital.
- Proposal includes providing roll off boxes and credit for recycling of removed pipe, removed pipe slides, and removed aluminum jacket.
- BASF is providing boom truck/operator or Lull/operator for duration of project to remove piping and place in roll off boxes. (based upon setting roll off boxes on Hospital side of fence and lifting pipe etc over fence to roll off boxes)
- Remove existing aluminum jacket on 14" steam main and place in Seaway provided roll off box.
- Remove existing mineral wool insulation on 14" steam main and place in Seaway provided dumpster.
- Disconnect approx. 12 pipe slide supports from steam main and place in roll off boxes.
- Temporary brace piping if needed to do initial cut on main, secure anchor piping at disconnected end.
- Make 21 cuts on existing steam main into approx. 10' sections, Rig and assist BASF operator to load into roll off boxes.
- Remove 12 slide plates and rig/assist BASF operator to load into roll off boxes.
- Provide and install one 14" slip on 150# carbon steel flange, one 14" nut, bolt, gasket set, and 14" 150# carbon steel blind flange on end of remaining 14" main.
- Proposal based upon BASF lines made safety for line breaking prior to Seaway starting work.
- Proposal based upon a 4 man crew working normal working hours Monday thru Friday to do work. Estimated time frame to complete ~5-6 days.

Price #2 does not include: premium time, NDE, city of Wyandotte permit/inspections/bonds, design/engineering, delays due to obtaining BASF daily work/hot permits, delays caused by other trades or BASF production, new insulation or repairs, lead or asbestos abatement or testing and/or delays as result of, electrical, civil work, any work not mentioned above, and Michigan Sales Tax.

Thank you, if you have any questions please give me a call.

Cc: file/quotes/CityWyandotte022818-1

## **RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED by the Wyandotte City Council, a majority thereto concurring with the Wyandotte Municipal Services Commission in the following resolution,

A resolution authorizing to contract with Seaway Mechanical Contractors, Inc., a sole source, to remove, dispose of and cap the abandoned BASF steam line for an amount not to exceed \$74,956 and to execute the removal of the right-of-way and easements on the BASF site related to the abandon steam service line. Both actions are recommended by WMS management.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

### **YEAS**

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\_\_\_\_\_

### **COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

### **NAYS**

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**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** March 26, 2018

**AGENDA ITEM # 5**

**ITEM: Concur with Municipal Services Commission - Mobile and Portable Radios to Complete the WMS Fleet**

**PRESENTER:** Charlene Hudson, Director of Power Supply and Distribution

**INDIVIDUALS CONSULTED:** Paul LaManes – Interim General Manager, Bill Weirich – Water Superintendent and Steve Timcoe – Cable Superintendent

**BACKGROUND:** Wyandotte Municipal Services utilizes a portable and mobile radio system to provide all departments, Electric, Water and Cable, the ability to safely and effectively communicate to notify all field employees and those assisting in daily and emergency activities of work being completed. Nineteen remaining vehicles in the fleet will be outfitted by Herkimer Radio Service with mobile radios and the appropriate antennas. During this install, all vehicles with existing radios will have software upgrades and the Electric Department will install a Voice/GPS Control Station for Communication Monitoring during Outages.

**STRATEGIC PLAN/GOALS:** To provide services in an efficient, reliable and economical manner

**ACTION REQUESTED:**

- To concur with the Municipal Services Commission in authorizing the Interim General Manager to purchase the necessary mobile and portable radio equipment to outfit the remaining vehicle fleet, upgrade the existing fleet software and install a replacement control station for communication monitoring during outages at a total purchase price not to exceed \$32,961.18 as detailed by fund in the Budget Implication section and as recommended by WMS management, and
- To concur with the Municipal Services Commission in authorizing the Interim General Manager to complete net zero capital budget amendments for the following funds:

Amount	From Account	To Account	Description
\$17,000	591-000-970-000-1011TD	591-000-970-000-1012TD	Includes Snow Plow and Radio Projects
\$3,500	594-000-970-000-1047CA	594-000-970-000-1050CA	Includes Vehicle and Radio Projects

**BUDGET IMPLICATIONS:**

Fund	Account	Amount
Electric	591-000-970-000-1012TD	\$7,217.00
Electric	591-000-970-000-1014TD	\$10,155.86
Water	592-000-970-000-1031WA	\$4,793.12
Cable	594-000-970-000-1050CA	\$10,795.20
<b>Grand Totals</b>		<b>\$32,961.18</b>

**IMPLEMENTATION PLAN:** Subsequent to Council Concurrence purchase the equipment and complete budget amendments.

MAYOR'S RECOMMENDATION – *Alt.*

CITY ADMINISTRATOR'S RECOMMENDATION – *Shrysdale*

LEGAL COUNSEL'S RECOMMENDATION - N/A

LIST OF ATTACHMENTS –

- Breakdown of Cost by Fund
- Herkimer Quotes

**RESOLUTION**

BE IT RESOLVED by the Wyandotte City Council, a majority thereto concurring with the Wyandotte Municipal Services Commission in the following resolution,

A resolution authorizing the purchase of the remaining mobile and portable radios and the associated equipment in an amount not to exceed \$32,961.18 through its sole source, Herkimer Radio Services, along with transacting the appropriate budget amendments, as recommended by WMS management.

I move for the adoption of the foregoing resolution.

MOTION by Council Member \_\_\_\_\_

Supported by Council Member \_\_\_\_\_

YEAS

COUNCIL MEMBER

NAYS

Alderman  
Calvin  
DeSana  
Maiani  
Sabuda  
Schultz

### Radio Installs and Upgrades

Department	CA	WA	EL	Mobile
Mobiles _ Needed	8	4	7	19 ✓
Mobile - Installed	0	2	12	14
Subtotal	8	6	19	33 ✓
Portables Needed	3	0	0	<b>Reprogram</b>
Portables - Existing	1	4	6	11
Portables Admin	1	1	1	3
Subtotal	2	5	7	14
Base Mobiles	2	2	2	6
Repeater	0.33	0.33	0.34	1

Description	Unit Price	CA	WA	EL
Motorola MTR repeater update firm ware	\$35.00 ✓	\$11.55 ✓	\$11.55 ✓	\$11.90 ✓
Motorola XPR 5550e mobile	\$850.96 ✓	\$6,807.68 ✓	\$3,403.84 ✓	\$5,956.72 ✓
labor, installation	\$170.00 ✓	\$1,360.00 ✓	\$680.00 ✓	\$1,190.00 ✓
ignition sense cable	\$15.00 ✓	\$120.00 ✓	\$60.00 ✓	\$105.00 ✓
standard antenna for mobile	\$24.95 ✓	\$199.60 ✓	\$99.80 ✓	\$174.65 ✓
Motorola XPR 3500 (Portable)	\$576.18 ✓	\$1,728.54 ✓	\$0.00 ✓	\$0.00 ✓
labor, programming cost	\$20.00 ✓	\$220.00 ✓	\$80.00 ✓	\$140.00 ✓
GPS antenna for mobile	\$19.95 ✓	\$159.60 ✓	\$119.70 ✓	\$379.05 ✓
labor, reprgrmng cost (firmware update)(m&p)	\$30.00 ✓	\$129.90 ✓	\$279.90 ✓	\$640.20 ✓
bluetooth microphone for mobiles	\$500.00 ✓	\$0.00 ✓	\$0.00 ✓	\$1,500.00 ✓
trip charge technician	\$75.00 ✓	\$25.00 ✓	\$25.00 ✓	\$25.00 ✓
trip charge garage	\$100.00 ✓	\$33.33 ✓	\$33.33 ✓	\$33.34 ✓
Voice/GPS Control Station for Radio Outage Monitoring				\$7,217.00 ✓

Total Cost per Department	Total	CA	WA	EL
	\$32,961.18	\$10,795.20	\$4,793.12	\$17,372.86

→ Agrees to quote

## QUOTE

QUOTE DATE: 13-Mar-18  
EXP DATE: 12-Apr-18

734-735-1111 cell phone

**Fax:**

INSTALLATION OF RADIOS TO VEHICLES WILL BE  
AFTER MEETING OF OUR TECHNICAN AND DESIGNATE  
OF WYANDOTTE MUNICIPAL SERVICES (CABLE)  
FOR AGREEMENT ON PLACEMENT OF ALL EQUIPMENT.

*Thank you for your business!*

TAX NOT INCLUDED 25,744.18  
SHIPPING NOT INCLUDED (A)

$$\Sigma \textcircled{A} \$ 32,961.18$$



## QUOTE

QUOTE DATE: 13-Mar-18  
EXP DATE: 12-Apr-18

734-735-1111 cell phone

**Fax:**

DESCRIPTION: Radio Quote		MSRP	QTY	COST	TOTAL
IP gateway			1.00	1192.00	\$ 1,192.00
voice cable			1.00	64.00	\$ 64.00
data revert cable			1.00	64.00	\$ 64.00
Gateway core			1.00	1200.00	\$ 1,200.00
AVL / GPS mapping subscriptions			1.00	2000.00	\$ 2,000.00
Motorola Control station (with necessary options)	\$ 1,400.00	2.00	1111.00	\$ 2,222.00	
labor, tech		1.00	400.00	\$ 400.00	
trip charge		1.00	75.00	\$ 75.00	
		0.00	0.00	\$ -	
		0.00	0.00	\$ -	
		0.00	0.00	\$ -	
		0.00	0.00	\$ -	
		0.00	0.00	\$ -	
		0.00	0.00	\$ -	
		0.00	0.00	\$ -	
				\$ -	
				TOTAL	\$ 7,217.00

<b>TOTAL</b>	<b>\$</b>	<b>7,217.00</b>
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***Thank you for your business!***

## **RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED by the Wyandotte City Council, a majority thereto concurring with the Wyandotte Municipal Services Commission in the following resolution,

A resolution authorizing the purchase of the remaining mobile and portable radios and the associated equipment in an amount not to exceed \$32,961.18 through its sole source, Herkimer Radio Services, along with transacting the appropriate budget amendments, as recommended by WMS management.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

### **YEAS**

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### **COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

### **NAYS**

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**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** March 26, 2018

**AGENDA ITEM #** **6**

**ITEM: Concur with Municipal Services Commission - Deconstruction/Removal of Obsolete Power Plant Equipment – Bid # 4727**

**PRESENTER:** Charlene Hudson, Director of Power Supply and Distribution

**INDIVIDUALS CONSULTED:** Chris Brohl – Power Plant Superintendent, Paul LaManes – Interim General Manager

**BACKGROUND:** Wyandotte Municipal Services Power Plant (WMSPP) went out to bid for the 2018 Decommissioning and Removal of Obsolete Power Plant Equipment via Bid Number 4727. The main areas for removal are Boiler 8 Bag House, ID Fan and Ash Silo housing necessary for the placement of the proposed package boiler system housing two 1200 HP boilers, Coal Conveyor Systems for Boilers 7 and 8 with optional scope for the removal and backfilling of 7 & 8 Coal Reclaims, Boiler 8 Stack, Boiler 7 Hydro Bin, and Boiler 4 including its stack. The ability to perform removal of all of these areas at one time will result in reduced cost due to crane rental and site mobilization charges. Removal of each of these items will dramatically improve the Power Plant site and will allow for future use projects, such as Package Boiler Installation, to be expedited since deconstruction will be complete. In addition to site improvements, the removal of this equipment will mitigate additional expenditures related to on-going maintenance and safety related concerns that are inherent to decommissioned equipment.

The bid was sent to Next Generation Service Group-21<sup>st</sup> Century Salvage, Bierlein, Barton Malow and North American Dismantling with a bid opening on March 14, 2018 at 2:30 pm. Three of the bidders provided sealed bids while one declined to bid. WMS Power Plant Management along with Barr Engineering reviewed the content of the bids. 21<sup>st</sup> Century Salvage did not include a cost for the optional scope of work. The following is the breakdown of bid costs by contractor:

Description	North American Dismantling Corp.	21 <sup>st</sup> Century Salvage (Next Generation Service)	Bierlein Company, Inc.	Barton Malow
<b>Total</b> (From Sealed Bid)	\$1,250,000	\$1,490,444 (As bid) \$ 1,305,444 (Post bid – Bidder math error)	\$3,181,589	No Bid
<b>Difference</b> (from lowest base bid)	\$0	\$240,444 over as bid \$ 55,444 over including error	\$1,931,589 over	
<b>Optional Scope:</b> Removal and back-fill of Boiler 7 & 8 Reclaims	\$50,000	Did not Quote	\$103,510	
<b>Total Bid with Optional Scope</b>	\$1,300,000	\$ 1,490,444 (As bid) \$ 1,305,444 (Post bid - Bidder math error)	\$3,285,099	

WMSPP has selected the lowest qualified bidder, North American Dismantling Corp. as the successful contractor. Our request is to include 7 & 8 reclaim in the resolution since these have the potential for issues of safety and maintenance of these below grade structures.

**STRATEGIC PLAN/GOALS:** To provide services in an efficient, reliable and economical manner

**ACTION REQUESTED:** Concur with the Municipal Services Commission in authorizing the Interim General Manager to execute a contract with North American Dismantling Corp., the lowest bidder, in an amount not to exceed \$1,300,000 for the removal of obsolete power plant equipment as noted above along with the optional scope of the reclaim areas, as recommended by WMS management.

**BUDGET IMPLICATIONS:** Budget included in the 591-000-970-000-1010PP Power Plant Bond for site upgrades.

**IMPLEMENTATION PLAN:** Subsequent to Council concurrence, proceed with scheduling the project.

**MAYOR'S RECOMMENDATION -** *Alt.*

**CITY ADMINISTRATOR'S RECOMMENDATION -** *Shrydall*

**LEGAL COUNSEL'S RECOMMENDATION -** N/A

**LIST OF ATTACHMENTS**

- Bid pricing forms
- Visual of project
- All bid packets available for review in WMS Administrative offices.

**RESOLUTION**

BE IT RESOLVED by the Wyandotte City Council, a majority thereto concurring with the Wyandotte Municipal Services Commission in the following resolution,

A resolution authorizing to execute a contract with North American Dismantling Corp., the lowest bidder, for an amount not to exceed \$1,300,000 for the removal of obsolete power plant equipment as detailed in Bid # 4727 including the optional scope of the reclaim areas, as recommended by WMS management.

I move for the adoption of the foregoing resolution.

MOTION by Council Member \_\_\_\_\_

Supported by Council Member \_\_\_\_\_

YEAS

COUNCIL MEMBER

NAYS

Alderman  
Calvin  
DeSana  
Maiani  
Sabuda  
Schultz

## Appendix B – Pricing Form

### 1. Demolition Services

Provide a total dollar value (lump sum firm bid) for all labor, material, equipment, supervision and incidental services according to the 'BID FORM' shown below. Include any other cost and service deemed necessary for a complete and accurate bid proposal.

Description	Bid Value
Demolition of Boiler 4 including stack	\$ 450,000
Demolition of Boiler 8 and 7 Conveyors/Galleries and Transfer Houses	\$ 350,000
Demolition of Boiler 7 Ash Silo and Hydro-Bin	\$ 75,000
Demolition of Boiler 8 fabric filter, ash hoppers, associated ductwork and fan	\$ 250,000
Demolition of Boiler 8 Stack	\$ 100,000
Salvage Value	\$ (100,000)
Inspection / Preparation	\$ 25,000
Disposal of Demolition Materials	\$ 25,000
Connections to Existing Equipment	\$ 25,000
Cleanup and Repair	\$ 25,000
Mobilization Fee per occurrence (if Multiple Mobilizations are necessary)	\$ 25,000
<b>Total</b>	<b>\$ 1,250,000</b>
<b>Optional Scope</b>	<b>^</b>
Remove and back-fill Boiler 7 and 8 Reclaims	\$ 50,000

### 2. Additional Work Rates

Provide Cost Plus rates for additional work that may be required outside the scope of this specification.

**NOTE:** Equalization Factor-Section 3.0 Appendix C

North American Dismantling Corp. is based in Lapeer, Michigan. North American Dismantling Corp. does not receive any equalization percentage credit for proposals in the City of Lapeer.



## Appendix B – Pricing Form

### 1. Demolition Services

Provide a total dollar value (lump sum firm bid) for all labor, material, equipment, supervision and incidental services according to the 'BID FORM' shown below. Include any other cost and service deemed necessary for a complete and accurate bid proposal.

Description	Bid Value
Demolition of Boiler 4 including stack	\$ 511,375
Demolition of Boiler 8 and 7 Conveyors/Galleries and Transfer Houses	\$ 397,500
Demolition of Boiler 7 Ash Silo and Hydro-Bin	\$ 93,827
Demolition of Boiler 8 fabric filter, ash hoppers, associated ductwork and fan	\$ 230,892
Demolition of Boiler 8 Stack	\$ 175,850
Salvage Value	\$ <185,000>
Inspection / Preparation	\$ 12,500
Disposal of Demolition Materials	\$ 18,500
Connections to Existing Equipment	\$
Cleanup and Repair	\$ 40,000
Mobilization Fee per occurrence (if Multiple Mobilizations are necessary)	\$ 10,000
<b>Total</b>	<b>\$ 1,490,444</b>
<b>Optional Scope</b>	
Remove and back-fill Boiler 7 and 8 Reclaims	\$

\*

1,305,444  
 ^  
 POST BID  
 MATH ERROR

As Bid

### 2. Additional Work Rates

Provide Cost Plus rates for additional work that may be required outside the scope of this specification.



Bierlein

## Appendix B – Pricing Form

### 1. Demolition Services

Provide a total dollar value (lump sum firm bid) for all labor, material, equipment, supervision and incidental services according to the 'BID FORM' shown below. Include any other cost and service deemed necessary for a complete and accurate bid proposal.

Description	Bid Value
Demolition of Boiler 4 including stack	\$ 931,884.00
Demolition of Boiler 8 and 7 Conveyors/Galleries and Transfer Houses	\$ 964,335.00
Demolition of Boiler 7 Ash Silo and Hydro-Bin	\$ 197,869.00
Demolition of Boiler 8 fabric filter, ash hoppers, associated ductwork and fan	\$ 726,248.00
Demolition of Boiler 8 Stack	\$ 154,210.00
Salvage Value	\$ -163,491.00
Inspection / Preparation	\$ 51,941.00
Disposal of Demolition Materials	\$ 85,151.00
Connections to Existing Equipment	\$ 140,992.00
Cleanup and Repair	\$ 22,450.00
Mobilization Fee per occurrence (if Multiple Mobilizations are necessary)	\$ 70,000.00
<b>Total</b>	<b>\$ 3,181,589.00</b>
<b>Optional Scope</b>	<b>^</b>
Remove and back-fill Boiler 7 and 8 Reclaims	\$ 103,510.00

### 2. Additional Work Rates

Provide Cost Plus rates for additional work that may be required outside the scope of this specification.

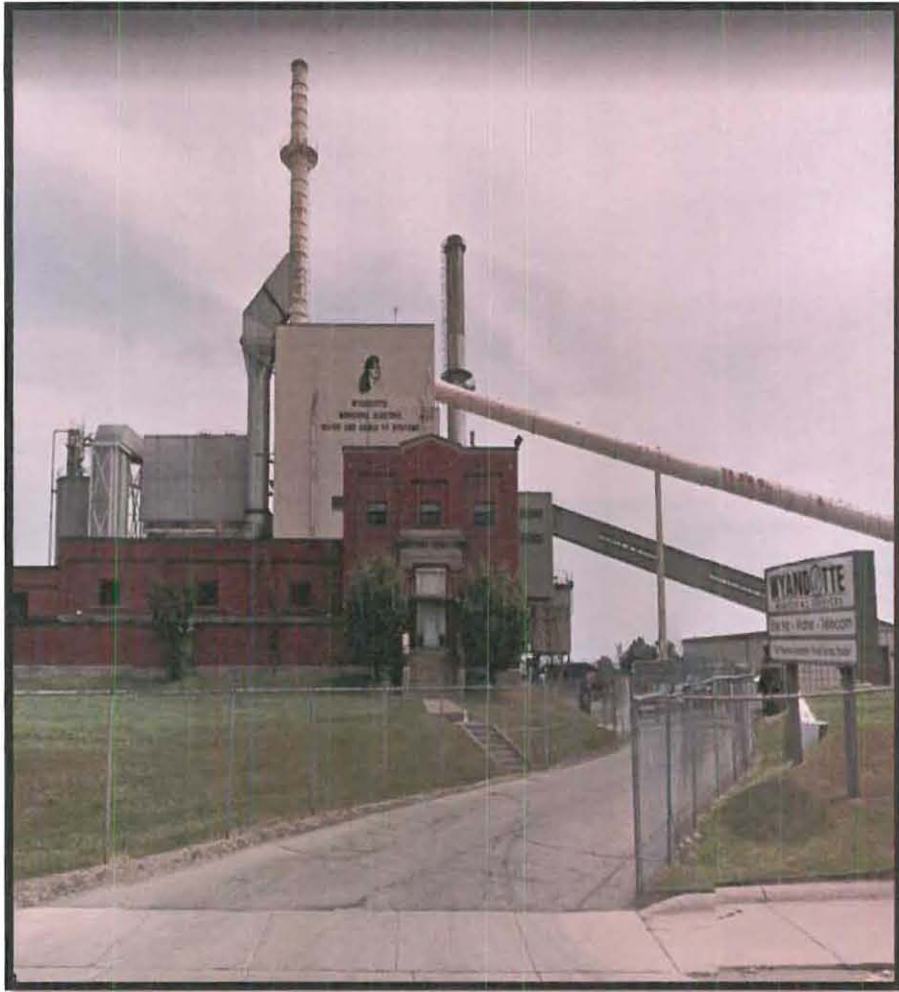
# Demolition of Obsolete Power Plant Equipment

## Location Identification

Wyandotte Municipal Services

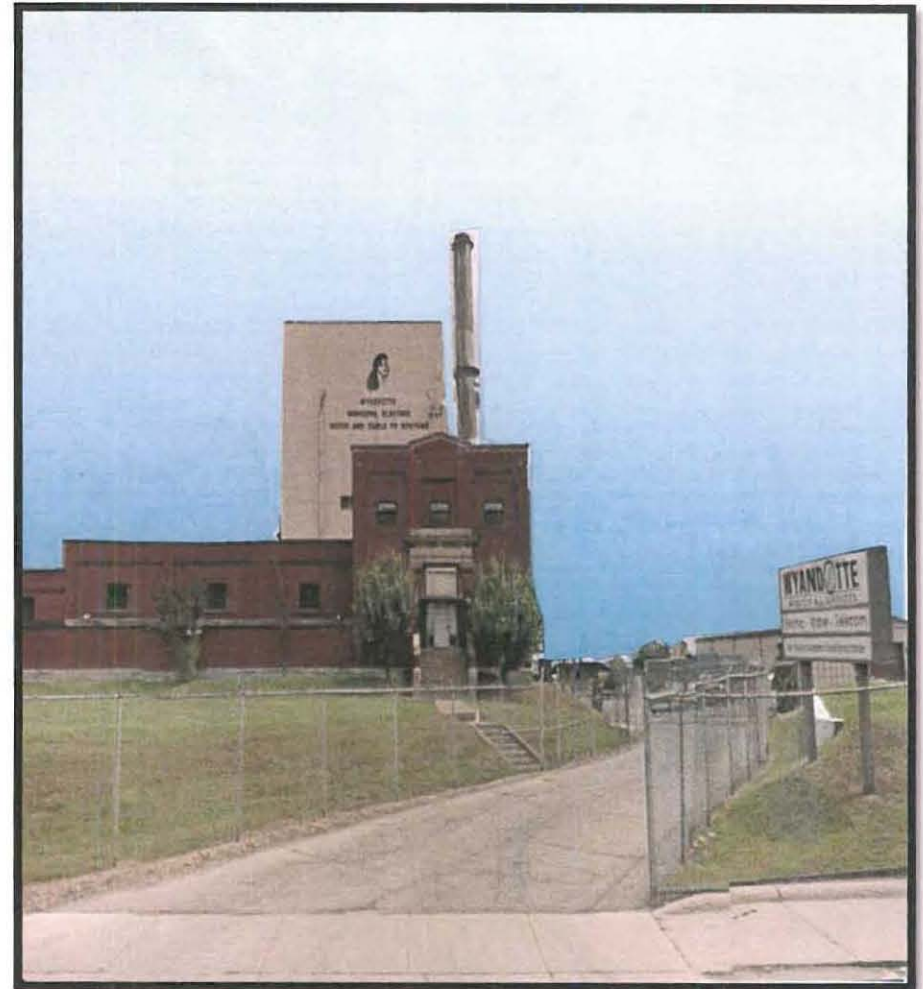
Bid # 4727

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**Street View of Power Plant: Current**

**Street View of Power Plant: After Proposed Demolition**





## North Side of Power Plant

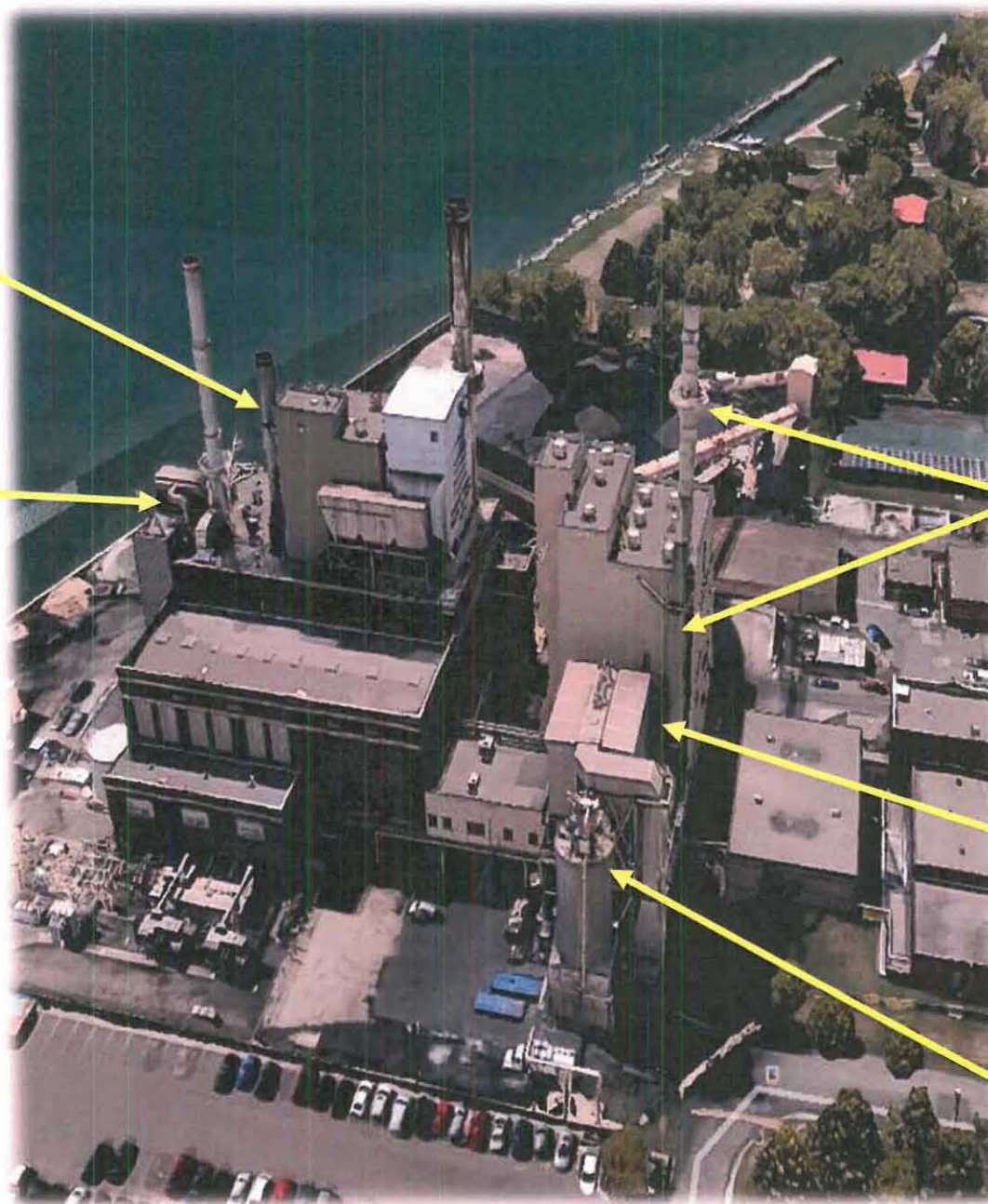
#4 Stack

#5 Baghouse

#8 Stack & Duct

#8 Baghouse &  
Ash Hoppers

#8 Ash Silo  
(proposed area for  
package boilers  
building)





## South Side of Power Plant

#7 Coal Belts and Transfer Towers

#8 Coal Belts and Transfer Tower

#4 Stack (Boiler Below)

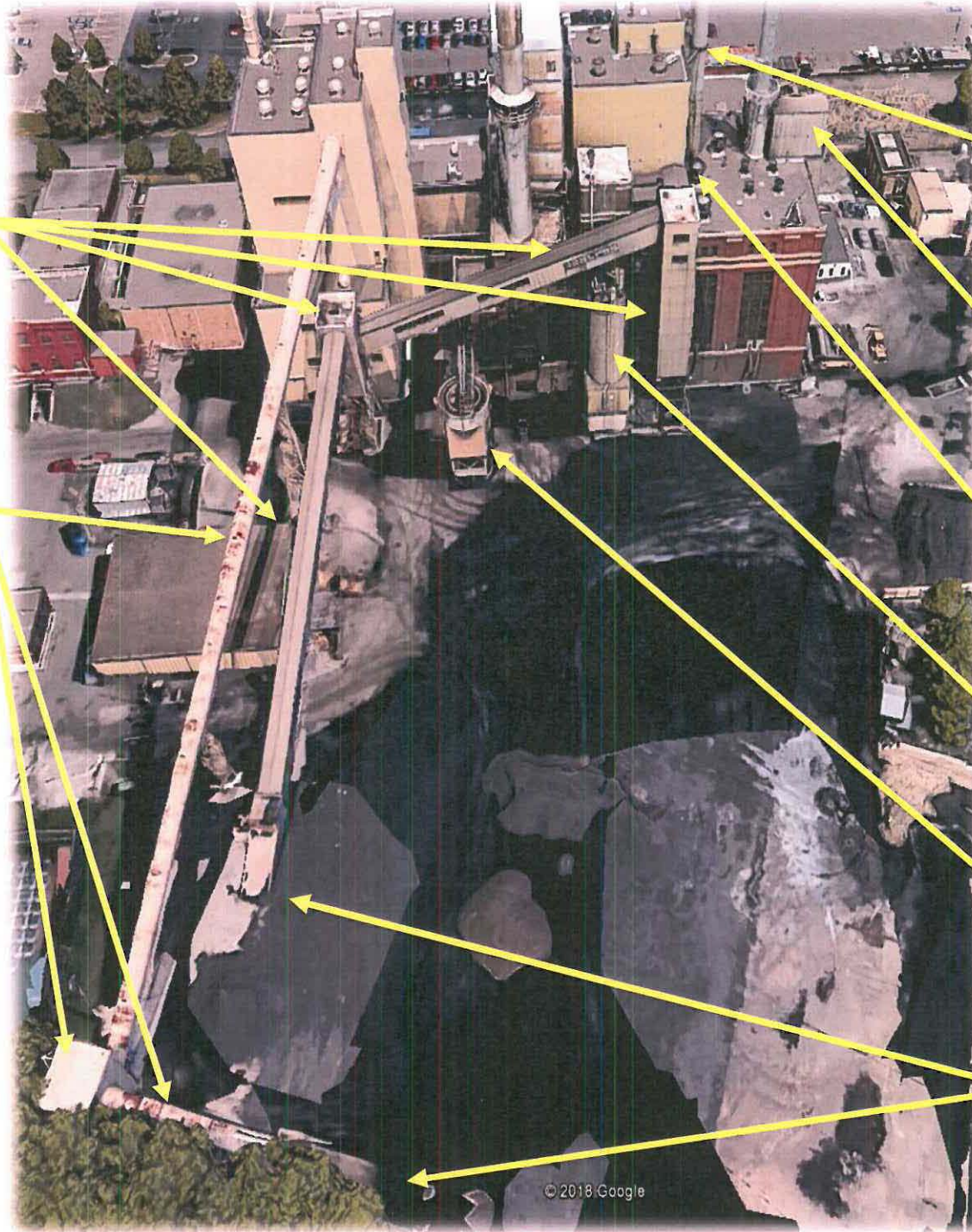
#5 Baghouse

#7 Coal Belt to Hopper

#7 Ash Silo

Hydro-bin

7 & 8 Coal Reclaims



## **RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED by the Wyandotte City Council, a majority thereto concurring with the Wyandotte Municipal Services Commission in the following resolution,

A resolution authorizing to execute a contract with North American Dismantling Corp., the lowest bidder, for an amount not to exceed \$1,300,000 for the removal of obsolete power plant equipment as detailed in Bid # 4727 including the optional scope of the reclaim areas, as recommended by WMS management.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

### **YEAS**

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### **COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

### **NAYS**

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**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE:** March 26, 2018

**AGENDA ITEM # 7**

**ITEM:** Purchase Agreement to sell City owned property known as former 664 Orange for construction of a new single family home

**PRESENTER:** Mark A. Kowalewski, City Engineer and Theodore H. Galeski, City Assessor

**INDIVIDUALS IN ATTENDANCE:** Mark A. Kowalewski and Theodore H. Galeski

**BACKGROUND:** This property was offered for sale in accordance with the attached Build a Future in Wyandotte Specifications for Acquisition of Vacant Parcels for the Construction of a New Single Family Home which can be found at [www.wyandotte.net/FrontDesk/RequestForProposals.asp](http://www.wyandotte.net/FrontDesk/RequestForProposals.asp). The property was placed on the MLS, "For Sale" sign was placed on the property, and it was listed on the City's website.

Two (2) proposals were received and the recommendation is to sell said lot for \$10,000 to Brian and Rebecca Farmer, 14779 Shenandoah Dr., Riverview, for the construction of a single family home consisting of approximately 1,798 square feet, 3 bedrooms, 1.5 baths, full basement, wrap-around front porch, detached garage and exterior to be sided with brick skirting.

The other proposal was approximately 1,500 square feet.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the 2010-2015 Goals and Objectives of the City of Wyandotte Strategic Plan in continuing effects to enhancing the community's quality of life by: fostering the revitalization and preservation of older areas of the City as well as developing, redeveloping new areas; ensuring that all new developments will be planned and designed consistent with the city's historic and visual standards; have a minimum impact on natural areas; and, have a positive impact on surrounding areas and neighborhoods; fostering the maintenance and development of stable and vibrant neighborhoods.

**ACTION REQUESTED:** Adopt a resolution concurring with recommendation

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** Execute Purchase Agreement and close on property

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:** *Draydall*

**LEGAL COUNSEL'S RECOMMENDATION:** Purchase Agreement Approved by Legal.

**MAYOR'S RECOMMENDATION:** *ASP*

**LIST OF ATTACHMENTS:** Purchase Agreement; Map



**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan

Date:

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED BY THE MAYOR AND COUNCIL that the communication from the City Engineer and City Assessor regarding the City owned property located at former 664 Orange is hereby received and placed on file; AND

BE IT FURTHER RESOLVED that the Council concurs with the recommendation to sell the property known as former 664 Orange to Brian and Rebecca Farmer in the amount of \$10,000.00; AND

BE IT FURTHER RESOVLED that if the Purchaser(s), Brian and Rebecca Farmer do not undertake development within six (6) months from time of closing and complete construction within one (1) year will result in Seller's right to repurchase property including any improvements for One (\$1.00) Dollar. A condition will be placed on the Deed that will include this contingency;

NOW THEREFORE, BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the Offer to Purchase Real Estate for the property known as former 664 Orange, between Brian and Rebecca Farmer and the City of Wyandotte for \$10,000 as presented to Council.

I move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

Supported by Councilperson \_\_\_\_\_

YEAS

COUNCIL

NAYS

Alderman  
Calvin  
DeSana  
Maiani  
Sabuda  
Schultz

**LOOK, MAKOWSKI and LOOK**  
ATTORNEYS AND COUNSELORS AT LAW  
PROFESSIONAL CORPORATION  
2241 OAK STREET  
WYANDOTTE, MICHIGAN 48192-5390  
(734) 285-6500  
FAX (734) 285-4160

William R. Look  
Steven R. Makowski

Richard W. Look  
(1912-1993)

**PURCHASE AGREEMENT**

1. **THE UNDERSIGNED** hereby offers and agrees to purchase the following land situated in the City of

Wyandotte, Wayne County, Michigan, described as follows:  
Lot 14, Block 176, Plat of Part of Wyandotte, as recorded in Liber 1, Page 142 of Plats, WCR being known as the Former 664  
Orange now known as 668 Orange Street, and to pay therefore the sum of Ten Thousand Dollars & 00/100 (\$10,000.00)  
Dollars, subject to the existing building and use restrictions, easements, and zoning ordinances, if any, upon the following  
conditions:

**THE SALE TO BE CONSUMMATED BY**

**PROMISSORY NOTE/MORTGAGE SALE**

<b>PROMISSORY/ MORTGAGE SALE</b>	1. The Purchase Price of <u>\$10,000.00</u> together with the closing costs (which consists of the title insurance premium, recording fees, prorated taxes, closing fee of \$200) shall be paid by Purchaser(s) executing a Promissory Note payable to the order of the Seller(s) and secured by a mortgage. The Promissory Note will require immediate payment to the Seller upon occurrence of any of the following events within ten (10) years of the date of closing: The property is sold, refinanced, foreclosed, leased, transferred, conveyed in any manner or otherwise disposed of by Purchaser(s) or is no longer occupied by Purchaser as its primary residence. In the event none of the events described in Paragraph (1) above occur within ten (10) years of the date of closing, the Promissory Note will be deemed satisfied and the mortgage will be discharged at the request of and upon payment of the recording fee for the discharge by Purchaser(s). In the event of default of the terms of the Promissory Note by the Purchaser(s), the Seller(s) may foreclose by advertisement on the mortgaged premises as one of its remedies and purchaser(s) shall be responsible to pay Seller(s) costs including reasonable attorney fees resulting from the enforcement of the Promissory Note and/or Mortgage.
<b>Evidence of Title</b>	2. As evidence of title, Seller agrees to furnish Purchaser as soon as possible, a Policy of Title Insurance in an amount not less than the purchase price, bearing date later than the acceptance hereof and guaranteeing the title in the condition required for performance of this agreement, will be accepted. Purchaser is responsible to pay for the Title Insurance premium.
<b>Time of Closing</b>	3. If this offer is accepted by the Seller and if title can be conveyed in the condition required hereunder, the parties agree to complete the sale upon notification that Seller is ready to close.
<b>Purchaser's Default</b>	4. If Purchaser(s) defaults, Seller may retain the Deposit and Purchaser(s) is responsible for all costs incurred by Seller.
<b>Seller's Default</b>	5. In the event of default by the Seller hereunder, the purchaser may, at his option, elect to enforce the terms hereof or demand, and be entitled to, an immediate refund of his entire deposit in full termination of this agreement.
<b>Title Objections</b>	6. If objection to the title is made, based upon a written opinion of Purchaser's attorney that the title is not in the condition required for performance hereunder, the Seller shall have 30 days from the date, is notified in writing of the particular defects claimed, either (1) to remedy the title, or (2) to obtain title insurance as required above, or (3) to refund the deposit in full termination of this agreement if unable to remedy the title the Purchaser agrees to complete the sale within 10 days of written notification thereof. If the Seller is unable to remedy the title or obtain title insurance within the time specified, the deposit shall be refunded forthwith in full termination of this agreement.
<b>Possession</b>	7. The Seller shall deliver and the Purchaser shall accept possession of said property, subject to rights of the following tenants: <u>NONE</u> If the Seller occupies the property, it shall be vacated on or before <u>closing</u> From the closing to the date of vacating property as agreed, SELLER SHALL PAY the sum of \$ <u>n/a</u> per day. <del>THE BROKER SHALL RETAIN from the amount due Seller at closing the sum of \$ _____ as security for said occupancy charge, paying to the Purchaser the amount due him and returning to the Seller the unused portion as determined by date property is vacated and keys surrendered to Broker.</del>
<b>Taxes and Prorated Items</b>	8. All taxes and assessments which have become a lien upon the land at the date of this agreement shall be paid by the Seller. Current taxes, if any, shall be prorated and adjusted as of the date of closing in accordance with <u>due date</u> (Insert one: "Fiscal Year" "Due Date." If left blank, Fiscal Year applies) basis of the municipality or taxing unit in which the property is located. Interest, rents and water bills shall be prorated and adjusted as of the date of closing. <b>Due dates are August 1 and December 1.</b> 9. It is understood that this offer is irrevocable for fifteen (15) days from the date hereof, and if not accepted by the Seller within that time, the deposit shall be returned forthwith to the Purchaser. If the offer is accepted by the Seller, the Purchaser agrees to complete the purchase of said property within the time indicated in Paragraph 3.

<i>Broker's Authorization</i>	10. The Broker is hereby authorized to make this offer and the deposit of <u>N/A</u> Dollars may be held by him under Act No. 112. P.A. of 1960 Sect. 13, (j) and applied on the purchase price if the sale is consummated.
<i>Security Deposit</i>	11. A Security Deposit of One Thousand (\$1,000) Dollars will be required upon acceptance of this Agreement and will be returned to Purchaser(s) upon issuance of the final Certificate of Occupancy for the premises. In the event of default of any of the terms of this Agreement prior to issuance of the final Certificate of Occupancy, the deposit shall be forfeited to Seller(s) in addition to the other remedies Seller(s) has under the terms of this Agreement.

THIS IS A LEGAL BINDING CONTRACT, IF NOT UNDERSTOOD SEEK COMPETENT HELP

12. **APPLICABLE TO F. H. A. SALES ONLY:**

It is expressly agreed that, notwithstanding any other provisions of this contract, the Purchaser shall not be obligated to complete the purchase of the property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless the Seller has delivered in the purchaser a written statement issued by the Federal Housing Commissioner setting forth the appraised value of the property for mortgage insurance purpose of not less than \$ \_\_\_\_\_ which statement the Seller hereby agrees to deliver to the Purchaser promptly after such appraised value statement is made available to the Seller. The Purchaser shall, however, have the privilege and the option of proceeding with the consummation of this contract without regard to the amount of the appraised valuation made by the Federal Housing Commissioner.

It is further understood between Purchaser and Seller that the additional personal property listed herein has a value of \$ \_\_\_\_\_.

13. The covenants herein shall bind and inure to the benefit of the executors, administrators, successors and assigns of the respective parties.

By the execution of this instrument the Purchaser acknowledges THAT HE HAS EXAMINED THE ABOVE described premises and is satisfied with the physical condition of structures thereon and acknowledges the receipt of a copy of this offer.

The closing of this sale shall take place at the office of the City Engineer, 3200 Biddle Avenue, Wyandotte, MI. However, if a new mortgage is being applied for, Purchasers will execute said mortgage at the bank or mortgage company from which the mortgage is being obtained. Additional conditions, if any: See Addendum for additional Paragraphs 14 through 23 and Signatures

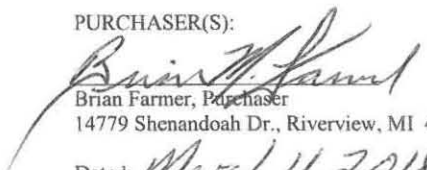
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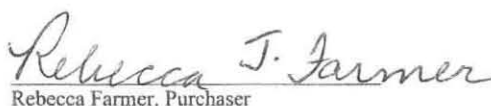
ADDENDUM TO  
OFFER TO PURCHASE REAL ESTATE

Purchaser(s) have bargained for the purchase of the property from the Seller(s) pursuant to the terms of the promissory note (rather than paying a cash price for the property at the closing). Purchaser(s) agrees that in consideration of the Seller(s) allowing the purchase by a Promissory Note, Seller(s) is subject to certain risks and that the following conditions are reasonable and that Seller(s) have provided adequate legal consideration to support the conditions and requirements of this Agreement. Time is of the essence.

14. The closing for this Agreement is contingent upon the Purchaser, within 120 days of Seller's signed acceptance, obtaining a building permit, issued by the Engineering and Building Department for the construction of an owner occupied single family home, consisting of the following features:
- Approximately 1,798 square feet with 3 bedrooms, 1.5 bath, wrap around front porch as indicated on Attachment A
  - Full basement to be in accordance with Section R310-Emergency Escape and Rescue Openings in accordance with the 2015 Michigan Residential Code. Emergency Escape and Rescue Opening must have an approved cover. The basement is also required to have a Backflow Valve and Sump Pump.
  - Exterior to be brick on the 1<sup>st</sup> floor 4 feet above grade around entire exterior with vinyl siding for rest of exterior.
  - Detached garage.
  - Home must meet all current zoning requirements.
15. If plans and unit installed with energy savings systems such as solar systems capable of supplying 1kw of energy or wind turbines supplying 400 watts of energy or geothermal systems capable of heating, cooling and provided hot water then the City will reduce the balance of the promissory note by \$2,000.
16. This Agreement is further contingent upon the Purchaser undertaking development within 180 days from date of closing and completing construction (which is defined as obtaining a final Certificate of Occupancy for an owned occupied single family home) within 365 days from the date of closing. "Undertaking development" is defined as: the completion of a basement with poured floor and walls and inspection of foundations after backfill by the Engineering and Building Department pursuant to a building permit issued by the Seller(s) for construction of the home with all of the requirements described in Paragraph 14.
- In consideration of the Seller(s) conveying this property to Purchaser(s) pursuant to the terms of Promissory Note, Purchaser(s) agree that if Purchaser(s) fail to undertake development or complete construction within the required time limits of this Agreement, Seller(s) have the option to purchase the property from Purchaser with all improvements for one (\$1.00) dollar (Purchaser(s) will still remain responsible to pay all obligations owing to Purchaser's lender). This will be a condition of the deed. In the event Seller(s) commences legal proceeding to enforce this requirement, Purchaser(s) shall be responsible to pay all of Seller's costs including its reasonable attorney fees.
17. All utilities are required to be underground. Purchaser will provide three (3) ducts; electrical, cable and telephone to a central location. If reusing existing sewer tap, line must be inspected or cameraed and documents submitted to the Engineering Department for approved use. If use is not approved, you must re-tap the main.
18. The Purchaser is responsible for the cost of the Title Insurance Policy Premium, Closing Fee of \$200.00 and Mapping Fee. These charges will be included in the note.
19. Dirt shall be removed from the site at the Purchaser's expense.
20. The property is being sold in "As Is" condition, without express or implied warranty. Purchaser understands that buildings were removed from the site and the City of Wyandotte accepts no responsibility for underground conditions or environmental conditions of the property.
21. This Agreement is subject to the approval of the Wyandotte City Council.
22. The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Offer to Purchase.
23. The requirements of this Agreement shall survive the closing.

PURCHASER(S):

  
Brian Farmer, Purchaser  
14779 Shenandoah Dr., Riverview, MI 48193

  
Rebecca Farmer, Purchaser

Dated: March 14, 2018

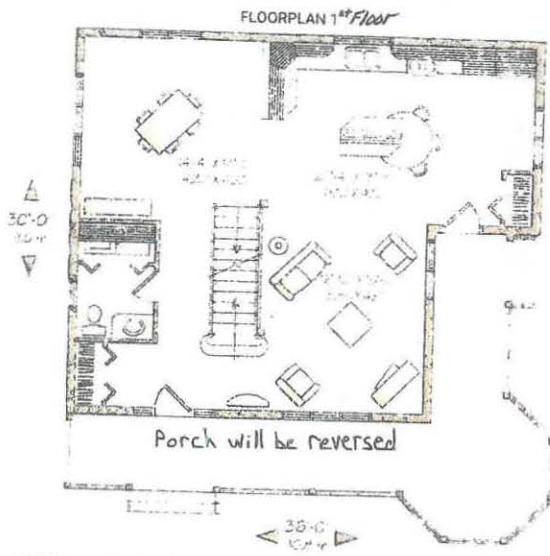
SELLER(S): CITY OF WYANDOTTE

\_\_\_\_\_  
Joseph R. Peterson, Mayor  
3200 Biddle Avenue, Wyandotte, MI

\_\_\_\_\_  
Lawrence S. Stec, City Clerk

Dated: \_\_\_\_\_ Legal Department Review \_\_\_\_\_

# Attachment A

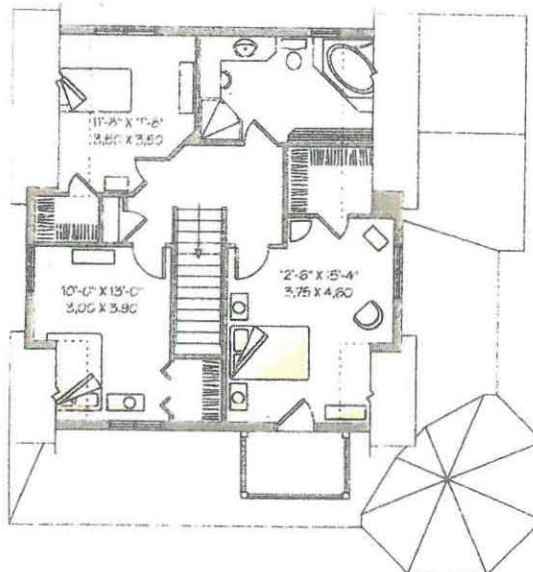


## Farmer 664 Orange

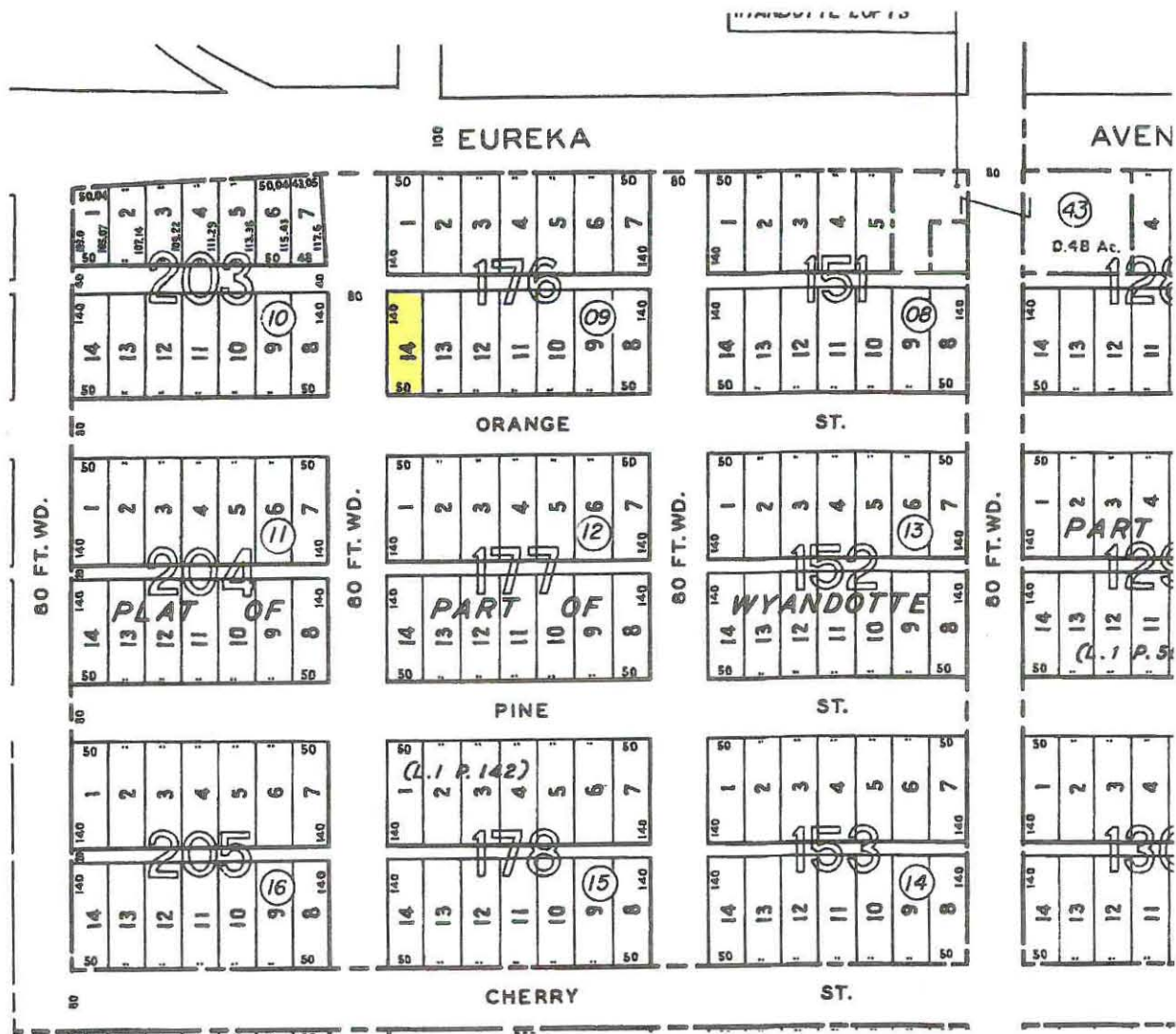
Total sq. ft.	1798 sq. ft.
Floors	2
Bedrooms	3
Bath Rooms	1.5
Exterior	Vinyl
Width	36ft
Depth	30ft
Height	30ft-11in
Foundation	Basement
Framing	2x6

## 664 Orange Street

### Second Floor







664 Orange LOT 14 PLAT OF PART OF WYANDOTTE BLOCK 176 T3S R11E L1 P142 WCR.

## **RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED that the communication from the City Engineer and City Assessor regarding the City owned property located at former 664 Orange is hereby received and placed on file; AND

BE IT FURTHER RESOLVED that the Council concurs with the recommendation to sell the property known as former 664 Orange to Brian and Rebecca Farmer in the amount of \$10,000.00; AND

BE IT FURTHER RESOLVED that if the Purchaser(s), Brian and Rebecca Farmer do not undertake development within six (6) months from time of closing and complete construction within one (1) year will result in Seller's right to repurchase property including any improvements for One (\$1.00) Dollar. A condition will be placed on the Deed that will include this contingency;

NOW THEREFORE, BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the Offer to Purchase Real Estate for the property known as former 664 Orange, between Brian and Rebecca Farmer and the City of Wyandotte for \$10,000 as presented to Council.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

### **YEAS**

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\_\_\_\_\_

### **COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

### **NAYS**

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**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 26, 2018

AGENDA ITEM # **8**

**ITEM:** An Ordinance to Adopt Rodentproofing Measures

**PRESENTER:** Mark A. Kowalewski, City Engineer

**INDIVIDUALS IN ATTENDANCE:** Mark A. Kowalewski, City Engineer

**BACKGROUND:** The 2015 Michigan Building Code was approved by the State of Michigan and by law is enforced by Wyandotte. Cities have an option to adopt Appendix F Rodentproofing which will regulate foundation walls ventilation openings, foundation wall sealing doors, and windows from vermin infestation. I recommend the attached Ordinance be adopted.

If you concur with this recommendation a proposed ordinance has been prepared for your consideration.

**STRATEGIC PLAN/GOALS:** This is consistent with the 2010-2015 Goals and Objectives of the City of Wyandotte Strategic Plan in the commitment to providing the finest services and quality of life.

**ACTION REQUESTED:** Conduct a first reading of the enclosed ordinance.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** Conduct a first and final reading of the Ordinance, upon successful passage of first reading. If the final reading is approved by Council, the City Clerk's Office will update the Code of Ordinances to include the above-mentioned ordinance with the next codification supplement.

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:** SD Rydahl

**LEGAL COUNSEL'S RECOMMENDATION:** W. Book

**MAYOR'S RECOMMENDATION:** J. P.

**LIST OF ATTACHMENTS:** Ordinance Proposal

**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan  
Date:

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED that the communication for the City Engineer is received and placed on file; AND

BE IT FURTHER RESOLVED that the first reading of the Appendix F Rodentproofing Ordinance will be held at the March 26, 2018 meeting of the City Council.

AN ORDINANCE ENTITLED  
AN ORDINANCE TO  
ADOPT APPENDIX F RODENTPROOFING  
OF THE 2015 MICHIGAN BUILDING CODE

THE CITY OF WYANDOTTE ORDAINS:

Section 1.

That a certain document, one (1) copy of which is on file in the Office of the City Clerk of the City of Wyandotte, 3200 Biddle Avenue, Wyandotte, Michigan 48192 being marked and designated as Appendix F Rodentproofing from the 2015 Michigan Building Code is hereby referred to, adopted and made a part hereof, as if fully set out in this Ordinance.

Section 2.

The purpose of Appendix F is to eradicate vermin infestation by requiring certain construction measures for foundation wall ventilation openings, foundation and exterior wall sealing, door clearance, windows and other openings clearances and pier and wood construction.

Section 3 .

Nothing in this Ordinance or in the Code hereby adopted shall be construed to affect any suit or proceeding in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed; nor shall any just or legal right or remedy or any character be lost, impaired or affected by this Ordinance.

Section 4.

Severability. Should any word, sentence, phrase or any portion of this Ordinance be held in a manner invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such word, sentence, phrase or any portion of the Ordinance held to be so invalid and shall not be construed as affecting the validity of any of the remaining words, sentences, phrases or portions of this Ordinance.

Section 5.

Conflicting Ordinances. All prior existing ordinances adopted by the City of Wyandotte inconsistent or in conflict with the provisions of this Ordinance are, to the extent of such conflict or inconsistency, hereby expressly repealed.

Section 6. Effective Date.

This Ordinance shall take effect fifteen (15) days from the date of its passage by the Wyandotte City Council and a notice of ordinance adoption shall be published in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption. A copy of this ordinance and Appendix F may be inspected or obtained at the City of Wyandotte Clerk's Office, 3200 Biddle Avenue, Wyandotte, Michigan.

On the question, "SHALL THIS ORDINANCE NOW PASS?" the following vote was recorded.

YEAS

COUNCIL

NAYS

Alderman  
Calvin  
DeSana  
Maiani  
Sabuda  
Schultz

ABSENT \_\_\_\_\_

I hereby approve the adoption of the foregoing Ordinance this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 200\_\_.

I hereby approve the adoption of the foregoing Ordinance this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

#### CERTIFICATION

We, the undersigned, Joseph R. Peterson and Lawrence S. Stec, respectively, the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the City Council of the City of Wyandotte, at a regular session on Monday, \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
Lawrence S. Stec, City Clerk

\_\_\_\_\_  
Joseph R. Peterson, Mayor



## NOTICE OF ADOPTION

The City of Wyandotte Code of Ordinance has been amended as follows:

The effective date of this Ordinance is \_\_\_\_\_. A copy of this Ordinance may be purchased or inspected at the City of Wyandotte Clerk's Office, 3200 Biddle Avenue, Wyandotte, Michigan, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

## APPENDIX F

# RODENTPROOFING

*The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.*

*User note: Code change proposals to this appendix will be considered by the IBC – Structural Code Development Committee during the 2016 (Group B) Code Development Cycle. See explanation on page iv.*

### SECTION F101 GENERAL

**F101.1 General.** Buildings or structures and the walls enclosing habitable or occupiable rooms and spaces in which people live, sleep, or work, or in which feed, food, or food-stuff is stored, prepared, processed, served, or sold shall be constructed in accordance with this section. Other buildings are subject to these requirements as provided in section F101.1.1 of the code.

R 408.30495

**F101.1.1 Additional buildings.** In a community that has a vermin infestation program for the eradication of vermin enacted by local ordinance, all buildings identified within such an ordinance shall be constructed in accordance with this section.

R 408.30495

**F101.2 Foundation wall ventilation openings.** Foundation wall ventilation openings shall be covered for their height and width with perforated sheet metal plates no less than 0.070 inch (1.8 mm) thick, expanded sheet metal plates not less than 0.047 inch (1.2 mm) thick, cast-iron grills or grating, extruded aluminum load-bearing vents or with hardware cloth of 0.035 inch (0.89 mm) wire or heavier. The openings therein shall not exceed  $\frac{1}{4}$  inch (6.4 mm).

**F101.3 Foundation and exterior wall sealing.** Annular spaces around pipes, electric cables, conduits or other openings in the walls shall be protected against the passage of rodents by closing such openings with cement mortar, concrete masonry or noncorrosive metal.

**F101.4 Doors.** Doors on which metal protection has been applied shall be hinged so as to be free swinging. When closed, the maximum clearance between any door, door jambs and sills shall be not greater than  $\frac{3}{8}$  inch (9.5 mm).

**F101.5 Windows and other openings.** Windows and other openings for the purpose of light or ventilation located in exterior walls within 2 feet (610 mm) above the existing ground level immediately below such opening shall be covered for their entire height and width, including frame, with hardware cloth of at least 0.035-inch (0.89 mm) wire or heavier.

**F101.5.1 Rodent-accessible openings.** Windows and other openings for the purpose of light and ventilation in the exterior walls not covered in this chapter, accessible to rodents by way of exposed pipes, wires, conduits and other appurtenances, shall be covered with wire cloth of at least

0.035-inch (0.89 mm) wire. In lieu of wire cloth covering, said pipes, wires, conduits and other appurtenances shall be blocked from rodent usage by installing solid sheet metal guards 0.024 inch (0.61 mm) thick or heavier. Guards shall be fitted around pipes, wires, conduits or other appurtenances. In addition, they shall be fastened securely to and shall extend perpendicularly from the exterior wall for a minimum distance of 12 inches (305 mm) beyond and on either side of pipes, wires, conduits or appurtenances.

### F101.6 Pier and wood construction.

**F101.6.1 Sill less than 12 inches above ground.** Buildings not provided with a continuous foundation shall be provided with protection against rodents at grade by providing either an apron in accordance with Section F101.6.1.1 or a floor slab in accordance with Section F101.6.1.2.

**F101.6.1.1 Apron.** Where an apron is provided, the apron shall be not less than 8 inches (203 mm) above, nor less than 24 inches (610 mm) below, grade. The apron shall not terminate below the lower edge of the siding material. The apron shall be constructed of an approved nondecayable, water-resistant rodentproofing material of required strength and shall be installed around the entire perimeter of the building. Where constructed of masonry or concrete materials, the apron shall be not less than 4 inches (102 mm) in thickness.

**F101.6.1.2 Grade floors.** Where continuous concrete-grade floor slabs are provided, open spaces shall not be left between the slab and walls, and openings in the slab shall be protected.

**F101.6.2 Sill at or above 12 inches above ground.** Buildings not provided with a continuous foundation and that have sills 12 inches (305 mm) or more above ground level shall be provided with protection against rodents at grade in accordance with any of the following:

1. Section F101.6.1.1 or F101.6.1.2.
2. By installing solid sheet metal collars at least 0.024 inch (0.6 mm) thick at the top of each pier or pile and around each pipe, cable, conduit, wire or other item that provides a continuous pathway from the ground to the floor.
3. By encasing the pipes, cables, conduits or wires in an enclosure constructed in accordance with Section F101.6.1.1.

## **RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED that the first reading of Ordinance Amendment #1461 regarding Appendix F – Rodentproofing will be held at the March 26, 2018 meeting of the City Council.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

### **YEAS**

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### **COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

### **NAYS**

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**RESOLUTION**

DATE: March 26, 2018

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED that the total bills and accounts of \$\_\_\_\_\_ as presented by the Mayor and City Clerk are hereby APPROVED for payment.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Alderman	_____
_____	Calvin	_____
_____	DeSana	_____
_____	Maiani	_____
_____	Sabuda	_____
_____	Schultz	_____

## REPORTS & MINUTES

### CITY OF WYANDOTTE BEAUTIFICATION COMMISSION MEETING MINUTES, APPROVED FEBRUARY 14, 2018

Members Present: John Darin, Chairman, Kelly Dodson, Andrea Fuller, Noel Galeski, Patricia Iacopelli, Linda Orta, April Treece, Alice Ugljesa

Members Excused: Michael Bak, Stephanie Pizzo, Bill Summerell

Guest(s): None

1. Call to Order: The meeting was called to order by John at 6:03 pm.
2. Approval of Agenda: Motion was made by Alice, seconded by Patricia, to approve this meeting's agenda as presented. The motion was approved.
3. Reading and Approval of Previous Minutes:
  - a. January 10, 2018 Regular Meeting: After review of the minutes, Alice made a motion, seconded by Linda, to approve the draft minutes of the January 10, 2018 regular meeting of the Beautification Commission without change. The motion was approved.
4. Chairperson's Report:
  - a. Documents: An updated Attendance Log was distributed.
  - b. Commissioners (5) Terms Expiring April, 2018: John reported that the terms of 5 commissioners will expire in April, 2018. The affected commissioners are Kelly Dodson, Andrea Fuller, Noel Galeski, Stephanie Pizzo, and Bill Summerell. John will email the Mayor recommending re-appointments.
  - c. Board & Commission Training Opportunities: John distributed and reviewed a Training Opportunities document from the Redevelopment Ready Communities Program that was forwarded from the City Clerk's Office. These training programs will be reimbursable if related to Beautification Commission activities. Commissioners were advised to review the list of programs, and advise the Commission if they are interested in attending.
  - d. Special Events Office Supporting Earth Day Activities: John reported that he was contacted by the Special Events Office regarding their upcoming April 20<sup>th</sup> Third Friday event, which is focusing on Earth Day (April 21<sup>st</sup>) and recycling. There was much discussion. John will contact Heather Theide to follow-up.
5. Treasurer's Report:
  - a. FY 2017-2018 Approved Budget & Expense Report: John reported that there was one expense in the amount of \$20.00 for BCSEM annual municipal membership dues, leaving a balance of \$4,916.23 in the Commission's primary TIF account. There were no expenses posted to the GFM Reserve account, leaving a balance of \$389.97.
6. Public & Media Relations and Event Marketing Report:
  - a. Inquiry from Brownstown Historical Society: Andrea reported that she is continuing to monitor the Commission hotline & email. She reported that the Commission was contacted by Debbie Galik, President of the Brownstown Historical Society, regarding the Commission's Home and Business Beautification Awards. She had a lengthy conversation with Ms. Galik, and explained in detail our entire process regarding our various award events. Ms. Galik was very satisfied.
  - b. Inquiry From Grosse Ile Garden Club: John reported that he was contacted by Sue from the Grosse Ile Garden Club, which maintains 80 hanging baskets on public lighting poles. She inquired regarding how the Commission maintains our planter pots so full and beautiful. John had a lengthy discussion with her, described the process, and referred her to Alice for more specific information on watering & fertilizing. Alice reported that she discussed same with Sue, who was very satisfied.



7. "Adopt-A-Spot in Wyandotte" Program Update: There was nothing significant to report.
8. Community Garden Update: April reported that applications are being received for this coming gardening season.
9. Old Business:
  - a. New Planter Boxes: Alice reported that the Eagle Scout has built 10 planter boxes, approx. 22" square. They are intended to hold planters. John will contact the Engineering Department to determine status of the Beautification Commission's Biddle Avenue planter box permit application. The Commission will begin discussion on placement at our March meeting.
  - b. Remaining Holiday Lighting Awards: Alice reported that she has distributed the remaining awards, with the exception of one award which was missing. Alice will contact Michael to arrange for immediate purchase of a replacement award.
  - c. Commission Consultative Interest in Downtown Area Beautification and Design Projects: There was much discussion on this subject of interest for a number of commissioners. There was consensus established that the Commission desires to coordinate our landscape designs and local area decorations with the city's designs, in a consultative role. There has been feedback received by various commissioners from members of the general public regarding the city's decorations. John will communicate the Commission's interests regarding specific design elements to Patt Slack, DDA President, and invite her, at the consensus request of the commissioners, to the Commission's March meeting.
10. New Business:
  - a. Re-Designing Fountain Area Plantings: Alice discussed the current fountain-area plantings, and reported that they are labor-intensive and difficult to maintain. She recommended that the Commission re-design the fountain-area plantings, including removing the shrubs, and adding colorful grasses. She also requested that commissioners each visit and assess the fountain-area site for discussion and planning at the March meeting. There was consensus among the commissioners to evaluate this site for potential landscape planting re-design, per Alice's recommendation, at our March meeting.
11. Round-Table Reports and Announcements: There were no Round-Table Reports or Announcements.
12. Next Meeting: The next regular meeting of the Beautification Commission has been scheduled for **Wednesday, March 14, 2018** at 6:00 pm at City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.
13. Adjournment: The meeting was adjourned at 7:45 pm.



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John M. Darin  
Chairman,  
Wyandotte Beautification Commission

CITY OF WYANDOTTE  
BEAUTIFICATION COMMISSION MEETING MINUTES, DRAFT  
MARCH 14, 2018

Members Present: John Darin, Chairman, Michael Bak, Kelly Dodson, Andrea Fuller, Noel Galeski, Patricia Iacopelli, Linda Orta, Stephanie Pizzo, Alice Ugljesa

Members Excused: Bill Summerell, April Treece

Guest(s): Ms. Patt Slack, President, Wyandotte Downtown Development Authority

1. Call to Order: The meeting was called to order by John at 6:00 pm.
2. Approval of Agenda: Motion was made by Alice, seconded by Linda, to approve this meeting's agenda as presented. The motion was approved.
3. Guest Introduction and Discussion: John introduced Ms. Patt Slack to the commissioners, and thanked her for accepting the Commission's invitation to attend. There was much discussion regarding the Commission's interest in collaborating with the DDA in a consultative role regarding design of future landscape and hardscape in the DDA District. A number of potential projects were discussed, including various area plantings, potential for grant funding, the Eureka Road viaduct and native plantings to control water runoff, park benches and the Arrowhead Pavilion, BASF Park, the Fort Street sign, and holiday lighting, among others. Ms. Slack welcomed the Commission's interest, and invited interested commissioners to attend upcoming meetings of the DDA Design Committee, as available, to discuss specific projects as they are considered. John will forward Ms. Slack the contact email addresses of the interested commissioners.
4. Reading and Approval of Previous Minutes:
  - a. February 14, 2018 Regular Meeting: After review of the minutes, Alice made a motion, seconded by Pat, to approve the draft minutes of the February 14, 2018 regular meeting of the Beautification Commission without change. The motion was approved.
5. Chairperson's Report:
  - a. Documents: An updated Attendance Log was distributed.
  - b. Commissioners (5) Terms Expiring April, 2018: John reported that he forwarded an email communication to Mayor Peterson expressing the unanimous recommendation of the Commission that Commissioners Kelly Dodson, Andrea Fuller, Noel Galeski, and Stephanie Pizzo be re-appointed to the Beautification Commission. John also communicated the resignation of Commissioner Bill Summerell due to personal reasons, effective at the conclusion of his current term of office, April 30, 2018. Bill has informed John that he will remain active in the Commission's special events, and will continue to be responsible for maintaining and providing the Commission's hand tools for the clean-up and dig-ins. The Commission is deeply appreciative of Bill's long-standing contributions and involvement, and looks forward to working with him on an on-going basis during our up-coming events.
  - c. Special Events Office Supporting Earth Day Activities: John advised the Commissioners that Heather Theide, Special Events Coordinator, will attend the Commission's April meeting to report on her office's April 20th Third Friday Activities supporting Earth Day, recycling, and other related environment-friendly activities.
6. Treasurer's Report:
  - a. FY 2017-2018 Expense Report: John reported that the transition to our new Treasurer, Patricia Iacopelli, has begun. All Reimbursement Requests and Payment Requests should be directed to Patricia's attention, copying John, who will assist Patricia in her transition to her new role. There were no new expenses posted to the TIF Primary account, leaving a current balance of \$4,916.23. There were no expenses posted to the GFM Reserve account, leaving a balance of \$389.97.
7. Public & Media Relations and Event Marketing Report: John reported the following communication from Andrea: She has completed the Spring Clean-Up promotional material. Volunteers are being contacted and recruited through our normal channels. Andrea will soon begin work on the Spring Dig-In advertising material, and start promotion early on that as well. Emails and calls continue to come in regarding the community garden, and are being forwarded to April. Joe Gruber reached out to the Commission with an invitation to attend and make a presentation at an upcoming meeting of the

Wyandotte Rotary Club. John, Andrea, and Alice will attend. Andrea continues to maintain and monitor all of our social media, phone and emails. The City of Wyandotte web site and the Beautification Commission's web page has been redesigned. Andrea will be reviewing our web content for possible updates.

8. "Adopt-A-Spot in Wyandotte" Program Update: There was nothing significant to report.
9. Community Garden Update: Applications are being received for this coming gardening season.
10. Spring Clean-Up Planning: The Spring Clean-Up is scheduled for Saturday, April 11, 2018. Andrea has produced a promotional flyer for the event, which was distributed. Noel reviewed her "To Do" list, and will update it to present at the April Commission meeting. John will contact April to remind her to contact the District Court Work Force to arrange for them to pick up the bagged trash for disposal, and the bagged plant material and bagged recyclables for recycling. The bagged refuse should be ready for pick-up by 1:00 that afternoon. Alice will contact DPS to request that they remove the shrubs at the fountain area, so we can re-plant the area. Also, Linda will remove the cannas from the rectangles at the fountain & rehab building. Bill has offered to provide the Commission's hand tools for the clean-up. John will contact Bill to remind him of the need for the hand tools, and the canopy and canopy weights for registration. John will also hand off the supply bin and lawn bags, etc. for Bill to deliver.
11. Spring Dig-In Planning: The Spring Dig-In has been scheduled for Saturday, May 19, 2018. There was much discussion regarding planting plans. The consensus was to plant around city hall with shade-tolerant flowering plants. Also, planter pots are desirable in the Arrowhead Pavilion. Linda will create her planting plans for the Commission's major planted areas, for review and discussion at the Commission's April meeting.
12. Spring Hanging Baskets Planning:
  - a. Alice reported that the hanging baskets will be ordered from Eckert's Greenhouse, 7 baskets for the arbor, and 6 baskets for the 2 free-standing hanging basket poles. The cost will be \$700.00, delivered and installed. The baskets are expected to be delivered by the time of the Commission's Spring Dig-In, May 19<sup>th</sup>. The Commission may need to re-locate the 2 free-standing hanging basket poles in the city hall plaza area. That will require scheduling a brief site review to identify appropriate locations. They will need to be in place before delivery of the baskets.
  - b. Alice reported that she reviewed the alleged incident(s) of light poles being bent or blown down on Grosse Ile due to the "flag effect" of hanging baskets mounted on the poles. She inquired with member(s) of the Grosse Ile Garden Club, who stated emphatically that the alleged incidents never occurred.
13. Old Business: There was no Old Business.
14. New Business: There was no New Business.
15. Round-Table Reports and Announcements:
  - a. Growing Great Gardens, Saturday, March 17, 2018, 8:00 am – 4:00 pm.
  - b. Joint BCSEM & KMB "Celebrate Spring!" Meeting, The Gazebo, Warren, Wednesday, April 11, 2018.
16. Next Meeting: The next regular meeting of the Beautification Commission has been scheduled for **Wednesday, April 11, 2018** at 6:00 pm at City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.
17. Adjournment: The meeting was adjourned at 8:07 pm.



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John M. Darin  
Chairman,  
Wyandotte Beautification Commission

**CITY OF WYANDOTTE**

**MINUTES OF THE BROWNFIELD REDEVELOPMENT AUTHORITY (BRDA)**

The meeting of the Board of Directors of the BRDA was called to order by Chairman Charles Mix on Tuesday, January 16, 2018 at 8:30 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT: Stephanie Badalamenti, Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix and Al Sliwinski

BOARD MEMBERS ABSENT: Larry Garmo (Excused), Melissa Armatas (Excused)

**Minutes of Previous Meeting (September 19th, 2017)**

The minutes of the meeting of September 19th, 2017, were reviewed by the Board and approved to be received and placed on file through a motion by Member Badalamenti, supported by Member Sliwinski. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

None

**Communications**

**Communication** from Paul LaManes-BRDA Secretary relative to the 2018 BRDA Meeting Schedule. Discussion ensued regarding the requirements of the Open Meetings Act, (Act 267 of 1976) and the approval of the meeting schedule and proper public notice within 10 days of the first meeting in each calendar year of the new dates, times and places of regular meetings. Motion by Member Badalamenti, supported by Member Sliwinski to approve the BRDA meeting schedule for calendar 2018 as presented with the meetings to take place at 8:30 AM on the third Tuesday of each month. The motion passed with no objections.

**Communication** from Mark Kowalewski-City Engineer regarding Brownfield Plan No. 19 – Amendment No. 1, request to amend the existing Brownfield Plan for Site No. 19, MJC Templin – Phase I, 2070 Biddle Avenue. Resolution as follows:

Resolution by the Wyandotte Brownfield Redevelopment Authority Approving a

Brownfield Plan Amendment

Brownfield Plan Site No. 19 – Amendment No. 1

Site Identification: 2070 Biddle Avenue & Adjoining Properties – Brownfield Redevelopment Plan Site No. 19, City of Wyandotte, Wyandotte Brownfield Redevelopment Zone, Wayne County, Michigan

Dated: January 16, 2018

Pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan, 1996, as amended:

WHEREAS, the Wyandotte Brownfield Redevelopment Authority (the "Authority"), pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), adopted a resolution approving Brownfield Redevelopment Plan for Site No. 19 on October 18, 2011, and the Wyandotte City Council adopted a resolution approving the Plan for Site No. 19 on November 14, 2011 (also known as MJC Templin - Phase I, 2070 Biddle Avenue, Brownfield Plan Site No. 19); and

WHEREAS, the Wyandotte Brownfield Redevelopment Authority has prepared the Brownfield Plan Site No. 19 – Amendment No. 1 (the "Plan Amendment") pursuant to and in accordance with Section 13 and Section 14 of the Act, to be carried out within the Wyandotte Brownfield Redevelopment Zone (the "Zone") located in the City of Wyandotte; and

WHEREAS, the Plan Amendment requests to remove a small portion of property (the East 16 feet of Lot 2, Block 61, of Tax Parcel 82-57-010-01-0001-001) and include that portion of property in a new Brownfield Plan Site No. 21 for "MJC Templin - Phase II" Project; and

WHEREAS, this Plan Amendment is necessary to allow for the new Brownfield Plan Site No. 21 for "MJC Templin - Phase II" Project to be considered for adoption by the Authority and the Wyandotte City Council; and

WHEREAS, this Plan Amendment will not negatively impact or change the validity of Brownfield Redevelopment Plan for Site No. 19 in any way as adopted by the Wyandotte City Council on November 14, 2011; and

WHEREAS, as a result of its review of the Plan Amendment, the Authority desires to proceed with approval of the Plan Amendment;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. FINDINGS. The Authority makes the following determinations and findings:
  - A. The Plan Amendment No.1 for Site No. 19 constitutes a public purpose of the Act;
  - B. The Plan Amendment meets all of the requirements for a Brownfield Plan Amendment set forth in Section 13 and Section 14 of the Act;
  - C. The proposed method of financing the costs of the eligible activities as described in the originally adopted Plan were recognized as feasible and have not changed at the time of this Plan Amendment request;
  - D. The costs of the eligible activities proposed by such Plan Amendment have not changed and are reasonable and necessary to carry out the purposes of the Act;
  - E. The amount of captured taxable value estimated by the original Plan for Site No. 19 have not changed from the Plan Amendment and are reasonable.
2. Plan Amendment Approved. Pursuant to the authority vested in the Authority by the Act, and pursuant to and in accordance with the provisions of Section 13 and 14 of the Act, Brownfield Plan Site No. 19 - Amendment No. 1 is hereby approved contingent on the passage of an approval resolution by the Wyandotte City Council.
3. Severability. Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.



BE IT FURTHER RESOLVED THAT the Wyandotte Brownfield Redevelopment Authority further requests publishing public hearing notices regarding the Plan Amendment, providing a notice to all taxing jurisdictions subject to capture and the appropriate state of Michigan agencies, if applicable, and that the City Council conduct a public hearing, all in accordance with applicable law.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER \_Badalamenti\_\_\_\_\_

SUPPORTED BY MEMBER \_Sliwinski\_\_\_\_\_

<u>YEAS</u>	<u>MEMBER</u>	<u>NAYS</u>
_____	Armatis	_____
<u>X</u>	Badalamenti	_____
<u>X</u>	Drysdale	_____
_____	Garmo	_____
<u>X</u>	LaManes	_____
<u>X</u>	Maher	_____
<u>X</u>	Mix	_____
<u>X</u>	Sliwinski	_____
_____	_____	_____

ABSTAIN \_\_\_\_\_

ABSENT \_\_Armatis, Garmo\_\_\_\_\_

6 Yeas; 0 Nays; 0 Abstention(s).

Motion X passes; \_\_\_\_ fails.

**Communication** from Mark Kowalewski-City Engineer regarding a request to approve Brownfield Plan – Site No. 21, MJC Templin – Phase II

Resolution by the Wyandotte Brownfield Redevelopment Authority Approving a Brownfield Plan

Brownfield Plan – Site No. 21

Site Identification: 155 Ford Avenue and Adjoining & Contiguous Properties, City of Wyandotte, Wyandotte Brownfield Redevelopment Zone, Wayne County, Michigan

Dated: January 16, 2018

Pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan, 1996, as amended:

WHEREAS, the Wyandotte Brownfield Redevelopment Authority (the “Authority”), pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), has prepared the Brownfield Plan for Site No. 21 (the “Plan”) pursuant to and in accordance with Section 13 and Section 14 of the Act, to be carried out within the Wyandotte Brownfield Redevelopment Zone (the “Zone”) located in the City of Wyandotte; and

WHEREAS, the Plan provides for reimbursing various expenses that require an exception to guidelines specified in the Authority’s “Developer Reimbursement Policy for Brownfield Redevelopment Plans,” adopted by the Authority on November 15, 2005. More specifically, the Plan proposes to:

- Capture 100% of all available tax increment generated by the project, whereas the guidelines provide for only 80%;
- Reimburse the full cost of various expenses, not only the “additional and/or incremental costs” noted in the guidelines;
- An interest rate of 5% Simple Interest applied to the unreimbursed balance of the Eligible Activity amount, whereas the maximum interest rate allowed per the guidelines is four (4.0%) percent.
- The guidelines require the submittal of a Preliminary Site Plan (including Building Elevations) and a Preliminary Landscaping Plan to the WBRA, but no Building Elevations have been prepared or submitted at this time. The project’s proposed site plan and zoning has, however, been reviewed and considered several times over the last 12 months by the City’s Planning Commission and the Mayor and City Council; and

WHEREAS, the Authority may make an exception to the guidelines by stating the specific reasons for the exceptions in their adoption of a resolution approving a project and subject to further approval of the Mayor and City Council when adopting the Plan; and

WHEREAS, for this particular project, approving the exceptions necessary to reimburse the costs as provided in the Plan are considered to be in the City’s best interest, and reimbursement is recommended as requested, subject to the capped amount specified; and

WHEREAS, based upon the communication from the City Engineer, it has been recommended that reimbursement to the Developer be capped at \$1,300,000, inclusive of eligible activity costs and 5% simple interest. The Plan also identifies an additional amount of tax increment capture of approximately \$39,930 to the WBRA for Administrative and Operating Expenses (5.0% of the annual Local tax capture amount), and approximately \$77,663 to the State of Michigan’s Brownfield Redevelopment Fund (MBRF). The combined total of all costs is approximately \$1,417,593; and

WHEREAS, as a result of its review of the Plan, the Authority desires to proceed with approval of the Plan;

NOW, THEREFORE, BE IT RESOLVED THAT:

4. FINDINGS. The Authority makes the following determinations and findings:

A. The Plan for Site No. 21 constitutes a public purpose of the Act;

- B. The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 and Section 14 of the Act;
- C. The proposed method of financing the costs of the eligible activities as described in the Plan, are feasible;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated by the Plan for Site No. 21 is reasonable.

5. Plan Approved. Pursuant to the authority vested in the Authority by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan for Site No. 21 is hereby approved contingent on the following:

A. Reimbursement to the Developer shall be capped at an amount of \$1,300,000, inclusive of eligible activity costs and 5% simple interest. The Plan also identifies additional amounts of tax increment capture of approximately \$39,930 to the WBRA for Administrative & Operating Expenses, and approximately \$77,663 to the State of Michigan's Brownfield Redevelopment Fund (MBRF). The combined total of all costs is approximately \$1,417,593; and

B. Passage of an approval resolution by the Wyandotte City Council.

6. Severability. Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.

BE IT FURTHER RESOLVED THAT the Wyandotte Brownfield Redevelopment Authority further requests publishing public hearing notices regarding the Plan, providing a notice to all taxing jurisdictions subject to capture and the appropriate state of Michigan agencies, if applicable, and that the City Council conduct a public hearing, all in accordance with applicable law.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER \_Badalamenti\_\_\_\_\_

SUPPORTED BY MEMBER \_Sliwinski\_\_\_\_\_

<u>YEAS</u>	<u>MEMBER</u>	<u>NAYS</u>
_____	Armatis	_____
<u>X</u>	Badalamenti	_____
<u>X</u>	Drysdale	_____
_____	Garmo	_____
<u>X</u>	LaManes	_____
<u>X</u>	Maher	_____
<u>X</u>	Mix	_____
<u>X</u>	Sliwinski	_____
_____	_____	_____

ABSTAIN \_\_\_\_\_

ABSENT Armatis, Garmo

6 Yeas; 0 Nays; 0 Abstention(s).

Motion X passes; \_\_\_\_\_ fails.

**Communication** from Mark Kowalewski-City Engineer regarding a request to approve the proposed Development & Reimbursement Agreement for Brownfield Plan – Site No. 21, proposed MJC Templin – Phase II Professional Office Development at 155 Ford Avenue and adjoining properties. Resolution as follows:

Resolution by the Wyandotte Brownfield Redevelopment Authority  
Approving a Development and Reimbursement Agreement

Dated: January 16, 2018

Brownfield Plan – Site No. 21

Site Identification: 155 Ford Avenue and Adjoining and Contiguous Properties, City of  
Wyandotte, Wyandotte Brownfield Redevelopment Zone, Wayne County, Michigan

RESOLVED by the Wyandotte Brownfield Redevelopment Authority that subject to approval by the Mayor and City Council, the Development and Reimbursement Agreement for Brownfield Plan – Site No. 21 is hereby approved and that the authorized personnel are hereby authorized to execute said Agreement on behalf of the Authority.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER Badalamenti

SUPPORTED BY MEMBER Sliwinski

<u>YEAS</u>	<u>MEMBER</u>	<u>NAYS</u>
_____	Armatis	_____
<u>X</u>	Badalamenti	_____
<u>X</u>	Drysdale	_____
_____	Garmo	_____
<u>X</u>	LaManes	_____
<u>X</u>	Maher	_____
<u>X</u>	Mix	_____
<u>X</u>	Sliwinski	_____

\_\_\_\_\_  
ABSTAIN \_\_\_\_\_

ABSENT Armatis, Garmo \_\_\_\_\_

6 Yeas; 0 Nays; 0 Abstention(s).

Motion X passes; \_\_\_\_\_ fails.

**Other/Old Business:**

None

**Late Items:**

None

**Next Meeting**

The next meeting of the BRDA Board will be held Tuesday, February 20<sup>th</sup>, 2018 at 8:30 AM.

**Adjournment**

The BRDA meeting was adjourned at 9:40 AM through a motion by Member Sliwinski, supported by Member Badalamenti. Motion passed with no objections.

*Paul L. LaManes, Secretary*



*Approved as of 3/20/2018*

**CITY OF WYANDOTTE**

**MINUTES OF THE TAX INCREMENT FINANCE AUTHORITY (TIFA)**

The meeting of the Board of Directors of the TIFA was called to order by Chairman Charles Mix on Tuesday, January 16, 2018 at 9:41 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT: Stephanie Badalamenti, Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix and Al Sliwinski

BOARD MEMBERS ABSENT: Larry Garmo (Excused), Melissa Armatis (Excused)

OTHERS PRESENT: Mark Kowalewski-City Engineer, Justin Lanagan-Recreation Superintendent, Anthony LoDuca-MJC Companies and Joe Voszatka-Smooth Development

**Minutes of Previous Meeting (September 19, 2017)**

The minutes of the regular meeting of September 19, 2017, were reviewed by the Board and approved to be received and placed on file through a motion by Member Sliwinski, supported by Member Badalamenti. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance** - None

**Communications/Resolutions**

**Communication** from Mark Kowalewski-City Engineer regarding a request to re-appropriate FY2017 budget dollars in the amount of \$ 139,532.00 and request an additional \$ 25,704.00 appropriation for the FY2018 budget for parking lot upgrades in the TIFA district. Total additional budget for FY2018 is therefore \$ 165,236.00. Motion by Member Sliwinski, supported by Member Badalamenti to approve the FY2018 budget amendment to re-appropriate \$ 139,532 from FY2017 to FY2018 and appropriate an additional \$ 25,704 of funding for FY2018 for TIFA district parking lot improvements. The motion passed with no objections.

**Communication** from Justin Lanagan-Recreation Superintendent regarding a request to re-appropriate FY2017 budget dollars in the amount of \$ 78,535 for purposes of constructing a set of Pickleball courts. Motion by Member Sliwinski, supported by Member LaManes to approve the FY2018 budget amendment to re-appropriate FY2017 budget funds to FY2018 for construction of a set of Pickleball courts. The motion passed with no objections.

**Communication** from Paul L. LaManes-TIFA Secretary relative to the 2018 TIFA Meeting Schedule. Discussion ensued regarding the requirements of the Open Meetings Act, (Act 267 of 1976) and the approval of the meeting schedule and proper public notice within 10 days of the first meeting in each calendar year of the new dates, times and places of regular meetings. Motion by Member Badalamenti, supported by Member Sliwinski to approve the TIFA meeting schedule for calendar 2018 as presented with the meetings to take place at 8:30 AM on the third Tuesday of each month. The motion passed with no objections.

**Communication** from Mark Kowalewski-City Engineer regarding request for TIFA to transfer tax increment capture to the BRDA (Brownfield Redevelopment Authority) for Brownfield Plan – Site No. 21, proposed MJC Templin Phase II professional office development at 155 Ford Avenue and adjoining properties. Resolution as follows:

Resolution by the Wyandotte Consolidated Tax Increment Finance Authority (TIFA) Approving the Transfer of Tax Increment Revenues to the Wyandotte Brownfield Redevelopment Authority for a Brownfield Plan – Site No. 21

Dated: January 16, 2018

RESOLVED BY THE WYANDOTTE CONSOLIDATED TAX INCREMENT FINANCE AUTHORITY (TIFA) that the TIFA acknowledges receipt of the communication from SMOOTH Development, LLC, submitted on behalf of MJC Templin LLC/MJC Companies (“MJC”), the prospective property owner and developer, dated January 7, 2018, regarding a request for authorization to transfer funds between the Wyandotte Consolidated Tax Increment Finance Authority (TIFA) and the Wyandotte Brownfield Redevelopment Authority (WBRA) for Brownfield Plan – Site No. 21.

BE IT FURTHER RESOLVED that the TIFA acknowledges receipt of the communication from the City Engineer regarding the request from MJC.

BE IT FURTHER RESOLVED that the MJC communication requests reimbursement to the Developer of a total amount of Eligible Activity Costs not to exceed \$1,300,000.

BE IT FURTHER RESOLVED that the communication notes the Brownfield Plan also identifies an additional amount of tax increment capture of approximately \$39,930 to the WBRA for Administrative and Operating Expenses, and approximately \$77,663 to the State of Michigan’s Brownfield Redevelopment Fund (MBRF). The combined total of all costs is approximately \$1,417,593. Of the combined total, approximately \$765,348 (54%) of the Eligible Activity costs would be funded with tax increment capture that would otherwise be captured by the TIFA, and approximately \$652,245 (46%) of the Eligible Activity costs will be funded with tax increment capture that could only be captured through the Brownfield Plan.

BE IT FURTHER RESOLVED that the TIFA authorizes the transfer of tax increment revenues that would otherwise be captured by the TIFA to the WBRA to reimburse the amount of Eligible Activity Costs identified in the communication dated January 7, 2018, with the total amount to be reimbursed to the Developer not to exceed \$1,300,000, all in accordance with the Interlocal Agreement between the TIFA and WBRA, which was approved by the TIFA and WBRA on August 17, 2004; said authorization is subject to further approval of the Brownfield Plan by the WBRA and the Wyandotte Mayor and City Council.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER \_ Sliwinski \_\_\_\_\_

SUPPORTED BY MEMBER \_ Maher \_\_\_\_\_

<u>YEAS</u>	<u>MEMBER</u>	<u>NAYS</u>
_____	Armatis	_____
<u>X</u>	Badalamenti	_____
<u>X</u>	Drysdale	_____
_____	Garmo	_____
<u>X</u>	LaManes	_____
<u>X</u>	Maher	_____
<u>X</u>	Mix	_____
<u>X</u>	Sliwinski	_____
_____	_____	_____

ABSTAIN \_\_\_\_\_

ABSENT Armatis, Garmo

6 Yeas; 0 Nays; 0 Abstention(s).

Motion X passes; \_\_\_\_\_ fails.

#### **Other/Old Business**

None

#### **Late Items**

None

#### **Next Meeting**

The next meeting of the TIFA Board will be held Tuesday, February 20, 2018 at 8:30 AM.

#### **Adjournment**

The TIFA meeting was adjourned at 10:00 AM by unanimous motion, no objections.

*Paul L. LaManes, Secretary*

*Unapproved as of 3/20/2018*

**CITY OF WYANDOTTE**

**MINUTES OF THE BROWNFIELD REDEVELOPMENT AUTHORITY (BRDA)**

The meeting of the Board of Directors of the BRDA was called to order by Chairman Charles Mix on Tuesday, March 20, 2018 at 8:30 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT:, Melissa Armatis, Larry Garmo, Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix and Al Sliwinski

BOARD MEMBERS ABSENT: Stephanie Badalamenti (Excused)

**Minutes of Previous Meeting (January 16th, 2018)**

The minutes of the meeting of January 16th, 2018, were reviewed by the Board and approved to be received and placed on file through a motion by Member Sliwinski, supported by Member Maher. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

None

**Communications**

None

**Other/Old Business:**

None

**Late Items:**

None

**Next Meeting**

The next meeting of the BRDA Board will be held Tuesday, April 17<sup>th</sup>, 2018 at 8:30 AM.

**Adjournment**

The BRDA meeting was adjourned at 8:33 AM through a motion by Member Sliwinski, supported by Member Armatis. Motion passed with no objections.

*Paul L. LaManes, Secretary*

*Unapproved as of 3/20/2018*

**CITY OF WYANDOTTE**

**MINUTES OF THE TAX INCREMENT FINANCE AUTHORITY (TIFA)**

The meeting of the Board of Directors of the TIFA was called to order by Chairman Charles Mix on Tuesday, March 20, 2018 at 8:34 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT: Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix, Al Sliwinski, Larry Garmo and Melissa Armatis

BOARD MEMBERS ABSENT: Stephanie Badalamenti (Excused)

**Minutes of Previous Meeting (January 16, 2018)**

The minutes of the regular meeting of January 16, 2018, were reviewed by the Board and approved to be received and placed on file through a motion by Member Sliwinski, supported by Member Armatis. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance** - None

**Communications/Resolutions**

None

**Other/Old Business**

None

**Late Items**

None

**Next Meeting**

The next meeting of the TIFA Board will be held Tuesday, April 17th, 2018 at 8:30 AM.

**Closed Session**

Motion was made by Member Armatis, supported by Member Maher to adjourn meeting and move into closed session for the purpose of considering the purchase of real property. The motion passed unanimously with no objections.

**Adjournment**

The TIFA meeting was adjourned at 8:40 AM by unanimous motion, no objections.

*Paul L. LaManes, Secretary*



Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
O RE 638774	03/19/2018	ktrudell	F2	AXA EQUITABLE LIFE INS 101-000-655-040	100.00 CITY CHECK 33935649
SCHILLING, SEAN CONTRIBUTION REFUND REC# 256217					
O RE 638775	03/19/2018	ktrudell	F2	VANTAGEPOINT TRANSFER AGENTS 101-000-655-040	333.00 CITY CHECK 3563705
SIMONS, RICHARD-REFUND LOAN PAID OFF REC# 256218					
O RE 638777	03/19/2018	ktrudell	F2	VANTAGEPOINT TRANSFER AGENTS 101-000-655-040	74.61 CITY CHECK 3563706
SAWMILLER, CHRISTOPHER-REFUND LOAN OVERPAYMENT REC# 256219					
O RE 638778	03/19/2018	ktrudell	F2	VANTAGEPOINT TRANSFER AGENTS 101-000-655-040	111.12 CITY CHECK 3563664
SCHILLING, SEAN-LOAN REFUND REC# 256220					
O RE 638781	03/19/2018	ktrudell	F2	METLIFE 101-000-655-040	216.80 CITY CHECK 49914728
TRUST INTERESTS REC# 256221					
O TS 638783	03/19/2018	ktrudell	F2	WAYNE COUNTY TREAS 101-000-411-085	5,587.93 CITY CHECK 2533895
FEBRUARY 2018-MONTHLY DELINQUENT TAX SETTLEMENT					
O COBRA 638784	03/19/2018	ktrudell	F2	ITEDIUM INC 732-000-231-020	21.50 CITY CHECK 081615
COBRA GUARD-LAURA PECK REC# 256223					
Total of 7 Receipts					6,444.96

Receipt # Description	Date	Cashier	Wkstn	Received Of Distribution	Amount
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\*\*\* TOTAL OF CREDIT ACCOUNTS \*\*\*

101-000-411-085 COUNTY DEL TAX SETTLEMENT					5,587.93
101-000-655-040 RECEIPTS-MISCELLANEOUS					835.53
732-000-231-020 Payroll W/H-Hospital Insurance					21.50
TOTAL - ALL CREDIT ACCOUNT					6,444.96

\*\*\* TOTAL OF DEBIT ACCOUNTS \*\*\*

101-000-001-000 Cash					6,423.46
732-000-001-000 Cash					21.50
TOTAL - ALL DEBIT ACCOUNTS					6,444.96

\*\*\* TOTAL BY FUND \*\*\*

101 General Fund					6,423.46
732 Retiree Health Care Fund					21.50
TOTAL - ALL FUNDS:					6,444.96

\*\*\* TOTAL BY BANK \*\*\*

GEN GENERAL OPERATING FUND	<u>Tender Code/Desc.</u>	
	(CCK) CITY CHECK	6,423.46
	TOTAL:	6,423.46
RETIR WYANDOTTE EMPLOYEES RETIREMENT SYSTEM	(CCK) CITY CHECK	21.50
	TOTAL:	21.50
	TOTAL - ALL BANKS:	6,444.96

\*\*\* TOTAL OF ITEMS TENDERED \*\*\*

	<u>Tender Code/Desc.</u>	
	(CCK) CITY CHECK	6,444.96
	TOTAL:	6,444.96

\*\*\* TOTAL BY RECEIPT ITEMS \*\*\*

(5) RE: RECEIPTS-MISCELLANEOUS		835.53
(1) TS: COUNTY DEL TAX SETTLEMENT		5,587.93
(1) COBRA: COBRA GUARD (ITEDIUM)		21.50
TOTAL - ALL RECEIPT ITEMS:		6,444.96

03/20/2018 04:47 PM

RECEIPT REGISTER FOR CITY OF WYANDOTTE

Page: 1/2

User: ktrudell

Post Date from 03/20/2018 - 03/20/2018 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of	Amount
Description				Distribution	

O	639022	03/20/2018	ktrudell	F2	WYANDOTTE ADOPTION CENTER	
AC			101-000-001-000		101-000-257-078	Reserve-Animal Care
AC			101-000-001-000		101-000-257-078	Reserve-Animal Care
						4,180.00
						4,160.00
						<u>8,340.00</u> CITY CASH

ADOPTED 44 DOGS  
ADOPTED 64 CATS

Total of 1 Receipts	8,340.00
---------------------	----------

03/20/2018 04:47 PM

User: ktrudell

DB: Wyandotte

Receipt #

Description

Date

Cashier

Wkstn

## RECEIPT REGISTER FOR CITY OF WYANDOTTE

Post Date from 03/20/2018 - 03/20/2018 Open Receipts

Received Of  
Distribution

Amount

Page: 2/2

## \*\*\* TOTAL OF CREDIT ACCOUNTS \*\*\*

101-000-257-078 Reserve-Animal Care

8,340.00

TOTAL - ALL CREDIT ACCOUNT

8,340.00

## \*\*\* TOTAL OF DEBIT ACCOUNTS \*\*\*

101-000-001-000 Cash

8,340.00

TOTAL - ALL DEBIT ACCOUNTS

8,340.00

## \*\*\* TOTAL BY FUND \*\*\*

101 General Fund

8,340.00

TOTAL - ALL FUNDS:

8,340.00

## \*\*\* TOTAL BY BANK \*\*\*

GEN GENERAL OPERATING FUND

Tender Code/Desc.

(CCA) CITY CASH

8,340.00

TOTAL:

8,340.00

TOTAL - ALL BANKS:

8,340.00

## \*\*\* TOTAL OF ITEMS TENDERED \*\*\*

Tender Code/Desc.

(CCA) CITY CASH

8,340.00

TOTAL:

8,340.00

## \*\*\* TOTAL BY RECEIPT ITEMS \*\*\*

(2) AC: RESERVE-ANIMAL CARE/POUND

8,340.00

TOTAL - ALL RECEIPT ITEMS:

8,340.00

## **RETIREMENT COMMISSION MEETING MINUTES**

**Friday, February 16, 2018**

Meeting called to order at 9:01 a.m. by Commissioner Browning

### **ROLL CALL:**

**PRESENT:** Commissioners Brohl, Browning, Harkleroad, LaManes and Szczechowski

**ABSENT:** Commissioners Lyon and Roberts

Todd Drysdale – City Administrator (Invited--Didn't attend)

**ALSO PRESENT:** William Look – City Attorney

Tanner Robinson—Oppenheimer & Company

Frank Deeter—Oppenheimer & Company

Lawrence Stec – City Clerk /Secretary to Retirement Commission

**MOTION** by Commissioner LaManes, **SUPPORTED** by Commissioner Harkleroad

**RESOLVED** that the minutes held under the date of January 18, 2018 be approved as recorded without objection.

**MOTION UNANIMOUSLY CARRIED**

### **PRESENTATIONS:**

**MOTION** by Commissioner Harkleroad, **SUPPORTED** by Commissioner LaManes

**RESOLVED** by the Wyandotte Employees Retirement Commission that the monthly report from

Mr. Tanner Robinson of Oppenheimer & Company, Inc. regarding the January 2018 market segment fluctuations be received and placed on file.

**MOTION UNANIMOUSLY CARRIED**

Mr. Tanner Robinson highlighted the following items:

- Markets are re-pricing--risk is common, just hasn't happened in a while
- Risk tolerance is in place
- January, 2018 was a great month. Earnings up about 3%
- Growth outperformed value stocks --value and growth are cyclical
- High Yield and Emerging Markets held in well during recent volatility
- Dollar weakened somewhat against emerging market currencies
- Market rebounded strongly this week

**MOTION** by Commissioner Harkleroad, **SUPPORTED** by Commissioner LaManes

**RESOLVED** by the Wyandotte Employees Retirement Commission that the 4<sup>th</sup> Quarter report from

Mr. Tanner Robinson of Oppenheimer & Company, Inc. be received and placed on file.

**MOTION UNANIMOUSLY CARRIED**

Mr. Tanner Robinson highlighted the following items:

- Low interest, good growth, and low unemployment continue to drive the market
- Diversified account keeps everything from moving in unison
- New Fed Chair raising interest rates is good for retirement funds
- Inflation is up a little but it is good for markets
- U.S. Unemployment rate is at 4.1%
- Fed tapering their balance sheet, won't be buying back bonds at maturity
- Low cost index funds were a good move by the Commission to get into

**MOTION** by Commissioner Harkleroad, **SUPPORTED** by Commissioner LaManes

**RESOLVED** by the Wyandotte Employees Retirement Commission will receive a late item from Oppenheimer & Co., Inc. and be placed on the February 16, 2018 agenda; and



FURTHER, this is a new requirement of Annual Disclosure Municipal Advisors that must be made to their Municipal Advisory clients; and

THEREFORE, the investor brochure which describes the protections that may be provided by MSRF (Municipal Securities Rulemaking Board) as well as how to file a complaint be received and placed on file.

MOTION UNANIMOUSLY CARRIED

**COMMUNICATIONS:**

MOTION by Commissioner Harkleroad, SUPPORTED by Commissioner Brohl

RESOLVED by the Wyandotte Employees Retirement Commission that the report presented by William Look on the Ordinance Amendment for: Part 2—Code of Ordinances—Chapter 2—Administration—Article IX—Retirement System—Division 1.—Generally be received and placed on file;

BE IT FURTHER RESOLVED that the Secretary of the Commission is to contact the City Administrator to determine a date by which he can provide the necessary data to the commission by the August meeting required to make a decision on the payout of the supplemental retirement benefit (13<sup>th</sup>) check; and

BE IT FURTHER RESOLVED that a copy of the response provided by Mr. Look for the February 16, 2018 meeting is to be re-included with the agenda for the March meeting if the response from Mr. Drysdale is received by then.

MOTION UNANIMOUSLY CARRIED

MOTION by Commissioner LaManes, SUPPORTED by Commissioner Brohl

RESOLVED by the Wyandotte Employees Retirement Commission that the Gabriel, Roeder, Smith & Company – September 30, 2017 City of Wyandotte Retiree Health Care Plan be received and placed on file.

MOTION UNANIMOUSLY CARRIED

- Commissioner Szczechowski asked about the Commission's interest in the funding of the Health Care Plan since the retirement commission has no authority over it. Commissioner Harkleroad wanted to know how this impacts retirement. The issue was discussed, and it was determined that no further action by the commission would be necessary. The report by Mr. Jim Anderson of Gabriel, Roeder, Smith & Company was received and placed on file.

MOTION by Commissioner LaManes, SUPPORTED by Commissioner Harkleroad

RESOLVED that the 2018 Retirement Commission elected a new Chairman on February 16, 2018 and the results are as follows:

BE IT FURTHER RESOLVED Commissioner Todd Browning will serve as the Retirement Commission Chairman starting February 16, 2018 through December, 2018 and, in addition, Paul LaManes will serve as Vice-Chair of the Commission, term to also expire December, 2018;

FURTHERMORE, beginning in December 2018, and each December henceforth, a new Chair of the commission shall be elected for a term of one calendar year, with a term commencing each January of the following year, and terminating in December of that same year.

MOTION UNANIMOUSLY CARRIED

MOTION by Commissioner Brohl, SUPPORTED by Commissioner Harkleroad

RESOLVED by the Wyandotte Employees Retirement Commission that the Training Opportunities & Request for Boards, Committees and Commission members be received and placed on file.

MOTION UNANIMOUSLY CARRIED

**ADJOURNMENT:**

MOTION by Commissioner Harkleroad, SUPPORTED by Commissioner LaManes

RESOLVED, that the meeting be adjourned at 10:07 a.m.

MOTION UNANIMOUSLY CARRIED

  
\_\_\_\_\_  
Lawrence S. Stec, Secretary  
Wyandotte Employee's Retirement Commission  
February 16, 2018

**MINUTES AS RECORDED**

**MINUTES OF THE MEETING OF March 7, 2018  
ZONING BOARD OF APPEALS AND ADJUSTMENT**

A meeting of the Zoning Board of Appeals and Adjustment of the City of Wyandotte was **called to order** by Chairperson Duran **at 6:30 p.m.**, in the Council Chambers of the City Hall, 3200 Biddle Avenue, Wyandotte.

**MEMBERS PRESENT:** DiSanto  
Duran  
Flachsmann  
Gillon  
Nevin  
Olsen  
Szymczuk  
Trupiano

**MEMBERS ABSENT:** Wienclaw

**ALSO PRESENT:** Peggy Green, Secretary

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A motion was made by Member Szymczuk, supported by Member Trupiano to approve the minutes of the February 7, 2018, meeting.

Yes: DiSanto, Duran, Flachsmann, Gillon, Nevin, Olsen, Szymczuk, Trupiano

No: none

Abstain: none

Absent: Wienclaw

Motion passed

---

**#3264 – GRANTED**

Anthony Mastrodonato, PO Box 2363, Riverview (owner & appellant)

for a variance **to obtain sign permit for a ground sign at 3369 Fort** (legal description on file) in a B-2 zoning district, where the proposed conflicts with Section 2408.F.2.a.1 of the Wyandotte Zoning Ordinance.

**SECTION 2408.F.2.a.1:**

One ground sign shall be permitted having a sign area of not more than 40 square feet for each sign face. On corner lots, 2 such signs are permissible where business front both streets. Such sign shall not exceed 6 feet in height. The proposed ground sign would be 11 feet high.

**Proposed ground sign will not be objectionable to nearby dwellings, with no noise or flashing lights, nor interfere with the public right-of-way, adjacent land or buildings, and conform to all other ordinance standards.**

A motion was made by Member DiSanto, supported by Member Flachsmann to grant this appeal.

Yes: DiSanto, Duran, Flachsmann, Gillon, Nevin, Olsen, Szymczuk, Trupiano

No: none

Abstain: none

Absent: Wienclaw

Motion passed

#### **COMMUNICATIONS:**

A motion was made by Member DiSanto, supported by Member Olsen, to place all communications on file. Motion passed.

#### **OTHER BUSINESS:**

Member Flachsmann discussed how he would like for it to be noted on the city inspections that the potential purchaser of a property has the right to investigate/research city records to see if any existing nonconformities have previously been approved or existed before the ordinance it is in violation of took effect. Chairperson Duran stated that she will send a letter to the City Engineer inquiring about this.

There being no further business to discuss, the meeting adjourned at 7:10 p.m. **The next scheduled meeting of the Board will be held on April 4, 2018.**

  
Peggy Green, Secretary

#### **Appeal #3264**

Chairperson Duran read the appeal and asked that it be explained.

Anthony Mastrodonato, owner and Brian Williams, tenant, present.

Mr. Mastrodonato explained that a sign is needed for the building, it is hard to see the building. If the sign is not high enough, it will be covered/damaged when the snow is plowed.

Mr. Williams explained that this building is about 6' behind the strip mall next door and added again that you can't see the building until you are right upon it. Mr. Williams continued that in the winter time, the snow is piled 7' high.

Mr. Mastrodonato stated that he is the owner of the property that the billboard on, and added that with the snow being pushed it, it would destroy a 6' high sign.

Chairperson Duran asked how the sign would be put up. Mr. Williams replied that it would be on two poles, and presented a picture to the Board. Mr. Williams stated that it would be an LED sign. Mr. Mastrodonato added that it would be lighted, not a message board sign.

Member Szymczuk asked if the sign would be underneath the billboard. Mr. Mastrodonato replied maybe a couple feet north, not quite underneath it.

Member Trupiano asked if they moved it north, would it be taking up a parking space. Mr. Williams replied no. Mr. Mastrodonato added that there is about 5' between the spot and the property line.

Member Gillon asked Mr. Mastrodonato if he owned the property the billboard sign was on. Mr. Mastrodonato replied yes, they have a lease, and it is grandfathered.

Member Flachsmann asked Mr. Mastrodonato if he owned the property to the south. Mr. Mastrodonato replied no.

Member Flachsmann asked if the sign would be double sided. Mr. Mastrodonato replied yes.

Mike Hammoud, 21 Turnberry Lang, Dearborn, present.

Mr. Hammoud stated that he owns the strip mall and purchased it in 2014, and has done a lot of improvements to it, and wanted to see if this sign would affect his property. Mr. Hammoud stated that you can't see most of his sign from Eureka because of the billboard, he doesn't want this sign hurting his sign, by blocking the view from Eureka, and asked if something could be done.

Mr. Williams stated that it would not help if he moved his sign. Chairperson Duran stated the meeting tonight is just dealing with the sign that has been presented. Mr. Hammoud added that another sign would be blocking even more.

Mr. Mastrodonato stated that the strip mall has a pole sign with 5 tenants listed on it and the billboard sign was there when Mr. Hammoud purchased his property.

Member DiSanto asked Mr. Williams if he was the only tenant in the building. Mr. Williams replied yes.

One communication was received from DTE – copy was also given to owner and appellant at the meeting.

DTE Gas Company  
One Energy Plaza – GO-838  
Detroit, MI 48226



DTE Energy

4 of 4  
ZB  
3-7-18

February 23, 2018

City of Wyandotte  
Zoning Board of Appeals  
3200 Biddle Ave., Suite 200  
Wyandotte, MI 48192

**Appeal #3262**

Re: Notice of public hearing:  
**Variance for signage at 3369 Fort St.**

- ☐ Not Involved
- ☐ Involved: but asking you to hold action on this petition until further notice.
- ☐ Involved: but no objections to the property change - - provided an easement of the full width of the public right-of-way (street, alley or other public place) is reserved.
- ☒ Involved: the nature of our services, and the estimated costs of abandonment and/or rerouting of all such gas mains and/or services must be determined.

**REMARKS:**

DTE Gas Company has involvement (gas service line running to the front of building from Fort St.) but does not object to proposed variance provided the proposed use does not hinder or impede the operation maintenance or replacement of DTE Gas Company facilities.  
Customers service can be rerouted, if required, at owners expense.

Please abide by Public Act 174. **Three (3) working days before you dig call MISS DIG at:**  
1-800-482-7171 or 811

**DTE Energy's Gas Leak Emergency Phone Number 1-800-947-5000.**

Sincerely,

*David L Gabrielse*

David L Gabrielse

Drafter/SE Region