



# **AGENDA**

REGULAR SESSION

MONDAY, SEPTEMBER 26, 2016 7: 00 PM

PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON

CHAIRPERSON OF THE EVENING: THE HONORABLE DANIEL GALESKI

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **MINUTES**

## **PRESENTATIONS**

## **UNFINISHED BUSINESS**

1. Engineering Dept. Response Extension – Grass Cutting Procedures, F. O'Brien
2. Department of Legal Affairs Response Extension – J.P. Karas Communication

## **COMMUNICATIONS MISCELLANEOUS**

3. Communication – Corki Benson
4. Communication – Joshua Sterling, Epic Property Management

## **PERSONS IN THE AUDIENCE**

## **NEW BUSINESS (ELECTED OFFICIALS)**

## **COMMUNICATION FROM CITY AND OTHER OFFICIALS**

5. Wyandotte Fire Department Central Station Restoration Master Plan Final Report Presentation
6. Roof Restoration for Fire Station #1 – Acceptance of Bid (File #4694)
7. 2016 Fiscal Year Budget Amendments
8. Wayne County Parks Grant Agreement
9. Zoning Ordinance Amendment – Article XXII, Section 2201, 2202, & 2405.E (Outdoor Cafés)
10. Wayne County Sponsored Household Hazardous Waste Collection Day

## **REPORTS & MINUTES**

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| City Council                         | September 19, 2016                   |
| Beautification Commission            | August 10, 2016 & September 14, 2016 |
| Brownfield Redevelopment Authority   | September 20, 2016                   |
| Daily Cash Receipts                  | September 16, 2016                   |
| Design Review Committee              | September 13, 2016                   |
| Planning Commission                  | August 18, 2016 & September 15, 2016 |
| Tax Increment Finance Authority      | September 20, 2016                   |
| Zoning Board of Appeals & Adjustment | September 7, 2016                    |

## **BILLS & ACCOUNTS**

## **CITIZENS PARTICIPATION**

## **RECESS & RECONVENE**

## **FIRST READING OF ORDINANCES**

- #1432: Article V, Section 21-122 – Pawnbrokers & Second Hand Dealers, License Fees

## **RESOLUTIONS**

## **ADJOURNMENT**

**CITY OF WYANDOTTE, MICHIGAN  
CERTIFIED RESOLUTION  
2016-455**

REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF WYANDOTTE,  
WAYNE COUNTY, MICHIGAN, HELD IN THE COUNCIL CHAMBERS, OF THE MUNICIPAL  
BUILDING.

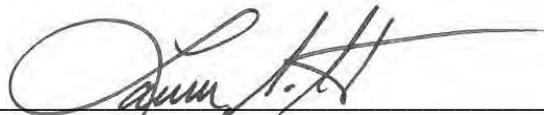
UNDER THE DATE OF: September 19, 2016

MOVED BY: Councilperson Fricke

SUPPORTED BY: Councilperson Sabuda

BE IT RESOLVED that the communication from Ms. Florence O'Brien relative to grass cutting  
procedures is hereby referred to the Department of Engineering and Building for review and report  
back in one week (9/26/2016).  
Motion unanimously carried.

**I, LAWRENCE S. STEC, duly authorized City Clerk of Wyandotte, do hereby certify that the  
foregoing is a true and complete copy of the resolution adopted by the City Council on  
September 19, 2016 said meeting was conducted and public notice of said meeting was given  
pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of  
Michigan, 1976.**

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

**RESOLUTION**

DATE: September 26, 2016

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

BE IT RESOLVED that the response from the Engineering and Building Department regarding the letter submitted by Ms. Florence O'Brien relative to grass cutting procedures is hereby extended until October 3, 2016.

I Move the adoption of the foregoing resolution.

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

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

| <u>YEAS</u> | <u>COUNCIL</u>   | <u>NAYS</u> |
|-------------|------------------|-------------|
| _____       | <b>Fricke</b>    | _____       |
| _____       | <b>Galeski</b>   | _____       |
| _____       | <b>Miciura</b>   | _____       |
| _____       | <b>Sabuda</b>    | _____       |
| _____       | <b>Schultz</b>   | _____       |
| _____       | <b>VanBoxell</b> | _____       |

**CITY OF WYANDOTTE, MICHIGAN  
CERTIFIED RESOLUTION  
2016-456**

REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF WYANDOTTE,  
WAYNE COUNTY, MICHIGAN, HELD IN THE COUNCIL CHAMBERS, OF THE MUNICIPAL  
BUILDING.

UNDER THE DATE OF: September 19, 2016

MOVED BY: Councilperson Fricke

SUPPORTED BY: Councilperson Sabuda

BE IT RESOLVED that the communication from Mr. J.P. Karas relative to comments made at the  
September 12, 2016 City Council meeting is hereby received and placed on file.

BE IT FURTHER RESOLVED that a copy of the letter and relevant communications shall be  
forwarded to the City Attorney for review and report back to Council in one week (9/26/2016).

Motion carried.

ABSTAIN: Councilman Miciura

**I, LAWRENCE S. STEC, duly authorized City Clerk of Wyandotte, do hereby certify that the  
foregoing is a true and complete copy of the resolution adopted by the City Council on  
September 19, 2016 said meeting was conducted and public notice of said meeting was given  
pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of  
Michigan, 1976.**

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

**RESOLUTION**

DATE: September 26, 2016

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

BE IT RESOLVED that the response from the Department of Legal Affairs regarding the letter submitted by Mr. J.P. Karas relative to comments made at the September 12, 2016 City Council meeting is hereby extended until October 10, 2016.

I Move the adoption of the foregoing resolution.

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

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

**YEAS**

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**COUNCIL**

**Fricke**  
**Galeski**  
**Miciura**  
**Sabuda**  
**Schultz**  
**VanBoxell**

**NAYS**

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\_\_\_\_\_

**Corki Benson**  
**404 Vinewood**  
**Wyandotte 48192**

September 20, 2016

City of Wyandotte

Mayor and City Council

A few weeks ago a vacant school burned down in Taylor. Firefighters from Taylor were there and fortunately no one was hurt. The surrounding neighbors had low water pressure, discolored water, or no water for some time due to the large amount of water used to put out the fire.

In reading about the Taylor fire I wondered about a possible fire at the long-vacant McKinley school and what the impact would be to the property surrounding the school and the firefighters fighting the fire, including mutual aid. There is no working fire suppression system or fire alarms in the vacant school therefore any fire in the school could travel through the old school quickly before the fire is discovered. Damage would be worse the longer the fire burned. A fire in the vacant school could be started by trespassers, scalpers, or the homeless. Vacant buildings are targets for arson and rarely catch fire by chance since power and utilities are shut off - although that does not rule out lightning.

In a long-vacant building a deteriorating structure can pose a bigger danger to firefighter fighters if it collapses. Smoke from a fire in McKinley School could contain several toxic gases that also would affect fire fighters and the area surrounding the fire depending on the wind direction and the strength of the fire. A few of those toxins might be asbestos, mold, lead base paint, or burning vinyl and PVCs.

RECEIVED  
SEP 21 2016  
CITY CLERK  
CITY OF WYANDOTTE

If McKinley School was to burn city tax money would be needed to demo the building and remediate the toxins remaining. The city would be back to square one - an empty block with the cost of demolition rising constantly. The longer a vacant building sits the worse chance of a fire and the worse the fire would be due to age, etc.

You already know the costs associated with the safety and maintenance of this structure. McKinley, in the center of a vibrant neighborhood, is a dangerous structure with or without a fire at this point. I hope this information will be seriously considered next time discussions of the \$7 million dollar development proposal for the vacant McKinley School is again before Mayor and Council.

A handwritten signature in cursive script, appearing to read "Jorhi". The signature is written in dark ink and is positioned in the lower right quadrant of the page.

**RESOLUTION**

DATE: September 26, 2016

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

BE IT RESOLVED that the communication from Ms. Corki Benson relative to the McKinley School Site is hereby received and placed on file.

I Move the adoption of the foregoing resolution.

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

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

**YEAS**

**COUNCIL**

**NAYS**

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**Fricke**  
**Galeski**  
**Miciura**  
**Sabuda**  
**Schultz**  
**VanBoxell**

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12863 Eureka Road, Southgate, MI 48195

734.225.6934  
WYANDOTTE CITY CLERK

2016 SEP 22 P 3:41

September 22<sup>nd</sup>, 2016

Wyandotte City Council,

As the owner of Epic Property Management and Epic Homes, we have been expanding our business in Wyandotte over the past 7 years. Up until 2016 we have strictly purchased and remodeled existing homes. Most homes we work with have been vacant and dilapidated for years before we take ownership. Our projects include full interior and exterior remodels of the homes, featuring top of market finishes such as Granite countertops, Tiled shower surrounds, Restoring hardwood floors, etc. When complete, these projects raise the value of surrounding properties, improve neighborhoods, and make the city of Wyandotte a more desirable place to live.

As the economy improved we shifted our focus to building new homes on vacant city lots. Although these projects are on the cusp of being financially viable, the ability to purchase the lots at a reasonable price from the city and construct the homes on a strict budget made the projects feasible.

We initially purchased 3 lots and immediately began construction. Our intent was to complete these projects and purchase an additional 10-12 lots in 2017. To our dismay, once we began the permitting process, we found that water connection fees and sewer tap fees were much higher than anticipated and potentially detrimental to the budget and viability of these projects.

Specifically, we were being charged \$2,000 to run a 1" water line to the water service connection box, even though the existing 3/4" line was existing with no problems and our plans were approved with 3/4" water lines throughout the house.

Additionally, we were being charged \$2,000 for a "new" sewer tap, although we are simply connecting to the existing tap from the home that sat on the lot previously. We were told that if the tap was not broken we would receive a majority refund of this fee. We do not feel that this is a just practice, as the site already had a sewer tap. Regardless of that tap being in good condition or broken it does not cost the city any more money, or add any more strain to the sewer system than previously existed.

We are asking the council to consider removing the charge for a new sewer tap for homes built on lots with existing sewer taps, regardless of condition of the tap. We are also asking the council to consider removing the requirement to modify the water service to 1" when the existing 3/4" supply would be sufficient for the property's design.

Thank you for your time and consideration.

Joshua K. Sterling  
Epic Property Management, LLC  
[josh@epicpropertymanagement.com](mailto:josh@epicpropertymanagement.com)  
(734)225-6934

**RESOLUTION**

DATE: September 26, 2016

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

BE IT RESOLVED that the communication from Mr. Joshua Sterling regarding water connection and sewer tap fees is hereby referred to the City Engineer for review and consideration of the reduction of fees with report back to the City Council in 2 weeks (10/10/2016).

I Move the adoption of the foregoing resolution.

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

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

| <b><u>YEAS</u></b> | <b><u>COUNCIL</u></b> | <b><u>NAYS</u></b> |
|--------------------|-----------------------|--------------------|
| _____              | <b>Fricke</b>         | _____              |
| _____              | <b>Galeski</b>        | _____              |
| _____              | <b>Miciura</b>        | _____              |
| _____              | <b>Sabuda</b>         | _____              |
| _____              | <b>Schultz</b>        | _____              |
| _____              | <b>VanBoxell</b>      | _____              |

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

MEETING DATE: September 26th, 2016

AGENDA ITEM # **5**

**ITEM: Wyandotte Fire Department Central Station Restoration Master Plan Final Report Presentation**

**PRESENTER:** Mark Kowalewski – City Engineer, Jeff Carley / Fire Chief - Thomas Roberts- Architect

**INDIVIDUALS IN ATTENDANCE:** Mark Kowalewski – City Engineer, Jeff Carley - Fire Chief, Thomas Roberts- Architect

**BACKGROUND:** Tom Roberts - Architect was approved at the April 4<sup>th</sup>, 2016, Council Meeting to provide an analysis of Wyandotte Fire Station at 266 Maple.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of City infrastructure.

**ACTION REQUESTED:** Adopt a resolution concurring with the City Engineer, Fire Chief, Police and Fire Commission and Thomas Robert – Architect in restoring the Central Fire Station with option # 2. Refer this to the City Administrator to determine possible financing options and time frames.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** No future budget at this time.

**IMPLEMENTATION PLAN:** Develop a budget plan to proceed with option # 2 of report.

**COMMISSION RECOMMENDATION:** Commission meeting of August 23<sup>rd</sup>, 2016. See attached letter.

**CITY ADMINISTRATOR'S RECOMMENDATION:** *SDrysdale*

**LEGAL COUNSEL'S RECOMMENDATION:** Not Applicable W. Look

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

**LIST OF ATTACHMENTS :** . Wyandotte Fire Department Central Station Restoration Master Plan Final Report, and Police and Fire Commission letter.

**MODEL RESOLUTION:**

RESOLUTION

Wyandotte, Michigan  
Date: September 26th 2016

RESOLUTION by Councilman \_\_\_\_\_

BE IT RESOLVED by the City Council that Council concurs with the recommendation of the City Engineer, Fire Chief, Police and Thomas Roberts- Architect to proceed with option # 2 of Wyandotte Fire Department Central Station Restoration Master Plan Final Report and direct the City Administrator to present financing options with time frames.

I move the adoption of the foregoing resolution.

MOTION by Councilmen \_\_\_\_\_

Supported by Councilman \_\_\_\_\_

YEAS

COUNCIL

NAYS

- Miciura
- Schultz
- Fricke
- Galeski
- Sabuda
- VanBoxell

## OFFICIALS

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER

Thomas R. Woodruff  
CITY ASSESSOR



**MAYOR**  
Joseph R. Peterson

**COUNCIL**  
Sheri Sutherby Fricke  
Daniel E. Galeski  
Ted Miciura, Jr.  
Leonard T. Sabuda  
Donald C. Schultz  
Kevin VanBoxell

JEFFERY CARLEY  
FIRE CHIEF

August 23, 2016

Mayor Joseph Peterson & City Council  
City of Wyandotte  
3200 Biddle  
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council:

At the August 23, 2016 regular scheduled City of Wyandotte Police and Fire Commission meeting, the City of Wyandotte Fire Commission reviewed the Wyandotte fire Department Central Station Restoration Master Plan submitted by Thomas Roberts Architect. The Fire Commission supports the complete restoration of the Central Fire Station as outline in the master plan as (option 2).

The City of Wyandotte Fire Commission has concurred with the Fire Chief's recommendation to support the complete restoration of the Central Fire Station.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bob Heck". The signature is fluid and cursive.

Bob Heck  
Secretary Fire Commission

**CITY OF WYANDOTTE**  
**FIRE COMMISSION MEETING**

The Fire Commission meeting was held in the 2<sup>nd</sup> Floor Conference Room at Police Headquarters on Tuesday, August 23, 2016. Commissioner Harris called the meeting to order at 6:18 p.m.

**ROLL CALL:**

Present: Commissioner Harris  
Commissioner Heck  
Commissioner Melzer  
Chief Carley

Absent Recording Secretary: Lynne Matt

**READING OF JOURNAL**

Motioned by Commissioner Heck, supported by Commissioner Melzer to approve the minutes as recorded for the meeting held on August 9, 2016. Motion carried unanimously.

**UNFINISHED BUSINESS**

None

**COMMUNICATIONS**

None

**DEPARTMENTAL**

1. *Final draft on "Building Renovations"*

Chief Carley reported that building restoration master plan for fire station 1 complete and all Commissioners have a copy. Master plan outlined 3 options:

Option 1 – Minimal restoration working within existing footprint of building.

Option 2 – Complete restoration including interior changes and small addition to building.

Option 3 – Demolition of existing fire station and build new one.

Chief Carley stated next step is to present to Mayor Peterson & Todd Drysdale and then to City Council. Commissioner Melzer motioned to receive report and place on file;

supported by Commissioner Heck. Commissioner Heck motioned to support a complete restoration of central fire station (Option 2); supported by Commissioner Melzer.

Both motions carried.

Fire Commission Meeting

Page 2

August 23, 2016

**DEPARTMENTAL (continued)**

2. *Department bills submitted August 11, 2016 in the amount of \$2,955.12*

Commissioner Melzer motioned to pay bills and accounts submitted as stated above; supported by Commissioner Heck. Roll call; motion carried.

3. *Daily Reports*

Commissioner Melzer motioned to receive and place on file reports; supported by Commissioner Heck. Motion carried.

**LATE**

Chief Carley requested to cancel next scheduled meeting, Tuesday, September 13, 2016, due to him attending Michigan Fire Inspector conference in Lansing, Michigan. Commissioner Melzer motioned to approve cancellation; supported by Commissioner Heck. Motion carried.

**ADJOURNMENT**

No further business comes before the Commission, upon motion duly made and supported; the meeting adjourned at 6:55 p.m.

Respectfully submitted,

Bobie Heck  
Secretary

MI/lm



# Wyandotte Fire Department

## Central Station Restoration Master Plan

Final Report

September 01, 2016

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## A. Executive Summary

Beginning as an all-volunteer department in 1870, the Wyandotte Fire Department has been serving its community for more than a century. The Central Station was built in 1939 and chosen because of its central location within the city and close proximity to downtown. It is one of two Wyandotte fire stations and contains administrative offices for the department.

### Site Assessment

Wyandotte is a member of the communities known as Downriver. Located along the Detroit River, Wyandotte is approximately 11 miles south of Detroit. The main north south I-75 Highway ranges from 1 to 3 miles to the west. Immediate neighbors include Southgate, Lincoln Park, Riverview, and Ecorse.

The Central Fire Station is located on Maple and 3<sup>rd</sup> Street in Wyandotte's Central Business District, which allows for a quick response to all parts of the city. The site is on the edge of a low-density suburban downtown bordered by residential.

The site is a flat parcel of land containing 18,900 SF (.43 acres). A large parking lot for staff is on the sides and rear of the building. An alley runs along the back for service. Sidewalks run along the main frontage roads of Maple and 3<sup>rd</sup>. Public access to the building is from Maple Street.

### Building Assessment

The Central Fire Station (CSF) contains a total of 13,200gsf exclusive of the attic space. The proposed Option 1 renovation would maintain the building's current footprint; Option 2 renovation would add three additions of 985gsf to the existing building for a total building area of 14,185gsf; and Option 3 is to construct an entirely new building.

The Central Fire Station building is a combination of post and beam steel and exterior load bearing masonry wall construction. The foundation walls are cast in place concrete. Floors are concrete slab at the first floor and a steel bar joist system at the second floor. The roof structure is a steel truss system with 2x wood decking. Overall, the structure is in good shape with only minor issues such as minimal cracking, mortar deterioration, and some lintel degradation. One area of concern is the roof which shows evidence of active water infiltration.

Materials on the building exterior include finish brick, structural glazed tile, and limestone at sills, belt courses, and cornices. Overall the materials are in fair to good condition but will require normal maintenance and repair and fairly extensive tuck-pointing.

Interior materials include original materials such as wood and terrazzo flooring, clay tile walls, wood doors and trim, and tin ceilings, along with some anachronistic materials such as acoustic dropped ceiling panels and wood paneling. Interior materials are also in fair to good condition and will require cleaning and maintenance.

### Mechanical, Electrical, and Plumbing (MEP) Assessment

MEP systems at the fire station are generally outdated and in need of modernization. Existing furnaces are at the end of their lives and will need to be replaced. Plumbing fixtures are old, require frequent maintenance, and should be replaced. Other large equipment includes an air compressor and an emergency generator both of which are approaching the end of their service

lives. Incoming gas and electric services are adequate. Lighting needs updating and available outlets needs to be expanded.

#### **Code Review**

The station has a number of deficiencies related to accessibility, fire separation, and life safety.

Only the first floor is accessible to the public and that is only by entering through a rear entry rather than the front public entry. No ADA public meeting room or bathroom is available on the first floors. Code does not require making the second floors or basement accessible but an accessible public entry and accessible bathroom should be incorporated on the ground floor of the building.

The existing station does not have a fire suppression system. A level 3 alteration will require the addition of fire sprinklers throughout. Both Options 1 & 2 would be level 3 alterations. The Option 3 new building would also require sprinklers. In addition, current codes require a separation of 1 hour between the apparatus bay and business/residential use areas with a sprinkled building. The fire rating of existing assemblies and doors will need to be evaluated and corrected where necessary.

Egress requirements in terms of travel distances, and exits are adequate for the current fire station, however a number of necessary components such as egress lighting, exit signs, and fire extinguishers are missing and need to be added.

This is not an inclusive list of issues. Other minor problems exist and will need to be comprehensively addressed. It is strongly encouraged that the Performance Compliance Method in Chapter 14 of the Michigan Rehabilitation Code is utilized.

#### **Restoration Master Plan Concept**

Early in the master plan process, a list of critical and important concerns were developed. A summary of these concerns include: improving accessibility, improving public approach, updating MEP systems and fixtures, better storage for firefighting gear, improved privacy for sleeping areas, and the need to accommodate female firefighters.

To meet these needs, the station, ideally, should be expanded by 985gsf. Two renovation options have been developed: Option 1 would forego any additions and work within the existing building footprint; Option 2 would add three additions to meet the recommended building expansion.

For Option 1, without adding any space, needs are attempted to be met by shifting spaces around and by moderate reconfigurations of existing spaces. In addition, building systems would be updated. One of the largest modifications would be the addition of a women's locker room and bathroom on the second floor.

While Option 2 doesn't add a large amount of space, it is for critically important needs including dedicated storage areas for SCBA tanks, turn-out gear, and EMS storage. Another addition would serve as a new public accessible entry. The expansion of the first floor also allows for a ground level accessible meeting room which can be used for public meetings and events. Option 2 residential areas would receive a significant overall and include

reconfiguring the sleeping area to allow for individual sleeping bunks and modifying the existing large open locker and bathroom area into unisex single occupant rooms each with showers and toilets. These modifications simultaneously provide accommodations for female fighters and improve privacy for all firefighters.

It is impractical to impossible to completely shut-down the fire station while renovations are taking place and so the building would need to be completed in phases. In the initial phase, some personnel and apparatus would be temporarily shifted to other locations and the bulk of the building (approximately 85%) would be shut down for renovations.

**Cost estimate.**

A preliminary cost estimate was developed by the Architect with assistance from Building Technology Services. A cost estimate during a master plan phase should be approached with caution. A more accurate estimate can only be developed during later stages of the design process. We anticipate a margin of error of 5% for these estimates. In addition, some of the materials and products suggested, including the windows, vehicle doors, and roofing, are premium items. While less expensive options are available, these items were chosen because they restore the historical character of the building and/or because of their overall quality, durability, and lifespan.

Three options have been considered during this master plan study. A summary of each is below. For more detailed information see section "III.d. Estimate of Probable Construction Cost" on pages 71-74:

Option 1: Renovation using the building's existing footprint and moderate reconfigurations of space.

|  |                    |
|--|--------------------|
| Total construction costs                                   | \$1,660,700        |
| Total project costs<br>(includes contingency and A/E fees) | <b>\$2,042,650</b> |

Option 2: Renovation with three additions of 985gsf and more significant reconfigurations of space.

|  |                    |
|--|--------------------|
| Total construction costs                                   | \$1,996,850        |
| Total project costs<br>(includes contingency and A/E fees) | <b>\$2,456,150</b> |

Option 3: New construction of station comparable to Option 2 station

|  |                    |
|--|--------------------|
| Total construction costs                                   | \$2,805,250        |
| Total project costs<br>(includes contingency and A/E fees) | <b>\$3,422,000</b> |

**Recommendations / Conclusions**

After reviewing the existing facility and in context with the proposed continued program use as a Fire Station, the conclusion of the design team is that this restoration project is feasible both physically and operationally. Additionally, the design team recommends renovation Option 2 as the best option for operational improvements that enable the building to extend its functional use for current and future generations.

## Acknowledgments

**Owner:** Wyandotte Mayor and City Council  
3200 Biddle Avenue, Suite 300  
Wyandotte, MI 48192

Joseph R. Peterson (Mayor)  
Leonard T. Sabuda (Council)  
Sheri Sutherby-Fricke (Council)  
Daniel E. Galeski (Council)  
Donald Schultz (Council)  
Ted Miciura Jr. (Council)  
Kevin VanBoxell (Council)

**Use:** Wyandotte Fire Department  
Central Station  
266 Maple Street  
Wyandotte, MI 48192

**City Staff:** Jeff Carley, Fire Chief  
Mark Kowalewski, P.E. City Engineer  
Claude Marcoux, Building Inspector / Engineer

**Architect:** Thomas Roberts Architect, LLC  
2927 4<sup>th</sup> Street  
Wyandotte, Michigan 48192

Thomas Roberts, AIA  
Scott Majewski  
Yaroslav Ivanov

**Consulting Engineer:** Systems Solution Consultant, LLC  
4893 Rochester Road  
Troy, Michigan 48085

Mike Masic, PE

**Structural Engineer:** Architecturally Engineered Structures, PLLC  
1118 Joshua Drive  
Troy, Michigan 48098

Michael Vernier, PE, MLSE

**Cost Estimating:** BTS – Building Technology Services, LLC  
2722 Woodmont Drive E  
Canton, MI 48188

Rob Lee  
Brian Speer

**Mission**

“Our mission is to ensure the welfare of the members of the Wyandotte Fire Department. We strive to protect the lives and safety of the citizens and property of Wyandotte from fire, natural or man-made disaster.”

## Program Assessment

The following items were identified as priorities based upon goal and objective interviews with staff and firefighters as well as a visual walk-through and analysis of the existing building:

- Basic building systems require improvement (lighting, plumbing, and mechanical). Concerns were raised about inadequate lighting, broken plumbing, poor air quality, poor phone system, inadequate outlets, etc.
- Need separation of spaces in dormitory room (e.g. between exercise and sleeping spaces).
- Increase privacy of sleeping areas.
- Provide Arson/Evidence room.
- Make the buildings historic exterior more inviting to the public and the overall appearance more attractive and representative of the important role the building has to the community.
- Basic building shell needs maintenance and repair (leaking/inoperable windows, roof leaks, masonry tuck-pointing, etc.)
- Need better storage for bunker gear and SCBA tanks.
- Need first floor restroom to meet ADA requirements and for public events.
- Kitchen facilities are too small.
- Overall apparatus bay space is adequate, but could use better drainage, lighting, and ventilation.
- Need modifications to support future female firefighters.
- Building needs improved secure and safe storage areas.
- Provide public reception area.
- EMS Storage; lockable and secure alternative to current space under Stair B
- Larger Hazmat room.

## I. SITE ANALYSIS

Site Analysis

Regional Context

The Central Fire Station is located in downtown Wyandotte, Michigan. Wyandotte is part of a collection of communities known as Downriver. Located along the Detroit River, Wyandotte is 11 miles South of Detroit. Its immediate neighbors are Southgate (west), Lincoln Park (northwest), Riverview (south), and Ecorse (north). Wyandotte's eastern edge is the Detroit River. Biddle Avenue runs along this edge and connects Wyandotte to its north and south neighbors. Fort Avenue, another major north-south corridor, is Wyandotte's western edge. I-75, the nearest interstate, ranges from 1 to 3 miles to the west.

City Context

The Central Fire Station is centrally located in Wyandotte in the city's Central Business district. Its main frontage roads are Maple and 3rd Street. Maple Street heads directly to the downtown area and Biddle Road, while 3rd street provides a crosstown access to the other parts of the city. Wyandotte developed mainly around industry. That industry has largely been supplanted but some still remains, including the BASF plant and Wyandotte's power plant. Currently Wyandotte is mostly residential with a population of around 26,000 people. It also boasts a nice downtown that affords a variety of shops and restaurants that attracts people from neighboring areas.

Wyandotte only has one road (Eureka) which bypasses the railroad tracks which bisect the city. Wyandotte's two fire stations are placed on opposite sides of the track to help ensure that a passing train won't inhibit adequate response times from fire crews.

Site Context

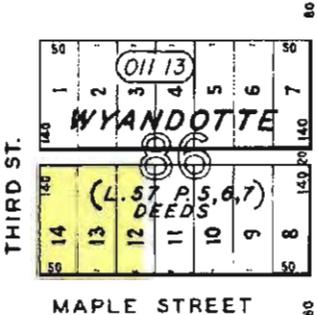
The Central Fire Station is located at the intersection of Maple and 3rd Streets. The front of the building, facing south, is along Maple Street. This façade is the primary exit for the station's engines. The west side of the building is on 3rd street and contains two vehicle bays for support vehicles. On the North and east sides of the building is a staff parking lot which comfortably meets their needs. A single handicap spot is available but lacks signage and has faded markings. There is no dedicated on-site parking for visitors, but there are surface lots and street parking within walking distance. Along the north property edge is an alley that provides service access for garbage removal. There are sidewalks along Maple and 3rd Street with a public walk approaching the building from Maple. 3rd Street is the primary north/south artery leading to the east/west feeders Eureka, Oak Street, and Northline.

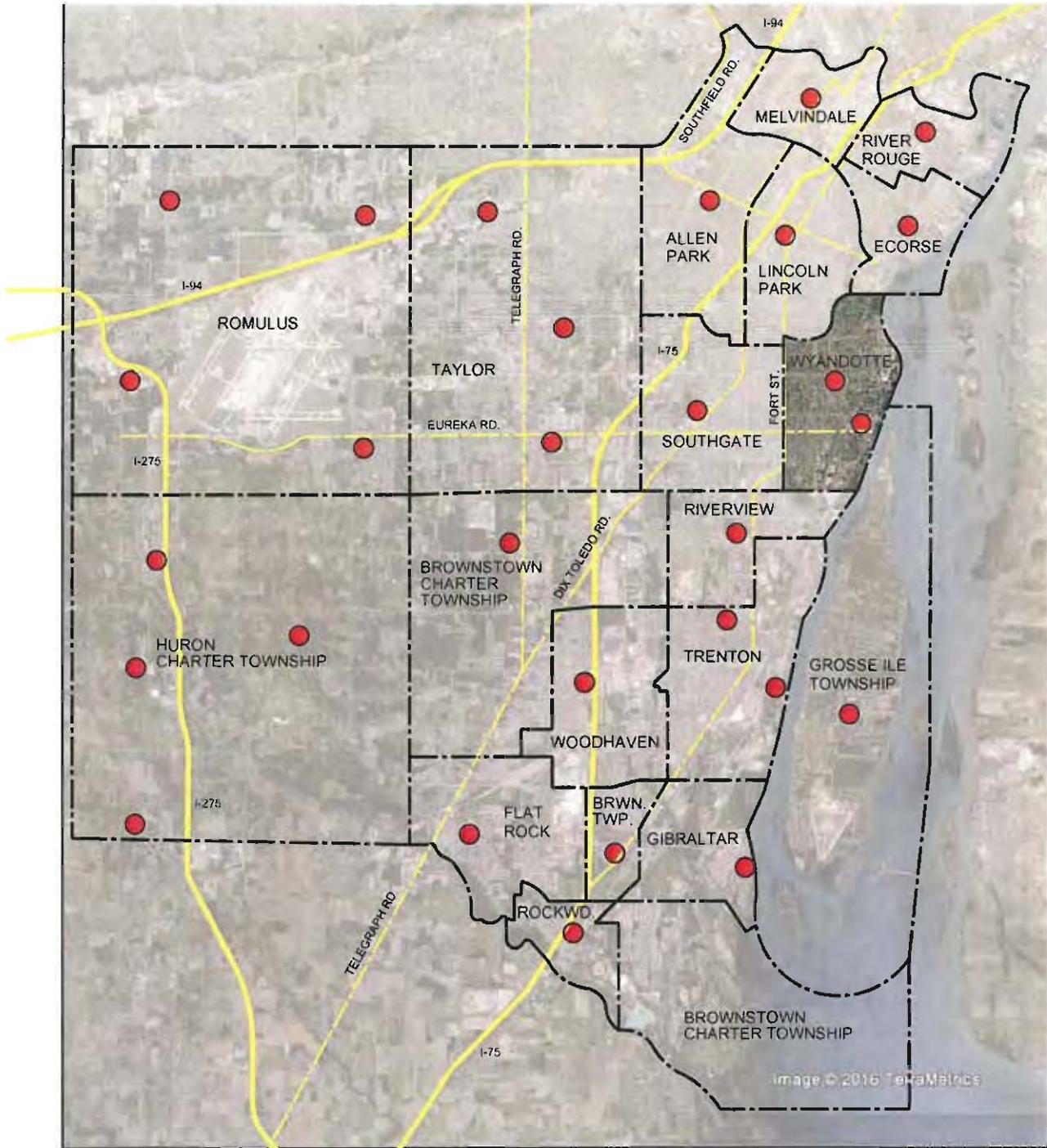
One current limitation of the site is the inability of apparatus to pass-through the station which requires them to back-in instead. The current standard preference is to limit backing in of apparatus as much as possible.

Immediate neighbors include Fire House Pub (east); Yack Arena, an athletic complex (south); Wyandotte Rotary Club Park (west); and residential (north).

Legal Description

West 35 Feet of Lot 12, also Lots 13 and 14, Plat of part of Wyandotte, part 2, block 86 T3S R11E, L57 of deeds P5 WCR





Legend

- Fire Stations
- City Border
- Highways/Interstates
- Major Roads



Site Analysis - Downriver

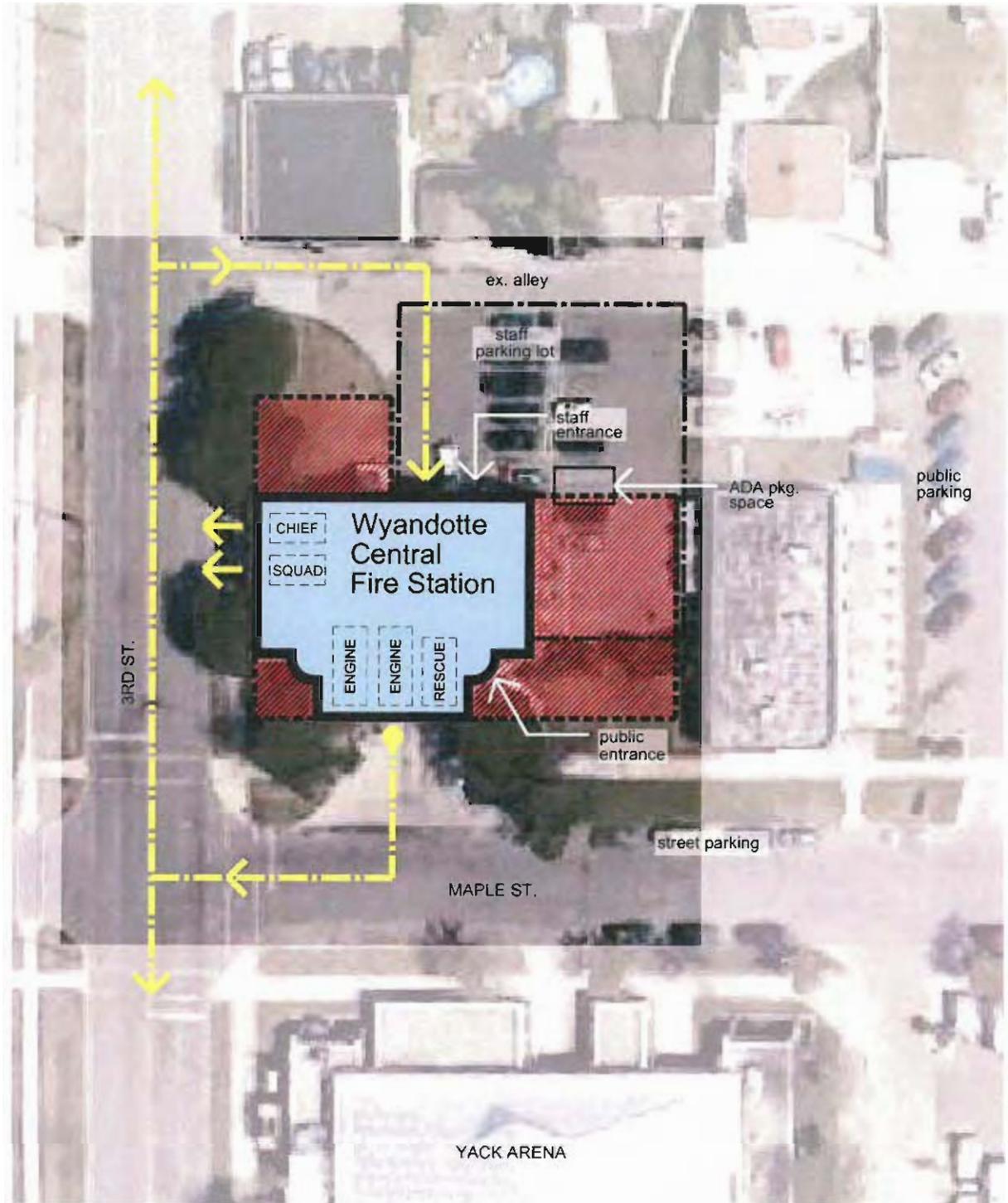


Legend

- Fire Stations, existing
- Fire Stations, former
- Landmarks
- Major Roads
- Roads
- Railroad



Site Analysis - City



Legend

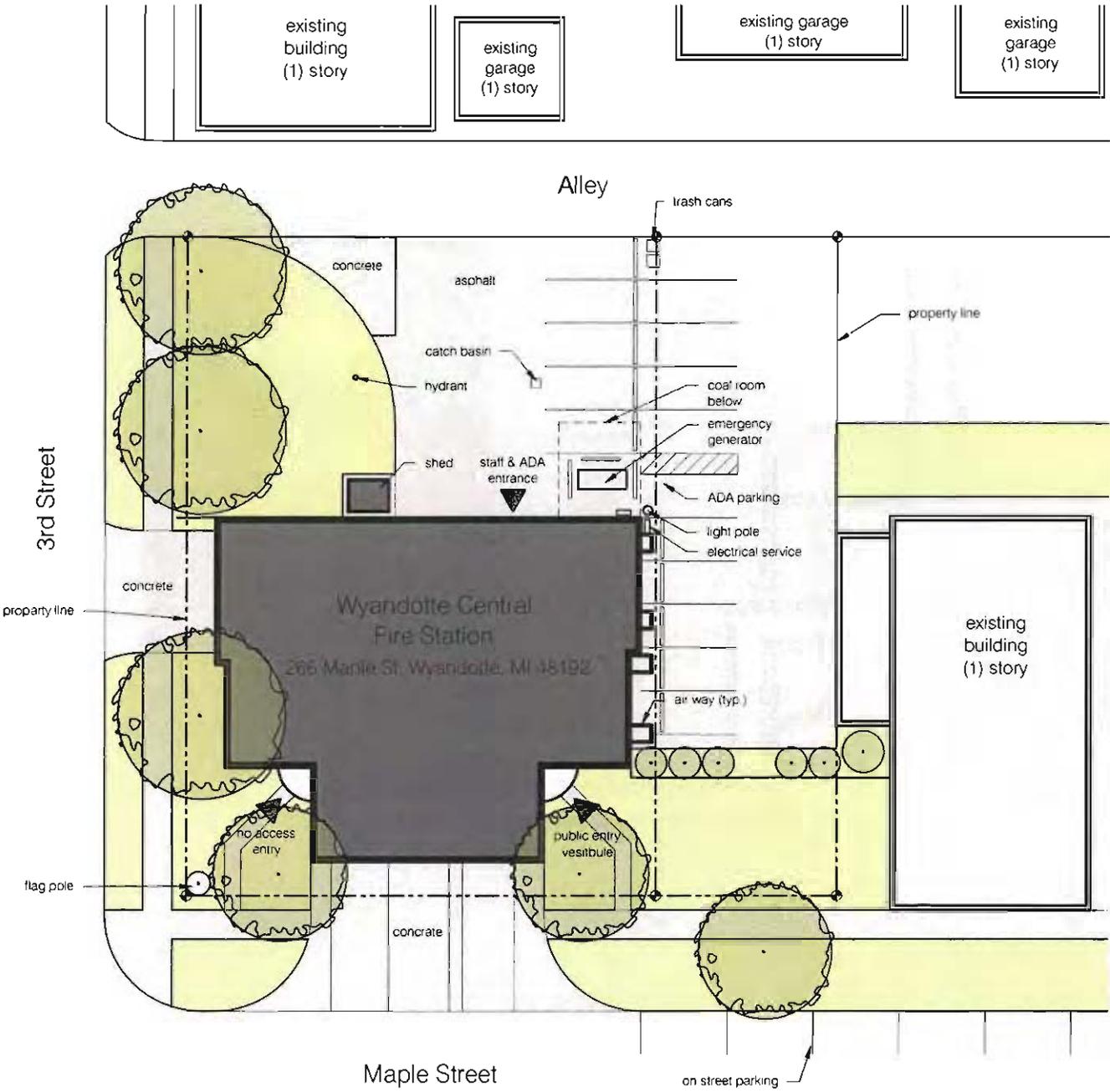
- Central Fire Station 
- Fire Truck Path 
- Available site for expansion 



Site Analysis - Block

## II. BUILDING CONDITIONS ANALYSIS

A. Existing Drawings  
Site Plan

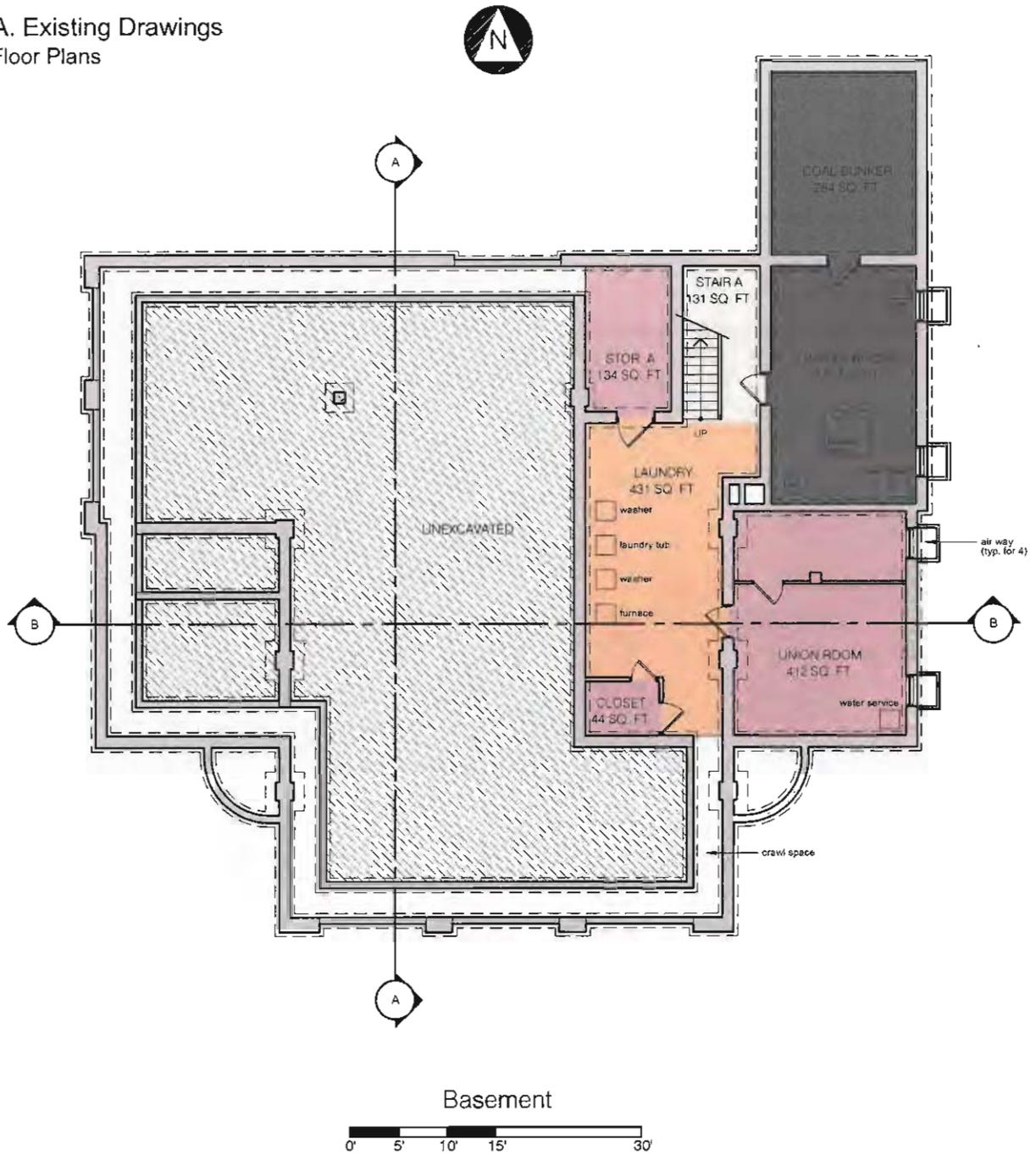


Site Plan



EXISTING

A. Existing Drawings  
Floor Plans

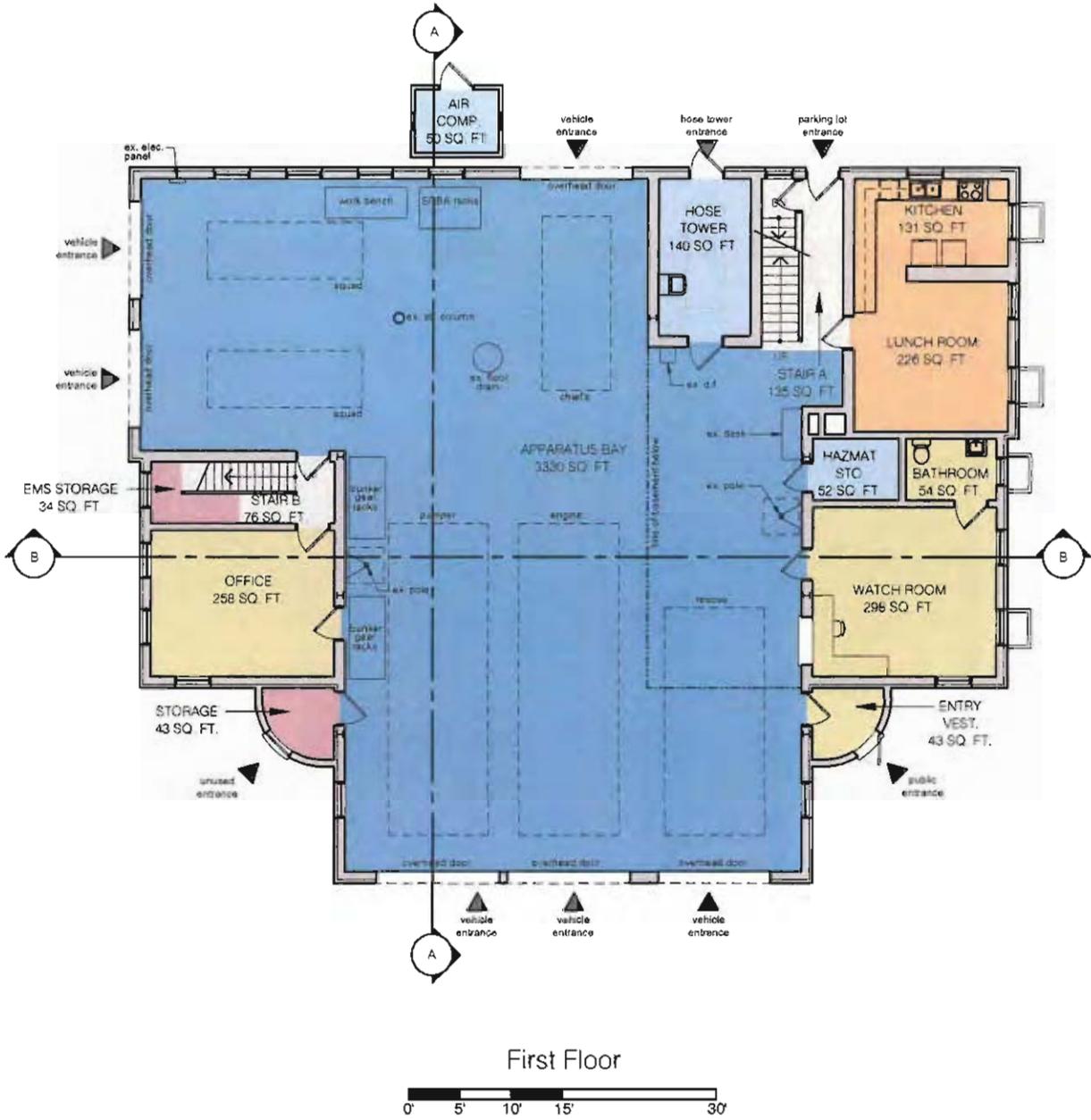


SPACE PROGRAM LEGEND

- |  |   |
|--|---|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #4a90e2; border: 1px solid black; margin-right: 5px;"></span> apparatus bay         | <span style="display: inline-block; width: 15px; height: 15px; background-color: #e91e63; border: 1px solid black; margin-right: 5px;"></span> storage    |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #bbdefb; border: 1px solid black; margin-right: 5px;"></span> apparatus bay support | <span style="display: inline-block; width: 15px; height: 15px; background-color: #424242; border: 1px solid black; margin-right: 5px;"></span> mechanical |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #ffcc80; border: 1px solid black; margin-right: 5px;"></span> residential           | <span style="display: inline-block; width: 15px; height: 15px; background-color: white; border: 1px solid black; margin-right: 5px;"></span> circulation  |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #fff9c4; border: 1px solid black; margin-right: 5px;"></span> administrative        |   |

EXISTING

A. Existing Drawings  
Floor Plans

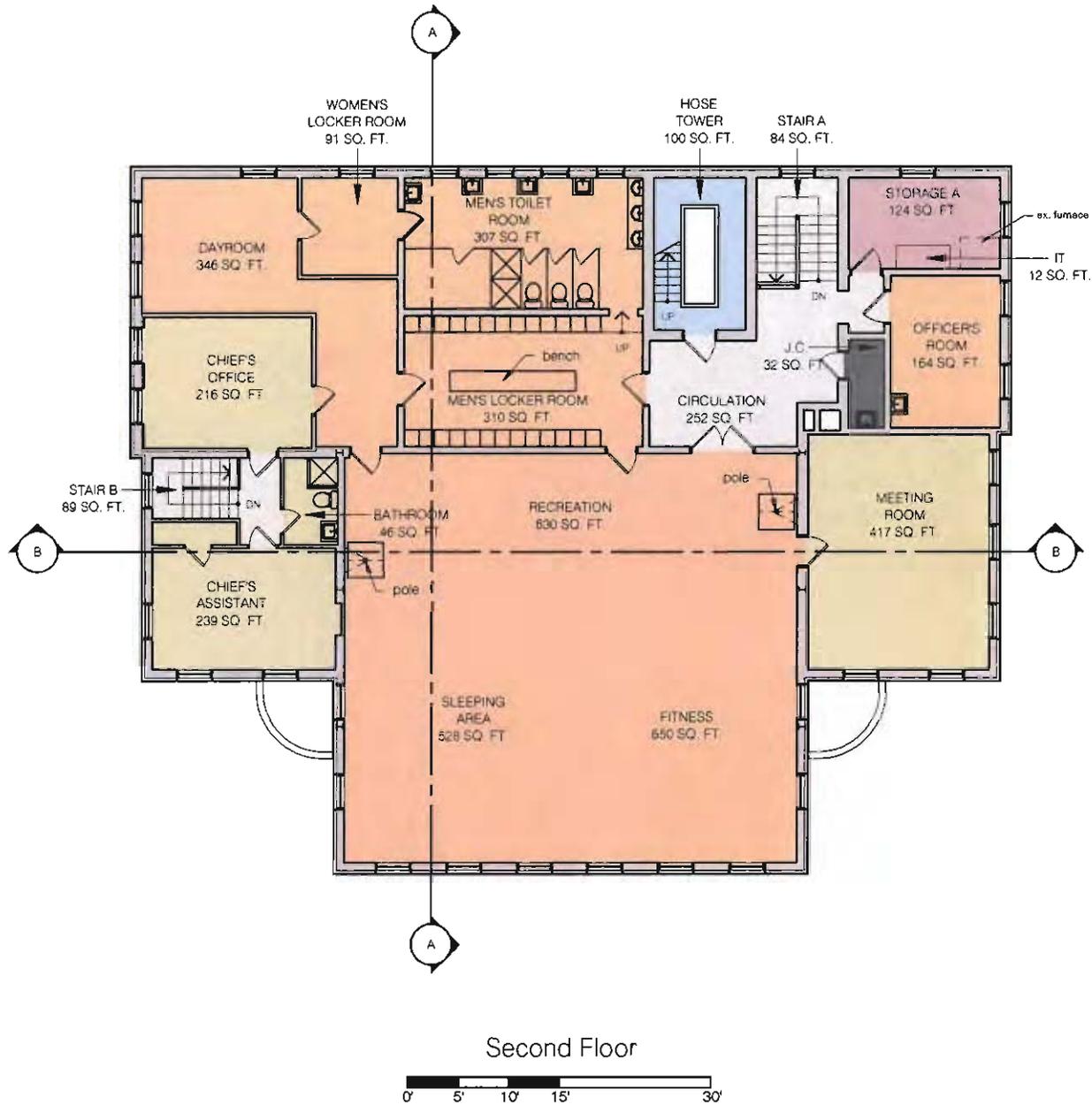


SPACE PROGRAM LEGEND

- |  |   |
|--|---|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #4F81BD; border: 1px solid black; margin-right: 5px;"></span> apparatus bay         | <span style="display: inline-block; width: 15px; height: 15px; background-color: #D9534F; border: 1px solid black; margin-right: 5px;"></span> storage    |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #A6C9E8; border: 1px solid black; margin-right: 5px;"></span> apparatus bay support | <span style="display: inline-block; width: 15px; height: 15px; background-color: #444444; border: 1px solid black; margin-right: 5px;"></span> mechanical |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #F4A460; border: 1px solid black; margin-right: 5px;"></span> residential           | <span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> circulation                           |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #F0E68C; border: 1px solid black; margin-right: 5px;"></span> administrative        |   |

EXISTING

A. Existing Drawings  
Floor Plans



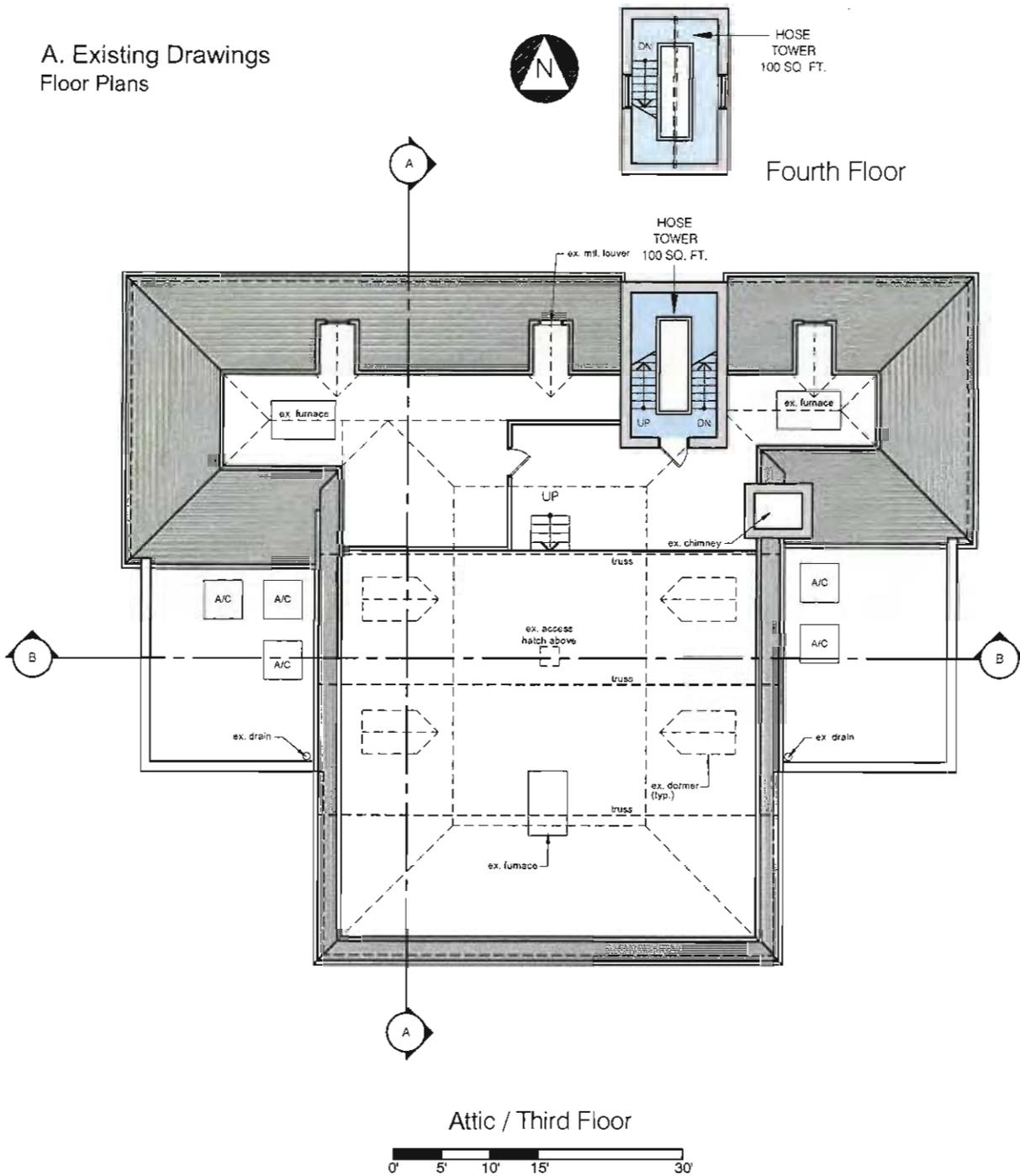
Second Floor

SPACE PROGRAM LEGEND

- |   |   |
|---|---|
|  apparatus bay         |  storage     |
|  apparatus bay support |  mechanical  |
|  residential           |  circulation |
|  administrative        |   |

EXISTING

A. Existing Drawings  
Floor Plans

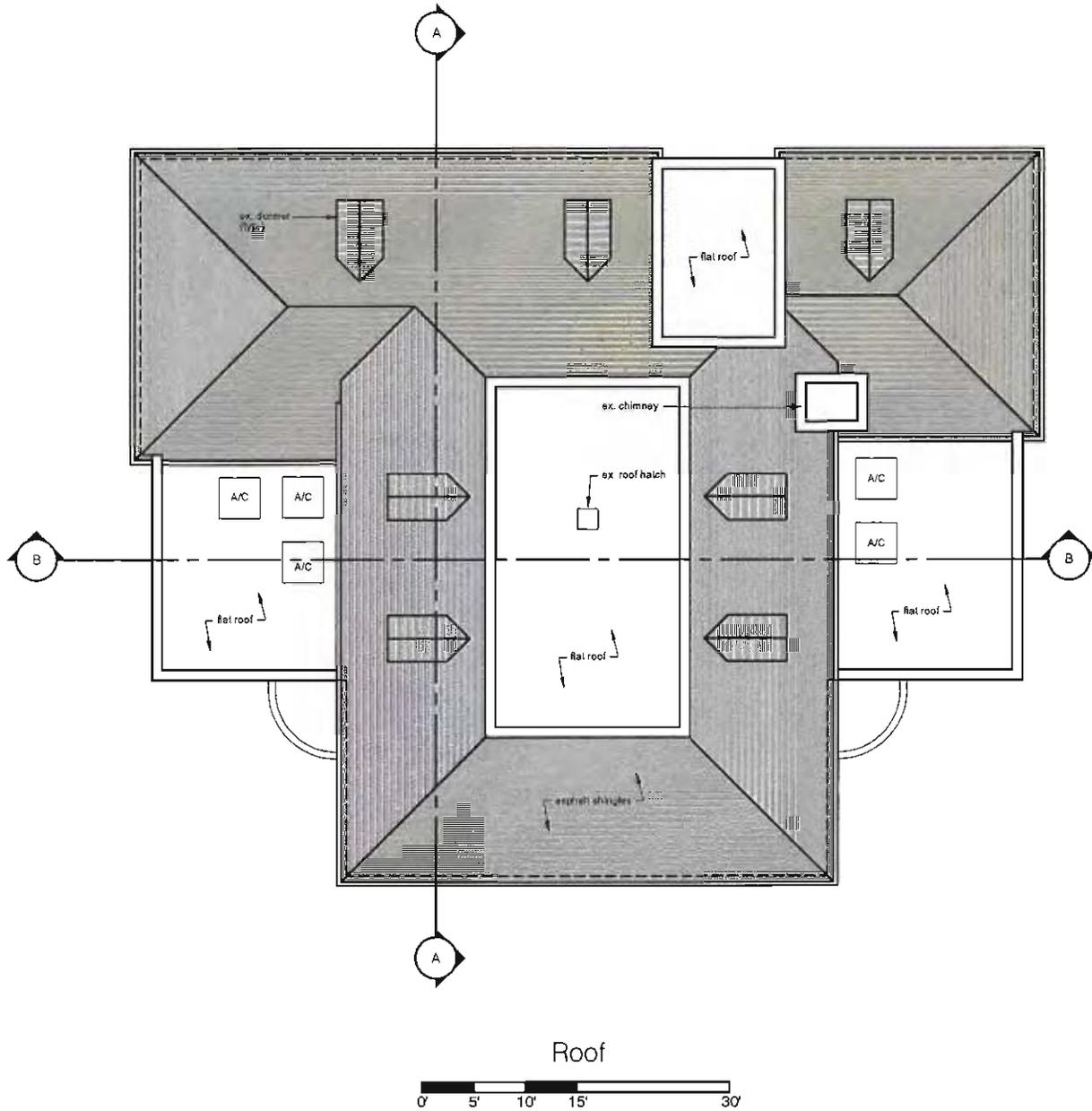


SPACE PROGRAM LEGEND

- |  |   |
|--|---|
|  apparatus bay         |  storage     |
|  apparatus bay support |  mechanical  |
|  residential           |  circulation |
|  administrative        |   |

EXISTING

A. Existing Drawings  
Floor Plans

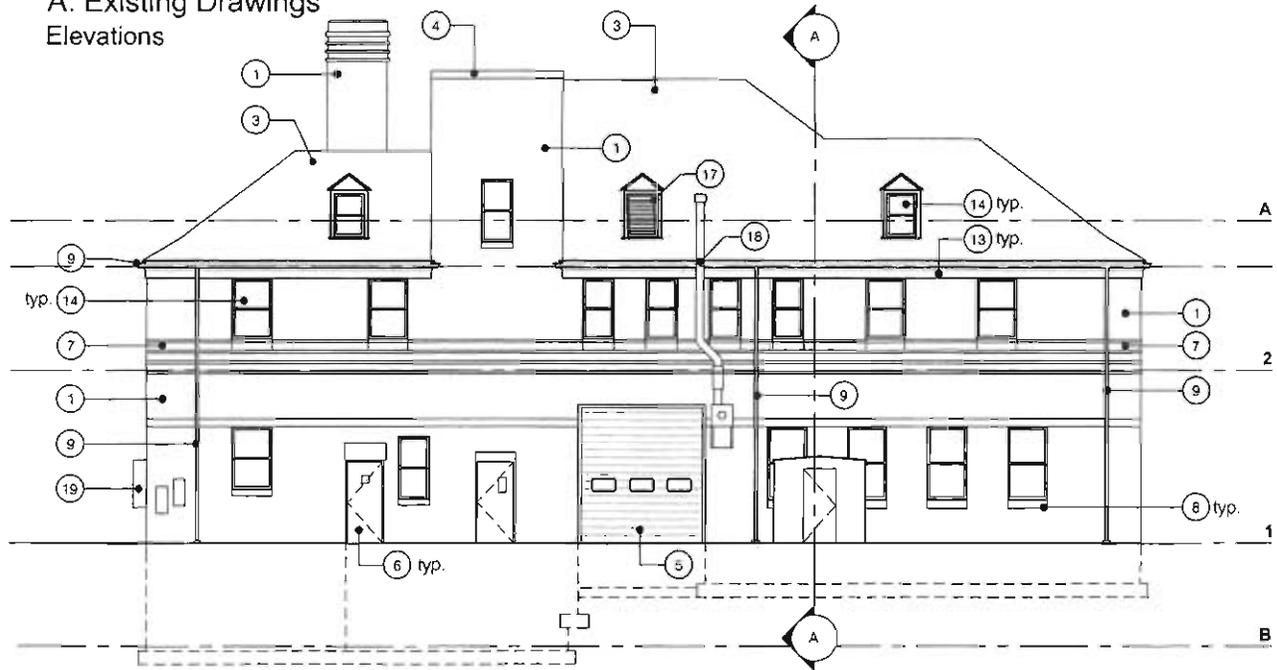


SPACE PROGRAM LEGEND

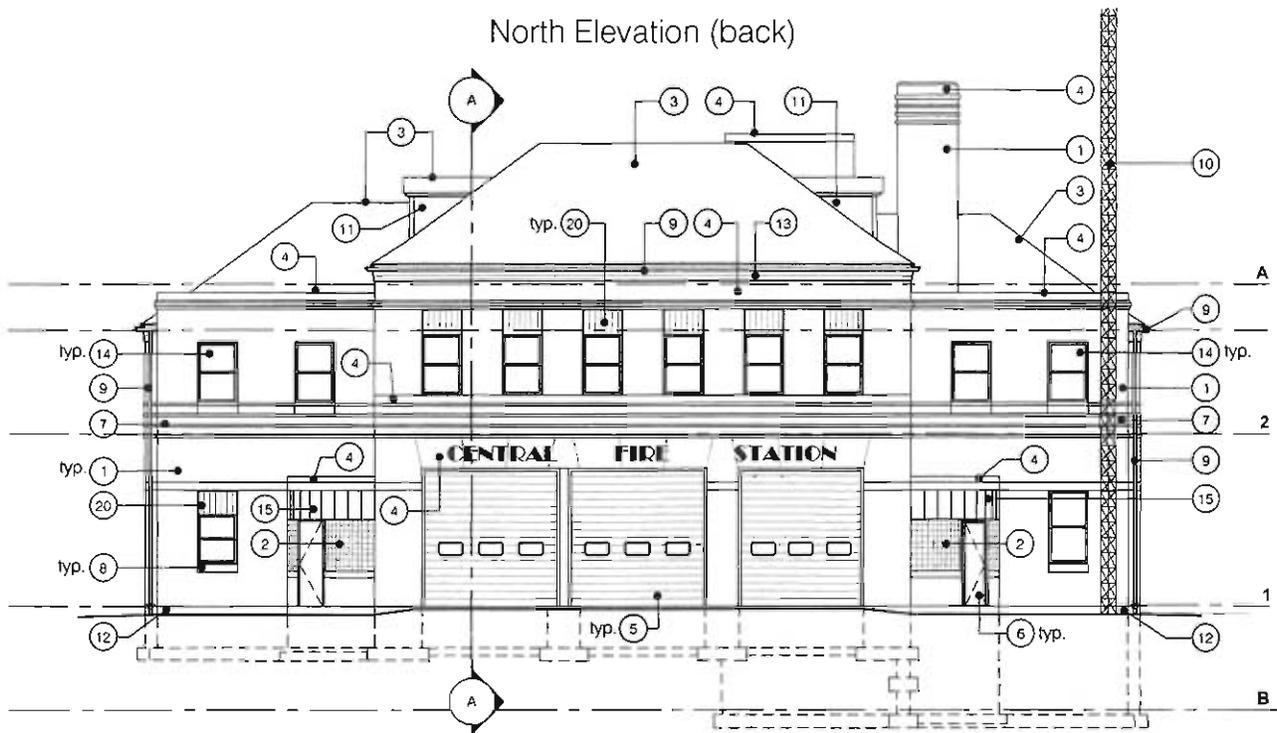
- |   |   |
|---|---|
|  apparatus bay         |  storage     |
|  apparatus bay support |  mechanical  |
|  residential           |  circulation |
|  administrative        |   |

EXISTING

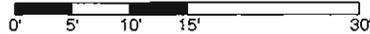
A. Existing Drawings  
Elevations



North Elevation (back)



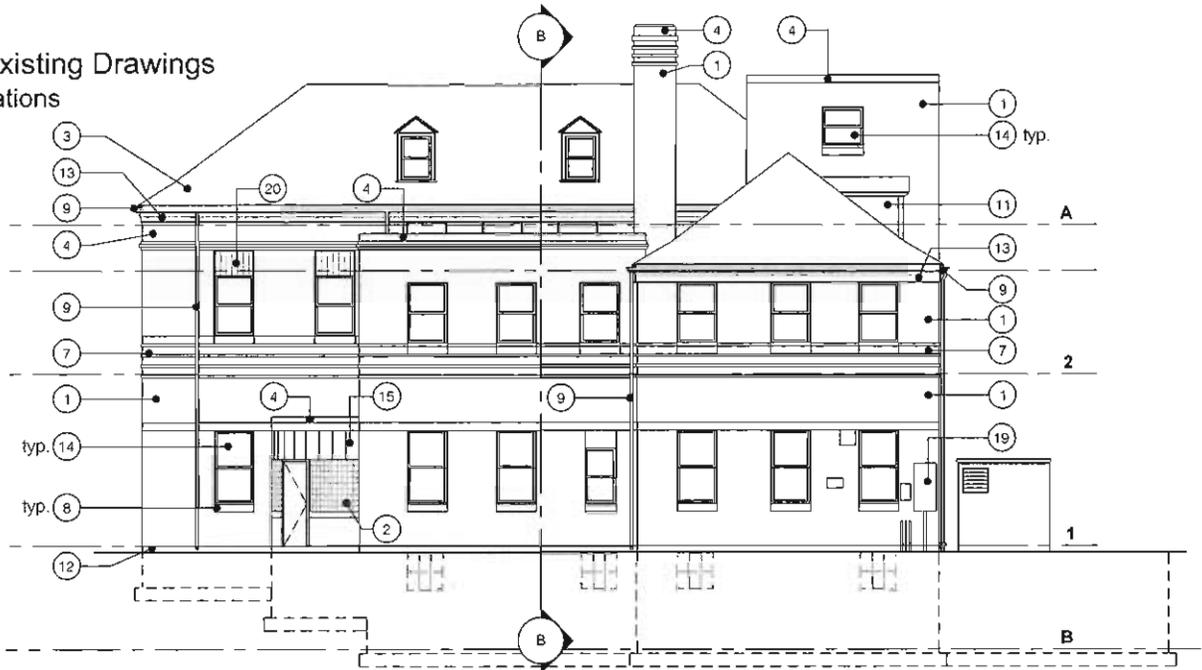
South Elevation (front)



Legend:

- |                     |                       |                     |                        |
|---------------------|-----------------------|---------------------|------------------------|
| 1. Brick            | 6. Doors              | 11. Dormer          | 16. Lintels            |
| 2. Glass Block      | 7. Tile               | 12. Concrete Base   | 17. Louver             |
| 3. Asphalt Shingles | 8. Stone Sills        | 13. Metal Fascia    | 18. Vehicle Exhaust    |
| 4. Limestone        | 9. Gutters/Downspouts | 14. Windows         | 19. Electrical Service |
| 5. Vehicle Doors    | 10. Antenna           | 15. Porcelain Panel | 20. Alum. siding       |

A. Existing Drawings Elevations



East Elevation (side)



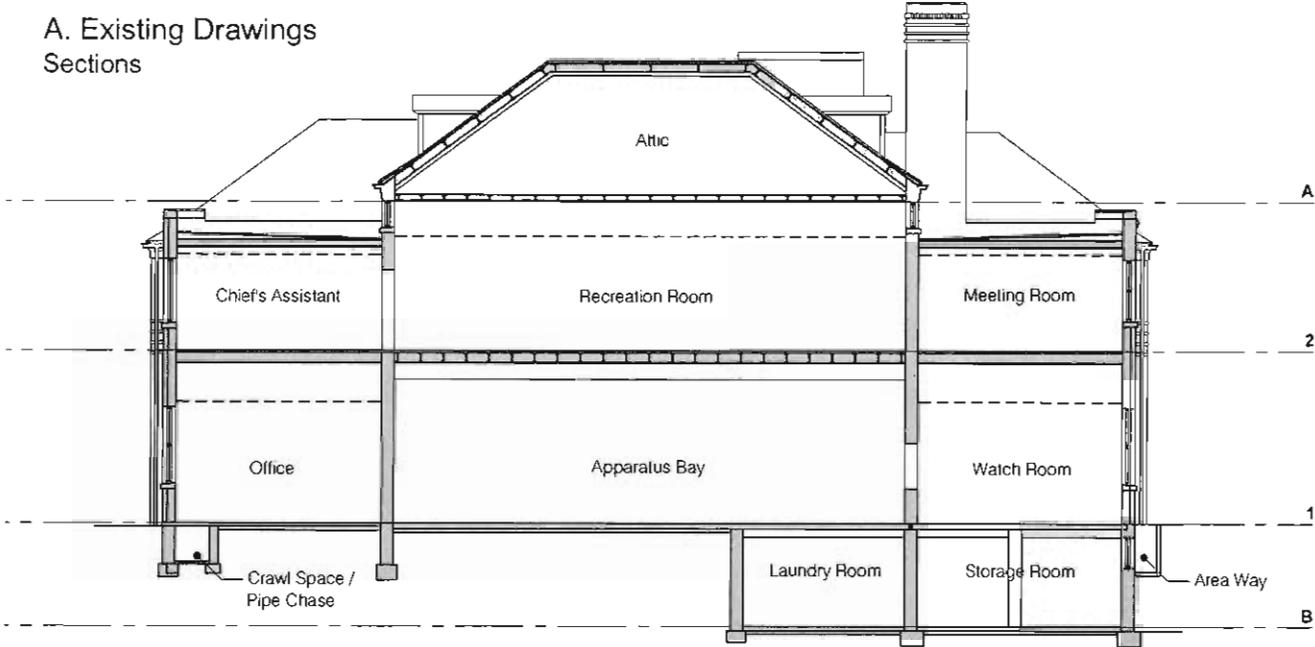
West Elevation (street side)



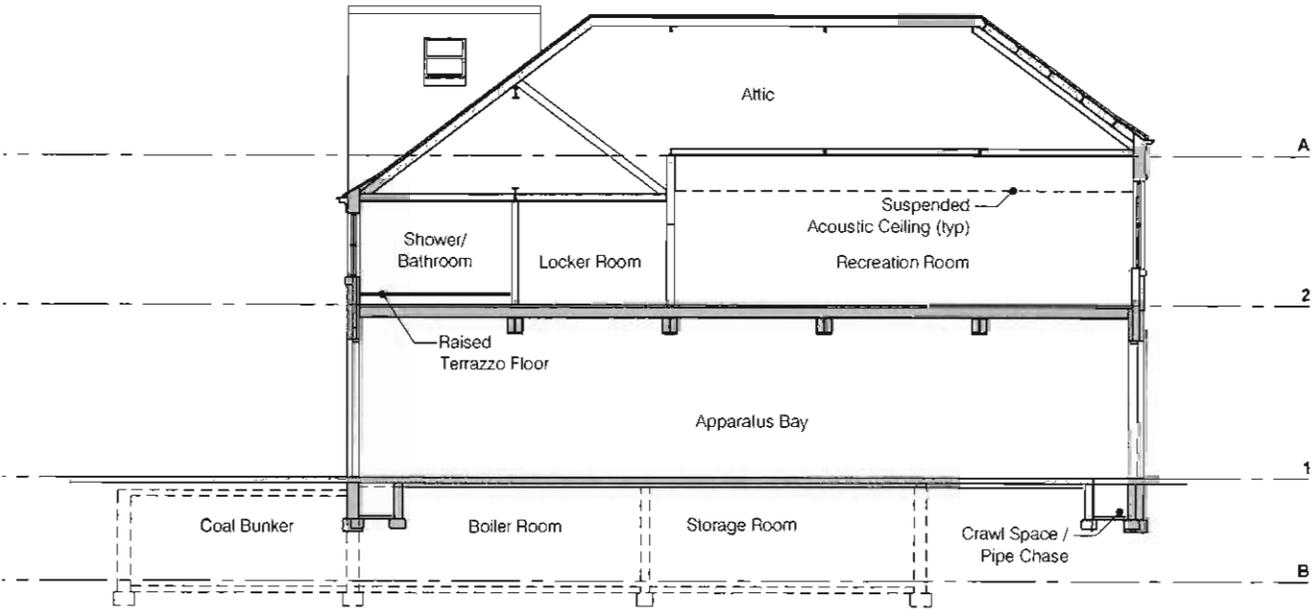
Legend:

- |                     |                       |                     |                        |
|---------------------|-----------------------|---------------------|------------------------|
| 1. Brick            | 6. Doors              | 11. Dormer          | 16. Lintels            |
| 2. Glass Block      | 7. Tile               | 12. Concrete Base   | 17. Louver             |
| 3. Asphalt Shingles | 8. Stone Sills        | 13. Metal Fascia    | 18. Vehicle Exhaust    |
| 4. Limestone        | 9. Gutters/Downspouts | 14. Windows         | 19. Electrical Service |
| 5. Vehicle Doors    | 10. Antenna           | 15. Porcelain Panel | 20. Alum. siding       |

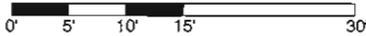
A. Existing Drawings  
Sections



Transverse Building Section B-B



Longitudinal Building Section A-A



**B. Quantitative Analysis****Existing Building Gross Square Foot Tabulation**

| Floor                      | Total           |
|----------------------------|-----------------|
| Basement                   | 2,170sf         |
| First Floor                | 5,400sf         |
| Second Floor               | 5,250sf         |
| Third Floor/Attic          | 4,470sf         |
| Fourth Floor (Hose Tower)  | 190sf           |
| <b>Total Building Area</b> | <b>17,480sf</b> |

**Existing Building Exterior Skin Areas**

## Exterior Walls

|                 |                |
|-----------------|----------------|
| North Elevation | 2,405sf        |
| East Elevation  | 2,125sf        |
| South Elevation | 2,715sf        |
| West Elevation  | 2,090sf        |
| <b>Total *</b>  | <b>9,335sf</b> |

## Exterior Sub-Systems

|                    |         |
|--------------------|---------|
| Brick              | 5,190sf |
| Windows            | 1,265sf |
| Tile               | 850sf   |
| Vehicle Doors      | 740sf   |
| Fascias            | 420sf   |
| Stone              | 365sf   |
| Sills/Coping       | 265sf   |
| Doors              | 100sf   |
| Glass block        | 80sf    |
| Enameled steel     | 60sf    |
| Roofing            |         |
| • Asphalt Shingles | 4,725sf |
| • Membrane Roofing | 1,525sf |

\*Gross skin area in square feet (includes window and door openings, etc.)

### C. Historical Background



The Wyandotte Fire Department has a long and proud history of serving Wyandotte and the surrounding downriver communities. Its roots trace back to an all-volunteer fire department first founded in 1870 who used hand-drawn and hand-operated equipment to fight fires.

Over the next 50 years the Fire Department became more organized, instituting a Fire Commission, hiring full time paid firefighters, and implementing a platoon system, as examples. Equipment also changed over these year, including adding alarm bells, horse-drawn carts, etc.



But by the 1930's, a variety of factors led to the need for a new fire station, which included the growing needs of an expanding city, the need for a centralized location, new requirements for motorized equipment, along with the fact that the existing station was antiquated and falling apart.

The location chosen for the new station was at the corner of Maple and 3<sup>rd</sup> Street. This location had two paved streets, one of which provided access crosstown and the other to the downtown. Architect for the project was Wyandotte architect Carlton P. Campbell and the building was completed by Detroit contractor Darin & Armstrong in 1939. The well-known downriver architect Jack Yops worked for Mr. Campbell before starting the firm of Yops & Wilkie Architects.



Around the same time as the building was completed, Wyandotte firefighters joined the International Association of Firefighters as Local 356. This union remains intact today and has an operational presence in the Central Station. Along with their firefighting duties, they are also active participants in their community and hold a number of fundraising activities and other events such as an annual golf outing and a pancake breakfast.

In 1967, eighteen downriver communities, including Wyandotte, joined the Downriver Mutual Aid. This agreement allows these communities to share, and amass when necessary, police and fire resources.

The Central Station is an efficient design with an upper floor dormitory that places the firefighters directly over the apparatus room that they access via fire poles. And while the poles are no longer used, the station has, with minor adaptations, continued to be an effective fire station. However, the station has reached some limits of adaptability and more significant modifications are required to meet the needs of power systems, environmental systems, communications systems, equipment needs, and accessibility so that the station can continue to function well into the future.



Wyandotte Fire Department Central Station Restoration Master Plan

#### D. Treatment Zones

There is variation in the architectural quality of any structure. As a result we have suggested three generalized treatment levels for future actions.

The first and highest quality is a Restoration Zone. These are areas of maximum historic and visual importance. These areas in the WFD, while in need of repair and maintenance, are for the most part unchanged from the original design. Restoration Zones should receive the highest quality level restoration possible. These zones will require more time and expense for research and planning than the other zones.

The Preservation Zone is the second level of historical and visual importance. The spaces or facades are not of major importance having lost their integrity by neglect or remodeling. These zones will also require time and expense for research and planning in order to protect valued material while adapting the space for change. New work should minimize damage to original material.

The third and lowest quality level is noted as a Rehabilitation Zone. This designation is given to areas of minor importance. Such spaces have lost original design integrity or were never of significance. These areas are available for any use which best meets the functional needs of the WFD.

The edge between these zones will be unclear. Work of one type or another will often blend zone to zone. Nevertheless, care must be taken to treat original building fabric with sensitivity.

The following zoning plan uses color to define the treatment levels. Red Restoration Zone for stop, be extremely careful and base design actions on the evidence. Yellow Preservation Zone for proceed carefully and protect original significant material. Green Rehabilitation Zone allows the greatest freedom in design.



**E. Architectural Systems**

## Division 01 – General

Original Owner: Wyandotte Fire Department  
 Architect: Carlton P. Campbell, AIA  
 Cost in 1940: N/A  
 Builder: Darin & Armstrong

**Architectural Systems Analysis (Photo # - see “photographic survey” in Appendix)**

This conditions survey was performed at the site in May-June, 2016 by project team members. The specification headings include the following:

- a. Description – Brief technical description of the material.
- b. Condition – Brief condition of the material ie: its deterioration and weathering.
- c. Anachronisms – Changes that lower the historic character of the building as well as sympathetic changes made after original construction or missing elements.
- d. Treatment – Generalized recommended preservation / design / maintenance treatment.

## Division 02 – Site | Demolition

**Walk and Driveway Paving (01, 02, 06)**

- a. Description – Poured concrete sidewalks are along the north and east side of the building.
- b. Condition – Fair to Good
- c. Anachronisms – It is believed that the sidewalks have been repaired at various times over the history of the building.
- d. Treatment – Replace existing concrete in poor condition

**Asphalt Paving (07, 08, 09)**

- a. Description – Asphalt paving is a mixture of aggregate and bituminous binder that is used in roads and parking lots.
- b. Condition – Fair
- c. Anachronisms – Unknown
- d. Treatment – No special action is required other than patching of deteriorated material. Replacement of asphalt paving with poured in place concrete should be in future renovation project.

**02900 Landscaping (01, 02, 07, 10, 11)**

- a. Description – Honey Locust trees and arborvitae evergreen bushes and lawn.
- b. Condition – Fair
- c. Anachronisms – Unknown
- d. Treatment – Overgrown trees should be cut back so that branches do not touch the building or overhang the roofs. Replacement should be considered in a future renovation project. Consideration should be given to installation of an irrigation system. Grade should sloped away from foundation at perimeter of foundation.

## Division 03 – Concrete

**03110 Structural Concrete (reinforced with steel) (24)**

- a. Description – Concrete with steel reinforcing has been used for footings, foundation walls, floor slabs, structural posts and beam building frame.
- b. Condition – Good
- c. Anachronisms – Original
- d. Treatment – Generally speaking, no action is required. Reinforcement of the apparatus bay floor slab located above the basement should be considered to support current loads of equipment.

## Division 04 – Masonry

**03340 Exposed Interior Concrete Floors (19, 20, 25)**

- a. Description – Solid reinforced concrete on grade or structural reinforced concrete floor slabs are used throughout.
- b. Condition – Good. Apparatus bay floor has been covered with a coating that is deteriorating in several areas.
- c. Anachronisms – Original. Coating is not original.
- d. Treatment – No special action is required to the concrete slab. Consideration should be given to repair or replacement of the anachronistic coating.

**04101 Exterior Brick Mortar (11, 13, 17)**

- a. Description – The mortar is a mixture of cement, sand, and water mixed mechanically to form a working mass.
- b. Condition – Fair to Good
- c. Anachronisms – Original
- d. Treatment – Mortar analysis is required when pointing work is required in the future. New mortar to match color, strength, texture, and to be tooled to match original profile.

**04102 Interior Brick Mortar (26, 27)**

- a. Description – The mortar is a mixture of cement, sand, and water mixed mechanically to form a working mass.
- b. Condition – Good
- c. Anachronisms – Original
- d. Treatment – The analysis of the interior mortar is not required in non-historic areas containing service functions. Mortar exposed to view in historic areas should be analyzed and formulated to match original in color, strength, texture, and tooled to match original profile.

**04210 Exterior Finish Brick Masonry (01, 02, 07, 08)**

- a. Description – Standard finish brick units are located throughout the building perimeter. The finish brick appears to be of a vintage red mix, with black accent stripes. The brick is laid in common running bond with header course every 6<sup>th</sup> course. There are several areas of decorative brick patterns including soldier course and checker pattern.
- b. Condition – Good.
- c. Anachronisms – Original.
- d. Treatment – A variety of actions are recommended. Normal maintenance; watch for moisture penetration which can cause deterioration of the brick and delamination of interior finish plaster which is evidenced in the several areas on the second floor. It was suggested that recent roof repairs were problematic and are causing moisture infiltration at the roof line; repair any rusted steel lintels and brick at various exterior doors and windows. Significant tuckpointing is required on all facades of the building. Specific attention should be given to the parapets, chimney, and hose tower.

**04240 Glazed Clay Tile Unit Masonry (13, 16, 25, 27, 34, 35)**

- a. Description – Structural glazed clay tile was used on the exterior and interior. Structural glazed clay tile or unit masonry is a burned-clay building unit larger than a brick. The product has excellent fire protection qualities. When the tile is built into a wall assembly, the interior cells or voids minimize passage of moisture, heat, and sound through the wall, thereby contributing insulation properties.
- b. Condition – Good

- c. Anachronisms – Original
- d. Treatment – Glazed clay tile requires cleaning using gentlest means possible. Stains are caused by environmental and vehicle exhaust. Watch for moisture penetration which can cause destruction of clay products and delamination of glazed finish.

**04270 Glass Block (10, 31, 40)**

- a. Description – An infill window type formed by a compilation of small translucent cubes of glass located in the first floor entry vestibules located in the south east and south west corners.
- b. Condition – Poor
- c. Anachronisms – Original
- d. Treatment – Remove and replace to match.

**04400 Limestone (04, 13, 16, 17)**

- a. Description – Limestone is used for accent including window sills; the belt course between the first and second floor; and the upper cornice on the south façade. Limestone is a sedimentary product, primarily composed of calcium carbonate and silica. Limestone is generally smooth textured with a uniform sandy/buff coloration. Limestone in general is durable, but is more subject to weathering and deterioration, especially from acid rain. Limestone has significant structural capacity and is capable of bearing significant mechanical stress without fracturing.
- b. Condition – Fair to Good. In general, the stone is in very good condition. Failure is evident in a majority of the mortar joints.
- c. Anachronisms – Original
- d. Treatment – Extensive pointing is required at the belt lines located above the main garage doors and at the upper cornice on the south façade and portions of the east and west facades. Window sills and copings also require tuckpointing. Normal maintenance that includes watching for moisture penetration which can cause deterioration of the stone and mortar.

Division 05 – Metals

**05120 Structural Steel (14, 21, 23, 28, 29)**

- a. Description – Interior steel columns encased in glazed clay masonry tile with bolted connections support unprotected steel trusses that are used to support the roof. Exposed steel columns on the interior and exterior support the floor assembly above
- b. Condition – Good
- c. Anachronisms – Original
- d. Treatment – Areas of surface rust should be sanded using grinder to expose raw steel. Prime and paint.

**05121 Exterior Steel Lintels (12, 13, 17)**

- a. Description – Steel is used at exterior window and door lintels.
- b. Condition – Fair to good.
- c. Anachronisms – Original. It's understood that some lintels have been replaced during the history of the building.
- d. Treatment – General maintenance and continued repair or replacement as part of the window replacement program. Special attention should be given to the larger garage door openings

**05725 Ornamental Metal Work (37)**

- a. Description – Ornamental stair work has been used in steel balusters and railings.
- b. Condition – Good

- c. Anachronisms – Original
- d. Treatment – Replace any missing elements to match original and paint to match the original finish.

## Division 06 – Wood &amp; Plastic

**06110 Wood Paneling (48, 49)**

- a. Description – 4x8 sheet paneling is a plywood like product that mimics the look of wood paneling that was installed in the first and second floor offices.
- b. Condition – Good
- c. Anachronisms – Anachronistic
- d. Treatment – Remove and restore original wall material that includes salt glazed brick and plaster.

**06400 Architectural Woodwork (32)**

- a. Description – Wood trim at interior doors and windows, chair rail, and picture molding. The exterior fascia and frieze have been covered with metal trim, but it is assumed that original material remains.
- b. Condition – Fair to Good
- c. Anachronisms – Original
- d. Treatment – Restore or reproduce to match original wood species, profile, and finish.

**06410 Plastic Laminate Architectural Cabinets (36)**

- a. Description – cabinets with a thin film of material bonded to the exterior surfaces. Within, the cabinet bodies are made with an inexpensive wood or a pressed wood material. A more attractive material, the laminate, is glued to the cabinet exterior. Laminates come in a wide variety of colors and styles
- b. Condition – Fair to Good
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required. Remove and replace during future renovation project.

**06430 Wood Handrails (37)**

- a. Description – Interior wood handrails.
- b. Condition – Fair to Good
- c. Anachronisms – Original
- d. Treatment – Restore or reproduce to match original wood species, profile, and finish.

## Division 07 – Thermal and Moisture Protection

**07160 Bituminous Damproofing (11)**

- a. Description – An asphalt and water emulsion coating that is applied to below grade applications to provide a moisture resistant coating.
- b. Condition – Unknown – However, observation did indicate some moisture penetration through the walls at southeast corner of the basement
- c. Anachronisms – Original
- d. Treatment – Excavation at the southeast corner of the basement and install new damproofing.

**07210 Building Insulation (28, 46, 47)**

- a. Description – Existing solid exterior masonry walls are not insulated. Spaces between roof trusses and above the upper level ceiling contain insulation. Vapor and air barriers do not exist.
- b. Condition – Fair
- c. Anachronisms – Original

- d. Treatment – The uninsulated exterior walls should remain as is. Fiberglass insulation should be added above the second floor ceiling. Rigid insulation should be added on flat roof areas as a component of the new roofing system.

**07310 Asphalt Shingle Roofing (01, 04, 08, 18)**

- a. Description – Shingles are made of a base that is saturated with asphalt and coated with minerals on one side to resist weathering. Shingles come in a wide variety of colors. The existing shingles are tan/brown in color and were installed approximately 5 years ago. The life expectancy of composition shingles depends on the rating and ranges from 20 to 30 years.
- b. Condition – Poor to Fair
- c. Anachronisms – Anachronistic
- d. Treatment – A comprehensive inspection of the asphalt shingled roof is recommended to evaluate roofing materials, gutters and downspouts, and flashing to fix current problems at the two entry turrets and prevent additional irreversible damage.

**07530 Elastomeric Sheet Roofing (52)**

- a. Description – Elastomeric roofing of unidentified type was installed on the flat portion of the roof.
- b. Condition – Fair to Good.
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required beyond normal maintenance including making sure roof drains, gutters, and downspouts are free from debris.

**07601 Gutters and Downspouts (06, 07, 11)**

- a. Description – Surface mounted K-Style gutters and downspouts.
- b. Condition – Fair to Good – Painted aluminum gutters do not appear to sagging or deformed as a result of ice damming. Downspouts are fastened securely to the exterior wall surface. Downspouts discharge on grade and do not have 5 foot extensions from the foundations.
- c. Anachronisms – Original
- d. Treatment – General maintenance includes making sure gutters and downspouts are free from debris and extend leaders away from building foundation a minimum of 5 feet.

**07715 Fascias and Soffits (01, 04, 08, 51)**

- a. Description – Painted aluminum
- b. Condition – Fair
- c. Anachronisms – Anachronistic
- d. Treatment – Metal fascia should be removed. Restore or reproduce to match original wood species, profile, and finish.

Division 08 – Doors & Windows **08110 Steel Doors and Frames (01, 04, 08)**

- a. Description – A variety of metal doors and frames exist in the building, including entry and overhead garage doors.
- b. Condition – Fair to Good
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required. Remove and replace during future renovation project. Bi-Folding garage doors should be installed to match original.

**08211 Interior Wood Doors and Frames and Trim (50)**

- a. Description – Interior wood stile and rail with glass panes, louvers, and flat panels with stained and lacquered finish serve as entry doors to the offices, dorm room, meeting room, and stairs are throughout the building.
- b. Condition – Fair to Good
- c. Anachronisms – Original
- d. Treatment – Repair and refinish original doors. New doors and frames should match original and provide required fire rating.

**08400 Aluminum Storefront (10)**

- a. Description – Doors at south east and south west corner vestibules.
- b. Condition – Fair
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required. Remove and replace during future renovation project to match original wood frame, stile and rail doors with glass lights.

**08450 Porcelain Enameled Metal Wall Panels (10)**

- a. Description – Formed steel panels that have been fused with a glass coating to provide protection from the environment and limit deterioration of the metal. Joints between panels are typically sealed with caulk.
- b. Condition – Poor to Fair
- c. Anachronisms – Original
- d. Treatment – No work is required other than general maintenance, including washing and inspection of joints. Panels should be restored during future renovation project,

**08510 Steel Industrial Windows (44)**

- a. Description – Solid steel projecting windows have been used in the basement mechanical room.
- b. Condition – Poor
- c. Anachronisms – Original
- d. Treatment – Routine maintenance is recommended – refer to Preservation Briefs No.13, "The Repair and Thermal Upgrading of Historical Steel Windows", by Sharon C. Park, AIA, National Park Service U.S.D.I. Remove and replace during future renovation project

**08550 Exterior Vinyl Windows (01, 02, 07, 08)**

- a. Description – Vinyl double hung windows with no divided light.
- b. Condition – Fair
- c. Anachronisms – Anachronistic
- d. Treatment – Routine maintenance is recommended. Windows should be removed and replaced during future renovation project. New windows should match original in function, profile, and number of lites.

**08710 Door Hardware (51)**

- a. Description – Original hardware with polychrome finish remains throughout the building.
- b. Condition – Good
- c. Anachronisms – Both original and anachronistic hardware are present.
- d. Treatment – A detailed inventory of hardware must be completed. Restore original hardware with polychrome finish and if possible, replace any missing units to match original.

## Division 09 – Finishes

**08810 Glass (01, 02, 07, 08)**

- a. Description – Double pane insulating glass is used throughout.
- b. Condition – Good to fair.
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required. Remove and replace during future window replacement project. New glass should be double pane clear low-e insulated and should have no reflective coating.

**09210 Plaster (28, 29, 30)**

- a. Description – Plaster is a material traditionally applied as a finish to walls and ceilings in the interior of buildings. It is capable of being molded and troweled. It acts as a partial insulation against the passage of heat, air, and sound. Plaster will adhere to brick, concrete, clay tile or other masonry surfaces and wood or metal lathe.
- b. Condition – Plaster is in fair to good condition. There are several areas of deteriorated plaster on the second floor ceiling. It appears that leaking roof has caused the issues.
- c. Anachronisms – Original
- d. Treatment – Remove deteriorated plaster and patch and match existing. Leaks in roof should be repaired or replaced.

**09310 Ceramic Tile (36)**

- a. Description – 12x12 ceramic tile laid in a grid pattern with textured slip resistant walking surface.
- b. Condition – Good
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required. Remove and replace during future renovation project.

**09410 Terrazzo Flooring (34, 35)**

- a. Description – Pre-cast or cast-in-place terrazzo finish is widely used and makes a durable and attractive wearing surface. By the use of white or pigmented cement, and carefully chosen marble chips a great variety of effects may be produced. Dividing strips are used to develop design patterns and provide for controlled movement of the material. Terrazzo is used as a stair tread material and a floor finish in the first and second floor support spaces.
- b. Condition – Good
- c. Anachronisms – Original
- d. Treatment – Clean surface with a neutral cleaner, rinse and allow surface to dry before application of a penetrating type terrazzo sealer. Proper maintenance is critical to develop the material's natural beauty. It is unnecessary and ordinarily not recommended that terrazzo be waxed. Maintenance procedures, materials, equipment, stain removing should follow the recommendation of the National Terrazzo and Mosaic Association, Inc.

**09510 Acoustical Ceilings (28, 29, 30)**

- a. Description – 2x4 suspended Acoustic Tile Ceiling.
- b. Condition – Fair
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required. The acoustic ceiling tiles will most likely be removed as a result of future renovation work.

**09520 Stamped Metal Ceilings (19, 20, 21, 27, 53)**

- a. Description – 2x2 painted stamped metal ceilings were developed in the middle 19<sup>th</sup> century to more easily replicate intricate molded plaster and wood ceilings. Stamped metal ceilings are light weight and can be used in a variety of applications.
- b. Condition – Fair to Good
- c. Anachronisms – Original
- d. Treatment – No work is required other than damages and missing tiles should be replaced to match existing and painted. The metal ceiling tiles will most likely be restored or modified as a result of future renovation work.

**09640 Wood Flooring (28, 53)**

- a. Description – The maple flooring running the full length in the east west direction throughout the second floor. The maple floor is secured to wood sleepers laid perpendicular and secured to the structural steel joists.
- b. Condition – Good
- c. Anachronisms – Original
- d. Treatment – Clean surface with a neutral cleaner, rinse and allow surface to dry before application of a penetrating type wood sealer. Refinishing should be considered including sanding with high grit paper and coating with 2 coats satin clear polyurethane.

**09640 Carpet (48, 49)**

- a. Description – Carpet has been laid in office areas of the building. Most areas have been directly adhered to the substrate.
- b. Condition – Fair to poor.
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required beyond normal vacuuming and cleaning. Complete removal during future renovations.

**09660 Sheet Linoleum Flooring (41)**

- a. Description – A hard, washable floor covering formed by coating burlap or canvas with linseed oil, powdered cork, and rosin, and adding pigments to create the desired colors and patterns
- b. Condition – Poor
- c. Anachronisms – Original
- d. Treatment – The flooring has exceeded the expected lifespan and needs to be replaced.

**09910 Painting (12, 13, 28, 29, 36, 37)**

- a. Description – Paint is a traditional coating material used on wood, metal, cement, plastic, brick work and stucco for protection and decorative purposes. Coatings can be divided into two general classifications: 1. True paint – a mixture of a pigment with a vehicle and 2. Varnish – vehicle only.
- b. Condition – Interior paint is generally in good to fair condition. Areas of water damage and plaster repair exists on various wall and ceilings.
- c. Anachronisms – Over painting was observed.
- d. Treatment – Further analysis of over painted areas should be undertaken to establish and record the original colors of the interior. New colors should match the original in Zone 1 spaces. In Zone 2 spaces, historic colors should be used as a guide but need not be reproduced.

Division 10 – Specialties

**10150 Marble Toilet Compartments (35)**

- a. Description – Floor mounted marble partitions with painted metal doors.
- b. Condition – Fair to good
- c. Anachronisms – Marble partitions are original and the painted metal doors are anachronistic. Louvered wood doors would have been the original.
- d. Treatment – No immediate work required. Remove and replace during future renovation project.

**10200 Louvers and Vents (08)**

- a. Description – Steel louvers with bird screens are located in several dormers in the attic and exist as part of the intake and exhaust.
- b. Condition – Fair
- c. Anachronisms – Anachronistic
- d. Treatment – No work is required. Remove and replace during future renovation project.

**10430 Architectural Signage (04, 13)**

- a. Description – Painted steel letters "Central Fire Station" in the Art Deco Style are mounted on standoffs on the south façade above the apparatus bay doors.
- b. Condition – Good
- c. Anachronisms – Original
- d. Treatment – No work is required.

**10510 Metal Lockers (34)**

- a. Description – 18x24 single tier painted metal lockers.
- b. Condition – Fair
- c. Anachronisms – Original
- d. Treatment – No work is required. Remove and replace during future renovation project.

**10750 Flagpole (02, 54)**

- a. Description – 30 foot tall painted steel flagpole with poured in place concrete base.
- b. Condition – Fair
- c. Anachronisms – Original
- d. Treatment – General repair to the concrete base. Lighting of the flag should be added during future renovation project.

Division 11 – Equipment

**Not Applicable**

Division 12 – Furnishings

**Not Applicable**

Division 13 – Special Construction

**Not Applicable**

Division 14 – Conveying Systems

**14930 Firehouse slide pole (19, 20, 27)**

- a. Description – Brass slide pole extending from first floor through hole in ceiling with guardrails at second floor.
- b. Condition – Good
- c. Anachronisms – Original
- d. Treatment – Poles are no longer used due to safety concerns. Poles can be maintained in unused state or removed.

## F. Structural Systems

### Description

The Central Fire Station building is a combination of post and beam steel and exterior load bearing masonry wall construction. The foundation walls are cast in place concrete. The first floor is a cast in place concrete slab spanning from concrete beam to concrete beam in the area above the basement. The remainder of the first floor is poured in place concrete slab on grade. The second floor assembly is a steel bar joist system spanning from steel beam to steel beam. The roof structure is a steel truss system with 2x wood decking.

### Condition

In general, the building structure is in very good condition. There is no apparent cracking or deterioration of the cast in place concrete and steel reinforcement within the foundation walls and first floor slab. There is no evidence of settlement or movement of the building structure.

Exterior brick bearing walls were plumb and true. Minor problems including cracking and mortar deterioration were observed at several locations including hose tower, window and door lintels, chimney, and parapets. The one story entry vestibules located in the south east and south west corners are in poor condition.

The one area of concern is the roof. It appears that the roof has been worked on and repaired in recent years. Active water infiltration was observed in three locations. Additionally, the leaks have caused deterioration of cement plaster ceilings in several locations on the second floor.

### Treatment

Perimeter exterior masonry walls need to be observed and repaired as required with repointing of mortar joints with specific attention to open joints in the stone coping and chimney. Replacement of numerous failing steel lintels at exterior windows and doors is required. Consideration should be given to infilling the coal bunker that extends beyond the perimeter of the building envelope. Strong consideration should be given to reconstruct the one story entry vestibules.

### Apparatus Bay Floor Reinforcement

The first floor cast in place concrete slab located in the area above the basement was evaluated to determine the loading capacity. It was determined that the existing 6" thick slab with #4 reinforcing bars at 6" o.c is insufficient to support a pumper truck axle weight of 30,000lbs. Reinforcement of the slab and beams is required.

### Coal Bunker

The coal bunker is currently unused and there is no expectation to use it in the future. While replacing the generator (located above) and doing other site work, it is recommended that the coal bunker be filled in. If left as is, it is possible, and eventually inevitable, that problems will develop in the ceiling slab.

**MECHANICAL NARRATIVE:**

Code and Standard Compliance:

1. 2012 Michigan Mechanical Code
2. 2012 Michigan Plumbing Code with BFD Standards
3. NFPA 101
4. MEUC 2009 (Michigan Uniform Energy Code 2009) – Chapter 5 & Michigan Uniform Energy Code, Part 10a. Rules (ANSI/ASHRAE 90.1-2007)

EXISTING MECHANICAL CONDITIONS:

The building is served by existing furnaces located in basement, 1st floor and attic space. Abandoned boiler is still located in basement.

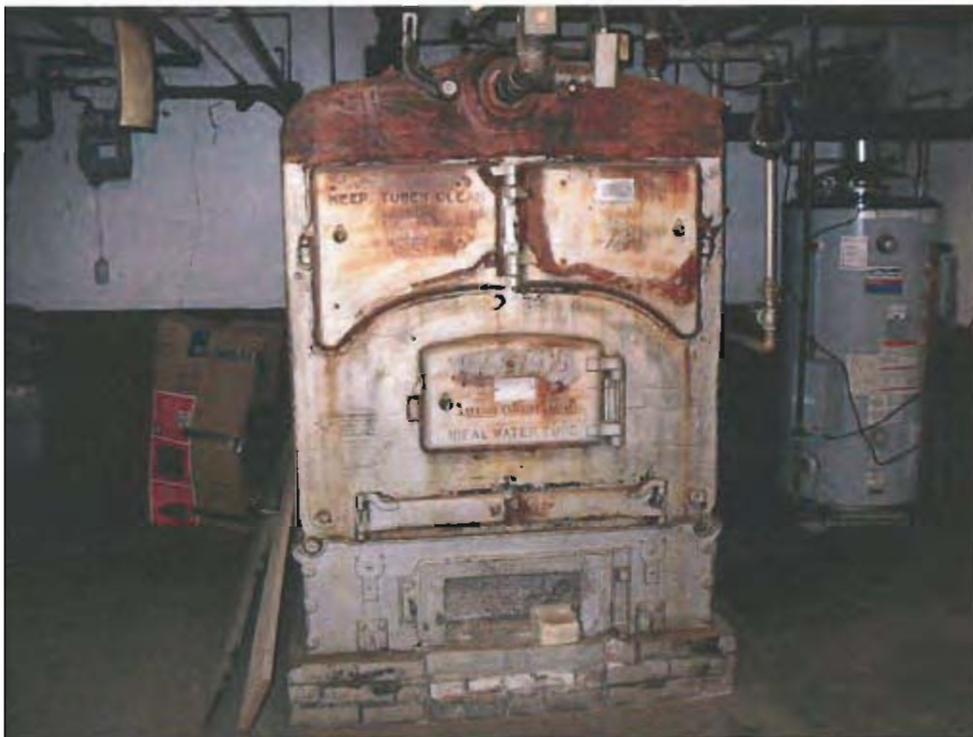


Figure: Existing abandoned boiler



Figure: Existing water heater



Figure: Existing basement furnace

# Central Fire Station City Of Wyandotte CONCEPTUAL DESIGN REPORT

Engineering

It appears that furnaces do not have outdoor air and OA is provided by operable windows. Existing furnaces are old and at the end of their lifetime.



Figure: Existing attic furnace



Figure: Existing gas meters

It appears that the building is served by three gas meters. They should be consolidated so that just one gas meter serves the building. Water line appears to be sized properly for the existing building.

**Central Fire Station City Of Wyandotte  
CONCEPTUAL DESIGN REPORT**

**Engineering**



Figure: Uninsulated hot water lines

Some of the exposed hot water lines are not insulated. No hot water return line per latest Plumbing code.



Figure: Vehicle exhaust system



# Central Fire Station City Of Wyandotte CONCEPTUAL DESIGN REPORT

Engineering

The station has a vehicle exhaust system consisting of rigid overhead ducts with flexible ducts coming down to connect to the trucks. The overhead duct runs out the back of the building. An exterior mounted fan vents the exhaust through a duct above the roof edge.



Figure: Gas-fired heater in apparatus bay

The apparatus bay is heated by a single large ceiling mounted gas-fired heater.

## PROPOSED MECHANICAL SYSTEM:

Provide new forced air gas furnaces with electric cooling. Locate most of the furnaces in attic space with OA coming from the roof. Condensers shall be located on flat roof (where existing condensers are). Basement furnace shall be replaced with OA connection through the wall. Provide new gas line to new furnaces. Consolidate gas meters so just one gas meter is used for the building. Rework existing water lines per new architectural background. Install hot water return lines. A new hot water heater should be added to serve the second floor showers and sinks. The existing vehicle exhaust system can remain as is or alternately can be vented up through the roof. Existing gas-fired heater in apparatus bay should be removed and replaced with gas-fired radiant heater tubes. Installation of ceiling fans in apparatus bay should also be considered.

**ELECTRICAL NARRATIVE:**

Code and Standard Compliance:

1. 2014 National Electrical Code
2. Michigan Electrical Code (2014 NEC with Part 8 technical amendments)
3. NFPA 101
4. MEUC 2009 (Michigan Uniform Energy Code 2009) – Chapter 5 & Michigan Uniform Energy Code, Part 10a. Rules (ANSI/ASHRAE 90.1-2007)

EXISTING ELECTRICAL CONDITIONS:

Existing Central Fire Station City of Wyandotte is fed by 400A, 3PH service.



Figure: Existing WMS electric service

# Central Fire Station City Of Wyandotte CONCEPTUAL DESIGN REPORT

Engineering



Figure: Existing service disconnect switches

Each disconnect serves one panel inside station. One of the panels located in basement serves as emergency panel connected through automatic transfer switch (ATS) and generator.



Figure: Existing generator

Existing building has emergency generator that appears in poor condition. Loads served by this panel are mixed and per current code that is a code violation. Life

# Central Fire Station City Of Wyandotte CONCEPTUAL DESIGN REPORT

Engineering

safety (emergency lighting) shall be connected through separate ATS (not as currently connected). Exit lights (connected to building power system) are not installed. One of the existing exit lights was not lighted. There is no code compliant emergency lighting and no egress lighting above exit doors.



Figure: Missing egress lighting

## PROPOSED ELECTRICAL CHANGES

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### PROPOSED ELECTRICAL CHANGES:

#### POWER:

Keep existing electrical power feed. Install new electrical generator with two automatic transfer switches (ATS's) that will separate life safety emergency lighting and equipment load (all other loads). Rework wiring as required per new architectural layout and provide power connections to new HVAC equipment.

#### LIGHTING:

Replace lighting with new energy efficient lighting. Add new lighting per new architectural layout. Emergency lighting and exit signs connected to life safety branch of generator. Add egress lighting fixtures above egress doors.

**I. Future Vehicle Analysis** The following analysis will evaluate the existing building conditions and possible modifications and how that will impact the ability to house future apparatus.

**Existing vehicle openings.**

| Door number | width         | height        | location |
|-------------|---------------|---------------|----------|
| 1           | 11'-0" (132") | 12'-0" (144") | Front    |
| 2           | 12'-0" (144") | 12'-0" (144") | Front    |
| 3           | 12'-0" (144") | 12'-0" (144") | Front    |
| 4           | 9'-6" (114")  | 10'-0" (120") | Side     |
| 5           | 9'-6" (114")  | 10'-0" (120") | Side     |
| 6           | 11'-0" (132") | 12'-0" (144") | rear     |

**Vehicle Opening Requirements**

Assuming 12" of clearance on each side of the apparatus and 6" of clearance above the apparatus the required opening sizes are required for the following apparatus:

1. Pumper
  - a. Clear opening width: 10' – 4" (124").
  - b. Clear opening height: 10' – 8" (128").
2. Aerial Platform
  - a. Clear opening width: 10' – 0" (120").
  - b. Clear opening height: 12' – 3" (147").
3. Rescue
  - a. Clear opening width: 10' – 0" (120").
  - b. Clear opening height: 9' – 6" (114").

**Vehicle Fit Matrix**

| Door number | pumper |        | aerial |        | rescue |        |
|-------------|--------|--------|--------|--------|--------|--------|
|             | width  | height | width  | height | width  | height |
| 1           | ✓      | ✓      | ✓      | ✗      | ✓      | ✓      |
| 2           | ✓      | ✓      | ✓      | ✗      | ✓      | ✓      |
| 3           | ✓      | ✓      | ✓      | ✗      | ✓      | ✓      |
| 4           | ✗      | ✗      | ✗      | ✗      | ✗      | ✓      |
| 5           | ✗      | ✗      | ✗      | ✗      | ✗      | ✓      |
| 6           | ✓      | ✓      | ✓      | ✗      | ✓      | ✓      |

**Analysis**

1. Pumper: The pumper can clear the front and rear doors but not the side doors.
2. Aerial: The aerial cannot clear any of the doors due to its height.
3. Rescue: The rescue can clear front and rear doors. It can also clear the height of the side doors and if need be could clear the width with the mirrors pulled in.

## Recommendations

1. While all apparatus fit through the front and side doors with at least a foot of clearance on each side, a foot of clearance is a minimal clearance. A larger clearance is preferred. The existing masonry pier between doors 1 and 2 should be removed and replaced with a steel column similar to the modification between doors 2 and 3. This would allow doors 1 and 2 to each get one foot wider and result in the main middle door being 13 feet wide.
2. Replace main doors (at least) with bi-fold doors. These offer a number of advantages:
  - a. Faster opening time allows for faster response time for apparatus and crew.
  - b. The lack of a high tension spring (as possessed by existing overhead doors) results in lower lifetime maintenance costs.
  - c. Easier to manually open than an overhead door.
  - d. Always visible doors reduces likelihood of overhead collisions.
  - e. Restores aesthetics and character of historic building.

## Aerial Platform Accommodation

The Aerial Platform is the only possible future vehicle which cannot be accommodated by the existing (or proposed) station.

There are four options for accommodating the Aerial Platform:

1. Raise the lintel of the doors: while theoretically possible, this would be a significant modification and would alter the character of the façade. Additionally, it may not be enough. The height to the beams inside the apparatus bay are 12'-6" and may end up being a limiting factor as well.
2. Lower the floor: Also theoretically possible. Lowering the entire floor would require modifications to walls, stairs, and the basement along with the floor lowering. Lowering only a section of floor is more feasible but would result in an uneven floor which introduces an unsafe trip hazard and would most likely not be acceptable.
3. Modifications to the slope of the driveway and front of the apparatus bay might be enough to accommodate the aerial truck, but it would require detailed measurement and analysis.
4. Purchase a low-profile aerial platform.

If accommodations are made for the aerial vehicle, consideration should be given to allow it to pass through the rear doors as well, so that the apparatus can pass-through the station rather than back-in to the station.

## J. Code Review

Upon review of the 2012 Michigan Building Code, the 2012 Michigan Rehabilitation Code for Existing Buildings, and touring the Central Fire Station, the following overview violations to current codes were noted in the following areas: Note: Existing violations are “grandfathered”. A Level 3 Alteration would require “grandfathered” violations to be brought into compliance.

### 1. Barrier Free Accessibility and Barrier Free Compliance

The first floor is the only level that can be considered, to some degree, Barrier Free accessible in the building. Issues with turning radius, approach clearances, and a step at the main public entry located in the southeast corner is not accessible. Handicap accessible entry for the public is located at the rear of the building. There is one space provided for handicap parking but it requires signage and restriping. The basement and second floors are not barrier free as there is no elevator connecting all levels. Although not ideal, the basement and second floors of the fire station are considered “able bodied access only” and therefore, do not require accessibility. There is no first floor public ADA restroom or meeting room.

### 2. Fire Separation and Fire Ratings

There is no existing fire suppression system in the Central Fire Station. According to the Michigan Rehabilitation Code for Existing Buildings, a Level 3 alteration requires fire sprinklers to be added throughout. Both Options 1 & 2 would be level 3 alterations. The Option 3 new building would also require sprinklers per the Michigan Building Code. A 1 hour separation is required between the apparatus garage and business/residential use in buildings with fire sprinklers. The existing wall construction exceeds the required ratings. The second level floor/ceiling assembly above the apparatus bay does not meet the required ratings. Additional measures will be required to make the floor/ceiling assembly code compliant. A majority of the existing interior doors and frames are wood construction and are non-rated assemblies. Doors and frames in walls adjacent to the apparatus bay are required to be 45 minute rated in sprinkled building and 90 minute in non-sprinkled.

### 3. Life Safety

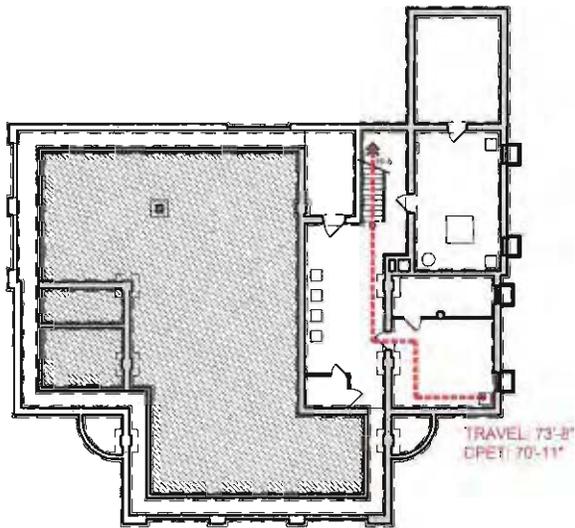
The Central Fire Station is adequate with regards to two means of egress from the second level. Stair A is currently open between the first and second levels. Stair B is enclosed, but does not have a direct means of egress to the exterior. An exterior door should be added in Stair B on the west elevation. Maximum allowable travel distances from any point within the building with sprinklers is 300 feet and without sprinklers is 200 feet. The maximum common path of egress travel is 75 feet. All travel distances within the building meet these requirements (see travel distance analysis on page 49 for more information). A continuous hand rail should be added along the wall side of Stair A. Smoke detectors, emergency exit lighting, and exit signs will need to be installed. Fire extinguishers will be required on each floor level located at 75' on center. A fire alarm system is not required.

More minor safety problems can be found throughout the facility, including stair railing and guardrails dimensions. It is important to take actions to correct these issues; the challenge exists in correcting these violations without adversely affecting the historic appearance of the building. It should be noted that the Michigan Rehabilitation Code does not make all provisions mandatory

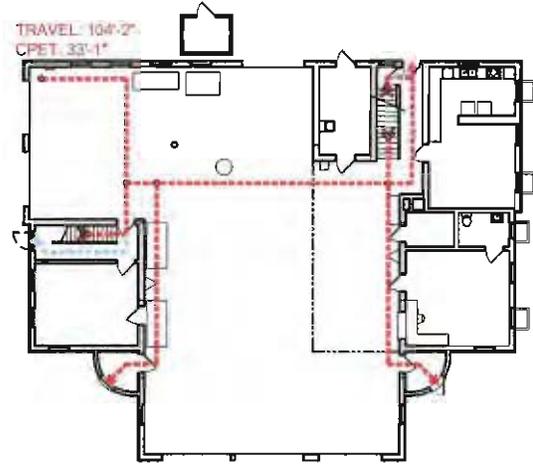
for accessibility and alterations to historic buildings, where such buildings are judged by the code official to be safe and in the interest of public health, safety and welfare. The Performance Compliance Method in Chapter 14 of the Michigan Rehabilitation Code is strongly encouraged. The provisions of this chapter are intended to maintain or increase the current degree of public safety, health and general welfare in existing buildings while permitting repair, alteration, addition and change of occupancy without requiring full compliance with current code.



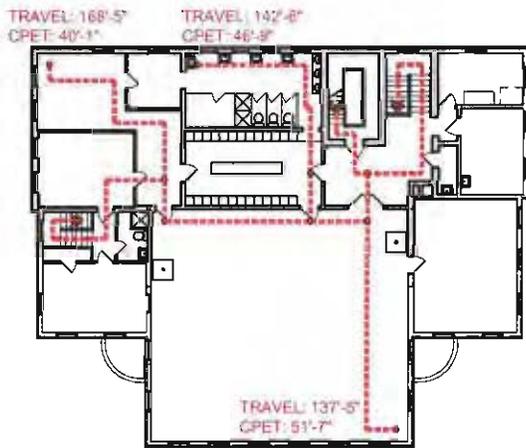
J. Code Review  
Travel Distances



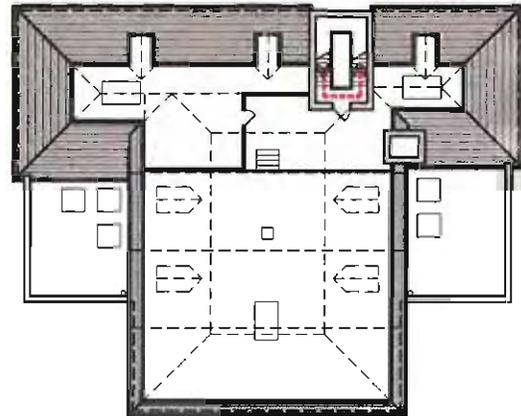
Basement



First Floor



Second Floor



Attic/Third Floor

- travel path origin point
- ▲ egress exit
- » path continues to/from other floor
- ..... egress path
- ..... egress path to future exit
- TRAVEL: total travel distance form origin to exit
- CPET: commom path of egress travel distance



Fourth Floor



**K. SPACE NEEDS ANALYSIS**

| <b>Building Program</b> | <b>Existing</b> | <b>Option 1<br/>(no additions)</b> | <b>Option 2<br/>(with additions)</b> |
|-------------------------|-----------------|------------------------------------|--------------------------------------|
| <b>Basement</b>         |                 |                                    |                                      |
| Stair A                 | 130sf           | 130sf                              | 130sf                                |
| Storage A               | 135sf           | 0sf                                | 0sf                                  |
| Storage B               | 0sf             | 0sf                                | 475sf                                |
| Union Room              | 410sf           | 410sf                              | 410sf                                |
| Closet                  | 45sf            | 0sf                                | 0sf                                  |
| Arson/Evidence Room     | 0sf             | 135sf                              | 135sf                                |
| Laundry                 | 430sf           | 475sf                              | 260sf                                |
| Mechanical Room         | 370sf           | 370sf                              | 105sf                                |
| Coal Bunker             | 285sf           | 285sf                              | 285sf                                |
| <b>Total Area</b>       | <b>1,805sf</b>  | <b>1,805sf</b>                     | <b>1,800sf</b>                       |
| <b>Gross Area</b>       | <b>2,170gsf</b> | <b>2,170gsf</b>                    | <b>2,170gsf</b>                      |
| <b>First Floor</b>      |                 |                                    |                                      |
| Stair A                 | 135sf           | 135sf                              | 135sf                                |
| Stair B                 | 75sf            | 110sf                              | 110sf                                |
| Circulation             | 0sf             | 0sf                                | 35sf                                 |
| Storage                 | 45sf            | 45sf                               | 0sf                                  |
| EMS Storage             | 35sf            | 75sf                               | 85sf                                 |
| Office                  | 260sf           | 0sf                                | 0sf                                  |
| Officer's Room          | 0sf             | 175sf                              | 0sf                                  |
| Meeting Room            | 0sf             | 0sf                                | 260sf                                |
| Entry Vestibule         | 45sf            | 45sf                               | 170sf                                |
| Bathroom                | 55sf            | 55sf                               | 30sf                                 |
| Bathroom ADA            | 0sf             | 0sf                                | 60sf                                 |
| Apparatus Bay           | 3,330sf         | 3,000sf                            | 3,330sf                              |
| Gear Storage            | 0sf             | 325sf                              | 305sf                                |
| Workshop/SCBA Room      | 0sf             | 0sf                                | 170sf                                |
| Air Compressor          | 50sf            | 50sf                               | 80sf                                 |
| Hose Tower              | 140sf           | 140sf                              | 140sf                                |
| Hazmat Storage          | 50sf            | 50sf                               | 85sf                                 |
| Kitchen                 | 130sf           | 195sf                              | 195sf                                |
| Lunch Room              | 225sf           | 175sf                              | 175sf                                |
| Watch Room              | 300sf           | 300sf                              | 280sf                                |
| <b>Total Area</b>       | <b>4,875sf</b>  | <b>4,875sf</b>                     | <b>5,645sf</b>                       |
| <b>Gross Area</b>       | <b>5,400gsf</b> | <b>5,400gsf</b>                    | <b>6,385gsf</b>                      |
| <b>Second Floor</b>     |                 |                                    |                                      |
| Stair A                 | 85sf            | 85sf                               | 85sf                                 |
| Stair B                 | 90sf            | 90sf                               | 90sf                                 |
| Circulation             | 250sf           | 335sf                              | 335sf                                |
| Storage A               | 125sf           | 0sf                                | 135sf                                |
| IT Space                | 15sf            | 15sf                               | 15sf                                 |
| Chief's Office          | 215sf           | 380sf                              | 380sf                                |

| Building Program          | Existing         | Option 1<br>(no additions) | Option 2<br>(with additions) |
|---------------------------|------------------|----------------------------|------------------------------|
| Chief's Bathroom          | 0sf              | 95sf                       | 95sf                         |
| Chief's Storage           | 0sf              | 95sf                       | 95sf                         |
| Chief's Assistant         | 240sf            | 240sf                      | 240sf                        |
| Bathroom                  | 45sf             | 45sf                       | 45sf                         |
| Meeting Room              | 415sf            | 405sf                      | 0sf                          |
| Hose Tower                | 100sf            | 100sf                      | 100sf                        |
| Recreation                | 630sf            | 555sf                      | 620sf                        |
| Lockers/Showers/Bathrooms | 705sf            | 915sf                      | 920sf                        |
| Men's Lockers             | 310sf            | 310sf                      | 0sf                          |
| Men's Showers/Bath        | 305sf            | 305sf                      | 0sf                          |
| Women's Lockers           | 45sf             | 75sf                       | 0sf                          |
| Women's Showers/Bath      | 45sf             | 225sf                      | 0sf                          |
| General Lockers           | 0sf              | 0sf                        | 290sf                        |
| Unisex Showers/Bath       | 0sf              | 0sf                        | 630sf                        |
| Sleeping Area             | 530sf            | 630sf                      | 560sf                        |
| Fitness                   | 650sf            | 630sf                      | 405sf                        |
| Officer's Room(s)         | 165sf            | 0sf                        | 170sf                        |
| Dayroom                   | 345sf            | 0sf                        | 165sf                        |
| Library/Training Office   | 0sf              | 0sf                        | 170sf                        |
| Janitor's Closet          | 30sf             | 30sf                       | 30sf                         |
| <b>Total Area</b>         | <b>4,635sf</b>   | <b>4,645sf</b>             | <b>4,685sf</b>               |
| <b>Gross Area</b>         | <b>5,250gsf</b>  | <b>5,250gsf</b>            | <b>5,250gsf</b>              |
| <b>Third Floor</b>        |                  |                            |                              |
| Attic                     | 3,850sf          | 3,850sf                    | 3,850sf                      |
| Hose Tower                | 100sf            | 100sf                      | 100sf                        |
| <b>Total Area</b>         | <b>3,950sf</b>   | <b>3,950sf</b>             | <b>3,950sf</b>               |
| <b>Gross Area</b>         | <b>4,470gsf</b>  | <b>4,470gsf</b>            | <b>4,470gsf</b>              |
| <b>Fourth Floor</b>       |                  |                            |                              |
| Hose Tower                | 100sf            | 100sf                      | 100sf                        |
| <b>Total Area</b>         | <b>100sf</b>     | <b>100sf</b>               | <b>100sf</b>                 |
| <b>Gross Area</b>         | <b>190gsf</b>    | <b>190gsf</b>              | <b>190gsf</b>                |
| <b>Totals</b>             |                  |                            |                              |
| Basement Floor            | 2,170sf          | 2,170sf                    | 2,170sf                      |
| First Floor               | 5,400sf          | 5,400sf                    | 6,230sf                      |
| Second Floor              | 5,250sf          | 5,250sf                    | 5,250sf                      |
| Third Floor/Attic         | 4,470sf          | 4,470sf                    | 4,470sf                      |
| Fourth Floor              | 190sf            | 190sf                      | 190sf                        |
| <b>Total Gross Area</b>   | <b>17,480gsf</b> | <b>17,480gsf</b>           | <b>18,465gsf</b>             |

### III. RESTORATION MASTER PLAN

## A. Renovation Concept

The program overview and square foot analysis indicated the need for an additional 985gsf to serve the needs of the Central Fire Station. In this context, the following two options were considered for benefit analysis to address the current and future needs of the department and facility. **Option 1** works within the existing building walls and simply reallocates spaces to accommodate user needs (see pages 55-60). **Option 2** adds three first floor additions of 985gsf and reallocates spaces to help meet the additional space requirements (see pages 61-66).

### Option 1:

- An existing small vehicle bay will be omitted in the apparatus room and utilized for permanent gear storage.
- The existing EMS Storage room located in Stair B will be relocated to existing office space on the first floor.
- Current officer's room on second floor converted to women's locker and showers.
- Dayroom adjacent to Chief's office removed. Chief's office expanded to include storage area.
- Existing dormitory on second floor divided by partitions to separate fitness and sleeping areas.
- Existing communal bathroom, showers, and locker space configuration to remain as is. New plumbing fixtures and lockers to be installed.

### Option 2:

- Existing basement mechanical room cleaned up and converted into laundry room for gear.
- Existing quarter round vestibules on ground floor to be removed and new additions built in their place. The 190gsf addition located in the southeast corner will function as the public entry vestibule and the 190gsf addition located in the southwest corner will contain the Hazmat room and EMS storage.
- New 605gsf addition added at rear of building for gear storage, SCBA storage, a workshop, and the air compressor.
- Pass-through added between watchroom and kitchen for convenience and environmental efficiency.
- Existing first floor office converted to accessible meeting room.
- Dayroom adjacent to Chief's office removed. Chief's office expanded to include storage area.
- Existing communal shower and locker space to be reconfigured to provide individual unisex shower and toilet rooms.
- Small laundry area and machines added near bathrooms for clothing.
- Dormitory reconfigured to contain a locker area, private/semi-private sleeping bunks, and an officer's room.
- Fitness room moved into existing meeting room.
- Existing officer's room converted into dayroom.
- Existing storage/IT room to remain as is.

The following renovation concepts apply to both Option 1 and Option 2:

### Site Work: (applies to both Option 1 and Option 2)

- New curb cut and entry drive off of Maple St. to access new public parking spaces.
- Resurface existing asphalt parking lot and restripe on south side of parking lot.

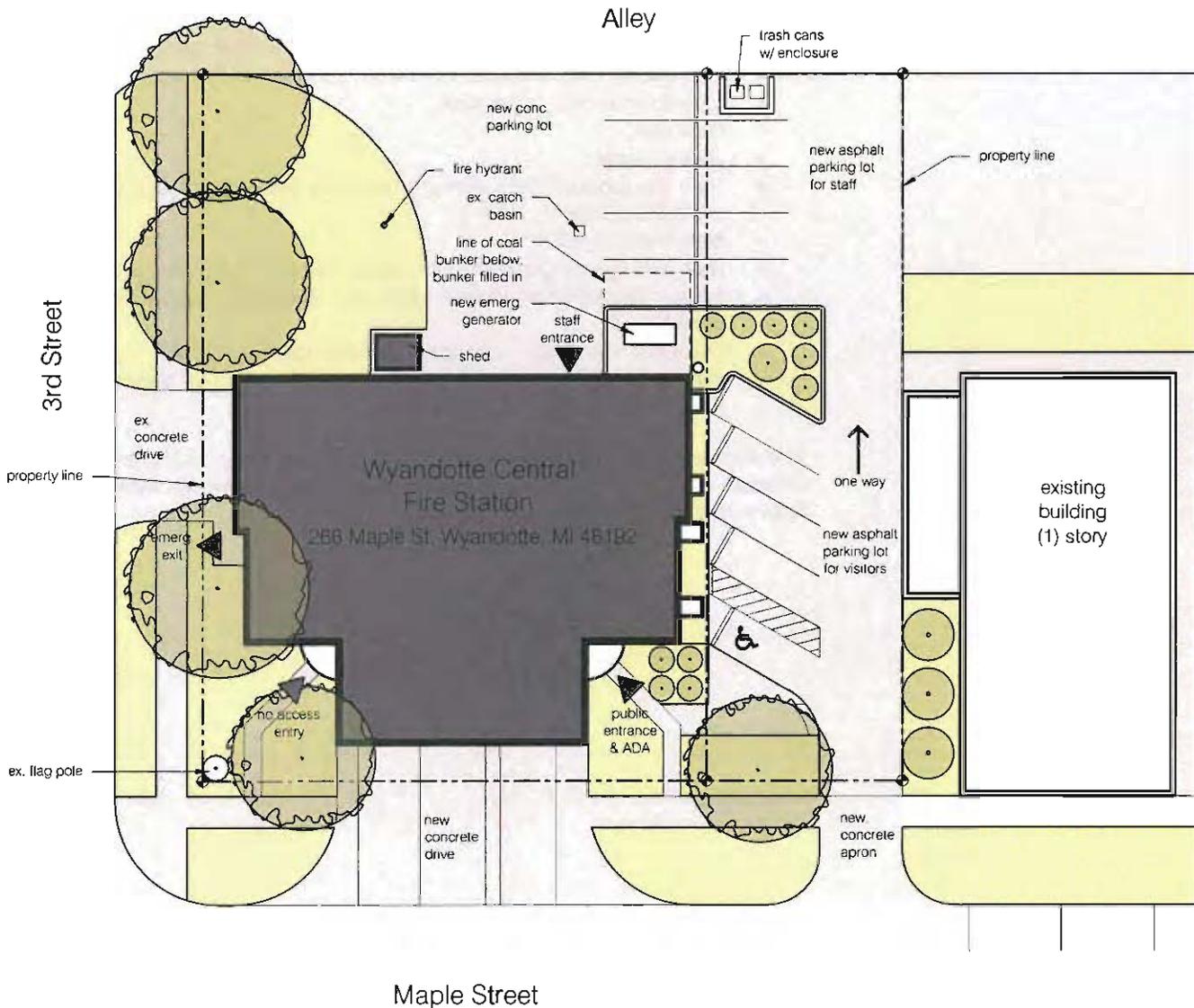
- New poured in place concrete driveways to accommodate weight of firefighting apparatus.
- New landscaping including trees, plants, lawn, and irrigation.
- Public sidewalks to be repaired or replaced as needed.

**Building:** (applies to both Option 1 and Option 2)

- Arson/Evidence room added to under-utilized basement storage area.
- Wall between kitchen and dining area removed to open up space to renovate and expand kitchen.
- Existing Hazmat room converted to ADA bathroom on first floor.
- Masonry pier between vehicle doors on front façade removed and replaced by steel column allowing for wider vehicle doors.
- Replace all vehicle doors with bi-fold doors to match original.
- Exterior masonry restoration.
- New roof.
- New windows.
- New fire suppression system, emergency lighting, and egress exit signs throughout.
- New HVAC system.
- New emergency generator and electrical system distribution.
- Interior glazed block, plaster walls and ceiling, and hardwood floors to be restored.
- Stamped tin ceiling in the apparatus bay to be restored.
- New exterior door will be added to Stair B at grade for purposes of direct egress from the second floor.

The master plan must be viewed as a concept providing 14,030sf of space. Detailed review and design will be required when Basic Architectural and Engineering services are implemented.

A. Renovation Concept  
Site Plan

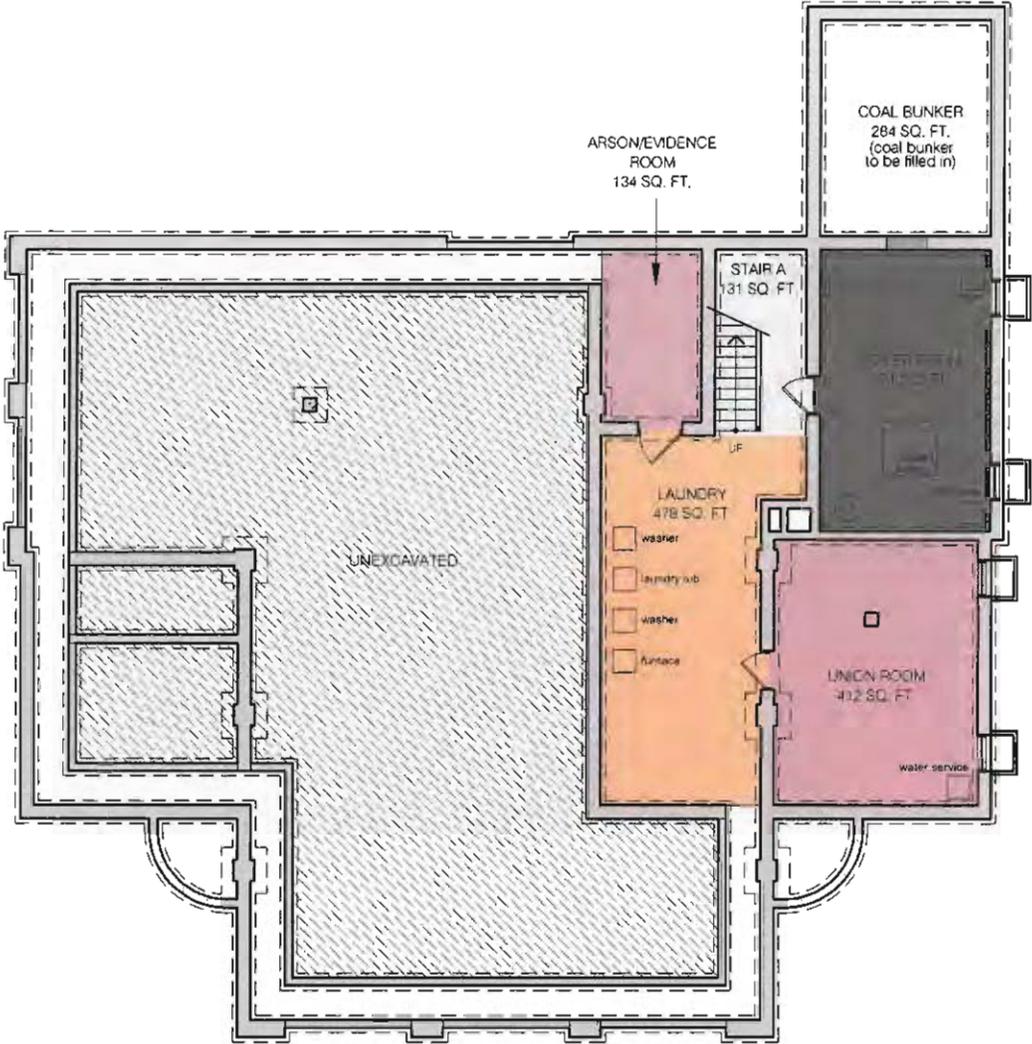


Site Plan



OPTION 1

A. Renovation Concept  
Floor Plans



Basement

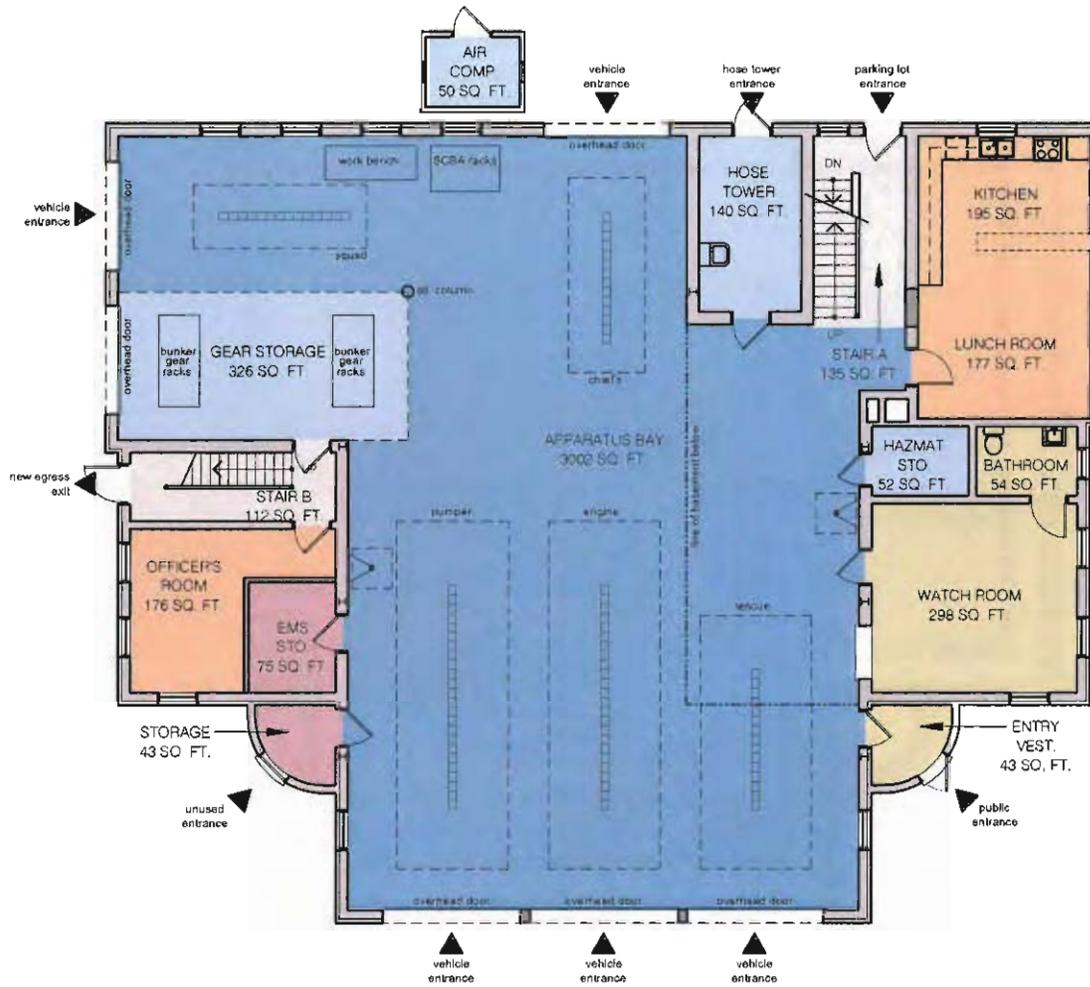


SPACE PROGRAM LEGEND

- |  |   |
|--|---|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #4682B4; border: 1px solid black; margin-right: 5px;"></span> apparatus bay         | <span style="display: inline-block; width: 15px; height: 15px; background-color: #D9534F; border: 1px solid black; margin-right: 5px;"></span> storage    |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #ADD8E6; border: 1px solid black; margin-right: 5px;"></span> apparatus bay support | <span style="display: inline-block; width: 15px; height: 15px; background-color: #2F4F4F; border: 1px solid black; margin-right: 5px;"></span> mechanical |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #FF8C00; border: 1px solid black; margin-right: 5px;"></span> residential           | <span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> circulation                           |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #FFFF00; border: 1px solid black; margin-right: 5px;"></span> administrative        |   |

OPTION 1

A. Renovation Concept  
Floor Plans



First Floor

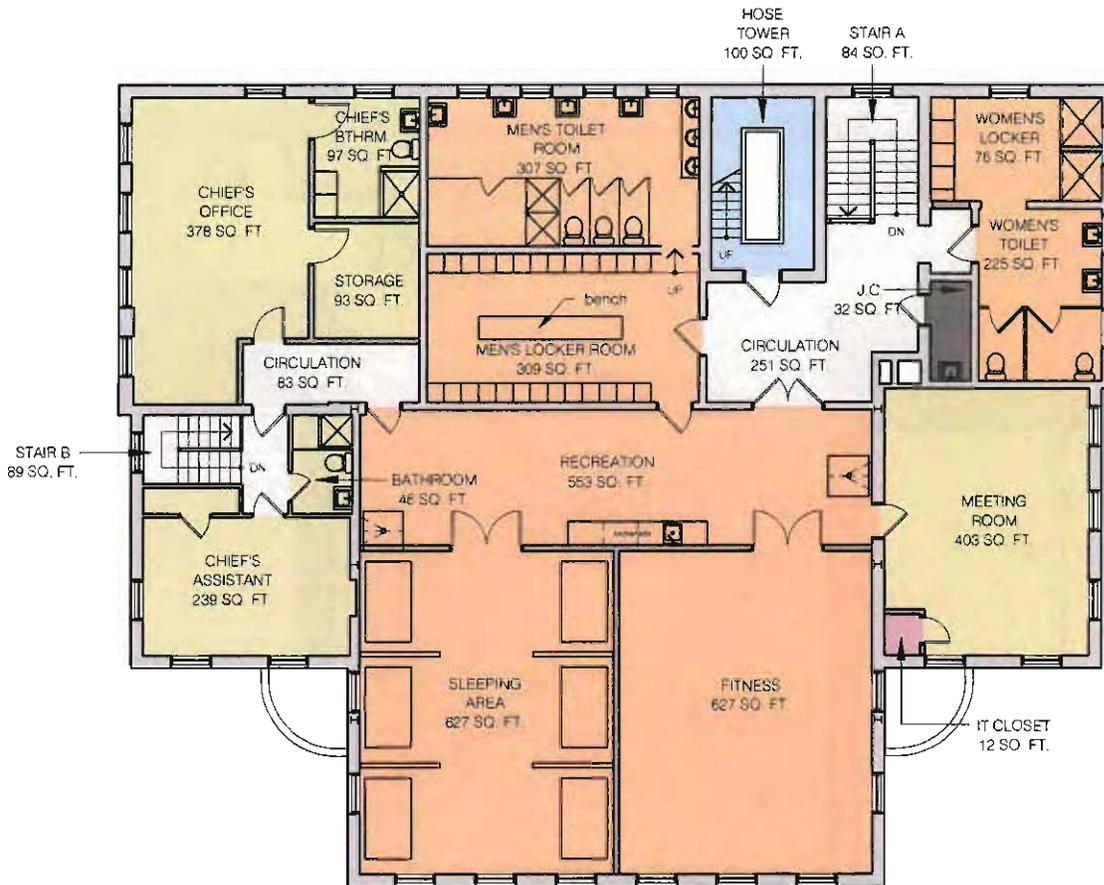


SPACE PROGRAM LEGEND

- |  |   |
|--|---|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #4a90e2; border: 1px solid black; margin-right: 5px;"></span> apparatus bay         | <span style="display: inline-block; width: 15px; height: 15px; background-color: #e91e63; border: 1px solid black; margin-right: 5px;"></span> storage    |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #add8e6; border: 1px solid black; margin-right: 5px;"></span> apparatus bay support | <span style="display: inline-block; width: 15px; height: 15px; background-color: #808080; border: 1px solid black; margin-right: 5px;"></span> mechanical |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #ffcc99; border: 1px solid black; margin-right: 5px;"></span> residential           | <span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> circulation                           |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #fff9c4; border: 1px solid black; margin-right: 5px;"></span> administrative        |   |

OPTION 1

A. Renovation Concept  
Floor Plans



Second Floor

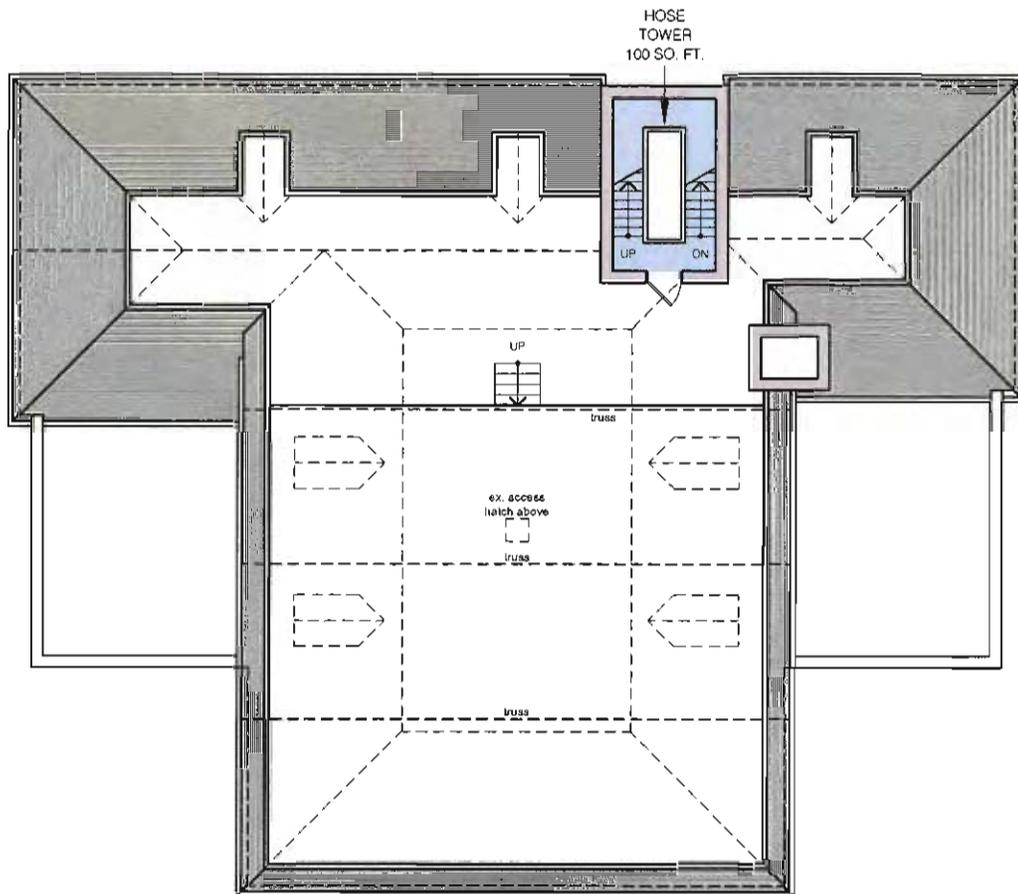
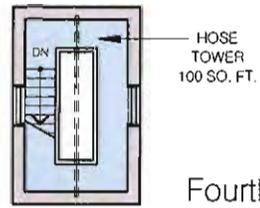


SPACE PROGRAM LEGEND

- |  |   |
|--|---|
|  apparatus bay         |  storage     |
|  apparatus bay support |  mechanical  |
|  residential           |  circulation |
|  administrative        |   |

OPTION 1

A. Renovation Concept  
Floor Plans



Attic / Third Floor

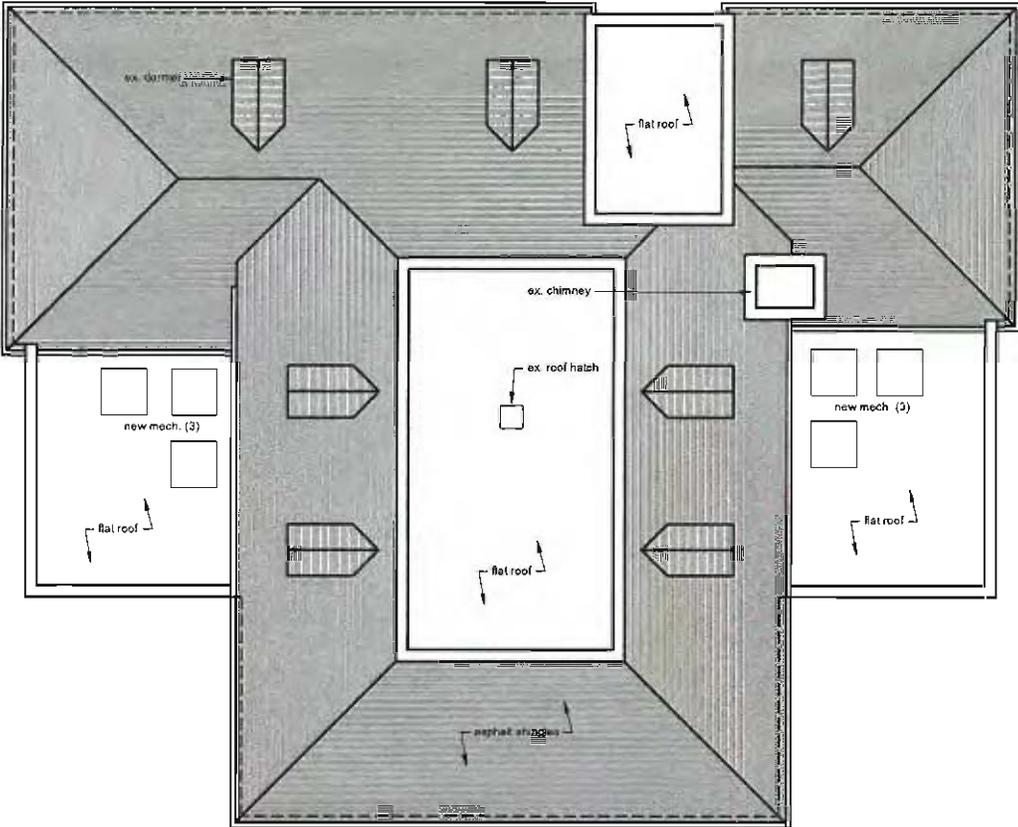


SPACE PROGRAM LEGEND

- |   |   |
|---|---|
|  apparatus bay         |  storage     |
|  apparatus bay support |  mechanical  |
|  residential           |  circulation |
|  administrative        |   |

OPTION 1

A. Renovation Concept  
Floor Plans



Roof

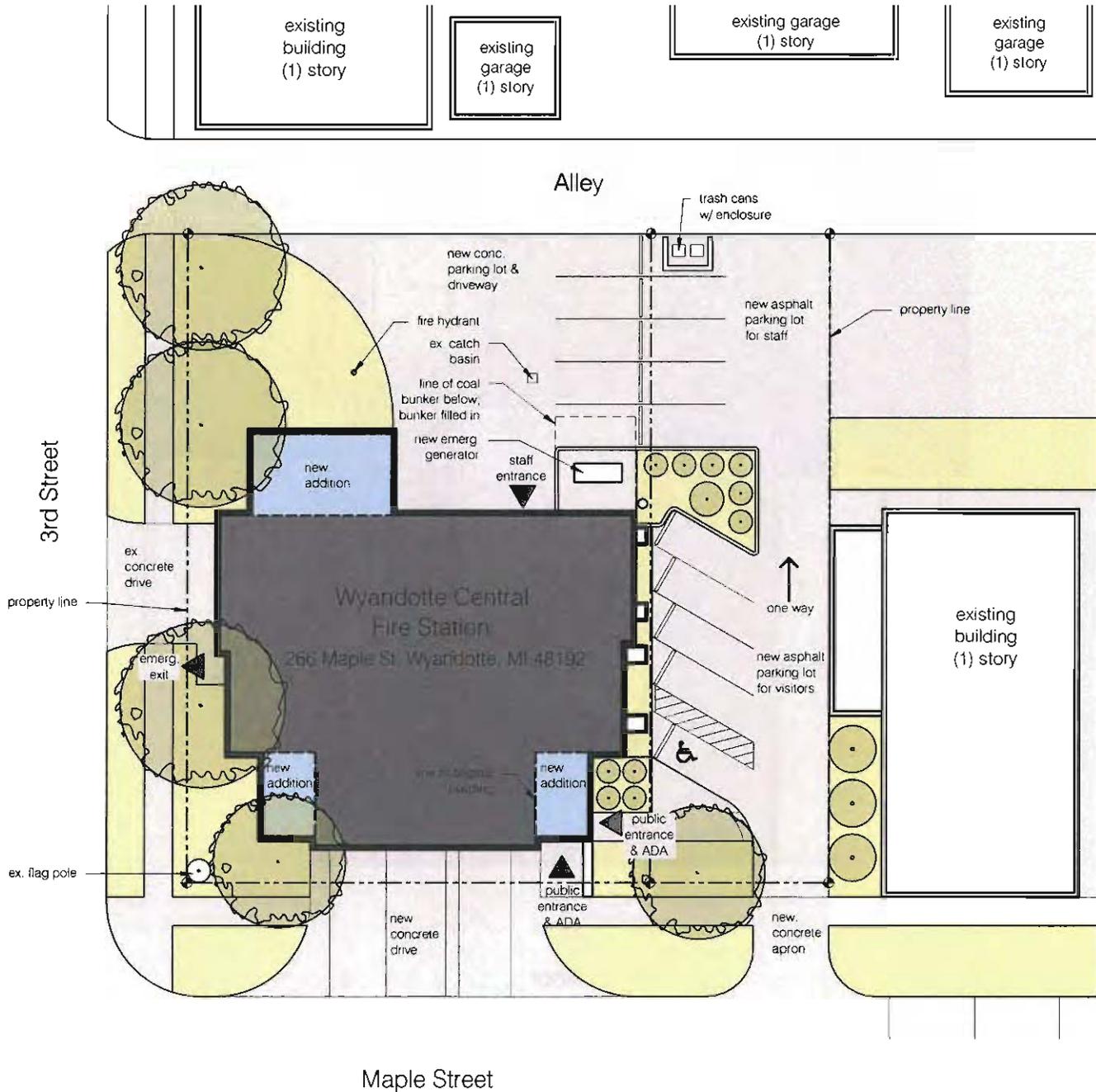


SPACE PROGRAM LEGEND

- apparatus bay
- apparatus bay support
- residential
- administrative
- storage
- mechanical
- circulation

OPTION 1

A. Renovation Concept  
Site Plan

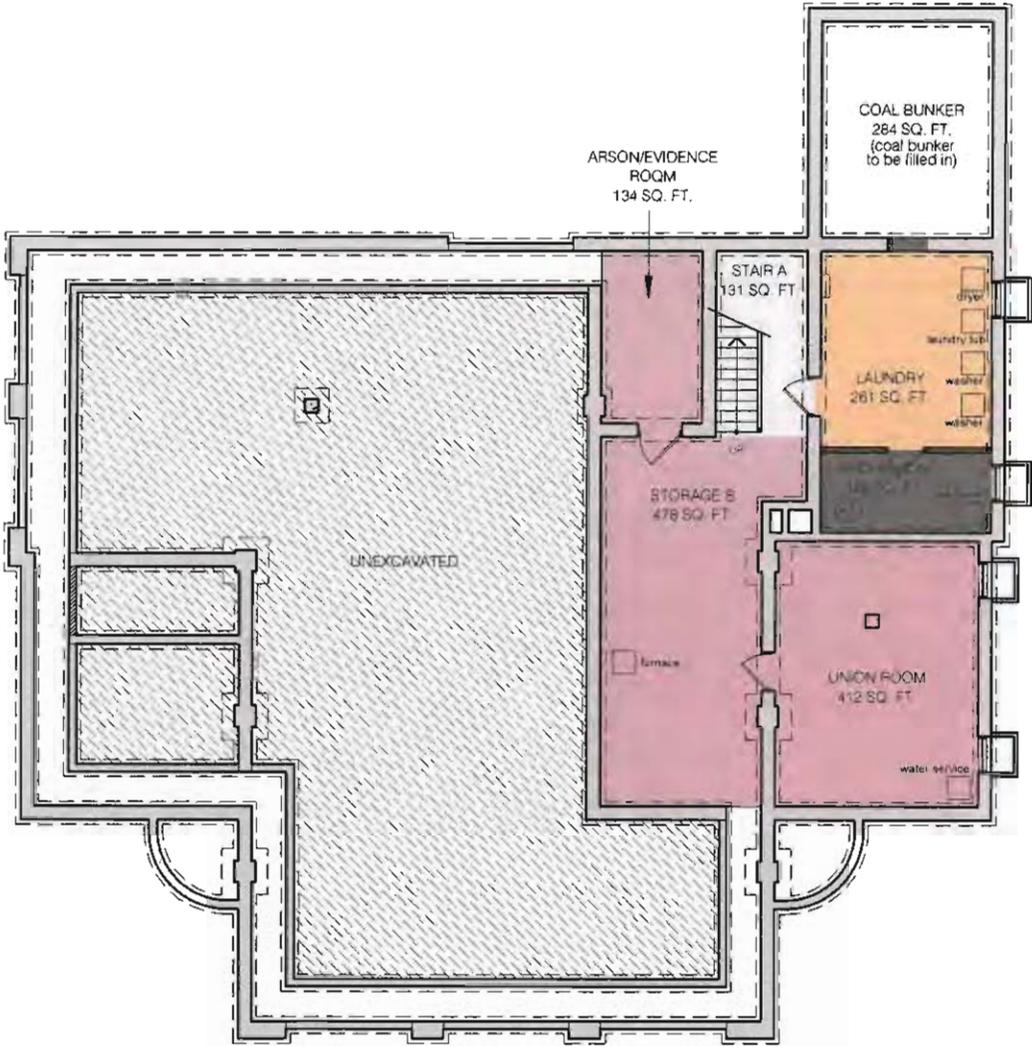


Site Plan



OPTION 2

A. Renovation Concept  
Floor Plans



Basement

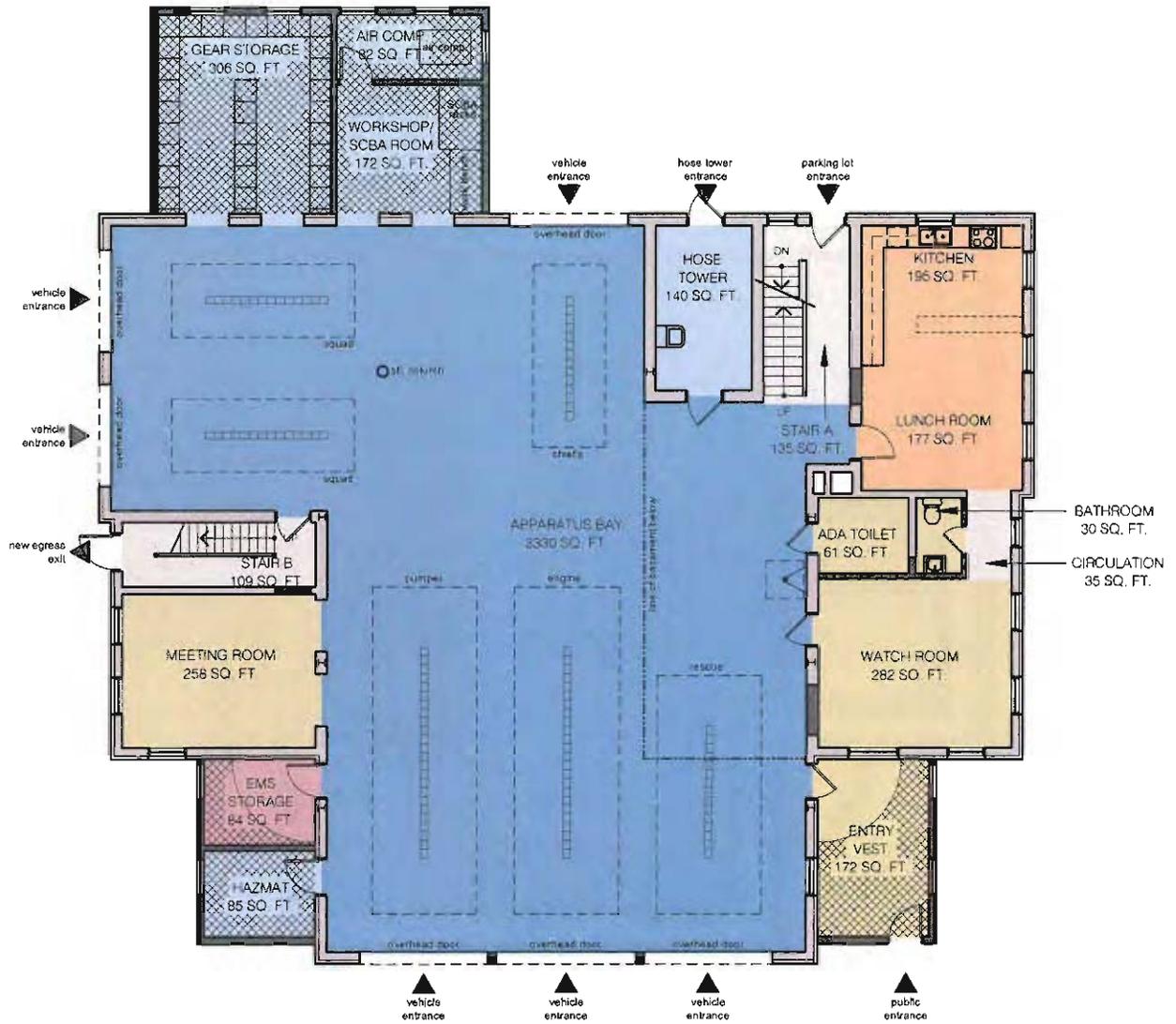


SPACE PROGRAM LEGEND

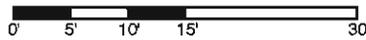
OPTION 2

- |  |  |
|--|--|
|  apparatus bay         |  storage      |
|  apparatus bay support |  mechanical   |
|  residential           |  circulation  |
|  administrative        |  new addition |

A. Renovation Concept  
Floor Plans



First Floor

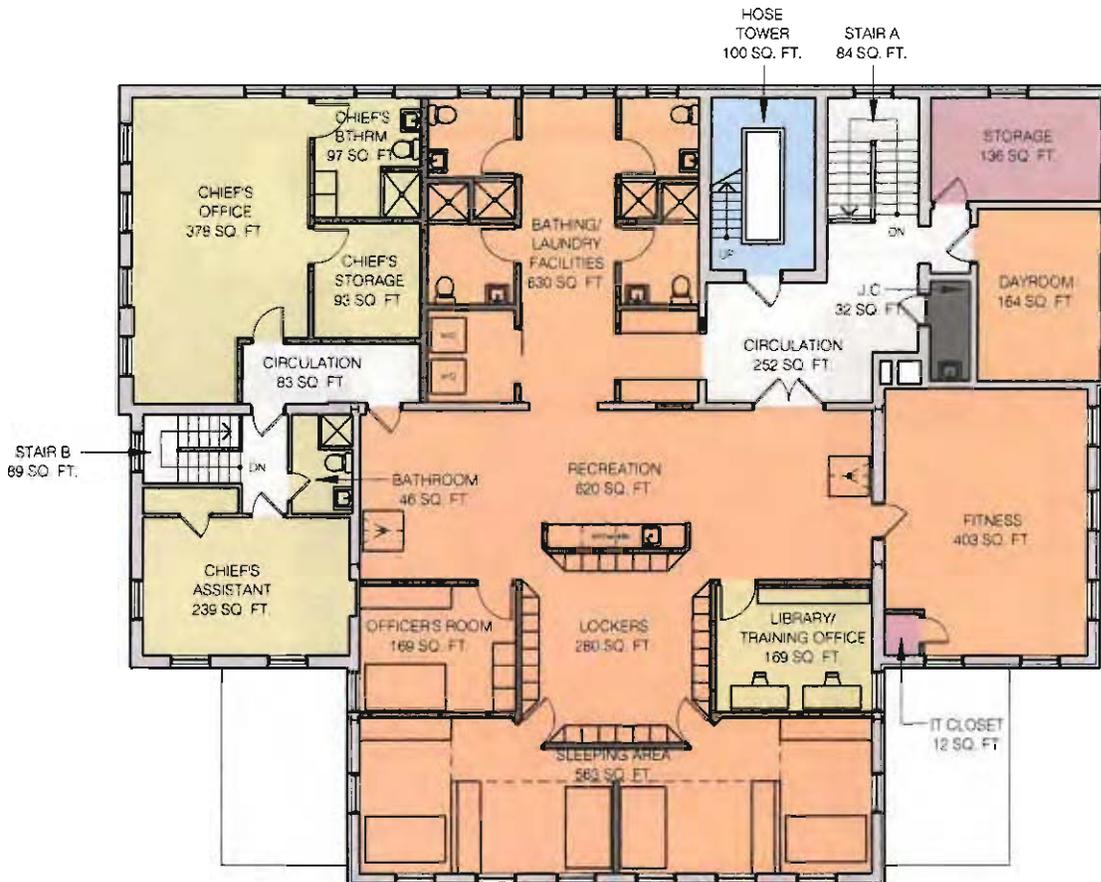


SPACE PROGRAM LEGEND

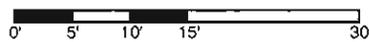
- |  |  |
|--|--|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #4F81BD; border: 1px solid black; margin-right: 5px;"></span> apparatus bay         | <span style="display: inline-block; width: 15px; height: 15px; background-color: #E06666; border: 1px solid black; margin-right: 5px;"></span> storage   |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #A0C4E0; border: 1px solid black; margin-right: 5px;"></span> apparatus bay support | <span style="display: inline-block; width: 15px; height: 15px; background-color: #444444; border: 1px solid black; margin-right: 5px;"></span> mechanical  |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #FF9966; border: 1px solid black; margin-right: 5px;"></span> residential           | <span style="display: inline-block; width: 15px; height: 15px; background-color: #FFFFFF; border: 1px solid black; margin-right: 5px;"></span> circulation   |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #FFCC99; border: 1px solid black; margin-right: 5px;"></span> administrative        | <span style="display: inline-block; width: 15px; height: 15px; background: repeating-linear-gradient(45deg, transparent, transparent 2px, black 2px, black 4px); border: 1px solid black; margin-right: 5px;"></span> new addition |

OPTION 2

A. Renovation Concept  
Floor Plans



Second Floor

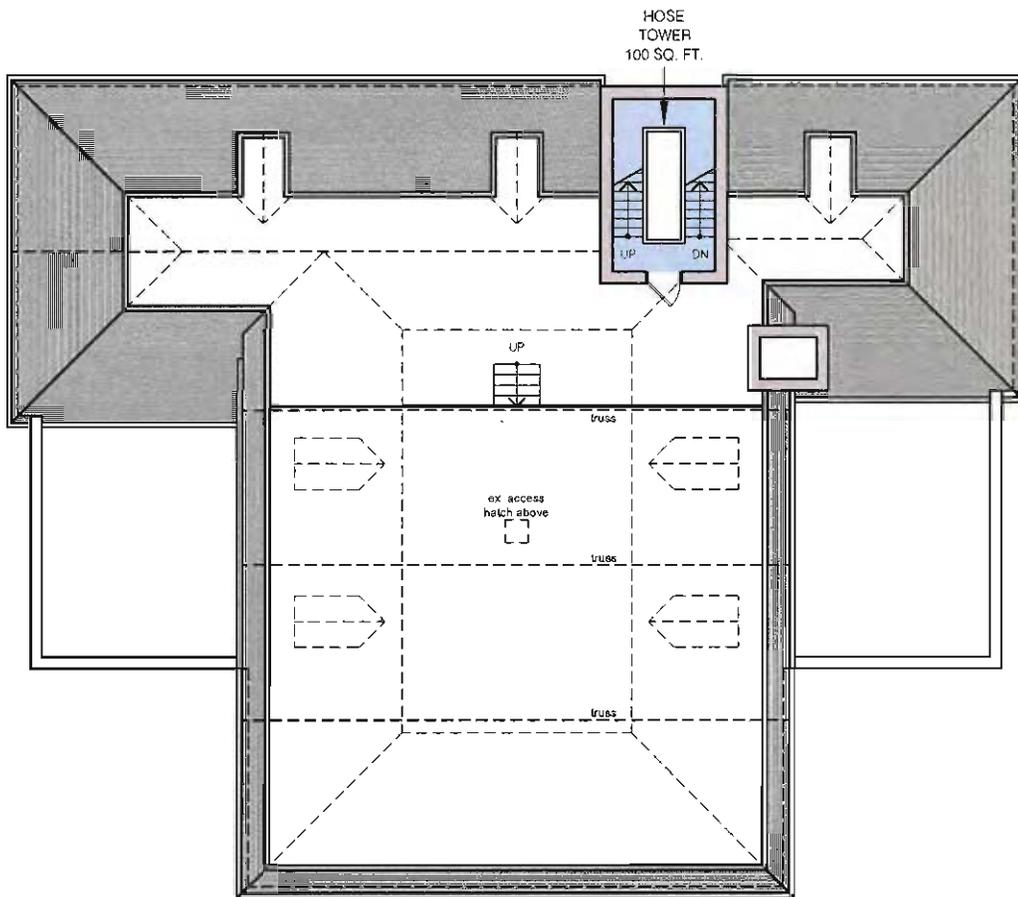
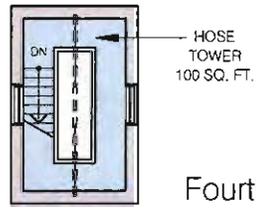


SPACE PROGRAM LEGEND

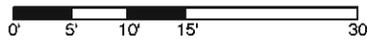
- |  |  |
|--|--|
|  apparatus bay         |  storage      |
|  apparatus bay support |  mechanical   |
|  residential           |  circulation  |
|  administrative        |  new addition |

OPTION 2

A. Renovation Concept  
Floor Plans



Attic / Third Floor

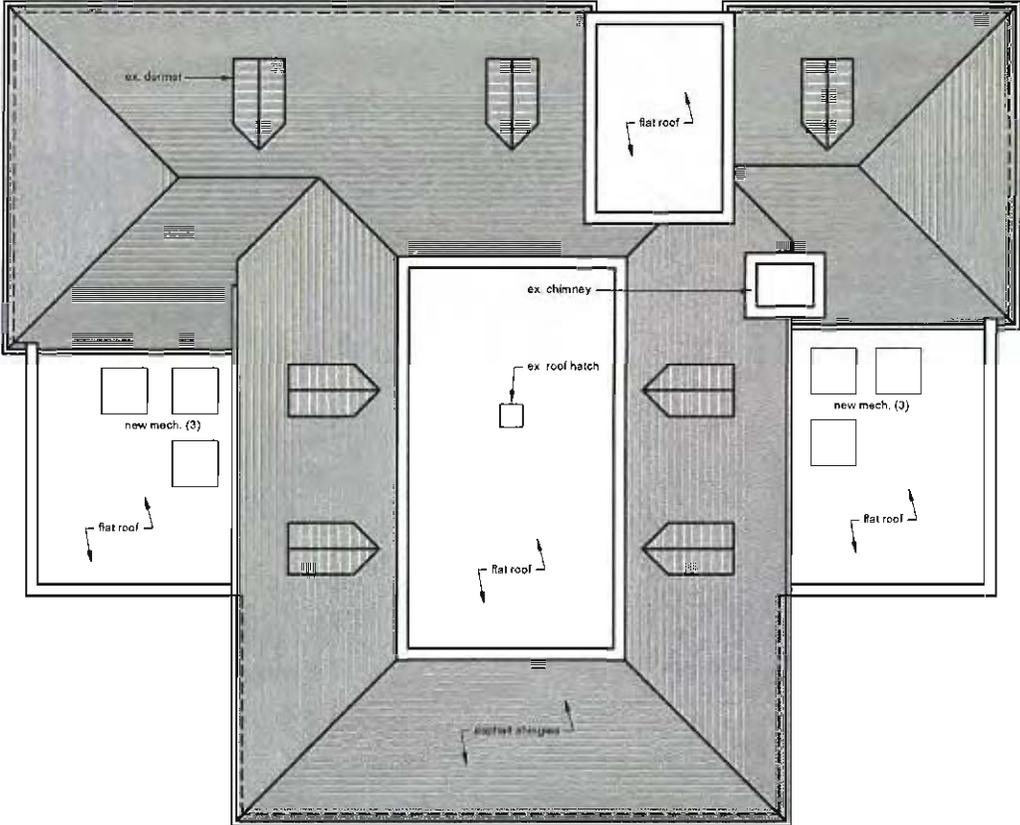


SPACE PROGRAM LEGEND

- |   |  |
|---|--|
|  apparatus bay         |  storage      |
|  apparatus bay support |  mechanical   |
|  residential           |  circulation  |
|  administrative        |  new addition |

OPTION 2

A. Renovation Concept  
Floor Plans



Roof



SPACE PROGRAM LEGEND

- |  |  |
|--|--|
|  apparatus bay         |  storage      |
|  apparatus bay support |  mechanical   |
|  residential           |  circulation  |
|  administrative        |  new addition |

OPTION 2

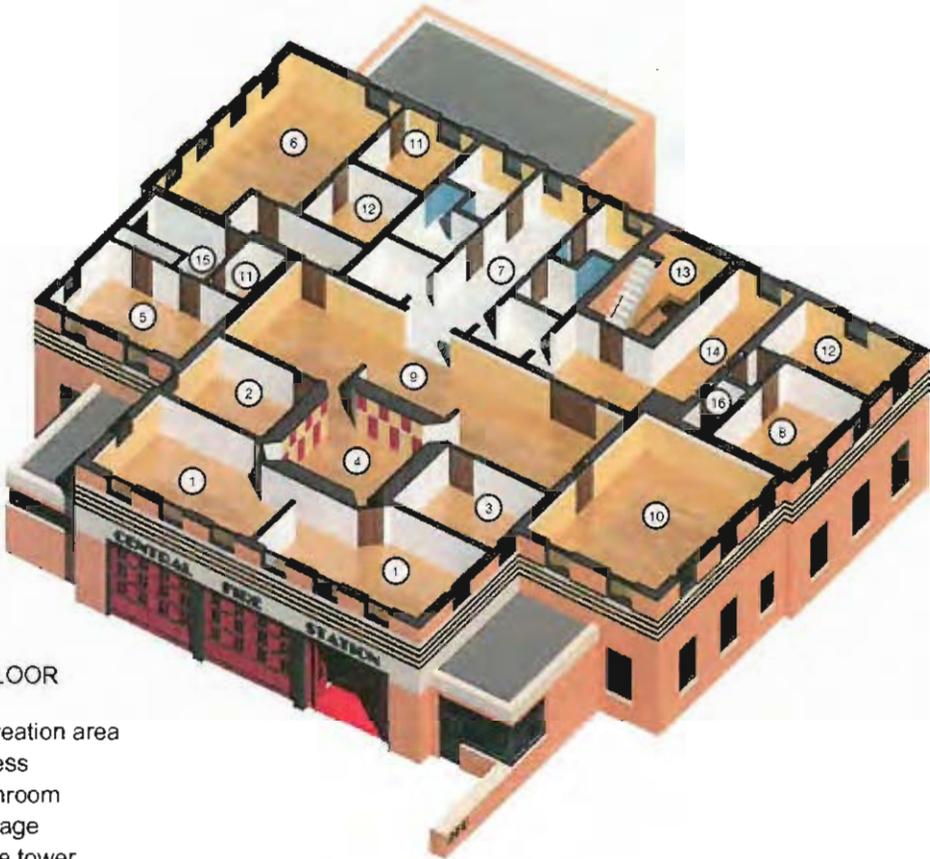
**A. Renovation Concept**  
Rendering

Wyandotte Central Fire Station



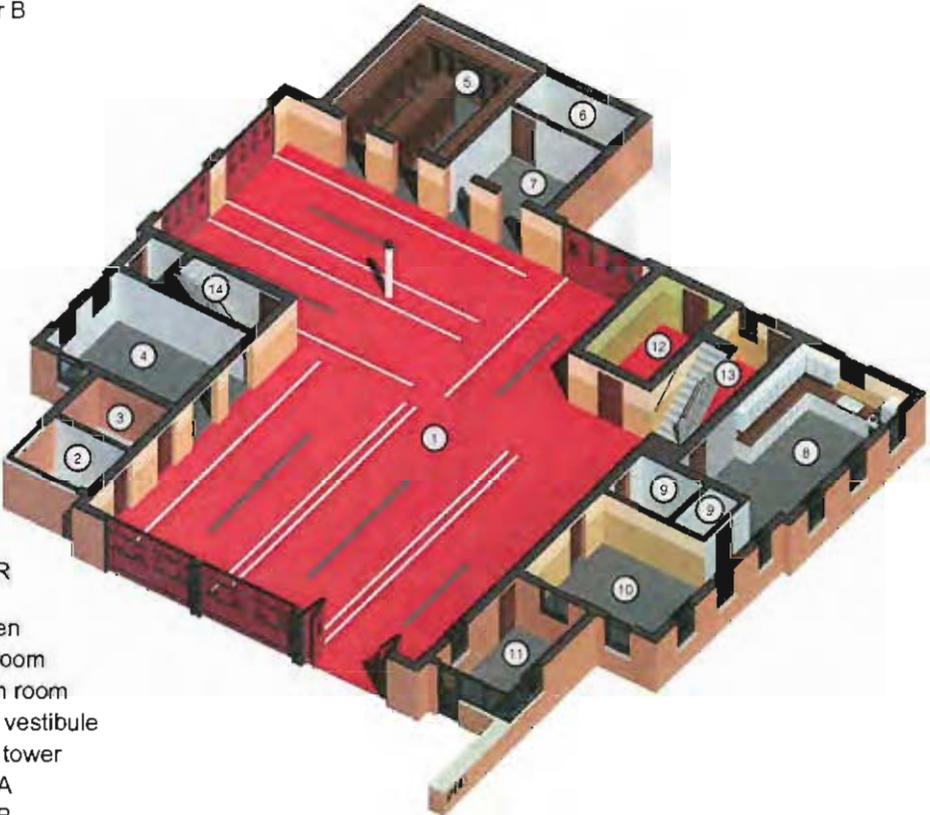
Front elevation looking at new public entry vestibule

A. Renovation Concept  
Interior Isometric Renderings



SPACE PROGRAM LEGEND: SECOND FLOOR

- |                           |                   |
|---------------------------|-------------------|
| 1 sleeping area           | 9 recreation area |
| 2 officer's room          | 10 fitness        |
| 3 library/training office | 11 bathroom       |
| 4 lockers                 | 12 storage        |
| 5 chief's assistant       | 13 hose tower     |
| 6 chief's office          | 14 stair A        |
| 7 unisex bathrooms        | 15 stair B        |
| 8 dayroom                 | 16 j.c.           |



SPACE PROGRAM LEGEND: FIRST FLOOR

- |                      |                    |
|----------------------|--------------------|
| 1 apparatus bay      | 8 kitchen          |
| 2 hazmat             | 9 bathroom         |
| 3 EMS storage        | 10 watch room      |
| 4 meeting room       | 11 entry vestibule |
| 5 gear storage       | 12 hose tower      |
| 6 air comp. room     | 13 stair A         |
| 7 workshop/scba room | 14 stair B         |

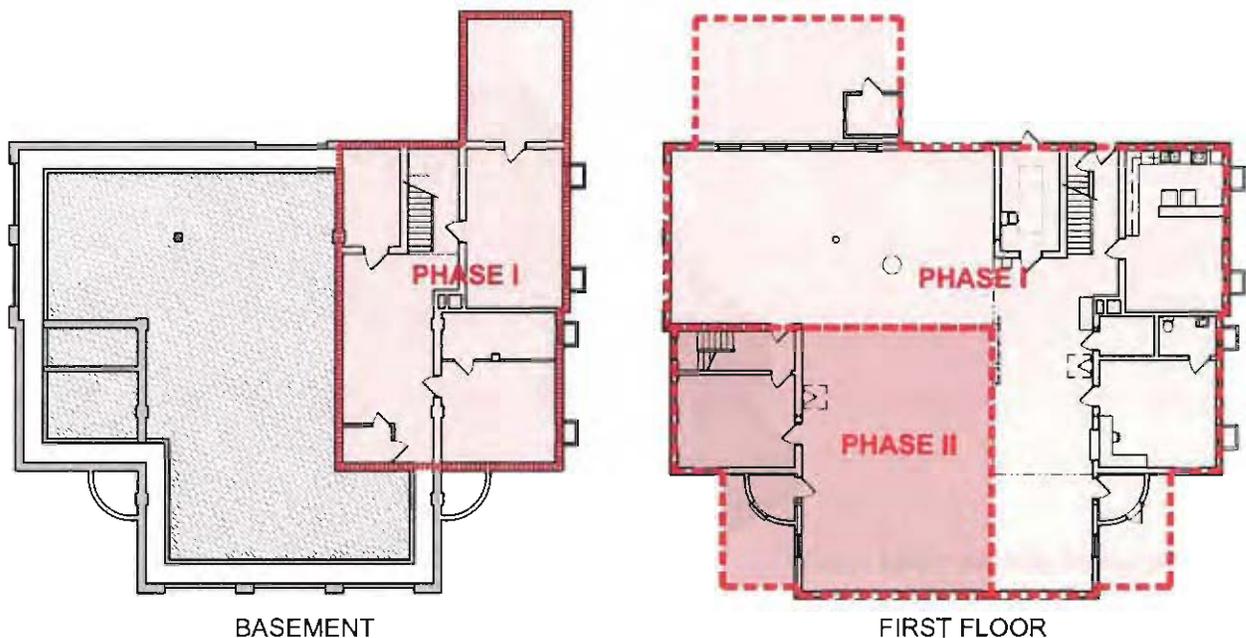
## B. Construction Phasing

### Phase I – 85% Building Shutdown

- a. 85% of building shut down for renovations, including part of the apparatus bay, second floor dormitory and bathrooms, and the entire basement and attic.
- b. Staffing levels reduced from 5-2.
- c. Apparatus reduced to an engine and rescue.
- d. Administration temporarily moved to alternative site.
- e. First Floor existing office and second floor administrative offices converted into temporary residential (sleeping quarters, dayroom, lockers, bathroom).
- f. Cooking will take place at Station #2.
- g. Includes Exterior additions
- h. Includes Exterior restoration including tuck-pointing, roofing, & windows.
- i. Includes Site work

### Phase II – 15% Building Shutdown

- a. Renovation of second floor administration areas and first floor southwest corner.
- b. Work on apparatus bay will limit apparatus available, so staffing levels may remain reduced even though living quarters and kitchen will be ready.





**C. Project Development Schedule**

The following schedule indicates the months estimated to implement design and construction for the renovation of Central Station #2.

|           |           |
|-----------|-----------|
| • Phase 1 | 8 months  |
| • Phase 2 | 4 Months  |
| Total     | 12 months |

## D. Estimate of Probable Construction Cost

The following preliminary budget analysis has been prepared by Thomas Roberts Architect with assistance from Building Technology Services. Cost is based on 2016 dollars. Estimates must be increased yearly by actual construction escalation factors. Estimates do not include hazardous materials analysis or corrective action which must be implemented by the Owner. The Architect cautions the reader that it is difficult to predict budget cost at the Master Plan Phase in the design process. Greater accuracy is achieved during subsequent design phases. We anticipate a margin of error of 5% for these estimates. The figures are listed in a simplified manner noting the "Key Accounts" used in construction budgeting. The figures are listed to establish the appropriate amount of funds required. As design refinement occurs, the contingency account would be reduced and funds reallocated as necessary.

The following is a brief explanation of the work included in the "Key Accounts."

- I. Very Low**  
Areas of the building that require none to very minimal work.
- II. Low**  
Areas of the building that require minimal work including painting of walls and floor finishes.
- III. Standard**  
Areas of the building that require minor reconfiguration of space, new interior finishes, and upgrades to the building systems.
- IV. Medium**  
Areas of the building that require minor reconfiguration of space, new interior finishes, and upgrades to the building systems. This category also includes areas of building with original historic material that requires restoration.
- V. Special**  
Areas of the building that require major reconfiguration of space, new interior finishes, and new building systems. This category also includes areas of building with original historic material that requires restoration.
- VI. New Construction**  
New additions including foundations, interiors finishes, and building systems.
- VII. Site Development**  
Work required within the site boundary and to the curb of the streets or five feet from the edge of the building such as fencing, utility services, landscape development, walks, driveways, site lighting, and site signage.

## I. Option 1 cost estimate

| Zone                                | Area sq. ft. <sup>1</sup> | Cost/sq. ft.                   | Cost               | Notes   |
|-------------------------------------|---------------------------|--------------------------------|--------------------|---|
| very low                            | 3,850                     | \$15                           | \$57,750           | attic   |
| low                                 | 3,530                     | \$35                           | \$123,550          | basement, circulation   |
| standard                            | 4,030                     | \$80                           | \$322,400          | secondary residential and office  |
| medium                              | 3,330                     | \$100                          | \$333,000          | apparatus bay   |
| special                             | 610                       | \$150                          | \$91,500           | dormroom and bathrooms  |
| new                                 | 0                         | \$200                          | \$0                | additions   |
| site                                | 12,500                    | \$10                           | \$125,000          | new driveway, lot resurfacing, landscaping  |
| <b>subtotal main building areas</b> |                           |                                | <b>\$1,053,200</b> |   |
|                                     |                           | vehicle doors                  | \$180,000          |   |
|                                     |                           | windows                        | \$135,000          |   |
|                                     |                           | exterior restoration           | \$65,000           | includes tuckpointing, lintels, stone coping  |
|                                     |                           | roof                           | \$67,500           |   |
|                                     |                           | fire suppression               | \$55,000           |   |
|                                     |                           | emergency generator            | \$30,000           |   |
|                                     |                           | basement reinforcement         | \$50,000           |   |
|                                     |                           | FFE                            | \$25,000           |   |
| <b>total construction</b>           |                           |                                | <b>\$1,660,700</b> |   |
|                                     |                           | contingency (15%) <sup>2</sup> | \$249,100          |   |
|                                     |                           | A/E fees (8%) <sup>2</sup>     | \$132,850          |   |
| <b>TOTAL COST</b>                   |                           |                                | <b>\$2,042,650</b> | NOTE: estimate does not include moving expenses, temporary office relocation, or hazardous material abatement |

1: rounded to nearest 5 sq. ft.

2: rounded to nearest \$50

II. Option 2 cost estimate

| Zone                                | Area sq. ft. <sup>1</sup>      | Cost/sq. ft. | Cost               | Notes   |
|-------------------------------------|--------------------------------|--------------|--------------------|---|
| very low                            | 3,850                          | \$15         | \$57,750           | attic   |
| low                                 | 3,000                          | \$35         | \$105,000          | basement, circulation   |
| standard                            | 2,470                          | \$80         | \$197,600          | secondary residential and office  |
| medium                              | 3,425                          | \$100        | \$342,500          | apparatus bay   |
| special                             | 2,430                          | \$150        | \$364,500          | dormroom and bathrooms  |
| new                                 | 985                            | \$200        | \$197,000          | additions   |
| site                                | 12,500                         | \$10         | \$125,000          | new driveway, lot resurfacing, landscaping  |
| <b>subtotal main building areas</b> |                                |              | <b>\$1,389,350</b> |   |
|                                     | vehicle doors                  |              | \$180,000          |   |
|                                     | windows                        |              | \$135,000          |   |
|                                     | exterior restoration           |              | \$65,000           | includes tuckpointing, lintels, stone coping  |
|                                     | roof                           |              | \$67,500           |   |
|                                     | fire suppression               |              | \$55,000           |   |
|                                     | emergency generator            |              | \$30,000           |   |
|                                     | basement reinforcement         |              | \$50,000           |   |
|                                     | FFE                            |              | \$25,000           |   |
| <b>total construction</b>           |                                |              | <b>\$1,996,850</b> |   |
|                                     | contingency (15%) <sup>2</sup> |              | \$299,550          |   |
|                                     | A/E fees (8%) <sup>2</sup>     |              | \$159,750          |   |
| <b>TOTAL COST</b>                   |                                |              | <b>\$2,456,150</b> | NOTE: estimate does not include moving expenses, temporary office relocation, or hazardous material abatement |

1: rounded to nearest 5 sq. ft.  
 2: rounded to nearest \$50

**III. New construction cost estimate**

|                                |                    |   |
|--------------------------------|--------------------|---|
| <b>total construction</b>      | <b>\$2,455,250</b> | 14,030 sq. ft. @ \$175/sq. ft.                          |
| sitework                       | \$255,000          |   |
| elevator                       | \$95,000           | required if new building is 2 stories                   |
| <b>total construction</b>      | <b>\$2,805,250</b> |   |
| contingency (12%) <sup>1</sup> | \$336,650          |   |
| A/E fees (10%) <sup>1</sup>    | \$280,550          |   |
| <b>TOTAL COST</b>              | <b>\$3,422,000</b> | NOTE: estimate does not include land acquisition costs. |

1: rounded to nearest \$50

NOTE: The existing site is not a preferred location for a new facility to be constructed. Demolition costs for the existing facility are estimated to be \$135,000. Redevelopment of the existing building is very feasible for another use.

## E. Conclusions / Recommendations

After reviewing the existing facility and in context with the proposed continued program use as a Fire Station, the conclusion of the design team is that this restoration project is feasible both physically and operationally. Additionally, the design team recommends renovation Option 2 as it is the best option for operational improvements that enables the building to extend its functional use for current and future generations. The following bullet points highlight the conclusions that support the recommendation:

- The building is structurally sound.
- Small additions totaling 985gsf provide additional square footage for gear storage, work shop, visitor/ADA entry, EMS storage, and Hazardous Material storage.
- Reconfigured second floor bathrooms and sleeping areas provide improved privacy and accommodation for mixed gender departments.
- Building is centrally located in downtown Wyandotte.
- Improved visitor parking and entry from Maple Street.
- New efficient mechanical, electrical, and plumbing systems.
- Historic character of building to be restored and preserved.
- Meets needs of users for future generations.
- If Option 3 (new construction) is selected going forward, the design team strongly discourages demolition of the existing building. The potential for redevelopment & adaptive reuse would be very likely.

#### **IV. APPENDIX**

- Glossary
- Photographic survey
- Scope list
- Priming questionnaire responses
- Product information
- Meeting minutes

## A1. Glossary

**Accessible:** Describes a site, building, facility, or portion thereof that complies with the Americans with Disabilities Act (ADA).

**ADA:** Americans with Disabilities Act. This act prohibits discrimination against individuals with disabilities and in general is intended to ensure that such individuals have access to places and activities open to everyone else.

**Apparatus:** any vehicle customized to be used during firefighting operations.

**Barrier Free:** Designing and constructing buildings so that there is no impediment to use by people with disabilities.

**Belt Course:** A continuous row or layer of stones or brick set in a wall.

**Carbon Fiber Reinforcement:** A construction technique which bonds sheets of carbon fiber to existing concrete elements (beams, columns, slabs, etc.) in order to reinforce or strengthen the existing structure.

**Chair Rail:** A molding on a wall around a room to protect the wall from being damaged by the backs of chairs.

**Common Path of Egress Travel:** (technical) That portion of exit access which the occupants are required to traverse before two separate and distinct paths of egress travel to two exits are available. (layperson) The distance a person must travel before having two different safe exits from a building.

**Coping:** The top layer of a brick or stone wall that is usually higher on one end than the other to allow rain to be carried off easily. Common coping materials include stone, tile, and metal.

**Cornice:** The decorative top edge of a building or column.

**Dayroom:** a room for leisure activities such as watching television.

**Dormer:** The roofed structure containing a vertically set window on a sloping roof.

**Double Hung Sash Window:** A window with two sashes, one above the other, arranged to slide vertically past each other.

**Egress (Means of Egress):** (technical) A continuous and unobstructed way of exit travel from any point in a building or structure to a public way and consists of three separate and distinct parts: the way of exit access, the exit, and the way of exit discharge. (layperson) A clear and safe path out of a building, especially in case of emergency.

**EMS:** Emergency Medical Services. Also known as paramedic and ambulance services. These personnel provide out-of-hospital urgent medical care.

**Engine:** A basic firefighting vehicle. This vehicle is the firefighting vehicle most commonly seen and what most laypeople call a "fire truck." This is a broad term for a variety of vehicles, but most will at a minimum have the ability to transport personnel, pump water, and carry hose.

**Fascia:** Any relatively broad, flat horizontal surface on a building, as the outer edge of a cornice.

**Fire suppression:** Fire suppression can refer to several things, but commonly, and in this context, it refers to an automatic sprinkler system installed in buildings for extinguishing fires.

**Frieze:** A line of decoration around the walls of a building beneath the cornice.

**Hose tower:** A tower with winding stairs and open center to allow fire hoses to be hung and dried.

**Level 3 Alteration:** An alteration to an existing building where the work area exceeds 50% of the aggregate area of the building. Defined by the Michigan Rehabilitation Code for Existing Buildings.

**Lintel:** A horizontal architectural member supporting the weight above an opening, such as a window or a door.

**Michigan Rehabilitation Code for Existing Buildings:** Michigan building code applicable to existing buildings whose foundational principle is to “encourage the use and reuse of existing buildings while requiring reasonable upgrades and improvements.”

**Non-rated:** A building component or element which is NOT rated to withstand fire.

**Pumper:** A firefighting apparatus, often used interchangeably with “engine,” however, unlike an engine, a pumper has a required pumping capacity to be so deemed.

**Rated:** A building component or element which is rated to withstand fire. Such an element is tested to prevent the passage of fire, or the failure of an assembly exposed to fire for a specified amount of time; or some other criteria.

**Rescue:** Can refer to different vehicles, but commonly is used to identify an ambulance used by EMT personnel.

**Settlement:** The process of a building 'sinking' into the material upon which it sits. Some settling is to be expected in any building. Differential settling, where a portion of the building settles more than another can be problematic.

**Sill:** The horizontal piece or member beneath a window, door, or other opening.

**SCBA:** Self-contained breathing apparatus. This is a device worn by firefighters to provide breathable air.

**Turn-out gear (bunker gear):** Suit worn by firefighters to protect them from the conditions they face while fighting fires, including fire, heat, water, falling debris, and abrasions. Typically includes trousers, coat, boots, gloves, and a helmet.

**Tuckpointing:** A process of cleaning out degraded mortar joints between masonry units and then remortaring the joints.

**Watchroom:** A continuously attended room in a fire station in which alarms are received.

Photo Sheet 01 - Exterior



01 Side West Elevation.JPG



02 Front South Elevation.jpg



03 Front South Elevation.JPG



04 Front South Elevation.JPG



05 Front South Elevation.JPG



06 Southeast Elevation.JPG



07 Side East Elevation.JPG



08 Rear North Elevation.JPG



09 Compressor Shed.JPG

Photo Sheet 02 - Exterior Details



10 Entry Closeup.JPG



11 Grade Slope.JPG



12 Lintel Degradation.JPG



13 Lintel & Masonry Deterioration.JPG



14 Column Base.JPG



15 Emergency Generator.JPG



16 Masonry Joint Deterioration A.JPG



17 Masonry Joint Deterioration B.JPG



18 Roof Leak.JPG

Photo Sheet 03 - Interior



19 Apparatus Bay.JPG



20 Apparatus Bay.JPG



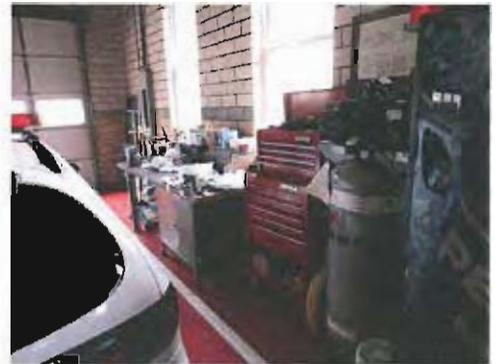
21 Apparatus Bay.JPG



22 Apparatus Bay.JPG



23 Apparatus Bay.JPG



24 Apparatus Bay.JPG



25 Apparatus Bay.JPG



26 Apparatus Bay.JPG



27 Apparatus Bay.JPG

Photo Sheet 04 - Interior



28 Sleeping Area & Fitness Room A.JPG



29 Sleeping Area & Fitness Room B.JPG



30 General Building Deterioration A.JPG



31 General Building Deterioration B.JPG



32 SCBA Storage.JPG



33 Bunker Gear Storage.JPG



34 Lockers.JPG



35 Bathroom.JPG



36 Kitchen.JPG

Photo Sheet 05 - Interior



37 Storage A.JPG



38 Storage B.JPG



39 Storage C.JPG



40 Storage D.JPG



41 IT Room.JPG



42 Laundry A.JPG



43 Laundry B.JPG



44 Boiler.JPG



45 Hose Tower.JPG

Photo Sheet 06 - Interior



46 Attic.JPG



47 Attic.JPG



48 Office Admin.JPG



49 Office Admin.JPG



50 Doors and Trim.JPG



51 Door Hardware.JPG



52 Membrane Roofing.JPG



53 Dayroom.JPG



54 Flagpole.JPG

**A3. Scope Document**

The following scope document has been prepared to help clarify the scope of work for sub trades. It DOES NOT represent the full scope of work.

**Demolition**

- Demolition of interior stud walls
- Removal of acoustic ceiling
- Demolition of quarter round vestibules at southwest and southeast corners of the building.
- Demolition of mechanical, electrical, and plumbing (cut and cap by MEP trades).
- Demolition of existing boiler in basement.
- Remove wood paneling
- Remove metal fascia
- Remove second floor stone partitions and raised flooring

**Excavation**

- Includes removal of existing asphalt (and haul off)
- Includes sub-base at new curbs and walks
- Includes resetting rims at storm sewer catch basins

**Fencing**

- Provide and remove temporary fencing

**Landscaping**

- Tree trimming
- Replacement of trees
- Grade slope away from building.
- New planter beds.
- Enclosure for trash receptacles
- Irrigation system

**Concrete Foundation**

- Includes foundations and poured walls at new building additions

**Concrete Flatwork**

- Patch and repair existing concrete parking lot and sidewalks
- New concrete parking lot
- Patch/repair/or rebuild transformer pad as required.
- Concrete slab at new additions

**Masonry**

- Includes masonry work on new additions
- Demolition of masonry walls @ new openings for doors and windows.
- Tuckpointing and repair of existing masonry interior and exterior
- Prepare masonry at window openings for new windows

**Steel**

- Miscellaneous steel for HVAC equipment support
- New lintels

- Lintel maintenance
- Sand areas of surface rust and prime and paint.
- Repair and replace steel stair components

#### **Millwork – commercial package**

- Furnish and install plastic laminate cabinets at Second floor kitchenette and first floor kitchen
- Furnish and install desks in dormitory

#### **Solid Surface**

- Include Corian countertops at second floor kitchenette and first floor kitchen

#### **Carpentry**

- Includes framing and drywall at walls, soffits and ceilings
- Include wood blocking for all millwork and miscellaneous mounted accessories
- Lath and plaster ceiling patch
- Batt insulation in attic
- Install toilet accessories
- Furnish and install wood sills at windows
- New communication window at watch room
- Temporary construction partitions as necessary

#### **Wood**

- Clean all wood trim
- Repair and replace interior wood trim
- Repair or reproduce wood fascia

#### **Roofing**

- New roof membrane on flat roofs
- Faux slate shingle roofing on sloped roofs
- Roof accessories and hatching
- Flashing repair
- Coping maintenance and replacement
- New gutters and downspouts

#### **Fireproofing**

- None

#### **Doors and Hardware**

- Furnish and install new wood doors
- Clean and repair existing doors to remain, including hardware
- Install new bi-fold garage doors at all vehicle entrances
- Replace steel doors and frames
- Door access and security plan

#### **Glass & Glazing**

- Furnish and install new windows at all new and existing openings, including hardware
- Mirrors in bathrooms

- Repair and maintenance on existing steel windows at basement

#### **Tile**

- New tile in bathrooms

#### **Flooring**

- Replace floor coating in apparatus bay
- Clean and seal existing Terrazzo floors
- Sand and seal existing wood floors on second floor
- Remove and replace carpet

#### **Painting**

- Clean all existing wall surfaces in building

#### **Specialties**

- Fire extinguishers and cabinets
- Lockers

#### **Equipment**

- New air compressor

#### **Furnishings**

- Window treatments
- Entry mats

#### **Signage**

- New address sign

#### **Appliances**

- New washers and dryers
- New kitchen appliances

#### **Security System**

#### **Fire Protection**

- Provide new fire suppression system throughout and associated pumps and equipment

#### **Plumbing**

- Camera and clean existing sanitary sewer service to building
- Add new water heater for second floor bathrooms
- Install fixtures in new bathrooms
- Examine entire existing plumbing and repair as necessary
- Provide new trench drains in apparatus bay

#### **HVAC**

- Provide new HVAC systems
- Provide air filtration system for residential area
- Relocate or provide new air compressor

#### **Electrical**

- New lighting
- New outlets
- New emergency generator

**Uncategorized**

- Carbon fiber reinforcement of basement
- Dampproofing in basement
- Flagpole

**A4. Priming Questions**

A "Priming" questionnaire was distributed to Chief Carley and firefighters prior to meetings and interviews. Several meetings took place with Chief Carley and two interview sessions were held with firefighters. The questions were categorized under the following objectives - Form, Function, Time & Economy. Responses were not always directly addressed to specific questions so in some cases have been paraphrased and synthesized

## Form

**Should the interior of the station be modified to accommodate new space needs?**

- Yes, modern fire stations have greater needs than they used to. This includes more equipment, larger equipment, privacy, gender equality, and electrical/mechanical/communications requirements.

**Should expansion beyond the existing building shell be considered?**

- Yes, it will be difficult to meet the expanded station's needs within the current footprint.

**What site or landscape improvements would you recommend?**

- Improve the overall look of the station

**How important to you is the appearance of the building?**

- Firefighters take pride in themselves and their job and would like the station to reflect that.
- One firefighter likes the character of old stations and thought it might be nice to reflect some of that

## Function

**Why is this project being undertaken?**

- Station does not meet current needs
- Many parts of the building are in need of repair or replacement, including the roof, the mechanical systems, plumbing fixtures, and windows

**Would you like any outdoor areas added (e.g. grilling area, sitting area, etc.)?**

- Not much need for this expressed by some.
- An outdoor grilling area was mentioned by one.

**What area or aspect of the building is most in need of renovation or modification?**

- Electrical systems.
- Building shell – leaking roof.
- Communication systems
- PA/alert system
- HVAC equipment and indoor air quality.
- Leaking/inoperable windows
- Repair plumbing fixtures that don't work.
- ADA access

**What are the security issues?**

- No response

**Is exterior building and site lighting desired?**

- No response

**What public events or programs currently occur at the station?**

- Public events such as Pancake breakfast

**What public events or programs would you like to see at the station?**

- No response

**Are there events or activities not held due to limitations of the site or building?**

- No response

**What site improvements would you like to see?**

- More attractive landscaping

**Are there issues with the public identifying the main entrance?**

- Yes, public entrance not clearly identified and door locked

**Is parking space adequate?**

- Adequate for staff
- Poorly marked handicap space

**Are administration areas adequate?**

- Chief needs storage area

**What administration personnel are present?**

- Chief and his assistant

**Is that staffing adequate?**

- Yes

**How often do members of the public enter the station?**

- Daily

**Can their needs be met?**

- Yes

**If not, is that due to a limitation of the building?**

- NA

**What improvements would you make to the apparatus bay?**

- Trench drains under apparatus
- New floor coating
- Proper space for turnout racks
- Proper electrical supply
- Ceiling fans
- Improved lighting
- Pull through bays would be nice, especially for Rescue which goes out the most often
- Overhead air hose, power would be nice.

**Are there preferred vehicles you currently cannot use due to building limitations?**

- No

**Is the apparatus bay area drainage acceptable?**

- No

**Is the apparatus bay ventilation acceptable?**

- Could use ceiling fans

**Is there enough space for gear and equipment?**

- No. Major deficiency. Need dedicated space for turnout gear and SCBA tanks. Everyone should have their own locker (approx.. 30).

**Is the relationship of spaces in the apparatus bay efficient (e.g. do incoming, outgoing crews trip over each other, are SCBA's close to your bunker gear, etc.)?**

- No response

**Are any improvements needed to the tool room space and equipment?**

- Don't need much. Current is adequate.

**Are there tools or equipment you would have if you had more space?**

- No

**Is the hose tower used?**

- Yes, by both stations

**If so, is there a different drying method which would be preferred?**

- None mentioned

**If the hose tower is used are there improvements which could be made that would make the task easier (e.g. an electric pulley) and/or improve personnel safety?**

- Movable rack
- Hose roller for draining hose
- Strengthen flimsy railing at top of tower
- A way to drop the entire rack up and down

**Is there enough space for bunking personnel?**

- Yes

**Are bunking areas comfortable?**

- Air quality could be improved
- Noise concerns from adjacent areas
- Limited control over individual microclimates.
- Poor lighting
- Need more outlets

**Is there a preference for communal bunking vs. individual dorm rooms?**

- A lot of firefighters would appreciate additional privacy
- Liked the partitions at the Northline station

**If female firefighters are in the department, would you prefer keeping a single communal bunk room or have them be separate?**

- No response

**Do personnel have enough space for personal storage?**

- Bedding is a challenge. One firefighter mentioned keeping things in his car.

**Do you see any need to improve the equipment or location of laundering facilities?**

- Would be nice to have laundry near lockers

**What changes would you like to see for the community room?**

- Dayroom added

**Are the cooking/dining facilities acceptable?**

- Kitchen too small. Difficult for multiple firefighters to cook at once

**What changes would you make to the lockers/bathrooms?**

- Plumbing fixtures need updating/repair.
- Hot water takes forever.

**Is there a preference for individual shower/toilet rooms vs. communal?**

- They liked the idea of individual shower compartments.

**Are there space/equipment improvements needed for training activities?**

- Current space acceptable.
- Update functionality. E.g. power outlets, screen, etc.
- Make it more of a classroom space.
- Don't do much hands-on firefighting training

**Are there space/equipment improvements needed for fitness activities?**

- Floor is cheap

**Are there space/equipment improvements needed for recreation activities?**

- No one really uses recreation space

**Is the Chief's office space adequate?**

- Needs storage
- Would like space for a meeting table

**Is its location relative to other spaces optimal?**

- Chief doesn't really need direct connection to residential areas

**If not, what arrangement would be better?**

- NA

**Do you think it is important to have officer's quarters or offices?**

- Some said yes, other's no.
- Chief thinks space for officers is important for them to manage their administrative tasks

**Are lighting levels adequate?**

- Text

**Do HVAC systems provide for a comfortable environment?**

- No, several complaints about air quality and the necessity for ceiling fans

**Are HVAC areas zoned to prevent contamination between the apparatus bay and living areas?**

- No response

**Do EMT teams use the fire station facility?**

- Yes, EMT is a primary function of the station

**Are there special requirements for their needs to be met (e.g. storage, decontamination areas, etc.)?**

- Need some storage area. Current storage under stairwell is not ideal, safe, or secure.

**Is the Hazmat storage room adequate?**

- No response

**Environmentally sound?**

- No response

**Is there enough room for file storage?**

- Yes, there is enough room

**Is it secure and safe?**

- No, open file storage in attic is unacceptable.

**Are you required to follow any privacy laws such as HIPAA?**

- No response.

**Is there any interest in having a space for assessing/treating minor public health issues?**

- No response.

**Are you interested in sustainable design concepts?**

- Nothing mentioned

Time

**What are the priority actions for first phase development?**

- MEP systems
- Improved storage

**Will the facility need to change over time or be relatively static?**

- Overall staffing levels, equipment not expected to change much

**What changes, in general, do you see happening to the fire department over the next 5, 10, or 20 years?**

- Gender integration

**Do you see any changes being made to the Downriver Mutual Aid agreement?**

- No response

**How would this impact the station/department?**

- NA

**Is it a high priority for additional upgrades to Mechanical, electrical, and plumbing systems? What specific spaces would be a priority?**

- Yes, systems are antiquated and inadequate

**How do you see staffing levels changing in the future?**

- No

**Do you expect your vehicle requirements to change in the future?**

- No

Miscellaneous

**Miscellaneous comments?**

- Air compressor needs to be replaced
- Watchroom could use updating. Additional workstation, murphy bed, chairs antiquated.

**Hardest part of your job?**

- Alert notifications
- Properly functioning phone system
- Basic building functionality, HVAC systems, electrical, plumbing, etc.

**A5. Products**

|                               |         |
|-------------------------------|---------|
| Bi-fold doors                 | 95-99   |
| DaVinci faux slate Roofscapes | 100-107 |
| Graham windows                | 108-109 |





**CUSTOMIZED PANEL OPTIONS**

Four-Fold doors can be customized to match any building design! Choose from vision lites, grilles, decorative panelling, pass door and wood/composite cladding.





### HURRICANE RATED

Door Engineering's Four-Fold 701 has been tested and approved for High Velocity Hurricane Zones, up to 120psf and has been approved by the Florida Building Code (#FL17136). The Hurricane Rated door systems are built with 11-gauge structural steel tube and 14-gauge cladding. And you still get options with this door system! It is available in an XT (exterior folding) configuration for more flexibility. Choose from a wide variety of glazing layouts from no glass to full glass.

### TORNADO RESISTANT

The FF800, Tornado Resistant Four-Fold door system has been designed for, tested & passed ICC-500 & FEMA 361 storm shelter requirements. Made with a heavier construction than the standard Four-Fold door system, the FF800 is built to withstand flying debris and extreme wind loads. It is made with 3/16" tubing and 12-gauge sheeting, reinforced window frames and 1 1/4" impact glass. A power or manual operated cremone lock secures the door. The FF800 is available with up to four (4) 12" x 12" windows.

### FOUR-FOLD XT™

Door Engineering's Four-Fold XT™ takes away the concern over limited apparatus bay space! The Four-Fold XT™ operator is interior mounted while the door panels fold to the exterior. This eliminates the bay space that is needed with the regular Four-Fold design.

The Four-Fold XT™ door system is still built with all the benefits of our standard Four-Fold door. The heavy-duty design and construction of our Four-Fold door enables it to function under high cycle and other severe conditions, which create chronic service and maintenance problems for the conventional door alternatives.

### FOUR-FOLD GT™

Door Engineering's Four-Fold GT™, folding gate system is the ideal system for perimeter security access. The Four-Fold GT™ security gate systems require very little maintenance and provide high cycle, high speed durability, even in the harshest conditions. The GT features a manual release for easy manual operation and is UL325 Listed.

Panel Design Options:  
Galvanized woven mesh, Vertical bar grills,  
Louvers, Custom options available

Control Inputs for:  
Safety devices, Loop detectors, Card readers,  
Other access devices



#### **SUPERIOR PERFORMANCE**

The advanced design and construction of the Four-Fold door enables it to function under high cycle and other severe conditions, which create chronic service and maintenance problems for the conventional alternatives.

#### **SPEED**

Four-Fold doors clear the opening at an average speed of 24 inches per second. Conventional overhead and coiling doors operate between 6 to 12 inches per second.

14' x 14' Four-Fold Door = Less than 7 seconds to open

14' x 14' Overhead Door = 14 to 21 seconds to open

The high-speed operation of the Four-Fold door minimizes heating and cooling losses and reduces waiting time, increasing productivity and energy efficiency.

#### **HORIZONTAL MOVEMENT**

The Four-Fold door moves horizontally rather than vertically. As a result, the door is visible throughout the entire opening motion allowing the driver to know the precise second the doorway is clear to exit. This allows an apparatus to move quickly and safely.

#### **MAINTENANCE**

Standard preventative maintenance (PM) on Four-Fold doors includes applying grease to hinges and operators. With general yearly PM, Four-Fold door operators and components are designed to perform over 1 million cycles. Conventional sectional and coiling doors require constant spring and cable maintenance and replacement to keep them in safe working condition.

#### **MANUAL OPERATION**

Manual operation is available with the Four-Fold door system. With the simple pull of a cord, manual operation is quick and easy. It requires no high tension springs or time consuming chain hoists or heavy lifting.

#### **FULL PERIMETER SEALS**

Keep the weather out and the climate control in with full perimeter compression seals and dual floor sweeps.

#### **HIGH SPEED OPERATOR**

Fully visible high speed operator with high cycle durability. Easy to operate manual release mechanism and low maintenance requirements.



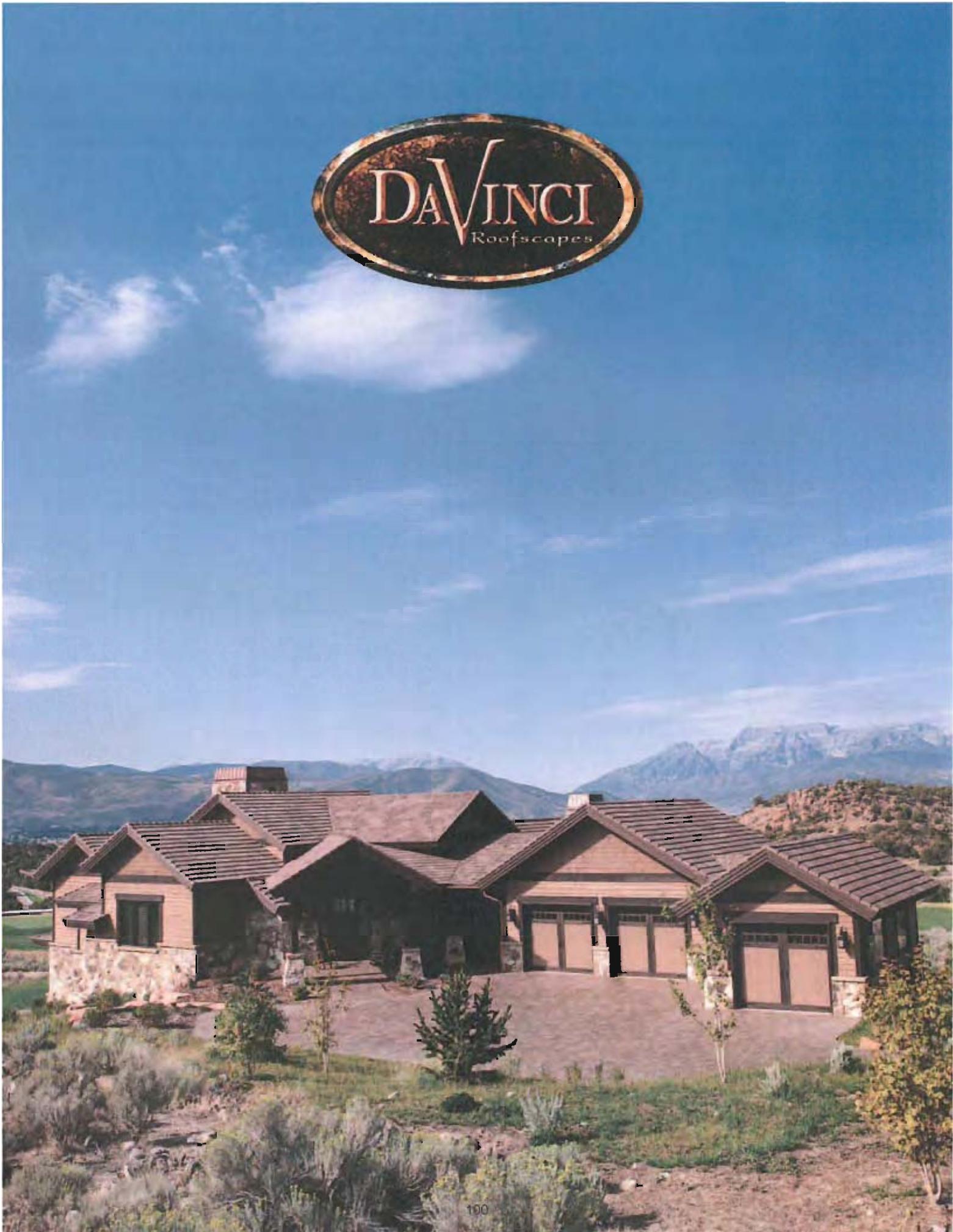
**TESTIMONIAL:** The Marshfield Fire and Rescue Department built a new 32,000 square foot central fire station ... This fire station included the installation of 14 Four-Fold Doors made by Door Engineering and Manufacturing. To say we are **HAPPY** with this product is a significant understatement. ... In addition, according to our members responsible for the minimum maintenance required on these doors, the service manuals and support from this company are **OUTSTANDING**. All this while providing ... fire station doors that are both **AESTHETICALLY PLEASING** and very practical. Our doors continue to be one of the features receiving the most positive comments from community members touring our new facility! -Fire Chief James B. Schmidt



**DOOR  
ENGINEERING  
AND MANUFACTURING**

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**DOOREENGINEERING.COM**



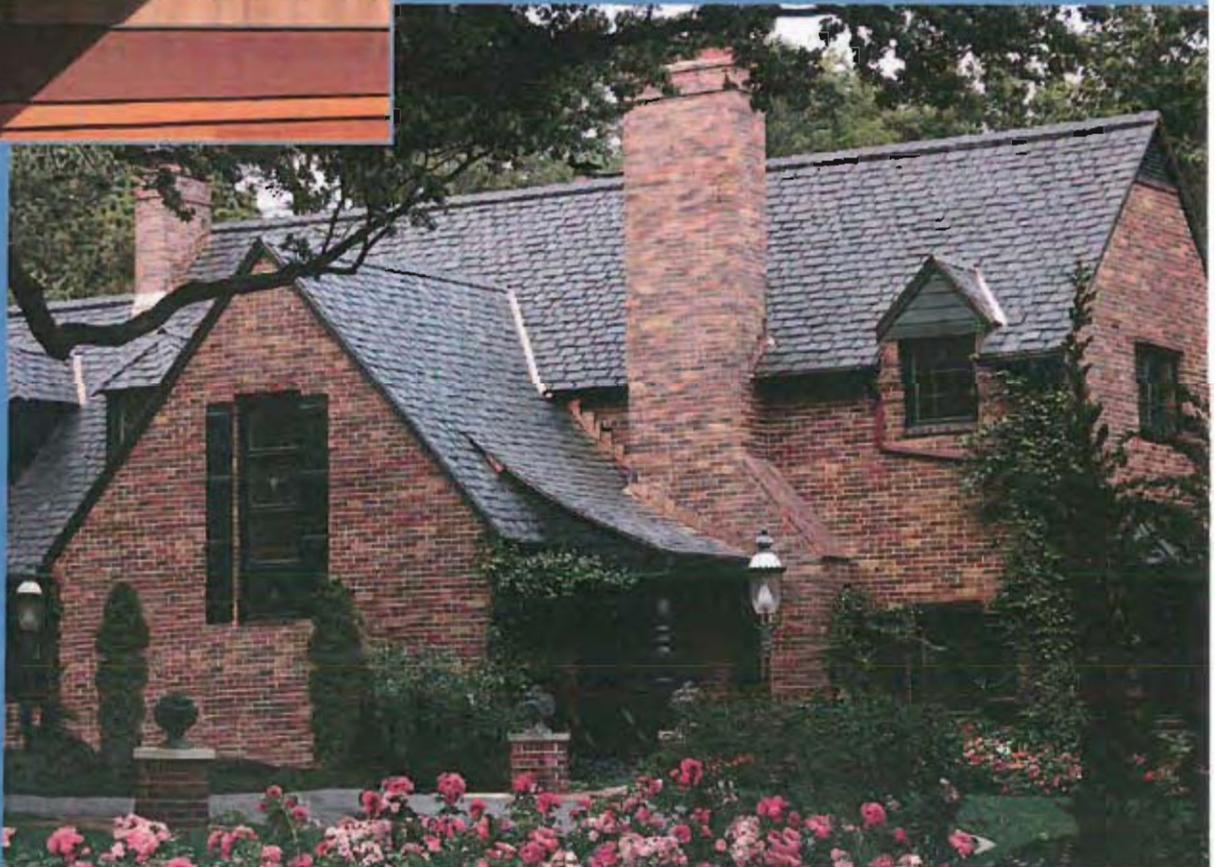
"The roof is like a canvas. The design, colors, products and accessories we use help us create a customized piece of art for every homeowner. We've discovered unlimited possibilities with the 50 colors available from DaVinci Roofscapes to install the ideal roof on every home. To me, the look of the final roof is everything. I want to see perfection on the roof and that's exactly what our customers get with the DaVinci products we install."

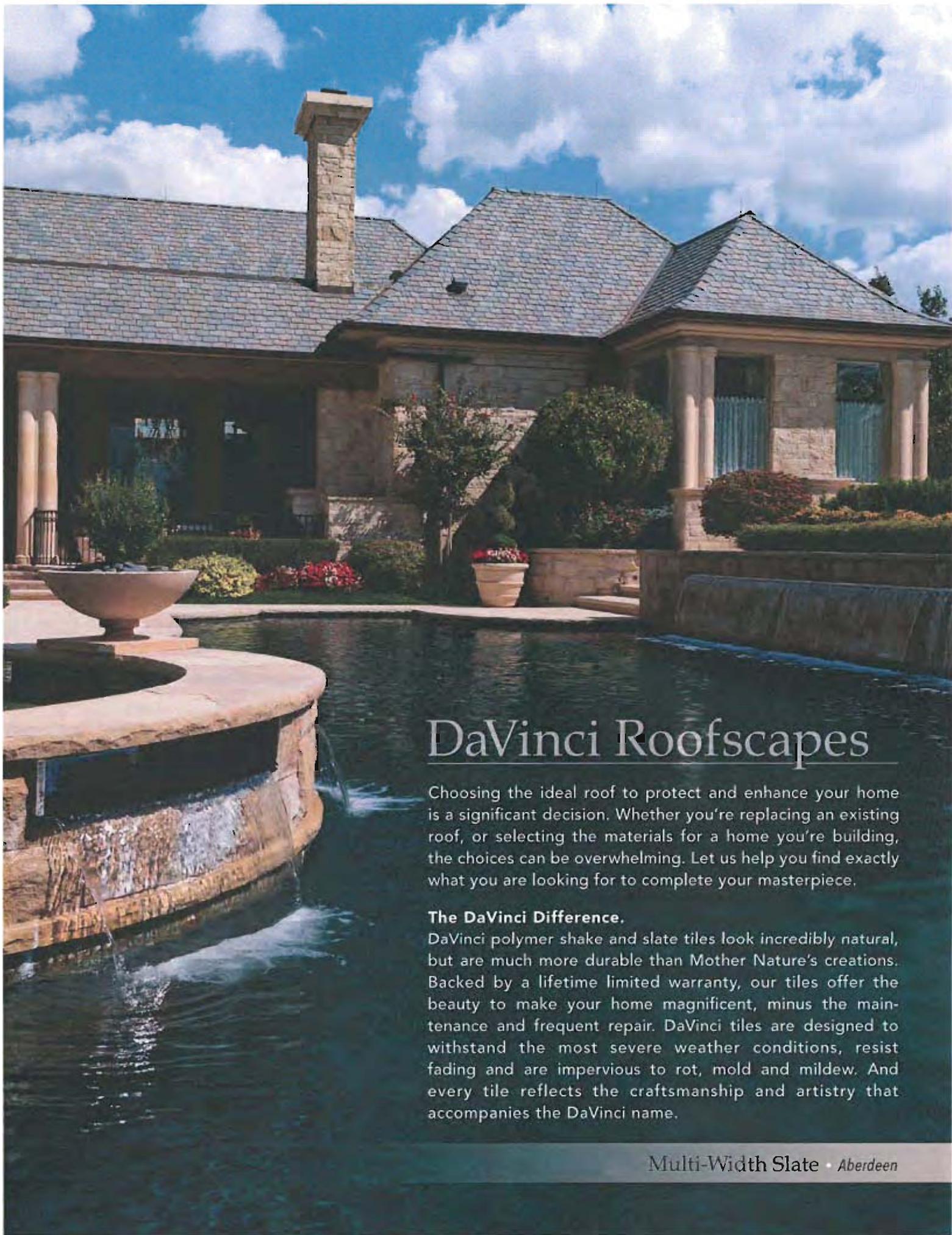
**Jeff, Contractor**



"After terrible hail storms devastated hundreds of homes in our area last year we began seeing many impact-resistant DaVinci Roofscapes polymer roofs installed. We wanted a worry-free, beautiful, best-in-class roof that could withstand future storms, and we got it with our new DaVinci roof."

**Julie, Homeowner**





## DaVinci Roofscapes

Choosing the ideal roof to protect and enhance your home is a significant decision. Whether you're replacing an existing roof, or selecting the materials for a home you're building, the choices can be overwhelming. Let us help you find exactly what you are looking for to complete your masterpiece.

### **The DaVinci Difference.**

DaVinci polymer shake and slate tiles look incredibly natural, but are much more durable than Mother Nature's creations. Backed by a lifetime limited warranty, our tiles offer the beauty to make your home magnificent, minus the maintenance and frequent repair. DaVinci tiles are designed to withstand the most severe weather conditions, resist fading and are impervious to rot, mold and mildew. And every tile reflects the craftsmanship and artistry that accompanies the DaVinci name.

# Single-Width Shake COLOR BLENDS



Mountain - VariBlend



Tahoe - VariBlend



Chesapeake - VariBlend



Autumn - VariBlend



Weathered Gray - VariBlend



Single-Width Shake · *Tahoe-VariBlend*

"I did a great deal of research on this shake alternative roof before I purchased it. Friends recommended DaVinci so I looked at homes where it was installed and liked what I saw. Then I decided that at my age I didn't want to have to worry about roof problems ever again and it was time to select a shake roof alternative product. All of that combined led me to purchase the DaVinci shake roof, which has turned out to be a very smart choice."

**David, Homeowner**



"I started using the DaVinci slate product back in 2006 after researching synthetic roof options for my clients. I found the realistic slate-like details needed for my designs with the DaVinci roofing products. Home owners really like the look and appreciate the low-maintenance appeal. Personally, I find that the synthetic slate roofing tiles fit well with my traditionally-based designs and several of the French Provincial style homes I've created."

**Derrick, Architect**

# A Safer & More Secure Roof

The Right Choice Is The Choice You Only Make Once.

Class A Fire Rating • Class 4 Impact Rating  
110 MPH Wind Rating • Lifetime Limited Warranty

Backed by a lifetime limited warranty, our tiles not only protect but enhance the look of your home, without the maintenance and frequent repairs associated with other roofing materials. DaVinci products have achieved the highest possible test ratings for fire, wind and impact, giving you a more secure home for your family. Our products have been approved and preferred by cities and subdivisions nationwide.

Select your roof with confidence and enjoy the peace-of-mind that comes with making the right roofing choice for your home. Attractive, durable and reliable, a DaVinci polymer roof brings decades of beauty to your home.

## TESTING SUMMARY\*

| Type of Test | Standard    | Results               |
|--------------|-------------|-----------------------|
| Fire Test    | ASTM E 108  | Class A               |
| Impact Test  | UL 2218     | Class 4               |
| Wind Test    | ASTM D 3161 | Certified to 110 MPH* |

Building Code Approvals: ICC-ES ESR-2119, Miami Dade County, FL and Texas Dept. of Insurance

\*See DaVinci website for most up-to-date testing and certifications.

## TECHNICAL SPECIFICATIONS

| DaVinci SHAKE | Widths             | Thickness at Butt | Weight/Square            |
|---------------|--------------------|-------------------|--------------------------|
| Multi-Width   | 9", 8", 7", 6", 4" | 5/8"              | 10"- 304 lbs, 9" 342 lbs |
| Single-Width  | 9"                 | 5/8"              | 10"- 283 lbs, 9" 315 lbs |
| Bellaforté    | 12"                | 1" average        | 12" - 190 lbs            |

| DaVinci SLATE | Widths               | Thickness at Butt | Weight/Square  |
|---------------|----------------------|-------------------|--|
| Multi-Width   | 12", 10", 9", 7", 6" | 1/2"              | 8"- 260 lbs, 7.5" 277 lbs<br>7"- 297 lbs, 6" 349 lbs |
| Single-Width  | 12"                  | 1/2"              | 8"- 257 lbs, 7.5" 274 lbs<br>7"- 294 lbs, 6" 346 lbs |
| Bellaforté    | 12"                  | 1/2"              | 12" - 182 lbs  |

## Virtually Limitless Color Options

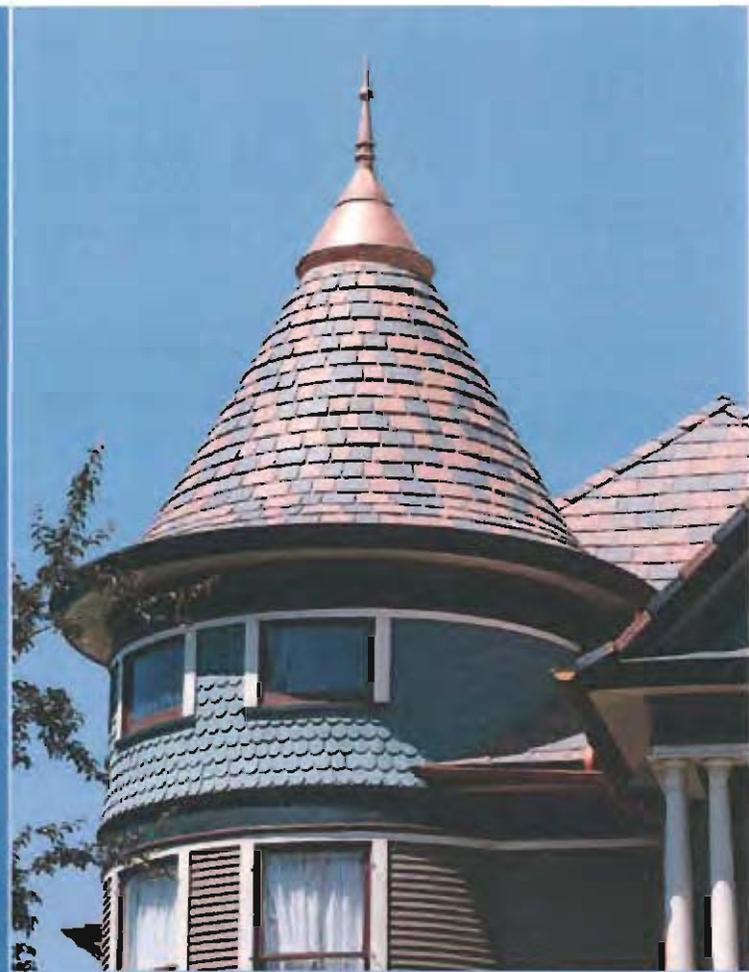
Our color options really make DaVinci tiles stand out in the marketplace, and on your home. Choose from a variety of standard DaVinci blends, or use our virtually limitless color palette to create your own unique look. We offer 50 standard colors which can be mixed and matched to create your own custom pattern. If you don't see the color you're looking for, we have the capability to create a custom color or match almost any color.

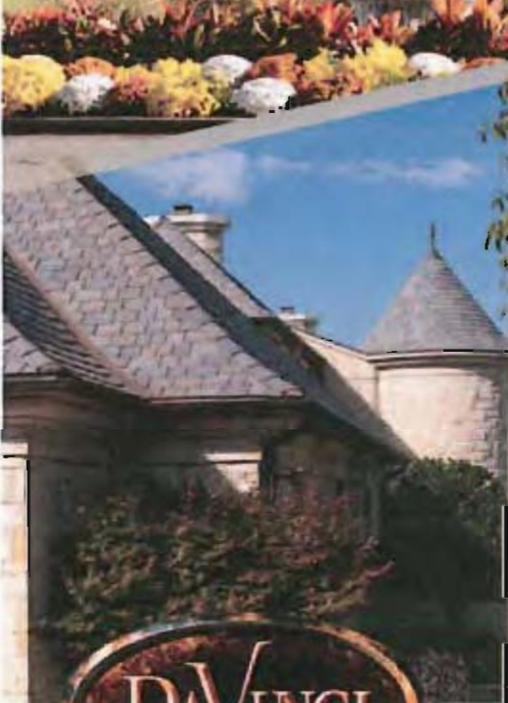
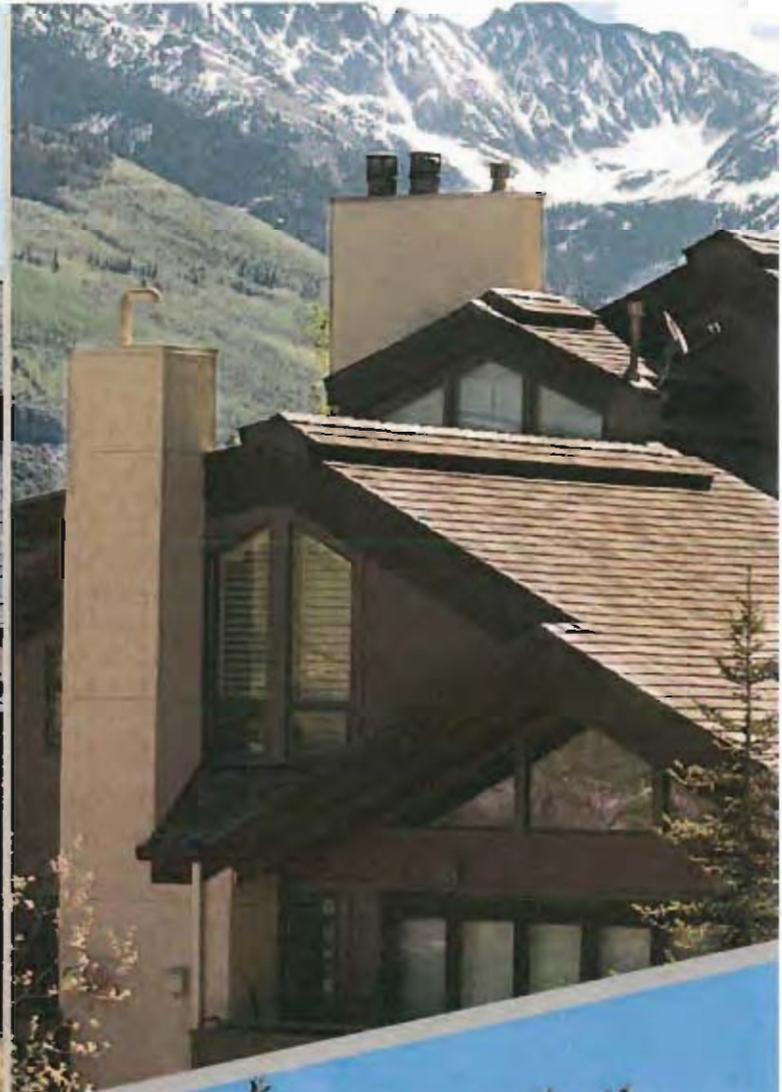
## Need Help?

Let a professional help you create your vision. Our Color Consultants will assist you in creating your own color blend to perfectly match or complement the style and shade of your home. We'll make absolutely sure that your DaVinci roof is exactly what you envisioned.

# Cool Roofs

Looking for a Cool Roof that can help you save on utility bills? DaVinci Roofscapes offers a selection of EcoBlend® polymer slate and shake roofing tiles that meet the requirements of both ENERGY STAR® and Title 24 for California residents. These roofs reflect sunlight away from a structure and help keep heat from penetrating into the building below. Ask us how DaVinci EcoBlend® roofs can help you.





DaVinci Roofscapes is leading the roofing tile design industry and using the latest technology to enhance the art of roofing. For more information please visit [www.davinciroofscapes.com](http://www.davinciroofscapes.com) or call 800-328-4624.

## GT2200 SERIES DATA SHEET

| TYPE        | AAMA RATING & TEST SIZE | AJR (cfm/ft <sup>2</sup> ) at 50 mph | WATER (psf) | DESIGN PRESSURE (psf) | STRUCTURAL OVERLOAD (psf) | U-VALUE (BTU/hr/ft <sup>2</sup> /°F) | CRF | STC     | OTC     |
|-------------|-------------------------|--------------------------------------|-------------|-----------------------|---------------------------|--------------------------------------|-----|---------|---------|
| SINGLE HUNG | AW-PG50 60 x 99         | 0.27                                 | 12          | 50                    | 75                        | 0.32 - 0.45                          | 64  | 33 - 38 | 27 - 34 |

<sup>1</sup>U-values will vary depending upon glazing selected

### GT2200 SERIES QUICK VIEW:

A single-hung window with side-load sash that mulls to 4" frame products. Sash easily removes from frame for cleaning. Thermal strut for enhanced thermal performance.

### STANDARD FEATURES

- Dual strut thermal breaks with 24 mm separation for improved thermal performance
- Block & tackle balances for superior operation
- Mulls to 4" frame fixed and operable products
- Sash removes from frame for maintenance & cleaning without special tools
- Full-length extruded lift handles
- Exterior-beveled (putty) glazing leg & up to 1" insulating glass

### OPTIONAL FEATURES

- Applied-profile muntin grids
- Extruded automatic latch at sill
- High-performance balances up to 100 lbs. per sash with same sightlines at jambs as standard balance
- White bronze hardware
- Dual finish (two-tone color) option



## Window series: GT2200 Single Hung — General Specifications & Details

- Nominal Frame/Sill Wall Thickness: 0.062/0.094"
- Applications: Industrial, Educational, Hospitals, Acoustical
- Mulls to operable and fixed units with 4" frame depth
- Max. Test size: 5'0" x 8'3"
- Glazing Options:
  - Single Glazed: Available
  - Insulating: 1" IG available
- Muntins: Grids between lites of IG or exterior applied
- Maximum Sash Weight: Standard balancing of both sash to 80 lbs. Optional heavy-duty system to 120 lbs. Depends on height-to-width ratio (please contact factory)

- Finish Options:
  - AAMA 2603 — Standard acrylic or polyester
  - AAMA 2604 — 2 coat 50% fluoropolymer
  - AAMA 2605 — 2 coat fluoropolymer 70% kynar
  - Powder Coat
  - Anodized
- Hardware:
  - White bronze hardware
- Accessories:
  - Frame Family: 4"
  - Fixed Lite Option System: GT1400
  - Mullions:
    - Stacking: Integral & fixed-stack mull
    - Side: 3-piece-mull
  - Panning/Trims: Available
  - Receptor Systems: Available
  - Screen: Security/vondal screen available

Our products are tested to the standards of and certified by the American Architectural Manufacturer's Association and the National Fenestration Rating Council.



Check website for most current information including other installation and hardware options: [www.grahamwindows.com](http://www.grahamwindows.com)  
 1551 Mt. Rose Avenue, York, Pennsylvania 17403-2909 (800) 755-6274 (717) 849-8100

## GT1400 SERIES DATA SHEET



| TYPE  | SERIES | AAMA RATING & TEST SIZE | AIR (cfm/ft <sup>2</sup> ) at 50 mph | WATER (psf) | DESIGN PRESSURE (psf) | STRUCTURAL OVERLOAD (psf) | U-VALUE (BTU/hr/ft <sup>2</sup> /°F) | CRF |
|-------|--------|-------------------------|--------------------------------------|-------------|-----------------------|---------------------------|--------------------------------------|-----|
| FIXED | GT1400 | AW-PG100 60 x 99        | 0.01                                 | 15          | 100.0                 | 150.0                     | 0.21 – 0.34                          | 75  |

\*U-values will vary depending upon glazing selected

### GT1400 SERIES QUICK VIEW:

This thermal strutted architectural grade fixed window system mulls to fixed and operable products of the same frame depth.

### STANDARD FEATURES

- Dual strut thermal breaks with 24 mm separation for improved thermal performance
- Mulls to 4" frame fixed and operable products
- Exterior-beveled (putty) glazing leg & up to 1" insulating glass

### OPTIONAL FEATURES

- Exterior-applied muntin grids
- Radius shapes and custom curving to specification
- Dual finish (two-tone) available where color and/or finishes are different from outside to inside of window



## Window series: GT1400 Fixed — General Specifications & Details

- Nominal Frame/Sill Wall Thickness: 0.078"
- Applications: Industrial, Educational, Hospitals, and Acoustical
- Max. Test size: 5'0" x 8'3"
- Glazing Options:
  - Insulating: 1" IG available; also dual glazed options
- Muntins: Exterior-applied profile muntin grids available or true muntin option

- Finish Options:
  - AAMA 2603 — Standard acrylic or polyester
  - AAMA 2604 — 2 coat 50% fluoropolymer
  - AAMA 2605 — 2 coat fluoropolymer 70% kynar
  - Powder Coat
  - Anodized
- Accessories:
  - Frame Family: 4"
  - Mullions:
    - Stacking: Integral & fixed-stack mull
    - Side: 3-piece-mull
  - Panning: Available
  - Trims: Available
  - Receptor Systems: Available
  - Screen: Security/vandal screen available
- Exceptions: Call Graham sales rep or see website for more information.

Our products are tested to the standards of and certified by the American Architectural Manufacturer's Association and the National Fenestration Rating Council.



Check website for most current information including other installation and hardware options: [www.grahamwindows.com](http://www.grahamwindows.com)  
1551 Mt. Rose Avenue, York, Pennsylvania 17403-2909 (800) 755-6274 (717) 849-8100

**A6. Meeting Minutes**

| Meeting | Date            | Purpose                             | Page |
|---------|-----------------|-------------------------------------|------|
| 1       | April 13, 2016  | Initial project meeting             | 111  |
| 2       | May 11, 2016    | Phase A progress review             | 112  |
| 3       | May 25, 2016    | Space program layout options review | 113  |
| 4       | June 06, 2016   | Phase B review                      | 114  |
| 4a      | June 07, 2017   | Follow-up to meeting 4              | 116  |
| 5       | July 14, 2016   | Phase B, C, and D report review     | 117  |
| 6       | August 10, 2016 | Final draft review                  | 118  |

## Meeting Minutes

Project No: 16007.00  
Subject: Wyandotte Fire Station  
Restoration Master Plan  
Date/Time: April 13, 2016 / 3:00pm  
Location: Wyandotte Fire Station #1  
Prepared By: Thomas Roberts, AIA  
Present: Thomas Roberts, Thomas Roberts Architect  
Jeffery Carley, Wyandotte Fire Chief  
Mark Kowalewski, Wyandotte City Engineer  
Not Present: Scott Majewski, Thomas Roberts Architect

### Discussion Items

1. Reviewed scope of project and contract.
2. Discussed protocol for meetings and communication of information. Items A-D on the contract will require informal meeting with Chief Carley and Mark Kowalewski. Summaries of work for items A-D will be emailed to City Council and Administrators for review and feedback.
3. There will be an informal review meeting with the Mayor and Todd Drysdale prior to the conclusion of item D on the contract.
4. There will be a formal presentation to Mayor and Council following the conclusion of item E on the contract.
5. Discussed previous hazardous material abatement project.
6. Discussed previous and current roofing issues. Issues have been specifically identified at areas of the limestone coping and gutters.
7. Discussed the user groups and interview process included in the programming phase. Preliminary list of groups identified to be interviewed include the following:
  - a. Chief Carley and staff
  - b. Dave Fuller - City of Wyandotte IT
  - c. Claude Marcoux – City Building Inspector
  - d. Todd Drysdale – City Administrator
  - e. Fire Commission
  - f. Jim Arnowski - Municipal Service
8. Toured facility
  - a. Discussed possibility of unisex toilets/showers in lieu of separate group toilets/showers.
  - b. Discussed potential ADA issues including second floor access is limited to "Non-Public Spaces".
9. TRA to provide "priming questions" prior to interviews with staff and others.

### Action Items

1. TRA to provide certificates of insurance to City of Wyandotte.
2. City of Wyandotte to provide as built cadd drawings.
3. City of Wyandotte to provide legal description and/or site survey.
4. City of Wyandotte to provide building maintenance work orders.
5. Chief Carley to organize building committee made up of fire fighters at various levels of age and experience.

### Next Meeting

- Wednesday, April 27, 2016 at 3:00pm at Wyandotte Fire Station – Staff and Chief Interviews
- Wednesday, May 11, 2016 at 3:00pm at Wyandotte Fire Station – Chief and Mark

### Attachments

- Thomas Roberts Architect – Certificates of Insurance

2927 4th Street  
Wyandotte, MI 48192  
734.250.4032

## Meeting Minutes

Project No: 16007.00  
Subject: Wyandotte Fire Station  
Restoration Master Plan  
Date/Time: May 11, 2016 / 3:00pm  
Location: Wyandotte Fire Station #1  
Prepared By: Thomas Roberts, AIA  
Present: Thomas Roberts, Thomas Roberts Architect  
Jeffery Carley, Wyandotte Fire Chief  
Mark Kowalewski, Wyandotte City Engineer  
Claude Marcoux, Wyandotte Building Inspector  
Scott Majewski, Thomas Roberts Architect  
Not Present:

### Discussion Items

1. Reviewed progress of Phase 1 including:
  - a. Data gathering
  - b. As Built Documentation
  - c. Staff and Fire Fighter goal and objective interviews.
  - d. Program square foot analysis
  - e. Interior and exterior building photographic survey.
2. Discussed active roof leaks and proposed repairs.
  - a. TRA to consider ventilation of roof and attic space.
3. Claude Marcoux discussed lintel replacement project.
4. User groups and interview process included in the programming phase. Preliminary list of groups identified to be interviewed include the following:
  - a. Chief Carley and staff **(COMPLETED)**
  - b. Dave Fuller - City of Wyandotte IT
  - c. Claude Marcoux – City Building Inspector
  - d. Todd Drysdale – City Administrator
  - e. Fire Commission
  - f. Jim Arnowski - Municipal Service
5. TRA to provide summary of Phase 1 for distribution and review by City Council.

### Action Items

1. TRA to provide scope of work document for roof repairs.
2. TRA to develop space program layout options.

### Next Meeting

- Wednesday, May 25, 2016 at 3:00pm at Wyandotte Fire Station – Preliminary Space Program Layout Review
- Wednesday, April 8, 2016 at 3:00pm at Wyandotte Fire Station – Phase 2 Summary Review

### Attachments

- Phase 1 Summary

## Meeting Minutes

Project No: 16007.00

Subject: Wyandotte Fire Station  
Restoration Master Plan

Date/Time: May 25, 2016 / 3:00pm

Location: Wyandotte Fire Station #1

Prepared By: Thomas Roberts, AIA

Present: Thomas Roberts, Thomas Roberts Architect  
Jeffery Carley, Wyandotte Fire Chief  
Claude Marcoux, Wyandotte Building Inspector  
Scott Majewski, Thomas Roberts Architect

Not Present:

### Discussion Items

1. Reviewed previous meeting minutes
  - a. Summary of phase 1 complete and has been distributed.
2. Discussed need for roof ventilation.
3. Discussed active roof leaks.
  - a. Claude attempting to get bids.
  - b. Current photos and documents acceptable for defining scope. Nothing else required from TRA.
  - c. Claude does not want to do a single-ply roof. Has had bad experiences with it.
4. Reviewed space program layout options.
  - a. Began with existing floor plan, highlighting its deficiencies.
  - b. Scheme 1 based upon earlier work, works within existing building.
  - c. Scheme 2 based upon TRA programming efforts, considers possible building additions.
5. Discussion of programming layouts
  - a. Generally liked the idea of the Assistant Chief's Office becoming a meeting room or gear storage. Nobody expects there will ever be an Assistant Chief again.
  - b. Everyone agreed that the entry vestibules are relatively useless. Removing them and adding small additions is a good idea.
  - c. Meeting room on first floor has multiple benefits (accessible public meeting space, support space for public events).
  - d. Liked keeping an Officer's Room. Private room is useful for storing/doing paperwork.
  - e. Jeff liked unisex shower/bathrooms instead of a separate women's shower/locker room. A separate room ends up as wasted space if a woman firefighter isn't on duty or not even on the force.
  - f. Jeff preferred keeping the Chief's area more like Scheme 1 than Scheme 2. He needs the extra room for books and files currently stored elsewhere.
  - g. Instead of having TV Room in Assistant's Office location (Scheme 2) it could get tucked in behind Fitness Area.
  - h. If possible Jeff would like to convert the large peer between front doors to a small peer to match the other so he can get a bigger opening.
  - i. Shower in toilet at top of Stair B not used. Space could be reconfigured.

### Action Items

1. TRA to provide scope of work document for roof repairs.
2. TRA to develop space program layout options.

### Next Meeting

- Wednesday, June 6, 2016 at 3:00pm at Wyandotte Fire Station – Phase 2 Summary Review

2927 4th Street  
Wyandotte, MI 48192  
734.250.4032

## Meeting Minutes

Project No: 16007.00

Subject: Wyandotte Fire Station  
Restoration Master Plan  
Meeting 4

Date/Time: June 06, 2016 / 3:00pm

Location: Wyandotte Fire Station #1

Prepared By: Scott Majewski, TRA

Present: Thomas Roberts, Thomas Roberts Architect  
Jeffery Carley, Wyandotte Fire Chief  
Mark Kowalewski, P.E. Wyandotte City Engineer  
Scott Majewski, Thomas Roberts Architect

Not Present: Claude Marcoux, Wyandotte Building Inspector

### Discussion Items

1. Introduced Phase B report: Synthesis of Phase A information with some additions.
2. City scale site analysis.
  - a. Mark expressed some concern about what we show on this regarding response time.
  - b. Jeff mentioned his organizations average response time and that it was under the recommended standard (ISO?).
  - c. It was generally agreed that it would be better to show response information in a way which illustrates that the response time exceeds the standard.
3. Regional scale site analysis
  - a. Possibility of showing mutual aid response time mentioned
4. Block scale site analysis
  - a. Block scale analysis will be developed as the project develops to show pedestrian traffic, garbage location, etc.
5. Programming Diagrams
  - a. Mark suggested providing labels to Schemes to clearly identify their nature (e.g no additions/ with additions).
  - b. Mark suggested providing a crosshatch for new additions for clarity.
  - c. Mark suggested showing vehicles in apparatus bay to clarify that it isn't a large unused space.
  - d. Change name of TV Room to Dayroom.
  - e. Scheme 2 (with additions)
    - i. Mark and Jeff overall had very positive comments for this scheme.
      1. Meeting room on first floor addresses ADA concerns and provides flex space for public events. Mark suggested building these sorts of improvements into a narrative.
      2. Addition off of back provides room for all of the miscellaneous elements that are currently unaccounted for (e.g. gear storage) and will eliminate the heating/cooling issues that currently exist for the air compressor shed.
      3. Pass-through between kitchen and watchroom improves efficiency
      4. Chief liked the addition of much needed storage adjacent to his office.
      5. New semi-private bunk rooms and individual shower/toilets provides facilities for female personnel without requiring a dedicated room that otherwise might be little used or unused.
  - f. Possibility of flipping locations of pumper and rescue vehicles mentioned. Basement structure beneath apparatus bay will need to be evaluated for this option.

**Next steps**

1. TRA to have MEP engineer walk through building and evaluate systems.
2. Chief Carley would like to present plans to his firemen.
3. Tom asked if we could accelerate the project timetable. It originally was scheduled at 5 phases each about a month apart. Mark said that would be fine.

**Action Items**

1. TRA to arrange MEP walk-through
2. TRA to consider Structural analysis of basement
3. TRA to prepare presentation boards for Chief.
4. TRA and Chief to revise response time information

## Meeting Minutes

Project No: 16007.00

Subject: Wyandotte Fire Station  
Restoration Master Plan  
Meeting 4a: follow-up

Date/Time: June 07, 2016 / 10:00am

Location: Thomas Roberts Architect office

Prepared By: Scott Majewski, TRA

Present: Jeffery Carley, Wyandotte Fire Chief  
Scott Majewski, Thomas Roberts Architect

Not Present: Thomas Roberts, TRA  
Mark Kowalewski, P.E. Wyandotte City Engineer  
Claude Marcoux, Wyandotte Building Inspector

### Discussion Items

1. Chief Carley reviewed plans after meeting 4 and had some additional minor changes to make.
  - a. Move the Arson Evidence room to room Storage A
  - b. Keep the proposed Arson Evidence room as the Union Room
  - c. Remove small closet in Basement
  - d. Identify a spot for, and add trench drain, for the Chief's car.
  - e. Add trench drains under all vehicle locations
  - f. Move the lunch room door
  - g. Change proposed 2<sup>nd</sup> Floor laundry to Library/training Room.
  - h. Laundry can be a stacked unit and doesn't require a dedicated room.
  - i. Add closet in circulation space adjacent to hose tower on 2<sup>nd</sup> floor.
  - j. Add cabinets in kitchenette space
  - k. Add Unit 1 and Unit 2 to names of Officer's Rooms.

## Meeting Minutes

Project No: 16007.00

Subject: Wyandotte Fire Station  
Restoration Master Plan  
Meeting 5

Date/Time: July 14, 2016 / 3:00pm

Location: Wyandotte Fire Station #1

Prepared By: Scott Majewski, TRA

Present: Thomas Roberts, Thomas Roberts Architect  
Jeffery Carley, Wyandotte Fire Chief  
Mark Kowalewski, P.E. Wyandotte City Engineer  
Scott Majewski, Thomas Roberts Architect  
Claude Marcoux, Wyandotte Building Inspector

### Discussion Items

1. Site Plan
  - a. TRA raised the question of whether the property line as it was shown was correct. Mark would like it to be verified. Claude said he would measure it.
2. Phase B, C, & D report comments
  - a. Page 39: change "existing DTE" to "Wyandotte Municipal Services"
  - b. Page 42 paragraph 2: Mark would like us to reword fire suppression section so it is clear that the exiting non-sprinkled condition is grandfathered and that a future renovation, depending on its extent, may need fire suppression added.
  - c. Page 42, bullet 3: Similar to fire suppression rewrite life safety section to distinguish between existing grandfathered condition and possible future renovations.
  - d. Claude mentioned a recent code change which allowed for an open stair. Mark would like TRA to evaluate that option with consideration to travel distance and fire suppression.
  - e. Page 46: Scheme 1: change Office to Officer's Room.
  - f. Page 52:
    - i. Mark wants just one Officer's Room
    - ii. Claude suggested doors out of lockers into sleeping area for noise concerns
  - g. Mark would like it if Schemes 1 & 2 were in closer proximity to the existing plans for ease of comparisons.
  - h. Mark would like preliminary cost estimates for Scheme 1 as well as Scheme 2.

### Next steps

1. Prepare final report within next 2 weeks
2. Meet with city to review final report. Get report to them a week in advance for review.

### Action Items

1. Determine correct property lines
2. TRA to send survey to Claude
3. TRA to review open stair code with consideration to travel distance and fire suppression.
4. TRA to prepare preliminary cost estimate for Scheme 1.

## Meeting Minutes

Project No: 16007.00

Subject: Wyandotte Fire Station  
Restoration Master Plan  
Meeting 6

Date/Time: August 10, 2016 / 4:00pm

Location: Wyandotte Fire Station #1

Prepared By: Scott Majewski, TRA

Present: Thomas Roberts, Thomas Roberts Architect  
Jeffery Carley, Wyandotte Fire Chief  
Mark Kowalewski, P.E. Wyandotte City Engineer  
Scott Majewski, Thomas Roberts Architect  
:  
Claude Marcoux, Wyandotte Building Inspector

### Discussion Items

1. Reviewed final draft report.
2. Executive Summary
  - a. Tom suggested adding a note that some of the materials and products being suggested are premium items. This includes the windows, vehicle doors and roofing.
  - b. Change Option 2 text from “a few small additions” to “additions of 830sf”.
  - c. Add note that all options will require sprinklers.
3. Acknowledgments page.
  - a. Mark would like to add the Mayor and City Council as owners and switch the Fire Station to “Use:”
4. Site analysis.
  - a. Discussed current limitation of the station being the inability of trucks to pass-through station. Tom suggested adding this note to the analysis.
  - b. Tom mentioned that TRA would be adding historical fire station locations to the site analysis –city map.
5. Code Review.
  - a. Mark wants to add note that all options will require sprinklers
  - b. Mark wants to add note making it clear that all travel distances are acceptable.
6. Phasing and schedule
  - a. TRA has reviewed construction schedule with BTS who suggested 8 months for Phase 1 and 4 months for Phase 2 for a total of 12 months. TRA will eliminate range of time from estimate.
7. Cost estimate
  - a. Mark would like to change contingency for Options 1 & 2 to 15% and for Option 3 to 12%.
  - b. Mark wants to add note to option 3 that estimate does not include land acquisition.
8. Site Plan
  - a. Mark wants to add color for new additions
  - b. TRA to add exit marker from stair 2
  - c. TRA to add planters along east edge
9. General Items
  - a. Tom suggested filling in coal room in basement. Mark thought that would be a good idea.
  - b. Mark would like minutes attached to Appendix
10. Minor issues
  - a. Typo on page 54 – “tress”.

### Action Items

1. Incorporate comments into report and finalize

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

MEETING DATE: September 26, 2016

AGENDA ITEM # **6**

**ITEM: File # 4694 Roof Restoration for Fire Station #1, 266 MAPLE STREET, WYANDOTTE MICHIGAN ACCEPTANCE OF BID**

**PRESENTER:** Mark Kowalewski – City Engineer, Jeff Carley – Fire Chief

**INDIVIDUALS IN ATTENDANCE:** Mark Kowalewski – City Engineer, Jeff Carley – Fire Chief

**BACKGROUND:** The City Building at 266 Maple Street is in need of roof restoration. Bids were solicited by the Engineering Department and opened on September 12, 2016. These bids were reviewed and Great Lakes Roofing Inc. of Troy, Michigan in the amount of \$22,000.00 was determined to be the lowest and most qualified bid received. See attached bids.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of City infrastructure.

**ACTION REQUESTED:** Adopt a resolution concurring with the City Engineer and the Wyandotte Fire Chief selecting Great Lakes Roofing Inc. as the contractor of record.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** ~~None at this time~~ Account NO. 101-336-825-490

**IMPLEMENTATION PLAN:** Great Lakes Roofing Inc. will enter into a contract and complete the work on or before November, 1 2016. Finance Director to provide recommended budget amendment for this project.

**COMMISSION RECOMMENDATION:** Commission has been advised of condition of roof.

**CITY ADMINISTRATOR'S RECOMMENDATION:** *J. Dysdale*

**LEGAL COUNSEL'S RECOMMENDATION:** Reviewed Bid tally dated 9/12/16 W. Look

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

**LIST OF ATTACHMENTS :** Summary of bids.

**MODEL RESOLUTION:**

RESOLUTION

Wyandotte, Michigan  
Date: September 26, 2016

RESOLUTION by Councilman \_\_\_\_\_

BE IT RESOLVED by the City Council that Council concurs with the recommendation of the City Engineer and Fire Chief in accepting the bid of Great Lakes Roofing Inc., Troy, Michigan in a bid amount of \$22,000.00 for the Roof Restoration for Fire Station #1, 266 Maple Street. ~~Finance Director provided a recommended budget~~  
~~amount for this project~~ from Account No. 101-336-825-490

I move the adoption of the foregoing resolution.

MOTION by Councilmen \_\_\_\_\_

Supported by Councilman \_\_\_\_\_

| <u>YEAS</u> | <u>COUNCIL</u> | <u>NAYS</u> |
|-------------|----------------|-------------|
| _____       | Fricke         | _____       |
| _____       | Galeski        | _____       |
| _____       | Miciura        | _____       |
| _____       | Sabuda         | _____       |
| _____       | Schultz        | _____       |
| _____       | VanBoxell      | _____       |

**OFFICIALS**

**Lawrence S. Stec**  
CITY CLERK

**Todd M. Browning**  
CITY TREASURER

**Thomas R. Woodruff**  
CITY ASSESSOR



**MAYOR**  
**Joseph R. Peterson**

**COUNCIL**  
**Sheri Sutherby Fricke**  
**Daniel E. Galeski**  
**Ted Miciura, Jr.**  
**Leonard T. Sabuda**  
**Donald C. Schultz**  
**Kevin VanBoxell**

**MARK A. KOWALEWSKI, P.E.**  
CITY ENGINEER

FILE #4694  
Roof Restoration  
Fire Station #1  
September 12, 2016 – 2:00PM

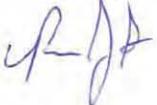
| <u>BIDDER</u>  | <u>TOTAL COST</u> | <u>Bid Bond</u> |
|--|-------------------|-----------------|
| Great Lakes Roofing Inc.<br>2525 Industrial Row Drive<br>Troy, MI 48084        | \$22,000.00       | Yes             |
| Schena Roofing & Sheet Metal Co.<br>28299 Kehrig Dr.<br>Chesterfield, MI 48047 | \$55,275.00       | Yes             |
| Kearns Brothers Inc.<br>2000 N. Telegraph<br>Dearborn, MI 48128                | \$23,500.00       | Certified Check |
| Anderson Morris<br>8507 Magnolia Lane<br>Grosse Ile, MI 48138                  | \$24,837.00       | Yes             |

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

MEETING DATE: September 26, 2016

AGENDA ITEM # **7**

**ITEM:** 2016 Fiscal Year Budget Amendments

**PRESENTER:** Robert J. Szczechowski, Deputy Treasurer/Assistant Finance Director 

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** Budget amendments are required to meet General Fund and Special Revenue Fund obligations.

**STRATEGIC PLAN/GOALS:** To comply with all the requirements of our laws and regulations. The budget amendments keep the City in compliance with Public Act 621 of 1978.

**ACTION REQUESTED:** Adopt the resolution concurring with the Deputy Treasurer/Assistant Finance Director's recommendation of the 2016 Fiscal Year budget amendments.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** See attachment A.

**IMPLEMENTATION PLAN:** N/A

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:** Concur with recommendation. 

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

**MAYOR'S RECOMMENDATION:** Concur with recommendation. 

**LIST OF ATTACHMENTS:**

1. Budget amendments (attachment A)
2. Department requests/information

**MODEL RESOLUTION:**

RESOLVED BY CITY COUNCIL that Council hereby concurs in the recommendations of the Deputy Treasurer/Assistant Finance Director and approves the necessary 2016 Fiscal Year Budget amendments as outlined in this communication.

City of Wyandotte  
Attachment A  
Budget Amendments  
September 22, 2016

2016 Fiscal Year

| Fund   | Account         | Account Description  | Current Budget Amount | Amended Budget Amount | Amendment/Change    |
|--|-----------------|----------------------|-----------------------|-----------------------|---------------------|
| TIFA Fund  | 492-200-850-549 | Bishop Park Lighting | -                     | 113,540.35            | 113,540.35          |
| Total Increase/(Decrease) in Expenses/(Revenues) |                 |                      |                       |                       | <u>\$113,540.35</u> |

**Carry forward amount from 2015FY budget for project completed in the 2016FY (attachment).**

|  |                 |                 |          |          |          |
|--|-----------------|-----------------|----------|----------|----------|
| General Fund                                     | 101-336-825-390 | Copier          | 2,050.00 | 2,325.00 | 275.00   |
|  | 101-336-750-210 | Office Supplies | 4,000.00 | 3,725.00 | (275.00) |
| Total Increase/(Decrease) in Expenses/(Revenues) |                 |                 |          |          | <u>-</u> |

**Amend line items per Fire Chief request (attachment).**

|  |                 |                              |           |           |            |
|--|-----------------|------------------------------|-----------|-----------|------------|
| General Fund                                     | 101-136-825-450 | Insurance (Prof Liab) & Bond | 850.00    | 2,550.00  | 1,700.00   |
|  | 101-136-850-510 | Office Equipment             | 35,520.00 | 31,320.00 | (4,200.00) |
|  | 101-136-750-210 | Office Supplies              | 8,200.00  | 9,200.00  | 1,000.00   |
|  | 101-136-750-224 | Subscriptions                | 5,500.00  | 7,000.00  | 1,500.00   |
| Total Increase/(Decrease) in Expenses/(Revenues) |                 |                              |           |           | <u>-</u>   |

**Adjust 27th District Court line items per Court Administrator request (attachment).**

|  |                 |                      |           |           |            |
|--|-----------------|----------------------|-----------|-----------|------------|
| General Fund                                     | 101-840-825-350 | Printing             | 2,100.00  | 1,865.09  | (234.91)   |
|  | 101-840-825-360 | Legal Notice         | 910.00    | 734.15    | (175.85)   |
|  | 101-840-925-720 | Education & Training | 1,500.00  | 1,611.36  | 111.36     |
|  | 101-840-825-490 | Contractual Services | 8,000.00  | 9,299.40  | 1,299.40   |
|  | 101-215-750-210 | Office Supplies      | 5,530.00  | 4,530.00  | (1,000.00) |
|  | 101-840-750-220 | Operating Expenses   | 7,392.00  | 8,392.00  | 1,000.00   |
|  | 101-840-725-110 | Salary               | 20,670.00 | 19,670.00 | (1,000.00) |
| Total Increase/(Decrease) in Expenses/(Revenues) |                 |                      |           |           | <u>-</u>   |

**Amend line items per Deputy City Clerk (attachment).**

City of Wyandotte  
Attachment A  
Budget Amendments  
September 22, 2016

2016 Fiscal Year

| Fund  | Account         | Account Description                 | Current Budget Amount | Amended Budget Amount | Amendment/Change |
|---|-----------------|-------------------------------------|-----------------------|-----------------------|------------------|
| TIFA Fund   | 492-200-850-520 | Property Maintenance                | 46,032.00             | 49,032.00             | 3,000.00         |
|   | 492-200-850-519 | Land Purchases                      | 733,080.00            | 730,080.00            | (3,000.00)       |
| General Fund  | 101-448-725-115 | Salary-Seasonal (PT)                | 144,300.00            | 164,300.00            | 20,000.00        |
|   | 101-448-725-120 | Overtime                            | 80,000.00             | 60,000.00             | (20,000.00)      |
|   | 101-448-825-432 | Garage-Equipment Maintenance        | 68,000.00             | 63,000.00             | (5,000.00)       |
|   | 101-448-825-430 | Garage-Police Vehicle Maintenance   | 44,000.00             | 49,000.00             | 5,000.00         |
|   | 101-440-825-493 | Mechanical Inspectors               | 9,500.00              | 11,000.00             | 1,500.00         |
|   | 101-000-471-017 | Permits-Gas Burner                  | (45,000.00)           | (46,500.00)           | (1,500.00)       |
| CDBG  | 283-000-516-112 | Revenue-2014 Housing Rehabilitation | 0.00                  | (20,000.00)           | (20,000.00)      |
|   | 283-200-875-720 | 2014 Housing Rehabilitation         | 0.00                  | 20,000.00             | 20,000.00        |
|   | 202-440-825-420 | Traffic Signals                     | 30,000.00             | 33,000.00             | 3,000.00         |
| Building Rental Fund  | 530-444-825-215 | Cleaning-Bank Building              | 45,000.00             | 50,000.00             | 5,000.00         |
|   | 530-444-825-420 | Maintenance-Bank Building           | 60,000.00             | 55,000.00             | (5,000.00)       |
|   | 530-444-825-920 | Water-Bank Bldg                     | 3,000.00              | 6,000.00              | 3,000.00         |
|   | 530-444-825-930 | Heat (Gas)-Bank Bldg                | 19,000.00             | 13,400.75             | (5,599.25)       |
|   | 530-444-925-770 | Taxes-Bank Bldg                     | 15,000.00             | 17,599.25             | 2,599.25         |
| Solid Waste Fund  | 290-448-825-480 | Rubbish Dumping Fee                 | 300,000.00            | 320,000.00            | 20,000.00        |
|   | 290-448-825-470 | Rubbish Collection                  | 1,279,424.00          | 1,259,424.00          | (20,000.00)      |
| Total Increase/(Decrease) in Expenses/(Revenues)                                |                 |                                     |                       |                       | <u>3,000.00</u>  |
| <b>Amend line items per City Engineer requests (attachments).</b>               |                 |                                     |                       |                       |                  |
| Special Events Fund   | 285-000-655-072 | Misc Receipts-Lemonade (Art Fair)   | (11,000.00)           | (13,500.00)           | (2,500.00)       |
|   | 285-225-925-861 | Art Fair-Lemonade Stands            | 7,500.00              | 10,000.00             | 2,500.00         |
| Total Increase/(Decrease) in Expenses/(Revenues)                                |                 |                                     |                       |                       | <u>-</u>         |
| <b>Increase line items per Special Events Coordinator request (attachment).</b> |                 |                                     |                       |                       |                  |
| UDAG Fund   | 284-200-925-790 | Other Expense-Misc                  | -                     | 26,050.00             | 26,050.00        |
| Total Increase/(Decrease) in Expenses/(Revenues)                                |                 |                                     |                       |                       | <u>26,050.00</u> |

**Budget for installation of two new Trane 10 ton roof top A/C units at 3005 Biddle.**

City of Wyandotte  
Attachment A  
Budget Amendments  
September 22, 2016

2016 Fiscal Year

| Fund         | Account         | Account Description   | Current Budget Amount | Amended Budget Amount | Amendment/Change |
|--------------|-----------------|-----------------------|-----------------------|-----------------------|------------------|
| General Fund | 101-301-750-220 | Operating Expenses    | 30,630.00             | 28,080.00             | (2,550.00)       |
|              | 101-301-725-118 | Premium Pay (Fitness) | 11,000.00             | 11,650.00             | 650.00           |
|              | 101-301-825-330 | Prisoner Care         | 9,000.00              | 10,900.00             | 1,900.00         |
|              | 101-302-925-720 | Education             | 12,000.00             | 2,000.00              | (10,000.00)      |
|              | 101-302-825-430 | Equipment Maintenance | 25,000.00             | 35,000.00             | (10,000.00)      |
|              | 101-302-925-790 | Miscellaneous         | 30,000.00             | 20,000.00             | (10,000.00)      |
|              | 101-302-725-115 | Salary-PT             | 130,000.00            | 140,000.00            | 30,000.00        |
|              | 101-303-750-261 | Gasoline & Oil        | 7,000.00              | 5,500.00              | (1,500.00)       |
|              | 101-303-825-220 | Operating Expenses    | 16,000.00             | 17,500.00             | 1,500.00         |
|              | 101-325-750-220 | Operating Expenses    | 1,400.00              | 1,225.88              | (174.12)         |
|              | 101-325-725-190 | Uniforms              | 1,267.58              | 1,441.70              | 174.12           |

Total Increase/(Decrease) in Expenses/(Revenues)

-

**Adjust line items per Police Department (attachments).**

|              |                 |                                |           |           |            |
|--------------|-----------------|--------------------------------|-----------|-----------|------------|
| General Fund | 101-800-725-110 | Salary                         | 94,989.70 | 90,689.70 | (4,300.00) |
|              | 101-800-725-115 | Salary-PT                      | 48,565.84 | 52,565.84 | 4,000.00   |
|              | 101-800-725-167 | Retiree Health Care (RHS Plan) | 0.00      | 300.00    | 300.00     |

Total Increase/(Decrease) in Expenses/(Revenues)

-

**Amend line items per Museum Director (attachment).**

|              |                 |                                    |            |             |             |
|--------------|-----------------|------------------------------------|------------|-------------|-------------|
| General Fund | 101-172-725-165 | Prescription Drug Coverage-Finance | 7,215.00   | 17,615.00   | 10,400.00   |
|              | 101-177-725-165 | Prescription Drug Coverage-IT      | 3,996.00   | 9,296.00    | 5,300.00    |
|              | 101-302-725-165 | Prescription Drug Coverage-DCD     | 11,655.00  | 14,655.00   | 3,000.00    |
|              | 101-302-725-110 | Salary-DCD                         | 321,423.04 | 318,423.04  | (3,000.00)  |
|              | 101-303-725-165 | Prescription Drug Coverage-DCAC    | 2,886.00   | 5,886.00    | 3,000.00    |
|              | 101-303-725-110 | Salary-DCAC                        | 68,594.84  | 65,594.84   | (3,000.00)  |
|              | 101-448-725-165 | Prescription Drug Coverage-DPS     | 23,643.00  | 42,643.00   | 19,000.00   |
|              | 101-750-725-165 | Prescription Drug Coverage-Rec     | 3,663.00   | 6,663.00    | 3,000.00    |
|              | 101-000-630-056 | Escrow Forfeiture                  | (1,000.00) | (46,000.00) | (45,000.00) |

Total Increase/(Decrease) in Expenses/(Revenues)

(7,300.00)

**Amend budget for prescription drug line item overages as well as an increase in escrow forfeiture revenue.**

City of Wyandotte  
Attachment A  
Budget Amendments  
September 22, 2016

2016 Fiscal Year

| Fund   | Account         | Account Description          | Current Budget Amount | Amended Budget Amount | Amendment/Change  |
|--|-----------------|------------------------------|-----------------------|-----------------------|-------------------|
| Brownfield Redevelopment Fund                    | 231-107-926-120 | Interest Reimbursement-#7    | 9,867.00              | 14,917.00             | 5,050.00          |
|  | 231-200-925-335 | Project Development Services | 34,432.00             | 57,489.00             | 23,057.00         |
|  | 231-000-655-040 | Miscellaneous Revenue        | 64,500.00             | 98,455.00             | (33,955.00)       |
| Total Increase/(Decrease) in Expenses/(Revenues) |                 |                              |                       |                       | <u>(5,848.00)</u> |

**Adjust revenue and expense to account for differences in taxable value and principal repayment as compared to the proposed budget.**

|  |                 |                            |           |           |            |
|--|-----------------|----------------------------|-----------|-----------|------------|
| General Fund                                     | 101-750-825-930 | Heat (Gas)                 | 11,000.00 | 9,500.00  | (1,500.00) |
|  | 101-750-725-190 | Uniforms                   | 450.00    | 1,950.00  | 1,500.00   |
|  | 101-755-725-115 | Salary-Seasonal (PT)       | 12,900.00 | 12,150.00 | (750.00)   |
|  | 101-755-825-910 | Electric                   | 1,200.00  | 1,950.00  | 750.00     |
|  | 101-756-825-420 | Bldg & Equip Maintenance   | 26,000.00 | 24,500.00 | (1,500.00) |
|  | 101-756-750-225 | Concession Supplies        | 20,000.00 | 21,500.00 | 1,500.00   |
| Municipal Golf Course Fund                       | 525-750-825-930 | Heat (Gas)                 | 9,400.00  | 7,140.00  | (2,260.00) |
|  | 525-750-825-910 | Electric                   | 28,000.00 | 29,950.00 | 1,950.00   |
|  | 525-750-825-350 | Printing                   | 1,000.00  | 1,150.00  | 150.00     |
|  | 525-750-750-230 | Beer and Wine License Fees | 250.00    | 410.00    | 160.00     |
| Total Increase/(Decrease) in Expenses/(Revenues) |                 |                            |           |           | <u>-</u>   |

**Adjust line items per Recreation Superintendent (attachment).**

|              |                 |                            |            |            |            |
|--------------|-----------------|----------------------------|------------|------------|------------|
| General Fund | 101-100-725-110 | Salary (Mayor)             | 60,285.44  | 60,885.44  | 600.00     |
|              | 101-100-725-140 | Retirement Contribution-DC | 4,028.94   | 4,088.94   | 60.00      |
|              | 101-100-725-160 | Medical Insurance          | 12,833.00  | 12,975.00  | 142.00     |
|              | 101-100-725-165 | Prescription Drug Coverage | 2,886.00   | 2,051.00   | (835.00)   |
|              | 101-100-925-720 | Miscellaneous              | 2,279.30   | 2,312.30   | 33.00      |
|              | 101-136-725-110 | Salary (Court)             | 357,402.99 | 359,352.99 | 1,950.00   |
|              | 101-136-725-115 | Salary-PT                  | 173,396.00 | 166,371.00 | (7,025.00) |
|              | 101-136-725-160 | Medical Insurance          | 63,212.00  | 67,412.00  | 4,200.00   |
|              | 101-136-750-224 | Subscriptions              | 5,500.00   | 5,675.00   | 175.00     |
|              | 101-136-825-390 | Copier                     | 5,300.00   | 6,000.00   | 700.00     |
|              | 101-172-725-110 | Salary (Finance)           | 350,333.00 | 358,583.00 | 8,250.00   |
|              | 101-172-725-115 | Salary-PT                  | 28,706.00  | 23,306.00  | (5,400.00) |

City of Wyandotte  
Attachment A  
Budget Amendments  
September 22, 2016

2016 Fiscal Year

| Fund   | Account         | Account Description        | Current Budget Amount | Amended Budget Amount | Amendment/Change |
|--|-----------------|----------------------------|-----------------------|-----------------------|------------------|
|  | 101-172-725-120 | Overtime                   | 2,000.00              | -                     | (2,000.00)       |
|  | 101-172-725-140 | Retirement Contribution-DC | 25,812.23             | 26,412.23             | 600.00           |
|  | 101-172-725-145 | Retirement Contribution-DB | 69,723.43             | 69,123.43             | (600.00)         |
|  | 101-172-725-150 | FICA                       | 29,792.52             | 29,642.52             | (150.00)         |
|  | 101-172-825-390 | Copier                     | 13,000.00             | 13,300.00             | 300.00           |
|  | 101-172-850-540 | Other Equipment            | 1,000.00              | -                     | (1,000.00)       |
|  | 101-177-725-150 | FICA (IT)                  | 10,395.40             | 10,283.40             | (112.00)         |
|  | 101-177-725-160 | Medical Insurance          | 17,089.00             | 17,201.00             | 112.00           |
|  | 101-200-825-310 | Audit                      | 110,000.00            | 112,275.00            | 2,275.00         |
|  | 101-200-825-395 | Accummed                   | 32,070.00             | 44,070.00             | 12,000.00        |
|  | 101-200-825-450 | Insurance & Casualty       | 375,000.00            | 360,725.00            | (14,275.00)      |
|  | 101-200-825-920 | Water                      | 6,000.00              | 6,300.00              | 300.00           |
|  | 101-200-825-930 | Heat (Gas)                 | 1,800.00              | 1,500.00              | (300.00)         |
|  | 101-209-725-110 | Salary (Assessor)          | 48,920.37             | 49,545.37             | 625.00           |
|  | 101-209-750-230 | Postage                    | 10,360.00             | 9,535.00              | (825.00)         |
|  | 101-209-825-346 | DCA-Certifications         | 2,000.00              | 2,200.00              | 200.00           |
|  | 101-215-725-110 | Salary (Clerk)             | 109,641.38            | 109,441.38            | (200.00)         |
|  | 101-215-725-120 | Overtime                   | 1,000.00              | 1,100.00              | 100.00           |
|  | 101-215-825-370 | Copier Agreement           | 11,000.00             | 11,100.00             | 100.00           |
|  | 101-253-725-110 | Salary (Treasurer)         | 56,368.34             | 53,368.34             | (3,000.00)       |
|  | 101-253-725-115 | Salary-PT                  | 9,568.00              | 12,568.00             | 3,000.00         |
| Total Increase/(Decrease) in Expenses/(Revenues) |                 |                            |                       |                       | -                |

**Adjust various Mayor, Court, Finance, IT, General Government, Assessor, Clerk and Treasurer Departments line items.**

|              |                 |                               |              |              |             |
|--------------|-----------------|-------------------------------|--------------|--------------|-------------|
| General Fund | 101-301-725-110 | Salary (Police)               | 2,367,444.60 | 2,332,444.60 | (35,000.00) |
|              | 101-301-725-120 | Overtime                      | 120,000.00   | 155,000.00   | 35,000.00   |
|              | 101-301-825-910 | Electric                      | 100,000.00   | 103,000.00   | 3,000.00    |
|              | 101-301-825-930 | Heat (Gas)                    | 15,000.00    | 12,000.00    | (3,000.00)  |
|              | 101-302-725-110 | Salary (DCD)                  | 321,423.04   | 312,373.04   | (9,050.00)  |
|              | 101-302-725-115 | Salary-PT                     | 130,000.00   | 139,000.00   | 9,000.00    |
|              | 101-302-725-150 | FICA                          | 39,889.25    | 39,939.25    | 50.00       |
|              | 101-303-725-115 | Salary-PT (DCAC)              | 53,690.00    | 47,490.00    | (6,200.00)  |
|              | 101-303-725-120 | Overtime                      | 3,200.00     | 8,900.00     | 5,700.00    |
|              | 101-303-725-160 | Medical Insurance             | 17,633.00    | 18,033.00    | 400.00      |
|              | 101-303-825-430 | Equipment/Vehicle Maintenance | 5,000.00     | 5,100.00     | 100.00      |
|              | 101-303-825-910 | Electric                      | 8,000.00     | 9,200.00     | 1,200.00    |
|              | 101-303-825-930 | Heat (Gas)                    | 5,000.00     | 3,800.00     | (1,200.00)  |

City of Wyandotte  
Attachment A  
Budget Amendments  
September 22, 2016

2016 Fiscal Year

| Fund | Account         | Account Description                  | Current Budget Amount | Amended Budget Amount | Amendment/Change |
|------|-----------------|--------------------------------------|-----------------------|-----------------------|------------------|
|      | 101-336-725-120 | Overtime (Fire)                      | 100,000.00            | 87,500.00             | (12,500.00)      |
|      | 101-336-725-145 | Retirement Contribution-DB           | 850,221.80            | 862,721.80            | 12,500.00        |
|      | 101-440-725-115 | Salaries-Seasonal (PT) (Engineering) | 54,280.00             | 44,855.00             | (9,425.00)       |
|      | 101-440-725-145 | Retirement Contribution-DB           | 142,191.04            | 151,116.04            | 8,925.00         |
|      | 101-440-725-167 | Retiree Health Insurance Plan (RHS)  | 1,300.00              | 1,800.00              | 500.00           |
|      | 101-440-750-210 | Office Supplies                      | 16,000.00             | 13,620.00             | (2,380.00)       |
|      | 101-440-825-375 | Computer Services-DMS                | 1,500.00              | 2,205.00              | 705.00           |
|      | 101-440-825-390 | Copier                               | 7,800.00              | 9,475.00              | 1,675.00         |
|      | 101-448-725-110 | Salary (DPS)                         | 678,478.44            | 675,778.44            | (2,700.00)       |
|      | 101-448-725-167 | Retiree Health Care (RHS Plan)       | 3,900.00              | 6,600.00              | 2,700.00         |
|      | 101-750-725-110 | Salary (Recreation)                  | 130,521.62            | 129,821.62            | (700.00)         |
|      | 101-750-725-167 | Retiree Health Care (RHS Plan)       | 1,300.00              | 2,000.00              | 700.00           |
|      | 101-800-825-920 | Water (Museum)                       | 1,675.00              | 2,775.00              | 1,100.00         |
|      | 101-800-825-930 | Heat (Gas)                           | 10,200.00             | 9,100.00              | (1,100.00)       |
|      | 101-810-725-120 | Overtime (Planning Commission)       | 4,000.00              | 4,760.00              | 760.00           |
|      | 101-810-725-150 | FICA                                 | 306.00                | -                     | (306.00)         |
|      | 101-810-825-390 | Consultants                          | 8,400.00              | 7,946.00              | (454.00)         |

Total Increase/(Decrease) in Expenses/(Revenues)

-

**Amend various Police, DCD, DCAC, Fire, Engineering, DPS, Recreation and Museum Departments line items.**

|                            |                 |                          |           |           |            |
|----------------------------|-----------------|--------------------------|-----------|-----------|------------|
| Drug Forfeiture Fund       | 265-301-925-730 | Other Expenses-State     | 33,000.00 | 32,775.00 | (225.00)   |
|                            | 265-301-925-745 | OMNIBUS Forfeitures      | -         | 225.00    | 225.00     |
| Special Events Fund        | 285-225-925-819 | Sister City Program      | 5,000.00  | 3,800.00  | (1,200.00) |
|                            | 285-225-925-825 | Christmas Parade         | 7,000.00  | 8,200.00  | 1,200.00   |
| DDA-TIF Fund               | 499-200-725-110 | Salary                   | 35,768.41 | 34,368.41 | (1,400.00) |
|                            | 499-200-725-115 | Seasonal Salary-PT       | 17,200.00 | 15,600.00 | (1,600.00) |
|                            | 499-200-725-150 | FICA                     | 4,052.08  | 3,652.08  | (400.00)   |
|                            | 499-200-725-160 | Medical Insurance        | 4,256.17  | 7,656.17  | 3,400.00   |
| Municipal Golf Course Fund | 525-750-750-255 | Credit Card Fees/Expense | 4,700.00  | 6,000.00  | 1,300.00   |
|                            | 525-750-825-930 | Heat (Gas)               | 9,400.00  | 8,100.00  | (1,300.00) |

Total Increase/(Decrease) in Expenses/(Revenues)

-

**Amend Drug Forfeiture, Special Events, DDA-TIF and Golf Course Funds line items.**

**OFFICIALS**

**Lawrence S. Stec**  
CITY CLERK

**Todd M. Browning**  
CITY TREASURER

**Thomas Woodruff**  
CITY ASSESSOR



**MAYOR**  
Joseph R. Peterson

**COUNCIL**  
Sheri M. Sutherby-Fricke  
Daniel E. Galeski  
Ted Miciura, Jr.  
Leonard T. Sabuda  
Donald Schultz  
Kevin VanBoxell

**TODD A. DRYSDALE, C.P.A.**  
CITY ADMINISTRATOR

**DATE:** August 10, 2016  
**TO:** Charles Mix, Chairman  
**FROM:** Todd A. Drysdale, City Administrator *T. Drysdale*  
**RE:** 2016 FISCAL YEAR BUDGET AMENDMENT

Attached you will a budget amendment that needs to be recommended and/or approved by the Authority. The project to renovate the Bishop Park Lighting was budgeted in 2015 but was not completed until recently. The previously budgeted amount went unspent in the 2015 FY.

The formal process for budget amendments to the TIFA Consolidated Fund includes 1) a recommendation from the TIFA board to the City Council, 2) approval by the City Council, and 3) approval by the TIFA board.

PERIOD ENDING 09/30/2015

| GL NUMBER  | DESCRIPTION                       | 2014-15            |                           | YTD BALANCE<br>09/30/2015 | AVAILABLE<br>BALANCE | % BDGT<br>USED | END BALANCE<br>09/30/2014 |
|--|-----------------------------------|--------------------|---------------------------|---------------------------|----------------------|----------------|---------------------------|
|  |                                   | ORIGINAL<br>BUDGET | 2014-15<br>AMENDED BUDGET |                           |                      |                |                           |
| Fund 492 - TIFA Consolidated Fund                |                                   |                    |                           |                           |                      |                |                           |
| Revenues   |                                   |                    |                           |                           |                      |                |                           |
| Dept 000-Non-Departmental                        |                                   |                    |                           |                           |                      |                |                           |
| 492-000-411-060                                  | Taxes-TIFA Capture                | 2,393,261.00       | 2,393,261.00              | 2,383,401.82              | 9,859.18             | 99.59          | 2,274,979.02              |
| 492-000-411-062                                  | TAXES-SMALL TAXPAYER LOSS         | 0.00               | 0.00                      | 84,871.61                 | (84,871.61)          | 100.00         | 0.00                      |
| 492-000-650-040                                  | Misc Fees-Sale of Property        | 60,000.00          | 60,000.00                 | 45,178.96                 | 14,821.04            | 75.30          | 82,585.00                 |
| 492-000-655-010                                  | Interest Earnings                 | 2,500.00           | 2,500.00                  | 91.72                     | 2,408.28             | 3.67           | 2,187.17                  |
| 492-000-655-020                                  | Misc Receipts-Ameritech Lease     | 6,600.00           | 6,600.00                  | 0.00                      | 6,600.00             | 0.00           | 6,600.00                  |
| 492-000-655-050                                  | Misc Receipts-L/C Payments        | 2,725.00           | 2,725.00                  | 3,223.06                  | (498.06)             | 118.28         | 3,375.05                  |
| 492-000-655-060                                  | MISC RECEIPTS-HARRISON            | 0.00               | 0.00                      | 181.67                    | (181.67)             | 100.00         | 0.00                      |
| 492-000-691-010                                  | Operating Transfers               | 0.00               | 0.00                      | (702,693.80)              | 702,693.80           | 100.00         | (770,531.36)              |
| 492-000-691-012                                  | OPERATING TRANSFERS-BRDA          | 0.00               | (100,000.00)              | (100,000.00)              | 0.00                 | 100.00         | 0.00                      |
| Total Dept 000-Non-Departmental                  |                                   | 2,465,086.00       | 2,365,086.00              | 1,714,255.04              | 650,830.96           | 72.48          | 1,599,194.88              |
| TOTAL Revenues                                   |                                   | 2,465,086.00       | 2,365,086.00              | 1,714,255.04              | 650,830.96           | 72.48          | 1,599,194.88              |
| Expenditures                                     |                                   |                    |                           |                           |                      |                |                           |
| Dept 200-General Government Administration       |                                   |                    |                           |                           |                      |                |                           |
| 492-200-825-330                                  | Legal Fees                        | 0.00               | 428.00                    | 427.12                    | 0.88                 | 99.79          | 1,579.96                  |
| 492-200-825-460                                  | Resurfacing                       | 750,000.00         | 750,000.00                | 0.00                      | 750,000.00           | 0.00           | 0.00                      |
| 492-200-850-519                                  | Land Purchases                    | 500,000.00         | 559,204.28                | 140,711.53                | 418,492.75           | 25.16          | 267,712.51                |
| 492-200-850-520                                  | Property Maintenance              | 31,000.00          | 31,000.00                 | 28,365.70                 | 2,634.30             | 91.50          | 26,536.59                 |
| 492-200-850-524                                  | Recreation-City Parks             | 111,000.00         | 111,000.00                | 85,278.97                 | 25,721.03            | 76.83          | 57,926.39                 |
| 492-200-850-528                                  | Tree Maintenance                  | 50,000.00          | 50,000.00                 | 49,257.30                 | 742.70               | 98.51          | 40,050.00                 |
| 492-200-850-541                                  | DNR Grant (Marina)-Match          | 150,000.00         | 158,000.00                | 2,806.00                  | 155,194.00           | 1.78           | 0.00                      |
| 492-200-850-543                                  | Parking Lots                      | 270,792.00         | 435,792.00                | 394,898.50                | 40,893.50            | 90.62          | 0.00                      |
| 492-200-850-547                                  | Tree Planting-Berms               | 0.00               | 0.00                      | (242.15)                  | 242.15               | 100.00         | 6,317.15                  |
| 492-200-850-548                                  | Roof/Building Repairs             | 50,000.00          | 50,000.00                 | 25,549.00                 | 24,451.00            | 51.10          | 50,297.00                 |
| 492-200-850-549                                  | BISHOP PARK LIGHTING              | 150,000.00         | 150,000.00                | 36,459.65                 | 113,540.35           | 24.31          | 0.00                      |
| 492-200-925-770                                  | Taxes-Property/MTT Decisions      | 30,000.00          | 30,000.00                 | 14,343.14                 | 15,656.86            | 47.81          | 15,318.99                 |
| 492-200-925-795                                  | Market Value Adjustment           | 0.00               | 0.00                      | 38,266.20                 | (38,266.20)          | 100.00         | 90,967.80                 |
| 492-200-926-110                                  | Personal Services                 | 275,000.00         | 275,000.00                | 275,000.00                | 0.00                 | 100.00         | 275,000.00                |
| 492-200-926-613                                  | DEQ Loan Principal                | 92,388.00          | 92,388.00                 | 0.00                      | 92,388.00            | 0.00           | 13,727.00                 |
| 492-200-926-614                                  | DEQ Loan Interest                 | 2,079.00           | 2,079.00                  | 2,078.77                  | 0.23                 | 99.99          | 4,111.67                  |
| 492-200-926-615                                  | Wayne County (BRA) Loan Principal | 15,000.00          | 15,000.00                 | 15,000.00                 | 0.00                 | 100.00         | 15,000.00                 |
| 492-200-926-616                                  | Wayne County Loan (BRA) Interest  | 2,443.00           | 2,443.00                  | 2,347.00                  | 96.00                | 96.07          | 2,813.00                  |
| 492-200-926-617                                  | USEPA (BRA) Loan Principal        | 100,000.00         | 100,000.00                | 79,571.00                 | 20,429.00            | 79.57          | 0.00                      |
| 492-200-926-618                                  | USEPA (BRA) Loan Interest         | 12,116.00          | 12,116.00                 | 0.00                      | 12,116.00            | 0.00           | 0.00                      |
| 492-200-926-619                                  | Interest-Sheppard Note            | 0.00               | 0.00                      | 0.00                      | 0.00                 | 0.00           | 6,557.33                  |
| 492-200-926-620                                  | INTEREST-DEBT                     | 0.00               | 0.00                      | 2,604.00                  | (2,604.00)           | 100.00         | 5,363.00                  |
| Total Dept 200-General Government Administration |                                   | 2,591,818.00       | 2,824,450.28              | 1,192,721.73              | 1,631,728.55         | 42.23          | 879,278.39                |
| TOTAL Expenditures                               |                                   | 2,591,818.00       | 2,824,450.28              | 1,192,721.73              | 1,631,728.55         | 42.23          | 879,278.39                |
| Fund 492 - TIFA Consolidated Fund:               |                                   |                    |                           |                           |                      |                |                           |
| TOTAL REVENUES                                   |                                   | 2,465,086.00       | 2,365,086.00              | 1,714,255.04              | 650,830.96           | 72.48          | 1,599,194.88              |
| TOTAL EXPENDITURES                               |                                   | 2,591,818.00       | 2,824,450.28              | 1,192,721.73              | 1,631,728.55         | 42.23          | 879,278.39                |
| NET OF REVENUES & EXPENDITURES                   |                                   | (126,732.00)       | (459,364.28)              | 521,533.31                | (980,897.59)         | 113.53         | 719,916.49                |



# INVOICE

Customer #: 27261  
 Invoice Number: 0000001969  
 Service Date: 08/01/2016  
 Invoice Date: 08/03/2016

Due Date: 09/05/2016

|              |                    |
|--------------|--------------------|
| Balance Due: | <b>\$113450.35</b> |
|--------------|--------------------|

CITY OF WYANDOTTE- TIFA  
 TODD DRYSDALE  
 3200 BIDDLE AVE SUITE 300  
 WYANDOTTE, MI 48192

**NOTES:**

| Quantity | Description              | Unit Price | Amount      |
|----------|--------------------------|------------|-------------|
| 1.000    | BISHOP PARK LIGHT- FINAL | 113,450.35 | \$113450.35 |

*T. Drysdale*  
 492-200-850-549  
 8/9/16

Please include customer # on checks and make checks payable to:  
 DEPARTMENT OF MUNICIPAL SERVICES

For questions regarding this invoice,  
 please contact the Department of Municipal Services.

|                         |                    |
|-------------------------|--------------------|
| Total Invoice:          | \$113450.35        |
| Credits Applied:        | \$0.00             |
| Payments Applied:       | \$0.00             |
| <b>Invoice Balance:</b> | <b>\$113450.35</b> |

-----  
 Please keep top portion for your records  
 Please detach bottom portion and return with payment  
 -----

**REMIT PAYMENT TO:**  
 DEPARTMENT OF MUNICIPAL SERVICES  
 3200 BIDDLE AVENUE #100  
 WYANDOTTE, MI 48192

# REMITTANCE

Customer #: 27261  
 Invoice Number: 0000001969  
 Service Date: 08/01/2016  
 Invoice Date: 08/03/2016

Due Date: 09/05/2016

|              |                    |
|--------------|--------------------|
| Balance Due: | <b>\$113450.35</b> |
|--------------|--------------------|

**MAIL TO:**

CITY OF WYANDOTTE- TIFA  
 TODD DRYSDALE  
 3200 BIDDLE AVE SUITE 300  
 WYANDOTTE, MI 48192



| Date       | Invoice Number | Vendor                           | Amount Paid   | Paid by WMS   | Q                |
|------------|----------------|----------------------------------|---------------|---------------|------------------|
| 02/19/15   | 1887838        | Power Line Supply                | \$ 62,861.48  | Paid by WMS   | Q1               |
| 06/01/16   | 35911          | Home Depot                       | \$ 58.13      | Paid by WMS   | Q2               |
| 05/23/16   | 05232016       | Home Depot                       | \$ 43.62      | Paid by WMS   | Q2               |
| 05/18/16   | 56032423       | Power Line Supply                | \$ 54,247.14  | Paid by WMS   | Q2               |
| 05/23/16   | 56033925       | Power Line Supply                | \$ 150.00     | Paid by WMS   | Q2               |
| 06/10/16   | 476258-0       | Wyandotte Electric Supply        | \$ 49.23      | Paid by WMS   | Q2               |
| 06/08/16   | 16-1393-01     | Dans Excavating                  | \$ 54,250.00  | Paid by WMS   | Q2               |
| TBD        | TBD            | DANS REMAINING UNBILLED          | \$ 74,268.00  | Paid by WMS   | Q2               |
| 05/04/16   | 9461           | Nova Consultants                 | \$ 1,000.00   | Paid by WMS   | Q2               |
| 6/16/206   | MIDE768377     | Fastenal                         | \$ 17.77      | Paid by WMS   | Q2               |
| 06/09/16   | 228161         | US Ecology                       | \$ 1,350.21   | Paid by WMS   | Q2               |
| 06/07/2016 | JUNE2016       | MICRO MIXX OF MICHIGAN           | \$ 385.00     | Paid by WMS   | Q2               |
| 06/09/2016 | 228161         | EQ-THE ENVIRONMENTAL QUALITY CO. | \$ 1,350.21   | Paid by WMS   | Q2               |
| 06/13/2016 | 058107         | JERRY'S ACE HARDWARE             | \$ 14.22      | Paid by WMS   | Q2               |
| 06/19/2016 | 5014030        | HOME DEPOT CREDIT SERVICES       | \$ 43.62      | Paid by WMS   | Q2               |
| 06/23/2016 | 231085         | EQ-THE ENVIRONMENTAL QUALITY CO. | \$ 1,277.47   | Paid by WMS   | Q2               |
| 06/13/2016 | MIDE768273     | FASTENAL                         | \$ 117.85     | Paid by WMS   | Q2               |
| 06/13/2016 | MIDE768307     | FASTENAL                         | \$ 139.27     | Paid by WMS   | Q2               |
| 05/25/2016 | 56032423       | POWER LINE SUPPLY                | \$ 54,247.14  | Paid by WMS   | Q2               |
| 06/19/2016 | 6024575        | HOME DEPOT CREDIT SERVICES       | \$ 58.13      | Paid by WMS   | Q2               |
|            |                |                                  | \$ 305,928.49 | Total Budget  | Budget Remaining |
|            |                |                                  |               | \$ 310,000.00 | \$ 4,071.51      |

TIFA Cost Share

|          |      |                         |               |
|----------|------|-------------------------|---------------|
| 02/19/15 | 857  | Invoiced TIFA           | \$ 36,549.65  |
| 08/03/16 | 1969 | Invoiced TIFA           | \$ 113,450.35 |
|          |      | Total TIFA Contribution | \$ 150,000.00 |

# Wyandotte Fire Department

## Office of the Chief

### Memo

To: Bob Szczechowski  
From: Chief Jeffery Carley  
Date: August 15, 2016  
Re: Budget Amendment Request

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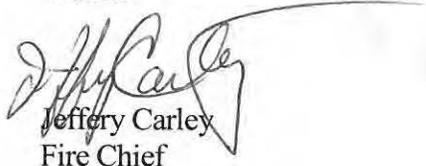
#### **Budget Amendment Request**

I am requesting a budget amendment to my FY 2016 Budget

Account 101-336-825-390 (copier) is currently at 16.61 to date. We will receive one additional bill in mid September. The highest we have paid this budget year is \$229.35 per month.

I am requesting that \$250.00 from account 101-336-750-210 (office supplies) to offset this short fall in account 101-336-825-390.

Thanks



Jeffery Carley  
Fire Chief

## COPIER BUDGET FISCAL YEAR 2015/2016

ACCOUNT #101-336-825-390

| <u>TOTAL</u> | <u>EXPENDITURE TO</u> | <u>EXPENDITURE FOR</u> | <u>AMOUNT</u> | <u>DATE</u> | <u>SUB-TOTAL</u> |
|--------------|-----------------------|------------------------|---------------|-------------|------------------|
| 2050.00      | KONICA MINOLTA        | MAINTENANCE            | 172.78        | 10/14/2015  | 1877.22          |
| 1877.22      | KONICA MINOLTA        | MAINTENANCE            | 197.46        | 11/11/2015  | 1679.76          |
| 1679.76      | KONICA MINOLTA        | MAINTENANCE            | 177.64        | 12/23/2015  | 1502.12          |
| 1502.12      | KONICA MINOLTA        | MAINTENANCE            | 208.23        | 1/20/2016   | 1293.89          |
| 1293.89      | KONICA MINOLTA        | MAINTENANCE            | 172.56        | 2/17/2016   | 1121.33          |
| 1121.33      | KONICA MINOLTA        | MAINTENANCE            | 156.51        | 3/14/2016   | 964.82           |
| 964.82       | KONICA MINOLTA        | MAINTENANCE            | 181.53        | 4/13/2016   | 783.29           |
| 783.29       | KONICA MINOLTA        | MAINTENANCE            | 157.08        | 5/11/2016   | 626.21           |
| 626.21       | KONICA MINOLTA        | MAINTENANCE            | 167.24        | 6/22/2016   | 458.97           |
| 458.97       | KONICA MINOLTA        | MAINTENANCE            | 229.35        | 7/20/2016   | 229.62           |
| 229.62       | KONICA MINOLTA        | MAINTENANCE            | 213.01        | 8/17/2016   | 16.61            |

# MEMORANDUM

**DATE:** August 23, 2016

**TO:** Robert J. Szczechowski, A/Finance Director

**FROM:** Stacie Nevalo – 27<sup>th</sup> District Court Administrator

**RE:** Budget Amendment

---

The Court is requesting the following budget amendment and transfer of funds:

\$1,700.00 to ACCT #101-136-825-450 Insurance and Bond

\$1,700.00 from ACCT#101-136-850-510 Office Equipment

\*\*\*\*Judge Kalmbach Liability Insurance reimbursement\*\*\*\*

Funds are available in the above account for the requested transfers. Total funds to be transferred \$1,700.00.

Please contact me if you have any questions, thank you.

# MEMORANDUM

**DATE:** September 01, 2016

**TO:** Robert J. Szczechowski, A/Finance Director

**FROM:** Stacie Nevalo – 27<sup>th</sup> District Court Administrator

**RE:** Budget Amendment

---

The Court is requesting the following budget amendment and transfer of funds:

\$1,000.00 to ACCT #101-136-750-210 Office Supplies

\$1,000.00 from ACCT#101-136-850-510 Office Equipment

\$1,500.00 to ACCT #101-136-750-224 Subscriptions

\$1,500.00 from ACCT # 101-136-850-510 Office Equipment

Funds are available in the above account for the requested transfers. Total funds to be transferred \$2,500.00.

Please contact me if you have any questions, thank you.

## **bob szczechowski**

---

**From:** Beth Lekity <blekity@wyan.org>  
**Sent:** Tuesday, August 23, 2016 2:09 PM  
**To:** 'bob szczechowski'  
**Cc:** 'Larry Stec'; ktrudell@wyan.org  
**Subject:** RE: Budget Amendment Requests

Hi, Bob.

I just wanted to check in on the requested budget amendment below. In the last budget to actual, it showed the two accounts (Education/Training and Contractual Services) being in need of coverage from somewhere else and I wanted to be sure this would be included in the packet sent to Council with the next batch of amendments. I did not see them in the August 15 batch of amendments if that helps at all. Please advise when you can.

Thank you!  
Beth

---

**From:** bob szczechowski [<mailto:bszczechowski@wyan.org>]  
**Sent:** Thursday, July 21, 2016 2:40 PM  
**To:** 'Beth Lekity'  
**Cc:** 'Larry Stec'; ktrudell@wyan.org  
**Subject:** RE: Budget Amendment Requests

Go ahead and enter the invoice to pay. We will do the budget amendments. Just be sure not to go over budget in the accounts you are transferring funds from.

If there is a problem when you enter the invoices let me know. But Kathy is copied on this email and she will know there are budget amendments pending.

Robert J. Szczechowski  
Deputy Treasurer/Asst. Finance Director  
City of Wyandotte  
3200 Biddle Avenue, Suite 300  
Wyandotte, MI 48192  
Tel: 734-324-4542  
Fax: 734-324-4519

[www.wyandotte.net](http://www.wyandotte.net)

---

**From:** Beth Lekity [<mailto:blekity@wyan.org>]  
**Sent:** Thursday, July 21, 2016 1:23 PM  
**To:** 'bob szczechowski'  
**Cc:** 'Larry Stec'  
**Subject:** Budget Amendment Requests  
**Importance:** High

Hi, Bob.

In looking over our GL accounts, I noticed that we were \$111.36 in the red in our Education and Training account. Is that something that we need to find funds to cover from our other 840 accounts?

If so, I'd like to request the following budget amendments:

\$111.36 from account #101-840-825-350 (Printing) to #101-840-925-720 (Education & Training) to cover deficit.

\$123.55 from account #101-840-825-350 (Printing) to #101-840-825-490 (Contractual Services) to partially cover an invoice that I received for our test deck creation and testing of our election equipment.

\$175.85 from account #101-840-825-360 (Legal Notice) to #101-840-825-490 (Contractual Services) to cover the rest of the invoice for election equipment testing.

Please advise at your earliest convenience should I need to do something differently to request these amendments. I would like to enter the above referenced invoice into AP in time to pay out by the next check run if possible but am not sure if I can enter the invoice before the amounts exist where they need to. I appreciate any help/advice you have to offer.

Thank you!

*Beth Lekity*

Deputy City Clerk  
City of Wyandotte  
3200 Biddle Avenue  
Wyandotte, MI 48192  
(734) 324-4560

**bob szczechowski**

---

**From:** Beth Lekity <blekity@wyan.org>  
**Sent:** Thursday, September 01, 2016 1:29 PM  
**To:** 'bob szczechowski'; ktrudell@wyan.org  
**Cc:** 'Lawrence Stecc'; 'Janice Hochberg'  
**Subject:** Budget Amendment Request - Clerk's Office

Hi, Bob.

During our office's execution of our physical election inventory, we found that we are in need of additional supplies. We are requesting a budget amendment involving the following accounts:

Transfer From: 101-215-750-210 Clerk-Office Supplies  
Transfer To: 101-810-750-220 Election Commission-Operating Expenses  
In the amount of: \$1,000

Please advise if you need additional information.

Thank you!  
Beth

*Beth Lekity*  
Deputy City Clerk  
City of Wyandotte  
3200 Biddle Avenue  
Wyandotte, MI 48192  
(734) 324-4560

**bob szczechowski**

---

**From:** Beth Lekity <blekity@wyan.org>  
**Sent:** Friday, September 02, 2016 2:56 PM  
**To:** 'bob szczechowski'; ktrudell@wyan.org  
**Cc:** lstec@wyandotte.org  
**Subject:** Budget Amendment

Hi, Bob.

We are requesting a transfer of funds for the payment of our August polling locations. Can you please transfer funds:

FROM: 101-840-725-110 (Election Commission Salary)  
TO: 101-840-825-490 (Election Commission – Contractual Services)

In the amount of \$1000.

Please advise.

Thank you,  
Beth

*Beth Lekity*

Deputy City Clerk  
City of Wyandotte  
3200 Biddle Avenue  
Wyandotte, MI 48192  
(734) 324-4560

**bob szczechowski**

---

**From:** Mark Kowalewski <mkowalewski@wyandotte.net>  
**Sent:** Tuesday, August 23, 2016 4:06 PM  
**To:** 'bob szczechowski'  
**Cc:** Jesus Plasencia; Peggy Green  
**Subject:** FW: Tax Bills for City Hall  
**Attachments:** tax invoices.pdf

Bob,

Please process budget amendment.

Mark A. Kowalewski, PE  
City Engineer  
City of Wyandotte  
3200 Biddle, suite 200  
Wyandotte, MI 48192  
1-734-324-4554

---

**From:** Jesus Plasencia [<mailto:jplasencia@wyan.org>]  
**Sent:** Tuesday, August 23, 2016 1:48 PM  
**To:** [mkowalewski@wyan.org](mailto:mkowalewski@wyan.org)  
**Cc:** 'Engineering1'  
**Subject:** Tax Bills for City Hall

Mark

Per our discussion, the property tax statements received on 08/12/16 will push account #530-444-925-770 over budget.

|                |                   |
|----------------|-------------------|
| Balance        | \$7,510.13        |
| Invoice        | \$ 624.72         |
| <u>Invoice</u> | <u>\$9,435.46</u> |
| <b>Overage</b> | <b>\$2,599.25</b> |

Please see the enclosed for further detail.  
Thank you.

Jesus R. Plasencia, P.E.  
City of Wyandotte  
Department of Engineering and Buildings  
3200 Biddle Avenue, Suite 200  
Wyandotte, Michigan 48192  
734-324-4558

**bob szczechowski**

---

**From:** Mark Kowalewski <mkowalewski@wyandotte.net>  
**Sent:** Wednesday, August 24, 2016 9:05 AM  
**To:** 'bob szczechowski'  
**Cc:** 'Peggy Green'; 'Kelly Roberts'; 'Claude Marcoux'; 'Paul LaManes'  
**Subject:** RE: Budget Amendment

Bob,

Please process a budget amendment as follows:

TIFA property maintenance, Account # 492-200-855-520: +\$3,000.00

TIFA Land Purchase, Account #492-200-850-519: -\$3,000.00

Thanks,

Mark A. Kowalewski, PE

City Engineer

City of Wyandotte

3200 Biddle, suite 200

Wyandotte, MI 48192

1-734-324-4554

**bob szczechowski**

---

**From:** Mark Kowalewski <mkowalewski@wyandotte.net>  
**Sent:** Friday, August 26, 2016 3:40 PM  
**To:** 'bob szczechowski'  
**Cc:** Gary Ellison; Leanne Daniels; Peggy Green  
**Subject:** budget amendment seasonals @ DPS

Bob,

Please process the following budget amendment:

DPS-salary-seasonal[PT] account # 101 448 725 115: + \$20,000

DPS-overtime account # 101 448 725 120: -\$20,000

Thanks,

Mark A. Kowalewski, PE  
City Engineer  
City of Wyandotte  
3200 Biddle,suite 200  
Wyandotte, MI 48192  
1-734-324-4554

**bob szczechowski**

---

**From:** Mark Kowalewski <mkowalewski@wyandotte.net>  
**Sent:** Thursday, September 01, 2016 9:22 AM  
**To:** 'bob szczechowski'  
**Cc:** Peggy Green; Kelly Roberts; Greg Meyring; Kathy Trudell  
**Subject:** Budget Amendment

Bob,

Please process the following budget amendments:

1]CDBG carry forward from previous year's budget-

Housing Rehabilitation revenue: 283-000-516-112 \$20,000.

Housing Rehabilitation expenditure: 283-200-875-720 \$20,000.

2] Add to Major Street Fund Traffic Signals from fund balance: 202-440-825-420 \$3,000.

Thanks,

Mark A. Kowalewski, PE  
City Engineer  
City of Wyandotte  
3200 Biddle,suite 200  
Wyandotte, MI 48192  
1-734-324-4554

## bob szczechowski

---

**From:** Kelly Roberts <kroberts@wyan.org>  
**Sent:** Monday, September 19, 2016 4:53 PM  
**To:** Bob Szczechowski  
**Subject:** FW: Budget Amendment

Kelly Roberts  
Development Coordinator  
City of Wyandotte  
3200 Biddle Avenue 2<sup>nd</sup> Floor  
Wyandotte, MI 48192  
Direct No. 734-324-4555  
Fax No. 734-556-3179

---

**From:** Kelly Roberts [<mailto:kroberts@wyan.org>]  
**Sent:** Monday, September 19, 2016 2:59 PM  
**To:** 'mkowalewski@wyan.org'  
**Subject:** Budget Amendment

We need to do a budget amendment for Mechanical Inspections it is over budget \$336.66. It is ok if I sent the following to Bob:

Please process the following budget amendment:  
Expense: C of C 101-440-825-493 : add \$1,500  
Revenue: Upon Sale 101-000-471-017 : add \$1,500

This should cover the rest of the budget year.

Thanks,

Kelly Roberts  
Development Coordinator  
City of Wyandotte  
3200 Biddle Avenue 2<sup>nd</sup> Floor  
Wyandotte, MI 48192  
Direct No. 734-324-4555  
Fax No. 734-556-3179

**bob szczechowski**

---

**From:** Mark Kowalewski <mkowalewski@wyandotte.net>  
**Sent:** Tuesday, September 20, 2016 4:35 PM  
**To:** 'bob szczechowski'  
**Cc:** 'dave rothermal'; Gary Ellison; Peggy Green  
**Subject:** RE: police car budget

Bob,

Please process the following budget amendment:

|   |                 |             |
|---|-----------------|-------------|
| DPS, Garage Equipment Maintenance       | 101-448-825-432 | -\$5,000.00 |
| DPS, Garage Police Vehicles Maintenance | 101-448-825-430 | +\$5,000.00 |

Mark A. Kowalewski, PE  
City Engineer  
City of Wyandotte  
3200 Biddle, suite 200  
Wyandotte, MI 48192  
1-734-324-4554

## bob szczechowski

---

**From:** Mark Kowalewski <mkowalewski@wyandotte.net>  
**Sent:** Wednesday, September 21, 2016 11:14 AM  
**To:** 'bob szczechowski'  
**Cc:** Jesus Plasencia; Peggy Green; Kathy Trudell  
**Subject:** RE: City Hall Cleaning Account 530-444-825-215

Bob,

I would recommend increasing account 530-444-825-215 since it is specific for cleaning. This way we can easily determine past cleaning costs and not look in different accounts. My mistake for wrong account # on Council Resolution.

Bldg. Rental Fund-Cleaning Bank Bldg. 530-444-825-215 +\$5,000  
Bldg. Rental Fund-Maintenance Bank Bldg. 530-444-825-420 -\$5,000

Mark A. Kowalewski, PE  
City Engineer  
City of Wyandotte  
3200 Biddle, suite 200  
Wyandotte, MI 48192  
1-734-324-4554

---

**From:** bob szczechowski [<mailto:bszczechowski@wyan.org>]  
**Sent:** Wednesday, September 21, 2016 8:04 AM  
**To:** [mkowalewski@wyan.org](mailto:mkowalewski@wyan.org)  
**Subject:** RE: City Hall Cleaning Account 530-444-825-215

The resolution states that the work will be funded from the City Hall maintenance budget account 530-444-825-420. From what you sent below, should we be increasing or decreasing the 530-444-825-420 Maintenance account?

Robert J. Szczechowski  
Deputy Treasurer/Asst. Finance Director  
City of Wyandotte  
3200 Biddle Avenue, Suite 300  
Wyandotte, MI 48192  
Tel: 734-324-4542  
Fax: 734-324-4519

[www.wyandotte.net](http://www.wyandotte.net)

---

**From:** Mark Kowalewski [<mailto:mkowalewski@wyandotte.net>]  
**Sent:** Tuesday, September 20, 2016 5:41 PM  
**To:** 'bob szczechowski'  
**Cc:** Jesus Plasencia; Peggy Green; Kathy Trudell  
**Subject:** FW: City Hall Cleaning Account 530-444-825-215

Bob,

Please process budget amendment:  
Bldg. Rental Fund-Cleaning Bank Bldg. 530-444-825-215 +\$5,000

Bldg. Rental Fund-Maintenance Bank Bldg. 530-444-825-420 -\$5,000

Mark A. Kowalewski, PE  
City Engineer  
City of Wyandotte  
3200 Biddle, suite 200  
Wyandotte, MI 48192  
1-734-324-4554

**bob szczechowski**

---

**From:** Mark Kowalewski <mkowalewski@wyandotte.net>  
**Sent:** Wednesday, September 21, 2016 11:42 AM  
**To:** 'bob szczechowski'  
**Cc:** David Rothermal; Peggy Green; Leanne Daniels; Kathy Trudell  
**Subject:** Budget Amendment

Bob,

Please process the following budget amendment:

Solid Waste Fund, Rubbish Dumping Fee, account # 290-448-825-480: +\$20,000.00  
Solid Waste Fund, Rubbish Collection Fee ,account # 290-448-825-470: -\$20,000.00

Thanks,  
Mark A. Kowalewski, PE  
City Engineer  
City of Wyandotte  
3200 Biddle,suite 200  
Wyandotte, MI 48192  
1-734-324-4554

**bob szczechowski**

---

**From:** Heather Thiede <hthiede@wyan.org>  
**Sent:** Wednesday, August 24, 2016 11:26 AM  
**To:** bszczechowski@wyan.org  
**Subject:** WSAF Lemonade Amendment

Bob -

Please see the below accounts and amount increased that I would like to amend the budgets below.

| <b>Amount</b> | <b>Event</b>  | <b>Revenue Account</b> | <b>Expenditure Account</b> |
|---------------|---------------|------------------------|----------------------------|
| \$2,500.00    | WSAF Lemonade | 285-000-655-072        | 285-225-925-861            |

Thank you very much!!

Heather

Heather A. Thiede  
Special Events Coordinator  
Department of Recreation, Leisure and Culture  
2624 Biddle Avenue  
Wyandotte, Michigan 48192  
Phone – 734-324-4502  
Fax – 734-324-7283  
[www.wyandotte.net](http://www.wyandotte.net)  
[www.wyandottestreetartfair.org](http://www.wyandottestreetartfair.org)

# City of Wyandotte

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## Interdepartmental Communication

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DATE: August 19, 2016  
TO: Bob Szczechowski, Finance  
FROM: Laura Allen, Administrative Assistant  
SUBJECT: Transfer of Funds  
CC: Chief of Police Daniel J. Grant

---

Bob, we would like to transfer the following amounts:

Please **take** \$650.00 from the Operating account # 101-301-750-220 and **transfer** the \$650.00 to the Premium Pay Fitness account # 101-301-725-118.

Please **take** \$10,000 from the Education account # 101-302-925-720, \$10,000 from the Equipment Maintenance account # 101-302-825-430, and \$10,000 from the Miscellaneous account # 101-302-925-790 and **transfer** the \$30,000 to the Salary P/T account # 101-302-725-115.

Please advise if there are any problems with this requests.

If you have any questions, please call me at ext. 4424. Otherwise, thank you for your assistance.

Sincerely,

Laura Allen

# City of Wyandotte

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## Interdepartmental Communication

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DATE: September 8, 2016  
TO: Bob Szczechowski, Finance  
FROM: Laura Allen, Administrative Assistant  
SUBJECT: **Transfer of Funds**  
CC: Chief of Police Daniel J. Grant

---

Bob, we would like to transfer the following amount:

Please **take** \$1,900.00 from the Operating account # 101-301-750-220 and **transfer** the \$1,900.00 to the Prisoner Care account # 101-301-825-330.

Please **take** \$174.12 from the Operating account # 101-3325-750-220 and **transfer** the \$174.12 to the Uniforms account # 101-325-725-190.

Please advise if there are any problems with this request.

If you have any questions, please call me at ext. 4424. Otherwise, thank you for your assistance.

Sincerely,

Laura Allen

# City of Wyandotte

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## Interdepartmental Communication

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DATE: September 8, 2016  
TO: Bob Szczechowski, Finance  
FROM: Laura Allen, Administrative Assistant  
SUBJECT: **Transfer of Funds**  
CC: Chief of Police Daniel J. Grant

---

Bob, we would like to transfer the following amount:

Please **take** \$1,500.00 from the Gas & Oil Account # 101-303-750-261 and **transfer** the \$1,500.00 to the Operating account # 101-303-825-220.

Please advise if there are any problems with this request.

If you have any questions, please call me at ext. 4424. Otherwise, thank you for your assistance.

Sincerely,

Laura Allen

OFFICIALS

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
TREASURER

Thomas Woodruff  
CITY ASSESSOR



MAYOR  
Joseph R. Peterson

COUNCIL  
Sheri M. Sutherby-Fricke  
Daniel E. Galeski  
Ted Micuira Jr.  
Leonard T. Sabuda  
Donald Schultz  
Kevin VanBoxell

WYANDOTTE MUSEUMS

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Date: Monday, September 12, 2016  
To: City of Wyandotte Finance Department/Bob Szczechowski  
Re: Budget Amendment- Account Transfer

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Bob,

As per the budget-to-actuals distributed on September 8, 2016 and in light of the end of the 2016 FY, please transfer the following:

| <i>Amount</i> | <i>From Account</i> | <i>To Account</i> | <i>Description</i>  |
|---------------|---------------------|-------------------|---|
| \$1,144.17    | 101.800.725.110     | 101.800.725.120   | Art Fair overtime for full time staff   |
| \$4,000.00    | 101.800.725.110     | 101.800.725.115   | Funds to partially reimburse for employee (S. Jordan) serving in the capacity of Interim Museum Director from 1/4/2016 – 6/26/2016. |
| \$2,602.70    | 101.800.725.155     | 101.800.725.120   | Art Fair overtime for part time staff   |

Should you have any questions, please let me know, and thank you very much!

Thank you,

*Sarah Jordan*

**OFFICIALS**

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER

Thomas R. Woodruff  
CITY ASSESSOR



**MAYOR**  
Joseph R. Peterson

**COUNCIL**  
Sheri Sutherby Fricke  
Daniel E. Galeski  
Ted Miciura, Jr.  
Leonard T. Sabuda  
Donald C. Schultz  
Kevin VanBoxell

**JUSTIN N. LANAGAN**  
SUPERINTENDENT OF RECREATION  
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

Date: September 14<sup>th</sup>, 2016  
To: Robert Szczechowksi  
Department of Financial & Administrative Services  
From: Justin Lanagan  
Recreation Superintendent  
Re: Budget Transfers

Please transfer the following:

\$1,500 from **101-750-825-930** Rec Heat to **101-750-725-190** Uniforms

Terry Martin retired during the fiscal year and Chet Potoczek received a prorated portion as a new hire

\$475 from **101-755-725-115** Rec PT Salary to **101-755-825-910** Electric

There had been multiple light poles in the parking lot that had not been working for sometime, once fixed the energy consumption increased

*825-420*

\$1500 from **101-756-750-220** Yack Maint. to **101-756-750-225** Yack Concesion

Sales were higher than expected and we needed to purchase more stock. Revenues will surpass projections by more than \$5,000

\$1,950 from **525-750-825-930** Golf Heat to **525-750-825-910** Golf Electric

Due to the extremely dry and hot summer, we were forced to water the course more than usual. Irrigation pumps ran more than usual driving up energy use

## OFFICIALS

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER

Thomas R. Woodruff  
CITY ASSESSOR



## MAYOR

Joseph R. Peterson

## COUNCIL

Sheri Sutherby Fricke  
Daniel E. Galeski  
Ted Miciura, Jr.  
Leonard T. Sabuda  
Donald C. Schultz  
Kevin VanBoxell

JUSTIN N. LANAGAN  
SUPERINTENDENT OF RECREATION  
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

\$150 from 525-750-825-930 Golf Heat to 525-750-825-350 Golf Printing

Ordered new scorecards which supplied us for the current year and will carry over into next season

\$160 from 525-750-825-930 Golf Heat to 525-750-750-230 Beer/Wine License

Added Sunday AM sales to our current license resulting in an additional charge

CITY OF WYANDOTTE  
REQUEST FOR COUNCIL ACTION

MEETING DATE: September 26<sup>th</sup>, 2016

AGENDA ITEM # 8

**ITEM:** Wayne County Parks Grant Agreement

**PRESENTER:** Justin Lanagan, Superintendent of Recreation

**INDIVIDUALS IN ATTENDANCE:** Justin Lanagan, Superintendent of Recreation

**BACKGROUND:** The Wayne County Parks Division has allocated \$50,000 for various park improvements to be made in the city of Wyandotte. I submitted a list of possible projects and the renovation/updating of the bathroom facilities at Bishop Park was selected. The list of improvements can be found in Exhibit B. The Bishop Park Bathrooms are over 30 years old and despite looking good for their age are due for some energy efficient and cosmetic upgrades.

I am asking to accept the grant from the county so that we may move forward with the project. Once accepted, the scope of the work will be put out for bid.

**STRATEGIC PLAN/GOALS:** To provide the finest services and quality of life

**ACTION REQUESTED:** Concur with the Superintendent of Recreation's recommendation have the Mayor and City Clerk sign the agreement to accept the grant from the Wayne County Parks Division in the amount of \$50,000.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** None

**IMPLEMENTATION PLAN:** If approved, will work with the Engineering Department to write of the specs of the project and advertise on the MITN.

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:** *SDupdal*

**LEGAL COUNSEL'S RECOMMENDATION:** Approved by Bill Look.

**MAYOR'S RECOMMENDATION:** *ALL*

**LIST OF ATTACHMENTS:** 1) County Agreement with Exhibits A-D

**RESOLUTION:**

Wyandotte, Michigan  
Date: September 26<sup>th</sup>, 2016

RESOLUTION by Council Member \_\_\_\_\_

**RESOLVED by the City Council that Council hereby approves the acceptance of the Wayne County Parks Division Grant in the amount of \$50,000; AND FURTHERMORE authorizes the Mayor and City Clerk to sign the agreement.**

I move the adoption of the foregoing resolution.

MOTION by  
Councilmen \_\_\_\_\_

Supported by Councilman \_\_\_\_\_

YEAS

COUNCIL

NAYS

- Fricke
- Galeski
- Miciura
- Sabuda
- Schultz
- Van Boxell

**AGREEMENT**

**between**

**THE CHARTER COUNTY OF WAYNE**

**and**

**THE CITY OF WYANDOTTE**

**for**

**Park Improvements**

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**THIS AGREEMENT** (“Agreement”) is between the County of Wayne, Michigan, a public body corporate and Home Rule Charter County (hereinafter the “County”), and the City of Wyandotte, a Michigan Municipal Corporation (hereinafter “City”).

**1. PURPOSE**

**1.01** The County and City have an interest in entering into cooperative parks and recreation projects that are mutually beneficial to the citizens of Wayne County.

**2. SCOPE OF THE PROJECT**

**2.01** The County will cooperatively fund the construction of improvements (the “Project”) at a Park site (or sites), located in the City (individually, “Site” or collectively, “Sites”), for the citizens of Wayne County, at the location(s) described in **Exhibit A** attached hereto and made a part hereof. The County will finance any improvements agreed upon by the Chief Executive Officer for the County or his/her designee and the Mayor of the City or his/her designee, in creation of the Project under the limitations indicated in Sections 4 and 5.

**3. TERM OF CONTRACT**

**3.01** The effective date of this Agreement is upon execution by the County Chief Executive Officer (“County Executive”) and approval by the County Commission, and **shall terminate two years after the date of approval by the County Commission.**

**3.02** If City fails to complete the Project by the termination date as stated in Section 3.01, the parties agree that the County shall be under no further obligation to provide any remaining funds committed hereunder.

**4. COUNTY'S COVENANTS**

**4.01** The County will assist in funding construction of the Project described in **Exhibit B** attached hereto and made a part hereof. The funding provided by the County for the recreational Project **shall not exceed \$50,000.00.**

**5. CITY'S COVENANTS**

**5.01** Prior to construction of any portion of the Project, City shall provide the County with documents evidencing title to each Site, including, but not limited to, deeds, assignments, leases, land contracts, and mortgage instruments. The documents must specify all covenants, restrictions, easements, or other encumbrances on each Site.

**5.02** City warrants that it is the legal owner with good, valid, and clear title to each Site described in **Exhibit A**. City shall hold harmless and defend the County against any claims, demands, penalties, fines, liabilities, settlements, damages, costs or expenses, including but not limited to, court costs and litigation expenses, known or unknown, contingent or otherwise, arising out of or in any way related to an action by a third party to quiet title in any Site described in **Exhibit A**.

**5.03** City shall keep accurate records and account of the Project costs that shall be accessible for inspection and audit by a representative of the County.

**5.04** City shall submit to the County no more frequently than once every 30 days, a certified application for reimbursement of acceptable Project costs together with all contractor and subcontractor certified invoices and any required supporting documentation for

reimbursement, which shall be made upon receipt and approval of the application for reimbursement. The County is under no obligation to reimburse City for any unapproved costs or costs outside the scope of this Agreement.

**5.05** City shall be responsible for financing the Project beyond the financial commitment the County has made as indicated in Section 4.01.

**5.06** City shall operate and maintain improvements for public recreation, and that it shall allow each park to be open to the public on equal and reasonable terms and that no individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age or handicap.

**5.07** City agrees that in consideration of the financial commitment that the County is providing for the Project, City shall operate each Site as a recreational facility for no less than ten (10) years after the Project is completed.

**5.08** City will develop signage at its own expense, which recognizes the County as a donor at each Site. The signage shall comply with the specifications described in **Exhibit C** attached hereto and made a part hereof. The County shall have the right to approve the signage. Such approval will not be unreasonably withheld or delayed. City shall install the signage prior to the Project's completion.

**5.09** City agrees to provide the County with an opportunity to participate in planning any press conference, ribbon cutting ceremony, opening ceremony, or other public/media announcement related to the Project ("media event"). City further agrees to provide the County with no less than thirty (30) days prior written notice of a proposed media event.

**5.10** Breach of any of the provisions contained in this Article may be regarded as a material breach of this Agreement.

## **6. TERMINATION**

**6.01** This Agreement can be terminated by either party with or without cause upon thirty (30) days written notice, prior to commencing construction. If terminated prior to commencing construction of the Project, each party is solely responsible for its own costs, fees, and obligations incurred prior to the termination.

**6.02** After the Project's construction is commenced, the County may terminate this Agreement with or without cause and shall be responsible for expenses previously approved by the County and incurred by City, not to exceed the amount stated in Section 4.01.

**6.03** City may terminate this Agreement, with or without cause, after construction is commenced and shall return to the County any funding provided by the same under this Agreement.

**6.04** This Agreement shall terminate if any Site is not operational and regularly open to the public.

## **7. DATA TO BE FURNISHED**

**7.01** City must maintain copies of all information, books, data, reports, records, etc., related to the Project. Such information and records shall be maintained for a period of three (3) years from the date City receives its final reimbursement payment under this Agreement.

**7.02** Upon the request of the County or its authorized representative, including its Legislative Auditor General, City must furnish, without charge, copies of all information, books, records, data, reports, etc., of City, or any contractors, subcontractors, consultants or agents rendering or furnishing services under this Agreement, whether direct or indirect, that will permit adequate evaluation or audit of the services provided by City or any of its contractors, subcontractors, consultants or agents. City must include a similar covenant allowing for County audit in any agreement it has with a contractor, subcontractor, consultant or agent related to this Agreement. The County may delay reimbursement payments to City pending the results of any such audit without penalty or interest.

**7.03** The County may schedule conferences at mutually convenient times with City administrative personnel to gather the information. If, as a result of any audit conducted by or for the County relating to City's performance under this Agreement, a discrepancy should arise as to the amount of compensation due City, City shall pay to the County on demand the amount of compensation in question. If City fails or refuses to make payment, in addition to other legal remedies available to the County, the County may retain said amount from any funds allocated to City but not yet disbursed under this Agreement or may offset such a deficiency against the compensation to be paid City in any concurrent, successive or future agreements between the parties.

**7.04** City further acknowledges the right of the Wayne County Commission as a third-party beneficiary of this Agreement to sue for specific performance to enforce the audit rights provided herein for the Legislative Auditor General.

## **8. ADMINISTRATION**

**8.01** City must inform the County as soon as the following types of conditions become known:

- A. Probable delays or adverse conditions which do or may materially prevent meeting the objectives of this Agreement, including changes, transfer, or assignment of any real property interest related to any Site;
- B. Favorable developments or events that enable meeting time schedules or goals sooner than anticipated; or
- C. Any changes or modifications in appropriations and funding for the Project.

## **9. RELATIONSHIP OF PARTIES**

**9.01** The parties are independent entities. No liability or benefits, such as Workers' Compensation, pension rights, or insurance rights, arising out of, or related to a contract for hire or employer/employee relationship, accrues to either party or either party's agents, contractors, subcontractors, or employees as a result of this Agreement. No relationship, other than that of independent contractor will be implied between the parties, or either party's agents, employees, contractors, or subcontractors.

## **10. INSURANCE**

**10.1** City will require that all contractors undertaking work on the Project provide insurance coverage in said amounts as set forth in **Exhibit D**.

**10.2** All insurance and bonds shall name the Charter County of Wayne and the City as insured or beneficiary.

## **11. HOLD HARMLESS**

**11.01** City agrees to remain responsible for its own negligence, or tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, contractors, subcontractors, consultants, or agents. It is agreed that the County is merely acting as a funding source for the Project and that any negligence, or tortious acts, errors, or omissions on the part of the County shall only arise out of providing these funds or processing reimbursement requests made by City as submitted pursuant to Section 5.04.

**11.02** This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or City or any of their agencies, or employees, as provided by statute or modified by court decisions.

## **12. LIABILITY**

**12.01** The County does not assume and is not responsible for, payment of any debt service, lien, or encumbrance, including, but not limited to, mortgage, promissory note, land contract, or other obligation, incurred prior to the signing or during the term of this Agreement.

**12.02** This Agreement is not intended to create beneficial rights in any third party other than the Wayne County Commission. This Agreement is entered into for the sole benefit of the parties to this Agreement.

## **13. ENVIRONMENTAL MATTERS**

**13.01** City warrants to the County that City will not use Hazardous Materials (as defined in Section 13.06) at any Site in violation of any governmental regulation pertaining to the use, storage, treatment, transportation, manufacture, refinement, handling, production or disposal of Hazardous Materials.

**13.02** City warrants that it is not in violation of governmental regulations pertaining to the use, storage, treatment, transportation, manufacture, refinement, handling, production or disposal of Hazardous Materials at any Site, and, to the best of City's knowledge, there have been no actions commenced or threatened by any party for noncompliance which affects a Site.

**13.03** City will keep each Site free of Hazardous Materials except to the extent that the Hazardous Materials are stored or used in compliance with applicable local, state and federal regulations. City must not cause or permit any Site to be used to generate, manufacture, refine, transport, treat, store, handle, dispose of, transfer, produce, or process Hazardous Materials,

except in compliance with governmental regulations. City shall not cause or permit, as a result of any intentional or unintentional act or omission on the part of City, any tenant, subtenant or occupant, the release, spill, leak or emission of Hazardous Materials at any Site or onto any other contiguous property.

**13.04** Prior to commencing the Project, City must conduct and complete or cause to be conducted and completed an investigation, including a comprehensive environmental audit, studies, sampling, and testing, as the County deems necessary. A copy of any environmental audit, study, sampling or testing shall be provided to the County within ten (10) working days of City's receipt of such audit, study, sampling or testing. If the audit reveals the existence of any Hazardous Material at any Site, City shall immediately disclose the findings to the County. If the County decides to proceed with the Project, City shall do or cause to be done all remedial, removal and other actions necessary to clean up and remove all Hazardous Materials on, under, from or affecting the Site as required by all applicable governmental regulations, to the satisfaction of the County, and according to all federal, state and local governmental authorities. Any audit conducted by the County is solely for the benefit, protection, and interest of the County. City or any third party cannot rely upon the audit conducted by the County for any purpose.

**13.05** It is agreed that the County is merely acting as a funding source for the Project and that the County shall only be responsible for providing these funds and processing reimbursement requests made by City as submitted pursuant to Section 5.04. Therefore, the County shall not be responsible for any claims, demands, penalties, fines, liabilities, settlements, damages, costs or expenses, including attorney and consultant fees, investigation and laboratory fees, court costs and litigation expenses, known or unknown, contingent or otherwise, arising out of or in any way related to:

- A. The presence, disposal, release or threatened release of any Hazardous Materials on, over, under, from or affecting the Site or the soil, water, vegetation, buildings, personal property, persons or animals;
- B. Any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to Hazardous Materials at a Site;
- C. Any lawsuit brought or threatened, settlement reached or government order relating to the Hazardous Materials with respect to a Site;
- D. Any violation of laws, orders, regulations, requirements or demands of government authorities, or any policies or requirements of any mortgage, which are based on or related to the Hazardous Materials used at a Site;
- E. This section applies to the presence, disposal, release, leakage, or threatened release of any Hazardous Materials prior to the effective date of this Agreement.

**13.06** Hazardous Material means any material or substance:

- A. Which is or becomes defined as a hazardous substance, pollutant, or contaminant pursuant to the Comprehensive Environmental Response, Compensation and Liability Act (42 U.S.C. 9601 et. seq.) and any amendments thereto and regulations pursuant thereto;

- B. Containing gasoline, oil, diesel, fuel, or other petroleum products;
- C. Which is or becomes defined as hazardous waste pursuant to the Resource Conservation and Recovery Act (42 U.S.C. 6901 et. seq.) and any amendments thereto and regulations pursuant thereto;
- D. Containing polychlorinated biphenyl;
- E. Containing asbestos;
- F. Which is radioactive;
- G. The presence of which requires investigation or remediation under any governmental regulation; or
- H. Which is or becomes defined as a hazardous waste, hazardous substance, pollutant, contaminant, or biologically hazardous material under any governmental regulation.

**14. COMPLIANCE WITH LAWS**

**14.01** Each party must comply with and must require its employees to comply with all applicable laws and regulations.

**14.02** City must construct and develop the Project or cause the Project to be constructed and developed according to applicable local, state and federal laws.

**15. AMENDMENTS**

**15.01** No amendment to this Agreement is effective unless it references this Agreement, is written, is signed and acknowledged by duly authorized representatives of both parties and approved by resolutions adopted by the Wyandotte City Council and the Wayne County Commission.

**16. NONDISCRIMINATION PRACTICES**

**16.01** City shall require that all contractors, subcontractors, consultants and agents retained to perform work related to this Agreement comply with:

- A. Titles VI and VII of the Civil Rights Act (42 U.S.C. §§ 2000d et. seq.) and the United States Department of Justice Regulations (28 C.F.R. Part 42) issued pursuant to these Titles.
- B. The Age Discrimination Act of 1985 (42 U.S.C. §6101-07).
- C. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794).
- D. The Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et. seq.) and its associated regulations.
- E. The Elliot-Larson Civil Rights Act (P.A. 1976 No. 453)
- F. The Persons With Disabilities Civil Rights Act (P.A. 1976 No. 220).
- G. The anti-discrimination provisions as required by Section 120-192 of the Wayne County Code of Ordinances.

**16.02** All contractors, subcontractors, consultants and agents retained by City to perform

work related to this Agreement shall not:

- A. Refuse to recruit, hire, employ, promote or to bar or discharge from employment an individual, or discriminate against an individual in compensation, terms, conditions or privileges of employment because of race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight.
- B. Limit, segregate, or classify an employee or applicant for employment in a way which deprives or tends to deprive any individual of employment opportunities or otherwise adversely affects the employment status of an employee because of race, color, creed, national origin, age, marital status, handicap, sex, familial status, height or weight.
- C. Print or publish or cause to be printed or published a notice, application, or advertisement relating to employment indicating a preference, limitation, specification, or discrimination based upon race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight.
- D. Except as permitted by rules and regulations promulgated pursuant to Section 120-192 of the Wayne County Code of Ordinances, or applicable state or federal law, make or use a written or oral inquiry or form of application that elicits or attempts to solicit information concerning the race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight, of prospective employees. City also shall not make or keep a record of that information or disclose such information.
- E. Make or use a written or oral inquiry or form of application that expresses a preference, limitation or specification based on religion, race, color, creed, national origin, age, height, weight, marital status, handicap, or sex.

**16.03** City agrees that it will notify all of its contractors, subcontractors, consultants, or agents of their obligations relative to non-discrimination under this Agreement when soliciting the contractor, subcontractor, consultant, or agent. City will include the provisions of this Article in any contract, as well as provide the County with a copy of any agreement with a contractor, subcontractor, consultant, or agent completing work related to this Agreement.

**16.04** All contractors, subcontractors, consultants and agents retained by City to perform work related to this Agreement shall not discriminate against any employee or applicant for employment, training, education, or apprenticeship connected directly or indirectly with the performance of this Agreement, with respect to hire, promotion, job assignment, tenure, terms, conditions or privileges of employment because of race, color, creed, national origin, age, marital status, handicap, sex, religion, familial status, height or weight. This Section does not apply if it is determined by the County Division of Human Relations that the requirements are bona fide occupational qualifications reasonably necessary to perform the duties required for employment. The burden of proof that the occupational qualifications are bona fide is upon City.

**16.05** Breach of any of the covenants in this Article may be regarded as a material breach of this Agreement.

**16.06** City acknowledges the right of the County Director of Human Relations to sue to enforce the provisions in this Article.

**16.07** If City or any of its contractors, subcontractors, consultants, or agents does not comply with the non-discrimination provisions of this Agreement, the County may impose sanctions, as it determines to be appropriate, including but not limited to the cancellation, termination or suspension of this Agreement, in whole or in part.

**16.08** In the event that City is or becomes subject to federal or state law which conflicts with the requirements of Section 120-192 of the Wayne County Code of Ordinances, the provisions of federal or state law shall apply and this Agreement shall be interpreted and enforced accordingly. In accordance with the Elliot-Larson Civil Rights Act, P.A. 1976 No. 453, as amended, MCL 37.2101 *et seq.*, City covenants not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment because of race, color, religion, national origin, age, sex, weight, height, or marital status, and to require a similar covenant on the part of any contractor, subcontractor, consultant, or agent employed in the performance of this Agreement.

## **17. ETHICS IN CONTRACTING**

**17.01** City and all of its contractors must comply with Article 12 of Chapter 120 of the Wayne County Code of Ordinances governing "Ethics in Public Contracting" or any similarly existing City ordinances.

## **18. NOTICES**

**18.01** All notices, consents, approvals, requests and other communications ("Notices") required or permitted under this Agreement must be given in writing and mailed by first-class mail and addressed as follows:

**If to City:**  
Justin N. Lanagan  
Superintendent of Recreation  
Department of Recreation, Leisure and Culture  
3131 Third Street  
Wyandotte, Michigan 48192

**If to the County:**  
Director of Parks  
Wayne County Parks  
33175 Ann Arbor Trail  
Westland, Michigan 48185  
**and**  
Director  
Wayne County Department of Public Services  
400 Monroe, Suite 300  
Detroit, Michigan 48226

**18.02** All notices are deemed given on the day of mailing. Either party to this Agreement may change its address for the receipt of notices at any time by giving notice to the other as provided. Any notice given by a party must be signed by an authorized representative of such party.

**18.03** Termination notices, change of address notices, and other notices of a legal nature, are an exception and must be sent by registered or certified mail, postage prepaid, return receipt requested.

## **19. WAIVER OF ANY BREACH**

**19.01** No failure by a party to insist upon the strict performance of any term of this Agreement or to exercise any term after a breach constitutes a waiver of any breach of term. No waiver of any breach affects or alters this Agreement, but every term of this Agreement remains effective with respect to any other then existing or subsequent breach.

## **20. SEVERABILITY OF PROVISIONS**

**20.01** If any provision of this Agreement or the application to any person or circumstance is, to any extent, judicially determined to be invalid or unenforceable, the remainder of this Agreement, or the application of the provision to persons or circumstances other than those as to which it is invalid or unenforceable, is not affected and is enforceable.

## **21. MERGER CLAUSE**

**21.01** This Agreement, including the Exhibits contains the entire agreement between the parties and all prior negotiations and agreements are merged in this document. Neither party has made any representations except those expressly set forth in this Agreement. No rights or remedies are, or will be acquired by either party by implication or otherwise unless set forth herein.

**21.02** This Agreement may be executed in counterparts, each of which will be deemed an original but all of which together will constitute one agreement.

## **22. JURISDICTION AND LAW**

**22.01** This Agreement, and all actions arising from it, must be governed by, subject to, and construed according to the laws of the State of Michigan. Each party consents to the personal jurisdiction of any competent court in Wayne County, Michigan, for any action arising out of this Agreement. Each party will not commence any action against the other because of any matter arising out of this Agreement, in any courts other than those in the County of Wayne, State of Michigan unless original jurisdiction is in the United States District Court for the Eastern District of Michigan, Southern Division, the Court of Claims, the Michigan Supreme Court or the Michigan Court of Appeals.

## **23. COMPLIANCE WITH CONSENT AGREEMENT**

**23.01** The parties acknowledge that this Contract is subject to P.A. 2012 No. 436, MCL 141.1541 to 141.1575 ("Act") and the Consent Agreement between the County and the State Treasurer N.A. Khouri effective August 21, 2015 ("Consent Agreement"). A copy of the Consent Agreement is available at [www.waynecounty.com/mb/consent-agreement.htm](http://www.waynecounty.com/mb/consent-agreement.htm).

**23.02** Upon written request of the County, the City shall promptly and fully provide all necessary and requested assistance and information under the Consent Agreement and under the Act.

**23.03** The City shall promptly provide notice to the County Executive if the City receives a request for assistance by an officer, employee, agency or contractor of the State Department of Treasury.

**23.04** The City shall promptly provide notice to the County Executive of knowledge or information of any action or omission that could be considered, or that could lead to, a failure to comply with or breach of the Consent Agreement or of a violation of state or federal law with respect to a matter relating to the Consent Agreement, including the Open Meetings Act, P.A.

1976 No. 267, the Uniform Budget and Accounting Act, P.A.1968 No. 2, or the Emergency Municipal Loan Act, P.A. 1980 No. 243, by the County, the County Commission, the County Executive, or another officer of the County.

**23.05** The City shall immediately provide notice to the County Executive of any possible violations of the Consent Agreement by sending an email to [consentagreement@waynecounty.com](mailto:consentagreement@waynecounty.com) or by completing the submission form found at [www.waynecounty.com/mb/consent-agreement.htm](http://www.waynecounty.com/mb/consent-agreement.htm).

**23.06** If this Contract is considered "Debt" under the terms of the Consent Agreement, it may not be executed or submitted to the County Executive or County Commission for approval until it has been submitted to the County Chief Financial Officer for approval and verification that the required State Treasurer's approval has been received.

## **24. MISCELLANEOUS**

**24.01** It is mutually understood and agreed that neither of the parties hereto shall be held responsible for damages occasioned by delay or failure to perform where due to fire, strike, flood, acts of God, unavailability of labor, material, legal acts of public authorities, or delays caused by public carriers or third person (including contractors or subcontractors) which cannot reasonably be foreseen or provided against.

**24.02** The parties agree that upon termination of this Agreement, the following sections shall survive termination and shall remain in full force and effect: 5.02; 11; 12; 13; 14 and 22.

**24.03** The term "County" includes the Charter County of Wayne and all other associated, affiliated, or subsidiary departments or divisions now existing or to be created, their agents, and employees.

**24.04** This Agreement must not be construed as a waiver of any governmental immunity the County or City, or any of their agencies, or employees, has as provided by statute or modified by court decisions.

**24.05** The headings of the articles in this Agreement are for convenience only and must not be used to construe or interpret the scope or intent of this Agreement or in any way affect this Agreement.

## **25. AUTHORIZATION AND CAPABILITY**

**25.01** This Agreement has been approved, as evidenced by the attached Resolutions adopted by the City of Wyandotte Council and the County Commission and executed by the County Executive and the City of Wyandotte Mayor. Copies of such resolutions shall be attached to this Agreement.

**25.02** Each party warrants that the person signing this Agreement is authorized to sign on behalf of its principal and is empowered to bind its principal to this Agreement.

**25.03** This Agreement is effective only upon approval by the County Commission and the City Council, and then execution County Executive, the Mayor of the City, whichever occurs last.

## **26. SIGNATURE**

**26.01** The County and City, by their authorized officers and representatives have executed this Agreement as of the dates written below.

**[SIGNATURES ON THE FOLLOWING PAGE]**

|  |   |
|--|---|
| County Commission approved<br>and execution authorized by Resolution<br><br>No. _____<br>Date: _____ | CHARTER COUNTY OF WAYNE<br>By: _____<br><b>Warren C. Evans</b><br><b>Its: County Executive</b><br>Date: _____ |
|--|---|

STATE OF MICHIGAN    )  
                                   )  
 COUNTY OF WAYNE    )

This document was acknowledged before me on \_\_\_\_\_ by Warren C. Evans, on behalf of the Charter County of Wayne.

\_\_\_\_\_  
 Notary Public, Wayne County, Michigan  
 County of Wayne, State of Michigan  
 My Commission Expires: \_\_\_\_\_  
 Acting in Wayne County

City of Wyandotte

|   |   |
|---|---|
| City of Wyandotte City Council approved<br>and execution authorized by Resolution<br><br>No. _____<br>Date: _____ | CITY OF WYANDOTTE<br>By: _____<br>Its: _____<br>Date: _____ |
|---|---|

STATE OF MICHIGAN    )  
  )  
COUNTY OF WAYNE    )

          This document was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ on behalf of City of Wyandotte.

\_\_\_\_\_  
Notary Public,  
County of Wayne, State of Michigan  
My Commission Expires: \_\_\_\_\_  
Acting in Wayne County

# EXHIBIT A

LIBER 3706 PAGE 257

13348841  
RECORDED THIS 5th DAY OF 12th MONTH 1912  
AT THE CITY OF DETROIT

COUNTY TREASURER  
CERT. FURNISHED  
THIS INSTRUMENT, made this 3rd day of June, in  
the year of our Lord one thousand nine hundred and eighteen,  
BETWEEN The J. H. Birney Company, a Michigan Corporation, of the  
City of Wyandotte, Wayne County, Michigan, party of the first  
part, and the City of Wyandotte, a Municipal Corporation, County  
and State aforesaid, party of the second part,

WITNESSETH, that the said party of the first  
part, for and in consideration of the sum of One Dollar (\$1.00)  
to it in hand paid by the said party of the second part, the re-  
ceipt whereof is hereby confessed and acknowledged, do by these  
presents grant, bargain, sell, remise, release, alien and confirm  
unto the said party of the second part, and its successors and  
assigns forever, all that certain piece or parcel of land situate  
and being in the City of Wyandotte, County of Wayne and State of  
Michigan, and described as follows: to-wit: Bounded on the north  
by the southerly line of Superior Avenue, (now known as Superior  
Boulevard) extending easterly to the Harbor line of the Detroit  
River; bounded on the east by the Harbor line of the Detroit  
River, bounded on the south by Chestnut Street, and bounded on the  
west by Front Street. To be used for City Park purposes only.

THIS IS  
THE  
LEGAL  
DESCRIPTION

together with all and singular the hereditaments  
and appurtenances thereto belonging or in anywise appertaining;  
TO HAVE AND TO ENJOY the said premises, with heroin described, with  
the appurtenances, unto the said party of the second part, and to  
its successors and assigns forever. ~~and the said J. H. Birney~~  
Company, a corporation, party of the first part, for itself its  
successors, do covenant, grant, bargain and agree to and with the  
said party of the second part, its successors and assigns, that  
at the time of the executing and delivery of these presents was  
well seized of the above-granted premises in fee simple; that  
they are free from all incumbrances whatever except such as may  
have accrued thereon subsequent to the 10th day of August, A. D.

(NOW KNOWN AS VAN ALSTYNE)

EXHIBIT B

**OFFICIALS**

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER

Thomas R. Woodruff  
CITY ASSESSOR



**MAYOR**

Joseph R. Peterson

**COUNCIL**

Sheri Sutherby Fricke  
Daniel E. Galeski  
Ted Miciura, Jr.  
Leonard T. Sabuda  
Donald C. Schultz  
Kevin VanBoxell

JUSTIN N. LANAGAN  
SUPERINTENDENT OF RECREATION  
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

The following is a list of the desired improvements to be made at the Bishop Park Restroom/Concession Building, not to exceed \$50,000:

- Remove and install 3 new sinks with motion activated operation in women's room
- Remove and install 3 new sinks with motion activated operation in men's room
- Remove and install 4 new toilets with motion activated operation in women's room
- Remove and install 2 new toilets with motion activated operation in men's room
- Remove and install 2 new urinals with motion activated operation in men's room
- Remove and install 2 new hand dryers with motion activation in women's room
- Remove and install 2 new hand dryers with motion activation in men's room
- Remove and install 4 new bathroom stall partitions in women's room
- Remove and install 2 new bathroom stall partitions in men's room
- Remove and install 3 new light fixtures
- Remove and install 2 new hand soap dispensers in women's room
- Remove and install 2 new hand soap dispensers in men's room
- Remove a ceiling fan and replace with new in concession area
- Remove and install 3 new overhead lights in the concession area
- Remove and install 2 new exhaust fans in the concession area

If you have any questions, please feel free to contact me via email [jnlanagan@wyan.org](mailto:jnlanagan@wyan.org) or at my desk 734-324-7294.

Sincerely,

Justin Lanagan  
Superintendent of Recreation

EXHIBIT C



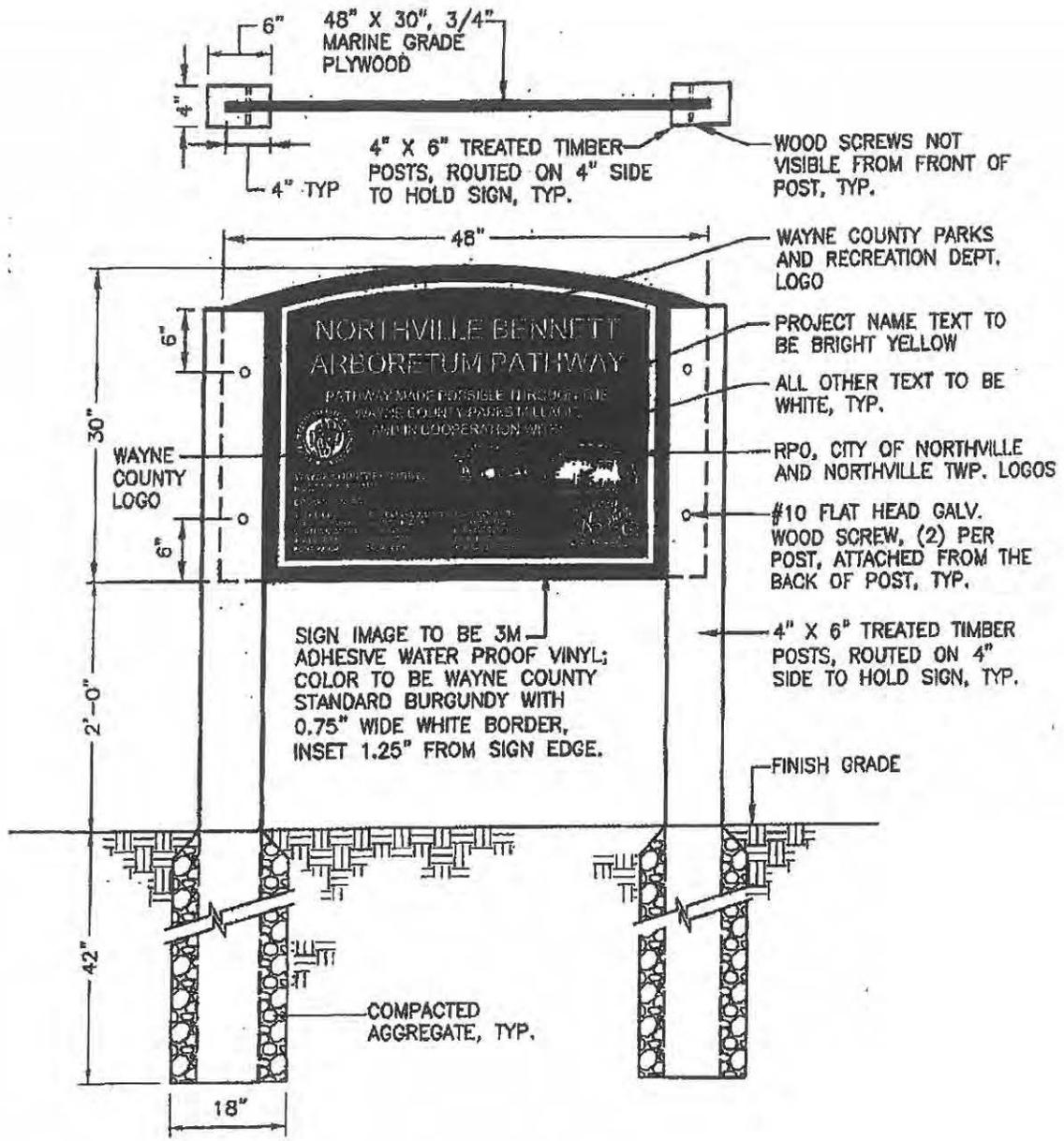
## WAYNE COUNTY MEMORANDUM PARKS DIVISION

### SIGN SPECIFICATIONS

Attached please find sketch and sample of the sign layout that we are suggesting for all IGA Grant projects. The Specs are as follows:

- Sign size: 48" x 30" 3/4" marine grade plywood.
- Sign is to be one-sided. Two-sided is optional.
- To be out with "Carriage" style top...i.e., arched. (optional).
- Color options up to you; 1, 2, 3 or 4 color...it's totally up to you; of course, more colors, more cost involved.
- Font should be traditional styles in Helvetica, Arial, Times New Roman, something standard.
- Include County Logo, County Executive and Commissioners, bottom left.
- Include City Logo, Mayor and City Council, bottom right.
- Parks and Rec Logo above project name.
- We suggest using 3M Reflective Adhesive water-proof vinyl. Painting is optional.
- Vertical posts shall be 4 x 6" weather-proof timbers routed on 4" side to accommodate the sign. Staining of posts optional.
- Bury post minimum of 42" into ground and backfill with dirt and compact. Concrete footing is optional.
- Bottom of sign shall be 2 ft. min above grade.
- Sign will be secured to posts with flat head Galv. wood screws (approx. #10) 2 per post (min).
- Proof to be provided of final design prior to fabrication and Installation.

We are pretty flexible on fabrication and colors as long as it looks generally like the sign I attached. If you have any questions, please give me a call.



○ COUNTY SIGN DETAIL  
 SCALE 3/4" = 1'-0"

**COLOR CRITERIA:**

| BURGUNDY   | YELLOW TEXT |
|------------|-------------|
| C=25%      | C=14%       |
| M=100%     | M=11%       |
| Y=100%     | Y=88%       |
| K=26%      | K=0%        |
| OR #95191D | OR #E9D735  |

48"

# SILVER CREEK PARK

Rockwood Recreation Department



Wayne County Parks Department  
10000 E. Grand Ave. #100  
Livonia, MI 48150  
Phone: (734) 425-1000  
Fax: (734) 425-1001  
www.waynecountymi.gov

IMPROVEMENTS  
MADE POSSIBLE  
THROUGH THE  
WAYNE COUNTY  
PARKS MILLAGE



Wayne County Parks Department  
10000 E. Grand Ave. #100  
Livonia, MI 48150  
Phone: (734) 425-1000  
Fax: (734) 425-1001  
www.waynecountymi.gov

30"

24"

42"

## PARK SIGN

3/4" THK. MARINE PLYWOOD

3M PRINTED VINYL WITH CLEAR UV OVERLAM

SINGLE FACE CONSTRUCTION



TOWNSEND NEON INC.  
Custom Signs Since 1980  
81550 Gossett Drive  
Rockwood, Michigan 48178  
Tel: (734) 379-4000 Fax: (734) 379-0029

THIS DRAWING IS THE PROPERTY OF TOWNSEND NEON INC.  
COPYING OR DUPLICATION OF THIS DRAWING IS PROHIBITED  
AND MUST BE RETURNED UPON OUR REQUEST.

## **Exhibit D: INSURANCE COVERAGES**

City, at its expense, or any contractors, subcontractors, consultants or agents retained by City, at their own expense, shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the services by the Contractor, its agents, representatives or employees. Contractor shall maintain at least the following minimum coverage:

### **Commercial General Liability (CGL)**

Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$1,000,000 per occurrence/\$2,000,000 aggregate.

### **Umbrella or Excess Liability**

Policy in an amount not less than \$1,000,000. Umbrella or Excess policy wording shall be at least as broad as the primary or underlying policy(ies) and shall apply both to the Contractor's general liability and to its automobile liability insurance and shall be written on an occurrence basis. The County, officials, employees and others as may be specified in any "Special Conditions" shall be named as an additional insured under this policy.

### **Automobile Liability**

Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limits no less than \$1,000,000 per accident for bodily injury and property damage.

### **Workers' Compensation**

Insurance as required by the State of Michigan, with Statutory Limits, and Employer's Liability Insurance with limits of no less than \$1,000,000 per accident for bodily injury or disease.

### **Professional Liability (if Design/Build)**

Insurance appropriate to the Contractor's profession, with limits no less than \$3,000,000 per occurrence or claim, \$3,000,000 aggregate.

**Builder's Risk (Course of Construction)**

Insurance utilizing "All Risk" (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.

**Contractors' Pollution Legal Liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards)**

Insurance with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.

If the Contractor maintains higher limits than the minimum insurance coverage required as stated above in this Attachment, the Contractor shall maintain the coverage for the higher insurance limits for the duration of this Agreement.

**Additional Insured Status**

The County, its officers, officials, employees, volunteers, and others as may be specified in any "Special Conditions" shall be additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

**Primary Coverage**

For any claims related to this Agreement, the Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

**Notice of Cancellation**

Each insurance policy shall state that coverage shall not be canceled, except with notice to the County.

**Waiver of Subrogation**

Contractor grants to the County a waiver of any right to subrogation which any insurer of the Contractor may acquire against the County by virtue of the payment of any

loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the County has received a waiver of subrogation endorsement from the insurer.

#### **Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the County. The County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

All insurance must be effected under valid and enforceable policies, issued by recognized, responsible insurers qualified to conduct business in Michigan which are well-rated by national rating organizations. All companies providing the coverage required shall be licensed or approved by the Insurance Bureau of the State of Michigan and shall have a policyholder's service rating no lower than A:VII as listed in A.M. Best's Key Rating guide, current edition or interim report.

#### **Claims-made Policies**

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of this Agreement or the date the Contractor starts to perform the services.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of this Agreement.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to this Agreement's effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of Agreement work.

#### **Verification of Coverage**

Contractor shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this

Article. The County shall receive and approve all certificates and endorsements before the Contractor begins providing services. Failure to obtain the required documents prior to commencement of services shall not waive the Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by the Article, at any time.

### **Subcontractors**

**Contractor shall require and verify that all subcontractors maintain insurance satisfying all the stated requirements, and Contractor shall ensure that the County is an additional insured on insurance required from subcontractors.**

### **Special Risks or Circumstances**

The County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

➤ The Contractor must submit certificates evidencing the insurance to the Risk Management Division at the time the Contractor executes an agreement with the City, and at least fifteen (15) days prior to the expiration dates of expiring policies.

### **Surety Bonds**

The Contractor shall provide the following Surety Bonds: 1) Bid bond; 2) Performance bond; 3) Payment bond; 4) Maintenance bond. The payment bond and the performance bond shall be in a sum equal to the contract price. If the performance bond provides for a one year warranty a separate Maintenance Bond is not necessary. If the warranty period specified in the contract is for longer than one year a Maintenance Bond equal to 10% of the contract price is required. Bonds shall be duly executed by a responsible corporate surety, authorized to issue such bonds in the State of Michigan and secured through an authorized agent with an office in Michigan.

## REQUEST FOR COUNCIL ACTION

MEETING DATE: September 26, 2016

AGENDA ITEM # 9

**ITEM:** **Zoning Ordinance Amendment** – Article XXII Special Land Uses, Section 2201 General Provisions, Sub-Section H Revoke Special Land Use; Section 2202 Special Land Use Designated Sub-Section S Outdoor Café and Section 2405.E Performance Standards for Noise

**PRESENTER:** Stan Pasko, Vice-Chairperson Planning Commission [Stan Pasko](#)

**INDIVIDUALS IN ATTENDANCE:** Stan Pasko, Vice-Chairperson Planning Commission; Mark Kowalewski, City Engineer

**BACKGROUND:** City Council referred a review of the Outdoor Café Ordinance to the City Engineer, City Planner and City Attorney for review and make suggested changes to the Planning Commission. A public hearing was held on June 23, 2016. The Commission agreed with all proposed changes except for the following:

Section 2202.S.1 – Hours of operations, the Commission recommends the hours be extended on Friday and Saturday only to 2:00 a.m. for all Zoning Districts (CBD, RU and B-2).

Add Section 2202.S.11 – An annual inspection be performed for compliance with the approved plan.

At the meeting of August 8, 2016, Your Honorable Body received the Planning Commission recommendations and additional comments regarding the proposed changes and referred all communications back to the Planning Commission. The Planning Commission received a communication from the City Engineer and City Attorney with recommended changes. The Commission reviewed these additional comments at their meeting of September 15, 2016, and the following changes were recommended:

**Section 2202.S.1** Add the following: The permitted hours of operation are from 7:00 a.m. to 12 midnight Monday thru Sunday with extended hours to 2:00 a.m. on 3<sup>rd</sup> Fridays, Street Art Fair and events approved by Resolution by City Council.

**Section 2202.S.2** – All proposed changes were accepted and approved with no changes.

**Section 2202.S.3** – All proposed changes were accepted and approved with no changes.

**Section 2202.S.4** – All proposed changes were accepted and approved with no changes.

**Section 2202.S.5** – All proposed changes were accepted and approved with no changes.

**Section 2202.S.6** – Add the following underlined wording to this Section, “Consideration for approval for use of any public area shall be limited to public property that is situated within fifty (50) feet of the extended property boundaries of property owned by applicant. Any public outdoor café not within the road right-of-way may also require a written lease as determined by the City Council.”

**Section 2202.S.7** – All proposed changes were accepted and approved with no changes.

**Section 2202.S.8** – All proposed changes were accepted and approved with no changes.

**Section 2202.S.9** – Add the following: Any fence abutting public right-of-way or in public right-of-way must be of black metal material. Shop draws plans shall be submitted with each application for fencing and all furniture on any outdoor café for review by the Planning Commission.

**Section 2202.S.10** – All proposed changes were accepted and approved with no changes.

**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan  
Date: September 26, 2016

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

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the Planning Commission, regarding changes to Article XXII Special Land Uses, Section 2201 General Provisions, Sub-Section H Revoke Special Land Use; Section 2202 Special Land Use Designated Sub-Section S Outdoor Cafe and Section 2405 – Performance Standards Section E – Noise is hereby received; AND

BE IT FURTHER RESOLVED that Council schedules the 1<sup>st</sup> reading of the ordinance.

I move the adoption of the foregoing resolution.

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

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

| <u>YEAS</u> | <u>COUNCIL</u> | <u>NAYS</u> |
|-------------|----------------|-------------|
| _____       | Fricke         | _____       |
| _____       | Galeski        | _____       |
| _____       | Miciura        | _____       |
| _____       | Sabuda         | _____       |
| _____       | Schultz        | _____       |
| _____       | VanBoxell      | _____       |

**Section 2202.S.11** – Add the following sentences: “All outdoor cafes shall apply annually to the Planning Commission for approval. A public hearing will be required only if a written complaint is received by the Planning Commission in the previous year. The Engineering and Building Department will be responsible to receive written complaints concerning an outdoor café and said complaints shall be forward to the Planning Commission. The City Council will approve an application checklist which will include yearly fees for application review, inspections, use of public area and review of insurance. This checklist will be utilized for inspection by the Engineering and Building Department. The yearly fee will be established by City Council Resolution.”

The proposed changes to the Outdoor Café Ordinance are attached and are shown in red. Changes to Section 2405.E Performance Standards for Noise is included as Ordinance format.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in promoting the finest in design, amenities and associated infra-structure improvements in all new developments and establishing a unique historic, cultural and visual identity for Wyandotte as a destination city within the region.

**ACTION REQUESTED:** Adopt a resolutions to receive and place the communication on file and setting first reading of the ordinance.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** N/A

**IMPLEMENTATION PLAN:** Adopt Resolution and update Zoning Ordinances

**COMMISSION RECOMMENDATION:** Recommendation by the Planning Commission September 15, 2016

**CITY ADMINISTRATOR’S RECOMMENDATION:** 

**LEGAL COUNSEL’S RECOMMENDATION:** Reviewed by W. Look 9/22/16

**MAYOR’S RECOMMENDATION:** 

**LIST OF ATTACHMENTS:** Resolution from Planning Commission meeting of September 15, 2016 and proposed Ordinance changes.

# RESOLUTION

## Planning Commission Wyandotte, Michigan

Wyandotte, Michigan September 15, 2016

To consider amendments to the City of Wyandotte Zoning Ordinance Article XXII Special Land Uses, Section 2201 General Provisions Sub-Section H Revoke Special Land Use and Section 2202 Special Land Use Designated Sub-Section S Outdoor Cafes.

The Commission reviewed each Section of the proposed changes to Article XXII- Special Land Uses, Section 2202 Special Land Use Designated Sub-Section S Outdoor Cafes and the following was determined:

MOTION BY COMMISSIONER BENSON, supported by Commissioner Lupo to approve the permitted hours of operation Section 2202.S.1. as follows:

**Section 2202.S.1** Change to: The permitted hours of operation are from 7:00 a.m. to 12 midnight Monday thru Sunday with extended hours to 2:00 a.m. on 3<sup>rd</sup> Fridays, Street Art Fair and events approved by Resolution by City Council. All other changes to this section are approved as presented.

YES: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: None

ABSENT:

MOTION PASSED

**Section 2202.S.2** – All proposed changes were accepted and approved.

**Section 2202.S.3** – All proposed changes were accepted and approved.

**Section 2202.S.4** – All proposed changes were accepted and approved.

**Section 2202.S.5** – All proposed changes were accepted and approved.

MOTION BY COMMISSIONER BENSON, supported by Commissioner Mayhew to the recommended change as proposed in the communication date September 12, 2016 to Section 2202.S.6. as follows:

**Section 2202.S.6** – Add the following underlined wording to this Section, "Consideration for approval for use of any public area shall be limited to public property that is situated with fifty (50) feet of the extended property boundaries of property owned by applicant. Any public outdoor café not within the road right-of-way may also require a written lease as determined by the City Council.

YES: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: None

ABSENT:

MOTION PASSED

# RESOLUTION

## Planning Commission Wyandotte, Michigan

Wyandotte, Michigan September 15, 2016

**Section 2202.S.7** – All proposed changes were accepted and approved.

**Section 2202.S.8** – All proposed changes were accepted and approved.

MOTION BY COMMISSIONER PARKER, supported by Commissioner Benson to add the following to Section 2202.S.9 as follows:

**Section 2202.S.9:** Any fence abutting public right-of-way or in public right-of-way must be of black metal material. Shop draws plans shall be provided with each application for fencing and all furniture on any outdoor café for review by the Planning Commission.

YES: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: None

ABSENT:

MOTION PASSED

**Section 2202.S.10** – All proposed changes were accepted and approved.

MOTION BY COMMISSIONER BENSON, supported by Commissioner Duran to the recommended changes as proposed in the communication date September 12, 2016 to Section 2202.S.11. as follows:

**Section 2202.S.11** – Add the following sentences: "All outdoor cafes shall apply annually to the Planning Commission for approval. A public hearing will be required only if a written complaint is received by the Planning Commission in the previous year. The Engineering and Building Department will be responsible to receive written complaints concerning an outdoor café and said complaints shall be forwarded to the Planning Commission. The City Council will approve an application checklist which will include yearly fees for application review, inspections, use of public area and review of insurance. This checklist will be utilized for inspection by the Engineering and Building Department. The yearly fee will be established by City Council Resolution."

**OFFICIALS**

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER

Thomas R. Woodruff  
CITY ASSESSOR



**MAYOR**  
Joseph R. Peterson

**COUNCIL**  
Sheri Sutherby Fricke  
Daniel E. Galeski  
Ted Miciura, Jr.  
Leonard T. Sabuda  
Donald C. Schultz  
Kevin VanBoxell

MARK A. KOWALEWSKI, P.E.  
CITY ENGINEER

September 12, 2016

Stan Pasko, Chairperson  
Planning Commission  
City of Wyandotte  
3200 Biddle Avenue  
Wyandotte, Michigan 48192

RE: Proposed Changes to Outdoor Café Ordinance

Dear Chairperson Pasko:

At the August 8, 2016, City Council meeting the proposed changes to the Outdoor Café Ordinance were referred back to the Planning Commission. The undersigned recommend that the following elements be considered based on discussions at the City Council meeting:

**Section 2202.S.6:** Add the following underlined wording to this Section, "Consideration for approval for use of any public area shall be limited to public property that is situated within fifty (50) feet of the extended property boundaries of property owned by applicant. Any public outdoor café not within the road right-of-way may also require a written lease as determined by the City Council".

**Section 2202.S.11:** Add the following sentences, "All outdoor cafes shall apply annually to the Planning Commission for approval. A public hearing will be required only if a written complaint is received by the Planning Commission in the previous year. The Engineering and Building Department will be responsible to receive written complaints concerning an outdoor café and said complaints shall be forward to the Planning Commission. The City Council will approve an application checklist which will include yearly fees for application review, inspection, use of public areas and review of insurance. This checklist will be utilized for inspection by the Engineering and Building Department." The yearly fee will be established by City Council Resolution".

**Section 22.2.S.9:** The Engineering Department has received inquiries as to why Alvis at 3233 Biddle Avenue has red, blue, green, purple, yellow tables and chairs. A review of the Resolution approving this outdoor café does not detail the color of the tables or chairs. Therefore, the colored tables and chairs are permitted. Other outdoor cafes have green plastic chairs, brown wooden tables and chairs and various other types. There was a time when all resolutions adopted by the Planning Commission stated fence, tables and chairs are to be similar to Belicoso which were black metal. This was convenient as Belicoso was one of the first outdoor café in the Central Business District (CBD).

Stan Pasko, Chairperson  
Planning Commission

September 12, 2016  
Page 2

This condition was also discussed in Corki Benson's communication to City Council stating, "The wrought iron or metal black furnishings were originally required to be consistent and more professional looking than plastic ... and in my opinion they still are." The Planning Commission may want to consider changes to this Section if your intentions are to have all items uniform.

At the City Council meeting, there were concerns about extending hours to 2:00 a.m. on Fridays and Saturdays. The Planning Commission may want to reconsider this recommendation and review the original recommendation of extending hours only on 3<sup>rd</sup> Fridays, Street Art Fair and events approved by Resolution by City Council.

Respectfully submitted,



Mark A. Kowalewski  
City Engineer



William R. Look  
City Attorney

MAK/WRL:kr

REVISED CHANGES SEPTEMBER 15, 2016

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SECTION 2200  
SPECIAL LAND USE DESIGNATED (S) OUTDOOR CAFÉ (1)

Outdoor Café

~~1.~~ 1. An outdoor café may be set up and used from March 15 through November 15. The permitted hours of operation are from ~~7:00 a.m. to 12 midnight in CBD Districts, Monday, Tuesday, Wednesday, Thursday and Sunday and 7:00 a.m. to 2:00 a.m. Friday and Saturday ONLY, and from 10:00 a.m. to 12 midnight, Monday, Tuesday, Wednesday, Thursday and Sunday and 7:00 a.m. to 2:00 a.m. Friday and Saturday Only in RU and B-2 Districts unless longer hours are specifically approved by the City Council.~~ ~~7:00 a.m. to 12 midnight Monday thru Sunday with extended hours to 2:00 a.m. on 3<sup>rd</sup> Fridays, Street Art Fair and events approved by Resolution by City Council.~~ Noise radiating from an outdoor café, which exceeds 75 DBA between 7:00 a.m. to 12 midnight or 65 DBA for all other times shall constitute prima facie evidence that such noise unreasonably disturbs the comfort, quiet and repose of persons in the area. The "DBA" represents the sound pressure level in decibel measured on the "A" scale of a standard sound level meter. Noise level measurements shall be taken at the zoning district boundary of any residential zoning district, recreation unit district and any planned development as may be appropriate. In all other districts, noise level measurements shall be taken at the property line of an affected property. ~~Upon request, the city council may, by resolution, extend the dates of operation or the hours of operation for the following events:~~

Comment [KR1]: Added from PC 9/15/16

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~~3<sup>rd</sup> Fridays as sponsored by Wyandotte Business Association  
Street Art Fair sponsored by City of Wyandotte Events approved by Resolution of City Council~~

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~~Upon request, the City Council may by resolution, extend the dates of operations or the hours of operation.~~ A public hearing on said request shall first be held by the Planning Commission (under the same procedures for approval of special land use). Upon receipt by the City Council of recommendation of the planning commission the City Council may approve the request. The criteria for approval will include the impact on adjacent or nearby residential, religious, educational or commercial properties and review of previous or current compliance will all city ordinances, state and federal regulations. Any approval for extension of dates or hours shall be issued on a calendar year basis and shall expire on December 31<sup>st</sup> and must be renewed annually. The City Council may grant a renewal of the extended dates or hours without the necessity of a public hearing if it determines the applicant is in compliance with all requirements of all city ordinances and approvals for the special land use. Any approval for extension of dates or hours is subject to revocation by the Planning Commission in accordance with paragraph h, section 2201.

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Comment [KR2]: Added from PC 9/15/16

~~2.1.~~ 2.A site drawing showing the detailed plan of the outdoor café must be submitted to and approved by the Planning Commission. The detailed plan is to include: the design, relevant details and location of all temporary structures such as awnings, planters, landscaping, railing, tables, chairs and other equipment, as well as lighting and electrical outlet locations. The location of entrances and exits shall be shown. For cafes on public property, the plan shall also show existing sidewalks, buildings, curbs, existing improvements, i.e., lamp posts, street trees, benches, mailboxes, etc., and an unobstructed clear area for pedestrian use (a minimum of 60"). A minimum clearance of seven (7) feet shall be maintained between the sidewalk and bottom edge of table umbrellas or awnings. The layout shall show all seating, tables

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and chairs and shall be used to determine maximum occupancy load for the outdoor café. The occupancy load shall be posted in a conspicuous location.

~~3-2.~~ 3. Plans for setting up the outdoor café must be approved by the Department of Engineering and Building to provide for the free passage of pedestrians along the sidewalks, by the Police Department to provide for traffic and pedestrian safety, and by the Fire Department for fire-safety issues. An outdoor café which is adjacent to residential properties or shares an alley with residential properties shall be screened with a solid fence a minimum of six (6) feet high.

~~4-3.~~ 4. The outdoor café must be part of a licensed restaurant and meet all the requirements of the department of health and any other local, county or state requirements, including the City of Wyandotte's ordinance and the Michigan Liquor Control Commission (if applicable).

~~5-4.~~ 5. For outdoor cafes on public property, liability insurance, Liquor Liability Coverage and property damage coverage naming the City of Wyandotte as an insured party, in an amount approved by the City of Wyandotte's Financial Director, must be provided before an outdoor café may be set up and be maintained for as long as the outdoor café is in operation.

~~6-5.~~ 6. Approval of the City Council is required for the proposed use of any public area or facility. All provisions of a Grant of License must be complied with at all times. Consideration for approval for use of any public area shall be limited to public property that is situated within fifty (50) feet of the extended property boundaries of property owned by the applicant. Any public outdoor café not within the road right-of-way may also require a written lease as determined by the City Council.

Comment [KR3]: Added From PC 9/15/16

~~7-6.~~ 7. An outdoor café in a B-2 district may provide for only thirty five percent (35%) more seating than is provided inside the restaurant. Additional parking shall be provided for the square foot area of the outdoor café in accordance with Section 2403.

~~8-7.~~ 8. No sign or any other form of advertising is permitted in the dining area, nor on fences or railings of such area with the except of an identification or menu sign. The name of the establishment may appear on the valance of an umbrella. No display of merchandise for sale shall be allowed.

~~9-8.~~ 9. Furnishings of an outdoor café shall consist solely of readily removable awnings, covers, canopies, railings, tables, chairs, planters containing plants and accessories. Furnishings may not be attached, even in a temporary manner, to the sidewalk or other public property, except that canopies and railings, , shall be secured by means of flush mounted anchors or other methods approved by the Building Official. No objects which are part of an outdoor café, except lighting fixtures, railings, awnings, or other nonpermanent covers or canopies, may be attached, even in a temporary manner, to any building, or structure on which the outdoor café abuts. When the associated establishment and/or the outdoor café on public property are not open for daily use, all furnishings and fixtures, unless otherwise specifically approved, shall be

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removed from the public property or stored in an approved manner which shall not cause a public nuisance or hazard. The Building Official shall determine when fences on public property shall be removed. The Building Official shall determine when a hazardous condition exists in the public right-of-way and on other public property. Any fence abutting public right-of-way or in public right-of-way must be of black metal material. Shop draws plans shall be provided with each application for fencing and all furniture on any outdoor café for review by the Planning Commission.

Comment [KR4]: Added From PC 9/15/16

~~10-9.~~ 10. Outdoor dining areas must remain clear of litter, food scraps and soiled dishes at all times.

- 11. Annual inspection of the outdoor café to be conducted by the Engineering and Building Department for compliance with approved plan. All outdoor cafes shall apply annually to the Planning Commission for approval. A public hearing will be required only if a written complaint is received by the Planning Commission in the previous year. The Engineering and Building Department will be responsible to receive written complaints concerning an outdoor café and said complaints shall be forwarded to the Planning Commission. The City Council will approve an application checklist which will include yearly fees for application review, inspections, use of public area and review of insurance. This checklist will be utilized for inspection by the Engineering and Building Department. The yearly fee will be established by City Council Resolution.

Comment [KR5]: Added From PC 9/15/16

### SECTION 2100 GENERAL PROVISIONS

H. Revoke special land use. A special land use may be revoked by the planning commission under the following procedures:

1. Mail notice of the proposed action to revoke the special land use to the owner/operator of the business at least 10 calendar days prior to the hearing.
2. Provide with the notice the reasons for the proposed action.
3. Provide with the notice the date, time and place of the hearing for the proposed action.
4. Include in the notice a statement that the owner/operator may present evidence and testimony and question any witness at the hearing.
5. At the hearing, the city engineer's office or planner will present to the planning commission any witnesses, reports, documents and recommendations concerning the proposed revocation of the special land use.

Criteria for revocation.

The planning commission may revoke a special land use upon a determination by the commission that, based upon a preponderance of evidence presented at the public hearing, any of the following exists:

1. Violation of any of the restrictions of the special land use set forth in the city ordinance or in any conditions set by the city when it approved the special land use.
2. Maintenance of a nuisance upon the premises, including, but not limited to, any of the following:
  - a. Existing violations of building, zoning, health, fire or regulatory codes.

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- b. A pattern of patron conduct upon or in the neighborhood of the licensed establishment which is in violation of the law or disturbs the peace, order and tranquility of the neighborhood.
- c. Failure to maintain the grounds and exterior of the license establishment, including litter, debris, refuse blowing, or being deposited on adjoining properties.
- d. Entertainment without a permit or entertainment which disturbs the peace, order and tranquility of the neighborhood.
- e. Any advertising, promotion or activity which by its nature causes, creates or contributes to disorder, disobedience to rules, ordinances or laws, or contributes to the disruption of normal activity of those in the neighborhood of the licenses establishment.
- f. Any condition of default in the payment of any tax, fee, charge, water bill, special assessment or other debt to the city or any unpaid judgment payable to the city.
- g. Any misrepresentation of any information in any application or hearing for the grant or renewal of any special land use.

PROPOSED CHANGES JULY 18, 2016

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SECTION 2200  
SPECIAL LAND USE DESIGNATED (S) OUTDOOR CAFÉ (1)

A. Outdoor Café

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1. An outdoor café may be set up and used from ~~March-April~~ 15 through ~~October~~ ~~November~~ 31. The permitted hours of operation are from 7:00 a.m. to 12 midnight in CBD Districts, ~~Monday, Tuesday, Wednesday, Thursday and Sunday and 7:00 a.m. to 2:00 a.m. Friday and Saturday ONLY~~, and from 10:00 a.m. to 12 midnight, ~~Monday, Tuesday, Wednesday, Thursday and Sunday and 7:00 a.m. to 2:00 a.m. Friday and Saturday Only~~, in RU and B-2

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Districts unless longer hours are specifically approved by the ~~Planning Commission and~~ the City Council. Noise radiating from an outdoor café, which exceeds ~~75 DBA between 8:00 a.m. to 12 midnight or 65 DBA for all other times shall, 50 DBA between 8:00 p.m. and 12 midnight, or other approved hours, or 55 DBA between 7:00 a.m. and 8:00 p.m., shall~~ constitute prima facie evidence that such noise unreasonably disturbs the comfort, quiet and repose of persons in the area. The "DBA" represents the sound pressure level in decibel measured on the "A" scale of a standard sound level meter. Noise level measurements shall be taken at the zoning district boundary of any residential zoning district, recreation unit district and any planned development as may be appropriate. In all other districts, noise level measurements shall be taken at the property line of an affected property. ~~The City Council may, by resolution, extend the dates of operation or the hours of operation for a stipulated number of days, not to exceed a total of 30 days per calendar year.~~

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~~Upon request, the city council may, by resolution, extend the dates of operation or the hours of operation for the following events:~~

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- ~~3<sup>rd</sup> Fridays as sponsored by Wyandotte Business Association~~
- ~~Street Art Fair sponsored by City of Wyandotte~~
- ~~Events approved by Resolution of City Council~~

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1. A public hearing on said request shall first be held by the ~~Planning Commission (under the same procedures for approval of special land use).~~ Upon receipt by the city council of recommendation of the ~~planning commission~~ the City Council may approve the request. ~~The criteria for approval will include the impact on adjacent or nearby residential, religious, educational or commercial properties and review of previous or current compliance will all city ordinances, state and federal regulations. Any approval for extension of dates or hours shall be issued on a calendar year basis and shall expire on December 31<sup>st</sup> and must be renewed annually. The city council may grant a renewal of the extended dates or hours without the necessity of a public hearing if it determines the applicant is in compliance with all requirements of all city ordinances and approvals for the special land use. Any approval for extension of dates or hours is subject to revocation by the planning commission in accordance with paragraph h, section 2201.~~

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2. A site drawing showing the detailed plan of the outdoor café must be submitted to and approved by the Planning Commission. The detailed plan is to include: the design, relevant details and location of all temporary structures such as awnings, planters, landscaping, railing, tables, chairs and other equipment, as well as lighting and electrical outlet locations. ~~The location of entrances and exits shall be shown.~~ For cafes on public property,

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the plan shall also show existing sidewalks, buildings, curbs, existing improvements, i.e., lamp posts, street trees, benches, mailboxes, etc., and an unobstructed clear area for pedestrian use (a minimum of 60"). A minimum clearance of seven (7) feet shall be maintained between the sidewalk and bottom edge of table umbrellas or awnings. The layout shall show all seating, tables and chairs and shall be used to determine maximum occupancy load for the outdoor café. The occupancy load shall be posted in a conspicuous location.

3. Plans for setting up the outdoor café must be approved by the Department of Engineering and Building to provide for the free passage of pedestrians along the sidewalks, by the Police Department to provide for traffic and pedestrian safety, and by the Fire Department for fire-safety issues. If alcohol is served, entrance to the outdoor café is required to be from inside the building. An outdoor café which is adjacent to residential properties or shares an alley with residential properties shall be screened with a solid fence a minimum of six (6) feet high.
4. The outdoor café must be part of a licensed restaurant and meet all the requirements of the department of health and any other local, county or state requirements, including the City of Wyandotte's ordinance and the Michigan Liquor Control Commission (if applicable).
5. For outdoor cafes on public property, liability insurance and property damage coverage naming the City of Wyandotte as an insured party, in an amount approved by the City of Wyandotte's Financial Director, must be provided before an outdoor café may be set up and be maintained for as long as the outdoor café is in operation.
6. Approval of the City Council is required for the proposed use of any public area or facility. All provisions of a Grant of License must be complied with at all times.
7. An outdoor café in a B-2 district may provide for only thirty five percent (35%) more seating than is provided inside the restaurant. Additional parking shall be provided for the square foot area of the outdoor café in accordance with Section 2403.
8. No sign or any other form of advertising is permitted in the dining area, nor on fences or railings of such area with the except of an identification or menu sign. The name of the establishment may appear on the valance of an umbrella. No display of merchandise for sale shall be allowed.
9. Furnishings of an outdoor café shall consist solely of readily removable awnings, covers, canopies, railings, tables, chairs, planters containing plants and accessories. Furnishings may not be attached, even in a temporary manner, to the sidewalk or other public property, except that canopies and railings, if specifically approved by the Planning Commission and the City Council, shall may be secured by means of flush mounted anchors or other methods approved by the Building Official. No objects which are part of an

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outdoor café, except lighting fixtures, railings, awnings, or other nonpermanent covers or canopies, may be attached, even in a temporary manner, to any building, or structure on which the outdoor café abuts. When the associated establishment and/or the outdoor café on public property are not open for daily use, all furnishings and fixtures, unless otherwise specifically approved, shall be removed from the public property or stored in an approved manner which shall not cause a public nuisance or hazard. The Building Official shall determine when fences on public property shall be removed. The Building Official shall determine when a hazardous condition exists in the public right-of-way and on other public property.

10. Outdoor dining areas must remain clear of litter, food scraps and soiled dishes at all times.

~~10.11.~~ Annual inspection of the outdoor café to be conducted by the Engineering and Building Department for compliance with approved plan.

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SECTION 2100 GENERAL PROVISIONS

~~H. Revoke special land use. A special land use can be revoked by the planning commission, under the same procedure as the section used to approve it, if it is found that it no longer meets the standards of this ordinance.~~ Revoke special land use. A special land use may be revoked by the planning commission under the following procedures:

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1. Mail notice of the proposed action to revoke the special land use to the owner/operator of the business at least 10 calendar days prior to the hearing.
2. Provide with the notice the reasons for the proposed action.
3. Provide with the notice the date, time and place of the hearing for the proposed action.
4. Include in the notice a statement that the owner/operator may present evidence and testimony and question any witness at the hearing.
5. At the hearing, the city engineer's office or planner will present to the planning commission any witnesses, reports, documents and recommendations concerning the proposed revocation of the special land use.

Criteria for revocation.

The planning commission may revoke a special land use upon a determination by the commission that, based upon a preponderance of evidence presented at the public hearing, any of the following exists:

1. Violation of any of the restrictions of the special land use set forth in the city ordinance or in any conditions set by the city when it approved the special land use.
2. Maintenance of a nuisance upon the premises, including, but not limited to, any of the following:
  - a. Existing violations of building, zoning, health, fire or regulatory codes.
  - b. A pattern of patron conduct upon or in the neighborhood of the licensed establishment which is in violation of the law or disturbs the peace, order and tranquility of the neighborhood.
  - c. Failure to maintain the grounds and exterior of the license establishment, including litter, debris, refuse blowing, or being deposited on adjoining properties.
  - d. Entertainment without a permit or entertainment which disturbs the peace, order and tranquility of the neighborhood.

PROPOSED CHANGES JULY 18, 2016

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- e. Any advertising, promotion or activity which by its nature causes, creates or contributes to disorder, disobedience to rules, ordinances or laws, or contributes to the disruption of normal activity of those in the neighborhood of the licenses establishment.
- f. Any condition of default in the payment of any tax, fee, charge, water bill, special assessment or other debt to the city or any unpaid judgment payable to the city.
- g. Any misrepresentation of any information in any application or hearing for the grant or renewal of any special land use.

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## PROPOSED CHANGES JULY 18, 2016

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### 12. Outdoor Café Registration Required.

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The owner of any outdoor café shall register with the City and shall designate a person as responsible local agent who shall be legally responsible for operating the outdoor café and shall also be responsible for providing access to such premises for making the inspections necessary to ensure compliance with the terms of the approved outdoor café.

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Only establishments with an approved Certificate of Occupancy and Certificate of Conformity for the remainder of the property utilized with the outdoor café may register.

### 12. Registration forms and fee.

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(a) Applications for registration shall be made in such form and in accordance with such instructions as may be provided by the city engineer and shall include at least the following information:

1. The name and address of applicant.
2. The names and addresses of all owners of the property adjacent to the outdoor café and no post office box addresses shall be accepted.
3. The name, local address and telephone number of the responsible local agent.
4. The authorization appointing a responsible local agent signed by both the owner and the responsible local agent.

(b) The fee of twenty-five dollars (\$25.00) for each outdoor café registered shall be paid at the time of registration. No post office boxes will be accepted as a legal address. Registration shall be required by June 1, 2016, for existing outdoor cafes or within thirty (30) days for newly approved outdoor café.

### 13. Registration term and renewal.

Registration shall be made by June 1, 2016, or prior to the use or occupancy of any new outdoor café. The term of the registration shall be valid as long as the owner remains unchanged. Any new owner shall register in accordance with Section 12 into the new owner's name within ten (10) days of the date of transfer of ownership. A fee of fifteen (\$15.00) dollars shall be paid at the time of registering the transfer of ownership.

### 14. Responsible local agent.

The responsible local agent shall be a person or representative of a corporation, partnership, firm, joint venture, trust, association, organization or other entity, having his or her place of residence in the County of Wayne or within fifty (50) miles radius of the City of Wyandotte, and shall be designated by the owner as responsible for operating such premises in compliance with all the provisions of the City of Wyandotte codes and ordinances. The owner may act as the responsible local agent provided he/she resides in the County of Wayne or within a fifty (50) mile radius of the City of Wyandotte. All official notices of the city may be issued to the responsible local agent, and any notice so issued shall be deemed to have been issued upon the owner of record.

### 15. Transfer of ownership.

Before an outdoor cafe can be transferred, conveyed, leased, or sold (including by

PROPOSED CHANGES JULY 18, 2016

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land contract) a new inspection shall be required. The inspection fee will follow the same guidelines as stated in Section 17.b. It shall be unlawful for the owner of any outdoor café who has received a notice of violation to transfer, convey, lease or sell (including by land contract) his/her ownership and/or interest in any way to another, unless such owner shall have first furnished to the grant, lessee or vendee, or transferee a true copy of any notice of violation and shall have furnished to the building official a signed and notarized statement from the grantee, vendee or lessee, or transferee acknowledging the receipt of such notice of violation.

16. Certificate of Outdoor Café required.

No person shall occupy an outdoor café unless there is a valid Certificate of Conformity/Outdoor Café issued by the department of engineering and building in the name of the owner/responsible local agent and issued for the specific outdoor café. The certificate shall be displayed in a conspicuous place in each outdoor café. The certificate shall be issued after making application with the building department and an inspection by the code enforcement inspectors to determine that the outdoor café complies with the provisions of the codes and ordinances of the City of Wyandotte. An inspection report shall be completed by the inspectors after completing the inspection of the property. The report shall note all violations found on the property. The report shall note all violations found at the outdoor café.

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Before a Certificate of Conformity/Outdoor Café is issued all violations must be corrected and approved.

A Certificate of Conformity/Outdoor Café is valid for a period of five (5) years from its date of issuance if issued within six (6) months of the date of the inspection report, provided that the outdoor café remain in compliance with all applicable codes and ordinances and are not sold or transferred. If violations are corrected more than six (6) months of the date of the inspection report, then the Certificate of Conformity/Outdoor Café will be valid for a period of five (5) years and six (6) months from the date of the inspection report. For a new Certificate of Conformity/Outdoor Café shall be issued simultaneously with the certificate of occupancy and shall remain valid for five (5) years provided that outdoor café remain in compliance with all the applicable codes and ordinances and are not sold or transferred. When the outdoor café is going to be sold or transferred, a new inspection and a new Certificate of Conformity/Outdoor Café shall be required. The inspection fees will follow the same guidelines as stated in Section 17b. The city engineer may revoke a Certificate of Conformity/Outdoor Café for a violation of any code, ordinance or rule or regulation of the city. The Certificate of Conformity/Outdoor Café must be renewed every five (5) years at the department of engineering and building.

17. Certificate of Conformity/Outdoor Café application form and fee.

(a) Applications for Certificate of Conformity/Outdoor Café shall be made in such form and in accordance with such instructions as may be provided by the city engineer and shall include at least the following information:

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1. Name, address and phone number of the owner(s).
2. Name, address and phone number of responsible local agent.
3. Address of outdoor café applied for under the Certificate of

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**PROPOSED CHANGES JULY 18, 2016**

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Conformity/Outdoor Café.

(b) The inspection fee for a Certificate of Conformity/Outdoor Café shall be one hundred (\$100.00) dollars.

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(c) The renewal inspection fee every five (5) years for each outdoor café shall be one hundred (\$100.00) dollars.

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18. Posting of Certificate of Conformity/Outdoor Café

The following information shall be posted in a conspicuous place at outdoor café.

1. A copy of the current Certificate of Conformity/Outdoor Café

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2. The name, address and telephone number of the responsible local agent.

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

MEETING DATE: September 19, 2016

AGENDA ITEM # **10**

**ITEM:** Wayne County Sponsored Household Hazardous Waste Collection

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



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

**BACKGROUND:** Wayne County sponsors a Household Hazardous Waste Collection Day on Saturday, October 8, 2016, at Wayne County Community College District, Downriver Campus. Hours are from 8 a.m. to 2 p.m. This collection is opened to Wayne County Residents Only. There is no fee to participate. Attached is a list of acceptable items.

**STRATEGIC PLAN/GOALS:** This is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in protecting and managing our natural resources vigorously.

**ACTION REQUESTED:** Concur in participation

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

**IMPLEMENTATION PLAN:** Post notice of Household Hazardous Waste Collection on City's website and cable.

**COMMISSION RECOMMENDATION:** n/a

**CITY ADMINISTRATOR'S RECOMMENDATION:**



**LEGAL COUNSEL'S RECOMMENDATION:** n/a

**MAYOR'S RECOMMENDATION:**



**LIST OF ATTACHMENTS:** Flyer of acceptable items

**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan  
Date: September 19, 2016

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

BE IT RESOLVED by the Mayor and City Council that Council receives the communication from the City Engineer regarding the Household Hazardous Waste Collection; AND

BE IT FURTHER RESOLVED that said notice is posted to the City's website and on information cable channel.

I move the adoption of the foregoing resolution.

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

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

| <u>YEAS</u> | <u>COUNCIL</u> | <u>NAYS</u> |
|-------------|----------------|-------------|
| _____       | Fricke         | _____       |
| _____       | Galeski        | _____       |
| _____       | Miciura        | _____       |
| _____       | Sabuda         | _____       |
| _____       | Schultz        | _____       |
| _____       | VanBoxell      | _____       |



# Household Hazardous Waste Collection

Sponsored by:

Wayne County Department of Public Services  
(734) 326-3936



Saturday, October 8, 2016 — 8 a.m. to 2 p.m.  
Wayne County Community College District  
Downriver Campus  
21000 Northline Road, Taylor

### Examples of Acceptable Items

- Household paints, stains, dyes
- Floor wax, floor care products, carpet cleaner
- Furniture polish, bathroom cleaners, stain removers, solvents
- Pharmaceutical Waste (NON-CONTROLLED SUBSTANCES ONLY)
- Nail polish, glue
- Fertilizer, lawn and garden chemicals, pesticides
- Antifreeze, motor oil, gasoline, propane tanks
- Automotive batteries and dry cell batteries, fluorescent bulbs (all types)
- Fire extinguishers, smoke detectors
- Mercury thermometers, thermostats and elemental mercury



### Electronics Recycling

- Computer CPU's, monitors, printers, scanners, keyboards, mice
- Cell phones, fax machines, copiers, and televisions



**Only household generated products from Wayne County residents will be accepted.**

Items that will not be accepted include: Commercial waste, Industrial waste, radioactive material, explosives, ammunition, 55 gallon drums, shock sensitive materials, household trash, refrigerators, microwaves or other appliances, tires, yard waste, roofing shingles, & concrete. For information on how to dispose of these items, please contact the Wayne County Resource Recovery Coordinator at 734-326-3936.

# Reports & Minutes

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September 19, 2016

## CITY OF WYANDOTTE REGULAR CITY COUNCIL MEETING

A Regular Session of the Wyandotte City Council was held in Council Chambers, on Monday, September 19, 2016, 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 Daniel Galeski, Sheri Fricke, Ted Miciura, Leonard Sabuda, Donald Schultz, and Kevin VanBoxell

Absent: None

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

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### PRESENTATIONS

None

### UNFINISHED BUSINESS

None

### COMMUNICATIONS MISCELLANEOUS

Discussion regarding Resolutions #2016-455 – #2016-459

### PERSONS IN THE AUDIENCE

- Chris Calvin, 466 Sycamore, regarding item #

### NEW BUSINESS (ELECTED OFFICIALS)

None

### COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

Discussion regarding Resolution #2016-460 – #2016-467

### PRESENTATION OF PETITIONS

None

### REPORTS & MINUTES

|  |                           |
|--|---------------------------|
| City Council                           | August 29, 2016 – REVISED |
| City Council                           | September 12, 2016        |
| Building Code Board of Appeals         | September 12, 2016        |
| Cultural & Historical Commisison       | August 11, 2016           |
| Daily Cash Receipts                    | September 13, 2016        |
| Firefighter's Civil Service Commission | August 10, 2016           |
| Retirement Commission                  | September 15, 2016        |

### CITIZENS PARTICIPATION

- Chris Calvin, 466 Sycamore, regarding 2017 Fiscal Year Budget Ordinance.
- Todd Browning, 2512 17<sup>th</sup>, regarding item #7.

**RECESS**

**RECONVENE**

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Present: Councilpersons Galeski, Fricke, Miciura, Sabuda, Schultz, VanBoxell and Mayor Joseph R. Peterson

Absent: None

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

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## **HEARINGS**

- Budget Hearing: 2017 Fiscal Year

## **FIRST READING OF AN ORDINANCE**

None

## **FINAL READING OF AN ORDINANCE**

- #1430: 2017 Fiscal Year Budget Ordinance (#2016-469)
- #1431: Zoning Ordinance Amendment – 828 4<sup>th</sup> Street, RT to RM-1A (#2016-470)

## **RESOLUTIONS**

### **2016-454 MINUTES**

By Councilperson Fricke, supported by Councilperson Sabuda

RESOLVED that the minutes of the meeting held under the date of September 12, 2016, be approved as recorded.

Motion unanimously carried.

### **2016-455 CITIZEN COMMUNICATION – FLORENCE OBRIEN**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that the communication from Ms. Florence O'Brien relative to grass cutting procedures is hereby referred to the Department of Engineering and Building for review and report back in one week (9/26/2016).

Motion unanimously carried.

### **2016-456 CITIZEN COMMUNICATION – J.P. KARAS**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that the communication from Mr. J.P. Karas relative to comments made at the September 12, 2016 City Council meeting is hereby received and placed on file.

BE IT FURTHER RESOLVED that a copy of the letter and relevant communications shall be forwarded to the City Attorney for review and report back to Council in one week (9/26/2016).

Motion carried.

ABSTAIN: Councilman Miciura

### **2016-457 CONSTITUTION WEEK - NSDAR**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that the communication from Lee Anne Briese, Monguagon Chapter of the National Society Daughters of the American Revolution, requesting the City of Wyandotte to declare September 17-23, 2016 as National Constitution Week in the City of Wyandotte is hereby received and granted.

BE IT FURTHER RESOLVED that Mayor and Council approve the preparation of a proclamation, as requested, to be presented to the NSDAR Monguagon Chapter.

Motion unanimously carried.

**2016-458 KNIGHTS OF COLUMBUS TOOTSIE ROLL DRIVE**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that Council received the request of David Kowalsky, Grand Knight, Knights of Columbus, Council #13607 and grants permission for the Knights of Columbus, to solicit donations, on behalf of MDA in the form of a Tootsie Roll Drive AND

BE IT FURTHER RESOLVED that said solicitation will occur on the corner of Biddle and Eureka on Friday, October 7, 2016 and Saturday, October 8, 2016 from 12:00 noon to 6:00 p.m., provided a Hold Harmless Agreement is executed as prepared by the Department of Legal Affairs.

Motion unanimously carried.

**2016-459 LIFE CHAIN DOWNRIVER – RESPECT LIFE SUNDAY**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that the communication from Deborah Bloomfield, Life-Chain Chairman, 1811 Superior, Wyandotte, Michigan 48192 regarding the Respect Life Sunday, to be held on Sunday, October 2, 2016 is hereby received and placed on file with copies to the Police and Fire Departments.

Motion unanimously carried.

**2016-460 FT DISPATCHER HIRING – H. O’DEA**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that Council Concurs with the determination that a vacancy exists in the Downriver Central Dispatch Center of one full-time Dispatcher and the Council authorizes the filling of such vacancy; AND

BE IT FURTHER RESOLVED that, subsequent to reviews of her performance as a current part-time member of the Dispatch staff and after working with our full-time Dispatchers who gave her favorable reviews, part-time Dispatcher Holly Anne O’Dea is being approved for a full-time position contingent on the successful completion of a physical, psychological, and drug screen examination.

Motion unanimously carried.

**2016-461 2016 WSAF FINANCIAL REPORTS**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that Council has received the 2016 Wyandotte Street Art Fair Financial Report from the Special Event Coordinator and places it on file.

Motion unanimously carried.

**2016-462 DIGITAL SIGN REQUEST – 2944 BIDDLE (CHELSEA GROUP)**

By Councilperson Fricke, supported by Councilperson Sabuda

WHEREAS the Design Review Board denied the application of Chelsea Group LLC (Applicant) and Newton Investment (Owner) for an electric digital message sign at 2944 Biddle Avenue, Wyandotte and the Zoning Ordinance Section 2300.B.4 allows an appeal of the decision of the Design Review Board by the City Council; AND

WHEREAS the communication from the City Engineer is received and placed on file.

NOW, THEREFORE BE IT RESOLVED that Council recommends that the proposed changes to the Sign Ordinance include language for signs in the Central Business District to allow this type of changeable message digital sign on locations that are not visible from Biddle Avenue and include the necessary restrictions to protect the harmony and historical nature of the CBD; AND BE IT FURTHER RESOLVED that copies of this Resolution are to be forwarded to the City Engineer, City Planner, City Attorney, Planning Commission, and Design Review Board and that a public hearing be scheduled with the Planning Commission to consider amendment of the zoning ordinance as recommended herein.

Motion unanimously carried.

**2016-463 PURCHASE AGREEMENT – 1731 4<sup>TH</sup> ST.**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that the communication from the City Engineer and City Assessor regarding the City owned property located at former 1727-1735 4<sup>th</sup> Street now known as 1731 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 1727-1735 4<sup>th</sup> Street now known as 1731 4<sup>th</sup> Street to Matthew and Rachel Bellehumeur for the amount of \$10,000.00; AND

BE IT FURTHER RESOLVED that if the Purchasers, Matthew and Rachel Bellehumeur, do not undertake development within six (6) months from time of closing and complete construction within one (1) year will results 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 1727-1735 4<sup>th</sup> Street now known as 1731 4<sup>th</sup> Street, between Matthew and Rachel Bellehumeur and the City of Wyandotte for \$10,000 as presented to Council on September 26, 2016.

Motion unanimously carried.

**2016-464 NEZ APPLICATION – 1731 4<sup>TH</sup> ST.**

By Councilperson Fricke, supported by Councilperson Sabuda

WHEREAS per a resolution adopted by the Wyandotte City Council on December 7, 1992, it is the policy of the City of Wyandotte to offer 12-year tax abatements for new single family construction in Neighborhood Enterprise Zones within the City of Wyandotte; AND

WHEREAS the former 1727-1735 4<sup>th</sup> Street is within the City of Wyandotte's Neighborhood Enterprise Zone #3 adopted on December 7, 1992.

NOW THEREFORE BE IT RESOLVED that Council CONCURS with the recommendation of City Engineer as set forth in his communication of September 19, 2016, that the City of Wyandotte will approve a 12-year Neighborhood Enterprise Zone Exemption Certificate for the proposed redevelopment at former 1727-1735 4<sup>th</sup> Street now known as 1731 4<sup>th</sup> Street, subject to the proper application materials being submitted to the City and the project's compliance with the Neighborhood Enterprise Zone Act, Act 147 of 1992, as amended; AND BE IT FURTHER RESOLVED that the City Clerk and the City Assessor are hereby authorized to execute said applications for a 12-year Neighborhood Enterprise Zone Certificate.

Motion unanimously carried.

**2016-465 SALE OF CITY PROPERTY – FORMER 3374 13<sup>TH</sup> ST.**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that Council approves the Purchase Agreements to sell 20 feet the former 3374 13<sup>th</sup> Street to the adjacent property owners at 3366 13<sup>th</sup> Street for the amount of \$1,000.00 and sell 20 feet the adjacent property owners at 3382 13<sup>th</sup> Street for the amount of \$1,000.00;

AND BE IT FURTHER RESOLVED that the Department of Legal Affairs is hereby directed to prepare the necessary documents and the Mayor and Clerk are hereby authorized to sign.

Motion unanimously carried.

**2016-466 COMMUNITY DEVELOPMENT BLOCK GRANT 2016-2021**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that Council hereby approves the Subrecipient Agreement for the Community Development Block Grant (CDBG) 2016-2021 and authorizes the Mayor and City Clerk to execute same.

Motion unanimously carried.

**2016-467 LATE ITEM – CITY HALL ELEVATOR REPAIR**

By Councilperson Fricke, supported by Councilperson Sabuda

BE IT RESOLVED that Council hereby concurs in the recommendation of the City Engineer to have Otis Elevator replace the sensor for the west City Hall elevator, and further, authorizes the Mayor and City Clerk to sign said contract; AND

FURTHER, this recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of infrastructure.

BE IT FURTHER RESOLVED that the work will be funded from the City Hall maintenance budget, account #530-444-825-420, in the amount of \$3,912.71.

Motion unanimously carried.

**2016-468 BILLS & ACCOUNTS**

By Councilperson Fricke, supported by Councilperson Sabuda

RESOLVED that the total bills and accounts of \$2,277,904.65 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

Motion unanimously carried.

**2016-469 #1430: 2017 FISCAL YEAR BUDGET ORDINANCE**

By Councilperson Fricke, supported by Councilperson Sabuda

**City of Wyandotte**

**2017 Fiscal Year Budget Ordinance**

*“AN ORDINANCE TO PROVIDE AND APPROPRIATE THE SEVERAL AMOUNTS REQUIRED TO DEFRAY THE EXPENDITURES AND LIABILITIES OF THE CITY OF WYANDOTTE FOR THE FISCAL YEAR BEGINNING THE FIRST SATURDAY OF OCTOBER, 2016. THE SAME TO BE TERMED THE ANNUAL APPROPRIATION BILL FOR THE 2017 FISCAL YEAR.”*

THE CITY OF WYANDOTTE ORDAINS:

**SECTION I - GENERAL FUND**

There shall be raised by general tax for the fiscal year beginning October 1, 2016, and ending September 30, 2017, to be assessed, levied, and collected by tax on all taxable real and personal property in the City of Wyandotte, Michigan, the sum of \$10,240,575. In addition to the foregoing, it is estimated that state receipts, revenues, and moneys from sources other than current City taxes will be \$12,114,300, for a total of \$22,354,875 of General Fund Revenue.

Appropriation of funds is hereby made in the following categories of Funds and Accounts:

A. General Fund:

|    |  |              |
|----|--|--------------|
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 3,934,999 |
| 2. | Appropriations:                          |              |
| a. | Legislative                              | 114,906      |
| b. | Judicial                                 | 1,056,245    |
| c. | Financial Services/Administration        | 635,323      |
| d. | Information Technology                   | 194,966      |
| e. | General Government                       | 1,518,046    |
| f. | Assessor                                 | 434,928      |
| g. | City Clerk                               | 198,349      |
| h. | Treasurer                                | 138,487      |
| i. | Police & Civil Defense                   | 4,806,151    |
| j. | Downriver Central Dispatch               | 851,481      |
| k. | Downriver Central Animal Control         | 260,596      |

|    |                                  |           |
|----|----------------------------------|-----------|
| l. | Fire                             | 4,046,872 |
| m. | Engineering & Building           | 1,203,519 |
| n. | Public Works                     | 2,847,983 |
| o. | Recreation                       | 515,342   |
| p. | Swimming Pool                    | 17,227    |
| q. | Yack Arena                       | 374,671   |
| r. | Youth Assistance                 | 44,325    |
| s. | Historical Commission (Museum)   | 190,299   |
| t. | City Commissions                 | 26,577    |
| u. | Retirement Contribution and OPEB | 3,076,000 |
| v. | Elections                        | 60,220    |

## **SECTION II - SPECIAL REVENUE FUNDS**

|    |  |            |
|----|--|------------|
| B. | Major Street Fund:                       |            |
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 638,900 |
| 2. | Estimated Revenues:                      |            |
| a. | State Revenue                            | 1,455,541  |
| b. | METRO Act Revenue                        | 70,000     |
| 3. | Appropriations:                          |            |
| a. | Reimbursement to General Fund            | 400,000    |
| b. | Maintenance and Construction             | 1,074,558  |
| c. | Transfer to Local Street Fund            | 363,886    |
| C. | Local Street Fund:                       |            |
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 152,088 |
| 2. | Estimated Revenues:                      |            |
| a. | State Revenue                            | 527,070    |
| b. | Transfer from Major Street Fund          | 363,886    |
| 3. | Appropriations:                          |            |
| a. | Reimbursement to General Fund            | 433,000    |
| b. | Maintenance and Construction             | 465,316    |
| D. | Sidewalk/Alley Fund:                     |            |
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 825,397 |
| 2. | Estimated Revenues:                      |            |
| a. | Special Assessments                      | 212,897    |
| b. | Investment Earnings                      | 500        |
| 3. | Appropriations:                          |            |
| a. | Sidewalks/Alleys/Parking Lots            | 200,000    |
| b. | Administration                           | 100,000    |
| E. | Drug Law Enforcement Fund:               |            |
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 45,189  |
| 2. | Estimated Revenues                       | 30,500     |
| 3. | Appropriations:                          |            |
| a. | Personnel                                | 7,600      |
| b. | Equipment - Drug Enforcement             | 18,000     |
| F. | Housing Rehabilitation Fund:             |            |
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 0       |
| 2. | Estimated Revenues                       | 58,000     |
| 3. | Appropriations:                          |            |
| a. | Building Rehabilitation                  | 50,000     |
| b. | Administration                           | 8,000      |
| G. | Community Development Block Grant Fund:  |            |
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 0       |

|    |    |   |              |
|----|----|---|--------------|
|    | 2. | Estimated Revenues                                | 155,739      |
|    | 3. | Appropriations:                                   |              |
|    | a. | CDBG Projects                                     | 141,739      |
|    | b. | Administration                                    | 14,000       |
| H. |    | Urban Development Action Grant Fund:              |              |
|    | 1. | Estimated Fund Balance - October 1, 2016          | \$ 1,186,696 |
|    | 2. | Estimated Revenues                                | 46,339       |
|    | 3. | Appropriations:                                   |              |
|    | a. | Capital Outlay                                    | 50,000       |
|    | b. | Administration                                    | 15,000       |
| I. |    | Special Events Fund:                              |              |
|    | 1. | Estimated Fund Balance - October 1, 2016          | \$ 349,379   |
|    | 2. | Estimated Revenues:                               |              |
|    | a. | Special Events                                    | 74,500       |
|    | b. | Art Fair  | 185,000      |
|    | 3. | Appropriations:                                   |              |
|    | a. | Special Events                                    | 31,365       |
|    | b. | Art Fair  | 157,500      |
|    | c. | Holiday Celebrations                              | 14,000       |
|    | d. | Administration                                    | 20,000       |
| J. |    | Solid Waste Fund:                                 |              |
|    | 1. | Estimated Fund Balance - October 1, 2016          | \$ 877,545   |
|    | 2. | Estimated Revenues:                               |              |
|    | a. | Rubbish Tags                                      | 4,000        |
|    | b. | Taxes   | 1,281,030    |
|    | c. | Dumpster Billings                                 | 260,000      |
|    | d. | Investment Earnings                               | 1,000        |
|    | e. | Service Fees                                      | 139,000      |
|    | 3. | Appropriations:                                   |              |
|    | a. | Rubbish Collection                                | 1,311,963    |
|    | b. | Dumping/Compost Fees                              | 370,000      |
|    | c. | Recycling Fees                                    | 4,000        |
|    | d. | Administration                                    | 275,000      |
|    | e. | Household Hazardous Waste Program                 | 1,000        |
|    | f. | Capital Equipment                                 | 51,500       |
|    | g. | Curbside Yard Waste                               | 750          |
| K. |    | Building Authority Improvement Fund:              |              |
|    | 1. | Estimated Fund Balance - October 1, 2016          | \$ 270,158   |
|    | 2. | Estimated Revenues:                               |              |
|    | a. | Investment Earnings                               | 100          |
|    | b. | Debt Levy   | 249,173      |
|    | 3. | Appropriations:                                   |              |
|    | a. | Debt Service                                      | 68,544       |
|    | b. | Administration/Other                              | 20,000       |
| L. |    | Drain Number Five Operation and Maintenance Fund: |              |
|    | 1. | Estimated Fund Balance - October 1, 2016          | \$ 2,433,650 |
|    | 2. | Estimated Revenues                                | 1,043,151    |
|    | 3. | Appropriations:                                   |              |
|    | a. | Wayne County Department of Public Works           | 1,048,365    |
|    | b. | Other   | 53,000       |
| M. |    | Downtown Development Authority - TIF Fund:        |              |

|    |  |                |
|----|--|----------------|
| 1. | Estimated Fund Balance - October 1, 2016             | \$ 547,289     |
| 2. | Estimated Revenues:                                  |                |
| a. | Tax Capture  | 577,336        |
| b. | Investment Earnings                                  | 500            |
| c. | Other  | 9,000          |
| 3. | Appropriations:                                      |                |
| a. | Eureka Viaduct Maintenance                           | 5,000          |
| b. | Streetscape Maintenance                              | 2,000          |
| c. | Promotions   | 34,000         |
| d. | Administration                                       | 85,000         |
| e. | Personnel  | 85,051         |
| f. | Streetscape Contribution                             | 48,897         |
| g. | Beautification Commission                            | 10,000         |
| h. | Business Procurement/Existing Business Stimulus      | 20,000         |
| i. | Masonic Temple Project                               | 20,000         |
| j. | Business Assistance Program                          | 62,000         |
| k. | Fort St. Sign/Fountain/Purple Heart                  | 8,000          |
| l. | Farmers Market                                       | 7,400          |
| m. | Marketing  | 25,200         |
| n. | Christmas Lighting/Decorations                       | 40,000         |
| o. | Other  | 64,831         |
| N. | Tax Increment Finance Authority - Consolidated Fund: |                |
| 1. | Estimated Fund Balance - October 1, 2016             | \$ 5,138,045   |
| 2. | Estimated Revenues:                                  |                |
| a. | Tax Capture  | 2,449,363      |
| b. | Other Operating Revenues                             | 62,725         |
| c. | Investment Earnings                                  | 1,000          |
| 3. | Appropriations:                                      |                |
| a. | Road Resurfacing                                     | 750,000        |
| b. | Land Acquisition Program                             | 750,000        |
| c. | Property Maintenance/Taxes                           | 71,432         |
| d. | Infrastructure Improvements-Recreation               | 157,000        |
| e. | Tree Maintenance                                     | 40,000         |
| f. | Administration                                       | 275,000        |
| g. | Debt Service   | 124,384        |
| h. | Parking Lots   | 46,250         |
| i. | DNR Grant (Marina) – Match                           | 215,000        |
| O. | Brownfield Redevelopment Authority Fund:             |                |
| 1. | Estimated Fund Balance - October 1, 2016             | \$ (1,018,524) |
| 2. | Estimated Revenues:                                  |                |
| a. | Tax Capture  | 194,158        |
| b. | Miscellaneous  | 65,276         |
| 3. | Appropriations:                                      |                |
| a. | Debt Service   | 89,087         |
| b. | Administrative & Operating                           | 57,303         |
| P. | Capital Equipment and Replacement Fund:              |                |
| 1. | Estimated Fund Balance - October 1, 2016             | \$ 82,593      |
| 2. | Estimated Revenues                                   | 0              |
| 3. | Appropriations                                       | 0              |

**SECTION III - ENTERPRISE FUNDS**

Q. Sewage Disposal Fund:

|    |   |              |
|----|---|--------------|
| 1. | Estimated Retained Earnings - October 1, 2016 | \$13,635,763 |
| 2. | Estimated Revenues:                           |              |
| a. | Customer Service Fees                         | 4,827,936    |
| b. | Investment Earnings                           | 1,000        |
| 3. | Appropriations:                               |              |
| a. | Infrastructure Replacement                    | 320,000      |
| b. | Administration                                | 420,000      |
| c. | Sewage Disposal Charges                       | 2,208,730    |
| d. | Depreciation                                  | 650,000      |
| e. | Debt Service                                  | 1,313,978    |
| f. | Other   | 151,500      |
| R. | Municipal Golf Course Fund:                   |              |
| 1. | Estimated Retained Earnings - October 1, 2016 | \$ (373,097) |
| 2. | Estimated Revenues:                           |              |
| a. | Green Fees                                    | 210,000      |
| b. | Cart Rental                                   | 92,000       |
| c. | Other Revenue                                 | 48,350       |
| 3. | Appropriations:                               |              |
| a. | Personnel                                     | 58,939       |
| b. | Course Maintenance                            | 180,000      |
| c. | Other Expenses                                | 105,260      |
| d. | Depreciation                                  | 97,294       |
| S. | Building Rental Fund:                         |              |
| 1. | Estimated Retained Earnings - October 1, 2016 | \$ 865,570   |
| 2. | Estimated Revenues:                           |              |
| a. | Rental Income                                 | 263,555      |
| b. | Expense Reimbursements                        | 228,000      |
| 3. | Appropriations:                               |              |
| a. | Operation & Maintenance                       | 203,000      |
| b. | Utilities                                     | 141,000      |
| c. | Property Taxes                                | 19,000       |
| d. | Depreciation                                  | 100,000      |

#### **SECTION IV - INTERNAL SERVICE FUNDS**

|    |   |              |
|----|---|--------------|
| T. | Self Insurance/Worker's Compensation Fund:    |              |
| 1. | Estimated Retained Earnings - October 1, 2016 | \$ 6,515,709 |
| 2. | Estimated Revenues                            | 20,000       |
| 3. | Appropriations:                               |              |
| a. | Worker's Compensation                         | 193,460      |
| b. | Self Insurance Claims                         | 100,000      |
| c. | Other Expenses                                | 41,877       |
| d. | Operating Transfers                           | 650,000      |

#### **SECTION V - DEBT FUNDS**

|    |  |            |
|----|--|------------|
| U. | Debt Service:                            |            |
| 1. | Estimated Fund Balance - October 1, 2016 | \$ 231,571 |
| 2. | Estimated Revenues                       | 894,907    |
| 3. | Appropriations:                          |            |
| a. | Debt Service-Police/Court                | 982,500    |
| b. | Other                                    | 5,000      |

#### **SECTION VI - CITY TAX RATES**

Preliminary City Tax Rates were adopted on August 8, 2016, after the required notices were filed and Public Hearings held. The Rates were calculated in accordance with Michigan Compiled

Law Section 211.34E and 211.34D. The calculated City Tax Rates are the minimum required to defray operating expenses for the fiscal year October 1, 2016, through September 30, 2017. The Rates are as follows:

|    |                                  |                           |
|----|----------------------------------|---------------------------|
| 1. | City Operating                   | \$15.0538/M Taxable Value |
| 2. | Refuse Collection                | \$ 2.5166/M Taxable Value |
| 3. | Debt                             | \$ 2.5166/M Taxable Value |
| 4. | Drain #5 Operation & Maintenance | \$ 2.6630/M Taxable Value |

### **SECTION VII - ADOPTION**

This ordinance is necessary for the immediate preservation of the public peace, property, health, safety and for the daily operation of all city departments. This ordinance shall take effect October 1, 2016, which represents the first Saturday in October.

Motion unanimously carried.

### **CERTIFICATION**

We, the undersigned, Joseph R. Peterson and Lawrence S. Stec, respectfully, the Mayor and City Clerk of the City of Wyandotte, Michigan, do hereby certify that the foregoing ordinance was duly passed by the Council of the City of Wyandotte at a regular meeting, therefore, on September 19, 2016.

**JOSEPH R. PETERSON, MAYOR**

**LAWRENCE S. STEC, CITY CLERK**

**2016-470 #1431: ZONING ORD AMENDMENT – 828 4<sup>TH</sup> STREET, RT TO RM-1A**  
By Councilperson Fricke, supported by Councilperson Sabuda

### **AN ORDINANCE ENTITLED**

**AN ORDINANCE TO AMEND THE CITY OF WYANDOTTE ZONING ORDINANCE TO REZONE THE PROPERTY KNOWN AS 828 4<sup>TH</sup> STREET FROM TWO FAMILY RESIDENTIAL DISTRICT (RT) TO MULTIPLE FAMILY RESIDENTIAL DISTRICT (RM-1A)**

THE CITY OF WYANDOTTE ORDAINS:

#### **Section 1. Rezoning of Property:**

The following described property located in the City of Wyandotte, County of Wayne, State of Michigan, and described as follows:

East 116 Feet of the west 271.72 Feet of the south 45.5 feet of Lot 40, except the west 16 feet thereof, “Sub of P.C. 112 for the Heirs of Antoine Labadie Deceased” part of P.C. 112, City of Wyandotte, Wayne County, Michigan as recorded in Liber 4 of Plats, Page 35, Wayne County Records.

Known as: 828 4<sup>th</sup> Street

be and is hereby rezoned from Two Family Residential District (RT) to Multiple Family Residential District (RM-1A)

#### **Section 2. Amendment of Zoning Map.**

The zoning Map of the City of Wyandotte be and is hereby amended in accordance with the provisions of this Ordinance as set forth in Zoning Map. No. 289

#### **Section 3. Severability.**

All Ordinances or parts of Ordinances in conflict herein are hereby repealed, only to the extent to give this Ordinance full force and effect.

#### **Section 4. Effective Date.**

This ordinance shall be published along with the notice of adoption in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption and shall take effect fifteen (15) days after its adoption or seven (7) days after publication whichever is later. The notice of adoption shall include the text of the amendment, the effective date of the

Ordinance, and the place and time where a copy of the Ordinance may be purchased or inspected.

Motion unanimously carried.

**CERTIFICATE**

We, the undersigned, JOSEPH R. PETERSON and LAWRENCE STEC, respectively the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the Council of the City of Wyandotte, at a regular session thereof on Monday, the 19<sup>th</sup> day of September, 2016.

**JOSEPH R. PETERSON, MAYOR**

**LAWRENCE S. STEC, CITY CLERK**

**2016-471 ADJOURNMENT**

By Councilperson Fricke, supported by Councilperson Sabuda

RESOLVED that this regular meeting of the Wyandotte City Council be adjourned at 7:57 p.m.

Motion unanimously carried.

A handwritten signature in black ink, appearing to read "Lawrence S. Stec", written over a horizontal line.

**Lawrence S. Stec, City Clerk**

CITY OF WYANDOTTE  
BEAUTIFICATION COMMISSION MEETING MINUTES, APPROVED  
AUGUST 10, 2016

Members Present: John Darin, Chairman, Michael Bak, Kelly Dodson, Noel Galeski, Linda Orta, Alice Ugljesa

Members Excused: Andrea Fuller, Stephanie Pizzo, Bill Summerell

Guest(s): Ms. April Treece

1. Call to Order: The meeting was called to order by John at 6:02 pm.
2. Reading and Approval of Previous Minutes:
  - a. July 20, 2016 Regular Meeting: After review of the minutes, Noel made a motion, seconded by Alice, to approve the draft minutes of the July 20, 2016 regular meeting of the Beautification Commission without change. The motion was approved.
3. Approval of Agenda: Motion was made by Alice, seconded by Mike, to add item #5.b., "Allocation of Remaining FY 2015-2016 Operating Budget", and to approve this meeting's agenda as revised. The motion was approved.
4. Chairperson's Report:
  - a. Documents: An updated Attendance Log was distributed.
  - b. Recommendation to Appoint Ms. April Treece as Volunteer Community Garden Coordinator: John introduced our guest for the evening, Ms. April Treece, who is very interested in the position of Volunteer Community Garden Coordinator. April reviewed her background, the fact she is a current community gardener, and her interests for the Commission, and all commissioners introduced themselves. John noted that he will orient her to the position roles and responsibilities. After discussion, John made a motion, seconded by Linda, to approve the appointment of Ms. April Treece as the Beautification Commission Volunteer Community Garden Coordinator, effective immediately. The motion was approved unanimously. Ms. Treece was congratulated by all.
5. Treasurer's Report:
  - a. FY 2015-2016 YTD Expense Report: John reported that there have been no new expenses incurred since the July meeting. However, Alice reported that there is a pending expense of approximately \$620.00 for autumn mum plantings in the hanging baskets. The Commission will be invoiced upon delivery of the product. This expense will be accrued, going forward. The Commission's current balance remaining is \$1210.32. Accruing the autumn hanging basket expense will decrease current functional balance remaining to approximately \$590.32. Linda made a small purchase \$27.03 for soil and flowers for the Vietnam Veterans Memorial, which will be directly reimbursed to her by the Wyandotte Vietnam Veterans Committee.
  - b. Consideration of GoFundMe Proceeds as a Separate, Segregated Operating Budget: As previously noted, \$623.53 net proceeds from the Commission's GoFundMe fundraiser was deposited in the Beautification Commission's account by the Accounting Department. It was noted during discussion that it was clearly communicated by John during the deposit transaction that these monies were separate and distinct from the monies allocated to the Commission by the DDA. The GoFundMe net proceeds balance may be rolled over to subsequent fiscal years. The current budget balance of \$1210.32 reflects a balance of \$586.79 from DDA-allocated funds, and \$623.53 from GoFundMe net donation proceeds. After much discussion, it was the consensus of the Commission that a separate expense ledger be maintained in the Commission's records to properly and fully track the disposition of the GoFundMe net proceeds. John offered to amend the Treasurer's Report to reflect this request.
  - c. Budget Request to DDA for FY 2016-2017 Funding: John reported that he has not received any formal notification from the DDA regarding the Beautification Commission's Request for DDA Funding for FY 2016-2017. Noel reported that the DDA has recently approved a \$10,000 operating budget allocation for FY 2016-2017, as requested, and that the DDA's approval will need the concurrence of City Council. John requested that the Beautification Commission be formally notified of those actions by email, prior to the Commission's September 14<sup>th</sup> meeting.

6. Communications, Event Marketing, & Volunteer Recruitment Report: There was no report.
7. “Adopt-A-Spot in Wyandotte” Program Update:
  - a. Pending Volunteer Application: John noted that there is an application pending from Shelley Belinc and the Wyandotte Family Church to adopt the BASF Gazebo and adjacent flower bed.
  - b. Adopt-A-Spot Volunteer Identification Signs: John distributed draft Adopt-A-Spot ID signs for the volunteers. They would be coroplast lawn sign material with step stakes, 12” x 18”, with 2-sided color printing, and would be placed in the adopted flower bed. The signs would be produced by Signs, Etc. a Wyandotte business. After discussion, it was the consensus of the Commission that the signs should be 9” x 12”, as was quoted previously, to avoid interfering with the visual impact of the planted space. It was hoped that the signs could be purchased and placed as soon as possible this growing season. John will request an updated quote from this vendor.
8. Community Garden Update:
  - a. Lot Re-Staking: John reported that he has requested a re-staking of the community garden lot, to ensure accurate placement of the temporary fencing and the community garden activities.
  - b. April Treece, Volunteer Community Garden Coordinator: John noted that he will email the community gardeners and will inform them of April’s appointment.
9. Downtown Plantings Update: There was nothing new to report.
10. Beautification Awards and Postcards:
  - a. Holiday Window Display Awards: John distributed a flyer and nomination form for a previous “Downtown Wyandotte Holiday Window Display Awards” (c. 2013) that was conducted by the Beautification Commission and DDA. Commissioners were requested to consider reviving this idea and partnering with the DDA again in 2016. John will email all commissioners and DDA & Special Events leadership a copy of the flyer and nomination form for their review and comment.
  - b. “We’ve Noticed” Postcards: Alice reviewed the list of residences and business mailed a “We’ve Noticed” postcard congratulating them on their beautification efforts. There were 30 residences and 7 businesses that were mailed postcards.
  - c. Home and Business Beautification Awards: Alice reviewed the nominees for home and business awards. She distributed and reviewed the criteria for judging properties which were rated on a scale of 1 (low) – 5 (high). The evaluation criteria were color, texture, and creative design, with attention to planting, variety, hardscape elements, and on-going property maintenance. All commissioners reviewed all subject properties, and gave a summary rating for each property, with a maximum possible 30 points. After evaluating all nominated properties, it was the consensus of the Commission based on objective scoring that all properties (17 residences and 2 businesses) met the minimum criteria (e.g.  $\geq 15$  points) to be awarded a 2016 Beautification Award. The Beautification Commission is very excited to announce the following winners of the 2016 Beautification Awards (pending property owner acceptance of the award):

17 Residences:

463 Emmons Boulevard – 29 points  
2642 Biddle Avenue – 29 points  
127 Goddard Road – 28 points  
2424 22<sup>nd</sup> Street – 27 points  
1793 Oak Street – 27 points  
308 Orange Street – 26 points  
531 Plum Street – 25 points  
626 Pine Street – 23 points  
1636 22<sup>nd</sup> Street – 23 points  
2058 18<sup>th</sup> Street – 23 points  
1736 Oak Street – 23 points  
307 Orange Street – 22 points  
2433 12<sup>th</sup> Street – 21 points  
324 Emmons Boulevard – 19 points  
708 Pine Street – 19 points  
344 Plum Street – 19 points  
705 Forest Street – 18 points

2 Businesses:

Whiskey's on the Water, 2903 Biddle Avenue – 28 points  
Home Philosophy, 3113 Biddle Avenue – 24 points

Alice reported that the Annual Home and Business Beautification Awards Presentation will be held at the **City Council meeting, 7:00 pm, Monday, September 12<sup>th</sup>**. Alice noted that she will be contacting all award recipients to arrange for their attendance, and for posting photos of the properties on the Beautification Commission website. Congratulations to all 19 Beautification Award Winners!

11. Old Business: There was no Old Business.
12. New Business: There was no New Business.
13. Round-Table Reports and Announcements: There were no Round-Table Reports or Announcements.
14. Next Meeting: The next regular meeting of the Beautification Commission is scheduled for Wednesday, September 14, 2016 at 6:00 pm – 8:00 pm in City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.
15. Adjournment: The meeting was adjourned at 8:02 pm.



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John M. Darin  
Chairman,  
Wyandotte Beautification Commission

CITY OF WYANDOTTE  
BEAUTIFICATION COMMISSION MEETING MINUTES, DRAFT  
SEPTEMBER 14, 2016

Members Present: John Darin, Chairman, Michael Bak, Kelly Dodson, Noel Galeski, Alice Ugljesa

Members Excused: Andrea Fuller, Linda Orta, Stephanie Pizzo, Bill Summerell

Guest(s): None

1. Call to Order: The meeting was called to order by John at 6:05 pm.
2. Reading and Approval of Previous Minutes:
  - a. August 10, 2016 Regular Meeting: After review of the minutes, Alice made a motion, seconded by Noel, to approve the draft minutes of the August 10, 2016 regular meeting of the Beautification Commission without change. The motion was approved.
3. Approval of Agenda: Motion was made by Noel, seconded by Alice, to approve this meeting's agenda without change. The motion was approved.
4. Chairperson's Report:
  - a. Documents: An updated Attendance Log and an annotated 2016 Regular Meeting List were distributed. Noel proposed to add "Mid-Year Budget Review" as a primary agenda focus for the Commission's July meeting. This was approved by consensus.
  - b. Additional Information Requests for Boards and Commissions Guidelines: John reported that he was requested to provide background information to the city regarding the MEDC's Redevelopment Ready Program as it relates to the Beautification Commission. The submitted document was distributed for review. There were a number of attachments provided.
5. Treasurer's Report:
  - a. FY 2015-2016 YTD Expense Report: John distributed the revised Treasurer's Report, which segregates the DDA-funded budget and the GoFundMe net fundraiser proceeds. The DDA-funded account budget balance is exhausted. The GoFundMe account balance is \$590.32. There have been no additional approved expenses paid since last report.
  - b. Approval To Purchase Adopt-A-Spot Recognition Signs: John reviewed an updated quote from our sign vendor for the AAS volunteer recognition signs. The signs have been reduced in size to 9" x 12". 8 signs with names, and 2 signs without names for future application, were considered. The projected cost is \$114.48, not including stickers for the remaining 2 non-identified signs, which will be applied to FY 2016-2017 budget. Noel made a motion, seconded by Mike to approve this sign purchase. The motion was approved.
  - c. Budget Request to DDA for FY 2016-2017 Funding: John reported that he has formal notification that the DDA has approved the Beautification Commission's Request for DDA Funding for FY 2016-2017. The DDA's approval will need the approval of City Council.
6. Communications, Event Marketing, & Volunteer Recruitment Report: Andrea reported by email that there has been no significant activity with regard to the Commission Hotline or Facebook page. She did post a congratulatory statement regarding Commissioner Michael Bak winning Channel 4's "Vote for the Best" Award for Best Wedding Florist. Congratulations, Michael! She noted on FB that the Fall Dig-In was cancelled, and she is working on home and business award photos for posting on the Commission's web page.
7. "Adopt-A-Spot in Wyandotte" Program Update:
  - a. Approval of the Volunteer Application for Shelley Belinc and the Wyandotte Family Church: John reported that the application from Shelley Belinc and the Wyandotte Family Church to adopt the BASF Gazebo and adjacent flower bed has been received. John made a motion, seconded by Noel, to approve their application. The motion was approved. John will email the approval.
8. Community Garden Update: John reported that he emailed an announcement to all community gardeners regarding the appointment of April Treece as Volunteer Community Garden Coordinator. John has been working with her, and she will be attending upcoming Commission meetings.

9. Downtown Plantings Update:

- a. Fall Dig-In Cancelled: It was reiterated that the Fall Dig-In will be cancelled this year, due to lack of need for volunteers.
- b. Miscellaneous Seasonal Plantings: The planter pots at the arbor, teardrop, and Nanna's Kitchen will be planted by the Commissioners in a Fall/Halloween theme.

10. Beautification Awards and Postcards:

- a. Home and Business Beautification Awards: The Beautification Awards to 17 residences and 2 businesses were presented by Alice at the September 12, 2016 City Council Meeting. A number of Commissioners were present and assisted with the presentations. Only 5 winners were unable to attend. Alice will hand-deliver their awards. All recipients were thrilled and were very excited to be recognized. This was a very successful event again! It was suggested that next year the award selection process be explained at the beginning of the presentation.

11. Winter & Holiday Baskets Update: Alice reported that the free-standing hanging baskets will not be planted this fall or winter. They will be disassembled and stored by DPS, so as not to be damaged if left in place during snow removal periods in the winter. The arbor hanging baskets will be planted with mums for a fall theme, and will be planted with winter and holiday decorations after that. The fall mums should be received and installed soon.

12. Old Business:

- a. Holiday Window Display Awards: John opened this subject for discussion. There was interest in conducting this holiday award process for businesses in Wyandotte. Mike brought up the idea of a residential holiday lighting award process. This subject has been discussed in the past, but never acted upon. There was a consensus that this would be a well-received award. Mike was encouraged by consensus to research the matter and develop background criteria and an action plan, modeling after the Commission's process with its Beautification Awards selection, as well as what other local communities have in place. It is hoped to have a plan for approval at the Commission's next meeting. John will review the Holiday Window Display Awards with Joe Gruber and Heather Theide as soon as possible regarding their interest in this project.

13. New Business: Alice reported that there has been a "Museum in the Streets" sign placed in the middle of our plantings at the arbor. The Beautification Commission had no prior knowledge of this. John will follow-up.

14. Round-Table Reports and Announcements: The Commissioners were reminded of the Beautification Council of SE Michigan Quarterly Meeting, 9:30 am, Thursday, September 15, 2016, Brownstown Events Center in Brownstown Township.

15. Next Meeting: The next regular meeting of the Beautification Commission is scheduled for Wednesday, October 12, 2016 at 6:00 pm – 8:00 pm in City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.

16. Adjournment: The meeting was adjourned at 7:55 pm.



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John M. Darin  
Chairman,  
Wyandotte Beautification Commission

CITY OF WYANDOTTE  
BEAUTIFICATION COMMISSION MEETING MINUTES, DRAFT  
SEPTEMBER 14, 2016

Members Present: John Darin, Chairman, Michael Bak, Kelly Dodson, Noel Galeski, Alice Ugljesa

Members Excused: Andrea Fuller, Linda Orta, Stephanie Pizzo, Bill Summerell

Guest(s): None

1. Call to Order: The meeting was called to order by John at 6:05 pm.
2. Reading and Approval of Previous Minutes:
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10. Beautification Awards and Postcards:

- a. Home and Business Beautification Awards: The Beautification Awards to 17 residences and 2 businesses were presented by Alice at the September 12, 2016 City Council Meeting. A number of Commissioners were present and assisted with the presentations. Only 5 winners were unable to attend. Alice will hand-deliver their awards. All recipients were thrilled and were very excited to be recognized. This was a very successful event again! It was suggested that next year the award selection process be explained at the beginning of the presentation.

11. Winter & Holiday Baskets Update: Alice reported that the free-standing hanging baskets will not be planted this fall or winter. They will be disassembled and stored by DPS, so as not to be damaged if left in place during snow removal periods in the winter. The arbor hanging baskets will be planted with mums for a fall theme, and will be planted with winter and holiday decorations after that. The fall mums should be received and installed soon.

12. Old Business:

- a. Holiday Window Display Awards: John opened this subject for discussion. There was interest in conducting this holiday award process for businesses in Wyandotte. Mike brought up the idea of a residential holiday lighting award process. This subject has been discussed in the past, but never acted upon. There was a consensus that this would be a well-received award. Mike was encouraged by consensus to research the matter and develop background criteria and an action plan, modeling after the Commission's process with its Beautification Awards selection, as well as what other local communities have in place. It is hoped to have a plan for approval at the Commission's next meeting. John will review the Holiday Window Display Awards with Joe Gruber and Heather Theide as soon as possible regarding their interest in this project.

13. New Business: Alice reported that there has been a "Museum in the Streets" sign placed in the middle of our plantings at the arbor. The Beautification Commission had no prior knowledge of this. John will follow-up.

14. Round-Table Reports and Announcements: The Commissioners were reminded of the Beautification Council of SE Michigan Quarterly Meeting, 9:30 am, Thursday, September 15, 2016, Brownstown Events Center in Brownstown Township.

15. Next Meeting: The next regular meeting of the Beautification Commission is scheduled for Wednesday, October 12, 2016 at 6:00 pm – 8:00 pm in City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.

16. Adjournment: The meeting was adjourned at 7:55 pm.



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John M. Darin  
Chairman,  
Wyandotte Beautification Commission

*Unapproved as of 9/21/2016*

**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, September 20, 2016 at 8:41 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

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

BOARD MEMBERS ABSENT: Michael Sadowski (Excused), Larry Garmo (Excused), Al Sliwinski (Excused)

OTHERS PRESENT: None

**Minutes of Previous Meeting (August 18, 2016)**

The minutes of the meeting of August 18, 2016, were reviewed by the Board and approved to be received and placed on file through a motion by Member Badalamenti, supported by Member Armatis. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

None

**Communications**

Communication from Todd Drysdale, City Administrator/Finance Director, regarding a proposed FY2016 budget amendment to adjust revenue and expense to account for differences in taxable value and principal repayment as compared to the proposed budget for Brownfield #7.

**Resolutions**

**Resolution by the Wyandotte Brownfield Redevelopment Authority (BRDA) recommending approval by the Wyandotte City Council of a FY2016 budget amendment to adjust revenue and expense Account #'s 231-107-926-120, 231-200-925-335 and 231-000-655-040 to account for differences in taxable value and principal repayment due to higher than anticipated property valuation than in the original budget. Proposed amendment results in additional \$ 5,848 net revenue for Brownfield #7.**

**Dated: September 20, 2016**

WHEREAS, the City of Wyandotte Brownfield Redevelopment Authority (BRDA) has received a recommendation for a FY2016 budget amendment to adjust revenue and expenses to account for differences in taxable value and principal repayment due to higher than anticipated property valuation than in the original budget, and

WHEREAS, the proposed amendment results in \$ 5,848 increase in net revenues on the overall FY2016 budget; now

THEREFORE, BE IT RESOLVED by the City of Wyandotte Tax Increment Finance Authority recommending approval by the Wyandotte City Council of the budget amendment to increase Interest Expense reimbursement for \$ \$ 5,050 and Project Development Services for \$ 23,057 and Miscellaneous Revenues for \$ 33,955 for FY2016.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER: Armatis

SUPPORTED BY MEMBER: Maher

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

ABSTAIN: None

ABSENT: Sadowski (Excused), Garmo (Excused) and Sliwinski (Excused)

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

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

**Other/Old Business** – Chairman Mix noted that for FY2017 that both the TIFA and BRDA were able to fund all budget requests made. Also, in response to a question from Chairman Mix, Member Drysdale noted that due to the structure of Brownfield agreements, the FY2017 BRDA budget is not developed until May 2017 when specific facts are known regarding property values and taxes captured relative to the actual Brownfield agreement.

**Late Items** - None

**Next Meeting**

The next meeting of the BRDA Board will be held Tuesday, October 18, 2016 at 8:30 AM.

**Adjournment**

The BRDA meeting was adjourned at 8:47 AM through a motion by Member Badalamenti, supported by Member Armatis. Motion passed with no objections.

*Paul L. LaManes, Secretary*

User: ktrudell

Post Date from 09/16/2016 - 09/16/2016 Open Receipts

DB: Wyandotte

| Receipt # | Date | Cashier | Wkstn | Received Of Distribution | Amount |
|-----------|------|---------|-------|--------------------------|--------|
|-----------|------|---------|-------|--------------------------|--------|

|    |        |            |                 |                 |                                    |
|----|--------|------------|-----------------|-----------------|------------------------------------|
| O  | 452834 | 09/16/2016 | ktrudell F2     | 27TH DIST COURT |                                    |
| M1 |        |            | 101-000-001-000 | 101-000-650-010 | FINES DIST COURT WYAN 80,955.65    |
| M3 |        |            | 101-000-001-000 | 101-000-650-012 | DIST CT RIVERVIEW CASES 31,756.90  |
| M2 |        |            | 101-000-001-000 | 101-000-650-011 | WORK FORCE-WYANDOTTE 5,749.50      |
| M6 |        |            | 101-000-001-000 | 101-000-650-017 | WORK FORCE-RIVERVIEW 3,568.00      |
| M7 |        |            | 101-000-001-000 | 101-000-650-018 | COURT TECHNOLOGY WYANDOTT 3,900.00 |
| M9 |        |            | 101-000-001-000 | 101-000-650-020 | COURT DRUG TESTING FEES 3,921.00   |
| AS |        |            | 101-000-001-000 | 101-000-650-021 | COURT SCREENING ASSESSMEN 4,241.00 |
| AW |        |            | 101-000-001-000 | 101-000-650-024 | CHEMICAL AWARENESS 1,744.00        |

135,836.05 CITY CHECK 1037

AUGUST 2016  
REC# 897877

|    |        |            |                 |                 |   |
|----|--------|------------|-----------------|-----------------|---|
| O  | 452835 | 09/16/2016 | ktrudell F2     | METLIFE         |   |
| RE |        |            | 101-000-001-000 | 101-000-655-040 | RECEIPTS-MISCELLANEOUS 216.80 CITY CHECK 0037642521 |

TRUST INTERESTS  
REC# 897878

|    |        |            |                 |                    |   |
|----|--------|------------|-----------------|--------------------|---|
| O  | 452836 | 09/16/2016 | ktrudell F2     | WAYNE COUNTY TREAS |   |
| TS |        |            | 101-000-001-000 | 101-000-411-085    | COUNTY DEL TAX SETTLEMENT 4,469.23 CITY CHECK 2412814 |

MONTHLY DEL TAX SETTLEMENT-AUGUST  
REC# 897879

Total of 3 Receipts 140,522.08

User: ktrudell

Post Date from 09/16/2016 - 09/16/2016 Open Receipts

DB: Wyandotte

| Receipt # | Date | Cashier | Wkstn | Received Of Distribution | Amount |
|-----------|------|---------|-------|--------------------------|--------|
|-----------|------|---------|-------|--------------------------|--------|

|                                  |                           |  |  |  |            |
|----------------------------------|---------------------------|--|--|--|------------|
| *** TOTAL OF CREDIT ACCOUNTS *** |                           |  |  |  |            |
| 101-000-411-085                  | COUNTY DEL TAX SETTLEMENT |  |  |  | 4,469.23   |
| 101-000-650-010                  | FINES DIST COURT WYAN     |  |  |  | 80,955.65  |
| 101-000-650-011                  | WORK FORCE-WYANDOTTE      |  |  |  | 5,749.50   |
| 101-000-650-012                  | DIST CT RIVERVIEW CASES   |  |  |  | 31,756.90  |
| 101-000-650-017                  | WORK FORCE-RIVERVIEW      |  |  |  | 3,568.00   |
| 101-000-650-018                  | COURT TECHNOLOGY WYANDOTT |  |  |  | 3,900.00   |
| 101-000-650-020                  | COURT DRUG TESTING FEES   |  |  |  | 3,921.00   |
| 101-000-650-021                  | COURT SCREENING ASSESSMEN |  |  |  | 4,241.00   |
| 101-000-650-024                  | CHEMICAL AWARENESS        |  |  |  | 1,744.00   |
| 101-000-655-040                  | RECEIPTS-MISCELLANEOUS    |  |  |  | 216.80     |
| TOTAL - ALL CREDIT ACCOUNT       |                           |  |  |  | 140,522.08 |

|                                 |      |  |  |  |            |
|---------------------------------|------|--|--|--|------------|
| *** TOTAL OF DEBIT ACCOUNTS *** |      |  |  |  |            |
| 101-000-001-000                 | Cash |  |  |  | 140,522.08 |
| TOTAL - ALL DEBIT ACCOUNTS      |      |  |  |  | 140,522.08 |

|                       |              |  |  |  |            |
|-----------------------|--------------|--|--|--|------------|
| *** TOTAL BY FUND *** |              |  |  |  |            |
| 101                   | General Fund |  |  |  | 140,522.08 |
| TOTAL - ALL FUNDS:    |              |  |  |  | 140,522.08 |

|                       |                        |  |  |  |            |
|-----------------------|------------------------|--|--|--|------------|
| *** TOTAL BY BANK *** |                        |  |  |  |            |
| GEN                   | GENERAL OPERATING FUND |  |  |  | 140,522.08 |
| TOTAL:                |                        |  |  |  | 140,522.08 |
| TOTAL - ALL BANKS:    |                        |  |  |  | 140,522.08 |

|                                 |  |  |  |  |            |
|---------------------------------|--|--|--|--|------------|
| *** TOTAL OF ITEMS TENDERED *** |  |  |  |  |            |
| <u>Tender Code/Desc.</u>        |  |  |  |  |            |
| (CCK) CITY CHECK                |  |  |  |  | 140,522.08 |
| TOTAL:                          |  |  |  |  | 140,522.08 |

|                                |                               |  |  |  |            |
|--------------------------------|-------------------------------|--|--|--|------------|
| *** TOTAL BY RECEIPT ITEMS *** |                               |  |  |  |            |
| (1)                            | AS: COURT SCREENING ASSESSMEN |  |  |  | 4,241.00   |
| (1)                            | AW: CHEMICAL AWARENESS        |  |  |  | 1,744.00   |
| (1)                            | M1: FINES DIST COURT WYAN     |  |  |  | 80,955.65  |
| (1)                            | M2: WORK FORCE-WYANDOTTE      |  |  |  | 5,749.50   |
| (1)                            | M3: DIST CT RIVERVIEW CASES   |  |  |  | 31,756.90  |
| (1)                            | M6: WORK FORCE-RIVERVIEW      |  |  |  | 3,568.00   |
| (1)                            | M7: COURT TECHNOLOGY WYANDOTT |  |  |  | 3,900.00   |
| (1)                            | M9: COURT DRUG TESTING FEES   |  |  |  | 3,921.00   |
| (1)                            | RE: RECEIPTS-MISCELLANEOUS    |  |  |  | 216.80     |
| (1)                            | TS: COUNTY DEL TAX SETTLEMENT |  |  |  | 4,469.23   |
| TOTAL - ALL RECEIPT ITEMS:     |                               |  |  |  | 140,522.08 |

**\*DRAFT-UNAPPROVED\***

City of Wyandotte  
DESIGN REVIEW COMMITTEE  
**Minutes of the Tuesday, September 13, 2016, Meeting**

Member Kowalewski called the meeting to order at 11:30 a.m.

MEMBERS PRESENT: Robert Benson, Joseph Gruber, Sarah Jordan, Mark Kowalewski,  
and Norm Walker

MEMBERS ABSENT: None

ALSO PRESENT: Sheila Johnson, Recording Secretary  
Al Fritz, Owner – 3233 Biddle Avenue  
Paul Ferguson, Huron Sign Co.  
Joe Daly, Owner – 3099 Biddle Avenue

**NEW BUSINESS:**

None at this time.

**APPROVAL OF JULY 19, 2016 MINUTES:**

Motion by Member Benson to approve minutes. Member Walker supported motion. All Members voted in favor.

**REVIEW OF PROPOSED WALL SIGN AT 3233 BIDDLE AVENUE:**

The application was submitted by Huron Sign Co. (Applicant) and Al Fritz (Owner) for the property at 3233 Biddle Avenue, Wyandotte, Michigan has been reviewed and approved.

**REVIEW OF FENCING AT 3099 BIDDLE AVENUE:**

The application was submitted by Joseph Daly (Applicant & Owner) for the property at 3099 Biddle Avenue, Wyandotte, Michigan has been review and approved.

**OTHER BUSINESS:**

None at this time.

**MOTION TO ADJOURN:**

MOTION BY MEMBER Gruber to adjourn the meeting at 11:48 p.m.  
Member Jordan seconded motion. All Members voted to adjourn.

# RESOLUTION

Wyandotte, Michigan

September 13, 2016

RESOLUTION BY MEMBER BENSON

RESOLVED BY THE DESIGN REVIEW COMMITTEE OF THE CITY OF  
WYANDOTTE,

The proposed wall sign as submitted by Huron Sign Co. (Applicant) and Al Fritz (Owner) for the property at 3233 Biddle Avenue, Wyandotte, Michigan has been reviewed and approved as submitted by the Design Review Committee on September 13, 2016.

I move the adoption of the foregoing resolution.

Member: Benson

Supported by Member: Gruber

| Yeas | Members    | Nays |
|------|------------|------|
| X    | Benson     |      |
| X    | Gruber     |      |
| X    | Jordan     |      |
| X    | Kowalewski |      |
| X    | Walker     |      |

# RESOLUTION

Wyandotte, Michigan

September 13, 2016

RESOLUTION BY MEMBER KOWALEWSKI

RESOLVED BY THE DESIGN REVIEW COMMITTEE OF THE CITY OF  
WYANDOTTE,

The proposed fencing as submitted by Joseph Daly (Applicant & Owner) for the property at 3099 Biddle Avenue, Wyandotte, Michigan has been reviewed and approved as submitted by the Design Review Committee on September 13, 2016.

I move the adoption of the foregoing resolution.

Member: Kowalewski

Supported by Member: Benson

| Yeas | Members          | Nays |
|------|------------------|------|
| X    | Benson           |      |
|      | Gruber (abstain) |      |
| X    | Jordan           |      |
| X    | Kowalewski       |      |
| X    | Walker           |      |

**City of Wyandotte**  
**PLANNING COMMISSION**  
***Minutes of the Thursday, August 18, 2016, Meeting***  
**MINUTES AS RECORDED**

The meeting was called to order by Vice Chairperson Pasko at 6:30 p.m.

COMMISSIONERS PRESENT: Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

COMMISSIONERS EXCUSED: Adamczyk

ALSO PRESENT: Ben Tallerico  
Peggy Green, Acting Recording Secretary

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING:**

MOTION BY COMMISSIONER Rutkowski, supported by Commissioner Lupo to approve the minutes of the Meeting of July 21, 2016. MOTION PASSED.

YES: Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki  
NO: None ABSENT: Adamczyk MOTION PASSED

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**PUBLIC HEARING #071816-** Request from Coachlight Properties, LLC, owner and appellant, to rezone the property known as 828 4<sup>th</sup> Street, City of Wyandotte, County of Wayne, State of Michigan (East 116 Feet of the west 271.72 Feet of the south 45.5 feet of Lot 40, except the west 16 feet thereof, "Sub of P.C. 112 for the Heirs of Antoine Labadie Deceased" part of P.C. 112, City of Wyandotte, Wayne County, Michigan as recorded in Liber 4 of Plats, Page 35, Wayne County Records). It is proposed that said land be rezoned from Two Family Residential District (RT) to Multiple Family Residential District (RM-1A).

The Owner/Applicant is requesting rezoning in order to remove an existing garage and combine this parcel with 413 St. Johns to construct new garages for tenants.

The Planning Commission of the City of Wyandotte at the request from Coachlight Properties, LLC to rezone the property known as 828 4<sup>th</sup> Street be hereby received;

AND BE IT RESOLVED that on August 18, 2016, the Planning Commission held the required public hearing and no objection(s) were received;

NOW, THEREFORE BE IT RESOLVED that a Motion by Commissioner Benson, supported by Commissioner Lupo that the Planning Commission hereby recommends to the Mayor and City Council that the property known as 828 4<sup>th</sup> Street (East 116 Feet of the west 271.72 Feet of the south 45.5 feet of Lot 40, except the west 16 feet thereof, "Sub of P.C. 112 for the Heirs of Antoine Labadie Deceased" part of P.C. 112, City of Wyandotte, Wayne County, Michigan as recorded in Liber 4 of Plats, Page 35, Wayne County Records) is hereby approved to be rezoned to Multiple Family Residential District(RM-1A).

YES: Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki  
NO: None                      ABSENT: Adamczyk                      MOTION PASSED

**PERSONS IN THE AUDIENCE:**

No persons in audience.

**OTHER BUSINESS:**

**Nomination of Officers:**

- Motion by Commissioner Lupo, Supported by Commissioner Rutkowski to nominate Commissioner Pasko as Chairperson.  
MOTION PASSED
- Motion by Commissioner Benson, Supported by Commissioner Pasko to nominate Commissioner Lupo as Vice-Chairperson.  
MOTION PASSED
- Motion by Commissioner Lupo, Supported by Commissioner Duran to nominate Commissioner Benson as Secretary.  
MOTION PASSED

Vice Chairperson Pasko regretfully accepted the resignation of Elizabeth Krimmel and welcomed new commissioner, Jay Sarnacki

Ben Tallerico informed the Commission that July starts the New Year and the annual report needs to be repaired for the actions of this year, as required by the State.

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**BILLS AND ACCOUNT:**

MOTION BY COMMISSIONER Lupo, Supported by Commissioner Parker to:  
Pay Beckett & Raeder for Planning Consultant fee for August 2016 in the amount of \$700.00.

YES: Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki  
NO: None                      ABSENT: Adamczyk                      MOTION PASSED

**MOTION TO ADJOURN:**

MOTION BY COMMISSIONER Benson, Supported by Commissioner Lupo to adjourn the meeting at 6:40 p.m.

**PUBLIC HEARING #071816-** Request from Coachlight Properties, LLC, owner and appellant, to rezone the property known as 828 4<sup>th</sup> Street, Wyandotte, Michigan

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Vice-Chairperson Pasko opened the Public Hearing and asked if there was anyone present who wished to speak about this public hearing.

Joe DiSanto, Coachlight Properties, 2289 – 7<sup>th</sup> Street, present.

Mr. Tallerico explained rezoning from two family to multiple family, it will be combined with the RM-1A to the north, and the whole parcel will be zoned the same.

Mr. DiSanto explained that there is an existing eight (8) unit apartment building and that 828 – 4<sup>th</sup> Street burned down and only a garage is left. Mr. DiSanto stated that he is requesting to vacate the alley and will combine the properties. Mr. DiSanto added that he will pave the alley and that there will be 1 garage, with eight doors.

The Commission asked about a shop area. Mr. DiSanto explained that there will be an offset area for the handyman to do repairs.

Mr. DiSanto stated that each section of the garage will be 10'x20' with roll up door.

Mr. DiSanto added that he had met with some of the neighbors, and their issues had been resolved.

There being no further questions, the public hearing was closed.

No Communications were received.

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# UNAPPROVED MINUTES

Planning Commission  
Meeting September 15, 2016

**City of Wyandotte**  
PLANNING COMMISSION  
*Minutes of the Thursday, September 15, 2016, Meeting*  
MINUTES AS RECORDED

The meeting was called to order by Chairperson Stan Pasko at 6:30 p.m.

COMMISSIONERS PRESENT: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnowski

COMMISSIONERS EXCUSED: None

ALSO PRESENT: Ben Tallerico  
Kelly Roberts, Recording Secretary

## COMMUNICATIONS:

None

## APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING:

MOTION BY COMMISSIONER BENSON, supported by Commissioner Parker to approve the minutes of the Meeting of August 18, 2016. MOTION PASSED.

## OLD BUSINESS:

1. Amendments to the City of Wyandotte Zoning Ordinance Article XXII Special Land Uses, Section 2201 General Provisions Sub-Section H Revoke Special Land Use and Section 2202 Special Land Use Designated Sub-Section S Outdoor Cafés.

Chairperson Pasko indicated that the City Council has referred back to the Commission the proposed changes to the Outdoor Café Ordinance. Chairperson Pasko indicated that the Commission would review each section along with the communication from the City Engineer and City Attorney and the following was duly adopted:

- **Section 2202.S.1** Change to: The permitted hours of operation are from 7:00 a.m. to 12 midnight Monday thru Sunday with extended hours to 2:00 a.m. on 3<sup>rd</sup> Fridays, Street Art Fair and events approved by Resolution by City Council. All other changes to this section are approved as presented.
- **Section 2202.S.2** – All proposed changes were accepted and approved.
- **Section 2202.S.3** – All proposed changes were accepted and approved.
- **Section 2202.S.4** – All proposed changes were accepted and approved.
- **Section 2202.S.5** – All proposed changes were accepted and approved.
- **Section 2202.S.6** – Add the following underlined wording to this Section, “Consideration for approval for use of any public area shall be limited to public property that is situated with fifty (50) feet of the extended property boundaries of property owned by applicant. Any public outdoor café not within the road right-of-way may also require a written lease as determined by the City Council.
- **Section 2202.S.7** – All proposed changes were accepted and approved.
- **Section 2202.S.8** – All proposed changes were accepted and approved.
- **Section 2202.S.9** – Add the following: Any fence abutting public right-of-way or in public right-of-way must be of black metal material. Shop draws plans shall be provided with each application for fencing and all furniture on any outdoor café for review by the Planning Commission.

- **Section 2202.S.10** – All proposed changes were accepted and approved.
- **Section 2202.S.11** – Add the following sentences: “All outdoor cafes shall apply annually to the Planning Commission for approval. A public hearing will be required only if a written complaint is received by the Planning Commission in the previous year. The Engineering and Building Department will be responsible to receive written complaints concerning an outdoor café and said complaints shall be forwarded to the Planning Commission. The City Council will approve an application checklist which will include yearly fees for application review, inspections, use of public area and review of insurance. This checklist will be utilized for inspection by the Engineering and Building Department. The yearly fee will be established by City Council Resolution.”

YES: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: None

ABSENT: None

MOTION PASSED

**NEW BUSINESS:**

2. **PUBLIC HEARING PC516-** Request from Wyandotte Beer Company, Tom Elsesser, owner and appellant, for a Certificate of Occupancy for an Outdoor Café at 3016 1<sup>st</sup> Street, Wyandotte, Michigan, in the CBD Zoning District, which conflicts with Section 2202.S.2 of the City of Wyandotte Zoning Ordinance.

RESOLUTION BY COMMISSIONER LUPO, Supported by Commissioner Mayhew; RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF WYANDOTTE, that Special Approval PC516 – request by Wyandotte Beer Company, Tom Elsesser (Owner and Appellant) for A Certificate of Occupancy for an Outdoor Café at 3016 1<sup>st</sup> Street, Wyandotte, Michigan, be hereby approved contingent upon the following reasons: The proposed outdoor café complies with all ordinance requirements or will comply with said requirements and the conditions below prior to use as an outdoor café. Further, during the public hearing for this application, there were no objections to the proposed project.

Said approval is subject to the following conditions:

1. The outdoor café is subject to all conditions applicable to an outdoor café in the Central Business District (CBD) Zoning District, Special Land Uses, Section 2202.S of the City of Wyandotte’s Zoning Ordinance. The applicant is responsible for carefully reviewing, understanding and complying with the requirements of the ordinance.
2. Outdoor café to be constructed in accordance with the site plan submitted by Owner indicated as A-1 and A-2 dated August 16, 2016.
3. If alcoholic beverages are served, the current Michigan Liquor Control Commission rules and regulations shall apply, and the applicant shall obtain all necessary approvals.
4. Compliance with all Police, Fire and City Engineer requirements attached.
5. Use of the outdoor café shall be allowed from 7:00 a.m. to Midnight from March 15 through October 31.
6. The outdoor café shall comply with all applicable laws and regulations of the City, County, and the State.
7. Umbrellas to have name of establishment on the drip-tee only, no logo’s for products.
8. Fence to be stained cedar.
9. Tables and chairs to be black iron.

YES: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: None

ABSENT: None

MOTION PASSED

3. **PUBLIC HEARING PC517-** Request from Captains, Rick DeSana, owner and appellant, for a Certificate of Occupancy for revision to the approved Rear Outdoor Café by adding two (2) fire features at 126 Oak Street, Wyandotte, Michigan, in the CBD Zoning District, which conflicts with Section 2202.S.2 of the City of Wyandotte Zoning Ordinance.

RESOLUTION BY COMMISSIONER ADAMCZYK, Supported by Commissioner Mayhew, RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF WYANDOTTE, that Special Approval PC517 – request by Captain’s (Owner and Appellant) for a Certificate of Occupancy for an Outdoor Café on private property at 126 Oak, Wyandotte, Michigan be hereby **approved** on the basis of the following reasons: The proposed outdoor café complies with all ordinance requirements or will comply with said requirements and the conditions below prior to use as an outdoor café. Further, during the public hearing for this application, there were no objections to the proposed project.

Said approval is subject to the following conditions:

1. The outdoor café is subject to all conditions applicable to an outdoor café on private property in the Central Business District (CBD) Zoning District, Special Land Uses, Section 2202.S of the City of Wyandotte’s Zoning Ordinance. The applicant is responsible for carefully reviewing, understanding and complying with the requirements of the ordinance.
2. Outdoor café to be constructed in accordance with the site plan submitted by Owner indicated as drawing Sheet 1, Captains – Ornamental Fire Feature, dated September 8, 2016 and Sheet 1, Captain’s Firepits, dated May 6, 2014.
3. If alcoholic beverages are served, the current Michigan Liquor Control Commission rules and regulations shall apply, and the applicant shall obtain all necessary approvals.
4. Compliance with all Police, Fire and City Engineer requirements attached.
5. Use of the outdoor café shall be allowed from 7:00 a.m. to midnight from March 15 through October 31.
6. The outdoor café shall comply with all applicable laws and regulations of the City, County, and the State.
7. Umbrellas to have name of establishment on the drip-tee only, no logo’s for products.
8. Fence to be 6 feet in height and of a material to be maintenance free.
9. Table layout to be as indicated on Sheet 1, Captains – Ornamental Fire Feature dated September 8, 2016.
10. Use of port-a-potty is permitted during special events only, not to be stored on property
11. The Fire Chief has determined the occupancy load for the rear outdoor café to be 75 persons and a sign shall be posted in a conspicuous place indicating same. Occupancy shall be within area encompassed by planters on the south, west and east sides of patio.
12. Tables and chairs are to be as indicated on Sheet 1, Captain’s Firepits.

YES: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: None ABSENT: None

MOTION PASSED

4. **PUBLIC HEARING** – To consider changes to the City of Wyandotte Zoning Ordinance to permit Medical Marijuana Facilities at Businesses or Industrial Locations within the City of Wyandotte by amending the following Sections:
- ARTICLE II – Definitions, Section 201
  - ARTICLE XIV – B-2 General Business District, Section 1401 Special Uses
  - ARTICLE XV – I-1 Industrial District, Section 1501 Special Uses
  - ARTICLE XXII – Special Land Uses, Section 2202 General Provisions, adding Section OO – Medical Marijuana Facility.

MOTION BY COMMISSIONER SARNACKI, Supported by Commissioner Benson,

RESOLVED BY THE WYANDOTTE PLANNING COMMISSION that a Public Hearing was held on September 15, 2016, regarding a new Ordinance for Medical Marijuana Facilities at Businesses or Industrial Locations within the City of Wyandotte regarding changes to the following Sections of the Ordinance:

- ARTICLE II – Definitions, Section 201
- ARTICLE XIV – B-2 General Business District, Section 1401 Special Uses
- ARTICLE XV – I-1 Industrial District, Section 1501 Special Uses
- ARTICLE XXII – Special Land Uses, Section 2202 General Provisions, adding Section OO – Medical Marijuana Facility.

AND WHEREAS, public comments were received; AND

WHEREAS, the State of Michigan is reviewing legislation regarding Medical Marijuana Facilities;

NOW THEREFORE, BE IT RESOLVED that the Planning Commission hereby recommends to the City Council that the Medical Marijuana Facilities Ordinance regarding Section 201, Section 1401, Section 1501 and Section 2202 be hereby ADOPTED; AND

The City Attorney reviews the proposed changes from the State of Michigan and that the City's Ordinance adequately addresses any changes made by the State.

YES: Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: Adamczyk      ABSENT: None

MOTION PASSED

### **PERSONS IN THE AUDIENCE:**

- Al Fritz, 3233 Biddle Avenue, Wyandotte. Mr. Fritz asked the Commission if his tables and chairs on his outdoor patio need to be changed. Mr. Fritz indicated that he spent a lot of money to buy this furniture and it matches the flavor of the restaurant.

Chairperson Pasko indicated that this time there are no changes to the outdoor café and Mr. Fritz outdoor café is in compliance. Chairperson Pasko indicated that he could not speak about what will happen in the future.

- Les Salliotte, 2827 2<sup>nd</sup> Street, Wyandotte. Mr. Salliotte indicated that different tables and chairs look good. Mr. Salliotte also indicated that moving the outdoor café has made a big difference and there is 36" between the fence and the street which is what is required.
- Rick DeSana, 126 Oak Street, Wyandotte. Mr. DeSana indicated that he can't continue to stay quiet about his businesses. There are other businesses doing the same thing he does and nothing is mentioned. Mr. DeSana indicated that he took decibel readings with a Police Officer, as a witness, at the back alley of the bar and in the public right of way on Chestnut Street in front of Mr. Hurst's property. The readings were below the requirement. Mr. DeSana indicated further that he has not had any police calls in the last 6 weeks. Mr. DeSana indicated that moving the front café has really helped to control his patrons.
- Commissioner Benson made a motion to forward the communication from Mr. Hurst regarding public hearing PC517 to the Police Department for review and report back. No one supported this motion.

### **SPECIAL ORDER:**

Mr. Tallerico asked the Commission if they would like a monthly report updating the Commission on various changes in law. The Commission indicated that they would like to have this report.

Mr. Tallerico indicated that the State requires that the Commission submit a yearly report to the City Council. Chairperson Pasko indicated that the Secretary will complete this task yearly.

### **BILLS AND ACCOUNT:**

MOTION BY COMMISSIONER BENSON, supported by Commissioner Lupo to:  
Pay Beckett & Raeder for Planning Consultant fee for September 2016 in the amount of \$700.00

YES: Adamczyk, Benson, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski, Sarnacki

NO: None      ABSENT: None      MOTION PASSED

**MOTION TO ADJOURN:**

MOTION BY COMMISSIONER PARKER, supported by Commissioner Duran to adjourn the meeting at 8:30 p.m.

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**PUBLIC HEARING PC516-** Request from Wyandotte Beer Company, Tom Elsesser, owner and appellant, for a Certificate of Occupancy for an Outdoor Café at 3016 1<sup>st</sup> Street, Wyandotte, Michigan, in the CBD Zoning District, which conflicts with Section 2202.S.2 of the City of Wyandotte Zoning Ordinance

Chairperson Pasko read the appeal and asked if there was anyone present who wished to speak regarding this hearing.

Joe DiSanto, 2289 7<sup>th</sup> Street, Wyandotte, General Contractor for project.

Mr. DiSanto indicated that the outdoor café will be 700 square feet for 20 people with 40" tables and chairs that will be black iron. The fence to enclose the outdoor café will be cedar.

Commissioner Lupu asked if the sign currently on the property will be removed.

Mr. DiSanto indicated that Mr. Elsesser is now the owner of the property and the sign will be removed.

Chairperson Pasko asked if the fence would be of cedar material.

Mr. DiSanto indicated that it would be cedar to match the exterior of the building. Mr. DiSanto indicated that it would be 8 feet off of the sidewalk.

Commissioner Mayhew asked if there would be a grade difference.

Mr. DiSanto indicated that there would be no elevation change, the entrance would be moved to the side of the building.

Commissioner Mayhew stated that if the new Ordinance is passed, the fence adjacent to 1<sup>st</sup> Street would be required to be black metal.

Mr. DiSanto indicated that a black metal fence would conflict with the design of the restaurant and the cedar would match the exterior of the building.

Cathy Chambers, 2955 Biddle, Wyandotte.

Ms. Chambers indicated that she sees a lot of activity and is concerned that there is not enough policing of the area with all the outdoor cafes now in the downtown. Ms. Chambers indicated that there are people drinking and she is very concerned.

Chairperson Pasko indicated that is a police issue and her concerns should be directed to the City Council for enforcement.

Ms. Chambers also indicated that there are cars racing in the parking lot. Ms. Chambers expressed concern regarding these issues.

Joe Gruber, DDA Director.

Mr. Gruber indicated that he is present to represent the DDA Board, and the DDA supports this outdoor café use to go into a vacant building in the downtown.

There being no further discussion, the hearing was closed.

No communications were received regarding this hearing.

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**PUBLIC HEARING PC517-** Request from Captains, Rick DeSana, owner and appellant, for a Certificate of Occupancy for revision to the approved Rear Outdoor Café at 126 Oak Street, Wyandotte, Michigan, in the CBD Zoning District, which conflicts with Section 2202.S.2 of the City of Wyandotte Zoning Ordinance.

Chairperson Pasko read the appeal and asked if there was anyone present who wished to speak regarding this hearing.

Cathy Chambers , 2955 Biddle Avenue. Ms. Chambers asked why the fencing was moved towards the building from the street. Ms. Chambers indicated that there is not enough room for a handicap chair and bikes to go by.

Commissioner Benson indicated that was approved by the Planning Commission and the City Council.

Chairperson Pasko indicated that he would have the City Engineer review the fencing location.

Rick DeSana, 126 Oak Street, Wyandotte.

Mr. DeSana passed out pictures of fire features to the Commission showing the features have a glass top.

Commissioner Rutkowski asked if the units would be gas fired.

Mr. DeSana indicated that they would be gas and he felt this was safer than propane tanks.

Commissioner Mayhew asked if there was an emergency shut-off at each feature.

Mr. DeSana stated yes.

Commissioner Parker asked if the unit would be on legs.

Mr. DeSana indicated it would be bolted to the ground and you would not be able to put your legs under it.

Commissioner Lupo asked if they would be lit all the time.

Mr. DeSana indicated that mostly at night, in the fall and spring.

Commissioner Mayhew asked about the tent.

Mr. DeSana indicated that they could not be lit when the tent was up.

Commissioner Benson asked if they had a permit for the tent.

Mr. DeSana indicated that they did.

There being no further discussion, the hearing was closed.

One (1) communication was received regarding this hearing.

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**PUBLIC HEARING** – To consider changes to the City of Wyandotte Zoning Ordinance to permitting Medical Marijuana Facilities at Businesses or Industrial Locations within the City of Wyandotte.

Chairperson Pasko read the appeal and asked if there was anyone present who wished to speak regarding this hearing.

Mr. Lee Nicolson, 2955 Biddle Avenue, Wyandotte. Mr. Nicolson indicated that he is against medical marijuana facilities in Wyandotte. Mr. Nicolson indicated that all you need to do is look at Colorado and all the trouble they are having. Mr. Nicolson indicated that there would be an increase in crime and the effects on businesses would increase their Insurance rates. Mr. Nicolson indicated that he is not in favor of this ordinance.

Brandy Cousineau-DuVall, 815 West Lake Street, South Lyon, Michigan.

Ms. Cousineau-DuVall indicated that she would like to open a business at 1201 Fort Street. Ms. Cousineau-DuVall stated that she and her husband have other medical marijuana facilities with no issues. Ms. Cousineau-DuVall stated that her business does not attract drug dealers, it helps people. Ms. Cousineau-DuVall stated that she is a 3 time survivor of cancer and marijuana helps. Ms. Cousineau-DuVall indicated that she does not feel it is fair for people who need help to go to an unsafe place to get help.

Ms. Cousineau-DuVall indicated that her business would be open from 9 am to 9 pm and probably not weekends.

Commissioner Benson asked Ms. Cousineau-DuVall if she would be growing marijuana at this site.

Ms. Cousineau-DuVall indicated no, she would strictly dispense marijuana.

Commissioner Rutkowski asked who she would supply.

Ms. Cousineau-DuVall indicated that she would only sell to care givers.

Chairperson Pasko indicated that Ms. Cousineau-DuVall is not here to get approval for a medical marijuana facility all the Commission is looking at is the Ordinance.

Commissioner Lupo indicated that he is just getting background information.

Commissioner Lupo asked if her staff would have background checks.

Ms. Cousineau-DuVall indicated yes and she would only have around 5 employees.

Lenard Mix, 3060 Van Alstyne, Wyandotte. Mr. Mix indicated that he would like to open a facility in Wyandotte at Biddle and Pennsylvania. The building is not located in a residential district and the hours would be from 10 am until 9 pm. Mr. Mix continued that he would have security and cameras all around the building. Mr. Mix further indicated that he would not be growing at the site. Mr. Mix informed the Commission that there are 3 bills being considered by the Michigan Legislation regarding regulating medical marijuana facilities.

Mr. Mix stated that marijuana saved his life and cured his type 2 diabetes and he would like to offer a safe place for people to go to get help. Mr. Mix stated further that there are no cases of overdose and it is not invasive to the community.

Mr. Mix indicated that if the Commissioners had any further questions, he would be happy to answer them.

There being no further discussion, the hearing was closed.

No communications was received regarding this hearing.

**OFFICIALS**

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER

Thomas R. Woodruff  
CITY ASSESSOR



**MAYOR**  
Joseph R. Peterson

**COUNCIL**  
Sheri Sutherby Fricke  
Daniel E. Galeski  
Ted Miciura, Jr.  
Leonard T. Sabuda  
Donald C. Schultz  
Kevin VanBoxell

**MARK A. KOWALEWSKI, P.E.**  
CITY ENGINEER

September 12, 2016

Stan Pasko, Chairperson  
Planning Commission  
City of Wyandotte  
3200 Biddle Avenue  
Wyandotte, Michigan 48192

RE: Proposed Changes to Outdoor Café Ordinance

Dear Chairperson Pasko:

At the August 8, 2016, City Council meeting the proposed changes to the Outdoor Café Ordinance were referred back to the Planning Commission. The undersigned recommend that the following elements be considered based on discussions at the City Council meeting:

**Section 2202.S.6:** Add the following underlined wording to this Section, "Consideration for approval for use of any public area shall be limited to public property that is situated within fifty (50) feet of the extended property boundaries of property owned by applicant. Any public outdoor café not within the road right-of-way may also require a written lease as determined by the City Council".

**Section 2202.S.11:** Add the following sentences, "All outdoor cafes shall apply annually to the Planning Commission for approval. A public hearing will be required only if a written complaint is received by the Planning Commission in the previous year. The Engineering and Building Department will be responsible to receive written complaints concerning an outdoor café and said complaints shall be forward to the Planning Commission. The City Council will approve an application checklist which will include yearly fees for application review, inspection, use of public areas and review of insurance. This checklist will be utilized for inspection by the Engineering and Building Department." The yearly fee will be established by City Council Resolution".

**Section 22.2.S.9:** The Engineering Department has received inquiries as to why Alvis at 3233 Biddle Avenue has red, blue, green, purple, yellow tables and chairs. A review of the Resolution approving this outdoor café does not detail the color of the tables or chairs. Therefore, the colored tables and chairs are permitted. Other outdoor cafes have green plastic chairs, brown wooden tables and chairs and various other types. There was a time when all resolutions adopted by the Planning Commission stated fence, tables and chairs are to be similar to Belicoso which were black metal. This was convenient as Belicoso was one of the first outdoor café in the Central Business District (CBD).

This condition was also discussed in Corki Benson's communication to City Council stating, "The wrought iron or metal black furnishings were originally required to be consistent and more professional looking than plastic ... and in my opinion they still are." The Planning Commission may want to consider changes to this Section if your intentions are to have all items uniform.

At the City Council meeting, there were concerns about extending hours to 2:00 a.m. on Fridays and Saturdays. The Planning Commission may want to reconsider this recommendation and review the original recommendation of extending hours only on 3<sup>rd</sup> Fridays, Street Art Fair and events approved by Resolution by City Council.

Respectfully submitted,



Mark A. Kowalewski  
City Engineer



William R. Look  
City Attorney

MAK/WRL:kr

PC517

PAID  RECEIVED  
 SENT  APPROVED

SEP 15 2016

City of Wyandotte  
By. \_\_\_\_\_

14 September 2016

City of Wyandotte Planning and Zoning Commission  
Re: Captain's Bar

Dear Commission Members,

I am in receipt of your Notice regarding Captain's Bar and their request for the change in ordinance to allow fire pits in their rear outdoor café.

Having reviewed the plan at the office of city engineering, I have no objection to fire pits that are fueled by natural gas.

I do however, object to the manner in which Captain's has operated since the outdoor café was opened.

As I understand it the current ordinance for hours of operation states - outdoor cafes are required to cease serving liquor at twelve midnight. Yet Captain's has violated that regulation on most Fridays and Saturdays, serving well past midnight. On weekend nights they usually have a very large standing room only crowd in the outdoor café. If you can even call it a café. It includes several picnic tables and a tacky bar with a plywood top. There have been porta pottys on site many times. I believe the other outdoor cafes are required to have patrons seated to be served. Captain's does not conform, presently, to the regulations or the approved plan for the "café". The bar itself is beautiful and very pleasant often times.

The activity in that very large patio space on many nights is akin to a wild frat party. We hear hooting and hollering on a steady basis. The number of intoxicated people roaming Oak Street and our street, late on weekend nights is disturbing and worrisome.

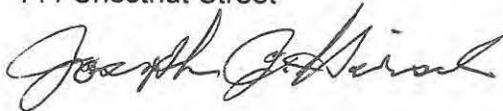
Noise from the party patio is loud and terribly annoying. It flows right through the vacant post office parking lot to our house. It is like the sound at a stadium sporting event, or worse because it is not intermittent or transient. It is constant!

Our young boys can hear the noise in the rear bedroom of our house. That is what really bothers me, the fact that our young kids are deprived their right to relative peace and quite late at night.

Thank you for listening to my concerns.

Respectfully,

Joseph Hirsch  
144 Chestnut Street



**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, September 20, 2016 at 8:33 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

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

BOARD MEMBERS ABSENT: Michael Sadowski (Excused), Larry Garmo (Excused), Al Sliwinski (Excused)

OTHERS PRESENT: None

**Minutes of Previous Meeting (August 18, 2016)**

The minutes of the meeting of August 18, 2016, were reviewed by the Board and approved to be received and placed on file through a motion by Member Badalamenti, supported by Member Maher. Chairman Mix requested that the detailed budget for FY2017 be attached to the minutes. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

None

**Communications**

Communication from Mark Kowalewski, City Engineer, regarding a proposed FY2016 budget amendment for property maintenance in the TIFA district made necessary due greater than anticipated lawn cutting and tree trimming issues.

**Resolutions:**

**Resolution by the Wyandotte Tax Increment Finance Authority (TIFA) recommending approval by the Wyandotte City Council of a zero-dollar FY2016 budget amendment for additional property maintenance made necessary in the TIFA district in the amount of \$ 3,000.00 for Account # 492-200-855-520. Funding for budget amendment requested from the previously approved budget for land purchases, Account # 492-200-850-519.**

**Dated: September 20, 2016**

WHEREAS, the City of Wyandotte Tax Increment Finance Authority (TIFA) has received a recommendation for a FY2016 budget amendment for unanticipated property maintenance in the TIFA district made necessary by greater than anticipated activity during the fiscal year totaling \$3,000.00, and

WHEREAS, the proposed amendment has a zero-dollar impact on the overall FY2016 budget through a reduction in monies previously approved to fund land purchases; now

THEREFORE, BE IT RESOLVED by the City of Wyandotte Tax Increment Finance Authority recommending approval by the Wyandotte City Council of the budget amendment, totaling \$3,000.00 to address property maintenance.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER: Drysdale

SUPPORTED BY MEMBER: Badalamenti

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

ABSTAIN: None

ABSENT: Sadowski (Excused), Garmo (Excused) and Sliwinski (Excused)

  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, October 18, 2016 at 8:30 AM.

**Adjournment**

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

*Paul L. LaManes, Secretary*

**MINUTES AS RECORDED**

**MINUTES OF THE MEETING OF September 7, 2016  
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  
Olsen  
Nevin  
Szymczuk  
Trupiano  
Wienclaw

**MEMBERS ABSENT:** none

**ALSO PRESENT:** Peggy Green, Secretary

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A motion was made by Member Trupiano, supported by Member Szymczuk to approve the minutes of the July 20, 2016, meeting as recorded.

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

No: none

Abstain: none

Absent: none

Motion passed.

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**APPEAL #3228 - GRANTED**

Roebuck Residential LLC/Joseph Daly, 3099 Biddle, Wyandotte (owner & appellant)

for a variance **to obtain a Certificate of Occupancy for a 6' high sideyard fence at 3099 Biddle** (S 10' of Lot 9, also Lots 10 to 14, incl., Eureka Iron & Steel Works Resub., Block 32) in a CBD zoning district, where the proposed conflicts with Section 2406.A.5 of the Wyandotte Zoning Ordinance.

**Section 2406.A.5:**

Fences on non-residential properties are not permitted in a front yard or side yard when the fence is within twenty (20) feet of the front property line or in front of the building.

Proposed new 6' high sideyard fence would be located at zero feet from the front property line.

**Proposed fence will not be detrimental to the development of adjacent buildings or uses, and will not impair the purpose of the ordinance as written.**

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

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

No: none

Abstain: none

Absent: DiSanto

Motion passed.

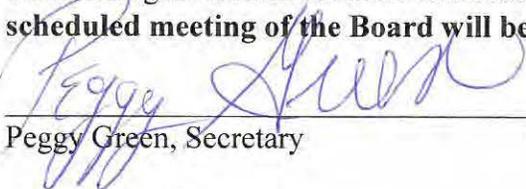
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**COMMUNICATIONS:**

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

**OTHER BUSINESS:**

There being no further business to discuss, the meeting adjourned at 6:40 p.m. **The next scheduled meeting of the Board will be held on October 5, 2016.**

  
\_\_\_\_\_  
Peggy Green, Secretary

**Appeal #3228**

Chairperson Duran read the appeal and asked that it be explained

Joe Daly, owner/appellant, present.

Mr. Daly explained that they had demolished the Cecilia Melody's Building and built a parking lot, there are 9 spaces for the tenants. The gate will have a garage type opener for the tenants to get in and out. If they moved the fence 20' back, they would be losing parking spaces and this would make a waiting area for the restaurants, which all 3 restaurants are busy.

Chairperson Duran asked how many residential units there are. Mr. Daly replied 6. Chairperson Duran asked about ingress and egress. Mr. Daly replied that it has not been specified yet, likely one way in and one way out, but they will give it time. When trucks park in the alley for deliveries, tenants might not be able to get out.

Member DiSanto commented that Mr. Daly has done a nice job on the building and the City should be proud. Member DiSanto commented that the Golf Course, Dr. Sharon's Office, Polonus Restaurant, BASF and Belicosa Café have similar fences, and he does not

see an issue. Member DiSanto added that he feels the fence is a good solution, he has seen people waiting in the parking lot for the restaurants.

Member Gillon commented that Mr. Daly had to provide parking for his tenants, and he has seen people taking up the parking spots for other businesses.

Member Trupiano commented that the parking lot area is primarily for residents, and they will not be going in and out all the time.

One communication was received from DTE.

PAGE 4 of 4

DTE Energy – Gas  
Data Integrity and Technology  
1 Energy Plaza  
GO 838  
Detroit, MI., 48226

**DTE Energy**



ZB

9-7-16

MHG

August 31, 2016

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

**APPEAL # 3228**

**RE: Notice of Public Hearing:**

**To obtain a Certificate of Occupancy for a 6' high sideyard fence at 3099 Biddle Street.**

**( X ) Not Involved. See Remarks**

- ( ) 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 of such all gas mains & services

**REMARKS:**

**DTE Energy- Gas Company has no involvement, nor objection to this appeal.**

**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,

*Mike Harrison*

Drafter DTE Energy